

# Minutes

## Ordinary Council Meeting

**22 August 2023**

*By signing these minutes I certify that they were confirmed at the Ordinary Council Meeting held on Tuesday, 31 October 2023 by resolution of Council*

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CHAIRPERSON

**Meeting Procedures**

1. All Council meetings are open to the public, except for matters dealt with under 'Confidential Items'.
2. Members of the public who are unfamiliar with meeting proceedings are invited to seek advice prior to the meeting from a City Staff Member.
3. Members of the public may ask a question during 'Public Question Time'.
4. Meeting procedures are in accordance with the City's *Standing Orders Local Law 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.

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# Council Chambers Seating Plan



Jeremy Edwards  
CEO



Cr Filomena Piffaretti  
Mayor



Cr Giorgia Johnson



Cr Assunta Meleca



Cr Lorna Clarke



Cr Steven Ostaszewskij



Cr Dan Bull



Cr Sally Palmer



Cr Elli Petersen-Pik



Cr Josh Eveson



Cr Catherine Ehrhardt  
Deputy Mayor



Cr Michelle Sutherland



Des Abel,  
DC



Kym Leahy,  
DCS



Luke Botica,  
DIA

Agendas  
and Minutes  
Officer

Press

Gallery

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

*City of Bayswater Standing Orders Local Law 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.

**AGENDA**

**1 OFFICIAL OPENING .....8**

**2 ACKNOWLEDGEMENT OF COUNTRY .....8**

**3 ANNOUNCEMENTS FROM THE PRESIDING MEMBER .....8**

**4 ATTENDANCE .....8**

**4.1 Apologies .....8**

**4.2 Approved Leave of Absence .....8**

**4.3 Applications for Leave of Absence .....8**

**5 DISCLOSURE OF INTEREST SUMMARY .....9**

**6 PUBLIC QUESTION TIME .....10**

**6.1 Responses to Public Questions Taken on Notice .....10**

**6.2 Public Question Time .....10**

**7 CONFIRMATION OF MINUTES .....17**

**7.1 Ordinary Council Meeting .....17**

**8 PRESENTATIONS .....17**

**8.1 Petitions .....17**

**8.2 Presentations .....18**

**8.3 Deputations .....18**

**8.4 Delegates Reports .....23**

**8.4.1 Delegates Report - ALGA 2023 .....23**

**9 METHOD OF DEALING WITH AGENDA BUSINESS .....35**

**10 REPORTS .....37**

**10.1 Chief Executive Officer Reports .....37**

**10.1.1 Keeping and Control of Cats Amendment Local Law 2023 .....37**

**10.1.2 2022 Annual General Meeting - Response to Motions .....66**

**10.1.3 Main Power Connection for Mobile Food Vehicles at Crimea Park .....231**

**10.1.4 Maylands Brickworks - Funding Options and Memorandum of Understanding .....237**

**10.1.5 Department of Planning, Lands and Heritage - Draft Operational Policy 2.3: Planning for Public Open Space .....258**

**10.1.6 City of Bayswater Advocacy Plan .....285**

**10.1.7 Nomination of Delegates - WALGA 2023 Annual General Meeting .....316**

**10.1.8 Under Separate Cover Item 10.1.8 - Consideration of Executive and Member Motions - WALGA 2023 AGM .....319**

**10.2 Corporate Services Directorate Reports .....429**

**10.2.1 Financial Report for the Period Ended 31 July 2023 .....429**

**10.2.2 Investment Report for the Period Ended 31 July 2023 .....458**

10.2.3 List of Payments for the Month of July 2023 .....	464
10.3 Infrastructure and Assets Directorate Reports.....	481
10.3.1 Tonkin Highway Proclamation Plans.....	481
10.3.2 Bath Road Roundabout Land Acquisition .....	535
10.3.3 Low Cost Urban Road Safety Program - Treatment Plans .....	542
10.3.4 Better Bins Plus Go FOGO Bin Size Transition.....	582
10.3.5 Tender 02-2023 - Arboricultural Consultancy Services .....	595
10.3.6 Tender 07-2023 Juvenile Tree Planting, Watering and Maintenance Services.....	600
10.3.7 Tender 08-2023 - Supply and Delivery of Fertilisers, Wetting Agents, Pesticides and Turf Seed.....	605
10.4 Community Directorate Reports .....	610
10.4.1 Proposed Change of Use to Micro-brewery and Associated Beer Garden, Alterations and Additions - Lot 6, 20 Moojebing Street, Bayswater .....	610
10.4.2 Draft Community Safety and Crime Prevention Plan 2023-2027 .....	640
10.4.3 Expression of Interest - Lease of Cafe at Bayswater Waves.....	672
10.5 Sub Committee Reports.....	678
10.5.1 Audit and Risk Management Committee - 7 August 2023 .....	678
10.5.1.1 Project Eden Update .....	678
10.5.1.2 Internal Audit - Regulation 17 Review .....	699
10.5.1.3 Quarterly Performance Report - Internal Audit Function Q4 2022/23.....	703
10.5.1.4 Appointment of ARMC External Persons .....	710
10.5.1.5 Strategic Risk and Risk Appetite .....	715
10.5.1.6 Quarterly Performance Review - Risk Management Q4 2022/23 .....	744
10.5.1.7 Internal Control Review - OAG Regulation of Air-handling and Water Systems.....	748
10.5.1.8 Quarterly Performance Review - Corporate - Qtr.4 - 2022/23 .....	775
10.5.1.9 Update on Local Government Reform.....	797
10.5.1.10 Annual Report on Council Approved Strategies 2022/23 .....	804
11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN .....	889
11.1 Cr Catherine Ehrhardt - Proposed Sustainable Garden Themed Festival Event .....	889
11.2 Notice of Motion - Cr Petersen-Pik - Proposed Alternative Use of Gibbney Reserve Pavilion for Out of School Hours Care .....	893

**11.3 Notice of Motion - Cr Filomena Piffaretti, Mayor - Review of Intersection - Morley Drive and Ludlands Street, Morley .....902**

**11.4 Cr Josh Eveson - Partnership with State Government to Address Limited Accessible Customer Parking and Shortage of Affordable and Diverse Housing in Bayswater Town Centre .....906**

**12 QUESTIONS FROM MEMBERS WITHOUT NOTICE .....910**

**12.2 Question From Members Without Notice .....910**

**13 NEW BUSINESS OF AN URGENT NATURE .....912**

**13.1 Urgent Business Item 13.1 - Publicly Publishing the Register of all City Assets .....912**

**13.2 Urgent Business Item 13.2 - Aged Care Asset Divestment Committee - 21 August 2023 - Outcome of Major Land Transaction .....917**

**14 MEETING CLOSED TO THE PUBLIC .....918**

**14.1 Matters for Which the Meeting May be Closed .....918**

**14.1.1 Matters for Which The Meeting May Be Closed .....918**

**14.2 Public Reading of Resolutions that May be Made Public .....918**

**15 CLOSURE .....919**

**Minutes** of the Ordinary Council Meeting of the Bayswater City Council which took place in the Council Chambers, City of Bayswater Civic Centre, 61 Broun Avenue, Morley on Tuesday 22 August 2023.

**1 Official Opening**

The Presiding Member, Cr Filomena Piffaretti, Mayor, declared the meeting open at 7:00pm.

**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**

Cr Filomena Piffaretti, Mayor thanked Mr Des Abel, Director Community and Development for his work and achievements at the City and wished him well in his future endeavours.

**4 Attendance**

**Members**

North Ward

Cr Filomena Piffaretti, Mayor (Presiding Member)  
 Cr Josh Eveson  
 Cr Michelle Sutherland

Central Ward

Cr Assunta Meleca  
 Cr Sally Palmer  
 Cr Steven Ostaszewskyj

South Ward

Cr Catherine Ehrhardt, Deputy Mayor  
 Cr Elli Petersen-Pik

West Ward

Cr Dan Bull  
 Cr Giorgia Johnson

**Officers**

Mr Jeremy Edwards	Chief Executive Officer
Mr Des Abel	Director Community and Development

Mr Luke Botica	Director Infrastructure and Assets
Ms Kym Leahy	Director Corporate Services
Ms Amanda Albrecht	Manager Governance, Organisational Planning and Development
Ms Karen D’Cunha	Coordinator Governance
Ms Rebecca McKrill	Governance Officer
Ms Helen Smith	Manager Statutory Planning and Compliance
Mr Alex Devine	Environment Manager
Ms Alix Bray	A/Manager Property and Economic Development
Mr Tom Stacey	Senior Project Manager Support
Mr Jon Vines	Manager Project Services

**Observers**

Press - 0  
Public - 28

**4.1 Apologies**

Nil.

**4.2 Approved Leave of Absence**

<b>Councillor</b>	<b>Date of Leave</b>	<b>Approved by Council</b>
Cr Lorna Clarke	15 August 2023 to 29 August 2023 inclusive	Ordinary Council Meeting [27.06.2023]

**4.3 Applications for Leave of Absence**

**COUNCIL RESOLUTION**

That Leave of Absence be granted as follows:

Cr Assunta Meleca for 29 August 2023 inclusive.

Cr Sally Palmer Moved, Cr Elli Petersen-Pik Seconded

**CARRIED UNANIMOUSLY: 10/0**

**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik, Cr Dan Bull and Cr Giorgia Johnson*

**Against:** *Nil.*

**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.

The following disclosures of interest were made at the meeting:

Name	Item No.	Type of Interest	Nature of Interest
Cr Catherine Ehrhardt, Deputy Mayor	10.3.3	Proximity	The report refers to Shearn Park and I live in the Shearn Park precinct.
Cr Sally Palmer	11.2	Impartial	I am the unpaid Chair of Bayswater Child Care Centres Inc. non-profit.
Cr Elli Petersen-Pik	11.3	Impartial	My kids attend the Maylands Peninsula Primary School and I am a member of the school board.
Cr Steven Ostaszewskij	10.1.2	Impartial	I know some of the people who have put forward motions at the AGM.
Cr Steven Ostaszewskij	10.3.1	Impartial	My street is shown in the plans. I have taken advice on the matter and am declaring an Impartial Interest on this item.
Cr Dan Bull	10.1.1	Impartial	Gobba Lake which is opposite my home is referred to the local law but no decision is being made in relation to it.
Cr Dan Bull	10.1.2	Impartial	One motion relates to the cat local law which references Gobba Lake which is opposite my home, but no decision is being made in relation to it.
Cr Dan Bull	10.1.6	Impartial	The plan includes redevelopment of Hillcrest Reserve, I am a vice patron of Bayswater Morley District's Cricket Club which is located at Hillcrest Reserve.
Cr Dan Bull	10.5.1.10	Impartial	The Local Government Advisory Board has played an active role in implementation of part of the reform and I am the Chair of the Board.
Cr Dan Bull	11.2	Impartial	I am a member of the Management Committee of the Bayswater Child Care Association.

## 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

There were no questions taken on notice at the Ordinary Council Meeting of 25 July 2023.

### 6.2 Public Question Time

**Public Question Time commenced at 7:07pm.**

**The following questions were relating to items on the agenda and were submitted verbally:**

**Georgina Ker - Bedford**

**Item 10.3.3 Low Cost Urban Road Safety Program – Treatment Plans**

#### **Question 1**

**Is It correct to say that the proposed LCURS treatments intersect with the long-term cycle network at 36 points, 11 of which are slated for mini roundabouts?**

#### **Response 1**

Mr Luke Botica, Director Infrastructure and Assets advised that yes, there are mini roundabouts along the long-term cycle network to slow the traffic down and yes 11 points is correct.

#### **Question 2**

**According to Main Roads WA crash data, none of the proposed treatments are at intersections that have reported greater than four crashes in five years. Those make it approximately the 2830<sup>th</sup> worst intersections in the state. The most where a mini roundabout is slated is three over the past five years. Can you clarify why Main Roads WA identified these locations if the proposed purpose is reduction in crashes?**

Response 2

Mr Luke Botica, Director Infrastructure and Assets advised that the City doesn't have the criteria Main Roads use to determine those intersection, however the City does know that there's been accidents, in the general areas, for example RA Cook area has had around 78 crashes that have occurred, and the purpose of the low-cost urban road safety program is to reduce the speeds and to reduce any rat running through those areas. In general it should improve the safety to that area and not necessarily to individual intersections but to the general area.

Question 3

**The City of Vincent installed similar roundabouts as part of a Main Roads WA pilot in 2021. Is there any available data on the outcomes including the impact on pedestrian and cyclist numbers at these locations?**

Response 3

Mr Luke Botica, Director Infrastructure and Assets responded that the City doesn't that information at this stage but we do understand that Main Roads have engaged the Australian Roads Research Board to undertake some research and in the future there will be some information published on that.

**Joy Appleby - Bayswater**

**Item 10.4.1 Proposed Change of Use to Micro-brewery and Associated Beer Garden, Alterations and Additions - Lot 6, 20 Moojebing Street, Bayswater**

Question 1

**Why does Council want to reintroduce a tavern when we got rid of one 20 years ago and when there enough outlets nearby?**

Response 1

Ms Helen Smith, Manager Statutory Planning and Compliance advised that the proposed micro-brewery is regarded as an unlisted use and so it can be considered under the provisions in the Town Planning Scheme, subject to advertising and consideration by Council.

The Town Planning Scheme sets out zones and it lists, in a use class table, the types of uses which Council can consider in those particular zones, so an application has been made for Council consideration.

Question 2

**Isn't it a very fine line to say that a lunch bar, selling smoked meats and beer, is not a restaurant when it's assumed that those sitting in the beer gardens will be eating food with their beer?**

Response 2

Ms Helen Smith, Manager Statutory Planning and Compliance advised that the application for a lunch bar was approved under delegated authority as it complied with the definitions of a lunch bar. It has limited square meterage and has the ability for people to purchase food and take it away.

It is quite a restricted use, the amount of area is 20 square metres and there are certain provisions relating to how it operates.

**Question 3**

**The applicant states that the proposed change of use of an existing industrial building will revitalise the existing neighbourhood and the officers stated that it would add vibrancy. May I ask why a neighbourhood needs to be revitalised?**

**Response 3**

Ms Helen Smith, Manager Statutory Planning and Compliance replied that the Town Planning Scheme sets out zones within the City of Bayswater and a range of uses which can be considered by the Council. This is a use which is regarded as a use which can revitalise or bring interest to an area and it enables an area to be surveilled by people throughout the day and into the night. It is noted that the activity is within the industrial area and so the activity and any associated activities are restricted to that industrial area so it is not necessarily revitalising the residential area. There are also communities who consider these applications where they might want a use which they can visit, close to home, for a meal and a beverage.

**The following questions were relating to items on the agenda and were submitted in writing:**

**Ben Maziarz - Shaftesbury Avenue****Item 10.3.3 Low-Cost Urban Road Safety Program – Treatment Plans****Question 1**

**Is the plan to install a significant number of mini roundabouts and a number of raised platforms in the RA Cook area, based on accident statistics indicating that there is a need for the amount of traffic calming being proposed? If not, what is the basis for proposed work?**

**Answer 1**

Of the 26 treatments recommended for the RA Cook area, 12 were recommended by Main Roads WA (MRWA) based on crash statistics, especially Clement Street, where 5 of the 6 treatments were proposed by MRWA. The remaining treatments were derived from community requests based on speeding, raised volumes of traffic and potential 'rat-running'.

One of the main purposes of these treatments is to lower the general speed of the whole area to create a safer environment for all road users.

**Question 2**

**Has the City considered 4 way stop signs rather than mini roundabouts and raised platforms as solution? This would achieve the same effect as installing mini roundabouts or raised platforms and would come at a much-reduced cost, irrespective of whom is funding the project, as there are already two out for the four signs required at every intersection in the area. Residents would quickly become used to giving way to the right if they arrived at the intersection at the same time as another driver. It would also make for a nicer driving experience for residents due to not having to ride up and down raised platforms.**

**Answer 2**

While the Low-Cost Urban Road Safety Program team supports innovative treatments, they are still subject to Main Roads WA approval for signage and line-marking. The four-way stop signs are innovative, but not yet trialled in Perth and will not be approved by Main Roads WA. The City has generally kept treatment selections to types that have been recommended through the program by Main Roads WA.

**Julie Barber - Maylands**

**Item 10.3.3 Low Cost Urban Road Safety Program – Treatment Plans**

**Question 1**

Your proposed treatment no.29 for the t junction is a bad idea.

The road drain is directly to the left of my property and every year as the leaves come down the road with the torrent of rain they block the drain and the area floods out approx 2 metres parallel from the gutter, placing a raised platform there will increase the flooding to be all the way across the road and verges and when this happens as it will I will be photographing it. It will be very dangerous then. Having lived at the intersection for 30 years I can tell you there is not a problem with speeding or crashes at that intersection. It is an unnecessary proposal with no benefit

**Answer 1**

The treatment proposed for Crawford Street at the Marlborough Street intersection is a long platform. Platforms are offset 300mm from the kerb to allow for the continuation of stormwater flows. Therefore, the treatment should not block the drain. The City can install an open side entry, similar to the one across the street at 75 Crawford Street, to alleviate the current blocking issue.

The proposed treatment at that location is to balance the area and to address some requests to reduce speeding on Crawford Street.

**Kieren Bell - Maylands**

**Item 10.3.3 Low Cost Urban Road Safety Program – Treatment Plans**

**Question 1**

Why are there so many mini roundabouts used in the traffic calming plans (particularly in the area where I live - Shearn Park)? Roundabouts are designed to increase efficiency of traffic flow, and belong on major roads - not residential streets. They also eliminate any pedestrian priority at the intersection. I suggest that simple speed bumps on the approaches to the intersections would be more effective in slowing traffic and increasing safety for those outside of vehicles.

**Answer 1**

Mini roundabouts have a different purpose than full size roundabouts. Full size roundabouts have 12m or greater diameter circles; mini or compact roundabouts have 3m-5m diameter circles and they are only slightly raised. These must be slowly trafficable for rubbish trucks in the confined spaces of residential road intersections. The object of a mini roundabout is to slow down traffic by creating a four-way 'give way', where everyone slows down. This should be beneficial for pedestrians and cyclists.

**Question 2**

Why are there no measures to eliminate rat running in any of the traffic calming plans (e.g. turning restrictions, modal filters)? Speed bumps, raised platforms or similar will slow traffic, however they will not discourage people who choose to cut through residential streets instead of taking a longer route around the residential area. A particularly bad example is the 7th Avenue bridge to Central Avenue rat run along 7th Ave and Coode St. There is already lots of traffic calming in this area, however it is still the most dangerous and busy section in the Shearn Park area. I suggest physically preventing this rat run with a modal filter/turning restriction at the 7th/Coode intersection is the best option.

Answer 2

The low-cost urban road safety (LCURS) treatments are designed to slow traffic in the whole area to make the whole area safer. It is expected that slower speeds would assist in reducing rat-running. Options to divert traffic to other areas other than arterials have not been considered in this program.

**Georgina Ker - Bedford**

**Item 10.3.3 Low Cost Urban Road Safety Program – Treatment Plans**Question 1

**Is it correct to say that the proposed LCURS treatments intersect with the Perth Long Term Cycle Network (LTCN) at 36 points, 11 of which are slated for mini-roundabouts?**

Answer 1

There are mini roundabouts proposed along the LTCN as they slow the traffic in a local area. This should be beneficial for cyclists.

Question 2

**According to Main Roads WA crash data, none of the proposed LCURS treatments are at intersections with more than 4 crashes in the past five years (equating to the equal 2830-th worst intersection in the state). The most where a mini-roundabout is proposed is 3 crashes in 5 years (zero casualties). Can you clarify why MRWA identified these locations if the purpose is to 'reduce crashes'?**

Answer 2

The City does not have the warrant criteria the Main Roads used to make their recommendations, however, selecting one area, the RA Cook area has had a total of 78 reported crashes, excluding those on the main arterials being Coode Street, Grand Promenade, Walter Road, Beaufort Street and Russell Street. Out of these crashes, seven (9%) resulted in injuries requiring medical attention or hospital attendance, while the rest resulted in varying degrees of property damage over five years. The LCURS treatments are attempting to improve the whole area, not just single locations.

Question 3

**The City of Vincent installed mini-roundabouts under a similar MRWA-funded program in 2021. Is there any available data on the outcomes, including the impact on pedestrian and cyclist numbers?**

Answer 3

As yet, the City has no written data on the effect of those roundabouts but we are aware that Main Roads have engaged Australian Road Research Board to complete a traffic study on their effectiveness, including pedestrian and cycling interaction. There is no due date for the outcome of this study.

**David Dyke - Maylands**

Question 1

**Would City of Bayswater support the 16 Days in WA campaign?  
The Campaign's aim is for Elimination of Violence Against Women and Girls.**

Background Information

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It runs from 25 November (International Day for the Elimination of Violence Against Women) through to December 10 (Human Rights Day) each year.

The campaign takes its inspiration from the global 16 Days of Activism against Gender-Based Violence.

In consideration of the recent shocking violence in Bedford which is in the CoB district. Its my assessment under the Health Initiatives we need to be actively involved in education and Elimination of Violence against women.

Some initial low cost ideas are:-

- Lighting up Civic Centre and The Rise (with the campaign light theme)
- Social Media Posts
- 16 Day Icon in Email Signature panel
- Collaboration / Consultation with Orana House & 55 Central thoughts on guest speakers
- Access to Resource Toolkit

[16 Days in WA Resources kit 2022 \(www.wa.gov.au\)](http://www.wa.gov.au)

**Consult Alternative to Violence Project WA**

This campaign, led by the UN Secretary-General and UN Women since 2008, aims to prevent and eliminate violence against women and girls around the world, calling for global action to increase awareness, promote advocacy and create opportunities for discussion on challenges and solutions. See the following link for more information.

I see in last week there may be some federal funding available which could value add to the above ideas.

<https://www.un.org/en/observances/ending-violence-against-women-day>

Answer 1

The City, as part of its business as usual considers State and National initiatives that support the awareness raising and education of communities. The Civic Centre lights are scheduled to light up orange to recognise the 16 Days in WA initiative later in the year. The City will also consider inclusion of other activities to support the education and awareness campaign in support of the elimination of Violence Against Women and Girls.

**Question 2**

**Would City of Bayswater increase trapping in Cat Prohibited Areas?**



Answer 2

The current operational budget for the trapping program is \$30,000 per year and this is undertaken in conjunction with the fox trapping program. The Environment division will explore the opportunity to increase the budget in the 2024/2025 financial year to increase the number of cat trapping visits and number of appropriate reserves targeted.

**The following questions were asked in person for items not on the agenda:**

**Amy Sturgeon - Gnangara**

**Question 1**

**Page 12 of the City of Bayswater Inclusion and Diversity Committee agenda of Thursday 18 May 2023, states that the Drag Queen Story Time event with the Auslan interpreter present, was attended by 84 children and adults. Can Council specify how many out of the 84 attendees were children?**

Response 1

Cr Filomena Piffaretti, Mayor took the question on notice.

**Question 2**

**Council meeting agenda document of the 25 July 2023 listed responses to a previous public question and advised that Michelle T was the creator of Drag Queen Story Time. Can Council advise on the academic qualifications, and work and employment history of Michelle T?**

Response 2

Cr Filomena Piffaretti, Mayor took the question on notice.

**Question 3**

**The upcoming Bayswater Diversity and Inclusion Committee meeting agenda states the Clint Strindberg has resigned from the committee. Will this affect his future Drag Queen Story Time performances in the City of Bayswater?**

Response 3

Cr Filomena Piffaretti, Mayor took the question on notice.

**Alden Hays- Morley**

**Question 1**

**Given the recent public outcry and backlash surrounding the Drag Queen Story Time, will these events continue using publicly funded venues or will they be continuing at private venues?**

Response 1

Cr Filomena Piffaretti, Mayor took the question on notice.

**Question 2**

**What is the Council's total expenditure during the fiscal year 2022-23 for the Drag Queen Story Time?**

Response 2

Cr Filomena Piffaretti, Mayor took the question on notice.

**Question 3**

What is the current and ongoing relationship between this Council and the activist organisation Rabble Books and Games?

**Response 3**

Cr Filomena Piffaretti, Mayor took the question on notice.

**Public question time closed at 7:21pm.**

7 Confirmation of Minutes

7.1 Ordinary Council Meeting

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

The Minutes of the Ordinary Council Meeting held on 25 July 2023 which have been distributed, be confirmed as a true and correct record, with the minutes of item 11.2 amended (amendments underlined) for each of the below Declarations of Interest as follows;

***“CR ELLI PETERSEN-PIK DECLARED AN IMPARTIAL INTEREST***

***In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Elli Petersen-Pik declared an impartial interest in this item as he manages his own Councillor social media page. Cr Elli Petersen-Pik remained in the Council Chambers and voted on this item. Cr Petersen-Pik confirmed that he does not manage any community social media accounts that are relevant to the City of Bayswater, nor does any member of his family.***

***CR DAN BULL DECLARED AN IMPARTIAL INTEREST***

***In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Dan Bull declared an impartial interest in this item as he administers his own Councillor Facebook page, Instagram page, Threads page, LinkedIn, Tik Tok page and a Developer Contact Register Facebook page. Cr Dan Bull remained in the Council Chambers and voted on this item. Cr Bull confirmed that he does not manage any community social media accounts that are relevant to the City of Bayswater, nor does his spouse.***

***CR FILOMENA PIFFARETTI, MAYOR DECLARED AN IMPARTIAL INTEREST***

***In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Filomena Piffaretti, Mayor declared an impartial interest in this item as she manages her own Councillor Facebook and Instagram accounts and a personal LinkedIn account. Cr Filomena Piffaretti, Mayor remained in the Council Chambers and voted on this item. Cr Piffaretti confirmed that she does not manage any community social media accounts that are relevant to the City of Bayswater, nor does her spouse.***

Cr Catherine Ehrhardt, Deputy Mayor Moved, Cr Sally Palmer Seconded

**CARRIED UNANIMOUSLY: 10/0**

**For:** Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik, Cr Dan Bull and Cr Giorgia Johnson.

**Against:** Nil.

**8 Presentations****8.1 Petitions****COUNCIL RESOLUTION**

That Council note and receive:

1. The petition tabled by Cr Elli Petersen-Pik, containing 319 signatures from Natalie Latter asking the City of Bayswater to immediately commence a process to allow an out of school hours care provider to operate from the pavilion at Gibbney Reserve as per item 11.2 on the agenda, Cr Elli Petersen-Pik - Proposed Alternative Use of Gibbney Reserve Pavilion for Out of School Hours Care.
2. The petition tabled by Cr Josh Eveson, containing 94 signatures from Leon McGrath asking the City of Bayswater to engage with mobile network providers to find a suitable location at or near Crimea Reserve for this facility to be located to improve mobile coverage for all Morley residents and business.

Cr Sally Palmer Moved, Cr Catherine Ehrhardt, Deputy Mayor Seconded

**CARRIED UNANIMOUSLY: 10/0**

*For: Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik, Cr Dan Bull and Cr Giorgia Johnson.*

*Against: Nil.*

**8.2 Presentations**

Nil.

**8.3 Deputations**

The following deputations were heard at the Agenda Briefing Forum held on **Tuesday 15 August 2023**:

**1. 10.1.1 Keeping and Control of Cats Amendment Local Law 2023**

In relation to Item 10.1.1, Adin Lang was in attendance speaking in opposition to the officer's recommendation (refer page 24).

**2. 10.1.1 Keeping and Control of Cats Amendment Local Law 2023**

In relation to Item 10.1.1, Robert Madden submitted a written deputation and was in attendance speaking in opposition to the officer's recommendation (refer page 24)

**3. 10.1.1 Keeping and Control of Cats Amendment Local Law 2023**

In relation to Item 10.1.1, David Dyke submitted a written deputation and was in attendance speaking in opposition to the officer's recommendation (refer page 24)

**4. 10.1.1 Keeping and Control of Cats Amendment Local Law 2023**

In relation to Item 10.1.1, Rachael Roberts submitted a written deputation and was in attendance speaking in opposition to the officer's recommendation (refer page 24).

**5. 10.1.1 Keeping and Control of Cats Amendment Local Law 2023**

In relation to Item 10.1.1, Michael Calver submitted a written deputation and was in attendance speaking in opposition to the officer's recommendation (refer page 24).

**6. 10.1.1 Keeping and Control of Cats Amendment Local Law 2023**

In relation to Item 10.1.1, Bruce Webber submitted a written deputation and was in attendance speaking in opposition to the officer's recommendation (refer page 24).

**7. 10.1.1 Keeping and Control of Cats Amendment Local Law 2023**

In relation to Item 10.1.1, Nick Cook submitted a written deputation in opposition to the officer's recommendation (refer page 24).

**8. 10.1.1 Keeping and Control of Cats Amendment Local Law 2023**

In relation to Item 10.1.1, Kingsley Dixon submitted a written deputation in opposition to the officer's recommendation (refer page 24).

**9. 10.1.1 Keeping and Control of Cats Amendment Local Law 2023**

In relation to Item 10.1.1, Amanda Bamford submitted a written deputation in opposition to the officer's recommendation (refer page 24).

**10. 10.1.1 Keeping and Control of Cats Amendment Local Law 2023**

In relation to Item 10.1.1, Phil Tucak submitted a written deputation in opposition to the officer's recommendation (refer page 24).

**11. 10.1.1 Keeping and Control of Cats Amendment Local Law 2023**

In relation to Item 10.1.1, Dean Huxley submitted a written deputation in opposition to the officer's recommendation (refer page 24).

**12. 10.1.2 2022 Annual General Meeting – Response to Motions**

In relation to Item 10.1.2, Rhiannon Italiano was in attendance speaking in support of the officer's recommendation (refer page 51).

**13. 10.1.2 2022 Annual General Meeting – Response to Motions**

In relation to Item 10.1.2, Andrea Vinkovic was in attendance speaking in support of the officer's recommendation (refer page 51).

**14. 10.1.2 2022 Annual General Meeting – Response to Motions**

In relation to Item 10.1.2, Georgina Ker submitted a written deputation in support of the officer's recommendation (refer page 51).

**15. 10.1.2 2022 Annual General Meeting – Response to Motions**

In relation to Item 10.1.2, Lesley Zampatti submitted a written deputation in support of the officer's recommendation (refer page 51).

**16. 10.1.2 2022 Annual General Meeting – Response to Motions**

In relation to Item 10.1.2, Nat Latter submitted a written deputation in support of the officer's recommendation (refer page 51).

**17. 10.1.2 2022 Annual General Meeting – Response to Motions**

In relation to Item 10.1.2, Caroline Friend submitted a written deputation in support of the officer's recommendation (refer page 51).

**18. 10.1.2 2022 Annual General Meeting – Response to Motions**

In relation to Item 10.1.2, James Chantry submitted a written deputation in support of the officer's recommendation (refer page 51).

**19. 10.1.3 Main Power Connection for Mobile Food Vehicles at Crimea Park**

In relation to Item 10.1.3, Deeahn Mercer was in attendance speaking in support of the officer's recommendation (refer page 214)

**20. 10.1.4 Maylands Brickworks – Funding Options and Memorandum of Understanding**

In relation to Item 10.4.1, Stella Grey was in attendance speaking in opposition to the officer's recommendation (refer page 219).

**21. 10.1.4 Maylands Brickworks – Funding Options and Memorandum of Understanding**

In relation to Item 10.4.1, Kathryn Lance submitted a written deputation in support of the officer's recommendation (refer page 219).

**22. 10.1.4 Maylands Brickworks – Funding Options and Memorandum of Understanding**

In relation to Item 10.4.1, Neil Green submitted a written deputation in support of the officer's recommendation (refer page 219).

**23. 10.1.4 Maylands Brickworks – Funding Options and Memorandum of Understanding**

In relation to Item 10.4.1, Mark Rossbach submitted a written deputation in opposition to the officer's recommendation (refer page 219).

**24. 10.1.4 Maylands Brickworks – Funding Options and Memorandum of Understanding**

In relation to Item 10.4.1, Nicole Adby submitted a written deputation in opposition to the officer's recommendation (refer page 219).

**25. 10.1.4 Maylands Brickworks – Funding Options and Memorandum of Understanding**

In relation to Item 10.4.1, Jo Middleton submitted a written deputation in opposition to the officer's recommendation (refer page 219).

**26. 10.1.4 Maylands Brickworks – Funding Options and Memorandum of Understanding**

In relation to Item 10.4.1, Jake Newby submitted a written deputation in opposition to the officer's recommendation (refer page 219).

**27. 10.1.4 Maylands Brickworks – Funding Options and Memorandum of Understanding**

In relation to Item 10.4.1, Nat Latter on behalf of Maylands Ratepayers and Residents Association Inc. (MRRRA) submitted a written deputation in opposition to the officer's recommendation (refer page 219).

**28. 10.1.4 Maylands Brickworks – Funding Options and Memorandum of Understanding**

In relation to Item 10.4.1, Lois Moir submitted a written deputation in opposition to the officer's recommendation (refer page 219).

**29. 10.1.4 Maylands Brickworks – Funding Options and Memorandum of Understanding**

In relation to Item 10.4.1, Sue and Keith Cundale submitted a written deputation in opposition to the officer's recommendation (refer page 219).

**30. 10.1.4 Maylands Brickworks – Funding Options and Memorandum of Understanding**

In relation to Item 10.4.1, Helen White Farr and David Farr submitted a written deputation in opposition to the officer's recommendation (refer page 219).

**31. 10.1.4 Maylands Brickworks – Funding Options and Memorandum of Understanding**

In relation to Item 10.4.1, Alun Dufty submitted a written deputation in opposition to the officer's recommendation (refer page 219).

**32. 10.1.4 Maylands Brickworks – Funding Options and Memorandum of Understanding**

In relation to Item 10.4.1, Angeline O'Neill and Paul Fournier submitted a written deputation in opposition to the officer's recommendation (refer page 219).

**33. 10.1.4 Maylands Brickworks – Funding Options and Memorandum of Understanding**

In relation to Item 10.4.1, Josie Ginnane Della submitted a written deputation in opposition to the officer's recommendation (refer page 219).

**34. 10.1.4 Maylands Brickworks – Funding Options and Memorandum of Understanding**

In relation to Item 10.4.1, John Della submitted a written deputation in opposition to the officer's recommendation (refer page 219).

**35. 10.1.4 Maylands Brickworks – Funding Options and Memorandum of Understanding**

In relation to Item 10.4.1, Verity and Garry Garside submitted a written deputation in opposition to the officer's recommendation (refer page 219).

**36. 10.3.3 Low Cost Urban Road Safety Program – Treatment Plans**

In relation to Item 10.3.3, Georgina Ker submitted a written deputation in opposition to the officer's recommendation (refer page 408).

**37. 10.3.3 Low Cost Urban Road Safety Program – Treatment Plans**

In relation to Item 10.3.3, Shannon Leigh submitted a written deputation in opposition to the officer's recommendation (refer page 408).

**38. 10.3.3 Low Cost Urban Road Safety Program – Treatment Plans**

In relation to Item 10.3.3, Andrew Main submitted a written deputation in opposition to the officer's recommendation (refer page 408).

**39. 10.3.3 Low Cost Urban Road Safety Program – Treatment Plans**

In relation to Item 10.3.3, Adam Peacock submitted a written deputation in opposition to the officer's recommendation (refer page 408).

**40. 10.4.1 Proposed Change of Use to Micro-brewery and Associated Beer Garden, Alterations and Additions – Lot 6, 20 Moojebing Street, Bayswater**

In relation to Item 10.4.1, Steve Cloughley was in attendance speaking in support of the officer's recommendation (refer page 473).

**41. 10.4.1 Proposed Change of Use to Micro-brewery and Associated Beer Garden, Alterations and Additions – Lot 6, 20 Moojebing Street, Bayswater**

In relation to Item 10.4.1, Yannai Goldberg registered to deputise, speaking in support of the officer's recommendation (refer page 473), however was not in attendance at the meeting .

**42. 10.4.1 Proposed Change of Use to Micro-brewery and Associated Beer Garden, Alterations and Additions – Lot 6, 20 Moojebing Street, Bayswater**

In relation to Item 10.4.1, Beth Hewitt was in attendance speaking in opposition to the officer's recommendation (refer page 473).

**43. 10.4.1 Proposed Change of Use to Micro-brewery and Associated Beer Garden, Alterations and Additions – Lot 6, 20 Moojebing Street, Bayswater**

In relation to Item 10.4.1, Ben Doyle was in attendance speaking in support of the officer's recommendation (refer page 473).

**44. 10.4.1 Proposed Change of Use to Micro-brewery and Associated Beer Garden, Alterations and Additions – Lot 6, 20 Moojebing Street, Bayswater**

In relation to Item 10.4.1, Jackson Purser was in attendance speaking in support of the officer's recommendation (refer page 473).

**45. 10.4.1 Proposed Change of Use to Micro-brewery and Associated Beer Garden, Alterations and Additions – Lot 6, 20 Moojebing Street, Bayswater**

In relation to Item 10.4.1, Shannon Leigh submitted a written deputation in support of the officer's recommendation (refer page 473).

**46. 10.4.1 Proposed Change of Use to Micro-brewery and Associated Beer Garden, Alterations and Additions – Lot 6, 20 Moojebing Street, Bayswater**

In relation to Item 10.4.1, Christopher Moore submitted a written deputation in support of the officer's recommendation (refer page 473).

**47. 11.2 Cr Elli Petersen-Pik – Proposed Alternative Use of Gibbney Reserve Pavilion for Out of School Hours Care**

In relation to Item 11.2, Paul Andrijich was in attendance speaking in support of the motion (refer page 743).

**48. 11.2 Cr Elli Petersen-Pik – Proposed Alternative Use of Gibbney Reserve Pavilion for Out of School Hours Care**

In relation to Item 11.2, Clayton Hanrahan was in attendance speaking in support of the motion (refer page 743).

**49. 11.2 Cr Elli Petersen-Pik – Proposed Alternative Use of Gibbney Reserve Pavilion for Out of School Hours Care**

In relation to Item 11.2, Megan Parker submitted a written deputation in support of the motion (refer page 743).

**50. 11.2 Cr Elli Petersen-Pik – Proposed Alternative Use of Gibbney Reserve Pavilion for Out of School Hours Care**

In relation to Item 11.2, Kate Brill submitted a written deputation in support of the motion (refer page 743).

**51. 11.2 Cr Elli Petersen-Pik – Proposed Alternative Use of Gibbney Reserve Pavilion for Out of School Hours Care**

In relation to Item 11.2, Robyn Chesney submitted a written deputation in support of the motion (refer page 743).

**52. 11.2 Cr Elli Petersen-Pik – Proposed Alternative Use of Gibbney Reserve Pavilion for Out of School Hours Care**

In relation to Item 11.2, Alesya Drozdova submitted a written deputation in support of the motion (refer page 743).

**53. 11.2 Cr Elli Petersen-Pik – Proposed Alternative Use of Gibbney Reserve Pavilion for Out of School Hours Care**

In relation to Item 11.2, Perry Lelati submitted a written deputation in opposition to the motion (refer page 743).

**54. 11.2 Cr Elli Petersen-Pik – Proposed Alternative Use of Gibbney Reserve Pavilion for Out of School Hours Care**

In relation to Item 11.2, Natalie Latter submitted a written deputation and was in attendance in support of the motion (refer page 743).

**8.4 Delegates Reports**

**8.4.1 Delegates Report - ALGA 2023**

<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Information Purposes
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. ALGA Program [8.4.1.1 - 2 pages]</li> <li>2. WALGA Report to State Council [8.4.1.2 - 2 pages]</li> <li>3. Cr Ehrhardt's Report [8.4.1.3 - 2 pages]</li> </ol>

**SUMMARY**

For Council to note the Conference report provided by Cr Filomena Piffaretti, Mayor, Cr Catherine Ehrhardt, Deputy Mayor, Cr Sally Palmer and Mr Jeremy Edwards, CEO, in relation to their attendance at the Australian Local Government Association (ALGA) 2023 National General Assembly (NGA); the Australian Council of Local Government and meetings held with Federal Government and opposition members.

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

That Council notes the Conference report provided by Cr Filomena Piffaretti, Mayor, Cr Catherine Ehrhardt, Deputy Mayor, Cr Sally Palmer and Mr Jeremy Edwards, CEO, in relation to their attendance at the Australian Local Government Association (ALGA) 2023 National General Assembly.

Cr Elli Petersen-Pik Moved, Cr Michelle Sutherland Seconded

**CARRIED UNANIMOUSLY: 10/0**

**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik, Cr Dan Bull and Cr Giorgia Johnson.*

**Against:** *Nil.*

**BACKGROUND**

**KEY TOPICS**

In June 2023, Cr Filomena Piffaretti, Mayor, Cr Catherine Ehrhardt, Deputy Mayor, Cr Sally Palmer and Mr Jeremy Edwards, CEO, travelled to Canberra to attend the 29<sup>th</sup> National General Assembly of the Australian Local Government Association.

The Assembly saw a number of presentations from key individuals in the sector. A copy of the Assembly Program is included at **Attachment 1**. Several events were held concurrently, prior and post Assembly presentations, giving the delegation a variety of options and opportunities to learn, network and advocate.

The theme for the National General Assembly 2023, *Our Communities Our Future*, commenced on 13 June 2023, and comprised an Agenda of 260 Motions submitted on behalf of the 537 local governments throughout Australia.

A copy of the WALGA report to State Council for information is included at **Attachment 2**.

**EXTERNAL CONSULTATION**

Prior to the commencement of the NGA, Councils across Australia were asked to put forward their motions for consideration and voting on.

## OFFICER'S COMMENTS

### MOTIONS

This year's Assembly program included consideration of 260 motions submitted by Councils. The motions identified opportunities where a strong partnership between the Federal Government and local government can progress our mutual policy interests and the ALGA Board will now consider these in forming its policy positions and federal advocacy.

The motions included solutions to address the financial sustainability of councils, climate change adaptations and renewable energy, improved transport and communications, improved natural disaster preparedness and management, 'Closing the Gap and the Voice', enhancing the circular economy and improving housing and homelessness outcomes through partnerships.

The Debate on Motions was in two parts; motion numbers 1 - 25, consistent with existing ALGA policy, were moved en bloc. Motions 26 - 257 were open to debate.

City of Bayswater motion number 98:

*"Support the ongoing financial stability of local governments by appropriately funding their delivery of infant immunisations to the community.*

*NATIONAL OBJECTIVE - For appropriate funding to be made available to local governments for the delivery of infant immunisations.*

*Carried Unanimously"*

Town of Bassendean motion number 127 (seconded by City of Bayswater):

*"Calling on the Australian government to commit to appropriate funding mechanisms for the establishment of Food Organics and Garden Organics (FOGO) processing facilities, nationally as an undertaking to co-partner with local governments and their regional associations to reduce greenhouse gas emissions from landfills, closing the loop on a priority waste stream and progressing healthy soils initiatives.*

*(National Objectives and Key arguments were stated within this written motion.)*

*Carried Unanimously"*

On behalf of Australia's 537 local governments, the ALGA will continue to work with the Federal Government to deliver better outcomes for all Australian communities.

## PROGRAM

### Wednesday 14 July 2023

Cr Linda Scott, President ALGA Board, confirmed in her opening address all LGs will work in an advocacy partnership with the Federal government on those motions in consideration of policy positions and local government concerns.

A Welcome to Country from Aunty Violet Sheridan was followed by the Governor-General, His Excellency the Honorable David Hurley, officially opening the NGA, thanking delegates and noting the natural disasters and the challenges faced by all local communities.

The Minister's address was given by Hon Catherine King MP, Minister for Infrastructure, Transport Regional Development and Local Government.

ALGA President Cr Linda Scott, thanked the more than 1,100 delegates for their attendance from all Australian states.

Guest Speaker, His Excellency Vasyl Myroshnychenko, Ambassador for Ukraine, gave thanks to Australia for supporting and assisting Ukraine, giving an update and hoping there could be a 'sister city' connections between our two countries.

Further dignitaries speaking at the conference during the opening day included the Hon Kristy McBain, the Hon Peter Dutton and the Hon Darren Chester. Jimmy Rees was also a Keynote Speaker who entertained the delegates prior to the lunch on the opening day.

#### Thursday 15 July 2023

The Conference heard from Saul Griffiths from Rewiring Australia about the transition to electrification. The information was really interesting about how Australia compares with the rest of the world, particularly the United States.

Wendy Hayhurst, CEO Community Housing Industry Association and Nathan Dal Bon, CEO National Housing Finance and Investment Corporation, spoke about Australia's Affordable Housing Crisis.

The next session was Cyber Security and Local Government where we heard from Clive Rees, Deputy Chief Information Security Officer for Telstra, Stephanie Crowe, First Assistant Director-General, Cyber Security Resilience Australian Cyber Security Centre and Gary Okely, Head of JLT Public Sector – Pacific. JLT also had a stand at the conference venue and the CEO made contact with Gary Okely, following the conference Mr Okely was in Western Australia and held a follow up meeting with the CEO and City's Coordinator Risk Management to discuss the City strategic risks along with our current approaches.

#### Friday 16 July 2023

The Federal Government, in response to ALGA's advocacy, re-established the Australian Council of Local Government (ACLG) on Friday 16 June 2023. The ACLG was first established in 2008 as a physical and symbolic acknowledgment of the respect and mutual interest of both levels of government and the need to work together.

Opening remarks were from the Hon Kristy McBain MP, Minister for Regional Development, Local Government and Territories. A keynote address was made by Prime Minister Anthony Albanese who announced the Energy Efficiency fund of \$100M being available to Local Governments. This was followed by a full day of sessions with multiple Ministers addressing the delegation, some of the takeaways from this really informative day of presenters were:

- **The Hon Catherine King – Minister for Infrastructure, Transport, Regional Development and Local Government** talking about the Federal Government's commitment towards investing in economies and industries for employment creation, this has a further linkage towards one of City's advocacy priorities of the Bayswater Industrial Area.
- **The Hon Stephen Jones – Assistant Treasurer, Minister for Financial Services** spoke a lot about funding and grants and that there are potentially coming under question and in particular future projects as the Federal Government is working out what it can fund. Cost escalations was discussed at length and the Minister spoke about these projects being announced too early in the process and then not being aware of the true costs. The reference made was '*knowing where we are in the cycle of investment*'. Many projects take a few years of planning, detailed costing and then true costs are known, the Federal

Government's funding is announced well before the costs are known and this then results in cost escalations for the projects.

- **Hon Patrick Gorman – Assistant Minister to the Prime Minister, Assistant Minister for the Public Service along with Hon Julie Collins - Minister for Housing, Minister for Homelessness and Hon Jason Clare – Minister for Education** held an Economic Forum and the main topic of discussion was around housing and basic affordability both now and into the future. They spoke at length around the future being partnerships with State Government and social and community housing models to address this really important issue.
- **Urban Panel Session, The Hon Catherine King – Minister for Infrastructure, Transport, Regional Development and Local Government, The Rt Hon Lord Mayor of Melbourne, Cr Sally Capp Chair, Council of Capital City Lord Mayors and Cr Matthew Deeth Chair, Northern Growth Areas Alliance.** The housing affordability issue was again one of the main topics of discussion for the Urban panel session with the concept of affordable housing being considered by the Federal Government as an economic need as opposed to a social need with the objective of then freeing up more funding to assist. Another topic of interest for future follow up was the discussion around people within urban areas not necessarily staying within their own Local Government boundary to recreate, they cross boundaries and travel to reach infrastructure that services their requirements. From a Growth Areas perspective at the City of Bayswater we are not considered as high growth as opposed to a City of Swan, however, residents from both municipalities would use specific recreational facilities within both local Governments. Many examples were given and spoken about from the panel and this could provide further opportunities for the Eastern Metropolitan Regional Council to look at growth for the region and potential funding opportunities for regional recreational infrastructure.

## MEETINGS

Meetings were secured with Federal Government and opposition members throughout the conference, along with opportunistic times during the concurrent events. Details of these meeting are as follows:

- **Hon Dr Anne Aly – Minister for Early Childhood Education, Minister for Youth**  
Meeting attended by Cr Sally Palmer and CEO, Jeremy Edwards. Early childhood vaccinations, the Vietnamese Youth Centre and the Bayswater Industrial Area (BIA) were discussed. Minister Aly was interested in the BIA area and how this can translate to job opportunities for youth. Copies of the City's advocacy documents and investment prospectus were left with the Minister.
- **Hon Patrick Gorman – Assistant Minister to the Prime Minister, Assistant Minister for the Public Service.**  
Meeting attended by Cr Filomena Piffaretti, Mayor, Cr Catherine Ehrhardt, Deputy Mayor and CEO, Jeremy Edwards. Various items were discussed including the impacts of METRONET and the opportunities that this will present for the City of Bayswater once completed. The Urban Forest at Riverside Gardens along with the Bayswater Industrial Area (BIA) were discussed along with the Morley Activity Centre and the opportunity for the creation of employment. Potential future funding opportunities through Federal Government funding was discussed along with the importance of this becoming highly competitive and the need to ensure that funding applications are really tailored towards the funding objects and criteria set by the Federal Government. Copies of the City's advocacy documents and investment prospectus were left with the Minister.
- **Ellen Broad, Senior Adviser to Hon Ed Husic, Minister for Industry and Science.**

Meeting attended by Cr Filomena Piffaretti, Mayor, and CEO, Jeremy Edwards. The main theme of the discussion was around opportunities for industry with the City of Bayswater, there has recently been innovation funding made available and City of Bayswater's business have been recipients of this funding in the past and the Minister is eager to come over to Western Australia and visit these businesses. Minister Husic's advisor made a commitment to meeting with a City of Bayswater delegation when they are next in Western Australia. The Bayswater Industrial Area (BIA) was discussed along with the City's close proximity to other major industrial and transport areas, copies of the City's advocacy documents and investment prospectus were left with the Minister.

- **Senator Dean Smith – Senator for WA.**

Meeting attended by Cr Filomena Piffaretti, Mayor, Cr Catherine Ehrhardt, Deputy Mayor and CEO, Jeremy Edwards. Various items were discussed including the impacts of METRONET and the opportunities that this will present for the City of Bayswater once completed. The Bayswater Industrial Area (BIA) were discussed along with the Morley Activity Centre and the opportunity for the creation of employment. Copies of the City's advocacy documents and investment prospectus were left with the Minister.

## CONCURRENT EVENTS

### ***Cr Filomena Piffaretti, Mayor, and Cr Catherine Ehrhardt, Deputy Mayor***

The Mayor and Deputy Mayor attended the CEDA Breakfast on Tuesday 13 June 2023. The Prime Minister was the key note speaker at this event and spoke about navigating change.

### ***Cr Catherine Ehrhardt, Deputy Mayor***

The Deputy Mayor attended the Australian Local Government Women's Association breakfast on Wednesday 14 June 2023 and was very interested in the address given by Professor Michelle Ryan on gender equality. A copy of the notes taken by the Deputy Mayor are contained in **Attachment 3**.

### ***Cr Filomena Piffaretti, Mayor***

The Mayor and CEO attended the Climate Leaders' Breakfast and had the opportunity to hear from other local government representatives about the challenges and successes in implementing positive climate initiatives.

### ***Cr Filomena Piffaretti, Mayor and Cr Catherine Ehrhardt, Deputy Mayor***

The Mayor and Deputy Mayor attended a dinner event hosted by the Prime Minister at Parliament House. Hon Linda Burney MP, Minister for Indigenous Australians, was the Keynote Speaker on the subject of the Voice to Parliament.

Hon Patrick Gorman – Assistant Minister to the Prime Minister, Assistant Minister for the Public Service introduced the Mayor to the Hon Julie Collins MP, Minister for Housing, Homelessness and Small Business. The Mayor spoke with the Minister about sites in the City of Bayswater that were ready for any housing opportunities including social housing or build to rent. The Minister advised she has been in conversations with State Minister John Carey about opportunities in WA and hinted that a bit announcement was on the way. The next day the government's \$2 billion housing fund was announced.

The Mayor also spoke with the Hon Andrew Giles MP, Minister for Immigration, Citizenship, Migrant Services and Multicultural Affairs about the City of Bayswater's multicultural community and gave a standing invitation for him to visit the City and attend one of our citizenship ceremonies and read his Minister's message in person.

## LEGISLATIVE COMPLIANCE

The Elected Member Conference, Travel and Training Register has been updated to reflect the attendances at the Australian Local Government Association National General Assembly 2023. Costs were funded from Councillor allowances in accordance with the Elected Members Attendance at Conferences, Seminars, Training and Professional Development Policy.

**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>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>	As the report is for noting, there are no risks associated with the decision.	

**FINANCIAL IMPLICATIONS**

Costs were funded from each Councillor’s allowance in accordance with the Elected Members Attendance at Conferences, Seminars, Training and Professional Development Policy.

**STRATEGIC IMPLICATIONS**

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

- Theme: Vibrancy
- Goal V1: Plan for increased business opportunities around transport nodes.
- Goal V2: Encourage economic development across the City, and provide increased opportunities for people to live and work locally by facilitating new investment in the City.
- Goal V3: Activate the City’s town and neighbourhood centres.
- Goal V4: Support businesses across the City to grow and thrive.

**CONCLUSION**

The above delegates’ report to Council is provided to note the recent visit to Canberra to attend the Australian Local Government Association’s National General Assembly 2023 and meet with senior Federal Government representatives.




# Program

## TUESDAY 13 JUNE

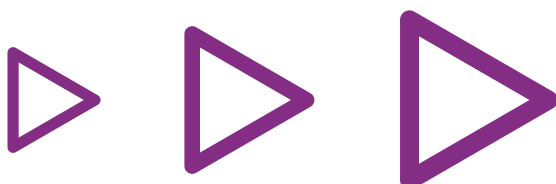
8.30am	Registrations Open
9.30am - 5.00pm	<b>Regional Forum</b> National Convention Centre
5.00pm - 7.00pm	<b>Welcome Reception &amp; Exhibition Opening</b> National Convention Centre

## WEDNESDAY 14 JUNE

8.00am	Registrations Open
9.00am	<b>Opening Ceremony</b> Welcome to Country - Aunty Violet Sheridan Includes an address from His Excellency General the Honourable David Hurley AC DSC (Retd), Governor-General of the Commonwealth of Australia
9.40am	<b>Minister Address</b> The Hon Catherine King MP, Minister for Infrastructure, Transport, Regional Development and Local Government
10.00am	<b>President's Address</b> Cr Linda Scott, ALGA President
10.30am	<b>MORNING TEA</b> 

## WEDNESDAY 14 JUNE CONT.

11.00am	<b>Guest Speaker</b> His Excellency Vasyl Myroshnychenko, Ambassador of Ukraine
11.15am	<b>Address</b> The Hon Peter Dutton MP, Leader of the Opposition
11.45am	<b>Keynote Address</b> Jimmy Rees
12.30pm	<b>LUNCH</b> 
1.30pm	<b>Panel: The Future of Local Government</b> Dr Jonathan Carr-West, CEO, Local Government Information Unit, UK Tahlia Azaria, Director, Young Mayors Program, Foundation for Young Australians
2.15pm	<b>Panel: Building a Stronger Workforce</b> Lord Mayor Sally Capp, City of Melbourne Mayor Heather Holmes-Ross, City of Mitcham Mayor Karen Vernon, Town of Victoria Park
3.00pm	<b>AFTERNOON TEA</b>
3.30pm	<b>PLENARY: Debate on Motions</b>
	<b>BREAKOUT: Panel: Developing and Delivering Policy with Local Government</b> Hosted by the Department of Infrastructure, Transport, Regional Development, Communications and the Arts
7.00pm - 11.00pm	<b>General Assembly Dinner</b> QT Canberra
	<b>Buffet Dinner</b> National Convention Centre





**THURSDAY 15 JUNE**

9.00am	<p><b>Panel: A Conversation About the Voice</b>                  Mayor Ross Andrews, Yarrabah Aboriginal Shire Council                  Mayor Matthew Ryan, West Arnhem Regional Council                  Cr Esma Livermore, Queanbeyan-Palerang Regional Council                  Mayor Phillemon Mosby, Torres Strait Island Regional Council</p>
9.45am	<p><b>Keynote: Leading Communities Through Change</b>                  Jennifer Michelmore, Chief Executive, Studio THI</p>
10.30am	<p><b>MORNING TEA</b></p>
11.00am	<p><b>Panel: Cyclones, Fires and Floods</b>                  Brendan Moon AM, Coordinator-General, National Emergency Management Agency                  Mayor Peter Freshney, Latrobe Council                  Mayor Samantha O'Toole, Balonne Shire Council</p>
11.45am	<p><b>Keynote Address</b>                  Saul Griffith, Rewiring Australia</p>
12.30pm	<p><b>LUNCH</b></p>
1.30pm	<p><b>Panel: Australia's Affordable Housing Crisis</b>                  Nathan Dal Bon, CEO, National Housing Finance and Investment Corporation                  Wendy Hayhurst, CEO, Community Housing Industry Association</p>
2.15pm	<p><b>Panel: Cyber Security and Local Government</b>                  Clive Reeves, Deputy Chief Information Security Officer, Telstra                  Stephanie Crowe, First Assistant Director-General Cyber Security Resilience, Australian Cyber Security Centre                  Gary Okely, Head of JLT Public Sector – Pacific</p>
3.00pm	<p><b>AFTERNOON TEA</b></p>
3.30pm	<p><b>PLENARY: Debate on Motions</b></p> <p><b>BREAKOUT: Building More Resilient Infrastructure Workshop</b>                  Presented by National Transport Research Organisation (formerly ARRB)</p>

**FRIDAY 16 JUNE**

7.30am	Registrations Open
8.00am – 3.00pm	<b>2023 Australian Council of Local Government (ACLG)</b>





**2023 National General Assembly and Australian Council of Local Government**

**WALGA RECOMMENDATION**

**That State Council note the National General Assembly 2023 update.**

**Executive Summary**

- The National General Assembly of Local Government was held in Canberra from 13-15 June 2023, followed by the Australian Council of Local Government.
- 1100 delegates attended, including 86 from 31 WA Local Governments.
- The NGA was followed by the Australian Council of Local Government (ACLG)

**Attachment**

- [National General Assembly Handbook](#)
- [National General Assembly Business Papers](#)
- [National General Assembly Resolutions](#)
- [National General Assembly Communique](#)

**Background**

The Australian Local Government Association (ALGA) National General Assembly (NGA) was held in Canberra from 13 - 16 June with the theme “Our Communities, Our Future”. The NGA provided an opportunity for Local Government leaders and representatives to be informed about national issues, network and debate motions for consideration by the Australian Local Government Association (ALGA) Board.

The NGA was attended by 1,100 representatives from Local Governments across Australia. Western Australia was represented by 86 attendees from 31 different Local Governments, including the WALGA President and Deputy President, who were joined by the WALGA CEO, Executive Director Member Services, Executive Manager Policy and two WALGA staff.

The NGA was followed by the Australian Council of Local Government (ACLG) on 16 June. It was the fifth ACLG held since its inception in 2008, and the held in a decade. The reinstatement of the ACLG was a commitment of the Government to ‘bring local government back to the table as a trusted delivery partner of services to local communities’.

**Comment**

NGA

Western Australia was well represented at the NGA, with a record number of WA delegates in attendance. About 60 WA delegates attended a WALGA hosted networking function ahead of the Regional Forum on the Tuesday, which featured addresses from the Minister and Shadow Minister for Regional Development.

The Regional Forum featured an address from the Governor-General; Minister for Infrastructure, Transport, Regional Development and Local Government; the Leader of the Opposition; and panels featuring representatives from government, business and community organisations.

The NGA considered 260 motions submitted by councils. Although not binding on the ALGA Board, carried motions will be considered by the ALGA Board in informing their policy and advocacy agenda. The motions addressed varied topics including, financial sustainability, infrastructure and communications, climate change adaptation and renewable energy, housing and homelessness, emergency management, Closing the Gap and developing the circular economy. WALGA provided



all WA delegates with guidance on each motion, including consistency with WALGA policy positions.

All seven WA Local Government motions were carried:

- City of Wanneroo - further flexibility in Infrastructure Australia's business case process and funding for sporting facilities;
- Shire of Mundaring - sustainable funding model for disaster risk reduction and recovery;
- City of Stirling - housing supply and affordability and opportunities to attract skilled workers associated with the delivery of housing;
- Shires of Morawa and Toodyay - regional and rural primary healthcare shortages;
- City of Bayswater - funding support for the delivery of infant immunisation; and
- Town of Bassendean - funding mechanisms for organic waste processing facilities.

The WALGA Booth in the exhibition hall again proved a popular meeting and networking place for WA delegates. WALGA staff manning the booth were available to provide assistance to delegates, including facilitating meetings with agencies and Ministers.

WA was also well represented at the Local Government v Federal Pollies soccer match, with WALGA's Economist Daniel Thomson and Shire of Murchison President Cr Rossco Foulkes-Taylor and fellow Councillor Emma Foulkes-Taylor; and a contingent from the Town of Port Hedland making their presence felt on the field on a chilly and unforgiving Canberra morning.

#### ACLG

The ACLG began with an introduction from the Minister for Regional Development, Local Government and Territories, the Hon Kristy McBain and an address from The Prime Minister. The Prime Minister announced a new [\\$100 million Community Energy Upgrades Fund](#) to assist Local Governments to deliver energy upgrades and reduce energy costs for community facilities. It was also announced that 100 percent of the 2023-24 Financial Assistance Grants would be brought forward to 2022-23.

In addition to dedicated urban and regional panels there were 5 plenary panel sessions featuring Ministers and Local Government representatives:

- The future of Local Government;
- Our Industries and Economies – Achieving economic and industry growth;
- Our People – Local Government as a trusted delivery partner;
- Our places – Resilience and our regions; and
- Our Services – Liveability and Local Government.

In her closing address Minister McBain made clear the Government's intention that the ACLG will be an ongoing annual event.

Photographs of local government representatives at the ACLG Forum and Gala Dinner are available here: <https://communicationsgovau.box.com/s/bv9k5fyrpkzdk97jhzg9dg60wrduvbtb>

## **Australian Local Government Women's Association Breakfast**

**Wednesday 14 June 2023**

### **Professor Michelle Ryan**

Through the Australian Local Government Women's Association, I listened to Professor Michelle Ryan who is the Director at the Global Institute for Women's Leadership. Professor Ryan is a world-renowned gender equality expert, Professor of Social and Organisational Psychology. The talk centred around 5 main themes (quoted below).

#### **The Global Gender Gap**

The World Economic Forum's Global Gender Gap Report 2021 saw Australia's standing in the Global Gender Gap Index fall from 44th to 50th in the world.

The World Economic Forum estimates it will take 195.4 years to reach gender parity in South Asia—the longest in any region in the world. For East Asia and the Pacific, it will take 165.1 years, three times as long as Western Europe and 30 years more than the global average in achieving gender parity.

#### **Women in Politics**

In October 2021, women made up 25.8% of all parliamentarians across the world according to the Inter-Parliamentary Union. Women in Asia and the Pacific were even further under-represented, with women making up 21% of representatives in Asia and only 18.2% in the Pacific.

Women make up approximately 5.9% of heads of state, with female leaders in 9 out of 152 countries and a similar rate of heads of government, with 6.7% or 13 out of 193 countries.

#### **Women in Business**

In 2021, women hold only 6% of Chief Executive Officer (CEO) roles and 26% of positions in Executive Leadership Teams in ASX300 companies.

Australia's Chief Executive Women estimates it will take 65 years or until 2086 before women make up 40% of line roles in executive leadership teams, based on trends from their census of senior executive women over the last five years.

#### **The Glass Cliff**

When women do break through the glass ceiling to take on leadership roles, evidence shows that they often have to contend with the 'glass cliff'.

The glass cliff phenomenon sees women take on leadership positions that are risky or precarious, often having experiences that are different from their male counterparts.

Uncovered by GIWL ANU Director, Professor Michelle Ryan and her colleague Professor Alex Haslam, the glass cliff sees women appointed to senior leadership roles during periods of turmoil when the risk of failure is greatest.

#### **The Gender Pay Gap**

Despite Australian legislation enshrining equal pay for equal work in 1972, nearly 50 years later the average Australian woman still has to work an extra 61 days a year to earn the same pay as the

average man. It leaves women economically precarious, it creates significant gaps in retirement savings, and exacerbates the poor financial outcomes that women face in both the short and long term.

The GIWL says that to improve gender equality in Australia, a multifaceted approach is needed, including; a focus on improving parental leave (particularly for men), affordable childcare, valuing women's work and work that is stereotypically done by women, addressing occupational segregation, and increasing pay transparency.

Current efforts to address these problems lack a firm evidence base and are fragmented into silos.

- Organisations spend a huge amount of time and money on gender equality initiatives, but in many areas there is a lack of evidence about what works
- Meanwhile there are a huge number of passionate people and committed organisations working in this field, but there isn't a broad, strong network that unites them
- And learning from one country is not picked up by others.

The above makes it difficult to focus resources where they will do most good.

The GIWL is aiming to strengthen evidence and understand what works by:

- drawing together existing findings from across sectors, disciplines and countries and by undertaking new solutions-focussed research
- building feedback loops between research, policy and practice to make sure that precious time and resource is spent on effective interventions
- By acting as a hub for academics, policymakers and activists around the world to network and share findings

Source: <https://giwl.anu.edu.au/>

Whilst the news was pretty dim, it was inspiring to hear from a very knowledgeable, and passionate advocate for Gender Equality.

**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.

Withdrawn items:

- 10.1.1 Absolute Majority required, this item was subject to deputations and a member wished to move a motion that is different to the officer recommendation
- 10.1.2 This item was subject to deputations, an interest was disclosed and a member wished to make a statement.
- 10.1.3 This item was subject to deputations and a member wished to make a statement
- 10.1.4 This item was subject to deputations and a member wished to move a motion that is different to the officer recommendation
- 10.1.5 A member wished to make a statement
- 10.1.6 An interest was disclosed
- 10.1.7 Item required voting delegates to be established
- 10.1.8 A member wished to move a motion that us different to the officer recommendation
- 10.2.1 Absolute Majority required
- 10.3.1 An interest was disclosed
- 10.3.2 A member wished to move a motion that is different to the officer recommendation
- 10.3.3 This item was subject to deputations, an interest was disclosed and a member wished to move a motion that is different to the officer recommendation
- 10.3.4 A member wished to move a motion that is different to the officer recommendation
- 10.4.1 This item was subject to deputations
- 10.4.2 A member wished to move a motion that is different to the officer recommendation
- 10.5.1.1 A member wished to make a statement
- 10.5.1.5 A member wished to make a statement

**COUNCIL RESOLUTION**

**That items 10.1.1, 10.1.2, 10.1.3, 10.1.4, 10.3.3 and 10.4.1, which were subject to deputations, be brought forward to the beginning of section 10 for discussion before resuming the order of business as set out in the agenda.**

**Cr Catherine Ehrhardt, Deputy Mayor Moved, Cr Giorgia Johnson Seconded**

**CARRIED UNANIMOUSLY: 10/0**

**For: Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland,**

***Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik, Cr Dan Bull and Cr Giorgia Johnson.***

***Against: Nil.***

**10 Reports**

**10.1 Chief Executive Officer Reports**

**10.1.1 Keeping and Control of Cats Amendment Local Law 2023**

<b>Responsible Branch:</b>	Governance, Organisational Planning and Development
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	<b>ABSOLUTE MAJORITY REQUIRED for limb 1</b> Simple Majority Required
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Keeping and Control of Cats Local Law 2022 as Gazetted [10.1.1.1 - 13 pages]</li> <li>2. Proposed Draft Keeping and Control of Cats Amendment Local Law 2022 as advertised [10.1.1.2 - 3 pages]</li> <li>3. Final Proposed Keeping and Control of Cats Amendment Local Law 2023 [10.1.1.3 - 3 pages]</li> <li>4. CONFIDENTIAL - Legal Advice - July 2023 [10.1.1.4 - 8 pages]</li> <li>5. CONFIDENTIAL - Legal Advice - May 2023 [10.1.1.5 - 10 pages]</li> <li>6. Response back from Department on Amendment Local Law [10.1.1.6 - 2 pages]</li> </ol>
<b>Refer:</b>	Item 10.2.5: OCM 26.4.2022 Item 10.1.1: OCM 23.8.2022 Item 14.1.2: OCM 06.12.2022 (Confidential) Item 10.1.1. OCM 28.2.2023 Item 10.1.1. OCM 23.5.2023

**CR DAN BULL DECLARED AN IMPARTIAL INTEREST**

*In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Dan Bull declared an impartial interest in this item as Gobba Lake which is opposite his home is referred to in the local law but no decision is being made in relation to it. Cr Dan Bull remained in the Council Chambers and voted on this item.*

**SUMMARY**

For Council to make the *Keeping and Control of Cats Amendment Local Law 2023* following an undertaking provided to the Joint Standing Committee on Delegated Legislation (JSCDL).

ADDITIONAL INFORMATION

The City has received a letter from the new Minister for Local Government, the Hon David Michael MLA, in relation to previous correspondence sent by the Mayor. The letter is presented as **Attachment 7** to the officer’s report.

RECOMMENDATION IMPLICATIONS

In light of the above, the officer’s recommendation remains unchanged.

**OFFICER'S RECOMMENDATION**

That Council:

1. Makes the proposed new *Keeping and Control of Cats Amendment Local Law 2023* as contained in Attachment 3 of this report, which includes amendments to remove clause 2.2 (“*Cats in Other Places*”), include an additional area in Schedule 3, (“*Cat Prohibited Areas*”)

being the Bayswater Industrial Area as per the advertised draft, and inclusion of minor edits as advised by the Department of Local Government, Sport and Cultural Industries, which are outlined in Attachment 6.

**ABSOLUTE MAJORITY REQUIRED**

2. Approves publication of the proposed new *Keeping and Control of Cats Amendment Local Law 2023* in the Government Gazette.
3. Approves local public notice of the proposed *Keeping and Control of Cats Amendment Local Law 2023*.
4. Requests the Chief Executive Officer advocates to the Minister for Local Government for the review of the *Cat Act 2011* to be brought forward.
5. Requests the Chief Executive Officer to initiate a further review of the City's local law following the review of the *Cat Act 2011*.

**Cr Catherine Ehrhardt, Deputy Mayor moved the following motion.**

**MOTION**

**That Council:**

1. **Makes the proposed new Keeping and Control of Cats Amendment Local Law 2023 as contained in Attachment 3 of this report, which includes amendments to remove clause 2.2 ("Cats in Other Places"), and include an additional area in Schedule 3, ("Cat Prohibited Areas") being the Bayswater Industrial Area as per the advertised draft, and inclusion of minor edits as advised by the Department of Local Government, Sport and Cultural Industries, which are outlined in Attachment 6;**

**ABSOLUTE MAJORITY REQUIRED**

2. **Approves publication of the proposed new Keeping and Control of Cats Amendment Local Law 2023 in the Government Gazette;**
3. **Approves local public notice of the proposed Keeping and Control of Cats Amendment Local Law 2023;**
4. **Requests the Chief Executive Officer advocates to the Minister for Local Government for the review of the *Cat Act 2011* to be brought forward, to clearly incorporate provisions and powers for local governments to facilitate the inclusion of clauses such as clause 2.2 ("Cats in Other Places") in the future;**
5. **Requests the Chief Executive Officer initiates a further review of the City's *Keeping and Control of Cats Local Law*, commencing immediately, to consider additional controls that may be included in the local law to protect wildlife within the City.**

**Cr Catherine Ehrhardt Moved, Cr Michelle Sutherland Seconded.**

**Cr Giorgia Johnson foreshadowed an alternative motion to retain the *Keeping and Control of Cats Local Law 2022*, as gazetted, which includes clause 2.2 "Cats in Other Places".**

**Cr Elli Petersen-Pik proposed an amendment:**

**That in limb 1 replace the word 'includes' with 'excludes' and limb 5 be deleted.**

**Cr Elli Petersen-Pik Moved, Cr Sally Palmer Seconded**

**LOST: 3/7**

**For: Cr Sally Palmer, Cr Elli Petersen-Pik and Cr Giorgia Johnson.**

**Against: Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor**

*and Cr Dan Bull.*

*As the amendment was lost, debate returned to the substantive motion.*

### **COUNCIL RESOLUTION**

**That Council:**

1. **Makes the proposed new Keeping and Control of Cats Amendment Local Law 2023 as contained in Attachment 3 of this report, which includes amendments to remove clause 2.2 (“Cats in Other Places”), and include an additional area in Schedule 3, (“Cat Prohibited Areas”) being the Bayswater Industrial Area as per the advertised draft, and inclusion of minor edits as advised by the Department of Local Government, Sport and Cultural Industries, which are outlined in Attachment 6;**

#### ***ABSOLUTE MAJORITY REQUIRED***

2. **Approves publication of the proposed new Keeping and Control of Cats Amendment Local Law 2023 in the Government Gazette;**
3. **Approves local public notice of the proposed Keeping and Control of Cats Amendment Local Law 2023;**
4. **Requests the Chief Executive Officer advocates to the Minister for Local Government for the review of the *Cat Act 2011* to be brought forward, to clearly incorporate provisions and powers for local governments to facilitate the inclusion of clauses such as clause 2.2 (“Cats in Other Places”) in the future;**
5. **Requests the Chief Executive Officer initiates a further review of the City’s *Keeping and Control of Cats Local Law*, commencing immediately, to consider additional controls that may be included in the local law to protect wildlife within the City.**

**Cr Catherine Ehrhardt, Deputy Mayor Moved, Cr Michelle Sutherland Seconded**

**CARRIED: 7/3**

**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor and Cr Dan Bull.*

**Against:** *Cr Sally Palmer, Cr Elli Petersen-Pik and Cr Giorgia Johnson.*

### ***REASON FOR CHANGE***

***The Council has given an undertaking by the JSCDL and must now complete the process. However, the Council is also mindful of community’s desire for greater control of cats and protection of wildlife, so a new review will allow the Council to look at this afresh.***

### ***BACKGROUND***

The *Keeping and Control of Cats Local Law 2022* was adopted by Council at the 23 August 2022 Ordinary Council Meeting and published in the Government Gazette on 7 October 2022 (**Attachment 1**). The local law came into effect on 21 October 2022, 14 days after being gazetted.

As is normal practice, following gazettal, the Joint Standing Committee on Delegated Legislation (JSCDL) reviewed the City of Bayswater *Keeping and Control of Cats Local Law 2022* and requested that the Council give an undertaking to amend the newly created local law within six months to remove clause 2.2 and item 2 of Schedule 2 and not enforce these provisions in the meantime. The rationale provided by the JSCDL was that clause 2.2 is inconsistent with the *Cat Act 2011* (the Cat Act) and therefore not within the power of subsidiary legislation. Clause 2.2 is shown below:

**“2.2 CATS IN OTHER PLACES**

- (1) *A cat shall not be in a public place unless the cat is, in the opinion of an Authorised Person, under effective control.*
- (2) *If a cat is at any time, in contravention of clause 2.2 (1),*
  - (a) *The keeper of the cat commits an offence; and*
  - (b) *An authorised person may seize and impound the cat and deal with the cat pursuant to the Act”.*

The undertaking was duly given by Council at the Ordinary Council Meeting held 6 December 2022, with a commitment to amend the local law by 6 June 2023. The JSCDL was advised of the Council’s undertaking, and as a result of that undertaking took no further action to make a recommendation to the Legislative Council to amend or repeal the City’s local law.

Council resolved at the Ordinary Council Meeting of 28 February 2023 to amend the *Keeping and Control of Cats Local Law 2022* in compliance with the undertaking and to advertise the amendments for public comment. In addition to the amendments requested by the JSCDL, the Council also included an amendment to add Bayswater Industrial Area to the schedule of “Cat Prohibited Areas”. A copy of the *Keeping and Control of Cats Amendment Local Law 2022* (as advertised) is provided in **Attachment 2**.

Following advertisement, the draft *Keeping and Control of Cats Amendment Local Law 2023* was presented back to Council at the May 2023 Ordinary Council Meeting along with a summary of submissions received. A copy of the *Keeping and Control of Cats Amendment Local Law 2023* is provided in **Attachment 3**.

As a result of community feedback on the amendment local law, particularly relating to the removal of clause 2.2, the Council resolved at the May 2023 Ordinary Council Meeting as follows:

*“That Council defers consideration of the draft Keeping and Control of Cats Amendment Local Law 2023, as contained in Attachment 3 to allow time for:*

1. *The Mayor and the CEO to seek guidance from the Chair of the Joint Standing Committee on Delegated Legislation (JSCDL), and the Minister for Housing; Lands; Homelessness and Local Government prior to 2 June 2023, to obtain further information to inform the City's position on this matter; and*
2. *A report back to Council to advise the outcome of Limb 1 above, and provide further guidance on next steps.”*

**EXTERNAL CONSULTATION**

The amendment local law was advertised for public comment for a period of 50 days from 9 March 2023 to 28 April 2023 on the City’s website, in the Perth Now and West Australian Newspapers and on Notice Boards at the Civic Centre and the City’s three Library’s.

**OFFICER'S COMMENTS*****Update Following the Ordinary Council Meeting 23 May 2023***

Following the Ordinary Council Meeting of 23 May 2023, a letter was sent to the Chair of the JSCDL from the Mayor, requesting a meeting to seek some further guidance from the Committee and an extension to the six-month timeframe set by the JSCDL.

One of the possible consequences of not meeting the undertaking given to the JSCDL within the agreed timeframe is that the City could be found to be in contempt of Parliament, or that the

JSCDL could make a recommendation to the Legislative Committee to repeal or amend the local law. Hence, this extension to the timeframe was important to obtain.

A copy of the legal opinion from Castledine Gregory dated 5 May 2023, which was provided to the City by community members, was also provided to the JSCDL as an attachment to this correspondence.

The JSCDL responded to the Mayor's letter on 31 May 2023 granting the Council a 3-month extension to fulfil the original undertaking, which ends 6 September 2023.

#### Meeting with stakeholders

The Chief Executive Officer met with representatives of environmental community groups to hear their concerns in relation to the *Keeping and Control of Cats Amendment Local Law 2023*. Key points raised at the meeting were:

- The need to protect wildlife in the City of Bayswater;
- The Castledine Gregory legal opinion and whether or not the local law is beyond power;
- The inconsistency by the JSCDL in allowing similar provisions in the Shire of Narrogin and Shire of Northam local laws;
- The provisions in the *Cat Act 2011* that allow other local governments to adopt the text of a local law of any other local government (section 82 refers); and
- Other options that may be available to protect wildlife through further amendments to the *Keeping and Control of Cats Local Law 2022*.

#### Meeting with the Minister for Local Government

Following receipt of the extension, the Mayor and CEO met with the Local Government Minister, the Hon. David Michael MLA on 20 July 2023. The meeting provided an opportunity for the City to present some of the concerns raised by the community in relation to the cat local law and the *Cat Act 2011*, especially in relation to the protection of wildlife and fauna. The Minister made it clear that whilst he understood the City's concerns, that the Parliamentary Committee is independent of the State Government. The Minister encouraged the City to write to the JSCDL again to put forward its arguments and make a further request for a meeting.

#### Joint Standing Committee on Delegated Legislation (JSCDL)

The City has written a second time to the JSCDL requesting a meeting with the Chair of the Committee to discuss options available in relation to this matter. The City has received a response from the JSCDL, the contents of which are confidential.

#### Legal advice

In addition to the legal opinion provided by Castledine Gregory, the City has also sought legal advice on this matter on two separate occasions. The first legal advice is provided in **Confidential Attachment 4**. The second legal advice is provided in **Confidential Attachment 5**. In both cases, the advice relates to the consequences of the Council not following through on its undertaking to the JSCDL, the options available to the Council to appeal the JSCDL direction, and the likelihood of these options being successful. The advice has been kept confidential to retain legal professional privilege.

Given the potential consequences of not complying with the undertaking given to the JSCDL, officers recommend that the Council proceeds with making the amendment local law. The current local law gazetted in October last year now contains 42 "*Cat Prohibited Areas*" and even without the inclusion of clause 2.2 "*Cats in Other Places*" this is considered a significant improvement towards protecting wildlife and fauna from the City's previous local law. The proposed inclusion of the Bayswater Industrial Area as a "*Cat Prohibited Area*" will bring the total to 43.

Council may also wish to continue to advocate for an early review of the *Cat Act 2011*, and following that, initiate a new review of its local law.

**Advertisement and submissions on the *Keeping and Control of Cats Amendment Local Law 2023***

The draft proposed *Keeping and Control of Cats Amendment Local Law 2023* as contained in **Attachment 2** was advertised for public comment between 9 March and 28 April 2023. As is required a letter was sent to the Minister for Local Government and the Minister for Environment and Climate Change advising of the *Keeping and Control of Cats Amendment Local Law 2023* being advertised for public comment.

A letter has been received from the Department of Local Government, Sport and Cultural Industries in relation to the amendment local law as contained in **Attachment 6**. No matters of concern have been identified and the minor edits have been included in the amendment local law provided in **Attachment 3**.

A total of two submissions were received with one of these submissions provided as a joint submission from Environment House, which included Friends of Eric Singleton Wetlands, Baigup Wetlands Interest Group, Maigamongup (Bardon Park), Friends Group, Friends of Lightning Swamp Group, Friends of Maylands Lakes and Friends of Maylands Samphires.

Both submissions acknowledged the significant work of Councillors, City officers and the community to protect cats and protect the City's local environment through the gazettal of the City's current *Keeping and Control of Cats Local Law 2022* largely through the inclusion of the 42 prohibited sites, which was gazetted in October 2022. However, both of these submissions have requested that the City of Bayswater not to delete clause 2.2.

The Council has already taken the opportunity to include, in the proposed amendment local a law that was advertised, the Bayswater Industrial Area as a "*Cat Prohibited Area*" in Schedule 3, in addition to actioning the undertaking given to the JSCDL. No objections were raised to the inclusion of this additional area through public consultation. The City is recommending that this additional area is included in the final *Keeping and Control of Cats Amendment Local Law 2023* together with the deletion of clause 2.2 "*Cats in Other Places*" and item 2 of Schedule 2, as previously resolved by Council.

If the Council was to propose making any further substantial changes to the amendment local law at this point in the process these would need to be advertised and the City would not be able to meet the deadline (previously 6 June, extended by 3 months to 6 September 2023) to fulfil the undertaking given to the JSCDL.

***Next steps to make the Amendment Local Law***

If the Council makes the amendment local law to fulfil the undertaking by the new deadline of 6 September 2023, in order to meet the procedural requirements, the City's administration is then required to undertake the following:

- CEO and Mayor to sign the adopted local law together with the Common Seal.
- Final Gazettal of Amendment Local Law to appear in Government Gazette. (The local law will then come into effect 14 days from appearing in the Government Gazette).
- Issuing of final Local Public Notice is required including advising any relevant State Government Ministers.
- Documents and Explanatory Memo to be signed by the Mayor and the CEO to be sent to the JSCDL within 10 days of appearing in the Government Gazette.
- Final process is for the JSCDL to scrutinise the Amendment Local Law and write back to Council.

**LEGISLATIVE COMPLIANCE**

- *Local Government Act 1995*
- *Cat Act 2011*

**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.

Risk Category	Adopted Risk Appetite	Risk Outcome	Assessment
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>	The officer’s recommendation meets the legislative requirements for Council to amend and make the <i>Keeping and Control of Cats Amendment Local Law 2023</i> by the extended 6 September 2023 deadline set by the JSCDL. A moderate risk is identified for both Community and Stakeholder as community consultation has indicated a preference for clause 2.2 to remain in the local law. However, the alternative of not making the local law would bring a high reputational risk for the City as it would go against an undertaking given to a parliamentary committee.		

**FINANCIAL IMPLICATIONS**

The approximate cost of making the local law is \$4,000, which includes public notices in the local newspaper (Perth Now) and the West Australian Newspaper to comply with the legislative requirements and final gazettal in the Government Gazette.

**STRATEGIC IMPLICATIONS**

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

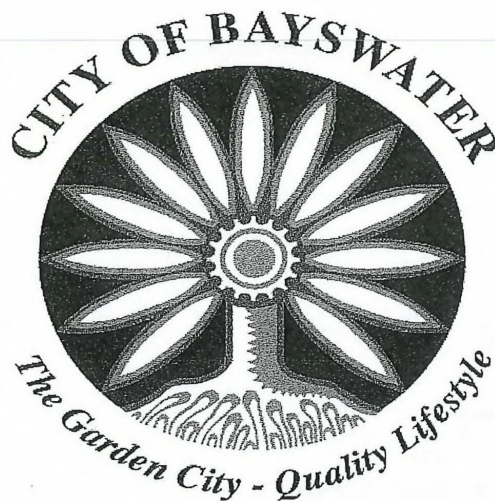
- Theme: Leadership and Governance
- Goal L4: Communicate in a clear and transparent way.  
Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

**CONCLUSION**

It is recommended that Council amends the *Keeping and Control of Cats Local Law 2022* and makes the *Keeping and Control of Cats Amendment Local Law 2023* as per **Attachment 3** to comply with the undertaking given to the JSCDL and to add the Bayswater Industrial Area to the list of ‘*Cat prohibited areas*’. Any further amendments to the City’s current local law are not recommended at this time. Any amendment considered as being substantially different to the

advertised draft would require re-advertisement, and there is insufficient time for this prior to the deadline of 6 September 2023.

Council may also wish to take further action to advocate for an early review of the *Cat Act 2011*, and following that, initiate a new review of its local law.



**LOCAL GOVERNMENT ACT 1995**

**CAT ACT 2011**

**CITY OF BAYSWATER  
KEEPING AND CONTROL OF CATS  
LOCAL LAW 2022**

## CONTENTS

### PART 1 – PRELIMINARY

- 1.1 Repeal
- 1.2 Citation
- 1.3 Commencement
- 1.4 Application
- 1.5 Definitions

### PART 2 - CAT CONTROL

- 2.1 Cat Nuisance
- 2.2 Cats in Other Places
- 2.3 Cats in Prohibited Areas

### PART 3 - PERMITS FOR KEEPING CATS

- 3.1 Interpretation
- 3.2 Cats for which a permit is required
- 3.3 Application for permit
- 3.4 Refusal to determine application
- 3.5 Factors relevant to determination of application
- 3.6 Decision on application
- 3.7 Conditions
- 3.8 Duration of permit
- 3.9 Revocation
- 3.10 Permit not transferable
- 3.11 Permit to be kept at the premises and available for view

### PART 4 – MISCELLANEOUS

- 4.1 Giving of an Infringement notice

### PART 5 - OBJECTIONS AND APPEALS

- 5.1 Objection and appeal rights

### PART 6 - OFFENCES, DEFENCE AND PENALTIES

- 6.1 Offences
- 6.2 Prescribed offences
- 6.3 Forms

### SCHEDULE 1 - ADDITIONAL CONDITIONS APPLICABLE TO PARTICULAR PERMITS FOR GROUPED, MULTIPLE AND SINGLE DWELLINGS

### SCHEDULE 2 - MODIFIED PENALTIES

### SCHEDULE 3 - CAT PROHIBITED AREAS

**LOCAL GOVERNMENT ACT 1995**  
**CAT ACT 2011**  
**CITY OF BAYSWATER**  
**KEEPING AND CONTROL OF CATS LOCAL LAW 2022**

Under the powers conferred by the *Cat Act 2011* and the *Local Government Act 1995* and under all other powers enabling it, the Council of the City of Bayswater resolved on 23 August 2022 to make the following local law.

**PART 1 - PRELIMINARY**

**1.1 Repeal**

The City of Bayswater *Keeping and Control of Cats Local Law 2016* as published in the Government Gazette on 14 June 2016 is repealed.

**1.2 Citation**

This local law may be cited as the *City of Bayswater Keeping and Control of Cats Local Law 2022*.

**1.3 Commencement**

This local law comes into operation 14 days after the date of its publication in the Government Gazette.

**1.4 Application**

This local law applies throughout the district.

**1.5 Definitions**

(1) In this local law unless the context otherwise requires-

*Act* means the *Cat Act 2011*;

*applicant* means the occupier of the premises who makes an application for a permit under this local law;

*authorised person* means a person appointed by the local government to perform the functions conferred on an authorised person under this local law;

*cat* means an animal of the species *felis catus* or a hybrid of that species;

*cat management facility* means-

- (a) a facility operated by a local government that is, or may be, used for keeping cats; or
- (b) a facility for keeping cats that is operated by a person or body prescribed; or
- (c) a facility for keeping cats that is operated by a person or body approved in writing by a local government;

*cat prohibited area* means an area as outlined in Schedule 3;

*cattery* means any premises where more than 3 cats are boarded, housed or trained temporarily, whether for profit or otherwise, and where the occupier of the premises is not the ordinary keeper of the cats;

*CEO* means the Chief Executive Officer of the local government;

*Council* means the Council of the local government;

*district* means the district of the local government;

*effective control in* relation to a cat means any of the following methods-

- (a) held by a person who is capable of controlling the cat;
- (b) securely tethered;
- (c) secured in a cage; or
- (d) any other means of preventing escape.

*grouped dwelling* means a dwelling that is one of a group of two or more dwellings on the same lot such that no dwelling is placed wholly or partly vertically above the other, except where special conditions of landscape or topography dictate otherwise, and includes a dwelling on a survey strata with common property.

*local government* means the City of Bayswater;

*multiple dwelling* means a dwelling in a group of more than one dwelling on a lot where any part of a dwelling is vertically above part of any other but-

- (a) does not include a grouped dwelling; and
- (b) includes any dwellings above the ground floor in a mixed-use development.

*nuisance* means an activity or condition which is harmful or annoying and which gives rise to legal liability.

*owner*, in relation to a cat, means any of these persons-

- (a) in the case of a cat that is registered, the registered owner of the cat; or
- (b) in the case of a cat that is not registered, a person who, or an owner of a business or organisation that, ordinarily keeps and cares for the cat; or
- (c) if a person referred to in paragraph (b) is a child under 18 years of age, that child's parent or guardian.

*permit* means a permit issued by the local government under clause 3.6

*permit holder* means a person who holds a valid permit under clause 3.6

*premises* includes the following-

- (a) land (whether or not vacant);
- (b) the whole or part of a building or structure (whether of a permanent or temporary nature); and
- (c) a vehicle.

*RSPCA* means the Royal Society for the Prevention of Cruelty to Animals (Inc.) of Western Australia;

*Schedule* means a schedule to this local law;

*Scheme* means a town planning scheme of the local government made by it under the *Planning*

*and Development Act 2005 and its antecedents; and*

*single dwelling* means a house that stands alone on its own parcel of land.

- (2) A term that is used in this local law and is not defined in subclause (1) has the same meaning given to it in the Act or, not defined in the Act, the same meaning given to it in the *Cat Regulations 2012, the Cat (Uniform Local Provisions) Regulations 2013 or the Local Government Act 1995.*

## **PART 2 - CAT CONTROL**

### **2.1 Cat Nuisance**

- (1) An owner shall not allow a cat to be or create a nuisance.
- (2) Where the local government receives a complaint from a person, and where in the opinion of an authorised person, that a cat is creating a nuisance, the local government may give a cat control notice to the owner of the cat requiring that person to abate the nuisance.
- (3) When a nuisance has occurred and a notice to abate the nuisance is given, the notice remains in force for the period specified by the local government on the notice which shall not exceed 28 days.
- (4) A person given a notice to abate the nuisance shall comply with the notice within the period specified in the notice.
- (5) A cat control notice under subclause 2.1(2) shall be in the form of Schedule 1, Form 3 of the *Cat Regulations 2012.*

### **2.2 Cats in Other Places**

- (1) A cat shall not be in a public place unless the cat is, in the opinion of an Authorised Person, under effective control.
- (2) If a cat is at any time, in contravention of clause 2.2 (1),
- (a) The keeper of the cat commits an offence; and
  - (b) An authorised person may seize and impound the cat and deal with the cat pursuant to the Act.

### **2.3 Cats in Prohibited Areas**

- (1) A cat shall not be in any cat prohibited area as listed on Schedule 3.
- (2) If a cat is at any time in a place in contravention of subclause 2.3(1)-
- (a) The owner of the cat commits an offence; and
  - (b) An authorised person may seize and impound the cat in accordance with the Act.

## **PART 3 - PERMITS FOR KEEPING CATS**

### **3.1 Interpretation**

In this Part, and for the purposes of applying the definition of "cattery"-  
**cat** does not include a cat less than 6 months old.

### **3.2 Cats for which a permit is required**

- (1) Subject to subclause (2) a person is required to have a permit-
  - (a) to keep more than 3 cats on any single dwelling or grouped dwelling premises to a maximum of six (6);
  - (b) to keep more than 2 cats on any multiple dwelling property to a maximum of six (6); or
  - (c) to use any premises as a cattery.
- (2) A permit is not required under subclause (1) if the premises concerned are-
  - (a) a refuge of the RSPCA or any other animal welfare organisation;
  - (b) a cat management facility which has been approved by the local government;
  - (c) a veterinary clinic or hospital; or
  - (d) a pet shop.
- (3) A person who keeps more than the standard number of cats on a prescribed premises without approval commits an offence.

### **3.3 Application for permit**

An application for a permit under clause 3.2 shall be-

- (a) be made in writing by an occupier of premises in relation to those premises;
- (b) in a form approved by the local government, describing and specifying the number of cats to be kept on the premises;
- (c) accompanied by a brief reason and justification for the request;
- (d) accompanied by the plans of the premises to which the application relates to the specification and satisfaction of the local government;
- (e) accompanied by the consent in writing of the owner of the premises, where the occupier is not the owner of the premises to which the application relates;
- (f) accompanied by the application fee for the permit determined by the local government from time to time.

### **3.4 Refusal to determine application**

The local government may refuse to determine an application for a permit if it is not made in accordance with clause 3.3.

### **3.5 Factors relevant to determination of application**

- (1) In determining an application for a permit, the local government may have regard to -
  - (a) the reasons and justification provided for the request;
  - (b) the physical suitability of the premises for the proposed use;
  - (c) the suitability of the zoning of the premises under any Scheme which applies to the premises for the use;
  - (d) the environmental sensitivity and general nature of the location surrounding the premises for the proposed use;

- (e) the structural suitability of any enclosure in which any cat is to be kept;
  - (f) the likelihood of a cat causing a nuisance, inconvenience or annoyance to the occupiers of adjoining land;
  - (g) the likely effect on the amenity of the surrounding area of the proposed use;
  - (h) the likely effect on the local environment, including any pollution or other environment damage which may be caused by the use;
  - (i) any submissions received under subclause (2) within the time specified in subclause (2); and
  - (j) such other factors which the local government may consider to be relevant in the circumstances of the particular case.
- (2) The local government require an applicant to:
- (a) consult with other nearby landowners; and
  - (b) advise other adjoining landowners that they may make submissions to the local government on the application for the permit within 14 days of receiving that advice, before determining the application for the permit.

**3.6 Decision on application**

- (1) The local government may-
- (a) approve an application for a permit, as it was submitted, in which case it shall approve it subject to the conditions in clause 3.7 and may approve it subject to any other conditions it considers fit;
  - (b) approve an application, but specify an alternative number of cats permitted to be housed at the address; or
  - (c) refuse to approve an application for a permit.
- (2) If the local government approves an application under subclause (1), then it shall issue to the applicant a permit in the form determined by the CEO.
- (3) If the local government refuses to approve an application under subclause (1), then it shall advise the applicant accordingly in writing.

**3.7 Conditions**

- (1) Every permit is issued subject to the following conditions-
- (a) each cat kept on the premises to which the permit relates shall comply with the requirements of the Act;
  - (b) each cat shall be contained on the premises unless under the effective control of a person;
  - (c) the permit holder will provide adequate space for the exercise of the cats;
  - (d) the premises shall be maintained in good order and in a clean and sanitary condition; and
  - (e) those conditions contained in Schedule 1.

- (f) Without the consent of the local government, the permit holder will not substitute or replace any cat that is the subject of a permit once the cat-
  - (i) dies; or
  - (ii) is permanently removed from the premises.
- (2) In addition to the conditions subject to which a permit is to be issued under this clause, a permit may be issued subject to other conditions, as the local government considers appropriate.
- (3) The permit holder who fails to comply with a condition of a permit commits an offence.

**3.8 Duration of permit**

Unless otherwise specified, in a condition on a permit, a permit commences on the date of issue until-

- (a) it is revoked; or
- (b) the permit holder ceases to reside at the premises to which the permit relates.

**3.9 Revocation**

The local government may revoke a permit if the permit holder fails to observe any provision of this local law or a condition of a permit.

**3.10 Permit not transferable**

A permit is not transferable either in relation to the permit holder or the premises.

**3.11 Permit to be kept at the premises and available for view**

A permit issued by the local government shall be kept at the premises to which it applies and shall be provided to an authorised person on demand. In the case of a registered cattery, the permit shall be displayed in a prominent place within the premises.

**PART 4 - MISCELLANEOUS**

**4.1 Giving of an Infringement notice**

A notice given under this local law may be given to a person-

- (a) personally;
- (b) by postal mail addressed to the person; or
- (c) by leaving it for the person at her or his address.

**PART 5 - OBJECTIONS AND APPEALS**

**5.1 Objection and appeal rights**

Any person who is aggrieved by the conditions imposed in relation to a permit, the revocation of a permit, or by the refusal of the local government to grant a permit may object to or appeal against the decision under Division 1 of Part 9 of the *Local Government Act 1995*.

## **PART 6 - OFFENCES, DEFENCE AND PENALTIES**

### **6.1 Offences**

- (1) Any person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law that person is prohibited from doing, commits an offence.
- (2) A person who commits an offence under this local law is liable on conviction to a penalty not exceeding \$5,000, and if the offence is of a continuing nature, to a further penalty not exceeding a fine of \$500 in respect of each day or part of a day during which the offence has continued.

### **6.2 Prescribed offences**

- (1) An offence against a clause specified in Schedule 2 is a prescribed offence for the purposes of section 62(1) of the Act.
- (2) The amount appearing directly opposite each such offence is the modified penalty in relation to that offence.

### **6.3 Forms**

- (1) The issuing of infringement notices, their withdrawal and the payment of modified penalties dealt with in Division 4 of Part 4 of the Act.
- (2) An infringement notice given under section 62 of the Act is to be in the form of Form 6 of Schedule 1 of the *Cat Regulations 2012*.
- (3) A notice sent under section 65 of the Act withdrawing an infringement notice is to be in the form of Form 7 of Schedule 1 of the *Cat Regulations 2012*.

**SCHEDULE 1 - ADDITIONAL CONDITIONS APPLICABLE TO PARTICULAR PERMITS FOR GROUPED, MULTIPLE AND SINGLE DWELLINGS**

[Clause 3.7]

**A. Permit to keep more than prescribed number of cats**

Additional conditions

- (1) The written consent of the owner/occupier to the application for a permit of the adjoining owner/occupier on the same level has been obtained;
- (2) Without the consent of the local government, the permit holder will not substitute once that cat-
  - (a) dies;
  - (b) is permanently removed from the premises.

**B. Permit to use premises as a cattery**

Additional conditions

- (1) All building enclosures must be structurally sound, have impervious flooring, be well lit and ventilated and otherwise comply with all legislative requirements.
- (2) There is to be a feed room, wash area, isolation cages and maternity section.
- (3) Materials used in structures are to be approved by the local government.
- (4) The internal surfaces of walls are, where possible, to be smooth, free from cracks, crevices and other defects.
- (5) All fixtures, fittings and appliances are to be capable of being easily cleaned, resistant to corrosion and constructed to prevent the harbourage of vermin.
- (6) Wash basin with the minimum of cold water to be available.
- (7) The maximum number of cats to be kept on the premises stated on the permit is not to be exceeded.
- (8) An entry book is to be kept recording in respect of each cat the-
  - (a) date of admission;
  - (b) date of departure;
  - (c) breed, age, colour and sex; and
  - (d) the name and residential address of the keeper;
- (9) The entry book is to be made available for inspection on the request of an authorised person.
- (10) Enclosures are to be thoroughly cleaned each day and disinfected at least once a week to minimise disease.
- (11) No sick or ailing cat to be kept on the premises.
- (12) Any other matter, which in the opinion of the local government is deemed necessary for the health and wellbeing of any cat, or person, or adjoining premises or the amenity of the area (or any part thereof).

**SCHEDULE 2 - MODIFIED PENALTIES**

[Clause 6.2]

Item	Clause	Offence	Modified Penalty
1	2.1(4)	Cat causing a nuisance	\$250
2	2.2(1)	Cats in Other Places	\$250
3	2.3(1)	Cat in prohibited areas	\$250
4	3.2(1)	Keeping more than prescribed number of cats without a permit	\$250
5	3.2(1)(c)	Keeping a cattery without a permit	\$350
6	3.7(3)	Any other offence	\$250
7	3.9	Failure to comply with permit condition	\$250

**SCHEDULE 3 - CAT PROHIBITED AREAS**

[Clause 2.3]

No.	Common Name	Location	Lot Number	Reserve Number
1	Addlestone Reserve	60 Embleton Avenue, Embleton	-	-
2	Arbor Park	1 Cassia Way, Morley	R39284	R39284
3	Baigup Wetlands	134 Garrett Road, Bayswater	821	-
4	Bardon Park	18 Fourth Avenue, Maylands	R26397	R26397
5	Bath Street Reserve	3 Swan View Terrace, Maylands	R33202	R33202
6	Berringa Park	2 Mary Street, Maylands	R34262	R3462
7	Bohemia Park	11 Eaton Place, Noranda	R35760	R35760
8	Browns Lake Reserve	211 Coode Street, Bedford	50	-
9	Claughton Reserve	89 Katanning Street, Bayswater	R49440	R49440
10	Crimea Park (Wetland)	2 McArthur Street, Morley	R29473	R29473
11	Eric Singleton Bird Sanctuary	129 King William Street, Bayswater	8	-
12	Eric Singleton Bird Sanctuary West	124 King William Street, Bayswater	50	-
13	Evans Place Reserve	10 Evans Place, Bayswater	R28363	R28363
14	Feredy Reserve	7 Feredy Street, Embleton	R26282	R26282
15	Gobba Lake	65 Wyatt Road, Bayswater	501	-
16	Hillcrest Living Stream	Drake Street, Bayswater	52	-
17	Hillcrest Reserve	100 Coode Street, Bayswater	50	R24336
18	Hinds Reserve	130 Milne Street, Bayswater	61	-
19	Houghton Park	1 Purley Street, Bayswater	559	-
20	Ingles Reserve	3 Ashfield Place, Bayswater	R51182	R51182
21	Jakobsons Living Stream	Walter Road West, Morley	R28250	R28250
22	Lightning Park	30 Della Road, Noranda	R46880	R46880
23	Lightning Swamp	33 Della Road, Noranda	R46880	R46880
24	Malaga Drive Bushland	Malaga Drive, Noranda	-	-
25	Maxwell Reserve	2 Maxwell Avenue, Noranda	101	-

No.	Common Name	Location	Lot Number	Reserve Number
26	Maylands Foreshore	48 Clarkson Road, Maylands & 2 Clarkson Road, Maylands	R9323 R33966	R9323 R33966
27	Maylands Jetty Foreshore	18 Fourth Avenue East, Maylands	-	-
28	Maylands Lakes (Lake Brearley & Lake Bungana)	Lake Brearley – Tranby Road, Maylands Lake Bungana – De Havilland View, Maylands	R46293 R46177	R46293 R46177
29	Maylands Samphires	Clarkson Road, Maylands	R48463	R48463
30	McPherson Bushland	20 McPherson Avenue, Noranda	R39364	R39364
31	Newington Reserve	14 Marconi Street, Morley	R39763	R39763
32	Nora Hughes Park (Wetland)	2 Drake Street, Morley	R32362	R32362
33	Patterson Living Stream	1 Patterson Street, Bayswater	R33305	R33305
34	Peters Place Reserve (Wetland)	15 Peters Place, Morley	R4324	R4324
35	Riverside Gardens	127 King William Street, Bayswater	208	-
36	Russell Street Park	95 Russell Street, Morley	1142	-
37	Shadwell Reserve	33 Shadwell Way, Morley	R42714	R42714
38	Strutt Reserve	21 Strutt Way, Noranda	R37139	R37139
39	Swan Lake Reserve	12B Nolan Place, Bayswater	R42128	R42128
40	Tranby Reserve/Peninsula Farm	2 Hardey Road, Maylands	R48463	R48463
41	Weld Square Reserve (Living Stream)	26 Fitzgerald Road, Morley	R43327	R43327
42	Wright Crescent Wetlands (Riverside Gardens, East).	28 Wright Crescent, Bayswater	2	-

The COMMON SEAL of THE CITY OF BAYSWATER was hereto affixed by the authority of a resolution of the Council in the presence of:



JEREMY EDWARDS  
CHIEF EXECUTIVE OFFICER



FILOMENA PIFFARETTI  
MAYOR



Dated: (insert date)

19 September 2022

**Notice of Undertaking – Keeping and Control of Cats Local Law 2022**

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

1. *Within six months, amend the Keeping and Control of Cats Local Law 2022 to:
  - a) Delete clause 2.2 and item 2 of Schedule 2 (offence penalty).
  - b) All consequential amendments arising from undertaking 1 will be made.
  - c) Clause 2.2 will not be enforced in a manner contrary to undertaking 1.*
2. *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.*
3. *Subject to written confirmation and agreement from the Joint Standing Committee on Delegation Legislation, the City will disclose to the public that the amended local will be presented to Council early in 2023 to be approved for public comment.*

**CITY OF BAYSWATER**

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**KEEPING AND CONTROL OF CATS AMENDMENT  
LOCAL LAW 2022**

**As advertised for the period  
9 March 2023 to 28 April 2023**

DRAFT

**Local Government Act 1995**

**City of Bayswater**

**Keeping and Control of Cats Amendment Local Law 2022**

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Council of the City of Bayswater resolved on *[insert date]* to make the following amendment local law.

**Part 1 - Preliminary**

**1. Citation**

This local law may be cited as the City of Bayswater *Keeping and Control of Cats Amendment Local Law 2022*.

**2. Commencement**

This local law comes into operation 14 days after the date of its publication in the *Government Gazette*.

**3. Principal Local Law**

This local law amends the City of Bayswater *Keeping and Control of Cats Local Law 2022* published in the *Government Gazette* on 7 October 2022.

**4. Clause 2.2 amended**

(1) Clause 2.2 “Cats in Other Places” is deleted.

**5. Schedule 2 amended**

(1) Item 2 of Schedule 2 (penalty for offending clause) is deleted.

**6. Schedule 3 amended**

(1) No. 43 be added to Schedule 3 - Cat Prohibited Areas.

**Part 1 - SCHEDULE 3 - CAT PROHIBITED AREAS**

[Clause 2.3]

No.	Common Name	Location	Lot Number	Reserve Number
43	Bayswater Industrial Area	Bordered by Collier Road, Beechboro Road South, the Bayswater Brook, Colwyn Road, Pearson Street, the boundary with Town of Bassendean and Tonkin Highway.	-	-

The COMMON SEAL OF THE CITY OF BAYSWATER was affixed by authority of a resolution of the Council in the presence of:

.....  
FILOMENA PIFFARETTI  
MAYOR

Dated:

.....  
JEREMY EDWARDS  
CHIEF EXECUTIVE OFFICER

DRAFT

**CITY OF BAYSWATER**

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**KEEPING AND CONTROL OF CATS AMENDMENT  
LOCAL LAW 2023**

DRAFT

**Local Government Act 1995**

**City of Bayswater**

**Keeping and Control of Cats Amendment Local Law 2023**

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Council of the City of Bayswater resolved on *[insert date]* to make the following amendment local law.

**Part 1 - Preliminary**

**1. Citation**

This local law may be cited as the *City of Bayswater Keeping and Control of Cats Amendment Local Law 2023*.

**2. Commencement**

This local law comes into operation 14 days after the date of its publication in the *Government Gazette*.

**3. Principal Local Law**

This local law amends the *City of Bayswater Keeping and Control of Cats Local Law 2022* published in the *Government Gazette* on 7 October 2022.

**4. Clause 2.2 amended**

Clause 2.2 "Cats in Other Places" is deleted.

**5. Schedule 2 amended**

Item 2 of Schedule 2 (penalty for offending clause) is deleted.

**6. Schedule 3 amended**

In Schedule 3, item 43 is inserted as follows:

No.	Common Name	Location	Lot Number	Reserve Number
43	Bayswater Industrial Area	Bordered by Collier Road, Beechboro Road South, the Bayswater Brook, Colwyn Road, Pearson Street, the boundary with Town of Bassendean and Tonkin Highway.	-	-

The COMMON SEAL OF THE CITY OF BAYSWATER was affixed by authority of a resolution of the Council in the presence of:

.....  
FILOMENA PIFFARETTI  
MAYOR

Dated:

.....  
JEREMY EDWARDS  
CHIEF EXECUTIVE OFFICER

DRAFT

**Mark Thornber**

---

**From:** Steven Elliott <steven.elliott@dlgsc.wa.gov.au>  
**Sent:** Thursday, 6 April 2023 2:59 PM  
**To:** Mark Thornber  
**Subject:** Department of Local Government - Comments on proposed cat amendment local law

Good afternoon,

This email is regarding the City's proposed amendment to its cats local law.

The amendments are relatively straightforward and we did not identify any matters of concern. Some minor suggestions are noted below, but they relate to formatting and shouldn't have any legal implications.

**Cat Amendment Local Law 2023**

- **Minor edits**
  - **Clause 1:** Change "City of Bayswater" to italics.
  - **Clause 3:** Change "City of Bayswater" and "Government Gazette" to italics.
  - **Clauses 4 to 6:** The designator "(1)" can be removed.
  - **Clause 6:**
    - Reword first line to read "In Schedule 3, item 43 is inserted as follows:"
    - Delete the Schedule heading and the bracket reference.

For procedural reasons, the standard Minister's directions statement is also provided below:

**Minister's Directions – pursuant to s 3.12(7) of the Local Government Act 1995**

Please note: once the City has published a local law in the *Government Gazette*, the City must comply with the requirements of the Minister's *Local Laws Explanatory Memoranda Directions 2010*. The City must, within 10 working days of the Gazette publication date, forward the signed Explanatory Memoranda material to the Committee at the current address:

Committee Clerk  
Joint Standing Committee on Delegated Legislation  
Legislative Council Committee Office  
GPO Box A11  
PERTH WA 6837  
Email: [delleg@parliament.wa.gov.au](mailto:delleg@parliament.wa.gov.au)  
Tel: 9222 7404  
Fax: 9222 7805

A copy of the Explanatory Memoranda forms can be downloaded from the Department of Local Government, Sport and Cultural Industries website at [www.dlgsc.wa.gov.au](http://www.dlgsc.wa.gov.au). A copy of the Directions is also available at the Committee's webpage at the Parliament WA website. Failure to comply with the Directions may render the local law inoperable.

Please note that my comments:

- have been provided to assist the City with drafting matters in relation to the local law;
- do not constitute legal advice;
- have been provided in good faith for the City’s consideration; and
- should not be taken as an approval of content.

The City should ensure that a detailed editorial analysis of the proposed local law has been undertaken and that the content of the local law is in accordance with the City’s policies and objectives.

Kind regards

**Steven Elliott**

A/Principal Strategy Officer

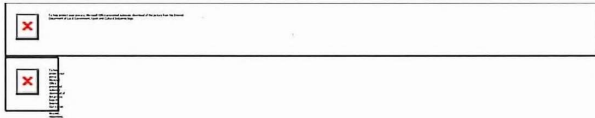
Department of Local Government, Sport and Cultural Industries  
140 William Street, Perth WA 6000  
GPO Box R1250, Perth WA 6844

Telephone +61 8 6552 1642

Email [steven.elliott@dlgsc.wa.gov.au](mailto:steven.elliott@dlgsc.wa.gov.au)

Web [www.dlgsc.wa.gov.au](http://www.dlgsc.wa.gov.au)

*The Department acknowledges the Aboriginal peoples of Western Australia as the traditional custodians of this land, and we pay our respects to their Elders past and present.*



**10.1.2 2022 Annual General Meeting - Response to Motions**

<b>Responsible Branch:</b>	Governance, Organisational Planning and Development
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	1. AGM Minutes - 10 July 2023 [ <b>10.1.2.1</b> - 150 pages] 2. AGM Motions Council Responses [ <b>10.1.2.2</b> - 10 pages]
<b>Refer:</b>	Item 10.1.3: OCM 06.12.2022 Item 10.2.5: OCM 27.04.2021

**CR STEVEN OSTASZEWSKYJ DECLARED AN IMPARTIAL INTEREST**

*In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Steven Ostaszewskyj declared an impartial interest in this item as he knows some of the people who have put forward motions at the AGM. Cr Steven Ostaszewskyj remained in the Council Chambers and voted on this item.*

**CR DAN BULL DECLARED AN IMPARTIAL INTEREST**

*In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Dan Bull declared an impartial interest in this item as one motion relates to the cat local law which references Gobba Lake which is opposite his home, but no decision is being made in relation to it. Cr Dan Bull remained in the Council Chambers and voted on this item.*

**SUMMARY**

For Council to consider the resolutions from the motions from the Annual General Meeting of Electors (AGM) held on Monday 10 July 2023.

**OFFICER'S RECOMMENDATION**

That Council:

1. Notes the minutes of the Annual General Meeting of Electors (AGM) held on Monday, 10 July 2023 (Attachment 1).
2. In accordance with section 5.33 of the *Local Government Act 1995*, having considered the motions of the Annual General Meeting of Electors held on Monday, 10 July 2023, adopts the Officers' Recommendations as contained in Attachment 2.

Cr Josh Eveson Moved, Cr Steven Ostaszewskyj Seconded

*Cr Steven Ostaszewskyj proposed an amendment:*

**AMENDMENT**

That limb 2 be amended and point (a) added as follows;

2. In accordance with section 5.33 of the *Local Government Act 1995*, having considered the motions of the Annual General Meeting of Electors held on Monday, 10 July 2023, adopts the Officer Recommendations as contained in Attachment 2, subject to the officer recommendation for motion 8 being amended as follows:
  - (a) That Council supports the appointment of a dedicated Arts and Culture Officer as part of the 2024/25 Business Planning and Budget process.

*The mover and seconder accepted this amendment and it formed part of the substantive motion.*

*Cr Elli Petersen-Pik proposed a further amendment:*

**AMENDMENT**

*That limb 2 be amended as follows:*

2. In accordance with section 5.33 of the Local Government Act 1995, having considered the motions of the Annual General Meeting of Electors held on Monday, 10 July 2023, adopts the Officer Recommendations as contained in Attachment 2, subject to the officer recommendation for motion 7 and 8 being amended as follows:
  - (a) That Council supports establishing an Active Transport Committee, that will also deal with the implementation of the Bike Plan and other related plans, following the October 2023 Local Government Elections.
  - (b) That Council supports the appointment of a dedicated Arts and Culture Officer as part of the 2024/25 Business Planning and Budget process.

*The mover and seconder accepted this amendment and it formed part of the substantive motion.*

*Cr Dan Bull proposed a further amendment.*

**AMENDMENT**

*That limb 2 be amended and point (c) added as follows:*

2. In accordance with section 5.33 of the Local Government Act 1995, having considered the motions of the Annual General Meeting of Electors held on Monday, 10 July 2023, adopts the Officer Recommendations as contained in Attachment 2, subject to the officer recommendation for motion 7, 8 and 10 being amended as follows:
  - (a) That Council supports establishing an Active Transport Committee, that will also deal with the implementation of the Bike Plan and other related plans, following the October 2023 Local Government Elections".
  - (b) That Council supports the appointment of a dedicated Arts and Culture Officer as part of the 2024/25 Business Planning and Budget process.
  - (c) That Council converts the off-leash area in Claughton Reserve to an on-leash area.

*The mover and seconder accepted this amendment and it became part of the substantive motion.*

**COUNCIL RESOLUTION**

That Council:

1. Notes the minutes of the Annual General Meeting of Electors (AGM) held on Monday, 10 July 2023 (Attachment 1).
2. In accordance with section 5.33 of the Local Government Act 1995, having considered the motions of the Annual General Meeting of Electors held on Monday, 10 July 2023, adopts the Officer Recommendations as contained in Attachment 2, subject to the officer recommendation for motion 7, 8 and 10 being amended as follows:
  - (a) That Council supports establishing an Active Transport Committee, that will also deal with the implementation of the Bike Plan and other related plans, following the October 2023 Local Government Elections".
  - (b) That Council supports the appointment of a dedicated Arts and Culture Officer as part of the 2024/25 Business Planning and Budget process.

- (c) That Council converts the off-leash area in Claughton Reserve to an on-leash area.

Cr Josh Eveson Moved, Cr Steven Ostaszewskyj Seconded

CARRIED UNANIMOUSLY: 10/0

**For:** Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik, Cr Dan Bull and Cr Giorgia Johnson.

**Against:** Nil.

### **REASON FOR CHANGE**

*To strengthen the level of Council support for these motions.*

### **BACKGROUND**

A local government is required to hold a general meeting of electors of the district once every financial year. The meeting is to be held no more than 56 days after the local government accepts the annual report for the previous financial year.

The City held its 2022 Annual General Meeting of Electors on Monday 10 July 2023, following the approval of the financial statements and the Annual Report for 2021/22 at the Ordinary Council Meeting held on 23 May 2023.

### **EXTERNAL CONSULTATION**

In accordance with section 5.29 of the *Local Government Act 1995* at least 14 days local public notice (**Figure 1**) was given:

- Of the availability of the Annual Report (section 5.55); and
- Date, time, place and purpose of the Annual General Meeting (section 5.29).

In accordance with section 1.7 of the *Local Government Act 1995*, local public notice was provided on the City's website from Thursday 22 June 2023 and in the following ways:

1. In the public notices section of Perth Now newspaper on Thursday, 22 June 2023.
2. In the West Australian newspaper on Thursday, 22 June 2023.
3. On notice boards at the City of Bayswater Civic Centre and the City's three libraries in Bayswater, Maylands and Morley.

### **OFFICER'S COMMENTS**

Section 5.33 of the Act requires all decisions made at an Electors' Meeting to be considered at the next Ordinary Council Meeting or if that is not practical at the first Ordinary Council Meeting after that meeting.

There is no legislative requirement in the Act for the minutes of the Annual General Meeting of Electors to be confirmed.

A total of ten motions were considered at the 2022 Annual General Meeting, with all motions carried. City Officers have provided comments and recommendations for the motions carried at **Attachment 2**.

Council has four options for each motion that was carried at the AGM:

- Support the motion;
- Not support the motion, in which case the motion will lapse with no further action undertaken;
- Support the Officer’s Recommendation; or
- Decide an alternate course of action.

**LEGISLATIVE COMPLIANCE**

Section 5.33 of the *Local Government Act 1995* applies with respect to the decisions made at the Annual General Meeting of Electors.

All decisions made at an electors’ meeting are to be considered at the next ordinary council meeting, or if that is not practicable, at the first ordinary council meeting after that meeting.

**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>Adopted Risk Appetite</b>	<b>Risk Assessment Outcome</b>
Strategic Direction	Moderate	Dependent upon Council's decision on each AGM motion as listed in <b><u>Attachment 2</u></b> .
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>	This option meets the legislative requirements for Council to consider all decisions made at the Annual General Meeting of Electors at the next Ordinary Council Meeting.  Risks will be dependent upon whether Council supports each recommendation as contained in <b><u>Attachment 2</u></b> .	

**FINANCIAL IMPLICATIONS**

Financial implications are highlighted within each of the motions, where applicable.

**STRATEGIC IMPLICATIONS**

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

Theme: Community

Goal C3: Maximise the use of the City's facilities and parks by all sections of the community.

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**

Motions carried at an Annual General Meeting of Electors are not binding on the Council, however Council is required to consider them.

These motions carried at the Annual General Meeting of Electors held on 10 July 2023 are presented to Council in accordance with legislative requirements.

City of  
**Bayswater**



# Minutes

## Annual General Meeting of Electors

**Monday 10 July 2023**

*By signing these minutes I certify that they were confirmed at the Ordinary Council Meeting held on 22 August 2023 by resolution of Council*

---

Cr Filomena Piffaretti, Mayor  
**CHAIRPERSON**

## MEETING PROCEDURES

Members of the public are encouraged to register their attendance at the meeting via the City's webpage at <https://www.bayswater.wa.gov.au/agm>.

Members of the public who are unfamiliar with meeting proceedings are invited to seek advice prior to the meeting from a City Staff Member or the City's website at <https://www.bayswater.wa.gov.au/agm>.

This meeting will be live streamed. Images and voices may be captured and streamed. If you have any concerns regarding the live streaming and recording of meetings, please contact the City's Governance team on 9272 0622.

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

In the event of an emergency, please follow the instructions of City of Bayswater Staff.

### Annual Report

The *Local Government Act 1995* requires that the Local Government is to prepare an Annual Report (section 5.53), accept the Annual Report (Section 5.54), advertise its availability to the public (section 5.55) and hold an Annual General Meeting of Electors within 56 days of accepting the Annual Report (section 5.27).

### Matters for discussion at the AGM of Electors

In accordance with section 5.27(3) - *Local Government Act 1995 and regulation 15 of the Local Government (Administration) Regulations 1996* - the matters to be discussed at the Annual General Meeting of Electors are firstly the contents of the Annual Report for the previous financial year and then any other general business.

### Mayor to Preside at the AGM of Electors

Section 5.30 - *Local Government Act 1995* stipulates that the Mayor (or if not available the Deputy Mayor) is to preside at the Electors meeting.

### Voting at the AGM of Electors

*Regulation 17 of the Local Government (Administration) Regulations 1996*, outlines the voting provisions at an electors meeting, being:

- Each Elector at the meeting is entitled to one vote on each matter to be decided, but does not have to vote;
- All decisions are to be made by a "Simple Majority" vote; and
- Voting is to be conducted so that no voter's vote is secret.

### Procedure at the AGM of Electors

*Regulation 18 of the Local Government (Administration) Regulations*, states that the procedure at an AGM of Electors is to be determined by the person presiding (Mayor or Deputy Mayor) at the meeting.

**Annual General Meeting Of Electors Minutes**

**10 July 2023**

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**Decisions made at the AGM of Electors**

In accordance with section 5.33 of the *Local Government Act 1995* all decisions made at an AGM of Electors meeting are to be considered at the next Ordinary Meeting of Council or, if that is not practicable -

- At the first Ordinary Meeting of Council after that meeting or
- At a Special Meeting called for that purpose.

If at a meeting of the Council a Local Government makes a decision in response to a decision made at an AGM of Electors meeting, the reasons for the decision are to be recorded in the minutes of the Council meeting.

**Definition of Elector**

An elector is defined under the *Local Government Act (1995)* as a person who is eligible to vote in an election of the City of Bayswater.

**Speaking at the AGM of Electors**

When addressing the meeting, please use the public microphone and state your name and address for minute taking purposes. Please note, only your suburb will be captured in the minutes of the meeting.

---

**TABLE OF CONTENTS**

**1 OFFICIAL OPENING .....5**

**2 ACKNOWLEDGEMENT OF COUNTRY .....5**

**3 ATTENDANCE .....5**

**3.1 Apologies .....6**

**4 LOCAL PUBLIC NOTICE OF AGM AND ANNUAL REPORT .....6**

**5 CONSIDERATION OF THE ANNUAL REPORT .....8**

**6 OTHER GENERAL BUSINESS .....145**

**6.1 Other General Business .....145**

**6.2 Public Questions .....145**

**6.3 Public Motions .....148**

**7 CLOSURE .....150**

## MINUTES

In accordance with section 5.27 of the *Local Government Act 1995* and subsidiary legislation, the Annual General Meeting of Electors is to be held once every financial year to consider the contents of the City's Annual Report for the previous year, and to consider any other general business.

**Minutes** of the Annual General Meeting of Electors of the Bayswater City Council which took place in the Embleton Room, City of Bayswater Civic Centre, 61 Broun Avenue, Morley on Monday 10 July 2023.

### 1 OFFICIAL OPENING

Cr Filomena Piffaretti, Mayor will preside at the Annual General Meeting of Electors in accordance with Section 5.30 of the *Local Government Act 1995*.

**The Presiding Member, Cr Filomena Piffaretti, Mayor, declared the meeting open at 7:01pm.**

### 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 ATTENDANCE

**Presiding Member**

Cr Filomena Piffaretti, Mayor

**Officers**

Jeremy Edwards	Chief Executive Officer
Michael Worthington	A/Director Community
Luke Botica	Director Infrastructure and Assets
Anna Gillespie	A/Director Corporate Services
Amanda Albrecht	Manager Governance, Organisational Planning and Development
Karen D'Cunha	Coordinator Governance
Mark Thornber	Senior Governance Advisor
Rebecca McKrill	Governance Officer

Other City officers were in attendance for assistance with motions at the pre-meeting.

Annual General Meeting Of Electors Minutes

10 July 2023

**Members of the Public**

G Johnson	F Pola
J Chantry	A Johnston
D Dyke	B Johnston
K Lim	J Williams
D Weaver	V Zajonz
S Weaver	T Pokorny
W Garstone	R Furina
G Ker	R Italiano
R Roberts	C Lopez
B Radanovich	K Halford-Bailey
G Smith	A Vinkovic
A Brook	C Ehrhardt
K Hunter	C Harris
P Atkinson	K Archer
M Heap	S Palmer
H Tonkin	D Bull
A Meleca	

**3.1 Apologies**

Kym Leahy                      Director Corporate Services  
 Mr Des Abel                    Director Community Services

**4 LOCAL PUBLIC NOTICE OF AGM AND ANNUAL REPORT**

In accordance with the section 5.29 of the Local Government Act 1995 at least 14 days local public notice (Figure 1) was given:

- Of the availability of the Annual Report (section 5.55); and
- Date, time, place and purpose of the Annual General Meeting (section 5.29).

In accordance with section 1.7 of the Local Government Act 1995 local public notice was provided on the City’s website from Thursday 22 June 2023 and in the following three ways:

1. In the public notices section of Perth Now newspaper on Thursday, 22 June 2023.
2. In the West Australian newspaper on Thursday, 22 June 2023.
3. On notice boards at the City of Bayswater Civic Centre and the City’s three libraries in Bayswater, Maylands and Morley.

Figure 1

**Local Public Notice**  
**Annual General Meeting of Electors**

The City of Bayswater is pleased to invite local residents, ratepayers and business owners to attend its Annual General Meeting of Electors. The purpose of the meeting is to present the City's 2021/22 Annual Report and allow the community to have their say on local issues.

The Annual Report provides a snapshot of some of the key projects and initiatives undertaken by the City during the 2021/22 financial year.

The Annual General Meeting of Electors will commence with a pre-meeting from 6.00pm on Monday, 10 July 2023 in the Embleton Room at the City of Bayswater Civic Centre, 61 Broun Avenue, Morley, where Electors can meet the City's Councillors and Management Team. This pre-meeting will be followed by the formal Annual General Meeting commencing at 7.00pm.

A sausage sizzle will be provided between 5.30pm and 6.30pm. The Agenda and Annual Report will be available online at [www.bayswater.wa.gov.au/agm](http://www.bayswater.wa.gov.au/agm).


A copy of a submission form allowing you to submit a motion and question prior to the meeting is also available on the City's website.

We encourage you to pre-register via <https://www.bayswater.wa.gov.au/agm> to ensure you will be able to attend. For more information, please contact the City's Senior Governance Advisor, Mark Thornber on 9272 0614.

**Date: Monday, 10 July 2023**  
**Time: 6:00pm (Pre-Meeting)**  
**7:00pm (Annual Electors Meeting)**

**Place: Embleton Room, City of Bayswater Civic Centre,**  
**61 Broun Avenue, Morley**

**JEREMY EDWARDS**  
**CHIEF EXECUTIVE OFFICER**



Annual General Meeting Of Electors Minutes

10 July 2023

---

**5 CONSIDERATION OF THE ANNUAL REPORT**

The 2021/22 Annual Report was adopted by Council at its meeting held 23 May 2023 and is available on the City's website [www.bayswater.wa.gov.au](http://www.bayswater.wa.gov.au).

**OFFICER'S RECOMMENDATION**

**That the Annual Report for 2021/22, including annual audited financial, be received.**

**Georgina Ker Moved, Harvey Tonkin Seconded**

**CARRIED**

City of  
**Bayswater**

# Annual Report 2021/22



bayswater.wa.gov.au



Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1



### Acknowledgement of Country

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, and electronic format. This publication can be found on the City's website.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1



Our City	2
Message from the CEO	4
Message from the Mayor	7
Our achievements	8
Local government elections	11
Our Council	12
COVID-19 impact, response and recovery	17
What we delivered for you	18
Office of the CEO	20
Community and Development	24
Corporate and Strategy	36
Works and Infrastructure	44
Major Projects and Commercial Activities	52
Planning and Reporting	58
Disclosures	62
General Purpose Financial Statements	64

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

Our City

# Our neighbourhood, our community, our home

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-urban location.

We operate three libraries, two recreation centres and support over 150 local sporting clubs. We maintain 180 parks, ovals and open spaces, 107 play spaces, and manage a local road network that spans 460 kilometres.

Our community is multicultural - 38% of the population were born overseas and 32% speak a language other than English at home. 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.

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 an important 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 10 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 our neighbourhood and our community. The City of Bayswater is our home.

**“We make it a priority to ensure the people who live here have every opportunity to make their voice heard.”**

# This is where we live 2021 Australian Bureau of Statistics



**69,283**  
people in



**32,142**  
dwellings

**30%**  
renters

**\$340**  
median weekly rent



**18,686**  
families

**1.7**  
average number  
of children  
per family



**57.9%**  
born in Australia



**50.8%**  
both parents  
born overseas



**38**  
median age

## Top countries of birth



Australia



England



India



Vietnam



New Zealand



China

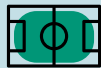
## Top languages we speak at home



**English, Vietnamese,  
Mandarin, Italian,  
Cantonese and  
Arabic**



**150+**  
local sporting clubs



**180+**  
parks, ovals and  
open spaces



**107**  
play spaces



**460**  
kilometres of local  
road network



**20,000+**  
people attending  
events



**142+**  
cafés, restaurants  
and bars

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

Message from the CEO

# An exciting period



While I have only been in the role of CEO at the City of Bayswater since August 2022, it has been a positive experience to look back on all the organisation has achieved in the 2021/22 Financial Year; it leaves me in no doubt that my decision to join this forward-thinking Council will prove to be incredibly rewarding.

**“The City of Bayswater has moved into an exciting period, and we are working to create a strong local economy, safe and connected neighbourhoods, and an environmentally sustainable future.”**

The City of Bayswater has moved into an exciting period, and we are working to create a strong local economy, safe and connected neighbourhoods, and an environmentally sustainable future.

The past year has seen a considerable number of major projects completed within the City, many as a result of State and Federal Government funding through grants designed to support communities to recover from the COVID-19 pandemic; as well as the City's own \$5.09 million Economic Stimulus Package.

We have seen the completion of significant upgrades to the Morley Sport and Recreation Centre, the redevelopment of the parkland at Maylands Waterland, and the continued refurbishment of Bayswater Waves. There have also been considerable upgrades to parks and reserves across the City to improve accessibility, revitalise play spaces, and increase our tree canopy.

State Government projects within our boundaries, including the Tonkin Gap project and METRONET, are creating opportunities to develop quality road and rail infrastructure for the community, as well as improve pedestrian and cyclist movements across our suburbs. This brings with it increased interest in the City as a place to live, visit, work and invest.

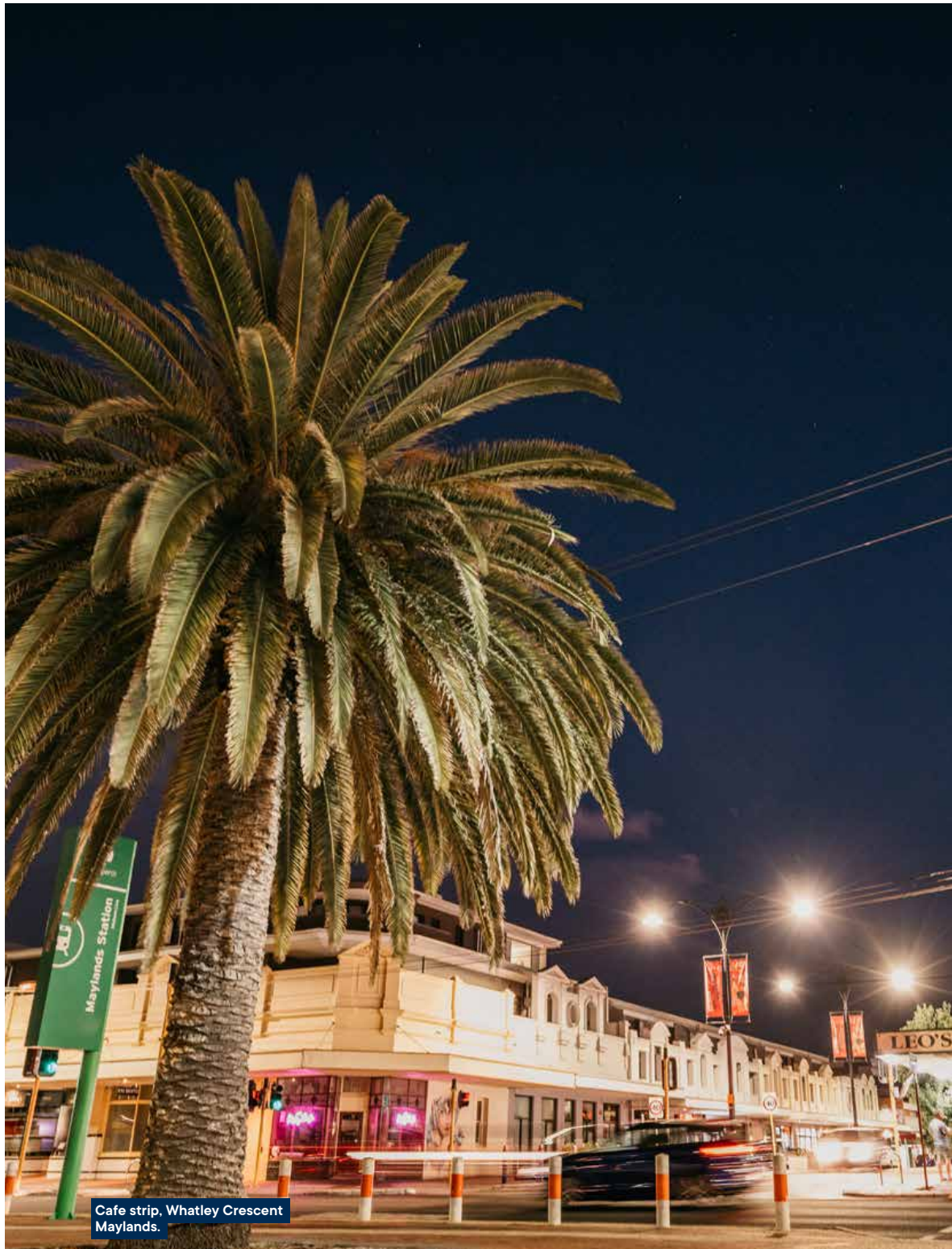
To capitalise on these infrastructure projects, the City has turned its focus to economic development to support and strengthen our local economy.

All of these actions will help us achieve the vision the community has for the City - as outlined in the Strategic Community Plan - 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 for their invaluable contribution. I know that without the support and dedication of a professional, passionate and community-focused workforce, the City would not have been able to achieve all it has over the past year.

I also acknowledge the efforts of the Executive Leadership and management teams; and present this year's Annual Report as a record of another successful year at the City.

**Jeremy Edwards**  
Chief Executive Officer



Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1



Coventry Village Shopping Centre, Morley.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

Message from the Mayor

# Helping our City thrive into the future



It is with an enormous sense of pride that I reflect on the past 12 months at the City of Bayswater, the majority of which I have had the privilege of serving as your Mayor.

As residents, we know how lucky we are to live in the City, and it is the plans and actions we put in place today that will help our City thrive well into the future.

As detailed in this report, you can see how we are planning for a sustainable, economically sound and vibrant future. With a socially responsible mind-set that champions environmental sustainability as an integral part of urban development, we are building a City that has a strong and connected community with a booming local economy that enables businesses to thrive and encourages investors and visitors to the area.

With assistance from State and Federal Government grants, we have been able to deliver a significant number of major projects over the past financial year. The redevelopment of Maylands Waterland has been a project close to my heart. Along with my fellow Councillors, I am incredibly proud to have been able to bring this community asset back to life.

Over the past financial year, community safety has remained a priority. In April 2022 the City invited the community to share their concerns about crime and community safety during a forum attended by WA Police, Councillors and Neighbourhood Watch representatives. Feedback and ideas captured during the forum will inform the development of a City-wide Community Safety and Crime Prevention Plan. I look forward to the work we continue to do to make our neighbourhoods safe and welcoming for all.

Creating a strong local economy has been a priority, and Council's focus on economic development to support local businesses and encourage investment in the City has been supported by the adoption of an Interim Economic Development Strategy.

**“We are building a City that has a strong and connected community with a booming local economy that enables businesses to thrive and encourages investors and visitors to the area.”**

As always, we have continued to support our community with numerous grants programs and my thanks go to our incredible community groups and volunteers who actively advocate for and support our local community.

I also extend my thanks 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.

**Cr. Filomena Piffaretti  
Mayor**

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

The year in review



Helped 441 residents become Australian citizens at 10 citizenship ceremonies.



Planted 30,000 plants, shrubs and groundcovers.

# Our achievements

## Our community

Helped 441 residents become Australian citizens in 2021/22, at 10 citizenship ceremonies.

Registered volunteers contributed 5,000 hours of their time to serving our community.

Released the Age Friendly Strategy 2021-2025.

Completed the City's first Community Recreation Plan.

Delivered many free community events, services and programs.

Assisted 10 community groups to host events designed to bring our community together.

Conducted a range of public health programs.

Reviewed the Public Health and Wellbeing Plan.

Won a number of awards, including the 2021 Local Government Honour Award for Partnerships and Collaboration; and a commendation in the 2021 Local Government Policy Awards for Promoting Healthy Behaviours for Children and Young People.

## Natural environment

Developed the City's Environment and Liveability Framework.

Developed the City's Emission Reduction and Renewable Energy Plan.

Planted 1,292 semi-mature trees throughout the City.

Planted 30,000 plants, shrubs and groundcovers.

Upgraded Mahogany Reserve, Bert Wright Park and Wattle Park, as part of the Park Redevelopment Program.

Won the Excellence in Strategic Master Planning at the 2022 Stormwater WA Awards for Excellence for the City's waterwise strategy.

Gained recognition as a Waterwise Gold Council.

Diverted 11,000 tonnes of waste from landfill with FOGO bin collections.

Collected 38 tonnes of e-waste for recycling.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1



Began transforming Maylands Waterland into a vibrant and free public open space for the community.



Awarded \$70,000 to 16 community groups through the City's Community Events and Better Bayswater Grants.

**Built environment**

Redeveloped play spaces at Wattle Park and Mahogany and Gibbney Reserves.

Activated the Maylands, Bayswater, Morley, and Noranda town centres.

Improved CCTV capability around the City.

Completed the Morley Sport and Recreation Centre redevelopment.

Installed 186kW of solar panels at three community buildings.

In conjunction with the State Government, made significant progress on the Bayswater Train Station redevelopment.

Continued work on the State and Federal Government funded Tonkin Gap Project.

Continued work with the State Government on the Morley-Ellenbrook train line, and started planning and designing the Morley and Noranda Train Stations.

Started the Caledonian Avenue level crossing closure project.

Received and considered a total of 1,255 building applications.

Began transforming Maylands Waterland into a vibrant and free public open space for the community.

**Our local economy**

Awarded \$70,000 to 16 community groups through the City's Community Events and Better Bayswater Grants so they could deliver events and programs for the local community.

Implemented the Destination Marketing Strategy.

Adopted a new Interim Economic Development Strategy.

Delivered 13 workshops as part of the Community Upskiller program.

Conducted 1,199 statutory inspections (including food businesses, public buildings, skin penetration premises, and aquatic facilities).

Conducted 677 swimming pool inspections.

Conducted a total of 649 investigations (including asbestos, noise, odour, unkempt properties, unauthorised discharge, and pest control).

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

The year in review



Leadership and governance

Appointed two external members to the City's Audit and Risk Management Committee.

Introduced the new Employee Code of Conduct, effective from 1 April 2022.

Coordinated the Local Government Election in October 2021, with support from the WA Electoral Commission.

Continued the implementation of the new cloud-based minutes and agenda system, Doc Assembler.

Reviewed and introduced a new *Standing Orders Local Law 2021*.

Adopted the *Waste Amendment Local Law 2022*.

Commenced reviews of the City's Cat Local Law, and Health Local Law.

Managed 19 Freedom of Information applications.

Completed the first phase of the review of City policies.

Completed the 10-year Digital Strategy (2021 - 2031) to inform a major review of the City's IT systems.

Implemented live streaming of Council meetings via YouTube.

Conducted the Staff Culture Survey in November 2021.

Established the Workforce Diversity and Inclusion Committee.

Prepared for the transition from the Federal to State Industrial Relations System.

Aligned our policies, procedures and practices to the new *Work Health and Safety Act 2020*.

Implemented a new work health and safety reporting system and injury management system.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

Council matters

# Local government elections

The local government elections were held on Saturday 16 October 2021.

The City conducted a postal election and engaged the services of the Western Australian Electoral Commission (WAEC), who provided the City with a Returning Officer.

At the close of the Councillor Nominations, the Returning Officer had accepted 13 nominations for Councillors to fill six vacant positions.

The following candidates were elected to the Council of the City of Bayswater:

Ward	Expiry of Term	Councillors Elected
Central	18 October 2025	Cr Assunta Meleca
North	18 October 2025	Cr Filomena Piffaretti Cr Josh Eveson
South	18 October 2025	Cr Elli Petersen-Pik
West	18 October 2025	Cr Lorna Clarke Cr Giorgia Johnson

A swearing in ceremony was held for the newly elected Councillors at a Special Council Meeting on Monday 18 October 2021, at which Cr Piffaretti was elected as the City's Mayor and Cr Ehrhardt as the City's Deputy Mayor, both for a two-year term.

Throughout the election period, the City promoted the election via print media, social media and public notices at City buildings to encourage voter participation.

This included a dedicated webpage, a targeted Facebook and Instagram campaign, an article in the City's Bayswater Beat publication, and regular notices in Perth Now (central) newspaper.

One of the most pleasing aspects of the election was the 31.62% voter participation rate in the City, an increase from 29% participation in the 2019 election. This compares favourably with the state postal voting average of 30.2% for local governments.

The City developed a strong working relationship with the WAEC Returning Officer and the election process was undertaken in a professional and transparent manner, with no significant procedural issues.



The City extends its sincere thanks to one of our longest serving Councillors and former Mayor, Barry McKenna. After 30 years of service, Cr McKenna did not stand at the local government election in October 2021.

Appointed to Council in May 1991, Cr McKenna oversaw the purchase and preservation of Halliday House in 1992. The 1890s home contains photos of the people and places of Bayswater and continues to be of historical significance.

A strong advocate for the provision of sporting and recreational facilities for the community, Cr McKenna witnessed the construction of Morley Sport and Recreation Centre and Bayswater Waves (formally the Bayswater Aquatic Centre).

In 2011, Cr McKenna became an Honorary Freeman of the City of the Bayswater - the highest honour the City can bestow on a citizen.

Cr McKenna was always committed to the strong financial management of the City; and we are grateful for his considerable contribution to this community and wish him all the best.

**“One of the most pleasing aspects of the election was the 31.62% voter participation rate in the City, an increase from 29% participation in the 2019 election.”**

# Our Council



Central Ward

North Ward

South Ward

West Ward



**Cr Assunta Meleca**  
Term expires 2025  
assunta.meleca  
@bayswater.wa.gov.au



**Mayor**  
**Cr Filomena Piffaretti**  
Term expires 2025  
filomena.piffaretti  
@bayswater.wa.gov.au



**Deputy Mayor**  
**Cr Catherine Ehrhardt**  
Term expires 2023  
catherine.ehrhardt  
@bayswater.wa.gov.au



**Cr Dan Bull**  
Term expires 2023  
dan.bull  
@bayswater.wa.gov.au



**Cr Steven Ostaszewskj**  
Term expires 2023  
steven.ostaszewskj  
@bayswater.wa.gov.au



**Cr Josh Eveson**  
Term expires 2025  
josh.eveson  
@bayswater.wa.gov.au



**Cr Elli Petersen-Pik**  
Term expires 2025  
elli.petersen-pik  
@bayswater.wa.gov.au



**Cr Lorna Clarke**  
Term expires 2025  
lorna.clarke  
@bayswater.wa.gov.au



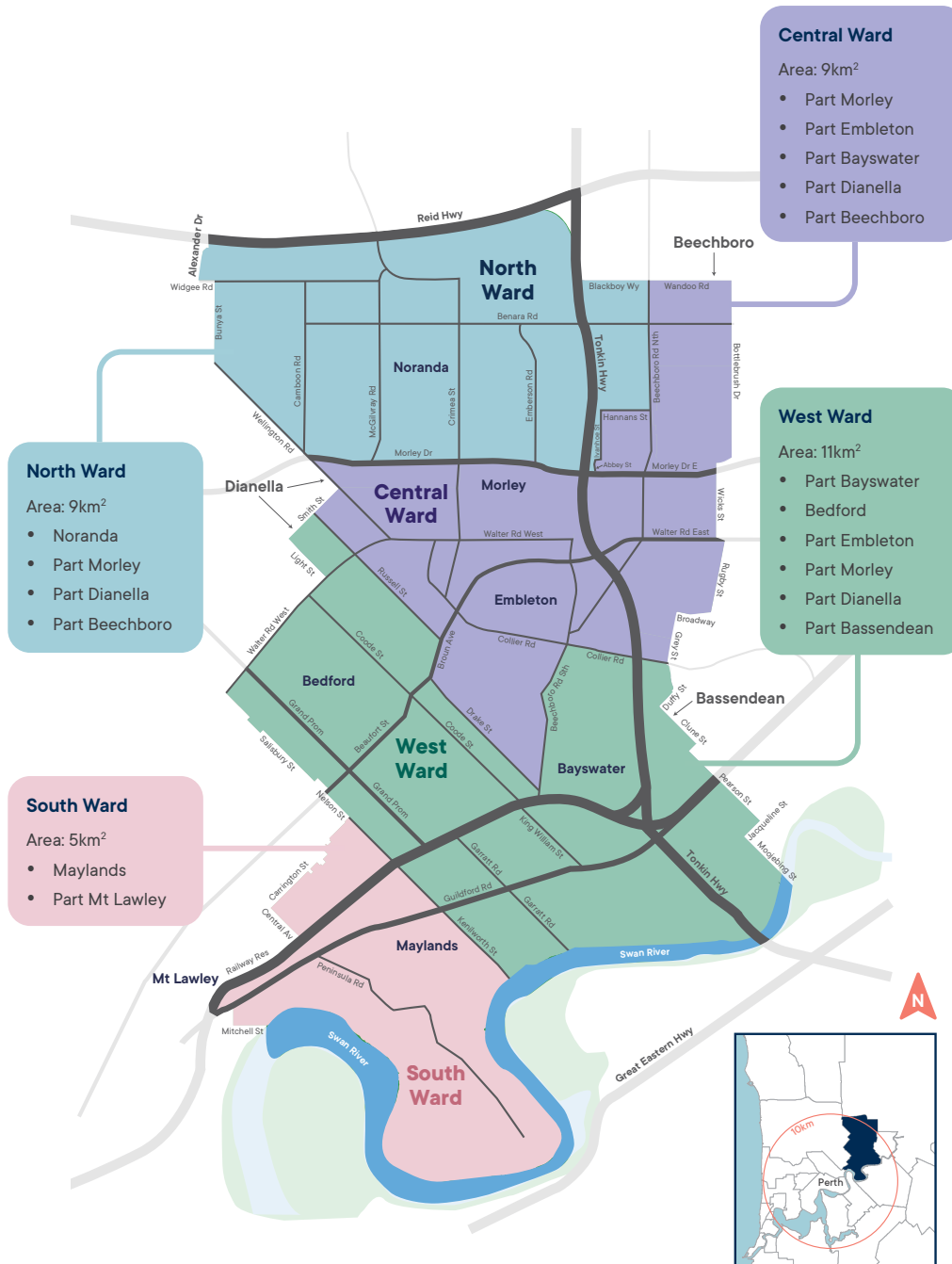
**Cr Sally Palmer**  
Term expires 2023  
sally.palmer  
@bayswater.wa.gov.au



**Cr Michelle Sutherland**  
Term expires 2023  
michelle.sutherland  
@bayswater.wa.gov.au



**Cr Giorgia Johnson**  
Term expires 2025  
giorgia.johnson  
@bayswater.wa.gov.au



Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

### Councillor attendance summary

		Mayor Cr Filomena Piffaretti	Deputy Mayor Cr Catherine Ehrhardt	Cr Assunta Meleca	Cr Steven Ostaszewskj	Cr Sally Palmer
	Number of meetings	Elected 18/10/2021	Elected 21/10/2019	Elected 18/10/2021	Elected 21/10/2019	Elected 21/10/2019
<b>Council Meetings</b>						
Ordinary Council Meeting	11	11	11	9	9	11
Special Council Meeting	3	3	3	3	3	3
Annual General Meeting	0	0	0	0	0	0
<b>Committee Meetings</b>						
Aged Care Asset Divestment Committee	3	-	-	-	-	1
<b>Audit and Risk</b>						
Aged Care Governance Committee	1	-	-	-	-	1
Chief Executive Officer Recruitment Committee	7	7	7	-	7	-
Policy Review and Development Committee	3	3	3	-	3	-
Planning and Heritage Policy Review and Development Committee	2	2	2	2	-	-
Community Access and Inclusion Advisory Committee (Replaced by Inclusion and Diversity Committee 26 October 2021)	1	-	1	-	-	-
Inclusion and Diversity Advisory Committee	1	-	1	1	-	1
Reconciliation Advisory Committee	2	-	-	-	-	2
COVID-19 Committee	0	-	-	-	-	-
Budget Review and Development Committee (discontinued 26 October 2021)	0	-	-	-	-	-
Skate and Bike Development Advisory Committee	4	-	4	-	3	4
Chief Executive Officer Review	1	1	-	-	-	1
Heritage Advisory Committee (Broadened to Planning and Heritage Policy Review and Development Committee on 26 October 2021)	1	-	-	-	-	1

Annual General Meeting Of Electors Minutes

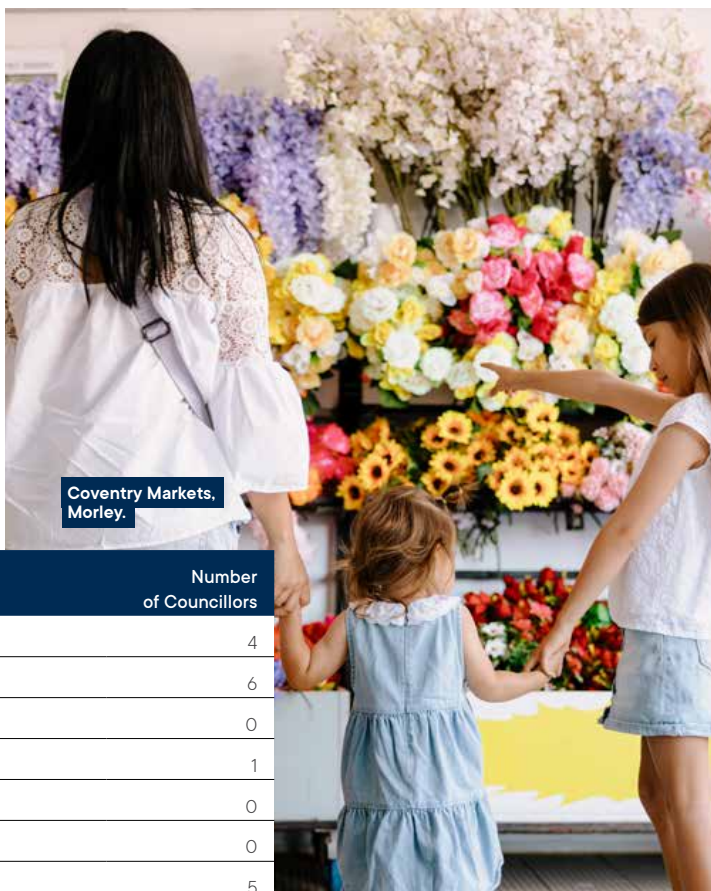
10 July 2023 Attachment 5.1.1

	Cr Josh Eveson	Cr Michelle Sutherland	Cr Elli Petersen-Pik	Cr Dan Bull	Cr Lorna Clarke	Cr Giorgia Johnson	Cr Barry McKenna	Cr Stephanie Gray
	Elected 18/10/2021	Elected 21/10/2019	Elected 18/10/2021	Elected 21/10/2019	Elected 18/10/2021	Elected 18/10/2021	Elected 21/10/2017 Retired 18/10/2021	Elected 21/10/2017 Retired 18/10/2021
	9	11	10	11	9	10	1	1
	3	3	1	3	3	3	0	0
	0	0	0	0	0	0	0	0
	2	-	-	3		3	-	-
	-	-	-	1	-	1	-	-
	6	-	6	1	-	-	-	-
	3	-	-	-	2	2	-	-
	2	-	1	-	-	2	-	-
	-	-	1	1	-	-	-	-
	-	-	1	-	-	1	-	-
	1	-	-	-	1	1		1
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
	4	-	-	-	-	-	-	-
	-	1	-	1	-	1	-	-
	-	-	1	1	-	-	-	-

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

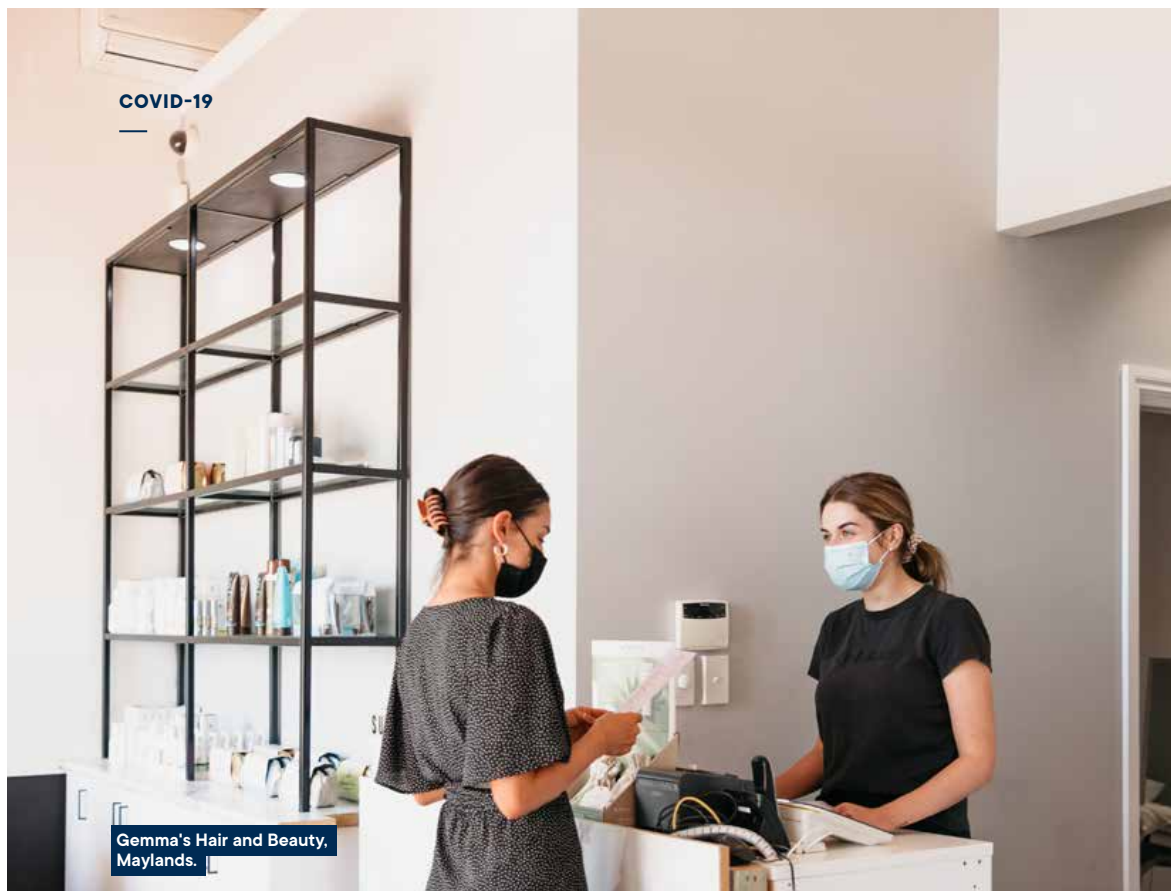
**Councillor diversity statistics 2021-23**



Elected Member Profiles		Number of Councillors
<b>Gender</b>	Male	4
	Female	6
	Other	0
	Did not disclose	1
<b>Age</b>	18-24	0
	25-34	0
	35-44	5
	45-54	4
	55-64	1
	65+	0
	Did not disclose	1
<b>Country of Birth</b>	Australia	8
	Israel	1
	United Kingdom	1
	Did not disclose	1
<b>Linguistic Background</b> Councillors could report more than one linguistic background	English	8
	Italian	1
	German	1
	Hebrew	1
	Did not disclose	2
<b>Identify as Aboriginal or Torres Strait Islander</b>	Yes	0
	No	10
	Did not disclose	1

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1



## Impact, response and recovery

The COVID-19 pandemic has had a varying impact on the City's services and projects. Most activities have continued unhindered, however in some cases, shortages of materials and contractors and supply issues have caused delays.

The City continues to mitigate these effects to ensure a smooth recovery and regenerate participation in community life.

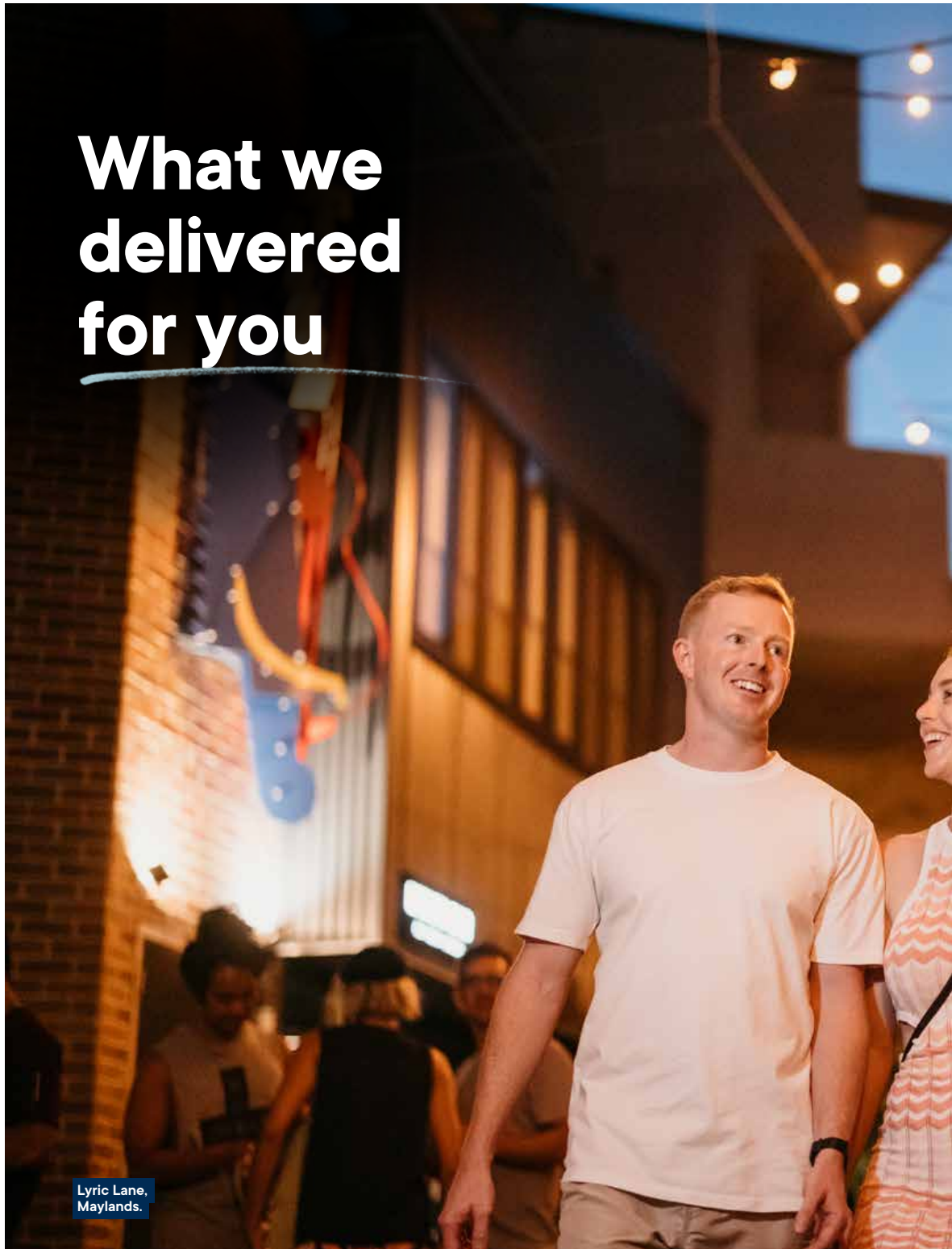
Employees throughout the organisation adapted well to working remotely from home. The Information Services team enhanced system capability to make this possible.

A consequence of the pandemic was a significant increase in the amount of personal leave taken. For the 2021/22 financial year, a total of 22,459.33 hours of personal leave were taken, compared with 20,264.24 hours the previous year, and 20,426.92 hours in the 2019/2020 Financial Year.

Live-streaming council meetings via YouTube and the use of Zoom have allowed Councillors and members of the public to participate remotely.

The City continues work to protect the community and staff, and has taken a proactive role in adapting to State Government restrictions and regulations.

For more information, including resources and links to up to date information from the Western Australian State Government and the Australian Federal Government, visit [bayswater.wa.gov.au/covid19](https://bayswater.wa.gov.au/covid19)



Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1



What we delivered for you

# Office of the CEO



Bike Plan Review Community Engagement, Riverside Gardens.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

## Communications and Marketing

The City's Communications and Marketing team provides a high-level communications service that includes the provision of issues management advice, media management (including radio, print, online and social media) and publications.

The team also provides a marketing function that includes brand management and the provision of in-house graphic design services. The team has responsibility for advocacy and award submissions, and manages the City's website.

### Significant activities

- Worked with the new Mayor and Council to define priority areas, generate media opportunities and promote City projects in line with the Council's vision.
- Promoted major City projects such as engagement on the future of Maylands Brickworks, the Crime and Community Safety Forum, the Morley Sport and Recreation Centre upgrade and several important City plans and strategies including the Emission Reduction and Renewable Energy Plan, Environment and Liveability Framework, Interim Economic Development Strategy and Community Recreation Plan.
- Devised new methods of promoting library services, programs and events through a dedicated six-weekly e-newsletter and quarterly printed brochure, in addition to assisting with a campaign for Library Lovers' Week.
- Promoted City events by carrying out promotion plans for Art Awards, Garden Awards, Avon Descent, Christmas Food Appeal, Christmas Markets, Carols by Candlelight, Movie in the Park, Music in the Park, Evening in the Park, Summer Markets, Community BBQ Breakfast and Citizen of the Year Awards.
- Supported the Environmental Health and Waste teams in promoting their programs and services via social media and digital channels. These include Garden workshops, Healthy at Home, Home Composting, Gym Skills, Parents and Bubs, Patti the Pig, Yoga in the Park, FOGO, Wellness Wednesdays, Teen Bootcamp, Pickleball, and Food Sensations.
- Delivered a campaign for the Parks and Gardens team, encouraging residents to request a street tree. This involved letters and brochures delivered City-wide, along with a Civic Centre banner, social media advert and digital assets.
- Showcased place management initiatives, including the RAC Reconnect WA projects to increase connectivity and enhance public spaces in the Morley town centre, and Placemaking Seed Funding projects that bring vibrancy to our town centres.
- Made a number of improvement projects to the City's website, including a refreshed homepage, accessibility improvements, alert function, online forms, and events and new category widgets.
- Launched a dedicated website to attract visitors to the City's three town centres of Bayswater, Maylands and Morley. The new 'Visit' website features photography, maps and articles showcasing what's on offer in each town centre.
- Worked with John Forrest Secondary College to create, design and print an e-cookbook for Harmony Week, celebrating students' favourite recipes from their culture.
- Advertised and championed projects within the City's \$5.09 million stimulus package. This included providing media releases, photo ops, e-newsletter articles, advertorial articles, website updates, videos, letters and signage.
- Coordinated the City's internal and external communications response to COVID-19 using the City's social media channels and website.
- Contributed to the development of the City's Age Friendly Strategy 2021-2025. Working closely with the Coordinator, Active Ageing and Volunteering, the team engaged with the community, produced marketing collateral (using social media and community newsletters), drafted the strategy and promoted the launch of the document.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

**What we delivered for you**

- Made significant contributions to the Strategic Community Plan 2021-2031, including:
  - **Shape Baysie campaign**  
Designed the logo, created Facebook and Instagram posts and polls, and attended community engagement events.  
  
Interviewed members of the public to appear in the videos to support the campaign.
  - **Three videos**  
Wrote the scripts, filmed, edited, created subtitles and posted to Facebook.
  - **Design of final document**  
Created the layout, infographics and selected images.
  - **Copywriting**  
Drafted the document, including the messages from the Mayor and CEO.  
  
Developed the vision, the four pillars, themes, goals and strategies; using community engagement findings.
- Participated for the first time in Pride WA's PrideFEST – bringing the Bayswater PrideFEST to life on every channel. This included:
  - Producing a printed program, media coverage and an extensive social media campaign.
  - Engaging with the community with the goal of shaping a more inclusive Bayswater.
  - Promoting City-led events run throughout Pride month using social media, the City's e-newsletter and a special Stories of Pride video.
  - Promoting the City as a safe place for the LGBTQIA+ community.

**How does this year compare to last year?**

The ongoing COVID-19 pandemic saw the team quickly respond to State Government health advice and communicate this within the organisation and with our residents.

The team managed a large number of significant project launches, including the month-long PrideFEST campaign and numerous website improvements, and supported an increasing number of projects from different portfolio areas. There has been an increase in demand for timely and effective internal communications. The team has creatively and skillfully met this demand using social media channels, e-news, print and media stories.

**“The ongoing COVID-19 pandemic saw the team quickly respond to State Government health advice and communicate this within the organisation and with our residents.”**

**Statistics**

- The City's Facebook followers increased by 3,083 (from 12,762 to 15,845) in the 2021/22 Financial Year. Last financial year, the increase was 500, so this is a significant improvement.
- The City's Instagram followers increased by 600 (from 3,906 to 4,506) this financial year.
- The City's LinkedIn followers increased by 782 (from 1,977 to 2,759) this financial year.
- The City's staff e-newsletter, Around the Water Cooler, was distributed to all City staff with an average open rate of 35%.
- The City's Bayswater Brief fortnightly e-newsletter distributed to City of Bayswater residents consistently performs well, with an average open rate around 50% (a good open rate is considered to be 17-28%). The number of subscribers has increased by 133 to 1,736.
- In the 2021/22 Financial Year, the City's website had almost 1 million page views. There were 914,968 page views in total, with 278,797 users visiting the City's website for a total of 441,828 sessions (times visited).
- The City's Community Perception Survey 2021 highlights a marked improvement in satisfaction with City communications. The data shows community satisfaction with the City's communications for activities, events and services increased 9.5% between 2018 and 2021 (from 69.8% 'satisfied' in 2018 to 79.3% 'satisfied' in 2021).

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

## Community Engagement

Community Engagement is a priority in the City, and this team involves the community in City projects, initiatives and Council decisions.

It also educates, supports and advises City employees on 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.

### Significant activities

- Started work on the implementation plan and action plan, which included:
  - Revising Community Engagement guidelines and the Community Engagement Plan template.
  - Updating the Engage Bayswater website.
  - Developing a comprehensive staff learning program to increase awareness of and capability in delivering community engagement.
  - Delivering presentations to staff in all branches.
  - Training 23 staff in Engagement Essentials (via the IAP2 module).
  - Reviewing the Community Engagement page on Baynet for an improved user experience, and added additional resources.
- Worked with consultants to undertake the bi-annual Community Perception survey.
- Managed the Engage Bayswater online hub, which attracted 36,200 visits.
- Supported the planning, implementation and analysis of several projects including the Community Recreation Plan, Maylands Brickworks Reactivation, Community Safety Forum, Bike Plan Review, Connecting Community projects in Morley and Bedford, Safe Routes to Schools, Low-Cost Traffic Management Plans, and numerous park and play space redevelopments.

### Statistics

Participation in community engagement activities remains high. Although there has been a 16% reduction in visits to the Engage Bayswater website (though it still remains high at 37,000), there has been increased focus on engaging with the community in public spaces.

Online surveys have been complemented with community pop-ups to allow for in-person feedback for projects including the Bike Plan Review, Maylands Brickworks,

all park and play space projects, and for Connecting Community projects, and traffic management projects. For some projects, including the Connecting Community projects, the Community Recreation Plan and Community Safety, workshops have been held to allow for more in-depth consideration. For Maylands Brickworks, a Community Reference Group was established to undertake a deliberative process (through two facilitated workshops), which resulted in many recommendations.

Both the Community Engagement Policy and Strategy include a number of principles. Satisfaction with the engagement process is being measured at a project level where applicable. Cumulative results show an average of 56.5% for ‘good’ or a ‘very good’ rating for all elements of the process (information, language, opportunity, ease, time, and promotion). The average ‘acceptable’ rating was 31%, while the ‘poor’ and ‘very poor’ had an average rating of 6.5% and 1.1% respectively.

### This year compared to previous years

- The expectation of the community that they will be engaged in decision making is increasing.
- The expectation from Council that best practice engagement is undertaken is increasing (including achieving adequate response rates).
- City staff are more aware of best practice community engagement and the number of projects across the City that require community engagement (and associated advice) is increasing.

### Plans for next year

- Conduct Community and Business Perception Survey.
- Evaluate the use of the Engage Bayswater stakeholder/ registration database.
- Work with Council to streamline Councillor briefings on engagement activities.



Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

## Community Development

The Community Development team manages strategies, services and programs for the community. It coordinates and facilitates community training, access and inclusion, volunteers and ambassadors, youth development, age-friendly initiatives, homelessness programs, community grants, community events, cultural activities and Reconciliation initiatives.

### Significant activities

- Advanced the 'Innovate' Reconciliation Action Plan (RAP) (October 2021-2023). Achievements included holding cultural community events and workshops, having a Reconciliation Advisory Committee (RAC), and holding staff information sessions.
- Advanced the City's inaugural Local Homelessness Strategy (adopted 29 June 2021). Achievements included creating a Local Homelessness Advisory Committee, launching the Hub Connections program at Morley Library, coordinating the Vulnerable Persons Interagency Network, and running the Annual Food Appeal.
- Delivered events and workshops for young people, as part of the Youth Action Plan, 'The Platform'. This included Rooftop Football, Harmony Week, and coffee making workshops.

Despite the impact of COVID-19, the City delivered nine free community events over the past 12 months, including:

- Avon Descent Finish Line Family Fun Day – an activity-filled fun day to coincide with the Avon Descent finish, featuring children's entertainment and activities, market stalls and food trucks.
- 2021 Garden Awards (brought forward due to COVID-19). Prizes were offered in six categories (Best Sustainable Garden, Best Edible Garden, Best Waterwise Verge Garden, Open Garden, Best School Garden, and Most Sustainable Street). Presentation night was held on 26 November.
- Christmas Markets (2021) - homemade goods, children's entertainment, food and live music were available.
- Carols by Candlelight - held at Riverside Gardens East in Bayswater, with carols performed in the park and children's entertainment and food available.
- Two Summer Twilight Markets - with homemade goods, food vendors, live music and children's entertainment.

- Community BBQ Breakfast – held on 26 January on the Civic Centre lawns. This featured a Welcome to Country, Indigenous performers, free food, multicultural performances and children's entertainment. A citizenship ceremony was held inside the Civic Centre, where the Community Citizen of the Year Awards were presented.

The City assisted 10 groups to deliver community-led events, including:

- Baysie Rollers Movie Night 25-26 January
- Brixton Yard Party 29 January
- MG Show n Shine 13 March
- Potters House Movie Nights 13 January
- Neighbourhood Watch Chinese Group Australia Day Event 26 January
- Ultra Perth 27 February
- ANZAC Day at Peninsula Farm 25 April
- Nagar Yatra (Parade of Idols) 15 April
- Future Bayswater Twilight Markets 6 May
- Paddle WA Ramon Challenge 12 June
- Helped 441 residents become Australian citizens, with 10 citizenship ceremonies held throughout the year.
- Awarded \$70,000 to 16 community groups to deliver events and programs through the City's Community Events and Better Bayswater Grants.
- Reviewed the Community Grants Program in August 2021, with recommendations to streamline the processes of applying for and acquitting grants.
- Carried out extensive renovations at the Morley Community Centre, giving the amenities a makeover with valuable support from centre volunteers.
- Continued to implement the City's Cultural Plan and worked closely with local artists. Events included the 2021 Art Awards and Showcase in Pixels 2021.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1



- Released the Age Friendly Strategy 2021-2025, continuing the City’s journey to become an Age Friendly City. A dedicated program for older adults was provided.
- The City’s registered volunteers contributed 5,000 hours of their time to serving their community. The total number of City volunteers is 76.
- Continued to implement the City’s Disability, Access and Inclusion Plan 2020-24. Achievements included establishing an Inclusion and Diversity Advisory Committee, celebrating International Day of People with Disability, hosting a co-design workshop for shopping centres in Bedford, installing counter hearing loops at City Libraries, and providing disability awareness and mental health training for staffing.
- Hosted the Garage Sale Trail. This included online workshops, a three-month waste education campaign and two weeks of garage sales over the weekends of 13-14 and 20-21 November.

The City raised awareness of many local events including:

- Homelessness Week
- Anti-Poverty Week
- Mental Health Week
- 16 Days in WA to End Violence Against Women
- International Day of People with Disability
- International Day of Women
- International Volunteer Day.

**Statistics**

COVID-19 impacted the delivery of services and events. Activities were adapted for social distancing; participation

rates were lower and fewer volunteers were available. Community Centres continued to operate, with some disruptions.

The Morley Community Centre was closed for renovations for five months. Most programs were accommodated at the Bayswater Community Centre during this time.

**This year compared to previous years**

- As the COVID-19 pandemic continued into 2021/22, the City saw increased community infections, increased restrictions and changed community behaviours; all negatively impacting event attendance.
- Benchmarking has shown the City offers similar events to other local governments. In recent years, most local governments have focused more on supporting community-led events, and holding events series, rather than large single-day events. There has also been a re-vitalisation of festival-style events, run over multiple days.

**Plans for next year**

- Automate and streamline grant process for customers.
- Automate the event application process for event organisations and food vendors.
- Focus on delivering quality events with more emphasis on inclusion, partnerships and collaborations with community groups.
- Introduce the new Local Whajuk prize category for the Community Art Awards.
- Re-establish a thriving community events program, and deliver the postponed Community Concert with Dami Im, in collaboration with community groups.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

## Libraries and Customer Services

The Libraries and Customer Services team supports the community by providing resources, public programs, welcoming spaces and friendly customer service. The team operates the City's Bayswater, Maylands and Morley libraries, as well as an online and virtual library service, and several library outreach services. The team also manages customer service, switchboard and cashier functions from the City's Civic Centre.

### Significant activities

#### Libraries

Hosted the following events and programs:

- A Digital Carnival for Get Online Week
- Activities for NAIDOC Week 2022
- Noongar language and cultural workshops for adults and children
- An online Library Lovers' Week campaign to raise awareness of the library service.

Delivered training, including:

- Assistance with the ServiceWA app
- A one-to-one tech help service
- English conversation groups and Learning English Through Storytime (LETS) sessions.

Launched the following services:

- Hoopla digital – allowing library members to access downloadable audiobooks, eBooks, eComics, eMagazines, and live stream music, movies and TV programs
- The Hub Connections initiative (in partnership with Community Development) aimed at supporting and preventing homelessness
- Weekly incursions to support disengaged youth, in partnership with Youth Futures (at Morley Library).

Continued outreach services, including:

- Patron home and institution bound library material deliveries
- Visits and incursions to support learning and literacy for children and youth
- Participated in the relaunched Summer Reading Quest - the State Government summer holiday reading challenge

- Relaunched the JP Service at the Civic Centre and expanded the service to the Morley Library
- Completed the inaugural Library Use and Outcomes Survey
- Activated the new Morley Library outdoor space with a hut building workshop
- Developed a library quarterly calendar publication to promote library events and programs, and a library e-newsletter keeping subscribers up to date on the latest events, books, DVDs and other resources and services.

#### Customer Services

- Implemented a self-serve online Visitor Management System for those visiting the Civic Centre.
- Expanded the scope of the Knowledge Management System - adding 926 new pages.
- Enabled telephone enquiries to be managed from any location (including working from home).
- Introduced new noise cancelling headsets and software to enable multiple calls to be answered simultaneously.

#### This year compared to previous years

The COVID-19 pandemic presented resourcing challenges with many staff needing to isolate. There were, however, opportunities for the City to be proactive and innovative; for example, by assisting the community to use the ServiceWA app introduced by the State Government. The Knowledge Management System has increased efficiency, enabled collaboration, better decision making, and improved intra-organisational communication. The team implemented many business improvements to increase efficiency and improve service.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1



What we delivered for you

Drag Queen Story Time, Morley Library.

Plans for next year

- Launch the City of Bayswater Library app, enabling users to engage in self-loans.
- Launch a Seed Library to offer a collection of free seeds to library members to plant and grow at home.
- Implement the 1001 Books Before Year 1 project, using grant funding received for the 2022/23 Financial Year.
- Hold Library and Information Week, including a marketing campaign, special events and competitions.
- Create inclusive online storytimes (including AUSLAN and bi-lingual offerings) using grant funding.
- Deliver a Sensory Storytime program for families with diverse needs.
- Expand one to one technology assistance to the Bayswater and Maylands Libraries.
- Develop a library events and programs framework with assistance from an intern at the McCusker Centre for Citizenship at The University of Western Australia.

“There were, however, opportunities for the City to be proactive and innovative; for example, by assisting the community to use the ServiceWA app introduced by the State Government.”

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

Library	2020/21	2021/22
<b>Customer visits</b>	<b>201,393</b>	<b>202,191</b>
Average per week	4,028	4,044
Average per month	16,783	16,849
Total loans	291,509	298,532
Physical items	252,567	254,230
Digital items	38,942	44,302
<b>Adult Services</b>		
No of sessions	197	357
Total attendance	1,219	2,102
<b>Young Peoples Services</b>		
Number of sessions	526	619
Total attendance	16,505	15,066
<b>Outreach</b>		
Number of sessions	87	95
Total attendance	1,948	2,073
Wi-Fi sessions	26,617	19,128
Home deliveries to members	8,149	8,011
Public computer sessions	24,658	26,330
New member applications processed	2,982	3,366
Animal registrations processed	1,464	1,127
Tip passes processed	1,292	2,364
FOGO liner rolls issued	NA	6,025
Rates payments	201	186
Infringement payments	72	94
<b>Customer Services</b>	<b>2020/21</b>	<b>2021/22</b>
Customer visits	27,632	30,852
Average per week	532	593
Visitors signed in	3,355	2,500
Switchboard calls taken	70,383	66,517
First call resolution	23%	27%
Tip passes issued	8,016	8,722
Order and requisitions actioned	1,895	1,886
Number of payments receipted	10,237	7,153
Rates payments	4,004	2,955
Animal registrations processed	1,309	1,085
Plan search requests	571	471
Waste service requests	556	6,104
Knowledge Management System records created	642	926

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

What we delivered for you

Development and Place

The Development and Place team undertakes projects and functions relating to strategic town planning, place management, statutory planning, development compliance, land administration, and economic development.

Significant activities

Received applications for the following developments:

- **168 Guildford Road, Maylands.** The application for this nine-storey mixed use development was approved by the Joint Development Assessment Panel (JDAP) in October 2021. The development - including a Woolworths supermarket, shops, offices, restaurants, child care centre and 135 apartments - is estimated to cost \$70 million.
- **196 Walter Road West, Morley.** The application for this two-storey child day care centre was approved by JDAP in September 2021. The centre will be able to accommodate 103 children and 20 staff, and is estimated to cost \$2.2 million.
- **Noranda Train Station.** The City supported the application, subject to conditions, however is not the final decision maker. The development includes station platforms, a station entry building, pedestrian overpasses, a public plaza, and improvements to the surrounding pedestrian and cycling network.
- Created plans for five shopping precincts in Bedford and began introducing elements such as lighting and public art, in collaboration with business and land owners.
- Implemented the Destination Marketing Strategy. As part of this strategy, the City installed new banners in each town centre, created new visit pages on the City of Bayswater website, and presented to local businesses encouraging them to use the website and hashtags.
- Implemented the Business Boosters grant program for shopfront improvements. Successful businesses are currently delivering grant projects across the City.
- Adopted a new Interim Economic Development Strategy, including a focus on attracting development and investment to the Morley activity centre. Implementation will start in the 2022/23 Financial Year.

- Started the process to reactivate Maylands Brickworks. The City appointed consultants to develop a business case, conducted investigations and undertook a two-phased consultation process.
- Commenced a review of all City planning policies to ensure they are relevant, meeting their intent and not creating unnecessary red tape. So far, seven policies have been reviewed and two new policies initiated (on sustainability and residential design).
- Made two scheme amendments to the City's Town Planning Scheme to allow increased densities and a greater variety of land uses. A further six scheme amendments to allow residential developments, increase residential densities and introduce a special control area were finalised and became effective.
- Initiated a scheme amendment to modify the densities and land uses in the Bedford north area.

Activated the Maylands town centre by:

- Installing a new sea container stage and shade in front of The RISE. The City worked with local community groups (such as WAYJO) to use the space.
- Collaborating with Creative Maylands on improvements to Roxy Lane. Seating and on-road metagraphics along the laneway, and Ninth Avenue verge will be installed in coming months.

Activated Bayswater town centre by:

- Implementing the Bert Wright Park Concept Plan. Delays have occurred due to the availability of infrastructure; however, items are now arriving, and a detailed landscape for the second stage of implementation has been finalised.

Activated Morley activity centre by:

- Appointing consultants to provide detailed streetscape designs of the portion of Russell Street between Rudloc Road and Broun Avenue.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

- Implementing temporary improvements to the Morley activity centre to encourage visitors (using a \$250,000 RAC grant). Project 1 (Public Space Activation) and 2 (Public Space Improvement) of four projects were completed during this financial year, and involved transforming an under-used area of a carpark into a community public space, and designing a semi-permanent public space in front of Morley Library.

**Activated Noranda town centre by:**

- Using a grant from Department of Infrastructure, Transport, Regional Development, Communications and the Arts, to improve pedestrian access in the Noranda town centre. A new pathway between the Noranda Nook and the Noranda tennis/netball courts was installed - including solar lighting.
- Completing the Noranda Nook nature play space, featuring chess tables funded by the Department of Local Government grant with the Noranda Vibes town team.

**Statistics**

The number of development applications has returned to just above pre-COVID-19 levels and there is sustained interest in the City as a place to live, work and visit. While the statistics reveal a greater than 30% decrease in development and subdivision applications, this is relative to a 40% increase in applications during the COVID-19 building recovery period, largely facilitated by State and Federal grants.

The number of scheme amendments initiated has reduced, while a higher number of amendments were gazetted.

The City received one application for review to the State Administrative Tribunal, which was resolved via a Section 31 reconsideration; 19 referrals to the Design Review Panel; and two Joint Development Assessment Panel applications.

Activity	Measure	2021/20 actual	2021/22 actual
Development applications	Received	944	684
	Determined within statutory timeframe	79%	74.55
Subdivision referrals	Returned recommendations	221	148
Development compliance	Completed matters	275	432

**“The number of development applications has returned to just above pre-COVID-19 levels and there is sustained interest in the City as a place to live, work and visit.”**

**This year compared to previous years**

- The State Government is going through planning reforms, which will modify the way the City develops planning documents and assesses development applications; ultimately reducing red tape for the City and applicants.
- A much greater focus on attracting significant economic development to the City.
- DevelopmentWA are now in control of development applications and planning matters within the Bayswater town centre.

**Plans for next year**

- Continue working with RAC on four projects (Project 1 and 2 have been completed) to improve the Progress Street and Bishop Street precinct in Morley.
- Continue working collaboratively with RAC to improve the Grand Promenade and Craven Street corner in Bedford.
- City-appointed consultants will design streetscape improvements to Russell Street between Broun Avenue and Rudloc Road in Morley.
- Partner with METRONET to develop a precinct plan for the area surrounding the new Morley Train Station.
- Implement actions of the Interim Economic Development Strategy, including attracting investment and development to the Morley activity centre. This includes developing a prospectus to help promote Morley and to meet with developers to incentivise development in Morley.
- Work with the State Government to install sewerage in the Bayswater industrial area.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

**What we delivered for you**

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**Environmental Health and Statutory Building**

The Environmental Health and Statutory Building team maintains high public health and building standards through the administration of State and local legislation, and codes of practice.

The team is responsible for inspections of premises (such as food-related businesses and public buildings), swimming pools, and contaminated sites; building approvals, compliance-related matters, immunisations, pest control, waste initiatives, and health promotion activities.

**Significant activities**

Conducted a range of public health programs in line with the City’s Public Health and Wellbeing Plan 2019-2024. These included:

- Parents and Bubs program - with educational workshops and free fitness classes.
- Wellness Wednesdays at Environment House.
- Gym Skills for Older Adults – a four-week program for older adults to learn how to use gym equipment safely and effectively.
- Baysie Bootcamp – a free six-week outdoor bootcamp for residents.
- Yoga Outdoors.
- Adults Nutrition and Health Workshop.
- Teen Fit Bootcamp – a free five-week outdoor bootcamp for young residents.
- Aqua Skills 55+ program with Royal Life Saving WA.
- Tai Chi and Qigong program.
- Held food safety workshops to help local food businesses better understand their food safety and hygiene obligations.
- Trialled the use of drones to treat mosquito breeding sites in difficult to access wetlands along the City’s foreshore. The City was the first local government in WA to do so.
- Held a series of composting workshops to assist the community to set up and correctly use compost bins at home.

- Undertook an annual review of the Public Health and Wellbeing Plan 2019-2024 to determine whether the City is on track to deliver actions within the plan.

**Awards**

- 2021 Local Government Honour Awards – Winner for Partnerships and Collaboration.
- 2021 Local Government Policy Awards – Commendation for Promoting Healthy Behaviours for Children and Young People.

Both awards relate to the City’s partnership with Environment House and Waste is My Resource for the Organics Matter School Composting Program.

**This year compared to previous years**

- The City has continued to receive relatively high volumes of building permit applications this year (~11% higher than pre-COVID-19), likely due to Federal, State and local government COVID-19 stimulus packages.
- There was a slight reduction in building applications compared to last year; however, there was an increase in building permit extension applications. Additionally, there was an increase in applications for built strata and occupancy permits due to building projects nearing completion in line with the building stimulus packages.
- There was a reduction in the number of demolition permit applications, probably due to government stimulus packages being wound back.
- The City continued to work with businesses to ensure appropriate COVID-19 measures were in place. COVID-19 contact registers were checked during routine inspections to ensure the required information was being captured and managed correctly.
- Although there was a decrease in health-related investigation numbers overall, there was a noticeable increase in the complexity of certain matters, particularly in relation to noise and unauthorised discharges.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

Statistics

Statutory Inspections	2020/21	2021/22 targets*	2021/22 actual
Food businesses	1,222	791	820
Public buildings	80	78	79
Skin penetration premises	43	36	38
Aquatic facilities (sampling)**	281	281	262
<b>Total</b>	<b>1,626</b>	<b>1,186</b>	<b>1,199</b>

\* The City introduced a new Management Practice, which altered inspection frequencies, the 2021-22 targets align with this change.

\*\* The number of water samples collected from aquatic facilities was lower than the target, as facilities were closed due to COVID-19.

Investigations	2020/21	2021/22
Asbestos	62	43
Noise	372	364
Odour	22	9
Unauthorised discharge	67	53
Unkempt properties	15	26
Pest control	235	154
<b>Total</b>	<b>773</b>	<b>649</b>

Building Applications Received	2020/21	2021/22
Building permits certified	899	717
Building permits uncertified	289	283
Demolition	173	121
Building approval certificate	46	38
Occupancy permit	42	56
Occupancy permit (strata)	3	2
Built strata	26	38
<b>Total</b>	<b>1,478</b>	<b>1,255</b>
Determined within statutory time-frames	100%	100%
Verge licence applications	107	75
Swimming pool inspections (every 4 years)	679	677

Plans for next year

- Provide public health programs for the community in line with the City's Public Health and Wellbeing Plan 2019-2024.
- Seek external funding and partnerships to facilitate public health initiatives.

“The City continued to work with businesses to ensure appropriate COVID-19 measures were in place. COVID-19 contact registers were checked during routine inspections to ensure the required information was being captured and managed correctly.”

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

**What we delivered for you**

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**Rangers and Security**

The mission of the Rangers and Security team is to make the City a safe and welcoming place.

The team provides 24/7 security patrols (particularly around vacant properties and crime hotspots), investigates offences, educates the community, monitors compliance, and enforces a range of local and state legislation. The team also monitors the City's CCTV network, assists during emergencies and collaborates with community stakeholders to enhance safety and prevent crime.

**Significant activities**

- Started patrolling crime hotspots using weekly data provided by WA Police.
- Provided crime prevention advice in the vicinity of home burglaries, enabling residents to take proactive security measures.
- Implemented a plan for animal welfare during emergency events.
- Consolidated the use of body cameras and in-built vehicle cameras to protect officers and increase accountability.
- Developed 'Operation Seismo' in collaboration with the Town of Bassendean; testing the City's ability to respond to a major earthquake. This successful exercise included representatives from numerous government and non-government agencies.
- Improved CCTV capability by introducing cameras with number plate recognition technology, assisting police to solve crimes.
- Worked with the Civil Aviation Safety Association to identify areas where drone flight activities could interfere with Perth Airport flight paths, and then placed appropriate signage to restrict drone flights.

**Statistics**

The Rangers and Security team activity has increased. For example, 18,841 telephone calls were received in 2021/22, a 6% increase on the previous year; and ECM tasks have increased by 10% (or 14 reports a day) from last year.

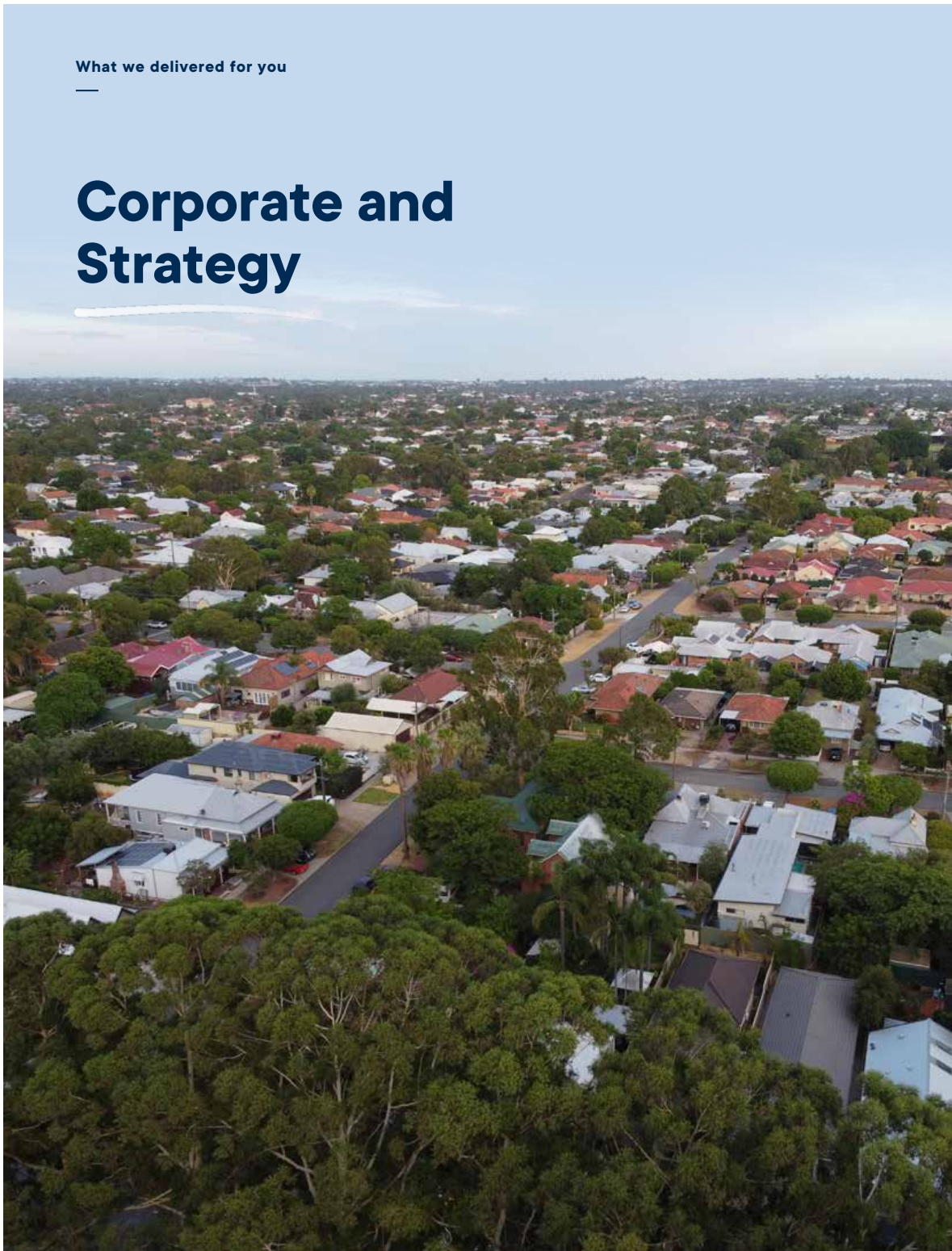
Total parking enforcement actions was 4,708 (increase of 28% from last year). This is the result of both increased residential density and increased reporting of offences.

Requests for CCTV footage by WA Police have doubled (101 this year compared to 51 last year). This is the result of higher quality vision collected by the City and cameras being placed in strategically appropriate locations.

**Plans for next year**

- Develop a Community Safety and Crime Prevention Plan to enhance the community's perception of safety and security.
- Explore new technologies, including robotics and artificial intelligence.
- Introduce the City's new Cat Local Law upon adoption, and educate the community regarding responsible pet ownership.
- Review the City's parking appeal process to improve efficiency and effectiveness.





What we delivered for you

# Corporate and Strategy

## Financial Services

This team is responsible for the City’s financial strategy and processes including financial planning, budget preparation, providing financial advice, and managing rates and investments. The team also works to ensure the ongoing financial sustainability of the City.

### Significant activities

- Maintained and improved compliance with accounting standards, Office of the Auditor General (OAG) best practice guides and other relevant legislation.
- Managed Accounts Payable and Accounts Receivable.
- Oversaw the City’s operational and capital expenditure and facilitated monthly financial reporting.
- Liaised with the OAG to complete the external audit.
- Prepared the Annual Financial Report for 2020/21 and the annual budget for 2022/23 Financial Year.
- Managed rating services for the City, including administering the Financial Hardship Policy.
- Prepared the Owner Occupier Roll for the 2021 election.
- Progressed the City’s Long-Term Financial Plan (LTFP).
- Administered the City’s cash investments and loans.
- Developed loan borrowing business case.
- Provided advice across the organisation on financial matters relating to projects.
- Participated in the scoping requirements of a new ERP.

There was a delay in finalising the 2020/21 Annual Financial Report due to complexities in the accounting transactions.

### Statistics

	2020/21	2021/22
Total number of properties	32,314	32,799
Rate revenue increases	0.00%	2.50%
Rate collection	95.18%	96.16%
Sundry debtor invoices	1,319	1,377
Creditor invoices	10,241	12,291
Sundry debtor collection	93%	89%

### Plans for next year

- Review the City’s Long-Term Financial Plan, and present a new LTFP to Council for endorsement in June 2023.
- Review the City’s rating methodology.
- Contribute to the ERP project from a financial perspective.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

What we delivered for you

## Governance and Risk Management/ Organisational Strategy and Information Management

The Governance team coordinates Council and committee agendas and minutes, manages conflicts of interest and related party disclosures, facilitates internal and external audits, reviews the City’s local laws and policies, and processes Freedom of Information requests.

The Governance team also provides oversight and guidance on corporate risk matters, using the ‘three lines’ model, with accountability to Council via the Audit and Risk Management Committee. This Committee considers a range of matters, including the outcomes of internal and external reviews of the City’s operational practices and internal controls.

Organisational Strategy includes the corporate reporting of objectives and commitments in the City’s strategies and other direction-setting documents under the Integrated Planning and Reporting Framework. This function also implements business system reviews.

The Information Management team oversees the management of the City’s business information (records and archives), in accordance with legislative requirements and the City’s record-keeping plan. It also provides records management training and advice for City employees.

### Significant activities

- Appointed two external members to the City’s Audit and Risk Management Committee. As highly regarded practitioners in their respective areas, they have brought an added perspective to the Committee. (The City recently farewelled Mr. Philip Draber, who shared his invaluable professional advice and guidance as the inaugural external member of the City’s Audit and Risk Management Committee for the period May 2020 to October 2021.)
- Reviewed the City’s Code of Conduct against current sector best practice, in collaboration with the City’s People, Culture and Safety team.

- Coordinated the Council Election in October 2021, with support from the WA Electoral Commission. Four Councillors were re-elected and two new Councillors were elected. Cr Piffaretti and Cr Ehrhardt were elected as Mayor and Deputy Mayor respectively.
- Continued the implementation of the new cloud-based minutes and agenda system Doc Assembler in 2020.
- Enabled live-streaming of Council meetings (via YouTube) to allow for remote participation and increased community participation.
- Reviewed the Standing Orders Local Law - the new *Standing Orders Local Law 2021* was adopted by Council in August 2021 and gazetted in September 2021.
- Adopted the *Waste Amendment Local Law 2022* in March 2022; gazetted in May 2022.
- Commenced reviews of the City’s Cat Local Law and Health Local Law.
- Managed Delegations of Authority in accordance with the *Local Government Act 1995*; including a review of the City’s Delegation of Authority Register.
- Continued the City’s internal audit program, focusing on swimming pool compliance, aquatic centre operations, and the City’s building licence application and approval process.
- Managed the Freedom of Information process in accordance with the *Freedom of Information Act 1992*. The City’s Annual Information Statement is available from City of Bayswater offices or its website. This statement details the FOI process and a list of documents the City provides outside of the Act. The City received 19 applications, an increase of four from the previous year. Two internal reviews and one external review were conducted.

**Annual General Meeting Of Electors Minutes**

10 July 2023 Attachment 5.1.1

- Provided quarterly progress reports to Council (via the Audit and Risk Management Committee) on commitments outlined in the City's Strategic Community Plan.
- Reported on management commitments resulting from internal and external audits on topics ranging from cyber security to swimming pool compliance.
- Completed the first phase of the review of City policies.
- Developed and implemented online training videos for staff on the City's document management system (ECM).
- Council resolved to exit from aged care accommodation in 2018, and the City has been working with the Department of Communities to develop sub-leasing arrangements for two of the sites which are on State Government land. The intention is to transfer the City's residential care facilities and retirement villages (other than Riverslea Lodge and Mertome Gardens) to a specialist aged care operator on a 'going concern' basis which includes continuation of all existing entry contracts on current terms. This work is ongoing.

**Plans for next year**

- Complete the review of the Cat Local Law, and Health Local Law, and commence the Property Local Law review.
- Complete the review of City policies.
- Review the City's Fraud and Corruption Plan, and Risk Management Framework.
- Advance and consolidate the implementation of the City's new Agenda, Minutes and Reporting system (Doc Assembler).

**“The City appointed two external members to its Audit and Risk Management Committee. As highly regarded practitioners in their respective areas, they have brought an added perspective to the Committee.”**

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

**What we delivered for you**

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**Information Services**

This team is responsible for information and communications technology governance and keeping up to date with emerging trends and technologies. It oversees business systems and applications, business continuity, security, and information technology equipment asset management.

**Significant activities**

- Completed the 10-year Digital Strategy (2021 - 2031) to inform a major review of the City's IT systems.
- Upgraded the City's closed-circuit television (CCTV) infrastructure.
- Implemented live streaming of Council meetings to the public via YouTube.
- Enhanced system capability to enable staff to work remotely.
- Improved the City's cyber security controls, including multi-factor authentication controls.
- Conducted Cyber Security Awareness training.
- Commenced the Endpoint protection project to migrate and consolidate the City's security suite; with the aim of reducing costs and improving the City's security posture.
- Reviewed and updated the security of the City's firewall systems.
- Implemented and deployed Virtual Private Networking technology to enable users to work from anywhere.
- Reviewed, then replaced or retired unsupported operating systems as part of maintaining secure operating environments at the City.
- Replaced ICT asset infrastructure (specifically, branch routers) at remote sites to enable better security/ connectivity.
- Integrated the Visitor Management System at the City of Bayswater Civic Centre to streamline operations.
- Conducted preliminary review of business systems ahead of the ERP review.
- Migrated the City of Bayswater site from Government Wide Band IP (GWIP) to Government IP.

- Migrated the Security Information and Event Management (SIEM) system as part of a system consolidation effort.

**Statistics**

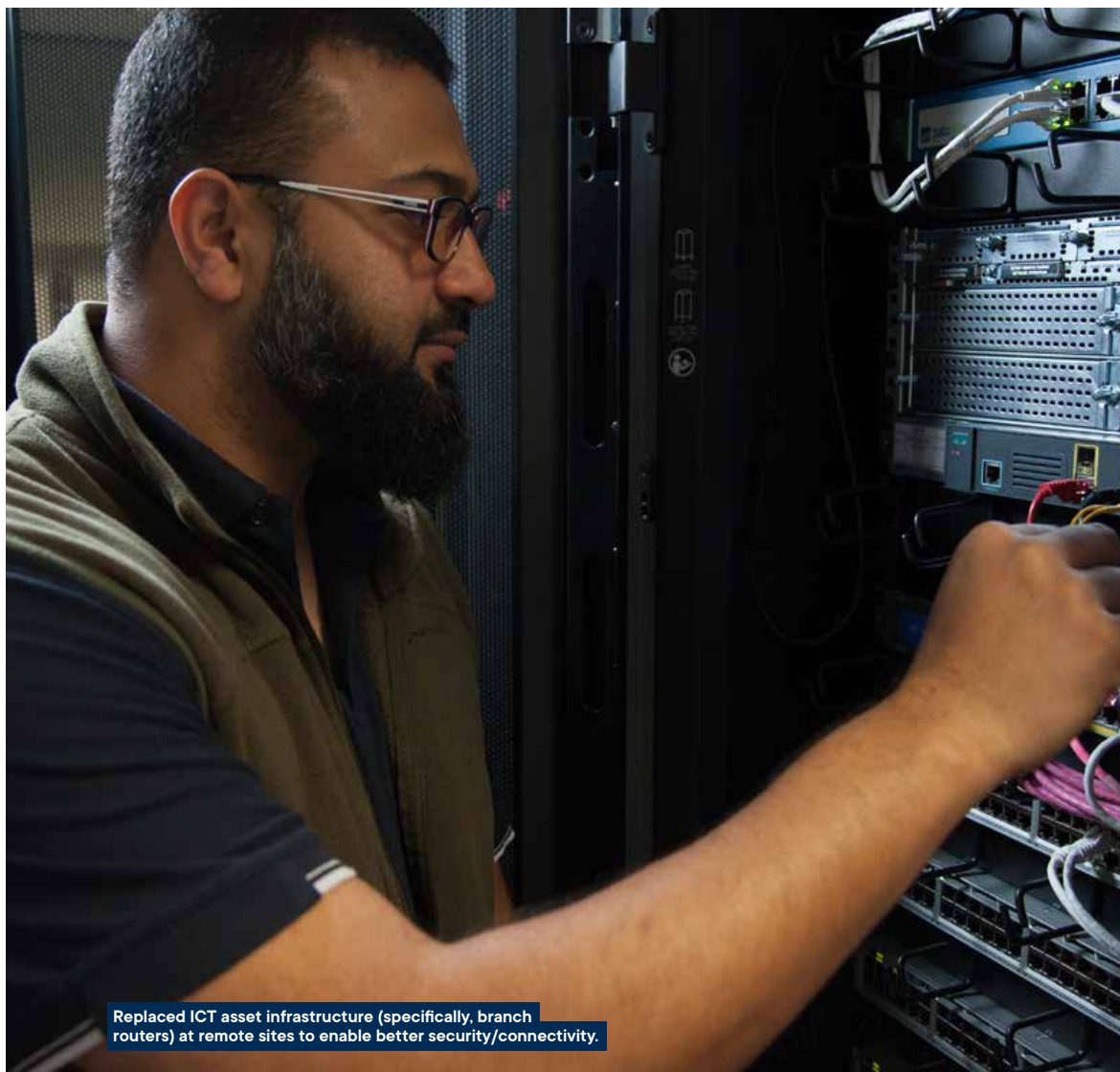
The Information Services branch received over 6,000 incidents/requests for service between July 2021 and June 2022. This was a 30% increase from the previous year. The increase is attributed to the high staff turn-over, the changing workplace dynamic during the COVID period, and an increase in service demand, in-line with the City's digital transformation journey.

**Plans for next year**

- Progress the Enterprise Resource Planning (ERP) technical implementation as part of the 10-year Digital Transformation effort with the following aims:
  - Greater customer service (due to better access to customer information).
  - Enhanced business reporting with real-time information.
  - Medium to long-term cost savings.
  - Better data and cloud security (and improved regulatory compliance).
  - Significant business process improvements leading to business efficiencies.
  - Improved internal co-ordination.
  - Scalability benefits.
- Migrate ERP ICT infrastructure from on-premise to cloud.
- Re-imagine and implement Request Management to harmonise the City's approach to customer service.
- Review and implement the ICT Cloud Strategy.
- Develop and implement mitigation strategies to comply with the Australian Signals Directorate's Essential Eight Maturity Model.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1



Replaced ICT asset infrastructure (specifically, branch routers) at remote sites to enable better security/connectivity.

- Migrate on-premise Microsoft Exchange Email capability to Exchange Online as part of the Microsoft Office 365 implementation strategy.
- Enable a hybrid-workforce using Microsoft Office 365 platforms such as One Drive, roaming desktops and documents, Microsoft Teams and SharePoint Online.
- Implement a new contract management system to effectively capture current and future commercial arrangements.
- Integrate the Work Health Safety system with the HR system for seamless operation.
- Introduce third party/contract management guidance to ensure software compliance with City security standards.
- Conduct a feasibility study on CRM integration with the telephony system to give workers first call resolution capability.
- Develop more robust Disaster Recovery Operations/ Procedures.
- Continue the Payment Card Industry Data Security Standard (PCI DSS) compliance activity.
- Review ICT asset management practice in-line with changing work dynamics.
- Review ICT service delivery model to improve service quality.
- Develop tailored learning content to address cyber security awareness gaps within the workforce.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

What we delivered for you

People, Culture and Safety

This team is responsible for all human resources activities including recruitment, performance management, training, workplace culture, payroll, employee relations and safety management.

Significant activities:

- Conducted the Staff Culture Survey in November 2021. Responses showed that staff find their work interesting, engaging and meaningful. Areas for improvement include access to equipment and resources, recruitment and retention of staff, communication, and fair pay. Post survey, several consultative groups were established to identify solutions that will be presented in the new financial year.
- Introduced new Employee Code of Conduct, effective from 1 April 2022. This code provides a comprehensive response to the Local Government Regulations Amendment (Employee Code of Conduct) Regulations 2021 and replaces the former Code of Ethics.
- Established the Workforce Diversity and Inclusion Committee. This committee and the six diverse sub-groups form part of the City's response to the Workforce Diversification and Inclusion Strategy for Public Sector Employment 2020-2025 and the City's Workforce Diversity and Inclusion Plan, 2021-23. Strategies and actions align with the City's Innovate Reconciliation Action Plan 2021-2023 and the Access and Inclusion Plan 2020-2024.
- Facilitated corporate training, primarily via eLearning. Frontline staff received training in complaint handling and new employees received an introduction to the new Code of Conduct. Informal training opportunities included the Reconciliation film viewing and yarning session to acknowledge and celebrate national Reconciliation Week in June 2022.
- Managed Health and Wellbeing programs and events including:
  - R U OK Day Bake Sale September 2021
  - Mental Health Week October 2021
  - Civic Centre Roving Massages November 2021
  - Skin Checks Depot and Civic Centre February 2022
  - Flu vaccinations April 2022.

- Implemented new Work Health and Safety systems and practices in response to new legislation. The City demonstrated an overall improvement of 26% in the LGIS 3 yearly Safety Audit, lifting the score from 48% to 74%. Fifteen of 21 required Work Health and Safety Management Practices were implemented. Two new systems - the Donesafe incident/hazard reporting system and the Solv safety/injury management system - were successfully trialled and will be implemented in the 2022/23 Financial Year.

Statistics

The turnover rate has increased significantly over the last three financial years, with the previous financial year hitting 24.35%, which equates to almost one quarter of staff exiting the business. Industry standards suggest that turnover of 10% or less is good for an organisation, bringing in new talent and enthusiasm. Where turnover is above 10%, this starts to impact on the effectiveness of an organisation and impacts on the culture and morale of employees. Where turnover increases to over 20%, this should be considered significant and immediate action to address the reason for turnover should be undertaken. Given the City's turnover rate of nearly 25%, the City has engaged in a program of reform to address these issues, in particular the outcomes of the recent cultural survey.

Plans for next year

- Commence enterprise negotiations in January 2023, encompassing some outputs of the post Culture Survey staff consultative processes.
- Present the new Workforce Plan for approval, outlining a strategy to meet the City's future workforce needs.
- Increase compliance with new Work Health and Safety legislative requirements.
- Implement approved recommendations from the Cultural Survey.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1



Implemented new Work Health and Safety systems and practices in response to new legislation.



Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

## Building Works

This team develops, maintains and renews City-owned and community-leased buildings and infrastructure in line with the City’s Asset Management Plan and specific lease agreements.

### Services

- Auditing and inspecting City buildings.
- Providing cost estimates for works to City buildings.
- Completing building-related Capital Works and economic stimulus projects.
- Cleaning the City’s public facilities.
- Overseeing the maintenance of City buildings and infrastructure, including:
  - Fire safety and emergency systems
  - Air-conditioning systems
  - Passenger lifts and auto doors/gates
  - Tool tagging
  - Roof safety systems
  - Barbeques
  - Security alarms
  - Sewer pump stations
  - Termite control
  - Gutters
  - Exeloo public facilities
  - Christmas decorations
  - Sanitary and hygiene provisions.

### Significant activities

- Completed Stage 2 of the Morley Sport and Recreation Centre roof renewal.
- Upgraded bathrooms at Riverside Gardens, Morley Community Centre, and Maylands Yacht Club.
- Upgraded kitchens at Bedford Bowling Club, Moojebing Reserve Clubrooms, Morley Community Centre, and Maylands Yacht Club.
- Replaced air-conditioning systems at the Civic Centre, The RISE, and Morley Sport and Recreation Centre.
- Upgraded security systems at various facilities.

### Statistics

Repairs conducted by City staff and contractors:

	2020/21	2021/22
Building	601	508
Electrical	366	401
Plumbing	491	476
<b>Total</b>	<b>1,458</b>	<b>1,385</b>

### This year compared to last year

Due to the building and construction boom, the City experienced shortages of materials and labour, which has caused some delays and cost overruns. This was a sector-wide issue being experienced by most local governments, state government and the private sector.

### Plans for next year

- Replace additional air-conditioning systems at the Civic Centre, The RISE, Hampton Infant Health Clinic, and Maylands Hall.
- Repair or replace roofs at Maylands Hall, Maylands Yacht Club, Les Hansman Centre, Pat O’Hara Rugby Club, Carramar Community Centre, and Bedford Bowling Club.
- Upgrade the Bayswater Bowling Club kitchen.
- Improve fencing and access at Bayswater Family Centre.
- Expand workspace at Bayswater Men’s Shed.
- Paint and install new wall and doorway at Hillcrest Pre-school.
- Replace floor and glass door at Wotton Reserve Clubrooms.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

**What we delivered for you**

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**Engineering and Spatial Services**

This team designs, constructs and maintains the City’s transport and pedestrian infrastructure. It is also responsible for fleet management, and spatial and asset mapping services. It oversees engineering projects, traffic and transport planning, along with the rehabilitation and maintenance of roads and drainage. It ensures the City’s plant and equipment are safe to operate and are performing optimally.

**Significant activities**

- As part of the Blackspot program:
  - Upgraded the Coode Street and Catherine Street intersection.
  - Upgraded the Benara Road and Camboon Road roundabout intersection.
  - Constructed a median island and upgraded pedestrian ramps at the intersection of Crimea Street and Westlake Road.
- Relocated the school warden crossing at John Forrest Secondary College from 145 to 154 Russell Street.
- Completed drainage improvement works.
- Liaised with Main Roads WA and the community to complete the designs for Phase 1 of the Low-Cost Urban Road Safety Program (LCURS) for Bayswater and Embleton precincts.
- Consulted the Maylands Primary school community as part of the Safe Routes to School initiative, identifying action items and future projects.
- Resurfaced Widgee Road from Camboon Road to Alexander Drive, along with a number of other roads that were due for resurfacing.
- Completed the new Riverside Gardens carpark with a rain garden - a Water Sensitive Urban Design (WSUD) initiative.
- Upgraded the Noranda Sporting Complex carpark.
- Upgraded Noranda Primary School footpath and ramps for pedestrian connectivity.
- Upgraded the entire Morley town centre to LED low carbon lighting.
- Continued to collect asset data for City buildings and infrastructure.
- Where possible, converted the City’s vehicle fleet from petrol to hybrid or electric power to reduce the City’s carbon footprint.

**Plans for next year**

- Investigate sites for Blackspot assessment in preparation for the 2024/25 program.
- Complete the construction of traffic treatments for Phase 1 of the LCURS program for the Bayswater and Embleton precincts.
- Complete Phase 2 of the LCURS program for Weld Square, Shearn Park and Maylands Strip precincts.
- Consult two additional schools communities as part of the Safe Routes to School Initiative.
- Work with Western Power to plan and implement underground power within the City.
- Review the City’s Local Bike Plan.



Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

What we delivered for you

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**Parks and Gardens**

This team provides specialised maintenance of the City’s green assets and associated infrastructure. This includes turf management, protection and increase of the City’s tree canopy, parks maintenance, capital works programs, maintenance of irrigation infrastructure, and management of groundwater resources.

**Significant activities**

- Planted 1,292 semi-mature trees throughout the City, as part of the annual tree planting program.
- Conducted maintenance and auditing work of over 345 green spaces and 40 hectares of arterial road verges and medians.
- Delivered upgrades to Mahogany Reserve, Bert Wright Park, and Wattle Park, as part of the Park Redevelopment Program.
- Completed the following works as part of the Critical Asset Renewal Program:
  - Replaced 14 entry gates
  - Renewed 39 bench seats
  - Provided Purple Benches to raise awareness of domestic violence
  - Installed 33 concrete pads for bench seats
  - Installed 4 concrete crossovers
  - Installed 1,800m of fencing
  - Renewed pine bollards to limestone bollards at various locations.
- Replaced 28 bore pumps, as part of the Bore Pump Renewal Program.
- Improved the Depot by providing:
  - A modern chemical mixing area with automatic chemical dispensing.
  - New office space for Engineering and Fleet teams.
  - New servers for the entire Depot.

**Statistics**

- Planted 30,000 plants, shrubs and groundcovers, double the amount than last year, due to an increased focus on creating garden areas within the City’s parks.
- Applied 2,700m<sup>3</sup> of mulch to various areas across the City.

**Plans for next year**

- Plant 3,000 new trees as part of the Tree Planting Program.
- Improve Gibbney Reserve, Birkett Street Reserve, and Feredy Reserve as part of the Park Redevelopment Program.
- Conduct park mini makeovers on Armada Reserve, Kanimbla Reserve, and Trewin Park.
- Continue the Bore and Pump Maintenance Program.



Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

What we delivered for you

**Sustainability, Environment and Waste**

This team manages the City’s natural areas, water catchments, energy and water initiatives, and water sensitive urban design projects. The team is also responsible for developing and implementing the City’s Environment and Liveability Framework, riverbank restoration, and supporting local environmental community groups.

It focuses on education and sustainability programs, climate change mitigation, urban forest and urban heat island strategies. It also manages waste collection, disposal and recovery for the City’s residents.

**Significant activities**

- Completed the development of the Environment and Liveability Framework, which guides the City towards a sustainable future. The framework sets the strategic direction for the natural and built environment until 2050 and embeds the principles of sustainability into all City activities.
- Completed the Emission Reduction and Renewable Energy Plan, with three targets:
  1. 2025: 100% renewable electricity for the City’s operations
  2. 2030: 100% renewables and/or carbon offsets for all City energy use
  3. 2040: Net zero greenhouse gases for the City’s energy-related and value chain emissions.
- Entered a contract with WALGA and Synergy to supply the City with renewable energy for contestable sites. This new contract resulted in a saving of \$106,000 in the first seven months (1 December 2021 – 30 June 2022).
- Completed a partial dredging of Lake Brearley, as well as installation of solar powered ultra-sonic devices, and installed mechanical mixers in both Lake Brearley and Lake Bungana.
- Undertook extensive rehabilitation and planting in natural areas.
- Gained recognition as a ‘Waterwise Gold Council’.
- Won the 2022 Stormwater WA Awards for Excellence (Excellence in Strategic Master Planning) for the City’s Waterwise strategy.

- The City built on the ‘Our Park, Our Place’ project; focusing on Arbor Park. The team completed Stages 2 and 3 of the refurbishment; converting poor condition grass into natural area plantings, and installing dog agility equipment, nature play areas and limestone connecting pathways.
- Completed a waterwise living stream makeover of the Feredy Street compensating basin.
- Undertook detailed modelling to determine the number of new trees required to achieve the City’s urban canopy target of 20%. Council approved the Green Dreams planting concept, which identifies and prioritises future tree planting locations.

**Statistics**

- Installed solar photovoltaic systems at three community buildings, totalling 186kW (50% more than last year and three times more than the previous year).
- Expanded the Waterwise Verge Program, providing homeowners with a rebate (up to \$250 for verges smaller than 80m<sup>2</sup> and up to \$500 for verges larger than 80m<sup>2</sup>) to transform their verge into a native waterwise verge. Twenty residents applied.
- Worked with Environment House to expand the Native Plants to Residents program to 10,000 plants; giving 1,000 households access to native plants at a highly subsidised price.
- Planted approximately 100,000 plants in natural areas throughout the City.
- Collected over 11,000 tonnes of FOGO, diverting it from landfill.
- Held 17 community planting day events.
- Collected 38 tonnes of e-waste for recycling.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1



**Plans for next year**

- Continue implementation of the Emission Reduction and Renewable Energy Plan.
- Progress the design for the makeover of Bowden Street compensating basin.
- Install more solar PV and start planning for the first large (100+ kW) installation.
- Progress the five-year implementation plan for the Environmental Liveability Framework.
- Progress the implementation of the 10-year River Restoration Plan.
- Replace all lights with LED at Lightning Park Recreation Centre, the Civic Centre and The RISE.
- Investigate changing two of the Ranger and Security team patrol cars to electric vehicles.

“**Installed solar photovoltaic systems at three community buildings, totalling 186kW (50% more than last year and three times more than the previous year).**”

What we delivered for you

# Major Projects and Commercial Activities



Project Services began transforming Maylands Waterland into a vibrant and free public open space for the community.

## Major Projects

This team leads and coordinates the City's interactions with major state projects. It advocates for the community, ensuring these projects are delivered in a timely and integrated way.

### Bayswater Train Station Redevelopment

- The \$253 million Bayswater Train Station Redevelopment is under construction. The station is an important METRONET precinct, connecting the Midland Line, Forrestfield-Airport Link and Morley-Ellenbrook Line. This will give 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 complements the town centre.

### Significant activities

- Completed the Hamilton Street carpark to service businesses in the Bayswater town centre.
- Constructed additional parking at the Meltham Train Station and installed two new bridges.
- Developed the station's Public Art Strategy.
- Commenced building the Leake Street underpass.
- Relocated underground services.
- Commenced piling works and retaining walls.

### Tonkin Gap Project

The \$290 million State and Federal Government-funded Tonkin Gap Project started in 2020 and is expected to be completed in late 2023. This project is one of many improvements to transform Tonkin Highway by providing a north-south transport link from Muchea to Mundijong. This will eliminate the bottleneck, improve traffic flow and efficiency, and improve the cycling and pedestrian experience. Rail-enabling works for the METRONET Morley-Ellenbrook Line will also be completed, including underpasses, bridges and dive structures.

The works include:

- Widening Tonkin Highway to provide new lanes in each direction from Dunreath Drive to Collier Road, as well as new roads linking Guildford Road and Great Eastern Highway.
- New bridges over the Swan River, Dunstone Road, Guildford Road and Railway Parade.
- New Broun Avenue and bus interchange bridge.
- New fully grade-separated Principal Shared Path (PSP) on the western side of Tonkin Highway.
- Noise walls.
- Upgraded lighting and intelligent transport systems infrastructure.

### Significant activities

- The Broun Avenue bridge is being rebuilt to incorporate a new integrated bus interchange and improve height clearances for the rail infrastructure underneath.
- The Southern Dive Structure (that will service the Morley-Ellenbrook Line) has been completed.

### Morley-Ellenbrook Line

- Work has started on the \$233 million rail link to connect Ellenbrook to Bayswater Train Station. The new 21-kilometre rail line will include five new stations. This project will help decrease vehicle use by providing a seamless journey to the CBD, and opportunities for local businesses to grow.
- The Morley-Ellenbrook Line will connect to the rail network at Bayswater Station. Trains to Ellenbrook will head north-east from Bayswater Station, rising to cross over the existing Midland line tracks and then cross over Railway Parade and Clavering Road on a viaduct, before entering the Tonkin Highway tunnel dive structure to continue north to Ellenbrook.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1



**Significant activities**

The contract for the construction of this line has been awarded, which includes the construction of Morley and Noranda Stations.

- Completed the detailed design of the viaduct.
- Commenced the site facility set up on Railway Parade.

**Morley Train Station**

Morley Station is located within the Tonkin Highway median under the new Broun Avenue bridge, and will connect passengers to surrounding businesses and the local community through bus services. The platform will be located underneath the bridge, with station entrances from both the north and south sides of the bridge. There will be a multi-storey car park located at Wotton Reserve with a new access road off Wotton Street.

**Significant activities**

- The station’s Development Application has been considered by Council and is currently being assessed by Western Australia Planning Commission (WAPC).

**Noranda Train Station**

Noranda Station will be built in the median of Tonkin Highway, immediately north of Benara Road, and will deliver an efficient transport service for local and surrounding communities. Passengers will be able to travel from this station to the Perth CBD in 18 minutes. They can access the platform using a walkway from the Benara Road bridge or a pedestrian bridge over Tonkin Highway, with lifts and stairs, from the car park. A new pedestrian underpass at the eastern end of the Benara Road bridge will be built to enable people living south of Benara Road to walk to the station.

**Significant activities**

The WAPC has approved the station’s Development Application and preliminary works have started.

**Caledonian Avenue level crossing closure project**

As part of the closure to facilitate the additional rail lines, including the Forrestfield–Airport Link and the Morley–Ellenbrook Line, as well as servicing the existing Midland Line, the State Government has allocated \$15 million to upgrade local roads and improve safety and traffic flow around the area of Maylands.

These works include:

- Removal of the level crossing and traffic lights at Caledonian Avenue.
- Upgrade of the intersection and installation of traffic signals at Guildford Road and Seventh Avenue.
- Upgrade of the intersection and pedestrian access at Guildford Road and Eighth Avenue.
- 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.
- The lowering of speed limits along various roads around the Maylands town centre.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

## Project Services

This team manages infrastructure and assets within the City’s public spaces. This includes designing, procuring and delivering new and replacement assets in line with strategic direction, industry trends and community expectations.

The team manages City golf courses, develops strategic leisure and recreation plans, liaises with sporting clubs and engages the community in corporate projects.

### Significant activities

- Commenced development of the City’s first Community Recreation Plan. This is a 10-year strategy to create a variety of recreation opportunities for as many people as possible. The plan lays out short, medium and long-term actions for facilities, infrastructure, parks and reserves, services and programs. Work has already started on short-term goals, including the rebranding of the Club Development Officer role to allow better communication with clubs and groups.
- Completed the Morley Sport and Recreation Centre Redevelopment; providing two additional National Basketball League standard courts and additional storage and change rooms.
- Upgraded sports lighting on Pat O’Hara Reserve to 200 Lux, to accommodate state level competition.
- Began developing the City’s skate and BMX facilities within Wotton Reserve, making way for parking for the future Morley Train Station.
- Redeveloped play spaces within Wattle, Mahogany, and Gibbney Reserves.
- Installed outdoor exercise equipment at Robert Thompson and Cloughton Reserves.
- Resurfaced ball courts at Houghton Park and Grand Promenade Reserve.
- Began transforming Maylands Waterland into a vibrant and free public open space for the community, featuring water and nature play, picnic and BBQ areas, bathrooms and change rooms.
- Transferred the management of Embleton and Maylands Golf Courses to TenGolf Maylands. This company will invest \$4 million into redeveloping the Maylands Golf Course club room.

- Worked with local clubs to improve facilities.
- Partnered with clubs and the State Government KidSport scheme to provide sporting opportunities to eligible families.

### Statistics

#### Whole-of-park redevelopments

Gibbney Reserve – Engagement resulted in 130 responses to the draft concept plan, and 15 residents attended the park drop-in session.

Mahogany Reserve – Engagement resulted in 31 responses to the draft concept plan. Meetings about specific elements were conducted with residents.

Wattle Reserve – Engagement resulted in 27 responses to the draft concept plan, and 24 residents attended the park drop-in session.

#### Wotton Skate Park relocation

A draft concept design was presented to the community and 70 responses were received to inform the final design. A feasibility study of the new skate park location was conducted, gaining 249 responses. The City worked closely with the Skate and Bike Development Advisory Committee (SABDAC) and other stakeholders.

#### Skate events

The City contracts Freestyle Now to deliver skate, BMX and scooter events and coaching for young people at the City’s skate parks from November to February. In 2021/22, 146 participants attended across five sessions.

#### Upskiller workshop attendance

The City provided 13 workshops as part of the Community Upskiller program, attracting a total of 151 attendees. Due to COVID-19, the entire program shifted online. Workshop topics focused on helping clubs with their administration, fundraising and grant applications.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1



**This year compared to previous years**

The Queensland floods, the wet winter season in WA, and material shortages due to the pandemic all contributed to delays. However, the Project Services team delivered more major projects than usual, as a result of the State and Federal Government COVID-19 stimulus package.

**Plans for next year**

- Install additional change rooms and a spectator shelter at Noranda Sporting Complex, in conjunction with Noranda Sports Association, through federal grant funding.
- Work with FIFA to secure a team training venue at Frank Drago Reserve for the 2023 Women's World Cup.
- Upgrade the sports lighting at RA Cook Reserve and Upper Hillcrest Reserve to increase female participation in Australian Rules Football.
- Redevelop play spaces within Birkett, Feredy, Lower Hillcrest, and Kelvin Street Reserves.

“Completed the Morley Sport and Recreation Centre Redevelopment, providing two additional National Basketball League standard courts and additional storage and change rooms.”

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1



## Recreation and Commercial Activities

This team manages the City’s recreation facilities, coordinates the acquisition and disposal of City land and commercial leases, and facilitates the hiring of City halls and reserves.

### Significant activities

- Refurbished the 25m pool at Bayswater Waves. This included installing a ‘Learn to Swim’ platform for the growing Swim School, and fixing structural issues in the pool shell and circulation system, and concourse surface. Due to several water saving initiatives, the Water Corporation recognised Bayswater Waves as the inaugural ‘Platinum Waterwise Facility’. This reflects the City’s proactive focus on environmental sustainability and efficiency.
- Maintained recreation services during COVID-19 recovery, adapting quickly to changing rules and restrictions and keeping patrons informed.
- Advanced the City’s Land Acquisition and Disposal Strategy to ensure the City can capitalise on future revenue driving opportunities.
- Peak ‘Learn to Swim’ enrolments were 2,513 (an increase from last year, despite the pool refurbishment). Demand for this program continues to increase.
- Peak memberships were 3,212 at Bayswater Waves and 697 at The RISE, similar to previous years (3,278 and 708, respectively).

### Plans for next year

- Complete the final stage of the Bayswater Waves refurbishment, by revitalising the wave pool, group fitness room and front reception areas.
- Continue to increase community participation in recreational activities.

### Statistics

Due to the City’s proactive management of changing conditions throughout the pandemic, use of recreation facilities remained similar or better than previous years.

- 729,234 admissions (up 70,000) at Bayswater Waves and approximately 250,000 at The RISE (similar to last year).

What we delivered for you

# Planning and Reporting



## Integrated Planning and Reporting

Integrated planning and reporting provides a framework for local governments to establish future priorities and ensure objectives are delivered.

The City's integrated planning and reporting process includes:

- A Strategic Community Plan - linking the community's aspirations and vision with Council strategies.
- A Corporate Business Plan – activating the Strategic Community Plan by prioritising, resourcing and implementing the community's short, medium and long-term goals.

The City also has a number of supporting strategies and plans.

### Strategic Community Plan 2021-2031

Our Strategic Community Plan (SCP) outlines the 10-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.

Every four years we complete a major review of the Strategic Community Plan to ensure it remains relevant to the community. A major review was undertaken during 2020/21 and Council adopted the new Strategic Community Plan 2021-2031 in May 2021. There have been no major changes to the plan since this date.

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

### Corporate Business Plan 2019-2023

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. The CBP informs annual planning and the annual budget.

The most recent Corporate Business Plan 2019-2023 was approved by Council in June 2019. There have been no changes since this was adopted.

Most of the objectives of the CBP are complete or on-track.

The City will be undertaking a review of the CBP shortly, with a new CBP ready for 2023/24-2027/28.

### Disability Access and Inclusion Plan 2020-24

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

Achievements:

- Designed and delivered the People Friendly Streets Project. This project brought together local disability service providers and people with disability to participate in an experiential tour and streetscape appraisal of the City's RAC Reconnect initiative. The purpose was to inform public space improvements in the Morley activity centre. Findings from the project were presented at a Community Upskiller workshop on International Day of People with Disability (3 December 2021).
- Established the Inclusion and Diversity Advisory Committee (IADAC). Six community members from diverse backgrounds were appointed to advise Council and promote equality.
- Prepared Host Reports for Morley and Bayswater Community Centres, recommending improvements to access and safety.
- Hosted a co-design workshop with contributions from participants with disabilities. The aim was to make shopping centres in Bedford more accessible and the feedback provided will inform future planning.

**Annual General Meeting Of Electors Minutes**

**10 July 2023 Attachment 5.1.1**

**What we delivered for you**

- Installed counter hearing loops at service counters of the Morley, Bayswater and Maylands Libraries to improve the customer experience for people with a hearing impairment.
- Provided disability awareness and mental health training for staff, using specialist providers and people with lived experience.

**Reconciliation Action Plan**

The City's 'Innovate' Reconciliation Action Plan (RAP) 2021-2023 outlines strategies for the City to achieve a more inclusive and respectful environment, in which the cultures of our First Peoples are shared and celebrated.

Achievements:

- Continued free Noongar language and cultural sessions at Maylands Library.
- Celebrated NAIDOC Week with a series of events including:
  - *Rewilding the Derbarl Yerrigan*, with Dr. Noel Nannup, a dance performance by Ngalak Nidja at Bardon Park.
  - Free school holiday arts and crafts activities with Kangeang/Bibblemun woman Belinda Cox at Maylands Library.
  - Two Aboriginal Cultural Awareness training sessions for staff.
  - A Cultural Competence workshop for community group representatives and local residents.
- Established a Reconciliation Advisory Committee (RAC) to govern the 'Innovate' RAP – comprising seven community members of Aboriginal or Torres Strait Islander descent.
- Held a staff information session (14 February 2021) to build awareness of the four pillars of reconciliation and deliverables of the City's RAP. The session recognised the anniversary of the National Apology to the Stolen Generations.
- Completed the National Reconciliation Week Street Banner Project with artwork entitled *Karlamilyi – My Mother's Country*, by Narlene Waddaman (sponsored by Department of Local Government, Sport and Cultural Industries).

**Other Strategies**

**Local Homelessness Strategy 2021-2025**

The City's inaugural Local Homelessness Strategy 2021-2025 was adopted by Council in June 2021. The Strategy sets out four priorities:

1. Preventing Homelessness
2. Safety for People Experiencing Homelessness
3. Exiting Homelessness
4. Service Coordination and Advocacy

Achievements:

- Created the Local Homelessness Advisory Committee with stakeholders, homelessness service providers and subject matter experts.
- Launched Hub Connections on 5 May 2022 at Morley Library. Hub Connector volunteers were trained to engage with people experiencing hardship or homelessness and connect them with health, legal and social support services.
- Coordinated the quarterly meeting of the Vulnerable Persons Interagency Network (including a group of local service providers) to monitor and respond to homelessness within the City.
- Held an annual food appeal at the City's outstations and Civic Centre, in collaboration with the Love and Care wing of the Maylands Fo Guang Shan Buddhist Temple.
- Raised awareness of Homelessness Week on 1-7 August 2021, run by Shelter WA, with the theme 'Everybody needs a home'.
- Raised awareness of Anti-Poverty Week on 16-22 October 2021.

A list of resources including free apps, podcasts and helplines are available on the City's website.

**Age Friendly Strategy**

The City of Bayswater's Age Friendly Strategy 2021-2025 was developed in consultation with the community. The four-year plan identifies future priorities, services and initiatives that will support and enhance the health and wellbeing of older people living, working and visiting the City.

This year, the City provided a dedicated Program for Older Adults at Bayswater and Morley Community Centres for more than 650 members. Members had access to an array of activities and services including bingo, crafts, friendship groups, line dancing, computer classes, hairdressing, podiatry, and educational sessions.

**Cultural Plan**

The Cultural Plan guides the City's provision of arts and culture projects, programs, services and facilities. This plan highlights priorities for grant funding, partnerships and investment in cultural development.

Achievements:

- The 2021 Art Awards - 218 successful entries were exhibited and winners were announced at the awards night on 6 November 2021.
- Showcase in Pixels 2021 - an annual exhibition of artwork from local governments displayed at Yagan Square. The City invited students from Hampton Senior High

**Annual General Meeting Of Electors Minutes**

**10 July 2023 Attachment 5.1.1**

School to create a digital artwork. The school selected 'Kookaburra Spirit' by Tunyaluk Yangyuen.

- Music in the Park - held on 19 February 2022, with an array of food vendors and musicians performing under the stars.
- A Movie in the Park – *Space Jam – A New Legacy*, held on 5 March 2022, and attracting 300 attendees.
- Evening in the Park - a multicultural community concert featuring live acts from different parts of the world. Food vendors, children's entertainment and free activities were available on 19 March 2022.

**Youth Action Plan**

The City's Youth Action Plan 2019-2021 'The Platform' set out themes, opportunities and priority areas to engage and support local young people.

Achievements:

- Held Rooftop Football at The Galleria; in partnership with Football West and Morley Galleria.
- Partnered with John Forrest Secondary College to create the Harmony Week 2022 e-cookbook. Students from a range of backgrounds shared their favourite recipes. This was promoted online during Harmony Week on 21-27 March 2022.
- Held Spill the Beans workshops where young people learnt to make coffee from professional baristas at Steam Haus Cafe to help improve their employability.
- Raised awareness of Mental Health Week from 9-16 October 2021.

**Community Recreation Plan**

The City's Community Recreation Plan guides the future of sport and recreation facilities across the City. This year, the first plan was finalised. *(Final approval was delayed due to COVID-19 and occurred at the Ordinary Council Meeting on 26 July 2022.)*

The plan is a 10-year strategy to create a variety of recreation opportunities for as many people as possible. Work has already started on short-term goals, including the rebranding of the Club Development Officer role to allow better communication with clubs and groups.

**Environmental and Liveability Framework**

The Environment and Liveability Framework guides the City's actions in the areas of the natural environment and built form over the next 25 years. Through this framework, the City makes a commitment to deliver quality green spaces, support sustainable lifestyles and create more desirable streetscapes and buildings.

Achievements:

- Completed the City's Emission Reduction and Renewable Energy Plan.
- Entered a contract with WALGA and Synergy to supply the City with renewable energy.
- Gained recognition as a Waterwise Gold Council.
- Won the 2022 Stormwater WA Awards for Excellence (Excellence in Strategic Master Planning) for the City's waterwise strategy.
- Built on the Our Park, Our Place project.
- Installed solar photovoltaic systems at three community buildings.
- Expanded the Waterwise Verge Program.
- Worked with Environment House to expand the Native Plants to Residents program.
- Planted approximately 100,000 plants in natural areas.
- Collected over 11,000 tonnes of FOGO.
- Held 17 community planting day events.
- Collected 38 tonnes of e-waste for recycling.
- Converted all lighting to LED lighting in four City buildings – Roxy Lane Theatre, Maylands Hall, Maylands Yacht Club, and Morley Sport and Recreation Centre.

**Public Health and Wellbeing Plan**

The purpose of the Public Health and Wellbeing Plan is to promote and protect public health within the City of Bayswater.

Initiatives delivered this year:

- Parents and Bubs program, including educational workshops and a free fitness program.
- Wellness Wednesdays at Environment House.
- Gym Skills for Older Adults – a four-week program for older adults to learn how to use the gym equipment safely and effectively.
- Baysie Bootcamp – a free six-week outdoor bootcamp for residents.
- Yoga Outdoors.
- Adults Nutrition and Health Workshop.
- Teen Fit Bootcamp – a free five-week outdoor bootcamp for young residents.
- Aqua Skills 55+ program with Royal Life Saving WA.
- Tai Chi and Qigong program.

# Disclosures

## Disclosure of Annual Remuneration

Regulation 19B in the *Local Government (Administration) Regulations 1996* requires that 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	4
140,000 - 150,000	5
150,000 - 160,000	8
200,000 - 210,000	1
210,000 - 220,000	3
290,000 - 300,000	1

The total remuneration provided to the CEO (and interim CEO) was \$319,676.

\* Remuneration includes vehicle and other allowances.

## 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.

There were no complaints or minor breaches determined this financial year.

## 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 2021/22, the City received 19 access applications, an increase of four from the previous year. One external review and two internal reviews were conducted.

A total of \$570 was levied for processing applications. The Act requires all applications be responded to within 45 calendar days. The City's average processing time for 2021/22 was 19 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 provides ongoing assistance and refresher training. During this financial year, 107,816 documents were registered in the City's document management system, ECM.

## Local Law Reviews

Local Laws are reviewed at least once every eight years, in accordance with the *Local Government Act 1995*.

The City completed a review of the Standing Orders Local Law. The new *Standing Orders Local Law 2021* was adopted by Council in August 2021 and gazetted in September 2021. The City also amended the *Waste Amendment Local Law 2022*, which was adopted by Council in March 2022 and gazetted in May 2022.

The City is currently reviewing the *Keeping and Control of Cats Local Law 2016* and the *Health Local Laws 2001*, which was previously delayed due to the adoption of the new *Public Health Act 2016*.

A review of the City's *Local Government Property Local Law 2016* is expected to commence later this year (2022).

Visit [bayswater.wa.gov.au/city-and-council/management-and-governance/legislation-local-laws-and-policies](https://bayswater.wa.gov.au/city-and-council/management-and-governance/legislation-local-laws-and-policies).

## Statutory Registers

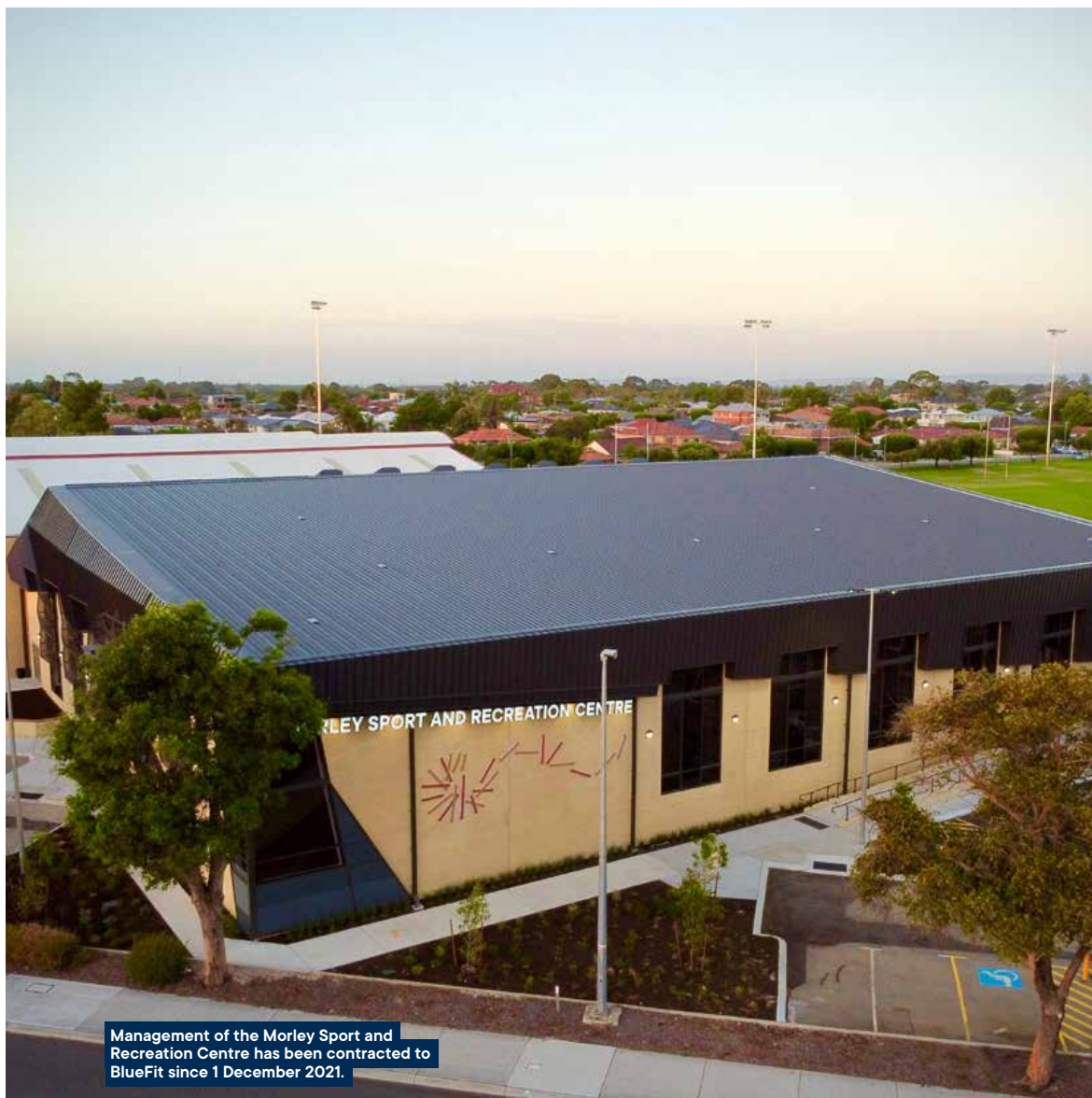
The City publishes a number of statutory registers on its website. The registers are regularly updated to meet its continued commitment to accountability and transparency.

## 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.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1



Management of the Morley Sport and Recreation Centre has been contracted to BlueFit since 1 December 2021.

**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 litter bins has been contracted to Cleanaway.
- Management of the Morley Sport and Recreation Centre has been contracted to BlueFit since 1 December 2021.
- Management of the Embleton Public Golf Course and the Maylands Peninsula Public Golf Course has been contracted to Golf Oracle since 2016.
- The operational management of the residential aged care facilities including the City of Bayswater Hostel, Carramar Hostel, and the independent living units at Salisbury Retreat and Noranda Retreat facilities has been contracted to Juniper Aged Care.

# General Purpose Financial Statements

for the year ended 30 June 2022

# City of Bayswater Financial Report for the Year Ended 30 June 2022

*Local Government Act 1995  
Local Government (Financial Management) Regulations 1996*

## Statement by Chief Executive Officer

The attached financial report of the City of Bayswater for the financial year ended 30 June 2022 is based on proper accounts and records to present fairly the financial position of the City of Bayswater at 30 June 2022 and the results of the operations for the financial year then ended in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards.

Signed on the 5<sup>th</sup> day of April 2023



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**JEREMY EDWARDS**  
**CHIEF EXECUTIVE OFFICER**

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

**City of Bayswater**  
**Statement of Comprehensive Income**  
*by Nature or Type*  
**for the year ended 30 June 2022**

	Note	2022 Actual \$	2022 Budget \$	2021 Actual \$
<b>Revenue</b>				
Rates	32(a),2(a)	51,322,916	51,567,976	49,706,869
Operating grants, subsidies and contributions	2(a)	4,136,311	3,382,996	2,998,290
Fees and charges	30(c),2(a)	22,945,045	21,542,335	22,201,768
Interest earnings	2(a)	693,536	629,914	890,724
Other revenue	2(a)	2,819,737	457,164	1,136,807
		<u>81,917,545</u>	<u>77,580,385</u>	<u>76,934,458</u>
<b>Expenses</b>				
Employee costs		(35,134,249)	(36,150,555)	(34,063,045)
Materials and contracts		(28,730,716)	(32,944,384)	(29,242,119)
Utility charges		(3,618,219)	(3,371,125)	(3,509,739)
Depreciation on non-current assets	10(a)	(12,051,887)	(11,986,593)	(11,495,001)
Interest expenses	2(b)	(4,357)	(7,417)	(2,906)
Insurance expenses		(976,885)	(967,635)	(892,892)
Other expenditure	2(b)	(628,704)	(789,119)	(674,091)
		<u>(81,145,017)</u>	<u>(86,216,828)</u>	<u>(79,879,793)</u>
		772,528	(8,636,443)	(2,945,335)
Discontinued operations	31	(8,434,169)	952,160	853,443
Non-operating grants, subsidies and contributions	2(a)	6,971,886	9,268,848	5,147,025
Profit on asset disposals	10(c)	54,019	28,781	88,826
(Loss) on asset disposals	10(c)	(692,052)	(618,978)	(551,353)
Fair value adjustments to financial assets at fair value through profit or loss		9,992	0	6,464
Fair value adjustments to investment property	13	890,890	0	0
Share of net profit/(loss) of associates accounted for using the equity method	26	1,217,740	0	1,642,591
		<u>18,306</u>	<u>9,630,811</u>	<u>7,186,996</u>
<b>Net result for the period</b>	30(b)	<b>790,834</b>	<b>994,368</b>	<b>4,241,661</b>
<b>Other comprehensive income for the period</b>				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes in asset revaluation surplus	20	8,744,537	0	8,627,368
<b>Total other comprehensive income for the period</b>	20	<b>8,744,537</b>	<b>0</b>	<b>8,627,368</b>
<b>Total comprehensive income for the period</b>		<b>9,535,371</b>	<b>994,368</b>	<b>12,869,029</b>

This statement is to be read in conjunction with the accompanying notes.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

**City of Bayswater**  
Statement of Financial Position  
for the year ended 30 June 2022

	Note	2022	2021
		\$	\$
<b>Current Assets</b>			
Cash and cash equivalents	3	16,550,948	9,655,305
Trade and other receivables	5	4,258,157	4,481,026
Other financial assets	4(a)	62,428,537	75,548,702
Inventories	6	192,963	149,661
Other assets	7	29,901,494	3,211,289
<b>Total Current Assets</b>		<b>113,332,099</b>	<b>93,045,983</b>
<b>Non-Current Assets</b>			
Trade and other receivables	5	2,868,673	2,552,591
Other financial assets	4(b)	194,509	185,847
Other assets	7	346,500	35,932,067
Investment in associate	26	34,616,969	33,869,872
Property, plant and equipment	8(a)	460,097,006	454,928,519
Infrastructure	9(a)	229,060,693	212,977,261
Right-of-use assets	11(a)	230,947	95,139
Investment property	13	8,989,890	8,099,000
Intangible assets	12	404,324	667,406
<b>Total Non-Current Assets</b>		<b>736,809,511</b>	<b>749,307,702</b>
<b>Total Assets</b>		<b>850,141,610</b>	<b>842,353,685</b>
<b>Current Liabilities</b>			
Trade and other payables	14	10,697,576	12,715,921
Aged Persons Homes liabilities	15	19,732,197	20,923,512
Contract and grant liabilities	16	2,810,626	4,449,864
Deferred lease liability	17	32,969	32,969
Lease liabilities	11(b)	103,181	35,037
Borrowings	18	288,924	5,106
Employee related provisions	19	6,537,988	6,998,095
<b>Total Current Liabilities</b>		<b>40,203,461</b>	<b>45,160,504</b>
<b>Non-Current Liabilities</b>			
Lease liabilities	11(b)	138,253	61,287
Deferred lease liability	17	3,123,783	3,156,752
Borrowings	18	3,176,384	1,329
Employee related provisions	19	314,209	323,664
<b>Total Non-Current Liabilities</b>		<b>6,752,629</b>	<b>3,543,032</b>
<b>Total Liabilities</b>		<b>46,956,090</b>	<b>48,703,536</b>
<b>Net Assets</b>		<b>803,185,520</b>	<b>793,650,149</b>
<b>Equity</b>			
Retained surplus		247,634,454	251,378,117
Reserve - cash/financial asset backed	35	44,149,826	39,560,227
Revaluation surplus	20	511,401,240	502,711,805
<b>Total Equity</b>		<b>803,185,520</b>	<b>793,650,149</b>

This statement is to be read in conjunction with the accompanying notes.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

**City of Bayswater**  
Statement of Changes in Equity  
for the year ended 30 June 2022

Note	Retained Surplus	Reserves Cash/ Financial Asset Backed	Revaluation Surplus	Total Equity
	\$	\$	\$	\$
<b>Balance as at 30 June 2020</b>	<b>239,031,167</b>	<b>46,017,037</b>	<b>495,732,916</b>	<b>780,781,120</b>
Comprehensive income for the period				
Net result for the period	4,241,661	0	0	4,241,661
Other comprehensive income for the period	20	0	8,627,368	8,627,368
Total comprehensive income for the period	4,241,661	0	8,627,368	12,869,029
Disposal writeback	1,648,479	0	(1,648,479)	0
Transfers from reserves	35	9,546,365	(9,546,365)	0
Transfers to reserves	35	(3,089,555)	3,089,555	0
<b>Balance as at 30 June 2021</b>	<b>251,378,117</b>	<b>39,560,227</b>	<b>502,711,805</b>	<b>793,650,149</b>
Comprehensive income for the period				
Net result for the period	790,834	0	0	790,834
Other comprehensive income for the period	20	0	8,744,537	8,744,537
Total comprehensive income for the period	790,834	0	8,744,537	9,535,371
Disposal writeback	55,102	0	(55,102)	0
Transfers from reserves	35	6,241,859	(6,241,859)	0
Transfers to reserves	35	(10,831,458)	10,831,458	0
<b>Balance as at 30 June 2022</b>	<b>247,634,454</b>	<b>44,149,826</b>	<b>511,401,240</b>	<b>803,185,520</b>

This statement is to be read in conjunction with the accompanying notes.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

**City of Bayswater**  
Statement of Cash Flows  
for the year ended 30 June 2022

Note	2022 Actual \$	2022 Budget \$	2021 Actual \$
<b>Cash Flows from Operating Activities</b>			
<b>Receipts</b>			
Rates	51,804,412	52,347,976	49,441,958
Operating grants, subsidies and contributions	4,064,373	3,632,996	3,943,466
Fees and charges	22,564,554	21,542,335	21,821,275
Interest received	693,536	629,914	890,724
Goods and services tax received	4,469,944	4,386,959	3,519,111
Other revenue	2,819,737	457,164	1,711,833
	86,416,556	82,997,344	81,328,367
<b>Payments</b>			
Employee costs	(35,603,811)	(36,490,555)	(33,613,479)
Materials and contracts	(31,240,107)	(33,702,548)	(29,106,338)
Utility charges	(3,618,219)	(3,371,125)	(3,509,739)
Interest expenses	(4,357)	(7,417)	(2,906)
Insurance paid	(976,885)	(967,635)	(892,892)
Goods and services tax paid	(4,628,250)	(4,086,959)	(3,659,299)
Other expenditure	(628,704)	(789,119)	(674,091)
	(76,700,333)	(79,415,358)	(71,458,744)
Discontinued Operations	172,825	952,160	853,443
<b>Net cash provided by (used in) operating activities</b>	21(b) 9,889,048	4,534,146	10,723,066
<b>Cash Flows from Investing Activities</b>			
Payments for financial assets at amortised cost	0	0	(10,433,197)
Payments for assets held for sale	(391,234)	(1,000,000)	(295,755)
Payments for purchase of property, plant & equipment	8(a) (10,554,111)	(13,394,630)	(9,117,138)
Payments for construction of infrastructure	9(a) (12,611,961)	(18,458,990)	(11,164,257)
Payments for intangible assets	12 (72,562)	(932,266)	(195,908)
Non-operating grants, subsidies and contributions	3,736,644	9,268,848	8,550,652
Proceeds from financial assets at amortised cost	13,116,388	0	0
Proceeds from financial assets at amortised cost - self supporting loans	5,106	5,106	4,785
Proceeds from sale of property, plant & equipment	10(c) 414,250	1,331,639	2,157,078
<b>Net cash provided by (used in) investing activities</b>	(6,357,480)	(23,180,293)	(20,493,740)
<b>Cash Flows from Financing Activities</b>			
Repayment of borrowings	34(b) (5,106)	(232,351)	(4,785)
Payments for principal portion of lease liabilities	34(d) (94,798)	(149,408)	(55,571)
Proceeds from new borrowings	34(b) 3,463,979	3,971,802	0
<b>Net cash provided by (used in) financing activities</b>	3,364,075	3,590,043	(60,356)
<b>Net increase (decrease) in cash held</b>	6,895,643	(15,056,104)	(9,831,030)
Cash at beginning of year	9,655,305	77,228,687	19,486,335
<b>Cash and cash equivalents at the end of the year</b>	21(a) 16,550,948	62,172,583	9,655,305

This statement is to be read in conjunction with the accompanying notes.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

**City of Bayswater**  
**Rate Setting Statement**  
**for the year ended 30 June 2022**

	2022	2022	2021
Note	Actual	Budget	Actual
	\$	\$	\$
<b>Net current assets at start of financial year - surplus/(deficit)</b>	33(c) 17,695,587	8,382,712	14,872,705
<b>Operating Activities</b>			
<b>Revenue from operating activities (excluding rates)</b>			
Operating grants, subsidies and contributions	4,136,311	3,382,996	2,998,290
Fees and charges	22,945,045	21,542,335	22,201,768
Interest earnings	693,536	629,914	890,724
Other revenue	2,819,737	457,164	1,136,807
Profit on asset disposals	10(c) 54,019	28,781	88,826
Fair value adjustments to financial assets at fair value through profit or loss	9,992	0	6,464
Fair value adjustments to investment property	890,890	0	0
Share of net profit of associates and joint ventures accounted for using the equity method	1,217,740	0	1,642,591
	<u>32,767,270</u>	<u>26,041,190</u>	<u>28,965,470</u>
<b>Expenditure from operating activities</b>			
Employee costs	(35,134,249)	(36,150,555)	(34,063,045)
Materials and contracts	(28,730,716)	(32,944,384)	(29,242,119)
Utility charges	(3,618,219)	(3,371,125)	(3,509,739)
Depreciation	(12,051,887)	(11,986,593)	(11,495,001)
Interest expenses	(4,357)	(7,417)	(2,906)
Insurance expenses	(976,885)	(967,635)	(892,892)
Other expenditure	(628,704)	(789,119)	(674,091)
Loss on asset disposals	10(c) (692,052)	(618,978)	(551,353)
	<u>(81,837,069)</u>	<u>(86,835,806)</u>	<u>(80,431,146)</u>
Discontinued Operations	31 (8,434,169)	952,160	853,443
Non-cash amounts excluded from operating activities	33(a) 20,097,462	12,533,025	10,795,962
<b>Amount attributable to operating activities</b>	<u>(19,710,919)</u>	<u>(38,926,719)</u>	<u>(24,943,566)</u>
<b>Investing Activities</b>			
Non-operating grants, subsidies and contributions	6,971,886	9,268,848	5,147,025
Proceeds from disposal of assets	10(c) 414,250	1,331,639	2,157,078
Proceeds from financial assets at amortised cost - self-supporting loans	34(b) 5,106	5,106	4,785
Purchase of property, plant and equipment	8(a) (10,554,111)	(13,394,630)	(9,117,138)
Purchase and construction of infrastructure	9(a) (12,611,961)	(18,458,990)	(11,164,257)
Purchase of assets held for sale	(391,230)	(1,000,000)	(295,755)
Payments for intangible assets	12 (72,562)	(932,266)	(195,908)
	<u>(16,238,622)</u>	<u>(23,180,293)</u>	<u>(13,464,170)</u>
Non-cash amounts excluded from investing activities	33(b) (1,535,095)	0	0
<b>Amount attributable to investing activities</b>	<u>(17,773,717)</u>	<u>(23,180,293)</u>	<u>(13,464,170)</u>
<b>Financing Activities</b>			
Repayment of borrowings	34(b) (5,106)	(232,351)	(4,785)
Proceeds from borrowings	34(b) 3,463,979	3,971,802	0
Payments for principal portion of lease liabilities	34(b) (94,798)	(149,408)	(55,571)
Transfers to reserves (restricted assets)	35 (10,831,458)	(2,628,477)	(3,089,555)
Transfers from reserves (restricted assets)	35 6,241,859	8,696,202	9,546,365
<b>Amount attributable to financing activities</b>	<u>(1,225,524)</u>	<u>9,657,768</u>	<u>6,396,454</u>
<b>Surplus/(deficit) before imposition of general rates</b>	<u>(38,710,160)</u>	<u>(52,449,244)</u>	<u>(32,011,282)</u>
<b>Total amount raised from general rates</b>	32(a) 51,322,916	51,567,976	49,706,869
<b>Surplus/(deficit) after imposition of general rates</b>	33(c) <b>12,612,756</b>	<b>(881,268)</b>	<b>17,695,587</b>

This statement is to be read in conjunction with the accompanying notes.

## City of Bayswater

### Index of Notes to the Financial Report for the year ended 30 June 2022

Note 1	Basis of Preparation .....	10
Note 2	Revenue and Expenses.....	11
Note 3	Cash and Cash Equivalents .....	14
Note 4	Other Financial Assets.....	15
Note 5	Trade and Other Receivables.....	16
Note 6	Inventories .....	17
Note 7	Other Assets .....	18
Note 8	Property, Plant and Equipment.....	19
Note 9	Infrastructure.....	21
Note 10	Fixed Assets .....	23
Note 11	Leases .....	27
Note 12	Intangible Assets .....	30
Note 13	Investment Property.....	31
Note 14	Trade and Other Payables.....	32
Note 15	Aged Person Homes Liabilities.....	32
Note 16	Contract and Grant Liabilities .....	33
Note 17	Deferred Lease Liability.....	33
Note 18	Borrowings .....	34
Note 19	Employee Related Provisions.....	35
Note 20	Revaluation Surplus.....	37
Note 21	Notes to the Statement of Cash Flows .....	38
Note 22	Contingent Liabilities.....	39
Note 23	Capital Commitments .....	39
Note 24	Related Party Transactions .....	40
Note 25	Elected Members Remuneration .....	41
Note 26	Investments in Associates .....	43
Note 27	Financial Risk Management .....	45
Note 28	Events Occurring After the End of the Reporting Period.....	47
Note 29	Other Significant Accounting Policies.....	48
Note 30	Function and Activity.....	51
Note 31	Discontinued Operations .....	54
Note 32	Rating Information .....	55
Note 33	Rate Setting Statement Information .....	58
Note 34	Borrowing and Lease Liabilities .....	59
Note 35	Reserves – Cash/Financial Asset Backed.....	62
Note 36	Trust Funds.....	66
Note 37	Major Land Transactions .....	67
Note 38	Trading Undertakings and Major Trading Undertakings.....	67

## Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

### 1. Basis of Preparation

The financial report comprises general purpose financials statements which have been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

#### Local Government Act 1995 requirements

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996* prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero-cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the City to measure any vested improvements at zero cost. Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

#### The Local Government Reporting Entity

All funds through which the City controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 36 to these financial statements.

#### Judgements and Estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- Estimated fair value of certain financial assets
- Impairment of financial assets
- Estimation of fair values of land and buildings, infrastructure and investment property
- Estimation uncertainties made in relation to lease accounting
- Estimated useful life of intangible asset

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

### 2. Revenue and Expenses

#### (a) Revenue

##### Contract with customers

Recognition of revenue is dependent on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue Category	Nature of Goods and Services	Timing of revenue recognition
Rates	<ul style="list-style-type: none"> <li>General Rates</li> </ul>	When rates notice is issued.
Grants, subsidies or contributions	<ul style="list-style-type: none"> <li>Community events, minor facilities, research, design, planning evaluation and services.</li> <li>General appropriations and contributions with no reciprocal commitment.</li> </ul>	<p>Income from grants that are enforceable and with sufficiently specific performance obligations is recognised when the City satisfies its obligations in the grant agreement.</p> <p>Income from grants without any sufficiently specific performance obligations, or that are not enforceable, is recognised when the City has an unconditional right to receive cash which usually coincides with receipt of cash.</p>
Non-operating grants, subsidies and contributions	<ul style="list-style-type: none"> <li>Construction or acquisition of recognisable non-financial assets to be controlled by the local government.</li> </ul>	Capital grants are recognised as income when the City satisfies its obligations in the grant agreement.
Fees and charges	<ul style="list-style-type: none"> <li>Building, planning, development and animal management, having the same nature as a licence regardless of naming.</li> <li>Compliance safety check.</li> <li>Regulatory food, health and safety.</li> <li>Kerbside collection service.</li> <li>Waste treatment, recycling and disposal service at disposal sites.</li> <li>Gym and pool memberships.</li> <li>Library fees, reinstatements and private works.</li> <li>Fines issued for breaches of local laws.</li> </ul>	At a point in time (or over a relatively short period of time) when the services have been provided and payments are received.
Other Revenue	<ul style="list-style-type: none"> <li>Commissions on art sales and vending machines.</li> <li>Insurance claims and other reimbursements.</li> </ul>	At a point in time when the goods have been transferred and payments are received, or upon receipt of funds.

Consideration from contracts with customers is included in the transaction price.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

### 2. Revenue and Expenses (Continued)

#### (a) Revenue (Continued)

##### Revenue Recognition

Revenue recognised during the year under each basis of recognition by nature or types of goods or services is provided in the table below:

For the year ended 30 June 2022

Nature or type	Contracts with customers	Capital grant/ contributions	Statutory Requirements	Other	Total
	\$	\$	\$	\$	\$
Rates	0	0	51,322,916	0	51,322,916
Operating grants, subsidies and contributions	4,136,311	0	0	0	4,136,311
Fees and charges	8,069,425	0	14,875,620	0	22,945,045
Interest earnings	336	0	431,452	261,748	693,536
Other revenue	914,972	0	0	1,904,765	2,819,737
Non-operating grants, subsidies and contributions	0	6,971,886	0	0	6,971,886
<b>Total</b>	<b>13,121,044</b>	<b>6,971,886</b>	<b>66,629,988</b>	<b>2,166,513</b>	<b>88,889,431</b>

For the year ended 30 June 2021

Nature or type	Contracts with customers	Capital grant/ contributions	Statutory Requirements	Other	Total
	\$	\$	\$	\$	\$
Rates	0	0	49,706,869	0	49,706,869
Operating grants, subsidies and contributions	2,998,290	0	0	0	2,998,290
Fees and charges	7,761,193	0	14,440,575	0	22,201,768
Interest earnings	609	0	471,861	418,254	890,724
Other revenue	777,201	0	0	359,606	1,136,807
Non-operating grants, subsidies and contributions	0	5,147,025	0	0	5,147,025
<b>Total</b>	<b>11,537,293</b>	<b>5,147,025</b>	<b>64,619,305</b>	<b>777,860</b>	<b>82,081,483</b>

	2022	2022	2021
	Actual	Budget	Actual
<b>Interest earnings</b>			
Financial assets at amortised cost - self supporting loans	336	265	609
Interest on reserve funds	92,757	77,932	186,563
Rates instalment and penalty interest (refer Note 32(c))	431,452	450,000	471,861
Other interest earnings	168,991	101,717	231,691
	693,536	629,914	890,724

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

**City of Bayswater**

Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

2. Revenue and Expenses (Continued)

(b) Expenses

	Note	2022 Actual \$	2022 Budget \$	2021 Actual \$
<b>Auditors remuneration</b>				
Audit of the Annual Financial Report		70,000	61,500	60,000
Internal Audit		24,240	40,000	56,370
Audit of Grants, Deferred Rates, Prudential Compliance etc.		5,630	9,368	0
		<u>99,870</u>	<u>110,868</u>	<u>116,370</u>
<b>Finance Costs</b>				
Borrowings	34(b)	257	83,187	623
Lease liabilities	34(d)	4,100	7,153	2,283
		<u>4,357</u>	<u>90,340</u>	<u>2,906</u>
<b>Other expenditure</b>				
Sundry expenses		628,704	789,119	674,091
		<u>628,704</u>	<u>789,119</u>	<u>674,091</u>

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

### 3. Cash and Cash Equivalents

	Note	2022	2021
		\$	\$
Cash at bank and on hand		7,582,860	7,109,726
Term deposits		8,968,088	2,545,579
<b>Total cash and cash equivalents</b>	21(a)	16,550,948	9,655,305
Held as			
- Unrestricted cash and cash equivalents		16,550,948	9,655,305
		16,550,948	9,655,305

### Significant Accounting Policies

#### Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, other short-term highly-liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

Term deposits are presented as cash equivalents if they have a maturity of three months or less from the date of acquisition and are repayable with 24 hours notice with no loss of interest.

#### Restricted Financial Assets

Restricted financial asset balances are not available for general use by the local government due to externally imposed restrictions.

Externally imposed restrictions are specified in an agreement, contract or legislation. This applies to reserves, unspent grants, subsidies and contributions and unspent loans that have not been fully expended in the manner specified by the contributor, legislation or loan agreement and for which no liability has been recognised.

Details of restrictions on financial assets can be found at Note 21.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

### 4. Other Financial Assets

	Note	2022	2021
		\$	\$
<b>(a) Current assets</b>			
Financial assets at amortised cost		62,428,537	75,548,702
		<u>62,428,537</u>	<u>75,548,702</u>
<b>Other financial assets at amortised cost</b>			
Self supporting loans receivable	33(b)	1,329	5,106
Term deposits		62,427,208	75,543,596
		<u>62,428,537</u>	<u>75,548,702</u>
Held as			
- Unrestricted other financial assets at amortised cost		12,497,629	32,113,637
- Restricted other financial assets at amortised cost	21(a)	49,930,908	43,435,065
		<u>62,428,537</u>	<u>75,548,702</u>
<b>(b) Non-current assets</b>			
Financial assets at amortised cost		0	1,330
Financial assets at fair value through profit and loss		194,509	184,517
		<u>194,509</u>	<u>185,847</u>
<b>Financial assets at amortised cost</b>			
Self supporting loans receivable		0	1,330
		<u>0</u>	<u>1,330</u>
<b>Financial assets at fair value through profit and loss</b>			
Units in Local Government House Trust		194,509	184,517
		<u>194,509</u>	<u>184,517</u>

Loans receivable from clubs/institutions have the same terms and conditions as the related borrowing disclosed in Note 18 as self-supporting loans. Fair value of financial assets at fair value through profit and loss is determined from the net asset value of the units held in the Trust at balance date as compiled by WALGA.

#### Significant Accounting Policies

##### Other financial assets at amortised cost

The City classifies financial assets at amortised cost if both of the following criteria are met:

- The asset is held within a business model whose objective is to collect the contractual cashflows, and
- The contractual terms give rise to cash flows that are solely payments of principal and interest.

##### Financial assets at fair value through profit and loss

The City classifies the following financial assets at fair value through profit and loss:

- Debt investments which do not qualify for measurement at either amortised cost or fair value through other comprehensive income.
- Equity investments which the City has not elected to recognise fair value gains and losses through other comprehensive income.

##### Impairment and risk

Information regarding impairment and exposure to risk can be found at Note 27.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

### 5. Trade and Other Receivables

	2022	2021
	\$	\$
<b>Current</b>		
Rates receivable	2,229,907	2,693,927
Trade and other receivables	1,227,252	1,074,222
GST receivable	800,998	712,877
	<u>4,258,157</u>	<u>4,481,026</u>
<b>Non-current</b>		
Pensioner's rates and ESL deferred	782,903	794,163
Other receivables	186,313	206,496
Deferred lease receivables - Mertome	1,899,457	1,551,932
	<u>2,868,673</u>	<u>2,552,591</u>

### Significant Accounting Policies

#### Trade and other receivables

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for grants, contributions, reimbursements, and goods sold and services performed in the ordinary course of business.

Trade and other receivables are recognized initially at the amount of consideration that is unconditional, unless they contain significant financing components, when they are recognized at fair value.

#### Impairment and risk exposure

Information about the impairment of trade receivables and their exposure to credit risk and interest rate risk can be found in Note 27.

#### Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and subsequently measured at amortised cost using the effective interest rate method.

Due to the short-term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

**City of Bayswater**

Notes to and forming part of the Financial Report for the year ended 30 June 2022

**6. Inventories**

<b>Current</b>	<b>2022</b>	<b>2021</b>
	<b>\$</b>	<b>\$</b>
Inventories	192,963	149,661
	<u>192,963</u>	<u>149,661</u>

The following movements in inventories occurred during the year:

<b>Balance at beginning of year</b>	149,661	161,739
Inventories expensed during the year	0	(12,078)
Additions to inventory	43,302	0
<b>Balance at end of year</b>	<u>192,963</u>	<u>149,661</u>

**Significant Accounting Policies**

**General**

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

**City of Bayswater**

Notes to and forming part of the Financial Report for the year ended 30 June 2022

**7. Other Assets**

	2022	2021
	\$	\$
<b>Current</b>		
Prepayments	268,735	89,458
Accrued income	2,262,952	3,121,831
Assets held for sale	27,369,807	0
	29,901,494	3,211,289
<b>Non-current</b>		
Prepayments	346,500	346,500
Assets held for sale	0	35,585,567
	346,500	35,932,067

**Land and buildings classified as held for sale**

Assets held for sale consist of aged care assets which the City is currently working toward divesting from. Refer to Note 31 - Discontinued Operations.

**Significant Accounting Policies**

**Other Current Assets**

Other non-financial assets include accrued income which represents revenue that has been earned in the reported period but is yet to be received.

**Assets Held for Sale**

Assets are classified as held for sale where the carrying amount will be recovered through a sale rather than continuing use and the asset is available for immediate sale with a sale being highly probable.

Assets classified as held for sale are valued at the lower of the carrying amount and fair value less costs to sell.

The fair value of land and buildings was determined using the sales comparison approach using comparable properties in the area. This is a level 2 measurement as per the fair value hierarchy set out in Note 8(b).

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

**City of Bayswater**  
Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

**8. Property, Plant and Equipment**  
**(a) Movements in Balances**

Movement in the balances of each class of property, plant and equipment between the beginning and the end of the current financial year.

	Note	Land	Buildings	Total land and buildings	Furniture and equipment	Plant and equipment	Work-in-progress	Total property, plant and equipment
		\$	\$	\$	\$	\$	\$	\$
<b>Balance at 1 July 2020</b>		305,329,700	137,130,989	442,460,689	2,774,379	7,296,373	89,593	452,621,034
Additions		0	3,022,854	3,022,854	1,415,156	1,633,433	3,045,695	9,117,138
Disposals		(1,512,720)	(3,045)	(1,515,765)	(1,969)	(755,103)	0	(2,272,837)
Depreciation	10(a)	0	(2,733,930)	(2,733,930)	(1,179,075)	(623,811)	0	(4,536,816)
Transfers		0	60,502	60,502	29,091	0	(89,593)	0
<b>Balance at 30 June 2021</b>		303,816,980	137,477,370	441,294,350	3,037,582	7,550,892	3,045,695	454,928,519
<b>Comprises:</b>								
Gross balance amount at 30 June 2021		303,816,980	191,191,425	495,008,405	8,622,724	8,542,196	3,045,695	515,219,020
Accumulated depreciation at 30 June 2021		0	(53,714,055)	(53,714,055)	(5,585,142)	(991,304)	0	(60,290,501)
<b>Balance at 30 June 2021</b>		303,816,980	137,477,370	441,294,350	3,037,582	7,550,892	3,045,695	454,928,519
Additions		0	8,373,113	8,373,113	786,117	1,394,881	0	10,554,111
Disposals		0	(286,956)	(286,956)	0	(423,154)	0	(710,110)
Depreciation	10(a)	0	(2,748,181)	(2,748,181)	(1,186,854)	(740,479)	0	(4,675,514)
Transfers		0	3,045,695	3,045,695	0	0	(3,045,695)	0
<b>Balance at 30 June 2022</b>		303,816,980	145,861,041	449,678,021	2,636,845	7,782,140	0	460,097,006
<b>Comprises:</b>								
Gross balance amount at 30 June 2022		303,816,980	202,185,634	506,002,614	9,408,841	9,413,283	0	524,824,738
Accumulated depreciation at 30 June 2022		0	(56,324,593)	(56,324,593)	(6,771,996)	(1,631,143)	0	(64,727,732)
<b>Balance at 30 June 2022</b>		303,816,980	145,861,041	449,678,021	2,636,845	7,782,140	0	460,097,006

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

**City of Bayswater**  
Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

8. Property, Plant and Equipment (continued)  
(b) Carrying Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
<b>(i) Fair Value</b>					
<b>Land and buildings</b>					
Land	2	Market approach using recent observable market data for similar properties	Independent registered valuer	June 2020	Price per metre
Buildings	2 & 3	Market approach using recent observable data for similar properties e.g. residential properties and cost approach using depreciated replacement cost	Independent registered valuer	June 2020	Price per metre (Level 2) Construction cost based on current tender and market rates (Level 2) residual values and critical life assessments (Level 3)

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used by the local government to determine the fair value of property, plant and equipment using either level 2 or level 3 inputs.

**(ii) Cost**

**Furniture and equipment**

Not applicable	Cost	Not applicable	Not applicable
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**Plant and equipment**

Not applicable	Cost	Not applicable	Not applicable
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Following a change to Local Government (Financial Management) Regulation 17A, plant and equipment type assets (being plant and equipment and furniture and equipment) are to be measured under the cost model, rather than at fair value. This change was effective from 1 July 2019 and represented a change in accounting policy. Revaluations carried out previously were not reversed as it was deemed fair value approximated cost at the date of change.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

**City of Bayswater**  
Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

**9. Infrastructure**  
**(a) Movements in Balances**

Movement in the balances for each class of infrastructure between the beginning and end of the current financial year.

	Note	Roads	Drainage	Footpaths	Park development	Other Infrastructure	Work-in-Progress	Total Infrastructure
		\$	\$	\$	\$	\$	\$	\$
<b>Balance at 1 July 2020</b>		106,989,867	40,601,389	29,873,014	18,225,186	3,673,044	0	199,362,500
Additions		2,977,505	321,015	1,502,896	5,521,568	841,273	0	11,164,257
(Disposals)		0	0	(771)	(109,387)	(236,610)	0	(346,768)
Revaluation increments / (decrements) transferred to revaluation surplus		2,739,282	5,169,592	1,208,103	0	241,437	0	9,358,414
Depreciation	10(a)	(3,603,310)	(330,554)	(617,120)	(1,519,116)	(491,042)	0	(6,561,142)
<b>Balance at 30 June 2021</b>		109,103,344	45,761,442	31,966,122	22,118,251	4,028,102	0	212,977,261
<b>Comprises:</b>								
Gross balance at 30 June 2021		201,528,786	61,141,754	45,054,713	49,582,231	8,974,215	0	366,281,699
Accumulated depreciation at 30 June 2021		(92,425,442)	(15,380,312)	(13,088,591)	(27,463,980)	(4,946,113)	0	(153,304,438)
<b>Balance at 30 June 2021</b>		109,103,344	45,761,442	31,966,122	22,118,251	4,028,102	0	212,977,261
Additions		3,106,476	190,408	534,615	2,480,896	929,547	5,370,019	12,611,961
Assets not previously recognised		0	70,023	1,191,424	0	273,648	0	1,535,095
(Disposals)		(43,588)	0	(95,710)	(180,844)	(22,031)	0	(342,173)
Revaluation increments / (decrements) transferred to revaluation surplus		3,532,371	3,392,687	2,633,433	348,930	(692,242)	0	9,215,179
Depreciation	10(a)	(3,672,425)	(333,458)	(652,521)	(1,757,676)	(520,550)	0	(6,936,630)
<b>Balance at 30 June 2022</b>		112,026,178	49,081,102	35,577,363	23,009,557	3,996,474	5,370,019	229,060,693
<b>Comprises:</b>								
Gross balance at 30 June 2022		209,612,270	65,856,020	50,353,139	53,966,777	8,038,494	5,370,019	393,196,719
Accumulated depreciation at 30 June 2022		(97,586,092)	(16,774,918)	(14,775,776)	(30,957,220)	(4,042,020)	0	(164,136,026)
<b>Balance at 30 June 2022</b>		112,026,178	49,081,102	35,577,363	23,009,557	3,996,474	5,370,019	229,060,693

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

**City of Bayswater**  
Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

9. Infrastructure (Continued)  
(b) Carrying Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
<b>(i) Fair Value</b>					
<b>Roads</b>	3	Cost approach using depreciated replacement cost	Management valuation	June 2022	Construction cost based on current tender and market rates (Level 2), residual values and critical life assessments (Level 3)
<b>Drainage</b>	3	Cost approach using depreciated replacement cost	Management valuation	June 2022	Construction cost based on current tender and market rates (Level 2), residual values and critical life assessments (Level 3)
<b>Footpaths</b>	3	Cost approach using depreciated replacement cost	Management valuation	June 2022	Construction cost based on current tender and market rates (Level 2), residual values and critical life assessments (Level 3)
<b>Park development</b>	3	Cost approach using depreciated replacement cost	Management valuation	June 2022	Construction cost based on current tender and market rates (Level 2), residual values and critical life assessments (Level 3)
<b>Other Infrastructure</b>	3	Cost approach using depreciated replacement cost	Management valuation	June 2022	Construction cost based on current tender and market rates (Level 2), residual values and critical life assessments (Level 3)

Level 3 Inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used to determine the fair value of infrastructure using level 3 inputs.

The "Critical Life" is the lowest calculated value of longevity in years between "Condition Assessed Life" and "Design Assessed Life". The Condition Assessed Life is a condition based measure of economic life in number of years remaining before intervention is required and the Design Assessed Life is designed base measure of economic life in number of years remaining before intervention is required (i.e. Design Life - Construction Date (Age)).

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

## City of Bayswater

Notes to and forming part of the Financial Report for the year ended 30 June 2022

### 10. Fixed Assets

#### (a) Depreciation and Amortisation

	Note	2022 Actual	2022 Budget	2021 Actual
		\$	\$	\$
Buildings	8(a)	2,748,181	2,757,274	2,733,930
Furniture and equipment	8(a)	1,186,854	913,891	1,179,075
Plant and equipment	8(a)	740,479	663,054	623,811
Roads	9(a)	3,672,425	4,000,000	3,603,310
Drainage	9(a)	333,458	360,000	330,554
Footpaths	9(a)	652,521	600,000	617,120
Park development	9(a)	1,757,676	1,700,000	1,519,116
Other Infrastructure	9(a)	520,550	500,000	491,042
Right-of-use assets - land and buildings	11(a)	32,988	0	0
Right-of-use assets - plant and equipment	11(a)	71,111	146,902	56,395
		11,716,243	11,641,121	11,154,353
<b>Amortisation</b>				
Intangible assets - Computer software	12	335,644	345,472	340,648
		335,644	345,472	340,648
		12,051,887	11,986,593	11,495,001

#### Depreciation Rates

Typical estimated useful lives for the different asset classes for the current and prior years are included in the table below:

Asset Class	Useful life	Asset Class	Useful life
<b>Roads and Footpaths</b>		<b>Park Development</b>	
Road Seal	15 to 30 years	Play Equipment	10 to 15 years
Pavement	99 years	Sporting Structures	5 to 50 years
Kerbing	75 years	Irrigation	8 to 25 years
Footpaths	30 to 75 years	Other Park Structures	10 to 50 years
<b>Drainage</b>	30 to 200 years	Lighting	10 to 30 years
<b>Other Infrastructure</b>		Park Furniture	10 to 50 years
Bus Shelter	35 to 40 years	Signage	5 to 10 years
Lighting	10 to 30 years	Fencing	10 to 99 years
Park and Street Furniture	10 to 50 years	Synthetic Surfaces	15 years
Signage	4 to 20 years	<b>Plant and Equipment</b>	5 to 42 years
Entry Statements	30 years	<b>Intangibles</b>	3 to 15 years
<b>Buildings</b>	10 to 150 years	<b>Furniture and Equipment</b>	3 to 10 years

#### (b) Fully Depreciated Assets in Use

The gross carrying value of assets held by the City which are currently in use yet fully depreciated are shown in the table below.

	2022 Actual	2021 Actual
	\$	\$
Furniture and equipment	3,015,311	2,517,141
Plant and equipment	13,500	13,500
	3,028,811	2,530,641

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

**City of Bayswater**  
Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

**10. Fixed Assets (Continued)**  
**(c) Disposals of Assets**

	2022		2022		2022		2022		2021		2021	
	Actual	Actual	Budget	Budget	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual
	Net Book Value	Proceeds	Net Book Value	Proceeds	Net Book Value	Proceeds	Net Book Value	Proceeds	Net Book Value	Proceeds	Net Book Value	Proceeds
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Land	0	0	0	0	0	0	0	0	1,512,720	1,571,000	58,280	0
Buildings	286,956	0	0	0	289,451	0	0	0	3,045	0	0	(3,045)
Furniture and equipment	0	0	0	0	0	0	0	0	1,969	0	0	(1,969)
Plant and equipment	423,154	414,250	54,019	54,019	796,385	481,639	14,781	(329,527)	755,103	586,078	30,546	(199,571)
Roads	43,588	0	0	0	0	0	0	0	0	0	0	0
Footpaths	95,710	0	0	0	0	0	0	0	771	0	0	(771)
Park development	180,844	0	0	0	0	0	0	0	109,387	0	0	(109,387)
Other Infrastructure	22,031	0	0	0	0	0	0	0	236,610	0	0	(236,610)
	1,052,283	414,250	54,019	54,019	1,921,836	1,331,639	28,781	(618,978)	2,619,605	2,157,078	88,826	(551,353)

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

### 10. Fixed Assets (Continued)

#### (c) Disposals of Assets (Continued)

The following assets were disposed of during the year.

	2022 Actual Net Book Value	2022 Actual Sale Proceeds	2022 Actual Profit	2022 Actual Loss
	\$	\$	\$	\$
<b>Governance</b>				
Plant and Equipment	67,933	69,872	4,469	(2,530)
<b>Law, order, public safety</b>				
Plant and Equipment	22,719	0	0	(22,719)
<b>Health</b>				
Plant and Equipment	51,945	45,565	1,544	(7,924)
<b>Community amenities</b>				
Other Infrastructure	22,031	0	0	(22,031)
<b>Recreation and culture</b>				
Building	286,956	0	0	(286,956)
Park Development	180,844	0	0	(180,844)
<b>Transport</b>				
Foothpaths	95,710	0	0	(95,710)
Roads	43,588	0	0	(43,588)
<b>Economic services</b>				
Plant and Equipment	65,042	72,390	7,348	0
<b>Other property and services</b>				
Plant and Equipment	215,515	226,423	40,658	(29,750)
	1,052,283	414,250	54,019	(692,052)

#### Significant Accounting Policies

##### Fixed Assets

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

##### Initial recognition and measurement for assets held at cost

Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognised at fair value. Assets held at cost are depreciated and assessed for indicators of impairment annually.

##### Initial Recognition and Measurement Between Mandatory Revaluation Dates

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the City includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

### 10. Fixed Assets (Continued)

#### (c) Disposals of Assets (Continued)

Individual assets that are land, buildings, infrastructure and investment properties acquired between initial recognition and the next revaluation of the asset class in accordance with the mandatory measurement framework, are recognised at cost and disclosed as being at fair value as management believes cost approximates fair value. They are subject to subsequent revaluation at the next anniversary date in accordance with the mandatory measurement framework.

#### Revaluation

The fair value of land, buildings, infrastructure and investment properties is determined at least every five years in accordance with the regulatory framework. This includes buildings and infrastructure items which were pre-existing improvements (i.e. vested improvements) on vested land acquired by the City.

At the end of each period the valuation is reviewed and where appropriate the fair value is updated to reflect current market conditions. This process is considered to be in accordance with *Local Government (Financial Management) Regulation 17A (2)* which requires land, buildings, infrastructure, investment properties and vested improvements to be shown at fair value.

For property, plant and equipment and infrastructure, increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same class of asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss. Subsequent increases are then recognised in profit or loss to the extent they reverse a net revaluation decrease previously recognised in profit or loss for the same class of asset.

#### Depreciation

The depreciable amount of all fixed assets including buildings but excluding freehold land and vested land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period. An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income in the period in which they arise.

#### Depreciation on revaluation

When an item of property, plant and equipment is revalued, any accumulated depreciation at the date of the revaluation is treated in one of the following ways:

- (a) The gross carrying amount is adjusted in a manner that is consistent with the revaluation of the carrying amount of the asset. For example, the gross carrying amount may be restated by reference to observable market data or it may be restated proportionately to the change in the carrying amount. The accumulated depreciation at the date of the revaluation is adjusted to equal the difference between the gross carrying amount and the carrying amount of the asset after taking into account accumulated impairment losses; or
- (b) Eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

#### Amortisation

All intangible assets with a finite useful life, are amortised on a straight-line basis over the individual asset's useful life from the time the asset is held for use.

The residual value of intangible assets is considered to be zero and the useful life and amortisation method are reviewed at the end of each financial year.

Amortisation is included within Depreciation on non-current assets in the Statement of Comprehensive Income and in the notes thereto.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

## City of Bayswater

Notes to and forming part of the Financial Report for the year ended 30 June 2022

### 11. Leases

#### (a) Right-of-Use Assets

Movement in the balance of each class of right-of-use asset between the beginning and the end of the current financial year.

	Right-of-use assets - land and buildings	Right-of-use assets - plant and equipment	Right-of-use assets Total
Note	\$	\$	\$
<b>Balance at 1 July 2020</b>	0	146,209	146,209
Additions	0	5,325	5,325
Depreciation	0	(56,395)	(56,395)
<b>Balance at 30 June 2021</b>	0	95,139	95,139
Additions	73,969	165,938	239,907
Depreciation	10(a) (32,988)	(71,111)	(104,099)
<b>Balance at 30 June 2022</b>	40,981	189,966	230,947

The following amounts were recognised in the statement of comprehensive income during the period in respect of leases where the entity is the lessee:

	2022 Actual	2021 Actual
	\$	\$
Depreciation on right-of-use assets	10(a) (104,099)	(56,395)
Interest expense on lease liabilities	34(d)(ii) (4,100)	(2,283)
Short-term lease payments recognised as expense	(67,321)	(75,204)
Low-value asset lease payments recognised as expense	(68,554)	(55,486)
<b>Total amount recognised in the statement of comprehensive income</b>	(244,074)	(189,368)
Total cash outflow from leases	(98,898)	(57,854)

#### (b) Lease Liabilities

Current	103,181	35,037
Non-current	138,253	61,287
	34(d) 241,434	96,324

The City has three leases relating to gym equipment. The lease terms are varied from 1 year to 4 years. The leases have extension option of 6 months and a termination option of a range from 3 months to 6 months. The City has not revalued the right-of-use assets relating to the leased gym equipment as the difference between the fair value and carrying amount is immaterial.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

### 11. Leases (Continued)

#### Significant Accounting Policies

##### Leases

At inception of a contract, the City assesses if the contract contains or is a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

At the commencement date, a right-of-use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the City uses its incremental borrowing rate.

All contracts that are classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

Details of individual lease liabilities required by regulations are provided at Note 34(d).

##### Right-of-use assets - valuation

Right-of-use assets are measured at cost. This means that all right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost (i.e. not included in the statement of financial position). The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which are reported at fair value.

Refer to Note 10 for details on the significant accounting policies applying to vested improvements.

##### Right-of-use assets - depreciation

Right-of-use assets are depreciated over the lease term or useful life of the underlying asset, whichever is the shortest. Where a lease transfers ownership of the underlying asset, or the cost of the right-of-use asset reflects that the City anticipates to exercise a purchase option, the specific asset is amortised over the useful life of the underlying asset.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

**City of Bayswater**

Notes to and forming part of the Financial Report for the year ended 30 June 2022

11. Leases (Continued)

(c) Lessor - Property, Plant and Equipment Subject to Lease

	2022 Actual	2021 Actual
	\$	\$
The table below represents a maturity analysis of the undiscounted lease payments to be received after the reporting date.		
Less than 1 year	298,831	284,470
1 to 2 years	146,024	298,831
2 to 3 years	80,615	146,024
3 to 4 years	25,461	80,615
4 to 5 years	9,177	25,461
> 5 years	64,142	73,319
	624,250	908,720

The City leases various buildings and facilities to community and commercial groups with rentals payable monthly, quarterly or annually as specified in the lease agreement. These leases are classified as operating leases as they do not transfer substantially all of the risks and rewards incidental to the ownership of the assets. Lease payments of most of the contracts include CPI increases.

**Significant Accounting Policies**

**The City as Lessor**

Upon entering into each contract as a lessor, the City assesses if the lease is a finance or operating lease. The contract is classified as a finance lease when the terms of the lease transfer substantially all the risks and rewards of ownership to the lessee. All other leases not within this definition are classified as operating leases. Rental income received from operating leases is recognised on a straight-line basis over the term of the specific lease.

When a contract is determined to include lease and non-lease components, the City applies AASB 15 to allocate the consideration under the contract to each component.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

## City of Bayswater

Notes to and forming part of the Financial Report for the year ended 30 June 2022

### 12. Intangible Assets

	2022 Actual	2021 Actual
	\$	\$
<b>Computer Software</b>		
<b>Non-current</b>		
Computer software	1,465,878	1,393,316
Less: Accumulated amortisation	(1,061,554)	(725,910)
	<u>404,324</u>	<u>667,406</u>

Movements in carrying amounts of computer software during the financial year are shown as follows:

<b>Carrying amount at beginning of period</b>	667,406	812,146
Recognition of computer software	72,562	195,908
Amortisation of computer software	(335,644)	(340,648)
<b>Carrying amount at end of period</b>	<u>404,324</u>	<u>667,406</u>

### Significant Accounting Policies

#### Computer software

Costs associated with maintaining software programs are recognised as an expense as incurred. Development costs that are directly attributable to the design and testing of identifiable and unique software products controlled by the City are recognised as intangible assets where the following criteria are met:

- it is technically feasible to complete the software so that it will be available for use;
- management intends to complete the software and use or sell it;
- there is an ability to use or sell the software;
- it can be demonstrated how the software will generate probable future economic benefits;
- adequate technical, financial and other resources to complete the development and to use or sell the software are available; and
- the expenditure attributable to the software during its development can be reliably measured.

Directly attributable costs that are capitalised as part of the software include employee costs and an appropriate portion of relevant overheads.

Capitalised development costs are recorded as intangible assets and amortised from the point at which the asset is ready for use.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

**City of Bayswater**

Notes to and forming part of the Financial Report for the year ended 30 June 2022

**13. Investment Property**

	2022 Actual	2022 Budget	2021 Actual
	\$	\$	\$
<b>Non-current assets - at fair value</b>			
Carrying balance at 1 July	8,099,000	0	8,099,000
Net gain/(loss) from fair value adjustment	890,890	0	0
Closing balance at 30 June	8,989,890	0	8,099,000

**Long term land lease**

The City has a 99-year lease in place in which the City is the lessor of the land occupied by Mertome Village. Whilst lease revenue is recognised on a straight-line basis over the life of the lease, a discount provides for no cash payments to be made or received until the cumulative lease revenue totals \$4.5m. This is estimated to take 13-15 years and is reflected in the table below:

	2022	2021
	\$	\$
Payable:		
No later than five years	0	0
Later than five years but not later than fifteen years	1,155,000	735,000
Later than fifteen years but not later than forty years	10,500,000	10,500,000
Later than forty years but not later than seventy years	12,600,000	12,600,000
Later than seventy years	10,920,000	11,340,000
	35,175,000	35,175,000

**Significant Accounting Policies**

**Investment properties**

Investment properties are principally freehold buildings, held for long-term rental yields and not occupied by the City. They are carried at fair value. Changes in the fair values are presented in profit or loss as a part of other revenue.

**Fair value of investment properties**

A management valuation was performed to determine the fair value of investment properties. The main Level 3 inputs used in the valuation were discount rates, terminal yields, expected vacancy rates and rental growth rates estimated by management based on comparable transactions and industry data.

Refer to Note 31 - Discontinued Operations.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

### 14. Trade and Other Payables

	2022	2021
	\$	\$
<b>Current</b>		
Sundry creditors	6,472,725	8,783,841
Prepaid rates	1,182,248	1,176,032
ATO liabilities	0	70,185
Prepaid revenue	3,042,603	2,685,863
	10,697,576	12,715,921

### Significant Accounting Policies

#### Trade and other payables

Trade and other payables represent liabilities for goods and services provided to the City prior to the end of the financial year that are unpaid and arise when the City becomes obliged to make future payments in respect of the purchase of these goods and services.

The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.

#### Prepaid rates

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the City recognises revenue for the prepaid rates that have not been refunded.

### 15. Aged Persons Homes Liabilities

	2022	2021
	\$	\$
Trade creditors	119,085	873,312
Refundable contributions	19,613,112	20,050,200
	19,732,197	20,923,512

Refundable contributions represent bond and deposits held on behalf of residents of the City's aged care facilities. They are recorded as a liability on the basis that they must be repaid to residents on vacating.

Refer to Note 31 - Discontinued Operations.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

## City of Bayswater

Notes to and forming part of the Financial Report for the year ended 30 June 2022

### 16. Contract and Grant Liabilities

	2022	2021
	\$	\$
<b>Current</b>		
Contract liabilities	131,417	70,508
Capital grant/contributions liabilities	2,185,686	3,804,330
Cash in Lieu - Public Open Space	493,523	575,026
	<u>2,810,626</u>	<u>4,449,864</u>
<b>Reconciliation of changes in contract liabilities</b>		
Opening balance	70,508	76,472
Additions	63,475	0
Revenue from contracts with customers included as a contract liability at the start of the period	(2,566)	(5,964)
	<u>131,417</u>	<u>70,508</u>
<b>Reconciliation of changes in capital grant/contribution liabilities</b>		
Opening balance	3,804,330	395,534
Additions	3,024,410	6,741,786
Revenue from capital grant/contributions held as a liability at the start of the period	(4,643,054)	(3,332,990)
	<u>2,185,686</u>	<u>3,804,330</u>
<b>Reconciliation of changes in cash in lieu - public open space</b>		
Opening balance	575,026	0
Additions	432,635	575,026
Revenue from cash in lieu - public open space held as a liability at the start of the period	(514,138)	0
	<u>493,523</u>	<u>575,026</u>

Performance obligations for each type of liability are expected to be recognised as revenue within the next year.

### Significant Accounting Policies

#### Contract Liabilities

Contract liabilities represent the City's obligation to transfer goods or services to a customer for which the City has received consideration from the customer.

Contract liabilities represent obligations which are not yet satisfied. Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

#### Capital grant/contribution Liabilities

Capital grant/contribution liabilities represent the City's obligations to construct recognisable non-financial assets to identified specifications to be controlled by the City which are yet to be satisfied. Capital grant/contribution liabilities are recognised as revenue when the obligations in the contract are satisfied.

### 17. Deferred Lease Liability

	2022	2021
	\$	\$
Current	32,969	32,969
Non-Current	3,123,783	3,156,752
	<u>3,156,752</u>	<u>3,189,721</u>

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

### 18. Borrowings

	Note	2022 Current	2022 Non-current	Total	2021 Current	2021 Non-current	Total
		\$	\$	\$	\$	\$	\$
<b>Secured</b>							
Debentures		288,924	3,176,384	3,465,308	5,106	1,329	6,435
<b>Total secured borrowings</b>	34(a)	288,924	3,176,384	3,465,308	5,106	1,329	6,435

Self-supporting loans are financed by payments from third parties. These are shown in Note 4 as other financial assets at amortised cost.

All other loan repayments were financed by general purpose revenue.

### Significant Accounting Policies

#### Borrowing Costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short-term nature. Borrowings fair values are based on discounted cash flows using a current borrowing rate. They are classified as level 3 fair values in the fair value hierarchy (see Note 29(i)) due to the unobservable inputs, including own credit risk.

#### Risk

Information regarding exposure to risk can be found at Note 27.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

**City of Bayswater**

Notes to and forming part of the Financial Report for the year ended 30 June 2022

**19. Employee Related Provisions**

	Provision for Annual Leave	Provision for Sick Leave	Provision for Long Service Leave	Total
	\$	\$	\$	\$
Current provisions	3,089,224	755,565	3,153,306	6,998,095
Non-current provisions	0	0	323,664	323,664
	3,089,224	755,565	3,476,970	7,321,759
Amounts used	(263,884)	(14,900)	(190,778)	(469,562)
<b>Balance at 30 June 2022</b>	<b>2,825,340</b>	<b>740,665</b>	<b>3,286,192</b>	<b>6,852,197</b>
<b>Comprises</b>				
Current	2,825,340	740,665	2,971,983	6,537,988
Non-current	0	0	314,209	314,209
	2,825,340	740,665	3,286,192	6,852,197
	<b>2022</b>	<b>2021</b>		
<b>Amounts are expected to be settled on the following basis:</b>				
	\$	\$		
Less than 12 months after the reporting date	3,914,521	3,639,009		
More than 12 months from reporting date	2,812,411	3,549,077		
Expected reimbursements of employee related provisions from other WA local governments included within other receivables	125,265	133,673		
	6,852,197	7,321,759		

Timing of the payment of current leave liabilities is difficult to determine as it is dependent on future decisions of employees. Expected settlement timings are based on information obtained from employees and historical leave trends and assumes no events will occur to impact on these historical trends.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

### 19. Employee Related Provisions (Continued)

#### Significant Accounting Policies

##### Employee Benefits

The City's obligations for employee' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

##### Short-Term Employee Benefits

Provision is made for the City's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The City's obligations for short-term employee benefits such as wages and salaries are recognised as a part of current trade and other payables in the statement of financial position.

##### Other Long-Term Employee Benefits

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period and on government bonds that have maturity dates that approximate the terms of the obligations. Any re-measurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The City's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the City does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

##### Provisions

Provisions are recognised when the City has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

**City of Bayswater**

Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

**20. Revaluation Surplus**

	2022	2022	2021	Total	2022
	Opening	Revaluation	Disposal	Movement on	Closing
	Balance	Increment/ (Decrement)	Write-back	Revaluation	Balance
	\$	\$	\$	\$	\$
Land	303,304,648	0	0	0	303,304,648
Buildings	93,477,347	0	0	0	93,477,347
Furniture and equipment	1,353,574	0	0	0	1,353,574
Plant and equipment	55,102	0	(55,102)	(55,102)	0
Roads	53,366,102	3,532,371	0	3,532,371	56,898,473
Drainage	20,601,693	3,392,687	0	3,392,687	23,994,380
Footpaths	18,939,180	2,633,433	0	2,633,433	21,572,613
Park development	0	348,930	0	348,930	348,930
Other infrastructure	4,673,248	(692,242)	0	(692,242)	3,981,006
Eastern Metropolitan Regional Council	6,940,911	(470,642)	0	(470,642)	6,470,269
	502,711,805	8,744,537	(55,102)	8,689,435	511,401,240

	2021	Revaluation	2021	Total	2021
	Opening	Increment/ (Decrement)	Disposal	Movement on	Closing
	Balance	(Decrement)	Write-back	Revaluation	Balance
	\$	\$	\$	\$	\$
Land	304,817,368	0	(1,512,720)	(1,512,720)	303,304,648
Buildings	93,529,529	0	(52,182)	(52,182)	93,477,347
Furniture and equipment	1,355,268	0	(1,694)	(1,694)	1,353,574
Plant and equipment	136,985	0	(81,883)	(81,883)	55,102
Roads	50,626,820	2,739,282	0	2,739,282	53,366,102
Drainage	15,432,101	5,169,592	0	5,169,592	20,601,693
Footpaths	17,731,077	1,208,103	0	1,208,103	18,939,180
Park development	0	0	0	0	0
Other infrastructure	4,431,811	241,437	0	241,437	4,673,248
Eastern Metropolitan Regional Council	7,671,957	(731,046)	0	(731,046)	6,940,911
	495,732,916	8,627,368	(1,648,479)	6,978,889	502,711,805

Movements on revaluation of property, plant and equipment (including infrastructure) are not able to be reliably attributed to a program as the assets were revalued by class as provided for by AASB 116 Aus 40.1.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

### 21. Notes to the Statement of Cash Flows

#### (a) Reconciliation of Cash

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to the related items in the Statement of Financial Position as follows:

	Note	2022 Actual \$	2022 Budget \$	2021 Actual \$
Cash and cash equivalents	3	16,550,948	62,172,583	9,655,305

#### Restrictions

The following class of assets has restrictions imposed by regulations or other externally imposed requirements which limit or direct the purpose for which the resources may be used:

- Financial assets at amortised cost	4	49,930,908	34,311,459	43,435,065
		49,930,908	34,311,459	43,435,065

The restricted assets are a result of the following specific purposes to which the assets may be used:

Reserve - cash/financial asset backed	35	44,149,826	34,311,459	39,560,227
Contract liabilities from contracts with customers		131,417	0	70,508
Grants for transfers for recognisable non-financial assets		2,185,686	0	3,804,330
Unspent loans	34(c)	3,463,979	0	0
<b>Total restricted financial assets</b>		49,930,908	34,311,459	43,435,065

#### (b) Reconciliation of Net Result to Net Cash Provided by Operating Activities

Net result		790,834	994,368	4,241,661
Non-cash items:				
Adjustments to fair value of financial assets at fair value through profit and loss		(9,992)	0	(6,464)
Adjustments to fair value of investment property		(890,890)	0	0
Depreciation/amortisation		12,051,887	11,986,593	11,495,001
(Profit)/loss on sale of asset		638,033	590,197	462,527
Share of profits of associates		(1,217,740)	0	(1,642,591)
Decrement on revaluation of assets held for sale		8,606,994	0	0
Assets received for substantially less than fair value		(1,535,095)	0	0
Changes in assets and liabilities:				
(Increase)/decrease in trade and other receivables		(93,213)	1,330,000	64,302
(Increase)/decrease in other assets		679,602	0	(2,903,572)
(Increase)/decrease in inventories		(43,302)	(10,000)	12,078
Increase/(decrease) in trade and other payables		(3,209,660)	(748,164)	3,161,489
Increase/(decrease) in employee related provisions		(469,562)	(340,000)	449,566
Increase/(decrease) in other provisions		0	0	(5,169)
Increase/(decrease) in other liabilities		(1,672,204)	0	3,944,890
Non-operating grants, subsidies and contributions		(3,736,644)	(9,268,848)	(8,550,652)
Net cash provided by/(used in) operating activities		9,889,048	4,534,146	10,723,066

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

### 21. Notes to the Statement of Cash Flows (continued)

#### (c) Undrawn Borrowing Facilities

	2022	2021
	\$	\$
<b>Credit Standby Arrangements</b>		
Bank overdraft limit	0	0
Bank overdraft at balance date	0	0
Credit card limit	50,000	50,000
Credit card balance at balance date	(19,185)	(10,604)
<b>Total amount of credit unused</b>	<b>30,815</b>	<b>39,396</b>
<b>Loan facilities</b>		
Loan facilities - current	288,924	5,106
Loan facilities - non-current	3,176,384	1,329
<b>Total facilities in use at balance date</b>	<b>3,465,308</b>	<b>6,435</b>
<b>Unused loan facilities at balance date</b>	<b>3,463,979</b>	<b>NIL</b>

### 22. Contingent Liabilities

Under the *Contaminated Sites Act 2003*, the City is required to report known and suspected contaminated sites to the Department of Water and Environmental Protection (DWER). In accordance with the Act, DWER classifies these sites on the basis of the risk to human health, the environment and environmental values. Where sites are classified as "contaminated – remediation required" or "possibly contaminated – investigation required", the City may have a liability in respect of investigation or remediation expenses.

The City has identified 12 sites as possibly contaminated. Until the City conducts an investigation to determine the presence and scope of contamination, assess the risk, and agree with DWER on the need and criteria for remediation, the City is unable to estimate the potential costs and timing of outflows associated with remediation of these sites.

### 23. Capital Commitments

	2022	2021
	\$	\$
Contracted for:		
- capital expenditure projects	4,795,412	8,374,776
	4,795,412	8,374,776
Payable:		
- not later than one year	4,795,412	8,374,776

The capital expenditure projects outstanding at the end of current reporting period represent the refurbishment of Waves aquatic centre and redevelopment of Maylands Waterland (prior year commitment was for the construction of the Morley Sports and Recreation Centre).

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

## City of Bayswater

Notes to and forming part of the Financial Report for the year ended 30 June 2022

### 24. Related Party Transactions

#### Key Management Personnel (KMP) Compensation Disclosure

	2022 Actual	2021 Actual
The total of compensation paid to KMP of the City during the year are as follows:	\$	\$
Short-term employee benefits	1,068,738	1,070,892
Post-employment benefits	131,904	119,311
Other long-term benefits	21,138	22,481
Termination benefits	41,757	157,758
	1,263,537	1,370,442

#### *Short-term employee benefits*

These amounts include all salary, fringe benefits and cash bonuses awarded to KMP except for details in respect to fees and benefits paid to elected members which may be found in the table above.

#### *Post-employment benefits*

These amounts are the current-year's estimated cost of providing for the City's superannuation contributions made during the year.

#### *Other long-term benefits*

These amounts represent long service benefits accruing during the year.

#### *Termination benefits*

These amounts represent termination benefits paid to KMP.

#### Transactions with Related Parties

Transactions between related parties and the City are on normal commercial terms and conditions, no more favourable than those available to other parties, unless otherwise stated.

No outstanding balances or provisions for doubtful debts or guaranties exist in relation to related parties at year end.

#### Related Parties

The City's main related parties are as follows:

#### *Key Management Personnel*

Any person(s) having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any elected member, are considered key management personnel.

#### *Other Related Parties*

The associate person of KMP was employed by the City under normal employment terms and conditions.

#### *Entities Subject to Significant Influence by the City*

An entity that has the power to participate in the financial and operating policy decisions of an entity, but does not have control over those policies, is an entity which holds significant influence.

Significant influence may be gained by share ownership, statute or agreement.

#### *Joint Venture Entities Accounted for Under the Proportionate Consolidation Method*

The City has a share in Eastern Metropolitan Regional Council (EMRC). The interest in the joint venture entity is accounted for in these financial statements using the proportionate consolidation method of accounting. For details of interests held in joint venture entities, please refer to Note 26.

There were no other material transactions with related parties during 2021/22.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

**City of Bayswater**

Notes to and forming part of the Financial Report for the year ended 30 June 2022

**25. Elected Members Remuneration**

**Elected Members Remuneration**

	2022 Actual	2022 Budget	2021 Actual
	\$	\$	\$
<b>Elected member Cr D Bull</b>			
Mayor's annual allowance	26,311	89,753	89,753
Meeting attendance fees	36,233	47,516	47,516
Telecommunication allowance	3,391	3,400	3,400
	<u>65,935</u>	<u>140,669</u>	<u>140,669</u>
<b>Elected member Cr F Piffaretti</b>			
Mayor's annual allowance	62,950	0	0
Deputy Mayor's annual allowance	6,577	22,438	22,438
Meeting attendance fees	42,613	31,678	31,678
Telecommunication allowance	3,381	3,400	3,400
Travelling expenses	803	200	171
	<u>116,324</u>	<u>57,716</u>	<u>57,687</u>
<b>Elected member Cr B McKenna</b>			
Meeting attendance fees	9,287	31,678	31,678
Telecommunication allowance	997	3,400	3,400
	<u>10,284</u>	<u>35,078</u>	<u>35,078</u>
<b>Elected member Cr S Palmer</b>			
Meeting attendance fees	31,678	31,678	31,678
Telecommunication allowance	3,400	3,400	3,400
	<u>35,078</u>	<u>35,078</u>	<u>35,078</u>
<b>Elected member Cr C Ehrhardt</b>			
Deputy Mayor's annual allowance	15,738	0	0
Meeting attendance fees	31,678	31,678	31,678
Telecommunication allowance	3,400	3,400	3,400
Travelling expenses	94	0	0
	<u>50,910</u>	<u>35,078</u>	<u>35,078</u>
<b>Elected member Cr S Gray</b>			
Meeting attendance fees	9,287	31,678	31,678
Telecommunication allowance	997	3,400	3,400
	<u>10,284</u>	<u>35,078</u>	<u>35,078</u>
<b>Elected member Cr L Clarke</b>			
Meeting attendance fees	31,505	31,678	31,678
Telecommunication allowance	3,381	3,400	3,400
	<u>34,886</u>	<u>35,078</u>	<u>35,078</u>

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

### 25. Elected Members Remuneration (Continued)

#### Elected Members Remuneration

	2022 Actual	2022 Budget	2021 Actual
	\$	\$	\$
<b>Elected member Cr G Johnson</b>			
Meeting attendance fees	31,505	31,678	31,678
Telecommunication allowance	3,381	3,400	3,400
	<u>34,886</u>	<u>35,078</u>	<u>35,078</u>
<b>Elected member Cr E Petersen-Pik</b>			
Meeting attendance fees	31,505	31,678	31,678
Telecommunication allowance	3,381	3,400	3,400
	<u>34,886</u>	<u>35,078</u>	<u>35,078</u>
<b>Elected member Cr M Sutherland</b>			
Meeting attendance fees	31,678	31,678	31,678
Telecommunication allowance	3,400	3,400	3,400
	<u>35,078</u>	<u>35,078</u>	<u>35,078</u>
<b>Elected member Cr S Ostaszewsk</b>			
Meeting attendance fees	31,678	31,678	31,678
Telecommunication allowance	3,400	3,400	3,400
	<u>35,078</u>	<u>35,078</u>	<u>35,078</u>
<b>Elected member Cr A Meleca</b>			
Meeting attendance fees	22,218	0	0
Telecommunication allowance	2,384	0	0
	<u>24,602</u>	<u>0</u>	<u>0</u>
<b>Elected member J Eveson</b>			
Meeting attendance fees	22,218	0	0
Telecommunication allowance	2,384	0	0
	<u>24,602</u>	<u>0</u>	<u>0</u>
	<u>512,833</u>	<u>514,087</u>	<u>514,058</u>

The following fees, expenses and allowances were paid to council members and/or the Mayor.

Mayor's allowance	89,261	89,753	89,753
Deputy Mayor's allowance	22,315	22,438	22,438
Meeting attendance fees	363,083	364,296	364,296
Telecommunication allowance	37,277	37,400	37,400
Travelling expenses	897	200	171
	<u>512,833</u>	<u>514,087</u>	<u>514,058</u>

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

## City of Bayswater

Notes to and forming part of the Financial Report for the year ended 30 June 2022

### 26. Investment in Associates

The City has a share in Eastern Metropolitan Regional Council (EMRC). The estimated equity share for 2021/22 is 20.27% (2020/21: 18.23%). The EMRC, comprises of five member councils, is primarily concerned with refuse removal and provision of safety services.

The principal place of business:  
226 Great Eastern Highway, Belmont WA 6104

Name of entity	% of ownership interest		2022	2021
	2022	2021	Actual	Actual
Eastern Metropolitan Regional Council (EMRC)	20.27%	18.23%	\$ 34,616,969	\$ 33,869,872
<b>Total equity-accounted investments</b>			<b>34,616,969</b>	<b>33,869,872</b>
<b>Summarised statement of comprehensive income</b>			<b>2022</b>	<b>2021</b>
			<b>Actual</b>	<b>Actual</b>
			\$	\$
Revenue			42,386,210	45,090,716
Interest income			521,453	824,582
Interest expense			(150,740)	(227,467)
Depreciation			(4,896,630)	(6,452,174)
Profit/(loss) from continuing operations			6,006,892	10,296,371
Profit/(loss) for the period			6,006,892	10,296,371
Other comprehensive income			0	(4,009,286)
Total comprehensive income for the period			6,006,892	6,287,085
<b>Summarised statement of financial position</b>				
Cash and cash equivalents			24,378,874	55,361,145
Other current assets			60,828,373	36,123,596
Total current assets			85,207,247	91,484,741
Non-current assets			121,339,609	115,414,742
Total assets			206,546,856	206,899,483
Current financial liabilities			8,077,758	14,439,344
Total current liabilities			8,077,758	14,439,344
Non-current financial liabilities			27,709,744	6,707,161
Total non-current liabilities			27,709,744	6,707,161
Total liabilities			35,787,502	21,146,505
<b>Net assets</b>			<b>170,759,354</b>	<b>185,752,978</b>
<b>Reconciliation to carrying amounts</b>				
Opening net assets 1 July			185,752,978	184,451,881
Changes in members contributions			(21,000,517)	0
Profit/(Loss) for the period			6,006,892	10,296,371
Changes in Revaluation of Non-Current Assets			0	(4,009,286)
Dividend distribution to member councils			0	(4,985,988)
Closing net assets 1 July			170,759,353	185,752,978
<b>Carrying amount at 1 July</b>			<b>33,869,872</b>	<b>33,926,600</b>
- Share of associates net profit/(loss) for the period			1,217,739	1,642,591
- Share of associates other comprehensive income arising during the period			0	(731,046)
- Dividend distributions to member councils			0	(968,273)
- Distribution of equity by associate			(4,257,302)	0
- Contribution to equity in associate			3,786,660	0
<b>Carrying amount at 30 June (Refer to Note 26(a))</b>			<b>34,616,969</b>	<b>33,869,872</b>

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

### 26. Investment in Associates (Continued)

#### Significant Accounting Policies

##### Investment in Associates

An associate is an entity over which the City has the power to participate in the financial operating policy decisions of that investee but not control or joint control of those policies.

Investments in associates are accounted for using the equity method. The equity method of accounting, is whereby the investment is initially recognised at cost and adjusted thereafter for the post-acquisition change in the City's share of net assets of the associate. In addition, the City's share of the profit or loss of the associate is included in the City's profit or loss.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

### 27. Financial Risk Management

#### (a) Interest Rate Risk

This note explains the City's exposure to financial risks and how these risks could affect the City's future financial performance.

RISK	EXPOSURE ARISING FROM	MEASUREMENT	MANAGEMENT
MARKET RISK - INTEREST RATE	Long term borrowings at variable rates	Sensitivity analysis	Utilise fixed interest rate borrowings
CREDIT RISK	Cash and cash equivalents, trade receivables, financial assets and debt investments	Aging analysis Credit analysis	Diversification of bank deposits, credit limits, Investment policy
LIQUIDITY RISK	Borrowings and other liabilities	Rolling cash flow forecasts	Availability of committed credit lines and borrowing facilities

The City does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the finance branch under policies approved by the Council. The finance branch identifies, evaluates and manages financial risks in close cooperation with the operating divisions. Council has approved the overall risk management policy and provides policies on specific areas such as investment policy.

#### Cash and Cash Equivalents

The City's main interest rate risk arises from cash and cash equivalents with variable interest rates, which exposes the City to cash flow interest rate risk.

Excess cash and cash equivalents are invested in fixed interest rate term deposits which do not expose the City to cash flow interest rate risk. Cash and cash equivalents required for working capital are held in variable interest rate accounts or held as cash. Carrying amounts of cash and cash equivalents at 30 June and the weighted average interest rate across all cash and cash equivalents and term deposits held, disclosed as financial assets at amortised cost are reflected in the table below.

	Weighted Average Interest Rate	Carrying Amounts	Fixed Interest Rate	Variable Interest Rate	Non Interest Bearing
	%	\$	\$	\$	\$
<b>2022</b>					
Cash and cash equivalents	0.54%	16,550,948	8,968,088	7,571,110	11,750
Financial assets at amortised cost - term deposits	0.32%	62,427,208	62,427,208	0	0
<b>2021</b>					
Cash and cash equivalents	0.56%	9,655,305	2,545,579	7,097,376	12,350
Financial assets at amortised cost - term deposits	0.66%	75,543,596	75,543,596	0	0

#### Sensitivity

Profit or loss is sensitive to higher/lower interest income from cash and cash equivalents as a result of changes in interest rates.

	2022	2021
	\$	\$
Impact of a 1% movement in interest rates on profit and loss and equity*	75,711	70,974

\* Holding all other variables constant

#### Borrowings

Borrowings are subject to interest rate risk – the risk that movements in interest rates could adversely affect funding costs. The City does not consider there to be any interest rate risk in relation to borrowings as they are immaterial and supported by the corresponding receivable (self-supporting loan). Details of interest rates applicable to each borrowing may be found at Note 24(b).

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

### 27. Financial Risk Management (Continued)

#### (b) Credit Risk

##### Trade and Other Receivables

The City's major receivables comprise annual rates charges and user fees and charges. The major risk associated with these receivables is credit risk – the risk that the debts may not be repaid. The City manages this risk by monitoring outstanding debt and employing debt recovery policies.

Credit risk on rates and annual charges is minimised by the ability of the City to recover these debts as a secured charge over the land. That is, the land can be sold to recover the debt. The City also charges interest on overdue rates (excluding entitled pensioners or eligible seniors) and annual charges at higher than market rates, which further encourages payment.

The level of outstanding receivables for rates and sundry debtors is reported to Council monthly.

The City applies the AASB 9 Financial Instruments simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade receivables. To measure the expected credit losses, rates receivable are separated from other trade receivables due to the difference in payment terms and security for rates receivable.

The loss allowance for the financial year was deemed insignificant, therefore no loss allowance was recognised. No expected credit loss was forecast on 1 July 2021 or 30 June 2022 for rates receivable as penalty interest applies to unpaid rates, and properties associated with unpaid rates may be disposed of to recover unpaid rates.

	Less than 1 year past due	More than 1 year past due	More than 2 years past due	More than 3 years past due	Total
<b>30 June 2022</b>					
Rates receivable					
Expected credit loss	0.00%	0.00%	0.00%	0.00%	
Gross carrying amount	1,159,506	492,368	578,032	0	2,229,906
Loss allowance	0	0	0	0	0
<b>30 June 2021</b>					
Rates receivable					
Expected credit loss	0.00%	0.00%	0.00%	0.00%	
Gross carrying amount	1,582,449	617,569	493,909	0	2,693,927
Loss allowance	0	0	0	0	0

The loss allowance as at 30 June 2022 and 30 June 2021 was determined as follows for trade receivables.

	Less than 1 year past due	More than 30 days past due	More than 60 days past due	More than 90 days past due	Total
<b>30 June 2022</b>					
Trade and other receivables					
Expected credit loss	0.00%	0.00%	0.00%	0.00%	
Gross carrying amount	482,274	30,636	42,574	671,768	1,227,252
Loss allowance	0	0	0	0	0
<b>30 June 2021</b>					
Trade and other receivables					
Expected credit loss	0.00%	0.00%	0.00%	0.00%	
Gross carrying amount	540,934	151,512	20,449	361,327	1,074,222
Loss allowance	0	0	0	0	0

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

### 27. Financial Risk Management (Continued)

#### (c) Liquidity Risk

##### Payables and Borrowings

Payables and borrowings are both subject to liquidity risk – that is the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due. The City manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer.

The contractual undiscounted cash flows of the City's payables and borrowings are set out in the liquidity table below. Balances due within 12 months equal their carrying balances, as the impact of discounting is not significant.

	Due within 1 year	Due between 1 & 5 years	Due after 5 years	Total contractual cash flows	Carrying values
	\$	\$	\$	\$	\$
<b>2022</b>					
Trade and other payables	10,697,576	0	0	10,697,576	10,697,576
Aged Persons Homes liabilities	19,732,197	0	0	19,732,197	19,732,197
Borrowings	425,625	3,818,466	0	4,244,091	3,465,308
Contract liabilities	131,417	0	0	131,417	131,417
Grant Liabilities	2,185,686	0	0	2,185,686	2,185,686
Cash in lieu - public open space	575,026	0	0	575,026	493,523
Lease liabilities	107,281	142,537	0	249,818	241,434
Deferred lease liabilities	32,969	164,843	2,958,940	3,156,752	3,156,752
	33,887,777	4,125,846	2,958,940	40,972,563	40,103,893
<b>2021</b>					
Trade and other payables	12,715,921	0	0	12,715,921	12,715,921
Aged Persons Homes liabilities	20,923,512	0	0	20,923,512	20,923,512
Borrowings	5,399	1,351	0	6,750	6,435
Contract liabilities	70,508	0	0	70,508	70,508
Grant Liabilities	3,804,330	0	0	3,804,330	3,804,330
Cash in lieu - public open space	575,026	0	0	575,026	575,026
Lease liabilities	36,554	62,206	0	98,760	96,324
Deferred lease liabilities	32,969	164,843	2,991,909	3,189,721	3,189,721
	38,164,219	228,400	2,991,909	41,384,528	41,381,777

### 28. Events Occurring After the End of the Reporting Period

No events after the reporting date were identified by management that would significantly affect the operations of the City or the financial results of the City.

## Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

**City of Bayswater****Notes to and forming part of the Financial Report  
for the year ended 30 June 2022****29. Other Significant Accounting Policies****(a) Goods and services tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

**(b) Current and non-current classification**

The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the City's operational cycle. In the case of liabilities where the City does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the City's intentions to release for sale.

**(c) Rounding off figures**

All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar. Amounts are presented in Australian Dollars.

**(d) Comparative figures**

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

When the City applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statements that has a material effect on the statement of financial position, an additional (third) statement of financial position as at the beginning of the preceding period in addition to the minimum comparative financial statements is presented.

**(e) Budget comparative figures**

Unless otherwise stated, the budget comparative figures shown in this annual financial report relate to the original budget estimate for the relevant item of disclosure.

**(f) Superannuation**

The City contributes to a number of Superannuation Funds on behalf of employees. All funds to which the City contributes are defined contribution plans.

**(g) Fair value of assets and liabilities**

Fair value is the price that the City would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (i.e. the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

## Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

**City of Bayswater****Notes to and forming part of the Financial Report  
for the year ended 30 June 2022****29. Other Significant Accounting Policies (Continued)****(g) Fair value of assets and liabilities (continued)**

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

**(h) Interest earnings**

Interest income is calculated by applying the effective interest rate to the gross carrying amount of a financial asset measured at amortised cost except for financial assets that subsequently become credit-impaired. For credit-impaired financial assets the effective interest rate is applied to the net carrying amount of the financial asset (after deduction of the loss allowance).

**(i) Fair value hierarchy**

AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

**Level 1**

Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

**Level 2**

Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

**Level 3**

Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

**Valuation techniques**

The City selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the City are consistent with one or more of the following valuation approaches:

**Market approach**

Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

**Income approach**

Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.

**Cost approach**

Valuation techniques that reflect the current replacement cost of the service capacity of an asset.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the City gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability are considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

### 29. Other Significant Accounting Policies (Continued)

#### (j) Impairment of assets

In accordance with Australian Accounting Standards the City's cash generating non-specialised assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (e.g. AASB 116) whereby any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

For non-cash generating specialised assets that are measured under the revaluation model, such as roads, drains, public buildings and the like, no annual assessment of impairment is required. Rather AASB 116.31 applies and revaluations need only be made with sufficient regulatory to ensure the carrying value does not differ materially from that which would be determined using fair value at the end of the reporting period.

#### (k) Initial application of accounting standards

During the current year, no new or revised Australian Accounting Standards and Interpretations were compiled, became mandatory and were applicable to its operations.

#### New accounting standards for application in future years

The following new accounting standards will have application to local government in future years:

- AASB 2020-1 Amendments to Australian Accounting Standards - Classification of Liabilities as Current or Non-current
- AASB 2020-3 Amendments to Australian Accounting Standards - Annual Improvements 2018-2020 and Other Amendments
- AASB 2021-2 Amendments to Australian Accounting Standards - Disclosure of Accounting Policies or Definition of Accounting Estimates
- AASB 2021-7 Amendments to Australian Accounting Standards - Effective Date of Amendments to AASB 10 and AASB 128 and Editorial Corrections

It is not expected these standards will have an impact on the financial report.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

### 30. Function and Activity

#### (a) Service objective and description

City operations as disclosed in these financial statements encompass the following service orientated functions and activities.

#### Objectives

##### Governance

The administration and operation of facilities and services to Elected Members of Council. It includes costs for assisting elected members and ratepayers with matters which do not concern specific Council services.

##### General Purpose Funding

Revenue from rates including interim rates, interest and fees on instalment arrangements and interest on arrears. It includes amounts receivable from the Western Australian Local Government Grants Commission, such as Financial Assistance Grants.

##### Law, Order and Public Safety

Administration and operation of funds received from the Department of Fire and Emergency Services for the Bayswater SES. It covers the cost of providing community safety programs and Ranger and Security services including animal control, parking, impounding of vehicles, fire prevention and 24/7 security services.

##### Health

Administration, inspection and operation of programs concerned with the general health of the community. These services include infant health centres, immunisation programs, food sampling and inspection of food premises, noise and pest control.

##### Education and Welfare

Funding for welfare services for families, children and the aged. It includes the administration of community centres, and programs for youth and the aged.

##### Housing

Administration, provision and operation of housing programs for aged persons.

##### Community Amenities

General refuse collection, sanitation and disposal services. The management of sewerage and urban storm water drainage and protection of the environment. It also covers town planning and regional development services

##### Recreation and Culture

Funding for public halls, civic centres, libraries and recreation facilities, including Morley Sport and Recreation Centre, Les Hansman Centre, Bayswater Waves, Maylands Waterland and the RISE. It includes the maintenance of recreation facilities, public parks, gardens and reserves, and also funds community programs including the Avon Descent, Art Awards, and Multicultural Community Concert.

##### Transport

Construction and maintenance of roads, drainage works, footpaths, parking facilities, maintenance of bus shelters, street cleaning and street lighting.

##### Economic Services

Providing and regulating services including tourism, area promotion and building control. It includes place management and support for local economic development.

##### Other Property and Services

Administration, inspection and operation of work carried out on property or services not under the care, control or management of the City. These include private works, public work overheads, plant operation and other unclassified activities.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

### 30. Function and Activity (Continued)

#### (b) Income and expenses

	2022 Actual	2022 Budget	2021 Actual
	\$	\$	\$
<b>Income excluding grants, subsidies and contributions</b>			
Governance	338,546	139,950	358,508
General purpose funding	52,235,859	52,366,225	50,827,995
Law, order, public safety	518,956	331,650	438,652
Health	214,081	184,084	251,592
Education and welfare	246,250	227,495	214,477
Housing	383,941	0	380,494
Community amenities	13,178,679	13,072,923	12,844,814
Recreation and culture	7,793,937	6,725,541	7,461,314
Transport	2,274,012	542,650	543,738
Economic services	2,592,673	539,222	2,233,077
Other property and services	176,941	96,430	119,388
	<b>79,953,875</b>	<b>74,226,170</b>	<b>75,674,049</b>
<b>Grants, subsidies and contributions</b>			
Governance	0	0	5,522
General purpose funding	3,204,299	2,373,428	2,268,709
Law, order, public safety	99,576	60,890	84,187
Health	60,211	70,400	50,161
Education and welfare	8,086	1,000	17,540
Community amenities	773,485	595,533	482,520
Recreation and culture	4,854,936	6,138,226	3,265,769
Transport	2,042,178	3,218,011	1,904,685
Economic services	3,828	122,860	2,037
Other property and services	61,598	71,496	64,185
	<b>11,108,197</b>	<b>12,651,844</b>	<b>8,145,315</b>
<b>Total Income</b>	<b>91,062,072</b>	<b>86,878,014</b>	<b>83,819,364</b>
<b>Expenses</b>			
Governance	(5,178,130)	(5,311,070)	(6,388,411)
General purpose funding	(970,112)	(858,654)	(749,478)
Law, order, public safety	(3,809,738)	(3,908,932)	(3,413,869)
Health	(2,324,954)	(2,263,833)	(1,938,455)
Education and welfare	(1,926,115)	(2,086,578)	(1,814,570)
Housing	(106,070)	(111,741)	(105,752)
Community amenities	(17,463,951)	(19,744,518)	(18,687,214)
Recreation and culture	(31,191,267)	(32,555,627)	(29,477,932)
Transport	(16,890,654)	(17,499,002)	(16,207,532)
Economic services	(1,671,580)	(1,968,433)	(1,228,106)
Other property and services	(304,498)	(527,418)	(419,827)
<b>Total expenses</b>	<b>(81,837,069)</b>	<b>(86,835,806)</b>	<b>(80,431,146)</b>
Discontinued operations	(8,434,169)	952,160	853,443
<b>Net result for the period</b>	<b>790,834</b>	<b>994,368</b>	<b>4,241,661</b>

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

**City of Bayswater**

Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

**30. Function and Activity (Continued)**

**(c) Fees and Charges**

	<b>2022</b>	<b>2022</b>	<b>2021</b>
	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
Governance	31,723	39,950	61,912
General purpose funding	145,463	148,600	46,000
Law, order, public safety	498,824	311,600	438,405
Health	195,481	184,084	227,057
Education and welfare	74,778	85,172	72,736
Housing	380,494	0	380,494
Community amenities	12,876,980	13,033,273	12,626,815
Recreation and culture	7,544,697	6,698,886	7,237,668
Transport	711,985	497,100	527,398
Economic services	469,765	533,222	581,288
Other property and services	14,855	10,448	1,995
	<u>22,945,045</u>	<u>21,542,335</u>	<u>22,201,768</u>

**(d) Total Assets**

	<b>2022</b>	<b>2021</b>
	<b>\$</b>	<b>\$</b>
Governance	1,343,870	1,615,561
General purpose funding	3,085,141	3,518,381
Law, order, public safety	3,287,105	3,103,625
Health	891,043	924,567
Education and welfare	9,788,228	9,852,478
Housing	69,543,930	77,925,492
Community amenities	358,311,667	354,983,642
Recreation and culture	160,867,009	149,750,040
Transport	148,298,165	141,646,448
Economic services	398,273	331,976
Other property and services	<u>94,327,179</u>	<u>98,701,475</u>
	<u>850,141,610</u>	<u>842,353,685</u>

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

### 31. Discontinued Operations

At the Council meeting on 2 August 2016, Council resolved to divest from Aged Persons Homes.

Mertome Retirement Village was the first portion of the Aged Person Homes segment to be sold.

The site currently contains 102 independent living units and a 70-bed residential aged care facility. Despite Mertome Village undergoing several refurbishments throughout the years, it has now reached the end of its operating life.

On 1 April 2019, Hall & Prior (Fresh Fields Management (Mertome Village) Pty Ltd) entered into a long-term lease with the City and acquired the business and assets associated with Mertome Village. Hall & Prior operates Mertome Village and the Hostel. In relation to the Mertome Retirement Village, most of the assets and all of the liabilities have been disposed of in these transactions.

Management expects to sell the remaining assets in the coming years.

	2022	2021
	\$	\$
<b>Income Statement</b>		
Operating income	9,525,955	9,952,194
Operating expenditure	(9,353,130)	(9,098,751)
	<u>172,825</u>	<u>853,443</u>
Decrement on revaluation of assets held for sale	(8,606,994)	0
	<u>(8,434,169)</u>	<u>853,443</u>

The carrying amount of the assets and liabilities in the disposal group is summarised as follows:

#### Financial Position\*

Assets	27,369,807	35,585,567
Liabilities	19,732,197	20,923,512
	<u>7,637,610</u>	<u>14,662,055</u>

\* The cash and cash equivalents and financial assets (\$30.97m, 2020/21 \$31.66m) and investment properties (\$8.9m, 2020/21 \$8.1m) will remain with the Council following divestment. Consequently, these assets are excluded from held for sale assets.

Cash flows generated by the Aged Person Homes disposal group are as follows:

#### Cash Flows

Net cash inflows from operating activities	172,825	853,443
Net cash inflow/(outflows) from discontinued operations	172,825	853,443

#### Significant Accounting Policies

A discontinued operation is a component of the City of Bayswater that has been either disposed of, or is held for sale and;

- (a) represents a separate major line of business or geographical area of operations; and
- (b) is part of a single coordinated plan to dispose of a separate major line of business or geographical area of operations.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

**City of Bayswater**  
Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

**32. Rating Information**  
**(a) Rates**

Rate Type	Rate in \$	Number of Properties	2021/22		2021/22		2021/22		2021/22		2021/22		2021/22		2020/21	
			Actual Rateable Value *	Actual Rate	Actual Interim Rates	Actual Back Rates	Actual Revenue	Actual Rates	Actual Revenue	Budget Interim Rate	Budget Back Rate	Budget Revenue	Budget Total Revenue	Actual Revenue	Actual Total Revenue	
General GRV	0.07465	22,244	542,705,444	40,512,976	257,874	0	40,770,850	40,512,976	500,000	0	41,012,976	45,099,533	45,099,533			
<b>Sub-Total</b>		22,244	542,705,444	40,512,976	257,874	0	40,770,850	40,512,976	500,000	0	41,012,976	45,099,533	45,099,533			
<b>Minimum</b>																
General GRV	1,000	10,555	120,476,302	10,555,000	0	0	10,555,000	10,555,000	0	0	10,555,000	11,610,235	11,610,235			
<b>Sub-Total</b>		10,555	120,476,302	10,555,000	0	0	10,555,000	10,555,000	0	0	10,555,000	11,610,235	11,610,235			
		32,799	663,181,746	51,067,976	257,874	0	51,325,850	51,067,976	500,000	0	51,567,976	56,709,768	56,709,768			
Concessions on general rates (Refer Note 32(b))																
(2,934)																
<b>Total amount raised from general rates</b>																
51,322,916																
51,567,976																
(7,002,899)																
49,706,869																

**Significant Accounting Policies**

**Rates**

Control over assets acquired from rates is obtained at the commencement of the rating period.

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer.

Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the City recognises revenue for the prepaid rates that have not been refunded.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

**City of Bayswater**

Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

**32. Rating Information (Continued)**

**(b) Discounts, Incentives, Concessions and Write-offs**

Rate or Fee and Charge to which the Waiver or Concession is Granted	Type	Waiver/ Concession	Discount	Discount	2022 Actual	2022 Budget	2021 Actual
			%	\$	\$	\$	\$
General GRV - Annual Levy		Concession			0	0	6,863,029
General GRV - Interim Levy - Non-Minimum Rate		Concession			2,934	0	139,870
					2,934	0	7,002,899
Total discounts/concessions (Note 32(a))					2,934	0	7,002,899

**Rate or Fee and Charge to  
which the Waiver or  
Concession is Granted**    **Objects of the Waiver or Concession**

General GRV - Interim Levy -  
Minimum Rate    State Government advised no council rates will increase due to the COVID-19 Pandemic.  
City of Bayswater introduced a COVID-19 Concession to ensure all rate levies were no  
higher than 2019/2020.

\* on a pro-rata basis

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

**City of Bayswater**

Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

**32. Rating Information (Continued)**

**(c) Interest Charges and Instalments**

Instalment Options	Date	Instalment Plan	Instalment Plan	Unpaid Rates
	Due	Admin Charge	Interest Rate	Interest Rate
		\$	%	%
<b>Option One</b>				
Single full payment	20/08/2021	0.00	0.00	7.00
<b>Option Two</b>				
First instalment	20/08/2021	0.00	5.50	7.00
Second instalment	22/10/2021	5.00	5.50	7.00
<b>Option Three</b>				
First instalment	20/08/2021	0.00	5.50	7.00
Second instalment	22/10/2021	5.00	5.50	7.00
Third instalment	07/01/2022	5.00	5.50	7.00
Fourth instalment	11/03/2022	5.00	5.50	7.00
		2022 Actual	2022 Budget	2021 Actual
		\$	\$	\$
Interest on unpaid rates		216,697	210,000	233,267
Interest on instalment plan		214,755	240,000	238,594
		431,452	450,000	471,861
Charges on instalment plan		104,415	120,000	0
		535,867	570,000	471,861

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

### 33. Rate Setting Statement Information

Note	2021/22 (30 June 2022 Carried Forward)	2021/22 Budget (30 June 2022 Carried Forward)	2020/21 (30 June 2021 Carried Forward)
	\$	\$	\$
<b>(a) Non-cash amounts excluded from operating activities</b>			
The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Rate Setting Statement in accordance with Financial Management Regulation 32.			
<b>Adjustments to operating activities</b>			
Less: Profit on asset disposals	10(c) (54,019)	(28,781)	(88,826)
Less: Movement in liabilities associated with restricted cash	(26,126,429)	0	391,513
Less: Fair value adjustments to financial assets at fair value through profit and loss	(9,992)	0	(6,464)
Less: Share of net profit of associates and joint ventures accounted for using the equity method	(1,217,740)	0	(1,642,591)
Add: Decrement on revaluation of assets held for sale	8,606,994	0	0
Add: Loss on disposal of assets	10(c) 692,052	618,978	551,353
Add: Depreciation	10(a) 12,051,887	11,986,593	11,495,001
Non-cash movements in non-current assets and liabilities:			
Financial assets at amortised cost	(326,013)	0	(21,457)
Investment property	13 (890,890)	0	0
Pensioner deferred rates	11,260	0	(44,090)
Assets held for sale	7 27,369,807	0	295,756
Employee benefit provisions	(9,455)	(50,000)	(96,159)
Other provisions	0	6,235	(38,074)
	20,097,462	12,533,025	10,795,962
<b>(b) Non-cash amounts excluded from investing activities</b>			
The following non-cash revenue or expenditure has been excluded from amounts attributable to investing activities within the Rate Setting Statement in accordance with Financial Management Regulation 32.			
<b>Adjustments to investing activities</b>			
Assets not previously recognised	(1,535,095)	0	0
	(1,535,095)	0	0
<b>(c) Surplus/(deficit) after imposition of general rates</b>			
The following current assets and liabilities have been excluded from the net current assets used in the Rate Setting Statement in accordance with Financial Management Regulation 32 to agree to the surplus/(deficit) after imposition of general rates.			
<b>Adjustments to net current assets</b>			
Less: Reserve - cash/financial asset backed	35 (44,149,826)	(34,311,459)	(39,560,227)
Less: Financial assets at amortised cost - self supporting loans	4(a) (1,329)	0	(5,106)
Add: Current liabilities not expected to be cleared at end of year			
- Current portion of borrowings	18 288,924	0	5,106
- Aged Persons Homes	(18,335,470)	7,000,000	7,762,952
- Current portion of lease liabilities	11(b) 103,181	256,852	35,037
- Employee benefit provisions	1,578,638	0	1,572,346
<b>Total adjustments to net current assets</b>	(60,515,882)	(27,054,607)	(30,189,892)
<b>Net current assets used in the Rate Setting Statement</b>			
Total current assets	113,332,099	64,322,583	93,045,983
Less: Total current liabilities	(40,203,461)	(38,149,244)	(45,160,504)
Less: Total adjustments to net current assets	(60,515,882)	(27,054,607)	(30,189,892)
<b>Net current assets used in the Rate Setting Statement</b>	12,612,756	(881,268)	17,695,587

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

## City of Bayswater

Notes to and forming part of the Financial Report for the year ended 30 June 2022

### 34. Borrowing and Lease Liabilities

#### (a) Borrowings

	2022	2021
	\$	\$
Current	288,924	5,106
Non-current	3,176,384	1,329
	<u>3,465,308</u>	<u>6,435</u>

#### (b) Repayments - Borrowings

	Loan Number	Institution	Interest Rate		
<b>Particulars</b>					
<b>Recreation and culture</b>					
Football West	214	WATC*	6.45%		
Bayswater Waves	600003	WATC*	4.73%		
Maylands Waterland	600001	WATC*	4.73%		
Morley Sport and Recreation Centre	600002	WATC*	4.73%		
<b>2021/22 Actual</b>					
	<b>Principal 1 July 2021</b>	<b>New Loans 30 June 2022</b>	<b>Principal repayments 30 June 2022</b>	<b>Interest repayments 30 June 2022</b>	<b>Principal outstanding 30 June 2022</b>
	\$	\$	\$	\$	\$
<b>Particulars</b>					
<b>Recreation and culture</b>					
Football West	6,435	0	(5,106)	(257)	1,329
Bayswater Waves**	0	1,188,979	0	(2,619)	1,188,979
Maylands Waterland**	0	1,500,000	0	(3,303)	1,500,000
Morley Sport and Recreation Centre**	0	775,000	0	(1,707)	775,000
	<u>6,435</u>	<u>3,463,979</u>	<u>(5,106)</u>	<u>(7,886)</u>	<u>3,465,308</u>
<b>2021/22 Budget</b>					
	<b>Principal 1 July 2021</b>	<b>New Loans 30 June 2022</b>	<b>Principal repayments 30 June 2022</b>	<b>Interest repayments 30 June 2022</b>	<b>Principal outstanding 30 June 2022</b>
	\$	\$	\$	\$	\$
<b>Particulars</b>					
<b>Recreation and culture</b>					
Football West	6,435	0	(5,106)	(265)	1,329
Bayswater Waves	0	1,696,802	(97,056)	(35,425)	1,599,746
Maylands Waterland	0	1,500,000	(85,799)	(31,317)	1,414,201
Morley Sport and Recreation Centre	0	775,000	(44,390)	(16,180)	730,610
	<u>6,435</u>	<u>3,971,802</u>	<u>(232,351)</u>	<u>(83,187)</u>	<u>3,745,886</u>
<b>2020/21 Actual</b>					
	<b>Principal 1 July 2020</b>	<b>New Loans 30 June 2021</b>	<b>Principal repayments 30 June 2021</b>	<b>Interest repayments 30 June 2021</b>	<b>Principal outstanding 30 June 2021</b>
	\$	\$	\$	\$	\$
<b>Particulars</b>					
<b>Recreation and culture</b>					
Football West	11,220	0	(4,785)	(623)	6,435
Bayswater Waves	0	0	0	0	0
Maylands Waterland	0	0	0	0	0
Morley Sport and Recreation Centre	0	0	0	0	0
	<u>11,220</u>	<u>0</u>	<u>(4,785)</u>	<u>(623)</u>	<u>6,435</u>

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

**City of Bayswater**

Notes to and forming part of the Financial Report for the year ended 30 June 2022

**34. Borrowing and Lease Liabilities (Continued)**

**(c) Unspent Borrowings**

Particulars	Institution	Date Borrowed	Unspent	Borrowed	Expended	Unspent
			Balance 1 July 2021	During Year	During Year	Balance 30 June 2022
			\$	\$	\$	\$
Bayswater Waves	WATC*	14/06/2022	0	1,188,979	0	1,188,979
Maylands Waterland	WATC*	14/06/2022	0	1,500,000	0	1,500,000
Morley Sport and Recreation Centre	WATC*	14/06/2022	0	775,000	0	775,000
			0	3,463,979	0	3,463,979

\* WA Treasury Corporation

\*\* Interest capitalised

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

**City of Bayswater**

Notes to and forming part of the Financial Report for the year ended 30 June 2022

**34. Borrowing and Lease Liabilities (Continued)**

**(d) Lease Liabilities**

(i) Lease Liabilities	2022	2021
	\$	\$
Current	103,181	35,037
Non-current	138,253	61,287
	241,434	96,324

**(ii) Movements in Carrying Amounts**

Purpose	Lease Number	Institution	Lease Interest Rate	Lease Term
<b>Recreation and culture</b>				
Gym Equipment - Waves 2	E6N0162821	MAIA Financial	1.8%	4 years
Gym Equipment - Waves 3	E6N0162841	MAIA Financial	2.1%	4 years
Gym Equipment - Waves 4	E6N0163578	MAIA Financial	1.6%	4 years
Gym Equipment - The RISE 2	E6N0163661	MAIA Financial	1.6%	4 years
Hamilton St Carpark		Long Island Holdings Pty Ltd	1.4%	3 years

**2021/22 Actual**

Purpose	Lease Principal 1 July 2021	New Leases	Lease Principal Repayments	Lease Principal Outstanding 30 June 2022	Lease Interest Repayments
	\$	\$	\$	\$	\$
<b>Recreation and culture</b>					
Gym Equipment - Waves 2	17,285	0	(6,821)	10,464	(233)
Gym Equipment - Waves 3	79,039	0	(28,216)	50,823	(1,284)
Gym Equipment - Waves 4	0	56,535	(13,797)	42,738	(764)
Gym Equipment - The RISE 2	0	109,404	(21,649)	87,755	(1,134)
Hamilton St Carpark	0	73,969	(24,315)	49,654	(685)
	96,324	239,908	(94,798)	241,434	(4,100)

**2021/22 Budget**

Purpose	Lease Principal 1 July 2021	New Leases	Lease Principal Repayments	Lease Principal Outstanding 30 June 2022	Lease Interest Repayments
	\$	\$	\$	\$	\$
<b>Recreation and culture</b>					
Gym Equipment - Waves 2	17,285	0	(6,821)	10,464	(233)
Gym Equipment - Waves 3	79,038	0	(28,216)	50,822	(1,284)
Gym Equipment - Waves 4	0	56,640	(14,479)	42,161	(717)
Gym Equipment - Waves 5	0	82,971	(16,969)	66,002	(809)
Gym Equipment - Waves 6	0	153,216	(39,169)	114,047	(1,941)
Gym Equipment - Waves 7	0	171,153	(43,754)	127,399	(2,169)
Gym Equipment - The RISE 2	0	0	0	0	0
Hamilton St Carpark	0	0	0	0	0
	96,323	463,980	(149,408)	410,895	(7,153)

**2020/21 Actual**

Purpose	Lease Principal 1 July 2020	New Leases	Lease Principal Repayments	Lease Principal Outstanding 30 June 2021	Lease Interest Repayments
	\$	\$	\$	\$	\$
<b>Recreation and culture</b>					
Gym Equipment - The RISE	15,916	5,325	(21,241)	0	(60)
Gym Equipment - Waves 2	23,985	0	(6,700)	17,285	(355)
Gym Equipment - Waves 3	106,669	0	(27,630)	79,039	(1,868)
	146,570	5,325	(55,571)	96,324	(2,283)

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

**City of Bayswater**  
Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

**35. Reserves – Cash/Financial Asset Backed**

The following assets are budgeted to be acquired during the year.

	2022 Actual Opening Balance	2022 Actual Transfer to (from)	2022 Actual Closing Balance	2022 Budget Opening Balance	2022 Budget Transfer to (from)	2022 Budget Closing Balance	2021 Actual Opening Balance	2021 Actual Transfer to (from)	2021 Actual Closing Balance	
<b>Restricted by council</b>										
(a) Aged Persons Homes - General	16,379,693	1,594,165	(553,105)	17,420,753	(1,267,705)	16,982,774	15,667,801	1,401,399	(689,507)	16,379,693
(b) Aged Persons Homes - Prudential Requirements	2,904,645	11,915	0	2,916,560	0	2,885,179	2,678,354	226,291	0	2,904,645
(c) Bayswater Bowling Club - Capital Improvements	10,315	41	0	10,356	41	10,389	10,242	73	0	10,315
(d) Bayswater Tennis Club	138,249	557	0	138,806	547	139,008	159,553	1,121	(22,425)	138,249
(e) Bayswater Waves Aquatic Centre	428,233	1,754	(91,013)	338,974	1,627	(306,390)	778,039	5,152	(354,958)	428,233
(f) Bore and Retreatment	9,917	40	0	9,957	38	9,676	169,540	377	(160,000)	9,917
(g) Building Furniture and Equipment	144,457	578	0	145,035	562	142,779	172,370	1,208	(29,121)	144,457
(h) Cash in Lieu - Public Open Space	575,026	483,948	(515,451)	493,523	0	0	0	575,026	0	575,026
(i) City Buildings and Amenities	838,046	3,378	(14,148)	827,276	2,422	(82,200)	1,567,079	10,221	(739,254)	838,046
(j) Civic Centre	63,440	254	0	63,694	176	44,787	153,298	863	(90,721)	63,440
(k) Economic Stimulus	4,770,646	43,265	(2,783,548)	2,030,363	17,440	(2,608,624)	7,241,977	47,865	(2,519,196)	4,770,646
(l) Eric Singleton Bird Sanctuary	1,222,256	4,891	0	1,227,147	4,846	1,231,009	1,213,691	8,565	0	1,222,256
(m) FOGO	0	4,772,360	(365,591)	4,406,769	2,620	(656,073)	0	0	0	0
(n) Footpath and Cycleway	85,307	271	(35,191)	50,387	338	(85,000)	84,708	599	0	85,307
(o) General Waste Management	28,370	3,356,331	0	3,384,701	2,109	(451,156)	28,171	199	0	28,370
(p) Golf Courses	1,502,090	5,933	(44,806)	1,463,217	5,780	(52,110)	1,699,343	11,741	(208,994)	1,502,090
(q) Information Technology	275,294	1,047	(55,719)	220,622	1,046	(310,000)	801,280	4,746	(530,732)	275,294
(r) Landfill Restoration	384,008	1,532	(13,476)	372,064	1,521	(150,000)	429,584	3,018	(48,594)	384,008
(s) Les Hansman Centre Development	4,328,791	13,674	(1,358,248)	2,984,217	15,508	(2,250,000)	5,133,416	737,126	(1,541,751)	4,328,791
(t) Long Service Leave and Entitlements	1,572,346	6,292	0	1,578,638	6,235	1,583,607	1,561,327	11,019	0	1,572,346
(u) Major Capital Works	641,938	519,521	(165,883)	995,576	518,455	1,208,659	1,263,060	7,621	(628,743)	641,938

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

**City of Bayswater**  
Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

**35. Reserves – Cash/Financial Asset Backed (Continued)**

	2022		2022		2022		2022		2022		2021		2021	
	Actual	Actual	Actual	Actual	Budget	Budget	Budget	Budget	Actual	Actual	Actual	Actual	Actual	Actual
	Opening Balance	Transfer to	Transfer (from)	Closing Balance	Opening Balance	Transfer to	Transfer (from)	Closing Balance	Opening Balance	Transfer to	Transfer (from)	Opening Balance	Transfer to	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
(v) Maylands Lakes	4,716	19	0	4,735	4,731	19	0	4,750	4,683	33	0	4,716	0	4,716
(w) Maylands Waterland	428,516	1,715	0	430,231	429,886	1,699	0	431,585	425,513	3,003	0	428,516	0	428,516
(x) Morley City Centre	541,107	2,165	0	543,272	542,361	2,144	0	544,505	606,845	4,262	(70,000)	541,107	(70,000)	541,107
(y) Morley Sport and Recreation Centre	501,709	2,008	0	503,717	496,556	1,963	0	498,519	521,506	3,642	(23,439)	501,709	(23,439)	501,709
(z) Noranda Netball Courts	69,309	277	0	69,586	65,795	260	0	66,055	615,126	4,183	(550,000)	69,309	(550,000)	69,309
(aa) Plant and Works Equipment	2,745	11	0	2,756	2,522	10	0	2,532	128,497	248	(126,000)	2,745	(126,000)	2,745
(ab) Playground and Parks	61,990	282	(11,243)	51,029	60,477	239	(27,705)	33,011	437,157	2,870	(378,037)	61,990	(378,037)	61,990
(ac) River Restoration	130,469	492	(9,445)	121,516	20,450	81	(10,643)	9,888	129,599	870	0	130,469	0	130,469
(ad) Roads and Drainage	12,856	170	0	13,026	12,046	48	0	12,094	131,923	933	(120,000)	12,856	(120,000)	12,856
(ae) Senior Citizens Buildings	25,503	102	0	25,605	6,040	24	0	6,064	91,979	629	(67,105)	25,503	(67,105)	25,503
(af) Strategic Land Acquisition	11,929	48	0	11,977	11,968	815,047	0	827,015	11,846	83	0	11,929	0	11,929
(ag) Streetscapes	388,989	1,223	(174,004)	216,208	410,206	1,621	(185,000)	226,827	698,329	4,785	(314,125)	388,989	(314,125)	388,989
(ah) Sustainable Environment	77,300	47,206	(46,855)	77,651	168,406	666	(140,436)	28,636	172,926	1,221	(96,847)	77,300	(96,847)	77,300
(ai) The RISE	374,206	1,489	(4,133)	371,562	252,816	999	(101,160)	152,655	606,845	4,177	(236,816)	374,206	(236,816)	374,206
(aj) Workers Compensation	625,816	2,504	0	628,320	627,814	2,481	0	630,295	621,430	4,386	0	625,816	0	625,816
	39,560,227	10,831,458	(6,241,859)	44,149,826	40,379,184	2,628,477	(8,696,202)	34,311,459	46,017,037	3,089,555	(9,546,365)	39,560,227	(9,546,365)	39,560,227

All reserves are supported by cash and cash equivalents/financial asset and are restricted within equity as Reserves – cash/financial asset backed.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

**City of Bayswater**  
Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

**35. Reserves – Cash/Financial Asset Backed (Continued)**

In accordance with Council resolutions in relation to each reserve account, the purpose for which reserves are set aside are as follows:

Reserve Name	Anticipated Date of Use	Purpose of the Reserve
(a) Aged Persons Homes - General	Ongoing	This reserve restricts funds held for the Independent Living Units and Residential Care Facilities owned and controlled by the City. These funds are managed in accordance with the relevant statutory requirements and policies.
(b) Aged Persons Homes - Prudential Requirements	Ongoing	To provide a cash-backed prudential reserve to meet the accommodation obligations for Residential Care Facilities and Independent Living Units.
(c) Bayswater Bowling Club - Capital Improvements	Ongoing	To set aside funds for the future development of the Bayswater Bowling Club.
(d) Bayswater Tennis Club	Ongoing	To set aside funds for the future development of the Bayswater Tennis Club.
(e) Bayswater Waves Aquatic Centre	Ongoing	To fund asset management requirements of the Bayswater Waves Aquatic Centre.
(f) Bore and Reticulation	Ongoing	For the installation of new bores and reticulation, and the replacement of old bore and reticulation systems, due to wear and tear.
(g) Building Furniture and Equipment	Ongoing	To provide a cash-backed reserve for the purpose of furniture and equipment required in Council's buildings.
(h) Cash in Lieu - Public Open Space	Ongoing	To set aside cash in lieu funds received under section 154 of the Planning and Development Act 2005 for the funding of eligible public open space development projects.
(i) City Buildings and Amenities	Ongoing	For the purpose of preserving and renewing Council's buildings.
(j) Civic Centre	Ongoing	To make provision for the asset management needs of the Civic Centre.
(k) Economic Stimulus	Ongoing	To fund employment-generating projects for the benefit of the community.
(l) Eric Singleton Bird Sanctuary	Ongoing	To set aside funds for the asset management requirements of the Eric Singleton Bird Sanctuary.
(m) FOGO – (Waste Services) Reserve	Ongoing	To assist and support the implementation of a FOGO – Waste Services for residents.
(n) Footpaths and Cycleways	Ongoing	To set aside funds for the asset management requirements of the City's footpath and cycleways infrastructure.
(o) General Waste Management	Ongoing	To set aside funds for the future development of waste management.
(p) Golf Courses	Ongoing	To set aside funds for the asset management requirements of the City's golf courses.
(q) Information Technology	Ongoing	To provide for the maintenance of the City's information technology requirements including general computer replacements.
(r) Landfill Restoration	Ongoing	To provide funding for the review and any restoration requirements of the Swan River Foreshore

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

**City of Bayswater**  
Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

**35. Reserves – Cash/Financial Asset Backed (Continued)**

In accordance with Council resolutions in relation to each reserve account, the purpose for which reserves are set aside are as follows:

Reserve Name	Anticipated Date of Use	Purpose of the Reserve
(s) Les Hansman Centre Development	Ongoing	To set aside funds for the redevelopment of the Les Hansman Community Centre.
(t) Long Service Leave and Entitlements	Ongoing	To provide for the payment to employees of Long Service Leave and other approved entitlements.
(u) Major Capital Works	Ongoing	To finance the cost of major capital works programs as approved by Council.
(v) Maylands Lakes	Ongoing	To fund asset preservation and environmental requirements for Maylands Lakes.
(w) Maylands Waterland	Ongoing	To fund asset management requirements of the Maylands Waterland facility.
(x) Morley City Centre	Ongoing	To provide funds for the future development of the Morley City Centre.
(y) Morley Sport and Recreation Centre	Ongoing	To set aside funds for the asset management requirements of the Morley Sport and Recreation Centre.
(z) Noranda Netball Courts	Ongoing	Funds set aside for the asset management requirements of the Noranda Netball Courts.
(aa) Plants and Works Equipment	Ongoing	To fund the cost of acquiring plant and equipment needed to provide for the day-to-day operational requirements of the City.
(ab) Playground and Parks	Ongoing	To set aside funds for the asset management requirements of the City's playground and parks infrastructure.
(ac) River Restoration	Ongoing	To set aside funds for the restoration of the river.
(ad) Roads and Drainage	Ongoing	To set aside funds for the asset management requirements of the City's road and drainage infrastructure.
(ae) Senior Citizens Building	Ongoing	To set aside funds for the asset management requirements of the City's senior citizens centres.
(af) Strategic Land Acquisition	Ongoing	To provide funds for future land acquisition.
(ag) Streetscapes	Ongoing	To provide for the renewal of urban streetscapes.
(ah) Sustainable Environment	Ongoing	To provide funding for strategic environmental projects such as foreshore rehabilitation and the Eric Singleton Bird Sanctuary.
(ai) The RISE	Ongoing	To fund asset management requirements of The RISE.
(aj) Workers Compensation	Ongoing	To finance Workers' Compensation costs in excess of premium deposits.
(ak) Bus Shelters *	Ongoing	To set aside income received from illuminated advertising on bus shelters for the asset management requirements of bus shelters.
(al) Crimea Park and Surrounds *	Ongoing	To set aside income received from the telephone tower at Crimea Park for initiatives that improve the amenity of Crimea Park and the surrounding area.

\* There are no closing balances for Bus Shelters and Crimea park and Surrounds Reserves.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

### 36. Trust Funds

Funds held at balance date which are required to be held in trust and which are not included in the financial statements are as follows:

	1 July 2021	Amounts Received	Amounts Paid	30 June 2022
	\$	\$	\$	\$
Building Service Levy	86,275	258,887	(262,749)	82,413
Cash in Lieu - Art	398,673	51,249	(87,080)	362,842
Cash in Lieu - Car Parking	484,511	46,802	0	531,313
Cash in Lieu - Public Open Space	3,105,094	14,839	(847,590)	2,272,343
Construction Training Fund	29,349	132,313	(147,851)	13,811
TPS 17	124,924	425	0	125,349
Unclaimed money	70,679	772	(1,025)	70,426
Bonds	0	4,523	(4,523)	0
JDAP	0	33,232	(32,987)	245
Trust - Other	999	0	0	999
Scholarship	25,163	86	(86)	25,163
	4,325,667	543,128	(1,383,891)	3,484,904

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

### 37. Major Land Transactions

#### (a) Details

Mertome Village is an Independent Living Unit (ILU) site in Bayswater which operates in accordance with the Retirement Villages Act 1999 and subordinate legislation. Mertome Village, at the time of the disposition via long-term lease, was managed by Uniting Church Homes (Juniper) under a Management Agreement between the City of Bayswater and Juniper.

At the Council Meeting on 2 August 2016 Council supported the disposal of Land (via long-term lease arrangement) and subsequently advertised a Business Plan in December 2016.

On 1 April 2019, Hall & Prior (Fresh Fields Management (Mertome Village) Pty Ltd) entered into a long-term lease with a maximum term of 99 years with the City and acquired the business and assets associated with Mertome Village. Refer to Note 31 - Discontinued Operations.

#### (b) Current year transactions

	2022 Actual	2022 Budget	2021 Actual
	\$	\$	\$
<b>Other revenue</b>			
- Lease income	380,494	0	380,494
<b>Other expenditure</b>			
	380,494	0	380,494

#### (c) Expected future cash flows

Cash flows are not expected until year 15 of the lease to the end of the lease term.

#### (d) Assets and liabilities

	2022	2021
	\$	\$
<b>Trade Receivable</b>		
Deferred lease asset - non-current	1,899,457	1,551,932
	1,899,457	1,551,932
<b>Other financial liabilities</b>		
Deferred lease premiums - current	32,969	32,969
Deferred lease premiums - non-current	3,123,783	3,156,752
	3,156,752	3,189,721

### 38. Trading Undertakings and Major Trading Undertakings

There was no trading undertaking conducted during the financial year ended 30 June 2022.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1



## Auditor General

### INDEPENDENT AUDITOR'S REPORT 2022 City of Bayswater

To the Councillors of the City of Bayswater

#### Opinion

I have audited the financial report of the City of Bayswater (the City) which comprises:

- the Statement of Financial Position at 30 June 2022, the Statement of Comprehensive Income by Nature or Type, Statement of Changes in Equity, and Statement of Cash Flows and Rate Setting Statement for the year then ended
- Notes comprising a summary of significant accounting policies and other explanatory information.

In my opinion, the financial report:

- is based on proper accounts and records
- presents fairly, in all material respects, the results of the operations of the City for the year ended 30 June 2022 and its financial position at the end of that period
- is in accordance with the *Local Government Act 1995* (the Act) and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.

#### Basis for opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial report section below.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

#### Other information

The Chief Executive Officer (CEO) is responsible for preparing and the Council for overseeing the other information. The other information is the information in the entity's annual report for the year ended 30 June 2022, but not the financial report and my auditor's report.

My opinion on the financial report does not cover the other information and, accordingly, I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or my knowledge obtained in the audit or otherwise appears to be materially misstated.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact. I did not receive the other information prior to the date of this auditor's report. When I do receive it, I will read it and if I conclude that there is a material misstatement in this information, I am required to communicate the matter to the CEO and Council and request them to correct the misstated information. If the misstated information is not corrected, I may need to retract this auditor's report and re-issue an amended report.

**Responsibilities of the Chief Executive Officer and Council for the financial report**

The Chief Executive Officer of the City is responsible for:

- preparation and fair presentation of the financial report in accordance with the requirements of the Act, the Regulations and Australian Accounting Standards
- managing internal control as required by the CEO to ensure the financial report is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the CEO is responsible for:

- assessing the City's ability to continue as a going concern
- disclosing, as applicable, matters related to going concern
- using the going concern basis of accounting unless the State Government has made decisions affecting the continued existence of the City.

The Council is responsible for overseeing the City's financial reporting process.

**Auditor's responsibilities for the audit of the financial report**

As required by the *Auditor General Act 2006*, my responsibility is to express an opinion on the financial report. The objectives of my audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control.

A further description of my responsibilities for the audit of the financial report is located on the Auditing and Assurance Standards Board website. This description forms part of my auditor's report and can be found at [https://www.auasb.gov.au/auditors\\_responsibilities/ar4.pdf](https://www.auasb.gov.au/auditors_responsibilities/ar4.pdf).

**My independence and quality control relating to the report on the financial report**

I have complied with the independence requirements of the *Auditor General Act 2006* and the relevant ethical requirements relating to assurance engagements. In accordance with ASQC 1 *Quality Control for Firms that Perform Audits and Reviews of Financial Reports and Other Financial Information, and Other Assurance Engagements*, the Office of the Auditor General maintains a comprehensive system of quality control including documented policies and procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1

**Matters relating to the electronic publication of the audited financial report**

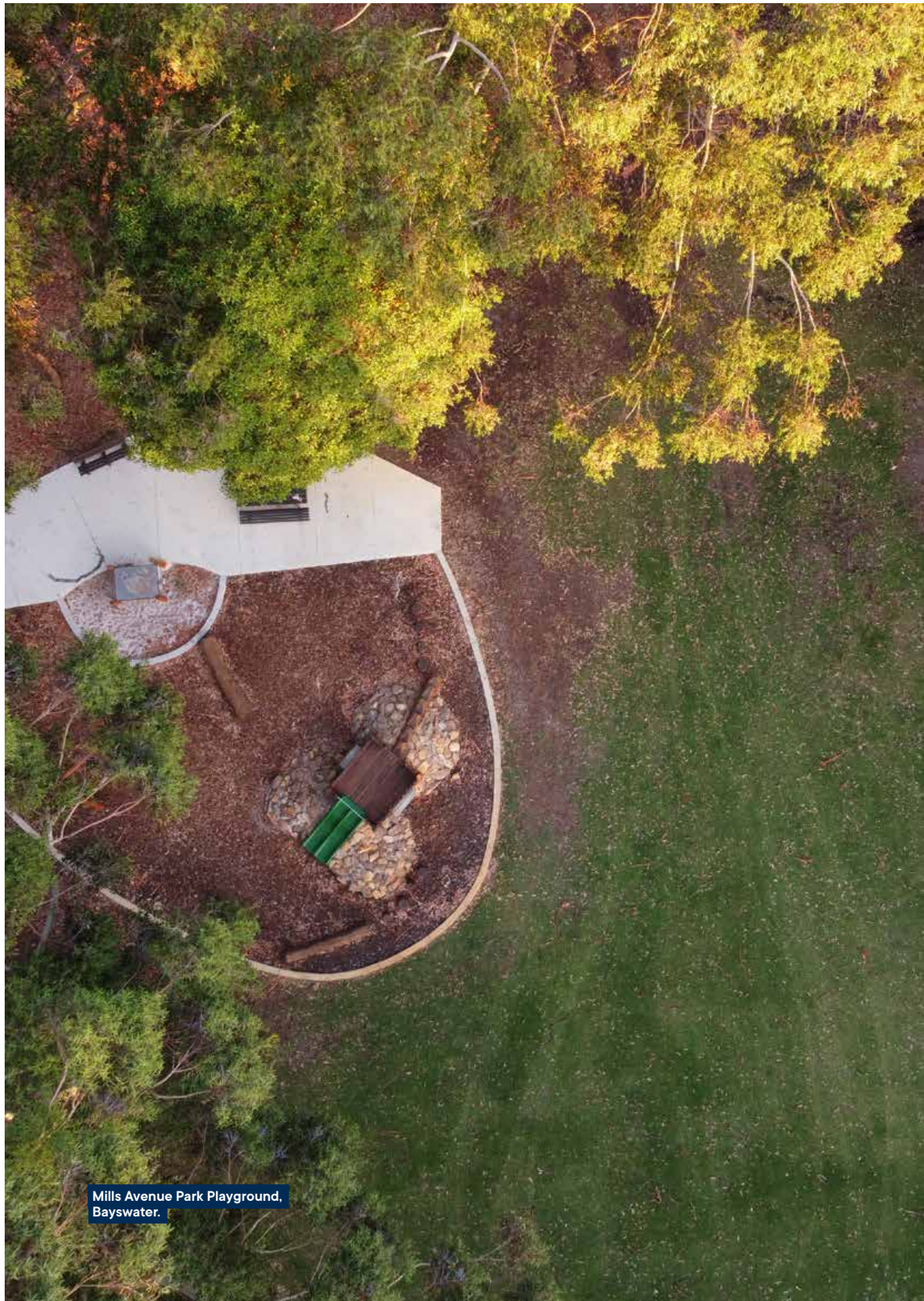
This auditor's report relates to the financial report of the City of Bayswater for the year ended 30 June 2022 included in the annual report on the City's website. The City's management is responsible for the integrity of the City's website. This audit does not provide assurance on the integrity of the City's website. The auditor's report refers only to the financial report. It does not provide an opinion on any other information which may have been hyperlinked to/from the annual report. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to contact the City to confirm the information contained in the website version.



Caroline Spencer  
Auditor General for Western Australia  
Perth, Western Australia  
6 April 2023

Annual General Meeting Of Electors Minutes

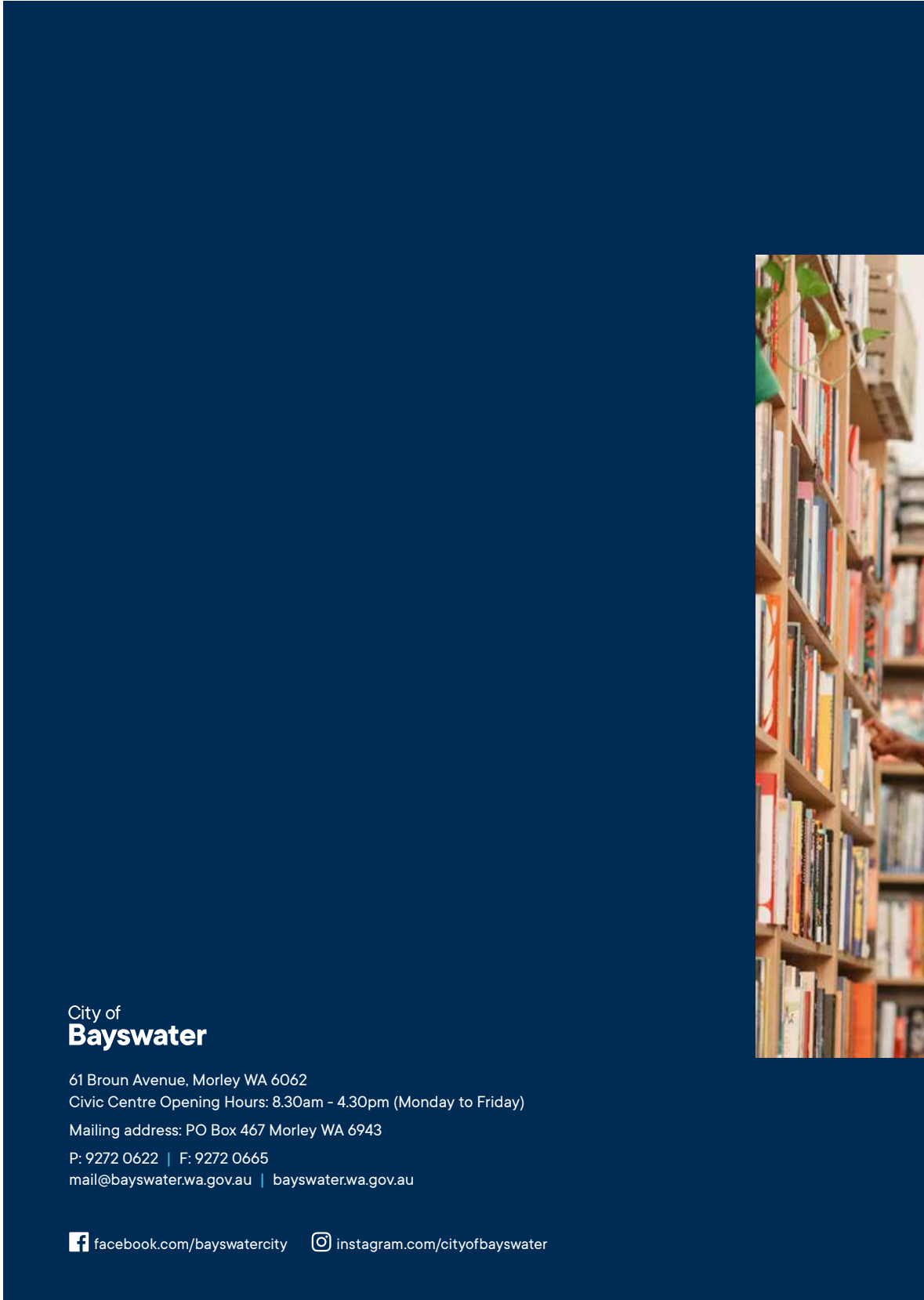
10 July 2023 Attachment 5.1.1



Mills Avenue Park Playground,  
Bayswater.

Annual General Meeting Of Electors Minutes

10 July 2023 Attachment 5.1.1



City of  
**Bayswater**

61 Broun Avenue, Morley WA 6062  
Civic Centre Opening Hours: 8.30am - 4.30pm (Monday to Friday)  
Mailing address: PO Box 467 Morley WA 6943  
P: 9272 0622 | F: 9272 0665  
mail@bayswater.wa.gov.au | bayswater.wa.gov.au

 facebook.com/bayswatercity  instagram.com/cityofbayswater

Annual General Meeting Of Electors Minutes

10 July 2023

**6 OTHER GENERAL BUSINESS**

**6.1 Other General Business**

Consistent with section 5.27 (3) of the *Local Government Act (1995)* and regulation 15 of the *Local Government (Administration) Regulations 1996*, electors in attendance at the Annual General Meeting of Electors are invited to raise any matters concerning any other general business by asking a public question, or raising a motion.

**6.2 Public Questions**

**Rob Furina, Morley**

**Question 1**

**Can the City utilise better resources to Rangers, to cleanup rubbish, illegal dumping etc. in front of verges?**

**Response 1**

Mr Michael Worthington, A/Director Community and Development advised that the City could review this further. Currently resources are allocated to litter control and the City's Parks and Gardens staff undertake cleanups. Rangers are involved in the enforcement aspect of dumped rubbish rather than the cleanups.

**Branka Radanovich, Bayswater**

**Question 1**

**What is the purpose of underground power in residential streets?**

**Response 1**

Mr Luke Botica, Director Infrastructure and Assets advised that installing underground power provides a more reliable source of electricity to properties by removing the overhead power lines. The removal of overhead power lines has other benefits in terms of allowing street trees to grow and can improve the lighting in the area as the City can install lighting in more desirable areas rather than within the constraints of the overhead power lines, which provides a better aesthetic in those areas.

**Georgina Ker, Bedford**

**Question 1**

**City of Subiaco has recently committed to returning to bulk verge collection, and Stirling is considering it. Can the City monitor these changes and consider re-introducing bulk verge collections?**

**Response 1**

Mr Luke Botica, Director Infrastructure and Assets advised that the City currently uses Cleanaway to supply bulk bins to residents upon request, which is delivered and picked up within the contract with Cleanaway. However, the City can look at what other Councils are doing and what may be working well elsewhere and review our service that we provide, based on feedback from other Councils.

**Greg Smith, Bayswater**

**Question 1**

**Can the City provide accurate data regarding canopy percentages for:**

- 1. The City of Bayswater**
- 2. The suburbs of Bayswater**

**Response 1**

Mr Luke Botica, Director Infrastructure and Assets advised that the City currently has LiDAR information in terms of how much canopy coverage there is across the City. That can be broken down into suburbs. That data is getting a bit old now but there is a LiDAR survey planned for early next financial year.

**Question 2**

**Can the results of the survey in relation to the percentage information be distributed in the Bayswater Beat newsletter?**

**Response 2**

Mr Luke Botica, Director Infrastructure and Assets replied that once the City has that information, it can be included in the newsletter.

**Question 3**

**How much money has been allocated in the current budget for Property Council funding/sponsorship**

**Response 3**

Mr Jeremy Edwards, Chief Executive Officer advised that he is not aware that there is specific property council funding/sponsorship but what we do have is money associated with economic development forums, with one coming up in August in relation to that as well, however I will take that on notice, just to confirm for you.

**Question 4**

**Has Council allocated any money in the current budget for dendrophobe alleviation?**

**Response 4**

Mr Jeremy Edwards, Chief Executive Officer took the question on notice.

**Wendy Garstone, Maylands**

**In early 2022 the City updated the Tree Policy to allow residents to prune the street tree adjacent to their properties. I believe this is open to abuse if someone decides to prune to their own personal expectations or standards. I am aware of one example, in Francis Street, Bayswater, where the tree growth and form of a street tree has been damaged due to pruning by a property owner.**

**Question 1**

**Can the City please provide comment on how the pruning aspect of the Tree Policy has and may in the future impact the overall tree canopy of the City?**

**Annual General Meeting Of Electors Minutes**

**10 July 2023**

Response 1

Mr Luke Botica, Director Infrastructure and Assets advised that the City can investigate the above example on Francis Street, however he is not aware of other instances where people have abused the policy, however if residents are willing to contact the City to advise of where any instances may be, the City can investigate those.

In terms of providing comment of the future impact, obviously trees that are found to be damaged is not good and we would need to work to improve those but overall tree canopy in terms of how much damage is done is probably hard to tell without understanding what the extent of the damage is.

**Question 2**

**Could you refer to your staff that are on the street to see if there's feedback from officers who might see examples themselves?**

Response 2

Mr Luke Botica, Director Infrastructure and Assets advised that the staff that work in those outside environments are aware of anything changing but they aren't able to see everything that happens and that's why the City relies on residents notifying us if that's occurred.

**Harvey Tonkin, Noranda**

**Question 1**

**In regards to the Snap, Send, Solve app, when I've used it in the past it takes far too long (five days) to receive a response from City officers via the app. Is the City of Bayswater looking at accessing the app so that a response to residents, can be received promptly?**

Response 1

Mr Jeremy Edwards, Chief Executive Officer advised that the City is always looking at ways to improve that customer interface and the use of technology should improve that. The City will look into that to ensure the process can be sped up and be more timely for customers.

**Greg Smith, Bayswater**

**Question 1**

**Has the City assessed the impact upon the water table of Halliday Park and nearby Rose Avenue residents following the use of Halliday Park as an overflow drainage reserve from the Train Station "upgrade"?**

Response 1

Mr Luke Botica, Director Infrastructure and Assets advised that in terms of the drainage that's proposed there, there has been an analysis done. That analysis forms part of the engineering design which looks at all aspects of the drainage. My understanding is that the drainage is a temporary storage, it's not disposing of the water there permanently. It stores the water during the peak of the storm and then returns it back into the system. The City can provide you with more information on the design to explain how the drainage system is going to work and what impact it has.

**6.3 Public Motions**

David Dyke, Maylands

**MOTION 1**

That Council proposes a simple Men’s Health and Wellbeing Plan be formulated following on from the very successful Tomorrow Man Workshop hosted by City of Bayswater recently.

June 12<sup>th</sup> Men’s Health Week. The No. 1 Killer of Men in Australia, heart disease. Suicide. Men can take preventative action to lessen their risk. There are some Federal & State Grants available soon for Men’s Health and Well being. This actually fits snugly into the “Legislated Public Health Plan” UWA Health Research report confirms 30% is genetic 70% lifestyle.

Thanks all staff, Councillors that were behind the success of the Tomorrow Man Workshop and in particular Ross Millard keeping across the admin requirements.

David Dyke moved, Rachael Roberts seconded

**CARRIED**

Rhiannon Italiano, Embleton

Re: access way between Broadway and Broun Ave (previously 'Irwin Road').

**MOTION 2**

In relation to the land between properties on Holmwood Way and Kingston Street, bordered by Broadway and Broun Ave, in Embleton, it is requested that the City:

1. Liaises with relevant stakeholders, for example, WaterCorp and adjoining and nearby residents, to determine the appropriateness of improvements to the land, clarifying responsibilities for maintenance and access required.
2. Explores options for improvements to the land, such as greening the land, providing usable and safe pedestrian pathways and passive lighting, while maintaining vehicle access for authorised vehicles if required.
3. Investigate opportunities for State and Federal Government financial support and other grants to fund improvements.

Rhiannon Italiano moved, Violetta Zajonz seconded

**CARRIED**

Rachael Roberts, Bayswater

**MOTION 3**

1. Congratulates the Council for its continued efforts to introduce Local Cat Laws that protect both native wildlife and the health and wellbeing of domestic cats;
2. Supports the Council’s request for City of Bayswater representatives to meet with the Joint Standing Committee on Delegated Legislation and the Local Government Minister to discuss this issue; and
3. Calls on Council to not reconsider this matter until at least its August regular meeting, to allow for a meeting with the CDL and the Local Government Minister. We note that the status quo, whereby the Council continues to not implement Clause 2.2 of the proposed Local Cat laws.

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Annual General Meeting Of Electors Minutes

10 July 2023

Rachael Roberts moved, David Dyke seconded

CARRIED

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Rob Furina, Morley

**MOTION 4**

That Council:

1. Requests the CEO to investigate parking options to reduce congestion and hazards on Elstead Way, Morley;
2. Receive the petition signed by residents requesting that Council consider residents permit parking or no parking restrictions on Elstead Way, Morley.

Rob Furina moved, Greg Smith seconded

CARRIED

**MOTION 5**

That Council requests the CEO to look into ways to utilise Rangers resources efficiently to look for illegal dumping on verges and infringe owners and remove rubbish at the front.

Rob Furina moved, Greg Smith seconded

CARRIED

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Branka Radanovich, Bayswater

**MOTION 6**

City to mandate and prioritise –

At least one verge tree on every residential verge with underground power.

Branka Radanovich moved, Greg Smith seconded

CARRIED

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Georgina Ker, Bedford

**MOTION 7**

In light of the new Draft Bike Plan, that the City of Bayswater establishes an Active Transport Advisory Committee.

Georgina Ker moved, Wendy Garstone seconded

CARRIED

Andrea Vinkovic, Maylands

**MOTION 8**

Given that 95% of Western Australians participate in arts and cultural activities, and the benefits of a vibrant arts and cultural sector on creativity, mental health and well-being,

Annual General Meeting Of Electors Minutes

10 July 2023

cultural pride and identity (among others) is well documented, it is recommended that the Council consider appointing a dedicated Arts and Culture Officer or Coordinator.

Andrea Vinkovic moved, Georgina Ker seconded

CARRIED

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Greg Smith, Bayswater

**MOTION 9**

That the City of Bayswater plant one WA Peppermint (Wonil) tree in Halliday Park, in the specific location, as promised almost a decade ago, following the removal of seven Wonil trees from heritage listed Halliday Park.

Greg Smith moved, Branka Radanovich seconded

CARRIED

**MOTION 10**

That signage at Claughton Reserve be altered so as to exclude off leash dogs from the BBQ area.

Greg Smith moved, Rhiannon Italiano seconded

CARRIED

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**7 CLOSURE**

There being no further business to discuss, the Presiding Member, Cr Filomena Piffaretti, Mayor, declared the meeting closed at 8:07pm.

#	Mover Name	Motion	Directorate	Branch	Officer's Comment	Officer's Recommendation
1	David Dyke, Maylands	<p><b>That Council proposes a simple Men's Health and Wellbeing Plan be formulated following on from the very successful Tomorrow Man Workshop hosted by City of Bayswater recently. June 12th Men's Health Week. The No. 1 Killer of Men in Australia, heart disease. Suicide. Men can take preventative action to lessen their risk. There are some Federal &amp; State Grants available soon for Men's Health and Well-being. This actually fits snugly into the "Legislated Public Health Plan" UWA Health Research report confirms 30% is genetic 70% lifestyle. Thanks, all staff, Councillors that were behind the success of the Tomorrow Man Workshop and in particular Ross Millard keeping across the admin requirements.</b></p>	Community	Community Development	<p>The City has delivered a range of public health programs through its <i>Public Health and Wellbeing Plan 2019-2024</i>, which includes the <i>Tomorrow Man Workshop</i>.</p> <p>The success of this workshop and its importance to men's health is recognised.</p> <p>With the City's existing Public Health and Wellbeing Plan due to expire on 30 June 2024, the City is currently in the process of developing a new plan.</p> <p>Consideration will be given towards increasing the focus on men's health and wellbeing within the new plan, along with other priorities identified through stakeholder feedback and epidemiological data provided by the Western Australian Department of Health.</p>	<p><b>That Council notes that consideration will be given towards increasing the focus of men's mental health and wellbeing within the City's new Public Health and Wellbeing Plan.</b></p>
2	Rhiannon Italiano	<p><b>In relation to the land between properties on Holmwood Way and Kingston Street, bordered by Broadway and Broun Ave, in Embleton, it is requested that the City:</b></p> <ol style="list-style-type: none"> <li><b>1. Liaises with relevant stakeholders, for example, WaterCorp and adjoining and nearby residents, to determine the appropriateness of improvements to</b></li> </ol>	Infrastructure and Assets	Parks and Environment	<p>As per the Motion, the identified area is a Drainage Reserve under the Town Planning Scheme 24 which is owned by the State of WA and vested in the City to manage.</p> <p>There are underground Water Corporation services located in this area, namely water and</p>	<p><b>That Council, in relation to the land between properties on Holmwood Way and Kingston Street, bordered by Broadway and Broun Avenue, in Embleton, requests the Chief Executive Officer to:</b></p>

#	Mover Name	Motion	Directorate	Branch	Officer's Comment	Officer's Recommendation
		<p>the land, clarifying responsibilities for maintenance and access required.</p> <p>2. Explores options for improvements to the land, such as greening the land, providing usable and safe pedestrian pathways and passive lighting, while maintaining vehicle access for authorised vehicles if required.</p> <p>3. Investigate opportunities for State and Federal Government financial support and other grants to fund improvements.</p>			<p>sewerage services to the adjacent properties.</p> <p>Circa 1965, the area was a continuation of Bath Road before the development of adjacent land and construction of Broun Avenue. Since then, the area has remained in its current state, offering no amenity to the local community.</p> <p>The City is currently developing a Precinct Structure Plan for the new Morley train station. The structure plan area includes the subject land. The use of the subject land for better connection will be considered as a part of the structure plan.</p> <p>There is an opportunity for the City to explore options to landscape this area in a way that will provide amenity and biodiversity outcomes for the benefit of the local community while providing access to utility providers as required.</p> <p>The City's Project Services team through the Landscape Architect could engage with the local community to develop a concept plan to meet the requirements of all stakeholders, which would</p>	<p>1. Liaise with relevant stakeholders, such as the Water Corporation and adjoining and nearby residents, to determine the appropriateness of improvements to the land, clarifying responsibilities for maintenance and the access required.</p> <p>2. Explore options for improvements to the land, such as greening the land, providing usable and safe pedestrian pathways and passive lighting, while maintaining vehicle access for authorised vehicles if required.</p> <p>3. Investigate opportunities for State and Federal Government financial support and other grants to fund improvements.</p>

#	Mover Name	Motion	Directorate	Branch	Officer's Comment	Officer's Recommendation
					then be delivered through funding opportunities as identified during the City's budgetary and business planning cycles.	
3	Rachael Roberts, Bayswater	<p><b>1. Congratulates the Council for its continued efforts to introduce Local Cat Laws that protect both native wildlife and the health and wellbeing of domestic cats;</b></p> <p><b>2. Supports the Council's request for City of Bayswater representatives to meet with the Joint Standing Committee on Delegated Legislation and the Local Government Minister to discuss this issue; and</b></p> <p><b>3. Calls on Council to not reconsider this matter until at least its August regular meeting, to allow for a meeting with the CDL and the Local Government Minister. We note that the status quo, whereby the Council continues to not implement Clause 2.2 of the proposed Local Cat laws</b></p>	Office of the CEO	Governance and OPD	<p>The City has worked on the review of the Keeping and Control of Cats Local Law since this was first moved as a motion at the AGM on 24 March 2021. Initially this review was not due until 2024 (8 yearly review).</p> <p>The City has written to the Chair of the JSCDL specifically requesting a meeting on two separate occasions (25 May 2023 and 17 July 2023). The JSCDL has confirmed it will consider the City's request to meet with the Chairperson at their next meeting scheduled for the 8 August 2023.</p> <p>The City has deferred this report to be considered at the 22 August OCM.</p>	<b>That notes that the report to consider making the City's Keeping and Control of Cats Amendment Local Law 2023 has been deferred to the 22 August OCM as requested in limb 3 of the motion.</b>
4	Rob Furina, Morley	<p><b>That Council:</b></p> <p><b>1. Requests the CEO to investigate parking options to reduce congestion and hazards on Elstead Way, Morley;</b></p> <p><b>2. Receive the petition signed by residents requesting that Council consider residents permit parking or no parking restrictions on Elstead Way, Morley.</b></p>	Community	Rangers and Security	<p>The City has received a number of complaints in recent months relating to parking congestion at Elstead Way, Morley reportedly caused by sporting users on Elstead Reserve.</p> <p>A small car park supports Elstead Reserve providing eight (8) parking bays. Approximately twelve (12)</p>	<p><b>That Council :</b></p> <p><b>1. Receives the petition signed by residents requesting that Council consider residents permit parking or no parking restrictions on Elstead Way, Morley.</b></p> <p><b>2. Requests the Chief Executive Officer to investigate parking options to reduce</b></p>

#	Mover Name	Motion	Directorate	Branch	Officer's Comment	Officer's Recommendation
					<p>parking bays are available in close proximity to the reserve on Walter Road West. Verge parking is permitted on Elstead Way bordering the reserve and there is no street parking restrictions within Elstead Way.</p> <p>The reserve is booked two evenings per week and occasional weekends for soccer. Informal users have been observed to utilise the playing field without a formal booking especially on weekends.</p> <p>Photos have been submitted by the neighbouring community showing vehicles parking on a right angled bend and vehicles parking directly across from resident driveways. Rangers have been called on occasions to review parking on site with no parking breaches observed or infringements applied.</p> <p>A petition has been submitted on behalf of residents requesting the City to consider resident parking permits or No parking restrictions along Elstead Way, Morley.</p> <p>The petition has nine (9) supporting signatures representing nine (9) of eighteen properties on Elstead Way, Morley.</p>	<p><b>congestion and hazards on Elstead Way, Morley, and provides a report to Council exploring the options by 30 June 2024.</b></p>

#	Mover Name	Motion	Directorate	Branch	Officer's Comment	Officer's Recommendation
5	Rob Furina, Morley	<b>That Council requests the CEO to look into ways to utilise Rangers resources efficiently to look for illegal dumping on verges and infringe owners and remove rubbish at the front.</b>	Community	Rangers and Security	<p>The City continually reviews practices to ensure efficient and effective service delivery. City officers regularly conduct patrols to identify and remove litter from public places and provide timely responses to littering complaints.</p> <p>Appropriate education and enforcement action is undertaken when offences are identified, and the identity of offenders can be established.</p> <p>Sufficient resources, from various business areas, are involved in the identification and removal of litter and the City does not feel it is necessary for Ranger resources to be specifically dedicated to the task.</p> <p>It is the City's view that this motion does not need to be supported due to the high-quality litter identification and removal service that are already being provided by numerous officers from a range of departments.</p>	<b>That Council notes the City already regularly conduct patrols to identify and remove litter from public places and provides timely responses to littering complaints.</b>
6	Branka Radanovich, Bayswater	<b>City to mandate and prioritise – At least one verge tree on every residential verge with underground power.</b>	Infrastructure and Assets	Parks and Environment	<p>The City's current <i>Urban Tree Planting and Maintenance Policy</i> states "Generally, one tree will be planted per verge abutting private property, while properties with larger or corner frontages may receive more." It also states "...the City will plant the tree unless requested otherwise by the</p>	<b>That Council continues to implement its tree planting program in accordance with the <i>Urban Tree Planting and Maintenance Policy</i>.</b>

#	Mover Name	Motion	Directorate	Branch	Officer's Comment	Officer's Recommendation
					<p><i>adjacent owner</i>". This last statement provides adjoining owners with the option of not having a tree if the verge is identified under a targeted planting program.</p> <p>During the 2023 planting program, the City will be planting a total of 5,138 trees on verges, medians and parks. The verge planting component was achieved through a combination of resident requests and a targeted campaign in identified areas as per the "Green Dreams" tree planting strategy.</p> <p>The City is geared up to be able to plant, on average, 3,000 trees per annum and maintain 9,000 trees annually (i.e. three years of maintenance for each tree).</p> <p>Mandating the planting of trees on every verge could provide logistical advantages in grouping planted areas together; however, current experiences suggest that trees have the best opportunity to thrive if they are planted on a verge where the adjoining owner is supportive of the planting.</p> <p>The approach undertaken in recent planting programs has yielded good results and is expected to continue to</p>	

#	Mover Name	Motion	Directorate	Branch	Officer's Comment	Officer's Recommendation
					<p>achieve the planting and maintenance targets set by the City.</p> <p>The City could target areas of underground power (whether mandatory or not) but planting in these areas may not necessarily align with the planting strategy adopted under the "Green Dreams" tree planting strategy.</p> <p>It is, however, possible that every (or nearly every verge) will have a tree in the long term under the current tree planting strategies, which will also include those areas that have or will have underground power in future.</p>	
7	Georgina Ker, Bedford	<b>In light of the new Draft Bike Plan, that the City of Bayswater establishes an Active Transport Advisory Committee.</b>	Infrastructure and Assets	Transport and Buildings	<p>Active Transport supports safe well-designed and connected networks for people of all ages and abilities to ride bikes, scooters or walk to get around.</p> <p>Council approved the City's Bike Plan at its Ordinary Meeting held 23 May 2023. Recommendation 15 of the plan is to:                      "Establish a Bike Plan Implementation Advisory Group made up of staff and community members who support promoting cycling and safer improved paths and chaired by an elected member."</p>	<b>That Council considers the establishment of an Active Transport Committee that will also include the implementation of the Bike Plan within the terms of reference following the October 2023 Local Government Elections.</b>

#	Mover Name	Motion	Directorate	Branch	Officer's Comment	Officer's Recommendation
					<p>City officers believe that Bike Plan implementation could come under the terms of an Active Transport Advisory Committee.</p> <p>The City has an active Skate and Bike Development Advisory Committee. The purpose of the Committee is to make recommendations to Council on establishing, designing and upgrading existing and future skate, BMX and scooter parks within the City. The Committee's term expires in October 2023 in line with the local government election process.</p> <p>The <i>Local Government Act 1995</i> ('the Act') sets out the framework for decision-making on behalf of the local government. Each local government must decide the meeting structure that it will adopt within the framework for it to achieve the most efficient and effective decision-making process.</p> <p>It is a legislative requirement that all decisions made on behalf of the local government are made at meetings called and convened under the provisions of the Act.</p> <p>Council will review its committee structure following the October 2023 local government elections.</p>	

#	Mover Name	Motion	Directorate	Branch	Officer's Comment	Officer's Recommendation
					It is recommended that Council considers the establishment of an Active Transport Committee that will include the implementation of the Bike Plan within the terms of reference following the October 2023 local government elections.	
8	Andrea Vinkovic, Maylands	<b>Given that 95% of Western Australians participate in arts and cultural activities, and the benefits of a vibrant arts and cultural sector on creativity, mental health and well-being, Annual General Meeting Of Electors Minutes 10 July 2023 Page 150 cultural pride and identity (among others) is well documented, it is recommended that the Council consider appointing a dedicated Arts and Culture Officer or Coordinator.</b>	Community	Community Development	<p>The City is currently fulfilling the arts and culture portfolio requirements to address the Cultural Plan 2019 – 2024.</p> <p>There is a renewed focus on building capacity and sustainability of cultural arts programming within events through; a new events strategy, a boost in community grants funding, an expansion of the Community Art Awards to the new Flourish Community Arts Festival, along with the new "Activate Arts" network initiative led by the City. It is considered that this renewed focus will improve; idea sharing, funding opportunities, arts profile, collaborations and a stronger connection to the arts community.</p>	<b>That Council considers the appointment of a dedicated Arts and Culture Officer as part of the 2024/25 Business Planning and Budget process.</b>
9	Greg Smith, Bayswater	<b>That the City of Bayswater plant one WA Peppermint (Wonil) tree in Halliday Park, in the specific location, as promised almost a decade ago, following the removal of seven Wonil trees from heritage listed Halliday Park.</b>	Infrastructure and Assets	Parks and Environment	The City has no objections to the requested tree planting in the specific location that had previously been identified in Halliday Park. City officers will confirm the identified location with Mr Smith prior to planting.	<b>That Council supports the motion as raised.</b>

#	Mover Name	Motion	Directorate	Branch	Officer's Comment	Officer's Recommendation
					City officers will also investigate the option of planting additional trees where possible.	
10	Greg Smith, Bayswater	<b>That signage at Claughton Reserve be altered so as to exclude off leash dogs from the BBQ area.</b>	Community	Rangers and Security	<p>Council at its Ordinary Meeting held 29 January 2019, considered a review of the dog exercise areas pursuant to the <i>Dog Act 1976</i>. The Council resolution of 29 January 2019 effectively resulted in Claughton Reserve being an off-leash area including the BBQ location.</p> <p>Notwithstanding, the Council resolution prescribed no dogs are to be off leash within 20m of any playground however, this on leash requirement does not apply to BBQ areas (unless they are located within the 20m boundary of a playground). It is noted that the BBQ area within Claughton Reserve is beyond the 20m boundary of the playground therefore dogs are permitted be both on and off leash in that area. The dog exercise areas within the City is scheduled to be reviewed in 2024/25, and this matter can be considered as part of that review.</p>	<b>That Council considers the exclusion of off leash dogs at the BBQ area in Claughton Reserve as part of the next review of the dog exercise areas within the City of Bayswater.</b>

**10.1.3 Main Power Connection for Mobile Food Vehicles at Crimea Park**

<b>Responsible Branch:</b>	Property and Economic Development
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	Nil
<b>Refer:</b>	Item 11.5: OCM 25.07.2023

**SUMMARY**

Council’s consideration is sought in relation to the installation of a new mains power connection for mobile food vendors at Crimea Park and allocating that connection to the Dancing Duck Co. mobile food vendor.

*Cr Dan Bull proposed an alternative motion.*

*Cr Elli Petersen-Pik foreshadowed the officer’s recommendation.*

**MOTION**

**That:**

- 1. Council supports the installation of a new power connection for a mobile food vendor at Crimea Park, 2 McArthur Street, Morley, and considers an allocation of \$9,825 for these works as a part of the 2023/24 mid-year budget review.**
- 2. In the event the budget amount of \$9,825 is allocated for the installation of a new power connection for a mobile food vendor at Crimea Park, Council approves the Dancing Duck Co. mobile food vendor to establish a semi-permanent presence at Crimea Park, 2 McArthur Street, Morley subject to the following conditions;**
  - a) The cost of the installation of the new power connection be split between the City and the Dancing Duck Co. vendor on a 50:50 basis.**
  - b) Exclusive use of the car parking bay adjoining the new power connection as depicted in Figure 1 of this report plus one adjacent bay, between 6:00am and 4:00pm, inclusive.**
  - c) Connection to the City’s power is subject to the electricity consumption costs being borne by the mobile food vendor.**
  - d) In the event the Dancing Duck Co. vendor do not hold a valid mobile food vendor permit with the City for six consecutive months, their exclusive use of the bay and ability to connect to the power will no longer apply.**
  - e) All conditions on the existing mobile food vehicle trading permit, continue to apply with the exception of:**

*“A stallholder or any agent of the stallholder, while conducting a stall or a trader while trading shall not*

*...  
(h) Require external power connection.”*

**Cr Dan Bull Moved, Cr Sally Palmer Seconded**

**LOST: 4/6**

**For: Cr Sally Palmer, Cr Elli Petersen-Pik, Cr Dan Bull and Cr Giorgia Johnson.**

**Against:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Josh Eveson, Cr Michelle Sutherland and Cr Catherine Ehrhardt, Deputy Mayor.*

**As the motion was lost, Council returned to consideration of the foreshadowed officer recommendation.**

**MOTION  
(OFFICER'S RECOMMENDATION)**

**That:**

1. Council supports the installation of a new power connection for a mobile food vendor at Crimea Park, 2 McArthur Street, Morley, and considers an allocation of \$5,025 for these works as a part of the 2023/24 mid-year budget review.
2. In the event the budget amount of \$5,024 is allocated for the installation of a new power connection for a mobile food vendor at Crimea Park, Council approves the Dancing Duck Co. mobile food vendor to establish a semi-permanent presence at Crimea Park, 2 McArthur Street, Morley subject to the following conditions;
  - a) The cost of the installation of the new power connection be split between the City and the Dancing Duck Co. vendor on a 50:50 basis.
  - b) Exclusive use of the car parking bay adjoining the new power connection as depicted in Figure 1 of this report, between 6:00am and 4:00pm, inclusive.
  - c) Connection to the City's power is subject to the electricity consumption costs being borne by the mobile food vendor.
  - d) In the event the Dancing Duck Co. vendor do not hold a valid mobile food vendor permit with the City for six consecutive months, their exclusive use of the bay and ability to connect to the power will no longer apply.
  - e) All conditions on the existing mobile food vehicle trading permit, continue to apply with the exception of:
 

*“A stallholder or any agent of the stallholder, while conducting a stall or a trader while trading shall not*

...  
*(h) Require external power connection.”*

**Cr Elli Petersen-Pik Moved**

**LAPSED FOR WANT OF A SECONDER**

**BACKGROUND**

The City's Mobile Food Vendor Guidelines (Guidelines) outline the requirements for mobile food vendors to operate within the City. The guidelines were last reviewed, updated and approved by Council in August 2022. In accordance with the Guidelines mobile food vendors are permitted to operate in the car parking area at Crimea Park, and there are currently 12 mobile food vendors with permits to operate at Crimea Park.

The current Guidelines states that a mobile food vehicle or stall must not require an external power connection, unless otherwise approved by the City. This limitation was retained from the superseded policy and kept in the guidelines following an investigation into whether access to metered electricity can be provided to vendors, where it is currently available.

Council has previously supported two requests for connection to the City's power at Riverside Gardens and Bardon Park.

In 2013 Council considered a request from the former Cool Breeze Café to connect to mains power at Riverside Gardens. This request was supported and the City installed and paid for the power connection and a sub-meter on the basis that it could also be used for City-run community events in Riverside Gardens. At the Ordinary Council Meeting held 25 October 2022, Council requested that the Chief Executive Officer undertake an expression of interest process to allow a new mobile food vendor to connect to the existing power supply at Riverside Gardens. The City undertook the expression of interest process for a new operator and the connection is now being used by Peters CaPhe.

In 2016 Council also approved a request for a mobile food vehicle to connect to an existing power supply connection at Bardon Park. At the time it was considered that the connection to the City's power could be supported as the mobile food vehicle was considered to have a semi-permanent location at Bardon Park. The cost of new connection and sub-meter was split 50/50 with the applicant on the basis that the City may use it

Council received a request to install a mains power connection to allow the Dancing Duck Co. mobile food vendor to connect at Crimea Park. At the Ordinary Council Meeting held 25 July 2023 Council considered a notice of motion regarding mains power connection for mobile food vehicles at Crimea Park, and resolved as follows:

*"That Council requests the Chief Executive Officer investigate the cost of installing a new mains power connection for mobile food vehicles to use at Crimea Park, with a report on the outcomes of the investigation to be presented to Council at the August Ordinary Council Meeting."*

## **EXTERNAL CONSULTATION**

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

## **OFFICER'S COMMENTS**

The request to install a mains power connection for a mobile food vehicle was received by Councillors, from the community on behalf of the Dancing Duck mobile food vendor which has been operating on a regular basis at Crimea Park since March 2022. The community consider that connection to mains power will ensure the sustainability of the mobile food vendor and create a better experience for visitors to the park, as it would reduce the noise of generators.

Generally, best practise would be to undertake an expression of interest process to determine the best operator in a fair and transparent process. However, given the Dancing Duck has an established semi-permanent presence it is considered appropriate to offer it to them in the first instance, in the event Council support the installation of a new power outlet.

### Installation of New Power Connection

The City is aware of previous issues with insufficient electricity supply for the existing clubrooms. The City installed a logger at Crimea Park to understand the existing usage and whether any upgrades are required to accommodate increased usage (such as a mobile food vendor). The logger was in place for a week and found that the main power board can accommodate the additional load of a new power outlet and meter for a mobile food vehicle. To install a new power connection for a mobile food vehicle it will involve the following works:

- Supply and install a new power connection alongside the carpark fed from the site main switchboard with a 32a 3 phase supply.
- 50m long trench from the switchboard to the new power connection.
- Supply and install 2 x 15amp weatherproof outlets to the external of the switchboard enclosed in a lockable enclosure.
- Supply and install an energy meter to each 15amp circuit.

The City's electrician has confirmed that their previous quote for \$8,500 is still current. An additional \$1,100 would be required to reinstate the turf over the works. The reinstatement works are required to replace the turf over the trench. The total cost of the works is estimated to be \$9,600

Previous requests for mobile food vendors to connect to City power have been considered on a case by case basis. At Riverside Gardens, the City paid for the full cost of the connection and sub-meter on the basis that the City holds a number of events at Riverside Gardens and it could also be used by the City for City-run community events. At Bardon Park the City shared the costs 50/50 with the mobile food vendor, in acknowledgment that while the City did not hold events at Bardon Park, the connection point would be available for the City in the future if an event was held.

The City does not currently hold any events at Crimea Park, however given the position of the proposed power connection it could be used by the City for future events if needed. In light of this, in the event Council support the installation of a new mains power connection for a mobile food vendor it is considered appropriate to share the cost of the installation of the new power connection and reinstatement of the verge. In the event Council supports this approach the costs would be \$4,800 for the City and \$4,800 for the Dancing Duck Co.

#### Conditions of Approval

In the event Council supports the installation of a new mains power connection and allocating it to Dancing Duck Co. mobile food vendor the following conditions are recommended in addition to the standard mobile food vendor conditions;

- The cost of the installation of the new power connection be split between the City and the Dancing Duck Co. vendor on a 50:50 basis.
- Exclusive use of the car parking bay adjoining the new power connection as depicted in Figure 1 below, between 6:00am and 4:00pm, inclusive.

It is noted that the Dancing Duck Co. generally uses more than one car parking bay and operates between 6:30am and 12:30pm. It is recommended that only one bay be for their exclusive use to ensure that other users of the park will still have sufficient parking during peak times, whilst allowing them access to the power connection.

To ensure that the bay remains available for Dancing Duck Co. to use it is considered a sign designating the bay for their exclusive use is required. A sign will cost approximately \$450 to install. It is recommended that the cost of the sign is shared equally (at a cost of \$225 each) between the City and the Dancing Duck Co. As the sign directly benefits the Dancing Duck Co. but will remain the City's infrastructure in the event they no longer operate.



Figure 1 – proposed exclusive car bay

- Connection to the City's power is subject to the electricity consumption costs being borne by the mobile food vendor.
- In the event the Dancing Duck Co. do not hold a valid mobile food vendor permit with the City for six months, their exclusive use of the bay and ability to connect to the power will no longer apply.

**LEGISLATIVE COMPLIANCE**

Mobile Food Vendor Guidelines provide guidance on mobile food vehicles within the City and outlines operator responsibilities with respect to where they are located, connection to the City's power, disposal of waste, applicable fees and the like.

**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.

Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Moderate
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	It is considered that there is a moderate financial management risk as the cost of the works have not been included in the 2023/24 budget, however it is considered that it will help improve the amenity and vibrancy of the area and greater use of the park by the community.	

**FINANCIAL IMPLICATIONS**

The following financial implications are applicable:

**Item 1:** 50% of the installation of a new mains power connection for a mobile food vendor.

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

**LTFP Impacts:** This item is not included in the LTFP

**Notes:**

**Item 2:** 50% of the reinstatement of the verge.

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

**LTFP Impacts:** This item is not included in the LTFP

**Notes:** N/A

**Item 3:** 50% of the supply and installation of a new sign dedicating a car bay for exclusive use.

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

**LTFP Impacts:** This item is not included in the LTFP

**Notes:** N/A

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$)		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	4,250	-	-	-	-	-	0
2	550	-	-	-	-	-	0
3	225	-	-	-	-	-	0

**STRATEGIC IMPLICATIONS**

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

Theme: Vibrancy

Goal V4: Support businesses across the City to grow and thrive.

It is considered that the installation of a new power connection for the Dancing Duck Co. will enable the business to operate long term and will improve the amenity of the park for visitors.

**CONCLUSION**

In light of the above it is recommended that Council supports the installation of a new power connection at Crimea Park for the Dancing Duck Co. to exclusively connect to, with 50% of the costs to be paid by the Dancing Duck.

**10.1.4 Maylands Brickworks - Funding Options and Memorandum of Understanding**

<b>Responsible Branch:</b>	Property and Economic Development
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	1. Summary of Survey Submissions [ <b>10.1.4.1</b> - 7 pages] 2. Extract of Masterplan Development Package Estimates report [ <b>10.1.4.2</b> - 2 pages]
<b>Refer:</b>	Item 10.4.3 OCM 27.06.2023

**SUMMARY**

The Maylands Brickworks Reactivation business case was prepared based on the community engagement outcomes and detailed costing analysis for the various options for the site. The report recommended that essential conservation works be carried out to maintain the overall integrity of the site, its safety, to correct structural issues and to arrest any further deterioration. The report identified an increase in the costs of the stabilisation works since the original consideration by the Community Reference Group (CRG). The revised costings, and various funding options were referred back to the CRG for further discussion. The outcomes of these discussions are referred to Council for consideration.

Additionally, the City has commenced discussions with the Friends of Maylands Brickworks (FOMB) regarding a Memorandum of Understanding (MOU) to support the group in seeking alternative sources of funding for works at the Maylands Brickworks site.

**OFFICER'S RECOMMENDATION**

That Council:

1. Notes the outcomes of the Community Reference Group funding options discussion forum in relation to the essential rectification works/baseworks to the Hoffman Kiln as detailed in Conservation Package 2 in the Business Case report.
2. Considers options for funding the essential rectification works/baseworks to the Hoffman Kiln as part of the 2024/25 Business Planning and Budget process, including having regard to the funding options identified within this report.
3. Notes the ongoing discussions with the Friends of Maylands Brickworks regarding the Memorandum of Understanding to support the group in seeking alternative sources of funding for works at the Maylands Brickworks site.

***Cr Catherine Ehrhardt, Deputy Mayor, proposed an alternative motion:***

**MOTION**

That Council:

1. **Notes the outcomes of the Community Reference Group (CRG) funding options discussion forum in relation to the essential rectification works/baseworks to the Hoffman Kiln as detailed in Conservation Package 2 in the Business Case report.**
2. **Reallocates \$250,000 from the Major Capital Works Reserve to fund preliminary works for the Maylands Brickworks essential rectification works/baseworks, as follows:**

<b>Cost Centre-Project</b>	<b>Type</b>	<b>Project Type</b>	<b>Project Description</b>	<b>Current Budget</b>	<b>Adjustment</b>	<b>Revised Budget</b>
				<b>\$</b>	<b>\$</b>	<b>\$</b>
<a href="#">1805-8122</a> <a href="#">0-6381</a>	Increase Expenditure	Capital	Maylands Brickworks Rectification Works	0	250,000	250,000
<a href="#">1805-8122</a> <a href="#">0-5403</a>	Transfer from Reserve	Capital	Major Capital Works Reserve	0	(250,000)	(250,000)
			<b>Total:</b>	<b>0</b>	<b>0</b>	<b>0</b>

3. Endorses Maylands Brickworks as the priority project to identify and allocate remaining funds in the 2023/24 mid-year budget review, and the 2024/25 Long Term Financial Plan.
4. Requests the Chief Executive Officer to present a report at the Ordinary Council Meeting in December 2023 in relation to the following matters:
  - (a) A proposed schedule of annual maintenance works and associated estimated costs for the Maylands Brickworks Reserve (inclusive of all buildings) to inform an annual amount to be considered by Council as part of the mid-year 2023/24 Budget review and the subsequent annual budgets process.
  - (b) The consideration and addressing of future land uses of the Maylands Brickworks Reserve and any required (rezoning) amendment to the City’s Town Planning Scheme No. 24 from Medium/High Density Residential to Local Public Open Space in consultation with the Friends of Maylands Brickworks.
5. Requests the Chief Executive Officer to commence discussions with the Friends of Maylands Brickworks regarding the Memorandum of Understanding to support the group in seeking alternative sources of funding for works at the Maylands Brickworks site, and present a report on the outcome of these discussions at the Ordinary Council Meeting in December 2023.

Cr Catherine Ehrhardt, Deputy Mayor Moved, Cr Elli Petersen-Pik Seconded

*Cr Elli Petersen-Pik proposed an amendment to the motion.*

**AMENDMENT**

That an additional limb be added as follows:

6. Requests the Mayor and Chief Executive Officer to engage with all the relevant representatives in the State and Federal Governments, to seek their commitment to help fund the essential rectification works/baseworks to the bottom level of historic Hoffman Kiln, to ensure the building’s protection for future generations and fulfil the potential in transforming the historic site into a significant tourism attraction, on the basis where each level of government contributes a third of the cost. A report on the outcomes of those discussions to be presented at the February 2024 Ordinary Council Meeting (at the latest).

*As the mover accepted the amendment, it formed part of the substantive motion.*

**COUNCIL RESOLUTION**

That Council:

1. Notes the outcomes of the Community Reference Group (CRG) funding options discussion forum in relation to the essential rectification works/baseworks to the Hoffman Kiln as detailed in Conservation Package 2 in the Business Case report.
2. Reallocates \$250,000 from the Major Capital Works Reserve to fund preliminary works for the Maylands Brickworks essential rectification works/baseworks, as follows:

<i>Cost Centre-Project</i>	<i>Type</i>	<i>Project Type</i>	<i>Project Description</i>	<i>Current Budget</i> \$	<i>Adjustment</i> \$	<i>Revised Budget</i> \$
<a href="#"><u>1805-8122</u></a> <a href="#"><u>0-6381</u></a>	Increase Expenditure	Capital	Maylands Brickworks Rectification Works	0	250,000	250,000
<a href="#"><u>1805-8122</u></a> <a href="#"><u>0-5403</u></a>	Transfer from Reserve	Capital	Major Capital Works Reserve	0	(250,000)	(250,000)
			<b>Total:</b>	<b>0</b>	<b>0</b>	<b>0</b>

3. Endorses Maylands Brickworks as the priority project to identify and allocate remaining funds in the 2023/24 mid-year budget review, and the 2024/25 Long Term Financial Plan.
4. Requests the Chief Executive Officer to present a report at the Ordinary Council Meeting in December 2023 in relation to the following matters:
  - (a) A proposed schedule of annual maintenance works and associated estimated costs for the Maylands Brickworks Reserve (inclusive of all buildings) to inform an annual amount to be considered by Council as part of the mid-year 2023/24 Budget review and the subsequent annual budgets process.
  - (b) The consideration and addressing of future land uses of the Maylands Brickworks Reserve and any required (rezoning) amendment to the City’s Town Planning Scheme No. 24 from Medium/High Density Residential to Local Public Open Space in consultation with the Friends of Maylands Brickworks.
5. Requests the Chief Executive Officer to commence discussions with the Friends of Maylands Brickworks regarding the Memorandum of Understanding to support the group in seeking alternative sources of funding for works at the Maylands Brickworks site, and present a report on the outcome of these discussions at the Ordinary Council Meeting in December 2023.
6. Requests the Mayor and Chief Executive Officer to engage with all the relevant representatives in the State and Federal Governments, to seek their commitment to help fund the essential rectification works/baseworks to the bottom level of historic Hoffman Kiln, to ensure the building’s protection for future generations and fulfil the potential in transforming the historic site into a significant tourism attraction, on the basis where each level of government contributes a third of the cost. A report on the outcomes of those discussions to be presented at the February 2024 Ordinary Council Meeting (at the latest).

Cr Catherine Ehrhardt, Deputy Mayor Moved, Cr Elli Petersen-Pik Seconded

**CARRIED UNANIMOUSLY BY AN ABSOLUTE MAJORITY: 10/0**

**For: Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj,**

**Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik, Cr Dan Bull and Cr Giorgia Johnson.**

**Against: Nil.**

### **REASON FOR CHANGE**

**The Council's resolution demonstrates the City's commitment to the protection and essential rectification of the heritage significant Maylands Brickworks.**

### **BACKGROUND**

At the 27 June 2023 Ordinary Council Meeting (OCM), Council considered the Maylands Brickworks Community Engagement Outcomes and Business Case, and resolved as follows:

*"That Council:*

1. *Thanks the members of the Community Reference Group for volunteering their time to assist in providing a comprehensive understanding of the community's views on development options in relation to the Maylands Brickworks Reactivation project.*
2. *Notes the report relating to the Maylands Brickworks Reactivation community engagement process and community reference group recommendations as contained in Attachment 1 to this report, and that the outcomes have been considered in the development of the Maylands Brickworks Reactivation Business Case.*
3. *Notes the Maylands Brickworks Reactivation Business Case report outcomes and costings, as contained in Attachment 2 to this report.*
4. *Endorses Conservation Package 2 as detailed in the Maylands Brickworks Reactivation Business Case report.*
5. *Requests the Chief Executive Officer to:*
  - (a) *Refer the Maylands Brickworks Reactivation Business Case to the Community Reference Group to further consider the funding of the essential rectification works/baseworks to the Hoffman Kiln as detailed in Conservation Package 2 in the Business Case report, including, but not limited to, the option of funding through the disposal of City-owned land (not within the Maylands Brickworks Reserve or adjoining parkland).*
  - (b) *Enter a Memorandum of Understanding between the City and the Friends of Maylands Brickworks community group for the City to support the group in seeking alternative sources of funding for works at the Maylands Brickworks site.*
  - (c) *Present a report to the Ordinary Council Meeting to be held on 22 August 2023 in relation to the outcome of the matters in points 5(a) and 5(b) above.*
6. *Requests the Chief Executive Officer to enter into a license agreement between the City and the Friends of Maylands Brickworks community group to allow the group to use the gatehouse and change rooms buildings for temporary and infrequent displays and small group meetings, subject to the following:*
  - (a) *The terms relating to a small volunteer group license under the City's 'Community Facility Lease and License/User Agreement Policy' including a rental amount of \$1 per annum will be applied.*
  - (b) *The license to be for a period of 3 years.*
  - (c) *The buildings are licensed in their current condition and do not contain onsite toilet facilities, heating, air-conditioning, floor coverings or a security system.*

- (d) *Due to lack of toilet facilities on the Brickworks site, the license to limit the hours which the Friends of Maylands Brickworks group can access the site to the hours the public toilets at the Maylands Golf Course are open and publicly available.*
- (e) *The license to be effective only after the works in point 7 below are completed and the buildings can be accessed as public buildings.*
7. *Considers as part of the mid-year 2023/24 Budget review an allocation of \$25,000 to relocate the existing fencing to allow access to the gate house and change room buildings and \$5,700 to upgrade the gatehouse and change room buildings to be public buildings for use as meeting space and or displays.”*

## EXTERNAL CONSULTATION

Further to the Council resolution, on 17 July 2023, City officers held a discussion forum with available members of the Community Reference Group (CRG) to discuss various funding options available for the essential rectification works/baseworks to the Hoffman Kiln. Seven out of the 19 CRG members attended and one Elected Member. Prior to the meeting, essential information was placed on the Engage Bayswater CRG Portal, this information was updated to reflect the discussion after the meeting. Using the information provided CRG members were asked to fill out an online survey to rate the various funding options. Nine submissions were received in response to the survey, with comments on each of the funding options summarised in **Attachment 1**.

## OFFICER'S COMMENTS

### CRG Discussion

The CRG discussion forum centred on various funding options available as discussed below. Funding options identified within the City's control included disposal of assets, loan, rates increase, specified rates area and initiating a Scheme Amendment to rezone the remainder of the site to public open space (POS), to enable potential use of payment in lieu of POS funds. Options outside of the City's direct control included obtaining grants and government funding, and philanthropic / private organisation funding.

### Costs for Stabilisation of the Hoffman Kiln

The Masterplan Development Package Estimates report, prepared by RBB quantity surveyors and cost consultants in February 2023, details updated estimates for the works and project costs for various options for the site. These options start from essential rectification and stabilisation works through to allowing for public use of the site. The report identified the estimated baseworks to the entire Hoffman Kiln at \$3,400,000 (including construction work, project management costs and contingencies).

During the CRG discussions, it was noted that the above cost estimate included what the CRG consider non-essential items, such as replacing roof sheeting and repairing the existing upper level viewing platform. The CRG considered only the works to the bottom level of the kiln to be essential. Based on this feedback the City analysed the RBB report to identify the estimated costs of the baseworks for the bottom level of the kiln. It was found that the baseworks for the bottom level of the kiln would cost \$2,080,000 (rounded up). An extract of the estimates report outlining the relevant costs and revisions is included at **Attachment 2**.

This reduced amount is to stabilise just the lower level of the structure, and includes:

- Removal of general internal debris;
- Scaffolding;
- Repointing of brickwork;
- Heliflex repairs to external wall cracking;

- Permanent propping of ground floor arch structures;
- Internal propping of collapsed wall and external propping;
- Removal of displaced bricks, filling and returning bricks;
- Replacement of arch structures;
- Securing of grilles to all arch openings;
- Installation of metal gates to secure staircases; and
- Project management costs and contingencies.

The tables included in Item 10.4.3 27 June 2023 OCM agenda included the figures from the original quantity surveyor estimates, and had not been updated by the City's consultants to include the revised 2023 cost estimates. The cost estimates provided above have been extrapolated from the revised 2023 cost estimates, and are considered to be more applicable to use in consideration of the project funding options.

#### Ongoing Maintenance

The CRG noted that ongoing maintenance of the Kiln should be included as a line item in the City's operational budget. They noted the City should ensure maintenance is funded on an ongoing basis and have a schedule of maintenance attached to the operational budget. It is noted that the City includes a small figure each year on the budget for minor maintenance to the Brickworks, and funding for larger works is included in the capital request budget process as required.

The CRG noted that the Maylands Brickworks should be included on the City's Long Term Financial Plan (LTFP), and the Asset Management Plan. It was noted it would be appropriate for the City to have a dedicated officer / team managing the rectification works project. The Brickworks are included in the City's draft Assets Management Plan, and relevant City officers would be allocated to project manage the works on the site as required.

It was also suggested by the CRG that as part of the essential work the underlying cause of the deterioration to the Hoffman Kiln should be addressed, in order to prevent further remedial works and associated costs being required in the short term.

#### Funding Options and CRG Rating Results

As detailed above, various funding options were discussed with the CRG, including benefits and consequences of each option. Following the discussion, the CRG was asked to rate each of the options, on a scale from low (not preferred) to high (preferred), in an online survey following the forum. The CRG was requested to consider the following criteria in providing a rating:

- Ability to raise the \$2.08 million required for the essential base works for the lower level of the Kiln.
- Likelihood of accessing / receiving the funding.
- Equity (who is paying - and who is using).
- Benefit to the community.

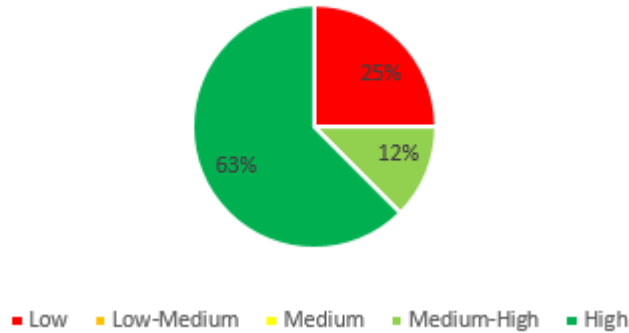
The survey was made available to the CRG for 25 July to 2 August 2023.

The various funding options, with benefits and consequences were discussed, and rated by the CRG individual members, as addressed below.

#### Funding Options within the City's Control Sale of City Assets

The sale of City assets related to the disposal of City owned land with the funds specifically to be used for the rectification works. 63% of the online responses rated this option as High, as detailed in the chart below.

### Sale of City Assets

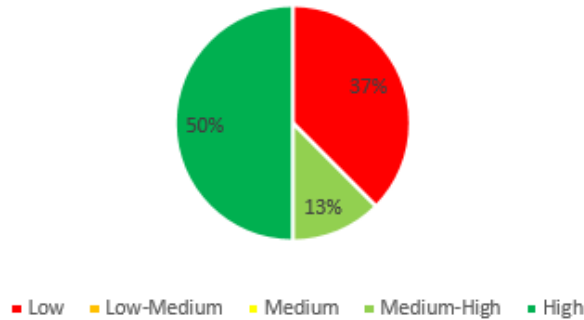


The CRG comments in support of this option noted that this was the most guaranteed option of securing funds in the short term, with the funds being specifically allocated for essential rectification works to the Hoffman Kiln. Concerns were raised that without the essential works being undertaken the buildings will continue to deteriorate. Comment was provided that the sale of land should not be within the Brickworks site.

### City Taking Out a Loan

It was identified that there is option for the City to borrow money to fund the rectification works. 50% of the online responses rated this option as High, as detailed in the chart below.

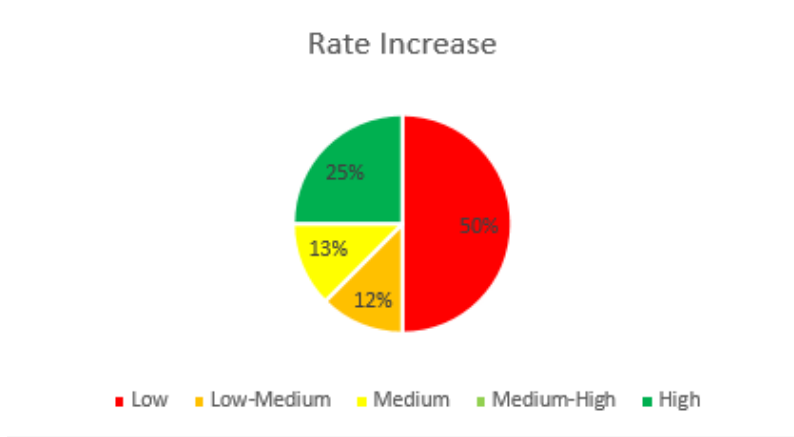
### Loan



The CRG comments in support of this option noted that a loan would allow faster access to funds, quicker repair time, and therefore less risk of costs escalating and / or failure of the structure. It was noted that the City has taken out loans for other projects and maintenance of other assets, and that the Brickworks is also a City asset. An alternative was raised that the City could seek a smaller loan to allow for commencement of works and fund the remainder of the works through another method. Comments of concern recognised the City may have difficulty in securing a loan.

### General Rate Increase

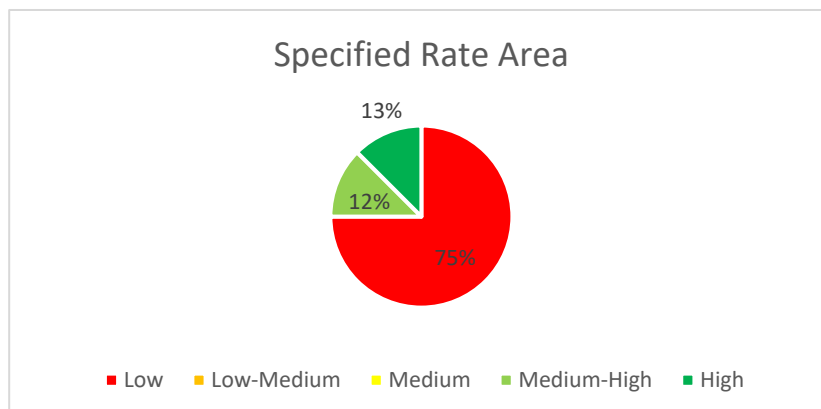
This option related to a general rate increase could be applied to all properties across the City. 50% of the online responses rated this option as Low, as detailed in the chart below.



Comments in support noted that the significance of the site could warrant a general rate increase to stabilise the structures, or a combination of a smaller rate rise and a smaller loan. Concerns were raised that this would unlikely be accepted by the community, unlikely to be supported by Council, and would have a significant lag time for the full funds to be available. It was commented that the City should not need to pursue a rate rise for this project.

Specified Area Rate

This option related to a specified area rate could be levied on a specific area to generate funds which are spent within that area. It is noted that a specified area rate has to be linked to a direct benefit to each property which is impacted. 75% of the online responses rated this option as Low, as detailed in the chart below.

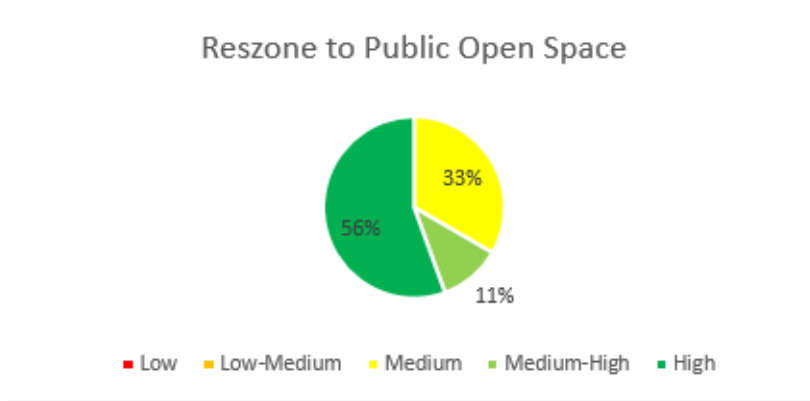


The one comment in support was that sale of land is based on amenity. It is understood that while they supported this option that other options should be considered first. Concerns were raised that a specified rate area would not be supported by the community and is not warranted.

Rezoning the Site to Public Open Space

The portion of the site which the Kiln sits on is currently zoned 'Medium and High Density Residential – R50'. The site could be rezoned from its existing zoning to "Local Public Open Space". This option was raised by the CRG at the discussion forum.

56% of the online responses rated this option as High, as detailed in the chart below.



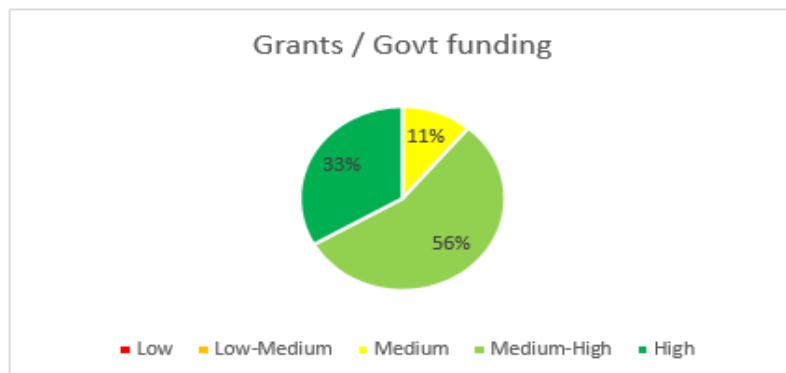
Comments in support of this option noted that rezoning to public open space would ensure the site would be for the public in perpetuity and is in line with the community’s expectations for the site. It was noted that this option may also allow for use of cash in lieu for public open space to further enhance the site (not for essential rectification works), such as landscaping, tourism, community events and cultural opportunities.

In order to use cash in lieu of public open space funds to improve the grounds surrounding the Kiln it needs to have unrestricted access and be reserved for local public open space under the City’s Town Planning Scheme No. 24. It is noted that cash in lieu funds would not be able to be used for the rectification works, and would only be able to be used for improvements to the surrounding grounds.

Funding Options outside the City’s Control

Grant such as Heritage / Lotterywest / Department of Local Government and Sport and Culture (DLGSC)

This option related to the City or other community groups such as the Friends of Maylands Brickworks (FOMB) could seek external funding through grants. 56% of the online responses rated this option as Medium - High, as detailed in the chart below.



Comments were generally in support of this option, noting that grants are not available to the rectification works, but could fund other projects on the Brickworks site. It was noted that the FOMB could also apply for grant funding, and other opportunities, with the support of the City through the MOU. It was noted there is uncertainty with requesting government funds, during which time costs of rectification could continue to escalate.

Philanthropy / Private Funding / Business

This option related to the City or other community groups such as the FOMB could seek external funding through philanthropic donations from private donors. 45% of the online responses rated this option as Medium - High, as detailed in the chart below.



Comments of support noted that this option could be pursued through the City support of the FOMB. As a community group the FOMB have advantages for being able to approach a wider range of organisations and can approach independent specialists for pro bono work or donation of goods and / or services, lowering overall costs and increasing value of grants. It was noted that there is uncertainty for this option for funding rectification works, and possible further escalation of costs.

General Survey Comments

The CRG members also included several general comments, including:

- The City should reconsider the original Department of Planning, Lands and Heritage proposal to develop the site;
- Concern for further degeneration of the site;
- The City should consider undertaking smaller projects to make the overall project more viable;
- All viable options for funding should be pursued;
- Genuine support for FOMB and education regarding the site; and
- Ongoing maintenance.

In relation to reverting to the original Department of Planning, Lands and Heritage (DPLH) Council considered this option at the Ordinary Council Meeting held 28 May 2019 and resolved not to proceed with the DPLH’s proposal.

Further degeneration of the site is proposed to be addressed through initial works to the Hoffman Kiln. In regard to undertaking smaller projects, the essential baseworks to the Hoffman Kiln have been reduced within the scope of what is understood to be critical to the stabilisation of the structure.

It is considered that viable funding opportunities can be considered as part of the City’s Business Planning and Budget process, and that the FOMB has already been given the Council’s support. Education and recognition of the site can be pursued through smaller funding options such as grants.

As noted above, minor maintenance and repairs are currently included within the City’s operational budget for City assets.

Business Planning and Budget Process

In order to pursue any of the funding options, including those evaluated above, consideration as part of the Council’s Business Planning and Budget process is required. Funding should be

included within the formal budget process to allow for prioritising and further evaluation of funding options, priorities of the Council and City at the time, and consideration of the impact on the total budget on a comprehensive and integrated basis.

As the Brickworks is included on the draft Asset Management Plan, the project will also be included on the Forward Capital Works program, and whole of life costs considered if the project is progressed.

Friends of Maylands Brickworks Memorandum of Understanding

The City has resolved to enter into a MOU with the FOMB to support the group in seeking alternative sources of funding for the works. It is noted that representatives from the FOMB were also members of the CRG, and were involved in the discussion forum. The City has commenced discussion with FOMB on the MOU to develop an understanding of their intentions and how the MOU could operate. The details of the MOU are not yet finalised and are still in discussion with the FOMB.

The members of the FOMB advised that in addition to seeking sources of funding not otherwise available to the City, they are also have connections with qualified consultants that may be able to assist in providing comment on various aspects of the project, such as reducing the scope of necessary works to minimise costs, whilst still maintaining the integrity of the structure. It is understood that these consultants would do work for FOMB pro bono, however the City cannot directly engage consultants without going through due procurement processes. Nevertheless, the City can receive peer reviewed documents or additional information from the FOMB.

The FOMB considered that a detailed project plan and budget will be required to seek funding, including an explanation of the consultant reports, and detail on escalation and project management. It is anticipated that this information is available from the existing reports that have been prepared by the City’s consultants.

Conclusion

It is recommended that the City considers options for funding the essential rectification works/baseworks to the Hoffman Kiln as part of the 2024/25 Business Plan and Budget process, including having regard to the funding options identified within this report.

Other reasonable options for funding fall within the parameters of the FOMB MOU, including seeking funding from other sources not readily available to the City such as private business and grants.

**LEGISLATIVE COMPLIANCE**

In accordance with the *Heritage Act 2018* (the Act) the City has a requirement to maintain the buildings on the site. The Act promotes the consideration of places of cultural heritage significance, and includes penalties for non-compliance.

**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>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>	<p>It is considered there is a moderate risk to the City’s community and stakeholder relationships as not directly funding the rectification works at this time may not meet the expectations of the community.</p> <p>If the Council commits funding outside of the 2024/25 Business Planning and Budget process there is a high financial management risk as it will not be considered as a part of the other priorities and projects the City has identified.</p>	

**FINANCIAL IMPLICATIONS**

The following financial implications are applicable:

**Item 1:**

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

**LTFP Impacts:** N/A

**Notes:** Financial implications to be determined as part of the Business Planning and Budget process.

Whole of life costs have not been considered as part of this project.

**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.

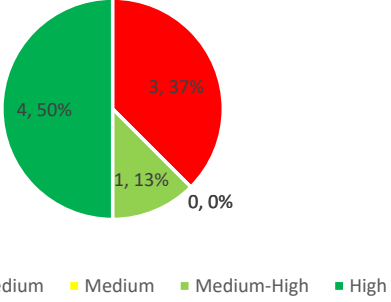
It is considered that the above City recommended approach will ensure that the rectification works to this significant heritage place are considered as a part of the 2024/35 Business Planning and Budget process to ensure that it reflects the ongoing priorities of the City, whilst also allowing the MOU to be finalised with the FOMB.

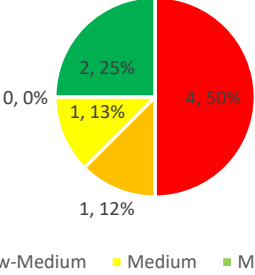
**CONCLUSION**

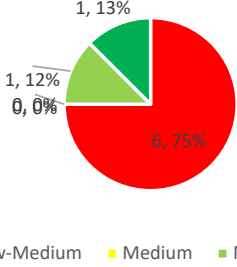
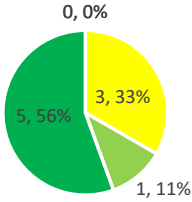
In light of the above, it is recommended that Council notes the outcomes of the CRG discussions regarding various funding options in relation to the essential rectification works/baseworks to the Hoffman Kiln, and considers options for funding the essential rectification works/baseworks to the Hoffman Kiln as part of the 2024/25 Business Plan and Budget process and notes the ongoing discussion with the FOMB on a MOU.

Summary of Submissions

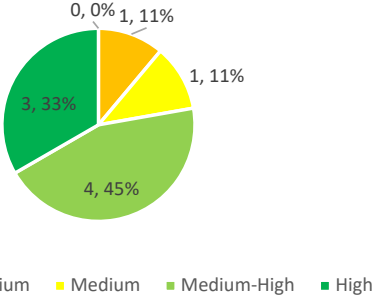
<b>Sale of City Assets</b>	
<p>1. Sale of City Assets</p> <p>A pie chart titled '1. Sale of City Assets' showing the distribution of ratings. The chart is divided into four segments: a large green segment representing 'High' (5 items, 63%), a smaller light green segment for 'Medium-High' (1 item, 12%), a red segment for 'Low' (2 items, 25%), and a very small yellow segment for 'Medium-Low' (0 items, 0%). A legend below the chart identifies the colors: Low (red), Low-Medium (yellow), Medium (yellow-green), Medium-High (light green), and High (green).</p>	<p>5 (63%) High                      1 (12%) Medium-High                      0 (0%) Medium                      0 (0%) Low-Medium                      2 (25%) Low</p>
<b>Comments</b>	
<p>This seems to be the only realistic option and was the one put forward by DPLH years ago. This ensures the long term viability of the brickworks as a Heritage site of state significance.</p>	
<p>I haven't put a rating because if selling any part of the Brickworks may be included in this, I don't consider it to be an option. I wouldn't even give it a low rating.</p>	
<p>The structures and surrounding areas need to be left as is for the heritage and the local wildlife impacts.</p>	
<p>This is the most guaranteed form of getting funds.</p>	
<p>It is reasonable to assume that this option could release funds in the short term, and also act as an enabling factor for initiating other funding options for later developments.</p>	
<p>Funds need to be found from existing assets.</p>	
<p>If Council has assets that are not being used but can be sold to support an important cultural asset to the Shire it should do so.</p>	
<p>The current condition of the Brickworks is serious because it has never been placed on the LTFP. Other projects over the past 25 years have received funding while the Brickworks has been neglected. Prioritising the Brickworks is a matter of urgency before it deteriorates further, costs more to repair or potential loss of a Level 1 State Heritage asset. Consequence of a fine and repair orders from State Government if not rectified. Possibility of selling asset via Auction to attract more interest and drive premium price, quicker sale, transparent, protected by reserve price. Reducing scope of work to essential stabilisation costs would reduce amount needed and assets sold. Future projects are irrelevant when Council and City officers have a responsibility to the ratepayers to maintain current assets. Money raised from sale of asset/assets should be specifically tagged for the Brickworks only.</p>	
<b>Loan</b>	

<p style="text-align: center;">2. Loan</p>  <p style="text-align: center;"> <span style="color: red;">■</span> Low               <span style="color: orange;">■</span> Low-Medium               <span style="color: yellow;">■</span> Medium               <span style="color: lightgreen;">■</span> Medium-High               <span style="color: darkgreen;">■</span> High         </p>		<p>4 (50%) High                  1 (13%) Medium – High                  0 (0%) Medium                  0 (0%) Low-Medium                  3 (37%) Low</p>
<p><b>Comments</b></p>		
<p>I think that funding should be sourced elsewhere.</p>		
<p>Take out a loan for a smaller amount to do works on the structure to start the job. Then work on getting additional funds somewhere else for the medium / long term.</p>		
<p>If taking a loan is good enough for some of the other CoB assets, then its good enough for the Brickworks</p>		
<p>This is going to be very unlikely due to reasons above and also very costly.</p>		
<p>Although I consider this to be a sensible investment by the City in a unique asset, the identified drawbacks, and the apparent difficulty of actually obtaining a loan at this time, makes this an unattractive option.</p>		
<p>What advice did the Council get regarding loans and from whom.</p>		
<p>Faster access to funding for urgent works. Reduces increased costs in labour and materials. CoB have funded many large non urgent projects over the last few years via loans. Given the urgency in ensuring the Brickworks does not collapse, funding for restoration should take priority over less urgent projects that can be considered in the next budget process. Finance Team may have an unfavourable view however they have the ability to pursue this option.</p>		
<p><b>General Rate Increase</b></p>		

<p style="text-align: center;">3. Rate Increase</p>  <p style="text-align: center;"> <span style="color: red;">■</span> Low               <span style="color: yellow;">■</span> Low-Medium               <span style="color: orange;">■</span> Medium               <span style="color: green;">■</span> Medium-High               <span style="color: grey;">■</span> High         </p>		<p>2 (25%) High                  0 (0%) Medium – High                  1 (13%) Medium                  1 (12%) Low – Medium                  4 (50%) Low</p>
<p><b>Comments</b></p>		
<p>No rating as I don't believe that rates should be increased for funding the Brickworks.</p>		
<p>Use a combination of bank loan and rate increases for immediate cash flow. You can always decrease the rates when enough funds are required.</p>		
<p>Residents would not accept even more rate rises</p>		
<p>Unlikely to be supported by most councillors. Not very fair to rate payers that don't live nearby.</p>		
<p>I consider that the initial investment necessary to safeguard the kiln and later to rectify / develop/ exploit the entire site could be positioned as a strategic investment in a unique and valuable industrial heritage site for the benefit of the City of Bayswater as a whole - and indeed the wider community beyond the City boundaries. It might be that this would require some difficult discussions with Councillors from beyond Maylands, and indeed might prove to be impossible to gain overall agreement, but it still seems to be an option that would be worth pursuing.</p>		
<p>There should not be a need to increase rates for projects like this</p>		
<p>There should not be a need to increase rates each time a project is undertaken. Rates are raised to cover costs in a Shire and there should be funds already available.</p>		
<p>Will always be behind while cost of materials and labour increases. Will take 3.5 years to raise \$2.08M by then costs would have increased substantially. Risk of Kiln collapse.</p>		
<p><b>Specified Area Rate</b></p>		

<p style="text-align: center;"><b>4. Specified Rate Area</b></p>  <p style="text-align: center;"> <span style="color: red;">■</span> Low               <span style="color: orange;">■</span> Low-Medium               <span style="color: yellow;">■</span> Medium               <span style="color: lightgreen;">■</span> Medium-High               <span style="color: green;">■</span> High         </p>		<p>1 (13%) High                  1 (12%) Medium – High                  0 (0%) Medium                  0 (0%) Low – Medium                  6 (75%) Low</p>
<p><b>Comments</b></p>		
<p>The arguments against sale of land are based on reduced amenity. That amenity is of most benefit to those closest to the brickworks.</p>		
<p>No rating.</p>		
<p>Unfair to specific groups</p>		
<p>This is no longer an option.</p>		
<p>The accompanying text suggests that this is not a viable option - hence the rating</p>		
<p>There should not be a need to increase rates for projects like this</p>		
<p>Again there should not be a need to raise special rates</p>		
<p>Given the officers comments there was not a need to include this option. Does not meet the criteria. SAR's are very unpopular within the community. Has not been successful when tried before.</p>		
<p><b>Rezoning the site to public open space</b></p>		
<p style="text-align: center;"><b>5. Reszone to Public Open Space</b></p>  <p style="text-align: center;"> <span style="color: red;">■</span> Low               <span style="color: orange;">■</span> Low-Medium               <span style="color: yellow;">■</span> Medium               <span style="color: lightgreen;">■</span> Medium-High               <span style="color: green;">■</span> High         </p>		<p>5 (56%) High                  1 (11%) Medium – High                  3 (33%) Medium                  0 (0%) Low – Medium                  0 (0%) Low</p>
<p><b>Comments</b></p>		
<p>I would like the land to be available to the public in perpetuity.</p>		

This is in line with the public's vision.	
This looks to be an attractive option for supporting the longer term development of the site, although it may be that the funds we hope to be able to access may not be available at the time that we need them. This could option be pursued as part of a strategic approach that also involves the other external funding options identified above.	
Access to POS funding. FOMB can tap into a wider pool of funding options. Long term ongoing funding potential. FOMB can attract different specialists ie landscape architects, environmental specialists. FOMB can approach wider pool of organisations for donations of labor and materials. FOMB community events and cultural opportunities, donations to put back into Brickworks FOMB tourism opportunities, donation to put back into Brickworks Increases appeal of community amenity and heritage asset value. Recreational opportunities for community, value to ratepayers.	
<b>Heritage / Lotterywest / Department of Local Government and Sport and Culture (DLGSC)</b>	
<p style="text-align: center;">Grants / Govt funding</p> <p style="text-align: center;"> <span style="color: red;">■</span> Low                <span style="color: orange;">■</span> Low-Medium                <span style="color: yellow;">■</span> Medium                <span style="color: lightgreen;">■</span> Medium-High                <span style="color: green;">■</span> High         </p>	<p>3 (33%) High                  5 (56%) Medium – High                  1 (11%) Medium                  0 (0%) Low - Medium                  0 (0%) Low</p>
<b>Comments</b>	
Keep applying for the grants. Cost of works could also decrease when the repair company / contractors actually start the job and realise it may not be as costly.	
This would be the most ideal solution but I think it will be very difficult to obtain funds this way. Would require the support and backing of Lisa Baker. It will take a long time and therefore costs will increase during that time.	
Together with the option below, I see this as a sensible route for longer term funding for the broader development of the overall site and deserves a great deal of effort to explore and exploit possible funding partnerships.	
Rated 4 as CoB have a responsibility to ratepayers to provide upfront funding for urgent restoration work while FOMB are seeking alternate funding. FOMB as a community group can apply for grant funding. FOMB can expand to other organisations as a community group with MOU support. FOMB can approach independent specialists re: pro bono work or donation of goods/services etc. lowering costs and increasing value towards grants. FOMB Scope Management to get best value for money. FOMB can lobby for election commitments.	
"May involve reconsideration of the 2019 DPLH feasibility study and look at different land uses – or other conditions" - no relevance to this project, should not have been included. Goes against 2019 OCM resolution. Inclusion reads as threat. Will not be a good move for CoB, community will retaliate once again. CoB and Councillors have a responsibility to ratepayers to maintain important community cultural assets.	

Philanthropy / Private Funding / Business		
<p>7. Philanthropy / business</p>  <p>■ Low ■ Low-Medium ■ Medium ■ Medium-High ■ High</p>		<p>3 (33%) High                      4 (45%) Medium – High                      1 (11%) Medium                      1 (11%) Low – Medium                      0 (0%) Low</p>
<b>Comments</b>		
FOMB will need support from the council for a higher chance for this option to work.		
This would be the most ideal solution but I think it will be very difficult to obtain funds this way. It will take a long time and therefore costs will increase during that time. A suitable donor has not been identified. Tax deduction issue needs to be resolved.		
Together with the option above, I see this as a sensible route for longer term funding for the broader development of the overall site and deserves a great deal of effort to explore and exploit possible funding partnerships.		
FOMB can assist with this.		
Support and work with FOMB to achieve funding from outside sources.		
Rated 4 as CoB have a responsibility to ratepayers to provide upfront funding for urgent restoration work while FOMB are seeking alternate funding. FOMB can lobby for election commitments. Community groups have more pull than government. FOMB as a community group could receive tax deductible donations. FOMB as a community group can apply for grant funding from a wider pool than CoB with MOU support. FOMB can approach independent specialists re: pro bono work or donation of goods/services etc. lowering overall costs and increasing value of grants. FOMB Scope Management to get best value for money. Detailed report with actual essential works with related costs to present to potential investors.		
<b>General Comments</b>		
A re-alignment to the original reactivation plan and the sale of land in the vicinity to directly support Maylands Brickworks would be my preference. I think that the best solution for the brickworks may be at odds with the preferred solution of FOMB.		
Whilst in an ideal world I would like to see the Brickworks be preserved, I don't believe that the Council and some Councillors in particular are genuine about making sure that happens. I believe that they are waiting for it to be in enough of disrepair that it will have to be demolished and then the land can be sold off. My major concern is that the land not be sold off and remain advisable to the public forever.		
Rather than securing the complete whole amount required to repair the structures, start small, repair one section first, get the ball rolling, then as additional funds are available, work on other sections. Just start the preservation job and it will gain traction.		
The options above are not mutually exclusive and so all those that get a positive ranking should be progressed.		

<p>Sale of assets seems like the most straightforward and timely option of accessing funds and would be my preferred option.</p>
<p>I would like to see efforts by the City - supported by the FOMB - to develop a greater awareness of the value of this unique set of buildings to the Community beyond Maylands. The possibility of exploiting this rare and valuable Industrial Heritage site and showing the Public that it has significance for Perth, for WA and even for Australia deserves research and energy so that we might be able to create - for example - a living museum! And... VITALLY .....the preservation of this asset must be included as a key item in the long term financial plans of the City so that it remains a significant part of future planning actions and funding decisions.</p>
<p>Hopefully this will be the last Consultation before work is actually starts on restoring the Brickworks.</p>
<p>Maintenance line item in the yearly budget Schedule of Works (yearly maintenance plan) Asset Management Plan Long term financial plan (mid- year budget review) prioritisation matrix Essential works breakdown for kiln stabilisation including costs report (not full RBB report) for FOMB to take to potential investors.</p>

Extract of Masterplan Development Package Estimates report

**Cost Estimates for Baseworks Kiln lower level only**

Item No.	Building Works	(Baseworks Kiln lower level only) RBB Report page 6
115	Removal of general internal debris	\$63,372.00
116	Allowance for mobile scaffolding	\$156,707.00
117	Repoint brickwork that is not rebuilt	\$356,200.00
118	Helifex repairs to external wall cracking	\$3,200.00
119	Permanent propping of ground floor arch structures	\$378,000.00
120	internal propping to collapsed wall and external propping surrounding the area of repair	\$22,500.00
121	Remove displaced bricks, provide compact fill, return existing bricks to outer layer and grout as required	\$30,250.00
122	Replace full arch structure	\$20,000.00
123	Secure grilles to all arch openings	\$40,500.00
124	Single metal gates to secure staircases	\$16,000.00
	<b>Lower level total<sup>1</sup></b>	<b>\$1,086,729.00</b> <b>(in lieu of \$1,710,000)</b>

**Building works plus project cost estimates Hoffman Kiln Lower Level only**

Item No.	Project cost estimate	Lower level only (City officer extrapolation)		Item No.	Entire Kiln (RBB Report page 2)
24	Building works m <sup>2</sup>	\$1,086,729.00	in lieu of	24	\$1,710,000.00
25	preliminaries 14%	\$152,142.06		25	\$239,400.00
26	planning contingency 8%	\$86,938.32		26	\$145,000.00
27	design contingency 10%	\$132,580.94		27	\$209,440.00
28	<b>Subtotal</b>	<b>\$1,458,390.32</b>		28	<b>\$2,303,840.00</b>
29	construction contingency 10%	\$145,839.03		29	\$230,384.00
30	decontamination <sup>2</sup>	\$0.00		30	\$110,000.00

31	fees 17.5%	\$280,740.14		31	\$443,489.20
32	escalation 10%	\$188,496.95		32	\$308,771.32
33	<b>Total exc GST<sup>3</sup></b>	<b>\$2,073,466.43</b>	in lieu of	33 previous total <sup>4</sup>	<b>\$3,396,484.52</b>

**Notes:**

1. Reduced from RBB total for works estimate for the entire Kiln originally \$1,710,000, and now excludes upper level works
2. Decontamination costs excluded as confirmation of extent of decontamination required
3. Total project cost estimates using works cost estimate for lower level only as discussed with CRG
4. Previous total project cost estimates included in Business Case for entire Hoffman Kiln

**10.1.5 Department of Planning, Lands and Heritage - Draft Operational Policy 2.3: Planning for Public Open Space**

<b>Responsible Branch:</b>	Property and Economic Development
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Draft Operational Policy 2.3 - Planning for Public Open Space [10.1.5.1 - 12 pages]</li> <li>2. Existing Development Control Policy 2.3 - Public Open Space [10.1.5.2 - 9 pages]</li> </ol>
<b>Refer:</b>	N/A

**SUMMARY**

The Department of Planning, Lands and Heritage (DPLH) is seeking feedback on the recently released draft Operational Policy 2.3: Planning for Public Open Space (OP2.3).

The draft OP2.3 has been prepared with the intent is to ensure all communities have well-planned public open space (POS) that is adequate in size, quality, function and accessibility as well as being responsive to evolving community needs. The costs of providing, upgrading and maintaining POS should be reasonably, predictably and equitably shared among those that generate a need for it.

Council’s consideration is sought on the City’s proposed comments to DPLH on the draft OP2.3.

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

**That Council endorses the comments on the draft Operational Policy 2.3: Planning for Public Open Space, as contained in this report, as the basis for the City’s submission to the Department of Planning, Lands and Heritage regarding this draft policy.**

**Cr Michelle Sutherland Moved, Cr Josh Eveson Seconded**

**CARRIED: 8/2**

**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Dan Bull and Cr Giorgia Johnson.*

**Against:** *Cr Catherine Ehrhardt, Deputy Mayor and Cr Elli Petersen-Pik.*

**BACKGROUND**

The DPLH has released the draft Operational Policy 2.3: Planning for Public Open Space, a copy of the document is included in **Attachment 1**, for public comment on behalf of Western Australian Planning Commission (WAPC). OP2.3 is intended to replace the existing Development Control Policy 2.3 – Public Open Space in Residential Areas (DCP2.3), **Attachment 2**, and Position Statement – Expenditure of Cash in Lieu of Public Open Space. It is also intended to supplement the Liveable Neighbourhoods policy.

The current policy has been in place for over 50 years and contributed to the high levels of POS across the State. Now that suburbs are being redeveloped with more infill development and a greater mix of housing types, the WAPC consider it is important to review the policy to ensure the open space demands and expectation of the community continue to be met into the future.

OP2.3 sets out the general principles and requirements that will be used by the WAPC to:

- Ensure POS is an essential consideration across the planning framework.

- Establish a minimum standard for the contribution towards POS from the creation of new lots.
- Provide guidance on the collection, expenditure and management of cash in lieu contributions towards POS to benefit the community.

### POS within the City

In 2020 the City adopted a draft Public Open Space Strategy (draft Strategy) to be advertised concurrently with the Local Planning Strategy. In light of the draft OP 2.3 and other changes to the planning framework the draft Strategy requires updates and was not advertised with the Local Planning Strategy. The City is currently undertaking a review of its draft Strategy to determine the future provision of POS needed to adequately provide for the City's projected population growth and to align with the updated planning framework.

The draft Strategy identified that the City had 443.92ha of POS (including Swan River Foreshore Reserves) in 2016 which accounts for 15% of the City's total area, which is in excess of the benchmark 10% POS. Further analysis of each of the City's suburbs found that Maylands, Bayswater and Noranda had more than the 10% POS recommended by the State Government, and that Morley, Bedford and Embleton had less than the 10% POS recommended. Further consideration of additional POS within Morley, Bedford and Embleton was required under the draft POS Strategy to ensure not only the existing population has sufficient POS, but also the future population of these suburbs.

The 10% POS calculation was derived from the recommendations of the Stephenson-Hepburn Plan (1955), which states that a sufficient amount of POS is 3.36ha per 1,000 residents. Residential densities in 1955 were typically R17.50 or R20. Currently, the vast majority of residential density across the City is R20 / R25. The City's residential density will only increase over time, as the City has identified over 23 existing and potential planning areas to accommodate population growth for a projected additional 15,750 dwellings under the City's draft Local Planning Strategy.

The City anticipates that there will be a significant shortfall in quality POS within Morley, Bedford and Embleton if the planning framework does not carefully require sufficient and quality POS. It is also further noted that Morley and Embleton have been identified as having an existing high urban heat vulnerability which places the residents within these suburbs at risk of urban heat impacts such as heat related death, heat stress, decreased productivity of workforces and increase water use from air conditioning and irrigation. Maintaining and increasing tree canopy cover and providing quality vegetation through provision of POS are considered important ways to minimise urban heat and associated impacts. Considering this, it is important to ensure sufficient POS is provided to accommodate the City's projected population growth.

### **EXTERNAL CONSULTATION**

The DPLH is undertaking community consultation in relation to the draft document, on behalf of the WAPC. The consultation period is open until 25 August 2023. As a part of the consultation process the City attended an online information session on 28 June.

The outcomes of the consultation will be presented to the WAPC, as part of their consideration of OP 2.3.

### **OFFICER'S COMMENTS**

The intent of OP2.3 is to ensure all communities have well planned POS that is high quality, functional and accessible, as well as being responsive to the growing and changing community needs.

The draft OP2.3 provides policy measures for:

- Proposals that create additional lots (three or more) and the provision of, and contribution towards POS.
- The calculation and design of POS for community use across all urban areas for new subdivisions.
- Varying the rate of contribution to POS for localised situations, and to have consideration of the new demand being generated.

#### Calculation of Public Open Space

POS is land that is set aside, used as, and managed for public recreation purposes and reserved for public open space in a local planning scheme.

OP 2.3 retains the existing requirement for 10% of the gross subdivisible area being provided for POS. The draft document states:

*“In general, a minimum of 10 per cent of the gross subdivisible area shall be for POS for community use across all urban areas. This is best guided by strategic planning and implemented in statutory decision-making through POS contributions from new subdivision.*

*The rate of contribution to POS may vary to accommodate localised situations and the new demand being generated in accordance with this policy”*

Liveable Neighbourhoods defines gross subdivisible area as:

*“Gross subdivisible area means the total site area of a subdivision proposal less deductions for non-residential uses such as school sites, drainage sites, retail and related land uses, community facilities etc.”*

Gross subdivisible area includes house lots, access roads, and any land incidental to the subdivision. The gross subdivisible area does not include areas for schools, shopping centres, infrastructure (e.g. land required for sewer pump stations), dedicated drainage sites not having a recreational function and land set aside for arterial roads and other non-residential uses.

#### Reduction of Requirements for Infill Areas CI5.4.3 (a)

OP2.3 proposes to reduce the POS contribution from 10% to 5% for subdivisions within infill areas, and to 2.5% where only one additional lot is proposed, to avoid ‘double dipping.’ DPLH has advised that this reduction has been developed to acknowledge that the lot is existing, and a POS contribution was likely already provided at the original subdivision stage.

The City has concerns with the proposal to reduce the amount of POS required in infill areas. Whilst it is acknowledged that these lots may have provided some POS as a part of previous subdivision processes, the higher densities of infill areas significantly increase the resident population and demand for POS as there is limited private open space. Reducing the POS requirement does not consider the population growth and demand on POS in infill areas. Considering this, it is recommended that the reduced POS contribution should consider both the population growth anticipated from the subdivision as well a reduction applied based on the previous approved subdivision POS contribution.

DPLH has also advised that there is an opportunity for the City to increase the POS contributions in infill areas where it is demonstrated through strategic analysis that it is required and there is a local planning policy in place. This would involve the City undertaking its own analysis to identify an appropriate POS contribution based on its projected population growth per suburb and planning areas, existing provision of POS and future demand on POS. The City has concerns with applying the reduced POS contribution up front and the City may lose a number of POS

contributions which would ordinarily be required. Noting this, it is the City's position that the 10% POS contribution requirement should remain unless a reduction is determined appropriate through the City's POS Strategy

The City considers that the original POS requirement based on population may be more appropriate for infill areas, as it better reflects the impact of infill developments as the increasing population places more pressure on POS. If WAPC are still intending to retain a percentage, a new analysis is recommended to reflect the actual number of residents projected per hectare and designate individual percentages for each density, which may result in a higher percentage than the 10%.

#### POS Requirement for all Subdivisions Creating Three or More Lots

The City generally supports the new provisions within OP2.3 under clause 5.4.3 (a) for all subdivisions that create three or more lots to provide a POS contribution either by land for POS or by cash in lieu, regardless of their location. As all subdivisions result in an increase in population and an increase demand on POS the City considers that a contribution is reasonable to require to enable the City to provide more POS or upgrade existing POS to be of a higher quality, and better meet the projected higher usage by the increase in population.

#### Strata Subdivisions and Community Title Scheme cl5.4.3 (b)

Under DC2.3 local governments could require POS contributions for strata subdivisions (including built strata – apartments) and community title schemes, however it was unclear on how to implement and was inconsistently applied. OP2.3 provides greater clarity that the provision of POS applies to strata subdivision. OP2.3 will not retrospectively apply to an existing strata subdivision or community titles scheme that changes its title (for instance a built strata amended to a survey strata), where it does not result in additional dwellings.

The City supports the inclusion of greater clarity around strata subdivisions and community title schemes.

OP2.3 also allows for concessions under clause 5.4.3 (b) for strata infill, where the development provides communal open space in excess of Residential Design Code requirement, provided the excess communal open space is:

- Designed and functions like POS; and
- Has unrestricted public access secured via an easement (does not include roof top gardens).

The remainder of the POS contribution is to be provided via land or cash in lieu.

With regard to the proposed provisions under clause 5.4.3 (b) above, the City recommends further guidance on how the communal open space would be managed ongoing. While it is acknowledged that the easement implies the City would be responsible for ongoing maintenance, guidance should be provided on how to ensure the space is maintained the level expected by the residents within the adjacent building and within the budget of the local government.

The City notes that providing publicly accessible communal open space may be acceptable in exceptional circumstances where it is provided directly adjacent to existing POS or Parks and Recreational Reserve. However the City recommends further guidance on how the communal open space would be managed ongoing.

#### Mixed Use Developments

OP2.3 clause 5.4.3 (d) outlines that mixed use developments with a density of up to, and including, R80 or R-AC4 with maximum height of three storeys, a minimum of a 5% POS contribution is required. For mixed use developments with a density exceeding R80 or R-AC4

density, a minimum 7.5% is required. This is proposed to acknowledge, that a portion of the site is not residential and that higher density dwellings should provide greater POS.

The City generally supports the requirement for POS contribution to the residential component of mixed use developments, as they contribute to increased residential densities.

#### Non-residential Developments

OP2.3 clause 5.4.5 sets out that a POS contribution (not necessarily at a 10% rate), may be required on an as-needed basis where justified, and when outlined in a publicly available planning document.

The City supports this approach as it allows the City to undertake strategic analysis to identify if there is a need for POS contribution for non-residential subdivision within the City at a strategic level.

#### Payment-in-Lieu of POS

OP2.3 clause 5.9.2 proposes that payments-in-lieu (PIL) of POS are spent within the suburb or adjoining suburb from which it was originally collected, and within five years of being collected. The WAPC is trying to establish a consistent and transparent approach to PIL of POS and to identify need and nexus between PIL of POS being received and being spent.

The City supports PIL of POS being spent within the locality (suburb) and adjoining suburbs which it was collected from as this is consistent with the City current approach to POS funds expenditure.

The City does not support the requirement for PIL of POS to be utilised within a five year time period. This does not allow enough time for the City to plan for the funds to be spent in a meaningful way to meet the needs of the growing community. It is recommended that the time period of 10 years be applied. This will also be consistent with the time period allocated for payment in lieu of car parking in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* clause 77n.

#### Cash Contributions for POS in Infill Areas

The WAPC has requested local governments to provide their comment on the following:

*“Cash contribution to POS in infill areas (established areas) is calculated as a percentage of the value of the land being subdivided. The contribution amount therefore varies depending upon the value of the land. Would you support a change to the way the cash contribution amount is calculated in infill areas to a standard set fee per lot instead?”*

The intent of POS is to set aside land, to be used as, and managed for public recreation purposes and reserved for public open space in a local planning scheme. Whilst the City is supportive of CIL of POS where there is insufficient land contribution from the subdivision to function as POS, the City believes that the CIL of POS contribution should be reflective of current land values to enable the City to purchase land for POS reflective of the contribution amount required for the population demand. Further information is requested on how the set fee would reflect the value of land at the time of subdivision.

#### Conclusion:

The City generally supports the overall intent of OP2.3, however it is considered that the draft policy be modified to address the above matters to ensure that it results in the best POS outcomes for the current and future demands of the community.

**LEGISLATIVE COMPLIANCE**

- *Planning and Development Act 2005.*
- Development Control Policy 2.3 – Public Open Space in Residential Areas.

**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>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>	It is considered that there is a low risk in supporting the City’s recommendation, as the City’s recommendation is requesting the DPLH and WAPC to consider POS provision for projected population demand (per resident), not just on land size (per hectare), in an aim to ensure future needs of the community are met.	

**FINANCIAL IMPLICATIONS**

Nil.

**STRATEGIC IMPLICATIONS**

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

- Theme: Community
- Goal C3: Maximise the use of the City’s facilities and parks by all sections of the community.
- Theme: Environment and Liveability
- Goal E2: Remain focused on greening the City’s suburbs and streetscapes and increasing the tree canopy.

POS contributions through land and/or PIL as a part of subdivision processes assist in providing an appropriate amount of POS across the City and ensures that it is developed to the standard expected by the community.

**CONCLUSION**

In light of the above, it is recommended that Council endorses the officer’s comments in relation to the draft Operational Policy 2.3: Planning for Public Open Space, as contained in this report to be submitted to the DPLH for consideration.



Department of Planning,  
Lands and Heritage



**DRAFT**  
PUBLIC CONSULTATION

# Operational Policy 2.3

## Draft Planning for Public Open Space

April 2023

The Department of Planning, Lands and Heritage acknowledges the traditional owners and custodians of land and waterways across Western Australia. The Department is committed to reconciliation to improve outcomes for Aboriginal and Torres Strait Islander peoples and to work together to provide a culturally-safe and inclusive environment.

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This document is available in alternative formats on application to the Communications Branch.

# Operational Policy 2.3

## Draft Planning for Public Open Space

### Contents

1. Policy intent	1
2. Application of this policy	1
3. Public Open Space in WA	2
4. Policy objectives	2
5. Policy measures	2
5.1 General Measures	2
5.2 Calculating and Designing Public Open Space	2
5.3 Strategic Planning	3
5.4 Statutory Planning	4
5.5 Staging	7
5.6 Development Applications	7
5.7 Development of Public Open Space	7
5.8 Cash in lieu collection and management	7
5.9 Cash in lieu expenditure	8
5.10 Disposal of Public Open Space	9
5.11 Reservation, Management and Vesting of Public Open Space	9
5.12 Other Open Space	9
6. Definitions/Terms	10

# Operational Policy 2.3

1

Draft Planning for Public Open Space



## 1. Policy intent

This policy sets out the general principles and requirements that will be used by the Western Australian Planning Commission (WAPC) to:

- ensure public open space (POS) is an essential consideration across the planning framework
- establish a minimum standard for the contribution towards POS from the creation of new lots
- provide guidance on the collection, expenditure and management of cash in lieu contributions towards POS to benefit the community.

The WAPC's intent is to ensure all communities have well-planned POS that is adequate in extent, quality, function and accessibility as well as being responsive to evolving community needs. The costs of providing, upgrading and maintaining POS should be reasonably, predictably and equitably shared among those that generate a need for it.

## 2. Application of this policy

This policy applies to the preparation and assessment of planning instruments including local planning strategies, local planning schemes, structure plans and subdivision applications, including all strata subdivision within Western Australia.

The policy is complemented by the full range of policies under *State Planning Policy 1 State Planning Framework* that address POS to provide the comprehensive delivery of well-planned POS for the community. This specifically includes the POS provisions within:

- State Planning Policy 2.6 State Coastal Planning
- State Planning Policy 2.8 Bushland of the Perth Region
- State Planning Policy 2.9 Planning for Water
- State Planning Policy 3.0 Urban Growth and Settlement
- State Planning Policy 3.6 Infrastructure Contributions
- State Planning Policy 4.2 Activity Centres
- Liveable Neighbourhoods in interim (to be replaced with new State Planning Policy 7.1 Neighbourhood Design)

- State Planning Policy 7.2 Precinct Design
- Operational Policy 1.1 Subdivision of Land – general principles
- Operational 1.11 Community Schemes
- Development Control Policy 1.3 Strata Titles
- Development Control Policy 2.2 Residential Subdivision
- Development Control Policy 2.4 School Sites
- Development Control Policy 4.1 Industrial Subdivision.

# Operational Policy 2.3

2

Draft Planning for Public Open Space



## 3. Public Open Space in WA

In planning for POS, it is necessary to ensure the POS is responsive, well-located and functional, which achieves the desired recreational, amenity, health, cultural and environmental outcomes for the whole community.

The long-standing provision originating from recommendations made within the 1955 *Plan for the Metropolitan Region Perth and Fremantle* (the Stephenson-Hepburn Plan) for POS to be set aside at a minimum rate of 10 per cent of residential areas shall continue to form a sound basis for POS provision across all communities. Furthermore, all applications generating increased demand for POS shall be considered for a contribution towards POS. This contribution may be in the form of suitable land or cash in lieu to help facilitate new POS or upgrades to existing POS. Non-residential or rural living areas may also generate a need for POS in some circumstances, though the requirements for, rate of provision and contribution may differ from that in residential areas.

## 4. Policy objectives

The objectives of this policy are to:

- a) Provide an adequate quantity and contemporary quality of accessible POS in all urban areas.
- b) Encourage decision-making that improves the community's amenity, health and liveability while responding to our environmental, infrastructure, economic, sporting, recreational and leisure needs.
- c) Apply a consistent strategic approach to the planning, provision and documentation of POS.
- d) Support the provision of POS in non-residential or rural living areas where supported by site specific and relevant justification.
- e) Ensure other incidental land uses within POS, such as utilities, infrastructure or biodiversity conservation, complement, not compromise POS function provided for the community.
- f) Not support the unplanned loss of existing POS areas through the rezoning or disposal processes.

## 5. Policy measures

### 5.1 General Measures

Proposals to create additional lots are to be assessed against this policy to determine the appropriate provision of, and contribution towards POS.

In general, a minimum of 10 per cent of the gross subdivisible area shall be for POS for community use across all urban areas. This is best guided by strategic planning and implemented in statutory decision-making through POS contributions from new subdivision.

The rate of contribution to POS may vary to accommodate localised situations and the new demand being generated in accordance with this policy.

### 5.2 Calculating and Designing Public Open Space

POS is to be calculated and designed in accordance with Liveable Neighbourhoods (to be replaced with a new SPP 7.1 Neighbourhood Design).

For POS impacted by an infrastructure or utility easement, credit for this easement land towards the 10 per cent requirement can only be granted at a maximum rate of 50 per cent credit where

# Operational Policy 2.3

3

Draft Planning for Public Open Space



the infrastructure is underground, or a maximum rate of 20 per cent credit where it is above ground infrastructure, providing it satisfies all of the following:

- there is no impediment to the use and development of the easement for POS purposes
- all land impacted by the infrastructure easement is considered restricted and as such is also subject to the overall restricted POS limits contained in Liveable Neighbourhoods; and
- is supported by the local government and infrastructure or utility operator/authority.

The alternative for land impacted by an infrastructure easement is to deduct the easement land from the gross subdivisible area altogether and no credit towards POS be given for this land.

For POS impacted by public utilities or infrastructure (such as dedicated drainage sumps or transformer pads), these are to be located so as not to compromise the function of the POS and generally do not form part of the 10 per cent POS area.

## 5.3 Strategic Planning

### 5.3.1 Local Planning Strategies

Local planning strategies are a key planning instrument for identifying the POS needs of a community and providing a strategic basis for localised decision-making about POS, including the rationale for any variations to POS contribution rates.

All local planning strategies are to be prepared in accordance with the WAPC's Local Planning Strategy Guidelines and the *Planning and Development (Local Planning Schemes) Regulations 2015*. To assist with POS planning, local planning strategies should also include the details, actions and indicative timeframes for the following, as relevant:

- an inventory of POS reserves, plus other sites and reserves that offer a publicly accessible open space function. This may include foreshore reserves, regional open space, public school ovals and conservation reserves that are developed with a POS function
- a broad POS demand and supply analysis, identifying existing and projected POS functionality alongside existing and estimated future population and land use utilising demographic forecasts on a suburb basis
- identification of any under provision of POS land and facilities, based in the first instance upon a minimum requirement of 10 per cent

of the gross subdivisible area for each suburb and the strategies for addressing, including obtaining more land or providing upgrades to existing POS

- identification of opportunities for improving linkages that enhance access to POS (e.g. landscaping of road reserves and pedestrian accessways)
- identification of land surrounding existing or proposed POS suitable for an increase in residential density to further encourage accessibility and use of POS and assist in achieving infill density targets
- identification of any existing POS or other open space reserves suitable for upgrades on which cash in lieu funds can be spent
- using the above analysis, include a rationale for any local variations or possible further exemptions to the standard POS contributions, as provided for in this policy. This anticipated per centage of POS contribution is to be articulated
- the anticipated per centage and rationale for any proposal to seek POS contributions from non-residential or rural living land uses.

To assist in collating this information, some local governments may opt to utilise more detailed POS demand analyses, or similar. It is important that if such additional studies have been prepared by the local government, the planning components are incorporated into the local planning strategy

# Operational Policy 2.3



## Draft Planning for Public Open Space

to inform statutory planning decisions. This may be via an amendment to an existing local planning strategy.

POS location, area, distribution and function in a suburb is to be guided by the local planning strategy, the provisions of Liveable Neighbourhoods and any other WAPC policy as may be applicable. In the absence of a local planning strategy that adequately guides the provision of POS, it should be provided and contributed to in accordance with Liveable Neighbourhoods and this policy, ensuring an appropriate mix of local, neighbourhood and district open space providing sport (including dedicated sports fields), recreation and nature spaces.

### 5.3.2 Structure Plans

Structure planning (standard and precinct structure plans) is to address any existing POS and assess the need for new POS to cater for all current and anticipated community needs.

Structure plans should refer to the contributions towards POS to be provided at subdivision and how these contributions will assist in ensuring adequate extent, quality, function and distribution of POS within the area of the plan.

Any staging of POS land provision is to be outlined at the structure plan stage.

## 5.4 Statutory Planning

### 5.4.1 Local Planning Schemes

Proposals to zone land that will increase POS demand, particularly increases to residential densities, are to be supported by a local planning strategy that identifies the community's POS needs and anticipated contributors to POS (as land or cash in lieu).

In zoning to provide for new residential land, the minimum of 10 per cent of the gross subdivisible area should be planned for POS as land, unless otherwise justified and prescribed in an approved local planning strategy.

In the absence of an approved local planning strategy adequately addressing POS provision, a scheme amendment proposal may be required to include its own strategic analysis of the community's POS need to inform POS provision and contributions.

Local planning schemes are to include POS as a Reserve for Public Open Space and show this on the scheme map accordingly.

### 5.4.2 Subdivision General

In accordance with the WAPC's State Planning Policy 3.6 - Infrastructure Contributions (SPP 3.6) and Operational Policy 1.1 - Subdivision of Land General Principles (OP 1.1), all subdivision generating an additional lot (including green title

lots, all strata title lots and community scheme lots) is to consider the provision of POS as a standard infrastructure requirement prior to approval. This consideration is not restricted to any one land use or subdivision type.

In accordance with the *Planning and Development Act 2005*, a condition of subdivision approval may be imposed that requires a contribution to POS as land or cash in lieu, or combination thereof. Two lot subdivision applications will typically not have POS requirements applied, as cash in lieu cannot be sought under the *Planning and Development Act 2005* and a land contribution is often not practical.

In some circumstances requiring land for POS may not be practical, or there is already 10 per cent or more POS land in the suburb which caters for community needs, or it is provided in another location via a structure plan, subdivision or scheme. In such circumstances, contribution to POS via cash in lieu of land may be applied as a condition of subdivision approval. Advice from the local government will be sought by the WAPC regarding the imposition of such a condition.

### 5.4.3 Residential Subdivision

For all residential subdivisions (including strata title subdivision), a minimum standard of 10 per cent of the gross subdivisible area is to be ceded free of cost for POS, or the equivalent cash in lieu, unless varied in one of the following situations.

# Operational Policy 2.3

Draft Planning for Public Open Space



- a) Existing POS in a suburb provides some of the POS function for the existing (established) community and therefore may justify a reduced POS contribution rate in all infill (excludes brownfield) subdivision. In addition, where only one additional lot is created in an established (infill) area (such as 3 lots into 4 lots) contributions towards POS may be reduced further. The applicable rate of contribution towards POS is as follows:
  - i. Infill subdivision (excludes brownfield sites) where the suburb already contains some existing developed POS, the minimum 10 per cent contribution requirement may be reduced by up to half to a minimum contribution of between 5 per cent and 10 per cent, the percentage to be justified and determined in an approved local planning strategy, scheme, structure plan or development contribution plan
  - ii. Where there is no approved planning instrument as above to determine the percentage, a 5 per cent contribution based on the whole gross subdivisible area applies
  - iii. Where only one additional lot is proposed in the subdivision and there is no approved planning instrument to determine the percentage, a 2.5 per cent contribution based on the whole gross subdivisible area applies; or
- iv. Two lot subdivision applications are exempt from a POS cash in lieu contribution.
- b) In recognition of the role some limited forms of publicly accessible, privately owned open space has in reducing the demand generated by new lots for POS, some credit may be granted towards the minimum 10 per cent contribution as follows:
  - i. For all strata subdivision (includes built strata) and community title schemes where common property/communal open space is provided in excess to any Residential Design Code (R Code) requirement, the 10 per cent POS contribution may be reduced commensurate with this aforementioned area of common property/communal open space to a maximum reduction of half (i.e. minimum 5 per cent POS contribution still applies). Provided that:
    - the common property/communal open space is demonstrated by way of an approved plan to be designed and function like POS; and
    - the common property/communal open space area has unrestricted public access secured via an easement.

The remainder of the POS contribution is to be via land or cash in lieu.
- c) In limited unique circumstances in some larger infill or brownfield sites, the minimum 10 per cent POS contribution may be reduced commensurate with expenditure on upgrades to an existing nearby POS at the subdividers cost, provided that:
  - the POS upgrades are to occur in the same suburb as the subdivision
  - there is a minimum of 10 per cent POS land existing in the suburb already
  - the local government has already agreed to the proposed upgrades and arrangements and a legal agreement with the local government is in place
  - the POS upgrades proposed respond to community need; and
  - a condition of approval is imposed on the subdivision application accordingly.
- d) Mixed use sites are those not wholly comprised of residential land uses. As such, some reduction to the POS contribution rate may be applied to a mixed-use site, generally commensurate with the likely residential composition of the site at the following rates:
  - where the site is identified in a scheme or structure plan for residential development at a density of up to and including R80 or R-AC4, or in the absence of an applicable

# Operational Policy 2.3

Draft Planning for Public Open Space



R Code, to a maximum height of 3 storeys, a minimum 5 per cent POS contribution applies to the whole mixed use site

- where the site is identified in a scheme or structure plan for residential development at a density exceeding the R80 or R-AC4 density, a minimum 7.5 per cent POS contribution applies to the whole mixed use site, unless previously varied in accordance with an approved scheme or structure plan; or
  - where the mixed-use site is an infill site, the default 5 per cent contribution rate may apply unless otherwise provided for in the applicable scheme, structure plan or development contribution plan.
- e) In all the above instances of variations to the 10 per cent minimum standard, consideration shall also be given to:
- the objectives and requirements of other State Planning Policies as may be applicable
  - advice of the local government as may be sought by the WAPC; and
  - the exclusion of any density or development bonus entitlement that has been approved or may otherwise have applied to the proposal.

### 5.4.4 Regional Residential Subdivision

In recognition of the climatic, environmental, cultural and lifestyle differences experienced across the state, a variation to the minimum POS standard of 10 per cent of the gross subdivisible area of a suburb may be supported in regional areas. This is provided that a strategic analysis via an approved local planning strategy, scheme, or structure plan has identified satisfactory unrestricted and developed POS and other open space that offers a local POS function (such as foreshore reserves, regional open space or community purpose sites) to accommodate the recreational and sporting needs of the community, and identifies a POS variation accordingly.

As a minimum, the strategic analysis is to include:

- an inventory of POS reserves in the suburb and adjoining suburbs
- identification of other sites or reservations that currently offer an open space function in the suburb and adjoining suburbs if applicable. This may include foreshore reserves and other public purpose reserves developed with a POS function
- a broad POS demand and supply analysis, identifying existing and projected POS quantity, accessibility and functionality alongside the existing and estimated future population and land use, utilising demographic forecasts, and ideally on a suburb basis.

The use of a townsite boundary may be more applicable than suburb boundary in some regional locations.

### 5.4.5 Non-Residential and Rural Living Subdivision

A POS contribution of any amount, as land or cash in lieu, may be sought from non-residential land uses (includes commercial, industrial or tourism) or for rural living land uses (includes rural residential) for the purposes of catering for residents, worker or visitor needs, general amenity or site specific requirements. The justification for, and amount of POS contribution, is to be informed by:

- a strategic analysis, as either contained in an approved local planning strategy, scheme, structure plan or other public planning document which identifies the nexus between the land use/development and the additional population/visitation/workforce demand for POS provision or contribution
- the suitability of the proposed POS as it relates to the non-residential or rural living land use needs, or suitability of existing POS on which cash in lieu is intended to be used for
- any objectives and requirements of other planning instruments as may be applicable; and
- the advice of the local government as may be sought by the WAPC.

# Operational Policy 2.3

7

Draft Planning for Public Open Space



## 5.5 Staging

Where a subdivision is staged, POS may be required to be met entirely from the first stage of subdivision, particularly if an agreement, such as by way of an approved structure plan, has not been reached with other landowners about the sharing of POS responsibilities.

Where the POS is not met entirely from the first stage of subdivision, the staged rate of provision of POS may be required to equal or exceed the overall rate of POS provision for that stage and be outlined in a staging plan, to ensure the quality, quantity and location of provided POS caters for residents at each stage of lot creation.

## 5.6 Development Applications

For development approvals that precede subdivision, an advice note should be provided to alert proponents to any likely future POS contribution condition at any subsequent subdivision.

## 5.7 Development of Public Open Space

The requirement for POS land as a condition of subdivision includes the development of that POS. Where POS is to be ceded free of cost by the subdivider, it is a requirement that the entire POS be developed to a minimum 'basic development' standard in accordance with SPP 3.6 Development Contributions and Liveable Neighbourhoods, unless otherwise agreed to by the WAPC and local government, and maintained for a minimum period of time. This requirement does not extend to cash in lieu conditions.

Development of the POS beyond the standards outlined in SPP 3.6 and Liveable Neighbourhoods is a matter for negotiation with the local government to ensure the POS development reflects the community needs and local government management capacities. An additional management agreement with the local government may be required to be entered into in these circumstances.

## 5.8 Cash in lieu collection and management

In accordance with Section 153 of the *Planning and Development Act 2005*, the WAPC can impose a condition of subdivision requiring POS to be provided as cash in lieu of setting aside a portion of land. Section 155 of the *Planning and*

*Development Act 2005* sets out provisions in relation to valuation of land. The value of cash in lieu is determined as a percentage of the market value of the parent lot from which the subdivision occurs. The percentage relates to the equivalent percentage of land that would otherwise be provided as POS.

The local government will, at the expense of the subdivider, seek a valuation of the land from the Valuer General's Office or a licensed valuer. If the valuation is disputed by the subdivider or local government, the valuation may be varied by agreement between the parties or arbitrated in accordance with Section 156 of the *Planning and Development Act 2005*.

Section 154(1) of the *Planning and Development Act 2005* provides that cash in lieu funds received by a local government must be paid into a reserve account, separate to other reserve accounts, established and maintained under section 6.11 of the *Local Government Act 1995*. The account is to set out the purpose for which the money is held, the landholding from which it was obtained and the date on which it was paid to the local government.

The total amount of cash in lieu funds collected, held and expended per suburb in the reserve account should be made publicly available to ensure transparency and accountability to the community.

# Operational Policy 2.3

Draft Planning for Public Open Space



## 5.9 Cash in lieu expenditure

### 5.9.1 Cash in lieu intent

To address the nexus between POS demand generation and POS provision and upgrade, expenditure of cash in lieu should:

- be informed by an approved local planning strategy (LPS), or in the absence of a LPS, an alternative strategy, community strategic plan, local planning policy, structure plan or equivalent document that has been through public consultation
- respond to community need by improving access, safety, environmentally sensitive design or contemporary functionality of existing or proposed POS or the public reserve that functions as POS
- be on a site that has unrestricted public access, not generally be associated with a use fee, and is reserved in the local planning scheme for POS or other reserve with a recreation function; and
- occur within the suburb or adjoining suburb, in which it was collected unless variations are identified in an approved local planning strategy.

### 5.9.2 Cash in lieu use

Cash in lieu funds can be used for:

- the purchase of land for POS by the local government. This can include the local government’s administrative costs associated with the purchase process or repaying loans for the purchase
- reimbursing an owner of land that is part of an agreement for the setting aside or vesting of land for POS in accordance with the *Planning and Development Act 2005*.
- improvements to or development of POS
- improvements to, or development of, public reserves that have a recreation function provided the land is reserved for a form of recreation purposes including POS recreation or public purpose reserves in the local government local planning scheme, the public has unrestricted access and cash in lieu contributions were sourced from within the suburb or adjoining suburb
- improvements to, or development of, regional open space, foreshore reserves and/or conservation reserves where it is demonstrated that the reserve offers a POS function, has unrestricted public access and the cash in lieu contributions were sourced from within the suburb or adjoining suburb. Such improvements or development for POS functions should be consistent with the purpose of the reserve

- cash in lieu funds would not normally be acceptable for indoor or enclosed recreation facilities where usage fees are charged, nor for maintenance or infrastructure upgrades unrelated to community POS needs.

In all instances, expenditure of cash in lieu should be publicly transparent and aim to be utilised within 5 years of the contribution collection date.

### 5.9.3 Expenditure requests

Requests to expend cash in lieu, other than for the purchase of land for POS, are to be submitted to the WAPC prior to Ministerial consideration, with the accompanying information:

- a cover letter briefly justifying the request from the local government, addressing the above requirements, this may be in the form of referencing the local planning strategy as applicable
- a plan or list outlining the source(s) and amount(s) of the funds (includes suburb, subdivision reference number from which funds were obtained, date obtained and the dollar value of the contribution)
- project or program timing schedule for expenditure; and
- project or program expenditure based on a maximum budget allocation.

# Operational Policy 2.3

Draft Planning for Public Open Space



Expenditure requests can be grouped into one consolidated map and schedule that includes the above information. Grouped requests will require notification to the WAPC within three months of completion of the works, including a signed statement demonstrating details of expenditure from a Certified Public Accountant employed by the local government or an audited statement prior to the publication of the local government annual report.

## 5.10 Disposal of Public Open Space

The disposal or rezoning of POS reserves created for the purpose of providing POS is not generally supported by the WAPC, particularly given future community needs can be difficult to fully anticipate.

Where a local government considers that an existing area of POS is not in a suitable location, of an appropriate size or function, and does not meet the needs of the existing or anticipated future community, POS disposal may be considered, but it is to be assessed in the same strategic manner as determining POS provision. Preferably, the local planning strategy should be used to inform the suitability of disposal proposals. In the absence of a strategy, a strategic assessment of the existing and anticipated future community needs is to occur, which shall include the following:

- the current accessibility, interface, physical attributes, function and estimated visitation of the reserve

- any planning in the suburb which will result in an increase in residential population and possible need for additional POS quantity or quality
- the distribution and amount of POS already in the suburb as reflected as a percentage of the gross subdivisible area; and
- evidence of local community engagement.

The disposal of land set aside as a reserve for public recreation is governed by the *Land Administration Act 1997*. Proceeds from the sale of public recreation reserves may be used by the local government to acquire other land for POS or be spent on upgrades to existing areas of POS. Proposals for the disposal of any POS land will be referred to the WAPC for consideration.

## 5.11 Reservation, Management and Vesting of Public Open Space

Where land for POS has been created under the *Planning and Development Act 2005* and reserved for that purpose, that land is only to be used for public recreational purposes and is to remain open to the public at all times. It is to be reserved in the local planning scheme for POS.

Where POS sites are impacted upon by utilities, easements, buffers, environmental constraints, or are shared use sites such as those

co-located with school sites, the management responsibilities of the POS are to be resolved at the structure planning stage, or prior to subdivision approval, as may be applicable and practical. If management responsibilities of the POS are unable to be resolved, the WAPC may not support the subdivision until the proponent supplies evidence of resolution of a suitable management arrangement.

## 5.12 Other Open Space

Regional open space, foreshore reserves, community purpose sites, Bush Forever sites or conservation reserves are not by definition in this policy considered POS. However, they may contribute a POS function for the local community and may receive consideration in strategic planning as providing that POS functionality. These forms of other open space may influence the determination of the gross subdivisible area and in some instances may be included as justification for a reduction (or credit towards) the minimum 10 per cent POS requirement in the manner outlined in Liveable Neighbourhoods and/or this policy.

Foreshore reserve provision is in addition to any POS requirement. The width, function and design of foreshore reserves are determined in accordance with State Planning Policy 2.6 State Coastal Planning Policy and/or (draft) State Planning Policy 2.9 Planning for Water and associated guidelines.

Operational Policy	2.3	10
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Draft Planning for Public Open Space



## 6. Definitions

**Brownfield:** developed land that has been identified for future urban re-use. These are often larger sites in established or infill areas that may also have been converted from one former land use to another.

**Demand analysis:** understanding the demand created by anticipated future population helps to justify POS contributions. Demand for POS in yet to be developed areas or existing areas can be assessed based on the likely numbers of dwellings or subdivision yields to be achieved in an area. Latent demand is often assessed by projecting future participation, using existing participation rates, such as organised sporting activities, and applying this to projected population figures.

**Greenfield:** undeveloped land that has been identified for future urban use.

**Gross Subdivisible Area:** as set out in Liveable Neighbourhoods (and to be reviewed in preparation of SPP 7.1 Neighbourhood Design).

**Infill:** is the redevelopment of existing urban areas at a higher density than currently exists.

**Locality:** is a spatial term used in land use planning to describe a local area. The size and attributes of a locality can vary depending upon the context and intended application. For this reason, a locality is not specifically defined but rather can

be determined in a similar manner to a precinct in accordance with SPP 7.2. In POS planning, the starting point for identifying a locality is often a suburb area, modified in consideration of walkable catchments and relevant local features.

**Public Open Space:** land that is set aside, used as, and managed for public recreation purposes and reserved for public open space in a local planning scheme.

**Regional Open Space:** land that is designated as Parks and Recreation or Regional Open Space in a region planning scheme.

**Regional Areas:** generally interpreted as areas and country towns located outside of metropolitan and regional centres.

<b>CONTENTS</b>	
<b>Background Notes</b>	<b>3</b>
<b>1. Introduction</b>	<b>4</b>
<b>2. Policy Objectives</b>	<b>4</b>
<b>3. Policy Measures</b>	<b>4</b>
3.1 General Requirements	4
3.2 Foreshore Reserves	5
3.3 Regional Open Space	5
3.4 Public Utility Uses	6
3.5 Community Facilities	6
3.6 Development of Public Open Space	7
<b>4. Implementation Procedures</b>	<b>7</b>
4.1 Vesting Under the Town Planning and Development Act	7
4.2 Transfer to Local Governments in Fee Simple	7
4.3 Cash-in-Lieu	8



**POLICY NO. D C 2.3**  
**PUBLIC OPEN SPACE IN RESIDENTIAL AREAS**



**BACKGROUND NOTES**

1. The basic component of this policy is the requirement that 10 percent of the gross subdivisible area of a conditional subdivision shall be given up free of cost by the subdivider for public open space. This has been the basis of public open space policy in the State for many years, and emanates from the recommendations of the Plan for the Metropolitan Region Perth and Fremantle, 1955 Report (the Stephenson - Hepburn Plan).
2. The former Town Planning Department in 1980 issued a report on its study of local and district open space in the metropolitan region, which examined in some detail the adequacy of open space set aside in land subdivisions for that purpose. After some careful assessment of the 10 percent requirement, the report concluded that the basic requirement should continue to apply, although there should be some flexibility applied in the particular circumstances of specific cases. This policy reflects that conclusion.
3. The Commission updated the policy in June 1998 to clarify the uses to which funds raised in lieu of open space provision may be used, as set out in Planning Bulletin No. 21 April 1997 and in April 2002 to establish the circumstances where an open space contribution will be required in small subdivisions and clarify open space credits for easements.
4. The Commission is aware of the continuing debate about the validity of certain aspects of this policy in the light of such matters as restraints on local government expenditure (with consequent limiting effects upon its ability to develop and maintain open space), the need to ensure adequate open space in existing urban areas, and the balance between passive and active recreational areas. This policy is subject to a comprehensive review.
5. The Commission's Liveable Neighbourhoods Community Design Code aims to make the State's suburban areas more sustainable and offer a wider range of housing and employment to support changing community needs and preferences. The code is undergoing refinement. This policy, and the related Guidelines for the Preparation of Local Structure Plans for Urban Release Areas, will be modified where appropriate following the review and refinement of Liveable Neighbourhoods.

The provisions of this policy will also be reviewed in the context of the Commission's current reviews of coastal planning and development and foreshore policy.

6. The policy is closely related to existing policies which deal with the subdivision of residential land and also with coastal management issues. Related policies are:
  - Policy No. DC 2.1 - Residential Planning Codes
  - Policy No. DC 2.2 - Residential Subdivision
  - Policy No. DC 4.1 - Industrial Subdivision
  - Policy No. DC 6.1 - Country Coastal Planning Policy.

<p><b>1. INTRODUCTION</b></p> <p>1.1 In order to preserve amenity and contribute to the quality of life in urban areas, including country towns, the Commission has resolved, as a general policy, to require suitable provision of public open spaces which can be used by people living and/or working in those areas.</p> <p>1.2 The Commission's policy is to ensure that the provision of public open space allows for a reasonable distribution of land for active and passive recreation in each locality. The Commission accepts that this may be secured by providing larger areas for active recreation and smaller areas for passive recreation within residential cells, but treats each case on its merits.</p> <p>1.3 This policy sets out the requirements of the Commission for public open space and the provision of land for community facilities in residential areas. Requirements for industrial areas are incorporated in the policy on Industrial Subdivision (DC 4.1).</p> <p><b>2. POLICY OBJECTIVES</b></p> <ul style="list-style-type: none"> <li>❑ To ensure that all residential development in the State is complemented by adequate, well-located areas of public open space that will enhance the amenity of the development and provide for the recreational needs of local residents.</li> <li>❑ In appropriate cases, to facilitate the provision of land for community facilities - such as community centres, branch libraries and day-care centres - in conjunction with land ceded for public open space.</li> <li>❑ To protect and conserve the margins of wetlands, water-courses and the foreshores adjacent to residential development.</li> </ul>	<p><b>3. POLICY MEASURES</b></p> <p><b>3.1 General Requirements</b></p> <p>3.1.1 The Commission's normal requirement in residential areas is that, where practicable, 10 percent of the gross subdivisible area be given up free of cost by the subdivider and vested in the Crown under the provisions of Section 20A of the <i>Town Planning and Development Act, 1928</i> (as amended) as a Reserve for Recreation. In determining the gross subdivisible area the Commission deducts any land which is surveyed for schools, major regional roads, public utility sites, municipal use sites, or, at its discretion, any other non-residential use site.</p> <p>3.1.2 The 10 per cent requirement is derived from the recommendations contained in the Stephenson-Hepburn Plan. That report states that for most areas a standard of 3.36 hectares per 1,000 population (excluding school playing fields) is recommended as sufficient for public open space.</p> <p>On the basis of a uniform density of 30 persons per hectare, a standard contribution of 10 percent of the gross residential area for public open space has been applied since 1956. This requirement remains valid, as gross residential densities have remained much the same since that time, with smaller lot sizes being offset by declining household occupancies.</p> <p>3.1.3 In terms of the location and distribution of public open space, the Commission favours an overall balance between incidental open space, readily accessible to all residents, and recreational open space in larger units suitable for active leisure pursuits. In this regard it will seek the advice and comment of the relevant local government. It will also seek local government advice upon the suitability in physical terms of land shown upon plans of proposed subdivision for development as open space.</p> <p>3.1.4 The Commission may require that the public open space for the whole of a parcel of land be met entirely from the first stage of subdivision, or from any succeeding stage, if it considers this desirable.</p> <p>3.1.5 The Commission will not normally require an open space contribution for five lots or less, provided a contribution is not required by a provision of a town planning scheme or approved structure plan, where:</p>
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<ul style="list-style-type: none"> <li>the applicant demonstrates to the satisfaction of the Commission that land has already been given up for open space in an earlier subdivision; or</li> <li>the proposal is within a locality where the Commission, on the advice of the local government, following an assessment of the locality, has concluded that there is sufficient open space in that locality.</li> </ul> <p>3.1.6 The Commission may impose an open space condition where an application would create five lots or less where:</p> <ul style="list-style-type: none"> <li>the imposition of the condition would yield an area of land which the Commission and Council agree is adequate and suitable for public open space purposes; or</li> <li>the local government has identified an existing or potential deficiency of public open space and has an adopted strategy to improve or provide open space by land acquisition in the locality of the subdivision; or</li> <li>similar proposals containing five lots or less would be likely to eventuate in the locality.</li> </ul>	<p>reservation, the Commission will apply the principles contained in its coastal planning policy (DC 6.1) with a guideline width of 100 metres.</p> <p>3.2.3 In general, the width of the reserve is to be measured from the high-water mark in the case of tidal waters and the top of the bank as defined by the surveyor in the case of non-tidal streams or waters.</p> <p>3.2.4 Where the Commission requirement for provision of a foreshore management reserve necessitates a boundary survey of the reserve, where such a survey would not otherwise be required, and where the cost of surveying the boundary would be excessive compared with the cost of surveying the rest of the subdivision, the Commission's policy is to request the Department of Land Administration to meet the costs of survey of the reserve.</p> <p>3.2.5 Where foreshore management reserves are required to be provided pursuant to the Act and the provisions of this policy, and it is not essential that public access to those reserves be provided in the short or medium term, the Commission will support proposals for adjoining or nearby property owners to lease the reserves where it can be demonstrated that restricted private use of the land is consistent with the effective management of the foreshore concerned for the period until public control is seen to be necessary.</p>
<p><b>3.2 Foreshore Reserves</b></p> <p>3.2.1 The Commission may require provision of a foreshore reserve where a subdivision includes land abutting a watercourse (e.g. river or creek) or body of water (e.g. lake or the sea). Such reserves will be required to be shown on the survey documents either as a Reserve for Recreation or a Reserve for Foreshore Management, dependent upon the use to be made of the land, and vested in the Crown under the provisions of Section 20A of the <i>Town Planning and Development Act</i>. The land in the reserve is to be ceded to the Crown free of cost and without payment of compensation by the Crown.</p> <p>3.2.2 The required width of a foreshore or coastal reserve varies according to the size of the watercourse or body of water and the condition of its banks, shore or coastline. As a general rule in the case of river or lake foreshores, a reserve of 30 metres' width is required, but each application is examined in detail. Where, for topographical or other reasons, such as protection of a floodway, a greater or lesser width is considered necessary or desirable in the public interest, such a width may be specified. In the case of a coastal</p>	<p>3.2.6 It should be noted that where the Commission considers that a foreshore reserve is to be given up as a condition of subdivision, the area of foreshore so required will not be included in the gross subdivisible area on which the public open space requirement is assessed and will be in addition to the land required for public open space.</p> <p><b>3.3 Regional Open Space</b></p> <p>3.3.1 Where a proposed subdivision includes land which is designated as a Parks and Recreation reserve under the Metropolitan Region Scheme, or a regional planning scheme, and cannot be dealt with as either a foreshore reserve under the provisions of Section 3.2, or as part of a subdivider's 10 percent public open space contribution under the provisions of sub-clause 3.3.2, the Commission will require that the land so reserved shall be shown on the survey documents as a separate lot pending acquisition by the Commission pursuant to that scheme.</p>

<p>3.3.2 The Commission may accept that land reserved for Parks and Recreation under the Metropolitan Region Scheme or a regional planning scheme (excluding land dealt with as a foreshore reserve) may be included in the subdivider's 10 percent public open space contribution where it can be demonstrated to the satisfaction of the Commission and the local government that the subject land can be used for an appropriate local (as well as a regional) purpose. In such instances the Commission shall require the subdivider's public open space contribution to be either:</p> <ul style="list-style-type: none"> <li>• vested in the Crown free of cost as a Section 20A reserve for the purpose of recreation, or</li> <li>• transferred to the Commission in fee simple.</li> </ul> <p>Prior to accepting a subdivider's public open space contribution in accordance with this sub-clause, the Commission may require a management plan which demonstrates that the subject land can be used for an appropriate local (as well as a regional) purpose and may require the local government's agreement to accept responsibility for management of the land.</p>	<p>is so located as not to reduce the viability of that space. However, the area of its site will not be credited as public open space.</p> <p>3.4.4 Subject to advice from the local government that sufficient land will be available in the locality to meet the full range of recreational needs of the future residents, and evidence from the beneficiary of the easement to confirm that the purpose of the easement, the Commission may grant a credit of:</p> <ul style="list-style-type: none"> <li>• up to 50% of the land subject to an easement containing underground infrastructure (eg – gas pipeline); and</li> <li>• up to 20% of the land subject to an easement containing above ground infrastructure (eg – power line).</li> </ul> <p>Maximum credit should only be granted in cases where there is no impediment to use the easement for open space, where the easement is within or abuts the subject subdivision or relevant subdivision road and where the local government has indicated that at least half of the open space contributed, directly or indirectly, by the subdivision is developable for active recreational pursuits.</p> <p>For the purposes of calculating the POS requirement of a locality, land subject to an easement shall not be included within the gross subdivisible area. However, land required for any buffers or additional setback requirements form an easement may be included in the gross subdivisible area.</p>
<p><b>3.4 Public Utility Uses</b></p>	
<p>3.4.1 The Commission is not prepared to accept as open space land which is occupied by public utility uses such as drainage sumps. However, it may agree to such features as landscaped compensating basins being included and credited either in whole or in part as a portion of a public open space contribution. In order to be acceptable to the Commission, such compensating basins, drainage reserves and underground pumping stations, etc. shall be so located, designed and landscaped that the public is able to use the open space for safe, passive and/or active recreation and amenity is not impaired.</p>	<p><b>3.5 Community Facilities</b></p> <p>3.5.1 Closely allied to the provision of public open space is the allocation of sites for community facilities such as community centres, meeting halls, branch libraries and kindergartens, pre-schools and day-care centres. The Commission accepts that there may be circumstances where the 10 per cent proportion of public open space within a subdivision may, at the request of a local government, be reduced provided that land equivalent in area to the reduction is made available free of cost to the local government as a community facilities site.</p>
<p>3.4.2 The Commission's general practice is that up to 100 per cent of compensating basins may be credited towards the public open space requirement where the land is not subject to permanent inundation provided it is contoured, unfenced and fully usable for recreation purposes. Up to 50 per cent may be credited in other circumstances subject to the advice of local government.</p>	<p>3.5.2 Before accepting any such arrangement, the Commission will require the local government to justify the need for the community facilities site, giving some details of the use to be made of the land, the timing of any development, the manner in which the facility will be operated, and the provision to be made for car parking.</p>
<p>3.4.3 The Commission will not object to a transformer pad for underground power being adjacent to or immediately within the boundary of public open space provided that it</p>	<p>3.5.3 Desirably, community facilities sites should adjoin public open space to facilitate conjoint</p>

use and maintenance, should not have an area less than 2,000m<sup>2</sup> and should not exceed one fifth of the total area which, but for this provision, would have been required for public open space.

3.5.4 In circumstances where the Commission has been satisfied that the need exists for a community facilities site to be transferred in fee simple free of cost to the local government, the Commission, as a pre-requisite to any such transfer, will require that the land is suitably reserved for an appropriate public purpose by the local government in its town planning scheme.

**3.6 Development of Public Open Space**

3.6.1 The Commission's requirements that land for public open space be given up as a condition of subdivisional approval do not extend to the physical development of the land. It is the intention that when such land is vested in the relevant local government, development should be undertaken through the budget of that authority at the appropriate time. Local governments should ensure that the development of public open space is safe for use by the public.

3.6.2 The Commission may, in the particular circumstances of the case, be prepared to support the spending of cash-in-lieu funds on the development of that public open space being set aside by the subdivider on the basis that the amount allocated does not exceed more than one fifth of the total 10 percent requirement. In normal practice, this could result in a maximum of 8 percent open space land provision and a 2 percent cash-in-lieu expenditure on development of land. However, when the land to be set aside as open space is less than 8 percent, and cash-in-lieu is to be provided for the balance, the proportion to be cash-in-lieu which can be spent on the development of public open space within the subdivision should be adjusted accordingly and should not exceed one fifth of the value of the land to be set aside for public open space.

3.6.3 On the basis set out in clause 3.6.2, the funds generated from cash-in-lieu may be used through the procedures outlined in Section 4, to develop that part of the requirement that is given up as undeveloped land. Before so doing, however, the Commission will need to be satisfied as to the support for such a proposal from the developer, Council, and the community and receive some assurances that development will occur within a reasonable period of time.

**4. IMPLEMENTATION PROCEDURES**

**4.1 Vesting Under the Town Planning and Development Act**

4.1.1 In general, public open space and foreshore management reserves created in the subdivision are to be transferred to the Crown. Section 20A of the *Town Planning and Development Act* provides that where a Diagram or Plan of Survey is approved any land which is shown on the diagram or plan as being reserved for recreation or foreshore management shall vest in the Crown without any conveyance, transfer or assignment or payment of a fee. As far as possible the provisions of this section should be used to convey proposed recreation areas to the Crown.

4.1.2 Where land for public open space is subsequently vested in a local government, that land is to be used only for public recreational purposes, and remain open to the general public at all times. The Commission will request the Department of Land Administration to ensure that this is done. However, the Commission recognises that there may be occasions where the use of some discretion in the operation of this policy is warranted in order to secure better land utilisation and increased public benefit. In such circumstances, the Minister for Lands can, following consultation with the Commission, exercise that discretion.

**4.2 Transfer to Local Governments in Fee Simple**

4.2.1 In special circumstances, the Commission may require land to be transferred, free of cost, to the local government for a public purpose, including recreation, subject to the proviso that any subdivisional costs and cost of associated services for the land will be met by the local government.

4.2.2 A condition requiring that land be transferred in fee simple free of cost to the local government for public recreation purposes will be imposed only under all the following circumstances:

- a) the local government requests the transfer; and
- b) the land is shown in the local town planning scheme as reserved for public recreation; or

<p>c) the land is to be held in trust pending sale, the monies from which are to be expended, with the approval of the Commission, upon the purchase of other land in the vicinity which is considered to be more appropriately located for use as public open space and which is shown in the local government's town planning scheme as reserved for public recreation, such land to be transferred free of cost to the Crown to be created as a reserve for public recreation.</p>	<p>lots could be similarly subdivided, in the expectation of an equivalent cash-in-lieu contribution being made by the applicant under Section 20C.</p>
<p><b>4.3 Cash-In-Lieu</b></p>	<p>4.3.4 The Act requires that the use of cash-in-lieu must be initiated by the owner of the land concerned, and requires approval of the relevant local government and the Commission. In cases where the Commission considers that it may be appropriate to use these provisions, the applicant will be so advised in a footnote to the Commission's letter of approval.</p>
<p>4.3.1 Sections 20C (1) to 20C (7) of the Act contain provisions under which a cash payment can be made by the subdivider in lieu of providing land for open space. The Commission recognises that in certain circumstance the use of these provisions should be encouraged. These circumstances include subdivisions where:</p> <ul style="list-style-type: none"> <li>• the land area is such that a 10 percent contribution would be too small to be of practical use;</li> <li>• there may be sufficient public open space already in the locality;</li> <li>• public open space is planned in another location by way of a town planning scheme or local structure plan.</li> </ul>	<p>4.3.5 All money received by the local government in this way is required by the Act to be paid into a separate account of that authority, which under the Local Government Financial Management Regulations, 1996 should clearly set out the purposes for which the money is held, the landholding from which it was obtained and the date on which it was paid to the local government. The money should be applied:</p> <ul style="list-style-type: none"> <li>a) for the purchase of land by the local government for parks, recreation grounds or open spaces generally, in the locality in which the land included in the plan of subdivision is situated;</li> <li>b) in repaying any loans raised by the local government for the purchase of any such land; or</li> <li>c) with the approval of the Minister for Planning, for the improvement or development as parks, recreation grounds or open spaces generally or any land in the said locality vested in or administered by the local government for any of those purposes.</li> </ul>
<p>4.3.2 Taking account of the provisions of 4.3.1 the Commission may impose an open space condition with a footnote seeking the provision of a cash-in-lieu equivalent of the public open space, where:</p> <ul style="list-style-type: none"> <li>• the local government has requested the condition and identified an existing or potential deficiency of public open space;</li> <li>• the local government has an adopted strategy to provide open space by land acquisition in the locality of the subdivision; and</li> <li>• the otherwise required 10% area of open space would yield an area of unsuitable size/s and dimension/s to be of practicable use.</li> </ul>	<p>4.3.6 In each such instance, the Commission will wish to be advised of the location of the land in respect of which the money is to be expended, the nature and the timing of the expenditure, and the amount of money held by the local government concerned for acquisition or improvement of public open space in the locality concerned. In addition, when it has recommended to the Minister that approval be given to the use of cash-in-lieu funds as provided for in paragraph 4.3.3(c) above, it will also recommend that the local government indicate when those improvement works have been completed.</p>
<p>4.3.3 The Commission may require an open space contribution of a lesser amount than 10% where a proposal to create five lots or less is located within a locality where a number of</p>	

4.3.7 The Commission also requires that local governments provide an annual statement of the separate cash-in-lieu account, in order that it may be appraised of the position in each local government area with respect to the use of cash-in-lieu funds.

4.3.8 Expenditure of cash-in-lieu funds must be directly related to the use or development of land for public open space purposes. The land must be vested or administered for recreation purposes with unrestricted public access. Land held in fee simple by the local government should, as a pre requisite, be reserved for public recreation in the Council’s town planning scheme.

4.3.9 The use of cash-in-lieu would not normally be acceptable for community halls or indoor recreation centres, enclosed tennis courts, bowling greens for clubs, facilities for private clubs or similar facilities where access by the general public is restricted. Acceptable expenditure for cash-in-lieu funds may be for:

- clearing
- seating
- earthworks
- spectator cover
- grass planting
- toilets
- landscaping
- change rooms
- reticulation
- lighting
- play equipment
- pathways
- fencing
- walk trails
- car parking
- signs relating to recreational pursuits

4.3.10 Requests to the Minister for Planning for approval of the expenditure of cash-in-lieu should be submitted to the Commission accompanied by a map and schedule showing:

- the location and Commission reference number of the subdivision from which the funds were obtained;

- the dollar value of the funds obtained;
- the location of the proposed reserve where the funds are proposed to be expended;
- the nature of the proposed expenditure; and
- the program for the expenditure.

**10.1.6 City of Bayswater Advocacy Plan**

<b>Responsible Branch:</b>	Governance, Organisational Development and Planning
<b>Responsible Directorate:</b>	Office of the Chief Executive Officer
<b>Authority/Discretion:</b>	Advocacy
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. City of Bayswater Advocacy Projects List [10.1.6.1 - 8 pages]</li> <li>2. Business and Investor Breakfast Invitation [10.1.6.2 - 1 page]</li> <li>3. City of Bayswater Business Prospectus [10.1.6.3 - 16 pages]</li> </ol>

**CR DAN BULL DECLARED AN IMPARTIAL INTEREST**

*In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Dan Bull declared an impartial interest in this item as the plan includes redevelopment of Hillcrest Reserve and he is a vice patron of Bayswater Morley District's Cricket Club which is located at Hillcrest Reserve. Cr Dan Bull remained in the Council Chambers and voted on this item.*

**SUMMARY**

Advocacy forms a key strategy for the City in its ability to raise its profile and more importantly its funding opportunities to assist in delivering key community projects, infrastructure and services to its stakeholders. Recently, the City has taken a proactive approach to this with the development of advocacy statements along with regular meetings with both State and Federal Members of Parliament.

The City has also recently started to embark upon a Council led business planning process and a review of its Long Term Financial Plan (LTFP), Capital Works programs and Asset Management plans. Whilst there is still some work to conduct on these plans, the foundations are now in place and further rigour will be included and developed in the lead up to the 2024-25 business planning and budget process. These plans will enable the Council to identify potential and future advocacy opportunities to align to the City’s advocacy program.

The Council has also set the Chief Executive Officer a Key Performance Indicator (KPI) to ‘Lead economic development, advocacy and the development of future partnerships’, one of the deliverables is to ‘ensure advocacy is Council led through the development of an advocacy plan’.

As a step towards the development of this KPI, a councillor workshop was held on 30 May 2023 and the Councillors provided input into the draft Advocacy Projects (**Attachment 1**). Whilst further work is required to be undertaken during the 2024-25 Business Planning and Budget process, the draft plan is a commencement document to this important program for the City of Bayswater.

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

**That Council:**

- 1. Notes the Draft Advocacy Projects as listed in Attachment 1; and**
- 2. Undertakes to further review the advocacy projects as part of the 2024-25 Business Planning and Budget process.**

**Cr Catherine Ehrhardt, Deputy Mayor Moved, Cr Dan Bull Seconded**

**CARRIED UNANIMOUSLY: 10/0**

**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik, Cr Dan Bull and Cr Giorgia Johnson.*

**Against:** *Nil.*

## **BACKGROUND**

Advocacy can be defined as seeking to take action to influence stakeholders with government, political or funding power to implement public projects and policies that benefit individual communities. Advocacy is also around taking action to create change.

Projects that would ordinarily sit with an advocacy list are generally defined as:

- Long-term;
- Too complex/expensive for the City to deliver independently;
- Decision making authority is generally outside of our control (e.g. railway realignment); and
- Selective and focused.

To optimise the City's effectiveness, it is important that the list of items the City advocates for is manageable and concise. The benefit of this is:

- The City can focus on specific issues that are where possible aligned to the City Business Planning;
- Council is aligned and united on City direction;
- The City can mobilise support to deal with the issues;
- The City can support and facilitate conversations and negotiations for solutions;
- The City can develop strategies that assist government to meet their objectives; and
- The City can align plans for the future

Objectives for having an advocacy plan are that it:

1. Builds the profile of the City of Bayswater, its advocacy initiatives and strategic objectives with Federal and State Governments, media and key influencers.
2. Develops strong working relationships with stakeholders that influence or make decisions that could support the delivery of advocacy initiatives.
3. Identifies funding opportunities, industry publications and partnerships that could support advocacy targets - highlighting the alignment of our advocacy strategy with the priorities of decision-makers and influencers.

The City of Bayswater Council has already started to identify opportunities that are aligned to the objectives and effectiveness of having a sound approach to advocacy. Within the last six months there have been a number of items presented to Council whereby the Council has resolved for certain actions to be included within the Advocacy project list, these are as follows:

### Ordinary Council Meeting – 26 April 2023

- “1. *That Council does not proceed with the engagement of consultants for a feasibility report on possible options for underground power on arterial roads as individual retrospective underground power projects within the City of Bayswater.*
2. *Requests the Chief Executive Officer to prepare an advocacy plan for the issue of progressing underground power on specific arterials roads that should be prioritised, such*

*as Guildford Road, in order to leverage State and Federal Government funds for this purpose.*

3. *Requests the advocacy plan to be presented to Council at the 22 August 2023 Ordinary Council Meeting.*

#### **REASON FOR CHANGE**

*Council changed the officer's recommendation as it wished for the Chief Executive Officer to prepare an advocacy plan in order to leverage State or Federal Government Funds for progressing underground power on arterial roads that should be prioritised, such as Guildford Road."*

The City has sent correspondence to Main Roads WA on this matter. The City will continue to raise the matter as part of other discussions regarding Guildford Road and Morley Drive. Other discussions include safety related issues, road alignment and intersection issues, and other upgrades and redevelopment opportunities as they arise which could include a component of undergrounding of power or where undergrounding could benefit the solution.

#### **Ordinary Council Meeting – 27 June 2023**

*"That Council requests the Chief Executive Officer to present a report to the Ordinary Meeting of the Council to be held on 31 October 2023, that addresses the following matters relating to a potential Renewable Energy, Construction and Building Products Innovation Cluster in the Bayswater Industrial Area:*

1. *The promotion of the innovation cluster.*
2. *The formalisation and alignment of an advocacy position together with key stakeholders, including the Department of Jobs, Tourism, Science and Innovation.*
3. *The reaffirmation of the importance of the sewer infrastructure upgrade as a key enabler.*
4. *The preparation of a plan for delivery of the innovation cluster.*
5. *Relevant funding opportunities through the Federal and State Governments."*

The City has met with existing operators within the BIA who are interested in developing an innovation cluster and a report is being prepared for the October Council Meeting based on the information received during this discussion.

The above Council resolutions are good examples of Council looking towards advocacy objectives to achieve optimal outcomes. Our challenge going forward will be how the City is able to develop all of our advocacy priorities into a concise list. This can be achieved during the 2024-25 Business Planning process in time to align to the forthcoming State and Federal elections that are planned to be held in 2025.

#### **EXTERNAL CONSULTATION**

Consultation has taken the form of input from stakeholders into the City's Strategic Community Plan and Corporate Business Plan and strategies and actions that are aligned to these key strategic documents are then listed within the plan. Also, continuing consultation with State and Federal Politicians on potential funding opportunities to support the plan.

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

In addition to the above, the Council has set the CEO a KPI around the development of an advocacy plan and as mentioned above, the Advocacy plan is progressing with the CEO holding a workshop with Councillors in May 2023 to seek feedback on the current list of advocacy priorities. This workshop facilitated the commencement of the process to develop a Council priority list. As an input to the workshop with Council, the CEO held a workshop with Directors

and Managers to obtain inputs on projects for the advocacy list. The output of this, however, is not yet integrated or validated by corporate processes.

The challenge for the City is the current level of maturity within the Council’s business planning due to the fact the LTFP and the Corporate Business Plan (CBP) had not been reviewed by the Council for a number of years. Notwithstanding this, the Council now has the beginnings of an advocacy priority list in **Attachment 1**. This will be further developed and workshopped with the Council along with other key documents and priority setting as part of the 2024-25 budget process.

Advocacy can be facilitated in many forums and the City can adopt a number of approaches when trying to achieve its objectives around advocacy, some examples of these include:

1. Regular meetings with stakeholders and MPs, list provided in Table 1 below;
2. Engagement events/breakfasts, **Attachment 2**;
3. Concept maps and book, **Attachment 3**;
4. Letter writing to stakeholders and decision makers;
5. Meeting MPs and advisors in Perth and Canberra; and
6. Local campaigns to activate community (if needed).

**Table 1 – Stakeholder and Meeting List**

DATE	STAKEHOLDER/MEETING DETAILS
14 September 2022	Property Council – The Future of Residential Conference
30 September 2022	Ms Lisa Baker, MLA, Member for Maylands
8 December 2022	
8 June 2023	
3 October 2022	WALGA ‘Breakfast with Heads of Agencies’ Meeting with Department of Transport, and representatives from other local governments (Ashburton, Swan, Mingenew, Dardanup, Bunbury, Cuballing, Cockburn). <ul style="list-style-type: none"> <li>• Intersection of Guildford Road and Garrett Road;</li> <li>• Urban Forest;</li> <li>• Meeting with the Water Corporation; and</li> <li>• Bayswater Industrial Area – Sewerage Infrastructure.</li> </ul>
10 November 2022	Hon. Rita Saffioti, MLA., Minister for Transport; Planning and Ports
8 December 2022	Hon. Amber-Jade Sanderson, Minister for Health and Member for Morley
19 April 2023	
23 March 2023	Hon. Rita Saffioti, MLA., Minister for Transport; Planning and Ports and Chief of Staff for Minister for Transport; Planning and Ports.
13 June 2023	Dr Anne Aly, MLA, Minister for Early Childhood Education; Minister for Youth
14 June 2023	Hon. Patrick Gorman, Assistant Minister to the Prime Minister; Assistant Minister for the Public Service
14 June 2023	Ms Ellen Broad, Senior Advisor to Ed Husic, Minister for Industry and Science
15 June 2023	Mr Dean Smith Liberal Senator for WA

20 July 2023	Mr David Michael Minister for Ports; Local Government; Road Safety; Assisting Minister for Transport
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The City hosted its first Business and Investor Breakfast on 12 May 2023 (**Attachment 2**). The event was sold out with over 120 businesses and investors attending. They were given updates on the progress of the Morley Galleria redevelopment from Vicinity, an update on development sites and support from the City, leasing opportunities under the new Bayswater Train Station from DevelopmentWA and partnership opportunities from event sponsor Businessplex. To support the City’s promotion of development opportunities within the City, an Investor Prospectus (**Attachment 3**) was provided to all attendees and is available online on the City’s website.

**LEGISLATIVE COMPLIANCE**

Nil.

**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.

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>	As the report is for noting, there are no risks associated with the decision.	

**FINANCIAL IMPLICATIONS**

There are no financial implications for Council to note the plan, the financial implications will be captured as part of the business planning and budget process.

**STRATEGIC IMPLICATIONS**

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

- Theme: Vibrancy
- Goal V1: Plan for increased business opportunities around transport nodes.
- Goal V2: Encourage economic development across the City, and provide increased opportunities for people to live and work locally by facilitating new investment in the City.
- Goal V3: Activate the City's town and neighbourhood centres.
- Goal V4: Support businesses across the City to grow and thrive.

**CONCLUSION**

The current advocacy priority list has a number of projects and at this point in time the list has not been integrated into the City’s business planning and budget process. As these are further developed over the next business planning and budget cycle, the list will become more concise to enable the City to advocate for priorities to support its stakeholders.



# Current Advocacy Projects

Project	Estimated Cost	Status  Summary of current project status	Timeframe  Short: 12 – 24 months Medium: 1-5 years Long: 5+ years	Advocacy Doc  Last updated:	Minister/Portfolio
<b>Bayswater Industrial Area</b>	\$8,000,000	Council supportive of economic, employment and environmental benefits; no funding committed by State Government.	Short	June 2021	Hon Catherine King MP, Minister for Infrastructure, Transport, Regional Development and Local Government.  Hon Tanya Plibersek MP, Minister for the Environment and Water.  Meetings with Local Members.
<b>Riverside Gardens Urban Forest – option 1</b>	\$3,700,000	\$1,200,000 funding committed. Initial trach of \$150,000 received for design from State Government. Project to be delivered in partnership with Greening Australia (GA). GA seeking sponsors and additional funding. Geotechnical study complete. Submission provided to Perth Airport to explore funding associated with environmental offsets.	Short	June 2021	Hon Tanya Plibersek MP, Minister for the Environment and Water.  Meetings with Local Members.
<b>Les Hansman Centre Redevelopment (various options)</b>	\$10,000,000 - \$80,000,000	No funding committed.	Medium - Long	June 2021	Hon Catherine King MP, Minister for Infrastructure, Transport, Regional Development and Local Government

Project	Estimated Cost	Status	Timeframe	Advocacy Doc	Minister/Portfolio
Les Hansman Centre Redevelopment – <b>option 1</b> (3 storeys plus rooftop)	\$12,000,000	No funding committed.	Medium - Long		Hon Catherine King MP, Minister for Infrastructure, Transport, Regional Development and Local Government
Les Hansman Centre Redevelopment – <b>option 2</b> (State carpark, 3 storeys, rooftop and 8 storeys of aged care)	\$117,840,000	No funding committed.	Medium - Long		Hon Catherine King MP, Minister for Infrastructure, Transport, Regional Development and Local Government
Les Hansman Centre Redevelopment – <b>option 3</b> (State carpark, 4 storeys plus rooftop)	\$42,220,000	No funding committed.	Medium - Long		Hon Catherine King MP, Minister for Infrastructure, Transport, Regional Development and Local Government
<b>Maylands Lakes – short term solution</b>	\$900,000	\$450,000 funding committed. The remainder is unfunded. Required to undertake initial treatments and modifications to improve water quality and reduce midge.	Short		Hon Tanya Plibersek MP, Minister for the Environment and Water
<b>Maylands Lakes – long term masterplan</b>	\$4,000,000	Masterplan to be prepared for modifications to the lakes based on hydrological information and hydraulic analysis to find an ecological balance in the lakes system.	Long		Hon Tanya Plibersek MP, Minister for the Environment and Water
<b>Morley Sport and Recreation Centre - additional parking</b>	\$500,000	Planning condition requires additional parking once grandstand has been provided.	Short	June 2021	Hon Anika Wells MP, Minister for Aged Care, Minister for Sport
<b>Maylands Waterlands stage 2 - deeper pool</b>	\$4,000,000	Deeper pool with paid entry proposed. No funding committed.	Medium	June 2021	Hon Anika Wells MP, Minister for Aged Care, Minister for Sport

Last updated 13 October 2023

Project	Estimated Cost	Status	Timeframe	Advocacy Doc	Minister/Portfolio
<b>Redevelopment of Riverside Gardens and Hinds Reserve</b>	\$5,000,000 – \$20,000,000	Council supportive, no funding. Officers currently working with DBCA to develop masterplan and designs. Steering Group to be formed by June 2023.	Long		Hon Tanya Plibersek MP, Minister for the Environment and Water
<b>Riverbank Stabilisation</b>	\$10,000,000	Studies have been prepared. Designs to be commenced on a staged approach.	Long	June 2021	Hon Tanya Plibersek MP, Minister for the Environment and Water
<b>Russell Street Community Park, Boardwalk &amp; Education Hub</b>	\$200,000	No funding committed. Opportunity to seek funding with Water Corporation to increase hydraulic capacity at the site and create urban wetlands.	Medium	June 2021	Hon Tanya Plibersek MP, Minister for the Environment and Water
<b>Frank Drago - Bayswater City Soccer Clubroom and Grandstand Redevelopment</b>	\$16,000,000	Council has supported redevelopment proposal prepared by the club on the basis that Council will not be funding. Condition of grandstand may necessitate works earlier if club proposal does not progress.	Long		Hon Anika Wells MP, Minister for Aged Care, Minister for Sport
<b>Baywaste building refurbishment</b> (50-year-old building, WHS issue)	\$2,500,000	Report in progress to develop scope of works, estimation of costs and prioritisation. No funding committed at this point in time. Some reserve funds available to assist.	Medium		
<b>Meltham Precinct</b> (servicing requirements)	Not known	The State Government has announced 455 million will be allocated for investment in water and wastewater infrastructure for METRONET projects including the area surrounding Meltham train station. The cost of any works and the amount of funding allocated to Meltham is not yet known.	Long		Hon Tanya Plibersek MP, Minister for the Environment and Water

Last updated 13 October 2023

Project	Estimated Cost	Status	Timeframe	Advocacy Doc	Minister/Portfolio
<b>Morley Town Centre Streetscape Rejuvenation</b> (Redesign to prioritise pedestrians, cyclists, trees and streetscapes. Possible power infrastructure relocation belowground)	\$50,000,000 (broad estimate, based on similar project in Cannington)	Current budget for design of Russell Street \$189,035. No funds committed to implementation works.	Long		Hon Catherine King MP, Minister for Infrastructure, Transport, Regional Development and Local Government
<b>Underground power on arterial roads</b>	\$165,000,000	Undergrounding of power along major transport corridors and entries into urban areas. This will allow improved streetscapes, greening of corridors that will achieve canopy targets mitigating heat island effect. It will also improve reliability and increase opportunities for other modes of transport such as cycling.	Long	10.3.1 at 26 April 2023 OCM	
<b>Upgrade of Guildford Road</b> (Redesign to prioritise pedestrians, cyclists, trees and streetscapes. Possible power infrastructure relocation below ground)	\$30,000,000	Under Main Roads care and control. However, this main road passes through a significant residential and commercial area in the City. No funds have been committed by the State for the design and construction required to bring this road to a standard suitable for the prioritisation of pedestrians, cyclists, trees and streetscapes. The City is seeking: <ul style="list-style-type: none"> <li>the undergrounding of power along this road that will allow road</li> </ul>	Long		Hon Catherine King MP, Minister for Infrastructure, Transport, Regional Development and Local Government  Hon Chris Bowen MP, Minister for Climate Change and Energy

Last updated 13 October 2023

Project	Estimated Cost	Status	Timeframe	Advocacy Doc	Minister/Portfolio
		<p>and verge improvements to be undertaken; and</p> <ul style="list-style-type: none"> <li>Traffic and pedestrian improvements that will improve safety for all users and is commensurate with the type of development along this road.</li> </ul> <p>*please note, if this receives funding, the need for funding for the below Greening of Guildford Road project is negated.</p>			
<b>Further Greening of Guildford Road</b>	\$350,000	<p>Greening of major transport corridors and entries into urban areas, as well as achieving canopy targets that will mitigate urban heat island effect.</p> <p>City has identified 115 possible locations for trees amongst a predominately hard stand environment that will require some modifications to accommodate the trees.</p> <p>This project meets the Council’s “Green Dreams” strategy and was recently endorsed by formal resolution.</p>	Short		
<b>Redevelopment of Bardon Park</b> (greenspace activation for recreation)	\$4,500,000	<p>Masterplan in progress. Currently unfunded. Cash-in-Lieu of POS funds available (\$700k) for leverage of funding. Disability access path (approximately \$1M) is a priority.</p>	Medium		Hon Mark Butler MP, Minister for Health and Aged Care
<b>Redevelopment of Hillcrest Reserve</b>	\$3,500,000	<p>Masterplan to be developed.</p>	Long		

Last updated 13 October 2023

Project	Estimated Cost	Status	Timeframe	Advocacy Doc	Minister/Portfolio
<b>Managed Aquifer Recharge</b>	\$10,000,000	No funds committed. Study to be undertaken to determine opportunities and feasibility. This is to assist in offsetting the City's groundwater usage.	Long		Hon Tanya Plibersek MP, Minister for the Environment and Water
<b>Maylands Brickworks Revitalisation – option 1</b> (base works)	\$6,585,000	No formal consideration by Council – Future approach to be determined by Council at June 2023 OCM.	Medium	June 2021 (\$20M - 30M)	
Maylands Brickworks Revitalisation – <b>option 2</b> (restricted access)	\$7,710,000	No formal consideration by Council – back to CRG for further consultation. Future approach to be determined by Council at June 2023 Ordinary Council Meeting.	Long	June 2021 (\$20M - 30M)	
Maylands Brickworks Revitalisation – <b>option 3</b> (unrestricted access)	\$7,375,000	No formal consideration by Council – back to CRG for further consultation. Future approach to be determined by Council at June 2023 Ordinary Council Meeting.	Long	June 2021 (\$20M - 30M)	
<b>Maylands Golf Course</b>	\$5,000,000	Reticulation upgrade and course improvements.	Medium		Hon Anika Wells MP, Minister for Aged Care, Minister for Sport
<b>Tranby River Foreshore</b>	\$950,000	\$950,000 funding committed from the 2022 Federal election through the Office of Patrick Gorman. Funding will be administered through DBCA. Designs being prepared in liaison with DBCA.	Short		Hon Patrick Gorman MP, Assistant Minister to the PM, Federal Member for Perth

Project	Estimated Cost	Status	Timeframe	Advocacy Doc	Minister/Portfolio
<b>Upgrade of LED lighting in Maylands, Bayswater and Morley townsites</b>	\$200,000	\$200,000 funding committed (Minister Gorman). Needs to be applied for, to secure the funding. This project involves the upgrade of City-owned lighting to LED to reduce power consumption and greenhouse gas emissions. There are approximately 30 remaining lights (combined) in the three townsites that require an upgrade. This aligns with the City's Emissions Reduction and Renewable Energy Plan.	Medium		Hon Chris Bowen MP, Minister for Climate Change and Energy
<b>Upgrade of street lighting to LED in Maylands Peninsula</b>	Approximately \$1,800,000	Currently not funded. This is for the upgrade of 145 existing City-owned streetlights to Western Power LED standards. This aligns with the City's Emissions Reduction and Renewable Energy Plan. It will also improve reliability.	Medium		Hon Chris Bowen MP, Minister for Climate Change and Energy
<b>Upgrade of passive lighting to smart LED within Council reserves and carparks</b>	Approximately \$2,700,000	Currently not funded. This is for the upgrade of 580 existing City-owned lights in passive reserves and carpark lights to smart LED. This aligns with the City's Emissions Reduction and Renewable Energy Plan. It will also improve reliability and security.	Medium		
<b>Main Roads Project - Installation of roundabout (intersection of Bath and Morley Drive)</b>	Up to \$6,000,000	\$6 million funding committed (Minister Sanderson). Project is currently in the 85% design stage.	Medium		

Last updated 13 October 2023

Project	Estimated Cost	Status	Timeframe	Advocacy Doc	Minister/Portfolio
<b>Local Bike Plan</b>	\$20,000,000	<p>Implementation of the LBP to provide a cycling network that integrates across the City and provides connections to adjoining City boundaries. The network provides cycling connections to Council facilities and major public transport nodes promoting the use of cycling in preference to motor vehicle usage.</p> <p>Currently \$1.2m grant for 2023/24 through Department of Transport. City budgeted \$600,000 through municipal on 50/50 basis.</p>	Medium		
<b>'Low traffic' bus stop shelters</b> (that do not qualify for PTA funding)	\$850,000 (\$14,000 per shelter)	<p>There are approximately 50 stops that warrant a shelter under PTA guidelines and a further 40 that are needed but do not qualify for funding.</p> <p>Cr Clarke suggested bus stop no. 11393 on Grand Promenade, which does not qualify for funding.</p>	Medium		
<b>Bayswater Waves - waterslide reconfiguration</b> (accessibility)	\$300,000 to \$400,000	Delays originating from the WA COVID border restrictions resulted in the Federal funding allocated for these works being reallocated.	Short		

## City of **Bayswater**

The City of Bayswater invites you to attend the

# Business and Investor Breakfast

Significant State Government and private investment along with a robust planning framework has created a raft of development opportunities within the City of Bayswater.

Hear exclusive updates from Mayor Filomena Piffaretti, Development WA, Vicinity and Businessplex to find out why Bayswater is ripe for investment. Don't miss out on this unique networking opportunity. Breakfast provided.

### When

Friday 12 May  
6.45am arrival, 7am start

### Where

Embleton Room, City of Bayswater  
Civic Centre, 61 Broun Avenue, Morley

### RSVP

Register by 5pm, Monday 8 May  
at [bit.ly/investor-breakfast](https://bit.ly/investor-breakfast)

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# Investment prospectus



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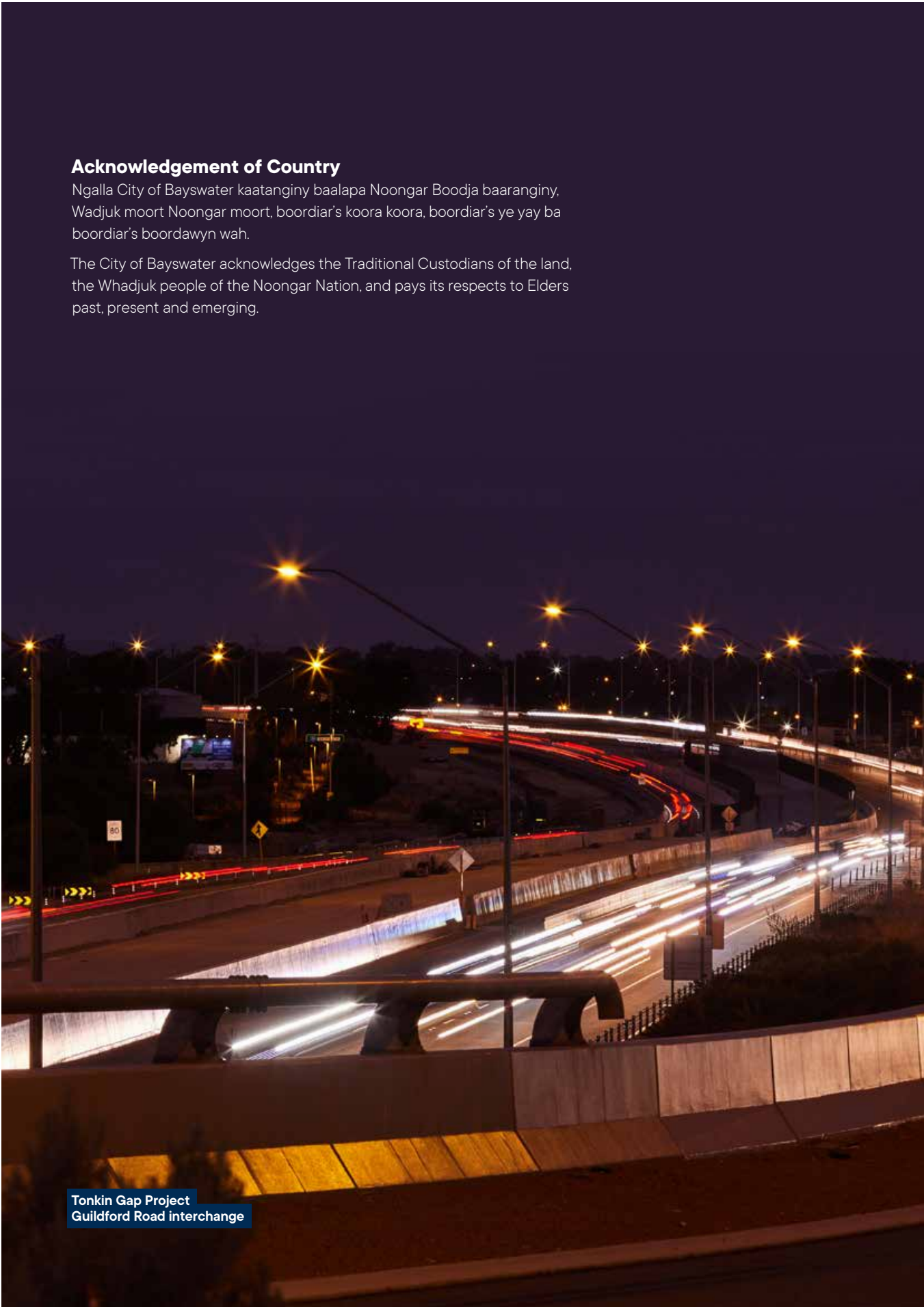
**Seize the opportunity to invest in Perth's  
most sought after inner-city location.**



**Acknowledgement of Country**

Ngalla City of Bayswater kaatanginy baalapa Noongar Boodja baaranginy,  
Wadjuk moort Noongar moort, boordiar's koorra koorra, 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.



Tonkin Gap Project  
Guildford Road interchange

**Message from the Mayor**

—

# Open for investment

Located six kilometres north-east of Perth’s CBD, Bayswater is a vibrant inner-city municipality bordering the picturesque Swan River.

The City of Bayswater comprises the suburbs of Morley, Noranda, Embleton, Bedford, Bayswater, Maylands and parts of Mount Lawley and Dianella.

The City is experiencing growth with its current population of 71,796 forecast to reach 100,000 by 2050.

The State Government recognises the strategic significance of Bayswater and has invested heavily in the City with a number of road and rail projects underway. New stations are being constructed in Bayswater, Morley and Noranda as part of METRONET.

Once complete, the \$253 million redeveloped Bayswater Train Station will be the second largest in WA. The Midland Line, Forrestfield-Airport Link and Morley-Ellenbrook Line will all converge at Bayswater Station.

In 2021 the State Government handed DevelopmentWA planning control of the area surrounding the Bayswater Train Station. DevelopmentWA is now working to attract investment to support the revitalisation of the town centre.

Upgrades to the Tonkin Highway corridor by the State and Federal Governments worth \$290 million will result in a reduction in travel times and improved transport connections to the City’s industrial and commercial areas.

The City has focused on putting planning frameworks in place to encourage growth and attract investment.

Our vision for Morley as a vibrant retail hub with a mix of apartments, bars and restaurants is shared by Vicinity, who recently announced its planned \$150 million upgrade of the Morley Galleria.

Along with the City’s CEO Jeremy Edwards, I would like to take the opportunity to share with you our achievements so far and our vision for the future, and invite you to invest in the City of Bayswater.

**Mayor Filomena Piffaretti**



“  
**The State Government has invested heavily in the City of Bayswater with a number of road and rail projects underway. New stations are scheduled for construction in Bayswater, Morley and Noranda as part of METRONET.**  
 ”

Overview

# The City of Bayswater at a glance



**Area covered**

34.62km<sup>2</sup>



**Population**

71,796



**Born overseas**

50.8%



**Median age**

38



**Suburbs**

Bayswater, Maylands, Bedford, Embleton, Morley, Noranda, and parts of Mount Lawley and Dianella



**Town centres**

Morley, Maylands, Bayswater and Noranda



71,796

**people, living in**

32,142

**dwellings**



**Renters**

30%

**Median weekly rent**

\$565

**The City of Bayswater economy**

The major industry sectors contributing to output and employment in the City include manufacturing, construction, retail and health care.



**Local businesses**

6,000+

**Largest employer**

Retail trade



**Output**

\$8.2 billion

**Exports**

\$2.26 billion



**Local jobs**

20,798

**Employed residents**

66%



**Building approvals**

309

**Approvals value**

\$195.35 million

**Sources:**

2021 Australian Bureau of Statistics and reiwa.com.au/the-wa-market  
2020/21 profile.id EMRC comparison  
REMPAN EMRC

# Location, location, location

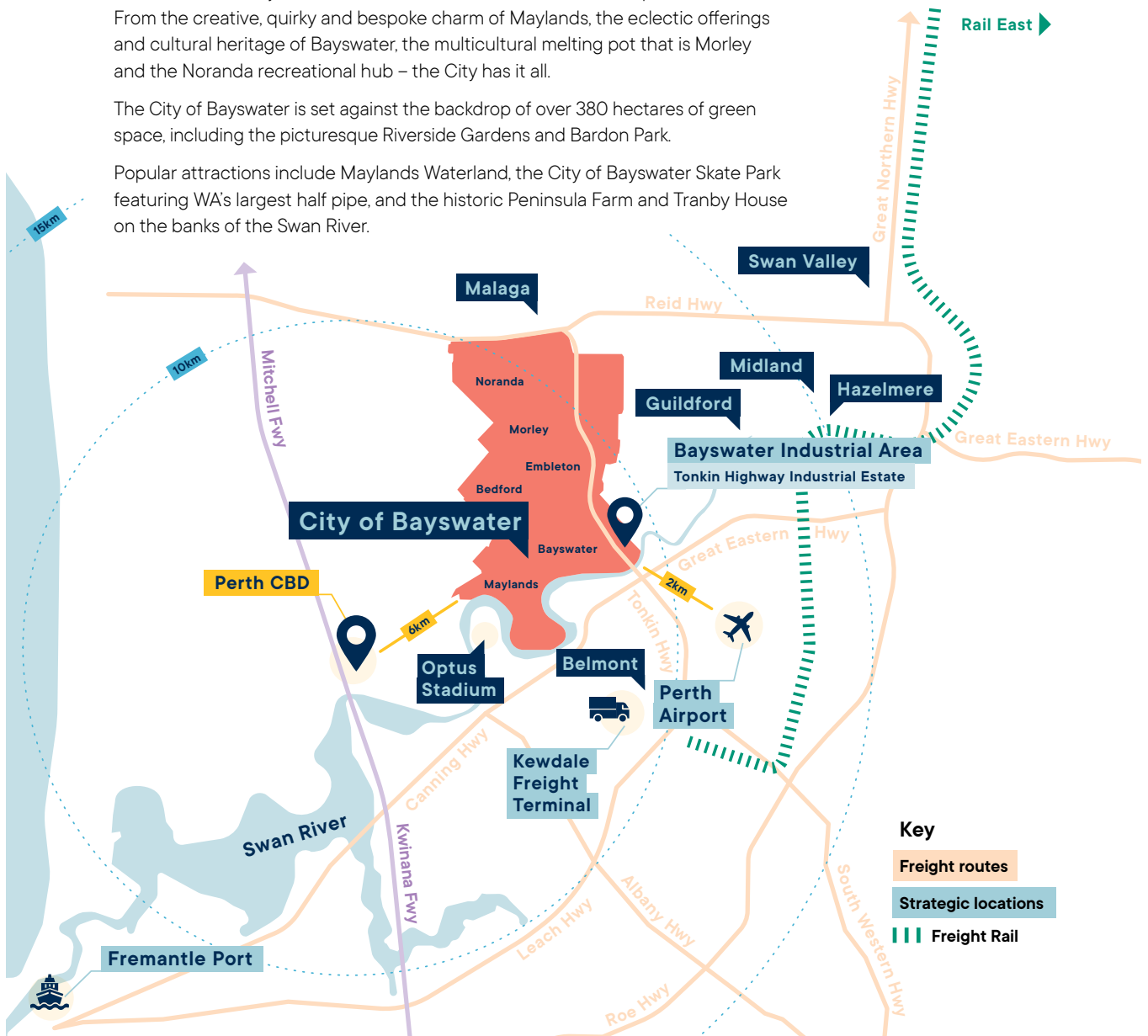
The City of Bayswater is only six kilometres north-east of Perth’s CBD, along a 10-kilometre stretch of the Swan River.

Conveniently located just two kilometres west of Perth International Airport, Bayswater is well connected to WA’s major road and rail transport systems.

Bayswater is home to a culturally diverse and vibrant community. Within its boundaries the City has four town centres, all with their own unique character. From the creative, quirky and bespoke charm of Maylands, the eclectic offerings and cultural heritage of Bayswater, the multicultural melting pot that is Morley and the Noranda recreational hub – the City has it all.

The City of Bayswater is set against the backdrop of over 380 hectares of green space, including the picturesque Riverside Gardens and Bardon Park.

Popular attractions include Maylands Waterland, the City of Bayswater Skate Park featuring WA’s largest half pipe, and the historic Peninsula Farm and Tranby House on the banks of the Swan River.



**Overview**

# Making the right connections

A number of State Government road and rail projects are commencing construction in Bayswater, Morley and Noranda as part of METRONET.

Significant State and Federal Government-funded projects are currently underway in the City of Bayswater. These infrastructure projects will cement Bayswater’s position as one of the most favourable locations for easy access to, and from, all points around Perth and WA.

The \$253 million Bayswater Train Station redevelopment is under construction. The station is an important METRONET precinct, connecting the Midland Line, Forrestfield-Airport Link and Morley-Ellenbrook Line. This will give people the option to travel to the airport, Swan Valley tourist region, the CBD and beyond, right from the heart of Bayswater.

The \$290 million State and Federal Government-funded Tonkin Gap Project will provide a high-quality north-south transport link, connecting industrial and commercial areas to important supply chains.

## Train stations

- 1 Bayswater Train Station (new)
- 2 Morley Train Station (new)
- 3 Noranda Train Station (new)

## Industrial areas

- 5 Bayswater Industrial Park
- 6 Tonkin Highway Industrial Estate (new)

## Rail links

- Forrestfield-Airport Link (new)
- Morley-Ellenbrook Line (new)
- Midland Line

## Roads

- 4 Tonkin Gap Project



Investing in Bayswater

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# Planning for the future

The City's current population of 71,796 is forecast to grow to 100,000 by 2050. The City has adapted its planning framework to accommodate future growth by supporting investment in the City.



Morley Activity Centre  
Walter Road West, Morley

## Areas ripe for investment

### Morley Activity Centre

Morley is one of the most significant strategic centres outside the Perth CBD. It links directly with the Perth CBD via a high frequency bus route and will directly link with the new Morley Train Station.

The Morley Galleria Shopping Centre is a key site in Morley. Owners of the Morley Galleria, Vicinity, recently announced their plans to invest \$150 million in stage one of the upgrade of the shopping centre.

The City is confident the revitalisation of the Morley Galleria will act as a catalyst for future growth and investment in the area.

The City has created its planning framework to support the growth of a bustling shopping and business centre serving the north-eastern metropolitan region of Perth.

Our vision is to stimulate a versatile mix of employment opportunities, entertainment and housing options in a sustainable living environment that encourages the use of public transport, walking and cycling. A wide variety of land uses are permitted to support this vision, along with generous height provisions with no height limit at Morley's core.



### Investing in Bayswater

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#### Bayswater Town Centre

Bayswater Town Centre is a bustling urban high street with a strong connection to the Swan River.

DevelopmentWA's Redevelopment Scheme combined with the construction of the new Bayswater Train Station has created significant development opportunities within the Bayswater Town Centre.

The Bayswater Town Centre will be connected to the Perth Airport via the Forrestfield-Airport Link and to the northern suburbs via the Morley-Ellenbrook Line. Bayswater will be the largest station outside the Perth CBD.

The planning framework introduced by DevelopmentWA will encourage more people to live within walking distance of the train station. It aims to conserve the character of the area while allowing for heights of up to 15 storeys.



Artist impression of Bayswater Town Centre, Bayswater.

Illustration: Mike Edwards Architecture

© MIKE EDWARDS 2021

### Morley Train Station

Located on METRONET's Morley-Ellenbrook Line, the future Morley Train Station will service residents in Morley, Embleton and the northern section of Bayswater, and provide new employment and living options within walking distance of the station.

The City and the State Government have partnered to develop a more detailed planning framework that will encourage higher density and residential growth.

The State Government has committed to a new bus interchange and a high frequency bus service linking the new Morley Train Station with the Morley Activity Centre.



Artist impression



### Meltham Train Station Precinct

The Meltham Train Station Precinct is located between the Bayswater and Maylands Town Centres and the Beaufort Street café strip. Along with access to the thriving shopping strips, residents in this precinct can easily access the Perth CBD by train or by catching one of the frequent buses.

Meltham is a residential area with significant opportunity for growth. The planning framework allows for heights of up to six storeys in the area surrounding the train station.

### Noranda Town Centre

Hawaiian's Noranda shopping centre is a busy neighbourhood centre supported by two major retailers. Located across from a recreational hub, Noranda Town Centre has benefitted from recent community infrastructure and streetscape improvements, and is a lively hub where the local community gather.



## Investing in Bayswater

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### Maylands Town Centre

In 2017 Maylands was named one of the coolest neighbourhoods in Australia by Lonely Planet.

Creative and quirky, Maylands is home to thriving café strips on popular Whatley Crescent and Eighth Avenue. Maylands has a mix of heritage buildings and new developments, and is a short 10-minute train ride or 15-minute bus ride to the Perth CBD. It has easy connections to Optus Stadium and the Crown Casino precinct and is a stone's throw away from the Swan River.

The planning framework in Maylands allows for buildings of up to eight storeys on both sides of the Maylands Train Station. New apartment buildings have recently been constructed on the northern side of the train line.



### **Tonkin Highway Industrial Estate**

The Tonkin Highway Industrial Estate is less than 10 kilometres from the Perth CBD and three kilometres from Perth Airport. Part of the broader Bayswater Industrial Estate, this premier estate is conveniently located next to Tonkin Highway, which connects to Roe Highway, Reid Highway, Great Eastern Highway and Leach Highway.

Train and bus access is located 800m from the estate. The Tonkin Highway Industrial Estate features generous public landscaped spaces and entry statements, on-street parking, substantial street trees and carries a 'general industrial' zoning with opportunities for some commercial activities.



Contact

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## Talk to us

The City is keen to encourage investment as part of its commitment to economic development.

You can contact the Economic Development team by emailing [economic.development@bayswater.wa.gov.au](mailto:economic.development@bayswater.wa.gov.au)







City of  
**Bayswater**

61 Broun Avenue, Morley WA 6062  
Civic Centre Opening Hours: 8.30am - 4.30pm (Monday to Friday)  
Mailing address: PO Box 467 Morley WA 6943  
P: 9272 0622 | F: 9272 0665 | TTY: 9371 8493  
mail@bayswater.wa.gov.au | bayswater.wa.gov.au

 facebook.com/bayswatercity     instagram.com/cityofbayswater

**10.1.7 Nomination of Delegates - WALGA 2023 Annual General Meeting**

<b>Responsible Branch:</b>	Governance, Organisational Planning and Development
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Advocacy Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	Nil
<b>Refer:</b>	Item 10.1.2: OCM 20.9.2022 Item 10.1.1: OCM 20.9.2022

**SUMMARY**

For Council to appoint the City of Bayswater’s delegates for the upcoming 2023 Western Australian Local Government Association (WALGA) Annual General Meeting (AGM).

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

**That Council appoints from the City of Bayswater’s WALGA East Zone representatives two voting delegates and two proxy voting delegates for the 2023 WALGA Annual General Meeting as follows:**

- 1. Voting Delegates:**
  - (a) Cr Giorgia Johnson; and
  - (b) Cr Michelle Sutherland.
- 2. Proxy Voting Delegates:**
  - (a) Cr Filomena Piffaretti, Mayor; and
  - (b) Mr Jeremy Edwards, CEO.

**Cr Filomena Piffaretti, Mayor Moved, Cr Sally Palmer Seconded**

**CARRIED UNANIMOUSLY: 10/0**

**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik, Cr Dan Bull and Cr Giorgia Johnson.*

**Against:** *Nil.*

**BACKGROUND**

The WALGA Annual General Meeting is held as part of the WA Local Government Convention and Trade Exhibition, which will be held on 18 September 2023 at Crown Perth. WALGA has forwarded a notice to all delegates and member Councils calling for two delegates from each respective local government to vote on their behalf at the AGM. The City of Bayswater is a member of WALGA.

Council previously resolved the voting delegates for the 2022 WALGA Annual General Meeting to be Cr Michelle Sutherland and Cr Giorgia Johnson with Cr Filomena Piffaretti, Mayor and Mr Jeremy Edwards, Chief Executive Officer as proxy voting delegates.

**EXTERNAL CONSULTATION**

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

**OFFICER'S COMMENTS**

The WALGA AGM is an important forum for Elected Members and senior officers within Local Government to discuss emerging issues and develop the direction of the sector.

Pursuant to the WALGA Constitution, all Member Councils are entitled to be represented by two voting delegates. Voting delegates may be either Elected Members or officers. It has been past practice of the City of Bayswater to nominate two voting delegates from either the WALGA East Zone representatives or those Councillors who have expressed an interest in attending. In addition, a deputy/proxy voting delegate(s) has been listed in past years.

Cr Giorgia Johnson (Chairperson), Cr Catherine Ehrhardt, Deputy Mayor and Cr Josh Eveson are the City's appointed (2021-2023) representatives to the WALGA East Metropolitan Zone. Cr Filomena Piffaretti, Mayor is the City's appointed deputy. It is also noted that Cr Ehrhardt, Deputy Mayor is on the WALGA State Council.

The WALGA AGM is held as part of the WA Local Government Convention and Trade Exhibition. Whilst attendance at the AGM is free, should Councillors also wish to attend the WA Local Government Convention and Trade Exhibition itself this attracts a registration fee of \$1,296 for full delegate registration or alternatively \$648 for one day registration for Monday 18 September and \$972 for one day registration for Tuesday 19 September. Registration will be funded from Councillor's individual allowances under the Elected Members Attendance at Conferences, Seminars, Training and Professional Development Policy.

The calling of executive and member motions closed on Friday 4 August and a summary of these motions from WALGA is therefore not available at the time of writing this report. An additional late item will be provided under separate cover after the Agenda Briefing Forum on 15 August. This report will assist Council to develop a position on the executive and member motions for the voting delegates at the AGM.

The City's administration will need to advise WALGA by the 8 September 2023 the names of the two voting and two proxy delegates.

**LEGISLATIVE COMPLIANCE**

- *Local Government Act 1995*
- Elected Members Attendance at Conferences, Seminars, Training and Professional Development Policy

**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>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>	Appointing WALGA East Zone representatives to be voting delegates at the WALGA AGM is considered to present low risks as it will ensure that the City is fairly represented.	

**FINANCIAL IMPLICATIONS**

The following financial implications are applicable:

Costs for attendance at the WALGA Annual General Meeting is free of charge to all member local governments. As noted above if a Councillor chooses to attend the WA Local Government Convention and Trade Exhibition, the registration will be paid in line with the Elected Members Attendance at Conferences, Seminars, Training and Professional Development Policy.

**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**

It is recommended that Council appoints two voting delegates and two proxy voting delegates to ensure that the City is represented and has the opportunity to vote on matters that may affect the City.

**10.1.8 Under Separate Cover Item 10.1.8 - Consideration of Executive and Member Motions - WALGA 2023 AGM**

<b>Responsible Branch:</b>	Governance, Organisational Planning and Development
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Advocacy Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	1. Attachment 1 – WALGA AGM Agenda [10.1.8.1 – 106 pages]
<b>Refer:</b>	Item 10.1.7 OCM 16.8.2023 Item 10.1.2: OCM 20.9.2022 Item 10.1.1: OCM 20.8.2022 Item 10.2.9: OCM 24.8.2021 Item 10.2.8: OCM 24.8.2021

**SUMMARY**

This report reviews the motions that are to be considered by delegates at the WALGA Annual General Meeting on 18 September 2023 so Council can form a position on each of the motions prior to consideration at the meeting.

**OFFICER'S RECOMMENDATION**

That Council supports the motions to be presented by delegates at the 2023 WALGA Annual General Meeting on 18 September 2023 as detailed in Attachment 1 to this report.

*Cr Dan Bull proposed the following alternative motion:*

**COUNCIL RESOLUTION**

That Council supports the motions to be presented by delegates at the 2023 WALGA Annual General Meeting on 18 September 2023 as detailed in Attachment 1 to this report other than motions 5.5 (Proposed New WALGA Constitution) and 5.6 (Proposed Amendments to WALGA’s Constitution).

Cr Dan Bull Moved, Cr Catherine Ehrhardt, Deputy Mayor Seconded

**CARRIED UNANIMOUSLY: 10/0**

*For: Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik, Cr Dan Bull and Cr Giorgia Johnson.*

*Against: Nil.*

**REASON FOR CHANGE**

*The Council has previously supported a different Governance model in relation to the WALGA Constitution. The current proposal from WALGA does not align with this previous position.*

*\* Please note that some of the numbers for motions as written in the body of this report are inconsistent with the numbering of the motions in the attachment. The attachment contains the correct numbering for the motions.*

**BACKGROUND**

The WALGA Annual General Meeting (AGM) will be held on Monday 18 September 2023 at Crown Resort, Perth.

A separate report to nominate Council's voting delegates at the AGM is included as item 10.1.7 in this agenda. This report is presented as a late report under separate cover as the WALGA motions were published on Friday 18 August 2023.

## EXTERNAL CONSULTATION

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

## OFFICER'S COMMENTS

Delegates are entitled to vote on the motions presented for consideration at the AGM. Council may wish to decide whether or not to support or propose amendments to those motions.

The motions are outlined below and can be viewed in detail in the Agenda for the WALGA AGM on 18 September 2023, which is included in **Attachment 1** of this report

### **Motion 5.1 - Local Governments' representation at the State Administrative Tribunal relating to planning matters within its district (Shire of York):**

*"That WALGA lobby the State Government for legislative reform to enable Local Governments the automatic right to be a represented party at all State Administrative Tribunal hearings related to planning matters within its district."*

#### Officers Comment

It is considered the motion is consistent with the City's previous position (OCM 27 July 2021) as third-party rights specifically for Local Governments would assist in SAT decisions having more regard to the character and context of a local area and the local planning framework, including any strategic planning being undertaken in the area, any feedback received from the community during consultation and Council's consideration/position on the planning matter.

It is recommended that this motion be supported.

### **Motion 5.3 - Transparency – Management Order Determinations (Shire of Carnarvon):**

*"That WALGA:*

- 1. Advocate for Department of Planning, Lands and Heritage to consult and collaborate with Local Governments in reviewing and publishing its policies, decision making criteria, guidelines and procedures associated with the administration of management orders;*
- 2. Ensure the review recognises the cost burden on local governments in managing reserves and options for supporting local governments in meeting that responsibility; and*
- 3. Calls for proactive consultation and advice to Local Government management bodies.*

#### Officer's Comment

This motion will potentially provide an avenue for Local Governments to recoup reserve management costs via a commercial lease, and provide clarity for how and when commercial leasing could occur on reserves.

It is recommended that this motion be supported.

### **Motion 5.6 - (Executive Member):**

*"That a new WALGA Constitution giving effect to an alternate governance model be adopted, as per the attached."*

Officer’s Comment

The City considered a number of Best Practice Governance Review Options regarding member representation and Council formally resolved to support Option 4 – Comprising that of a Member Elected Board and Regional Groups at the Ordinary Council Meeting of 9 December 2022. This is slightly different to the WALGA State Council resolution at the 1 March 2023 meeting in which Option 5 was supported. Option 5 is the current model with some additional changes, including:

- Empower State Council to decide the number of zones, rather than the Members at a General Meeting.
- A new reason for disqualification has been included in clause 22(k) that refers to a State Councillor, Deputy State Councillor, President or Deputy President vacating their office once they become a candidate for election to a State or Federal Parliament.

It is recommended that this motion is supported.

**Remaining Motions**

The remaining motions are 5.2 “Land Use Policy” from the Shire of Moora, 5.4 “Review of Salaries and Allowances Tribunal to review travel allowances for Councillors in Shires in remote Local Government Areas” and 5.5 “Regional and Remote Housing both from the Shire of East Pilbara. These motions relate more to regional local governments and are not directly relevant to the City. However, it is recommended that Council supports them on the basis of general sector advocacy.

**LEGISLATIVE COMPLIANCE**

- *WALGA Constitution*
- *Planning and Development (Development Assessment Panels) Regulations 2011*
- *State Administrative Tribunal Act 2004*

**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>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>	A decision to vote against these motions is likely to have little direct impact on the City, however there may be associated reputation and community and stakeholder risks voting against a matter that could benefit the sector generally.	

**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**

It is recommended that Council supports the motions to be considered at the WALGA Annual General Meeting for 2023.

Motions 5.1, 5.3, and 5.6 are recommended to be supported as they are considered important issues affecting the City.

The remaining three motions (5.2, 5.4, and 5.5) are mostly relevant to regional local governments, however the City considers it important to also support these based on the view that the Annual WALGA AGM is an important opportunity for all local governments to assist WALGA in advocating issues for the sector in general.



# **WALGA Annual General Meeting Agenda**

**Monday, 18 September 2023**

**Crown Perth**





**Table of Contents**

<b>Order of Proceedings</b>	<b>3</b>
<b>1. Apologies and Announcements</b>	<b>4</b>
1.1 Record of Apologies	4
1.2 Announcements	4
<b>2. Adoption of AGM Association Standing Orders</b>	<b>4</b>
<b>3. Confirmation of Previous Minutes</b>	<b>4</b>
<b>4. Adoption of Annual Report</b>	<b>4</b>
<b>5. Consideration of Executive and Member Motions</b>	<b>5</b>
5.1 Local Governments’ representation at the State Administrative Tribunal relating to planning matters within its district	5
5.2 Land Use Policy	7
5.3 Transparency – Management Order Determinations	9
5.4 Regional and Remote Housing	11
5.5 Proposed New WALGA Constitution	12
5.6 Proposed Amendments to WALGA’s Constitution	40
<b>6. Closure</b>	<b>65</b>
<b>Attachment 1: AGM Association Standing Orders</b>	<b>66</b>
<b>Attachment 2: Minutes of the 2022 Annual General Meeting</b>	<b>70</b>
<b>Attachment 3: Action Taken on Resolutions of the 2022 AGM</b>	<b>100</b>



## Order of Proceedings

- 2:00pm** Opening and welcome – WALGA President, Cr Karen Chappel AM JP
- 2:05pm** LGIS Address – Chief Executive Officer, Mr James Sheridan
- 2:15pm** Award Presentations
- 2:45pm** Commencement of Annual General Meeting (to follow formal Agenda)
- 5:00pm** Close of Annual General Meeting



**1. Apologies and Announcements**

**1.1 Record of Apologies**

Shire of Dowerin

**1.2 Announcements**

**2. Adoption of AGM Association Standing Orders**

The Annual General Meeting Association Standing Orders are contained within this Agenda ([Attachment 1](#)).

**MOTION**

**That the Annual General Meeting Association Standing Orders be adopted.**

**3. Confirmation of Previous Minutes**

The Minutes of the 2022 WALGA Annual General Meeting are contained within this Agenda ([Attachment 2](#)), along with a report on the action taken on the 2022 AGM resolutions ([Attachment 3](#)).

**MOTION**

**That the Minutes of the 2022 WALGA Annual General Meeting be confirmed as a true and correct record of proceedings.**

**4. Adoption of Annual Report**

The 2022-2023 Annual Report, including the 2022-2023 Audited Financial Statements, was distributed to members separately.

**MOTION**

**That the 2022-2023 Annual Report, including the 2022-2023 Audited Financial Statements, be received.**



**5. Consideration of Executive and Member Motions**

**5.1 Local Governments’ representation at the State Administrative Tribunal relating to planning matters within its district**

*Shire of York to move:*

**MOTION**

That WALGA lobby the State Government for legislative reform to enable Local Governments the automatic right to be a represented party at all State Administrative Tribunal hearings related to planning matters within its district.

**MEMBER COMMENT**

The Shire of York acknowledges WALGA’s current position on Third Party Appeal rights for decisions made by Development Assessment Panels (DAPs). However, the Shire submits this motion requesting WALGA lobby for legislative change to enable local governments the right to be included as a Party at State Administrative Tribunal (SAT) proceedings relating to planning matters within their districts, even where the relevant DAP has been the responsible authority for considering the matter.

**IN BRIEF**

- The *Planning and Development (Development Assessment Panels) Regulations 2011* and the *State Administrative Tribunal Act 2004* do not currently enable a local government the automatic right to be included as a Party to the SAT.
- This impacts local governments’ ability for input and consultation on development proposals within its district, and the ability for the local government to appropriately represent and act on behalf of its community.

The Great Southern Landfill - Allawuna Farm development proposal is a key case in point. The original planning application for the landfill proposal was considered by the Joint DAP (JDAP) as required due to the cost of the development in accordance with the *Planning and Development (Development Assessment Panel) Regulations 2011*.

While the landfill proposal has been a matter of consideration since around 2011, most recently the JDAP refused the applicant’s request for an extension of time for the development to occur. The applicant subsequently applied to the SAT for a review of the JDAP’s decision.

The *Planning and Development (Development Assessment Panels) Regulations 2011* and the *State Administrative Tribunal Act 2004* do not currently enable local governments the automatic right to be included as a Party to the SAT proceedings.

Hence, although the development proposal is within the district of the Shire of York, and there are substantial impacts to the community and infrastructure should the proposal be approved, the Shire of York is currently unable to be represented at the SAT as it is not recognised as a Party. This significantly impacts the Shire’s ability to provide viewpoints on the development proposal, and the ability for the Shire to appropriately represent and act on behalf of its community. It is clear the current planning system has woeful neglect of the community in planning matters.

Local governments have an intimate knowledge of their communities and relevant planning schemes hence it is considered appropriate that local governments should have the statutory right to ‘opt out’ of such representation, as opposed to having to make special request to the SAT for inclusion as an Intervener or Joinder under Section 36 of the *State Administrative Tribunal Act 2004*.



Making such an application under Section 36 to the SAT can be at considerable cost to the local government, and while larger local governments may have legal teams on staff, small local governments rarely have the skill set within the organisation. Adherence to procurement policies and working within budget constraints may prohibit smaller local governments from participating in the SAT process, which could be of significant detriment of their communities. This is particularly important where there may be a range of short and long term environmental, bushfire, social and safety risks applicable to the development proposal the SAT is determining. In some circumstances these risks may be considered unacceptable for the community and locality.

Relying on the JDAP to appoint appropriate legal representation may jeopardise a local governments' standpoint being given proper consideration at the SAT proceedings. Enabling local governments the statutory right to be included as a Party would reduce that risk.

This scenario is not considered to be unique to the Shire of York and could affect many other local governments throughout the State, hence this Notice of Motion is presented to WALGA's AGM for consideration.

It is noted the State Government is about to undertake changes to the DAP Regulations as part of its [Planning Reform Agenda](#). The Shire of York considers this timely as any further suggestions on other changes to the system could be incorporated into WALGA's advocacy position on the Government's reforms.

#### **SECRETARIAT COMMENT**

Local Government has several responsibilities and functions under the current Development Assessment Panel (DAP) system. This includes receipting the application, undertaking the technical assessment of the proposal, writing the responsible authority report to be presented to the Panel with recommendations, and ensuring compliance of any proposal for the life of the development. Further, two Local Government Elected Members sit on all DAPs and vote on all matters.

Where the DAP makes a decision that is unsatisfactory to the proponent and they appeal the matter to the State Administrative Tribunal (SAT), the matter is managed by the Department of Planning, Lands and Heritage and the State Solicitors Office, as the DAP is a creature of the State.

Local Governments often seek to participate in such SAT matters as an interested third party. There is a strong argument for Local Government participation in such matters, as involvement of assessing officers and their understanding of the proposal and local planning framework can aid the SAT in their decision making.

The motion aligns with the intent of WALGA's [planning advocacy positions 6.3 Third Party Appeal rights and 6.4 Development Assessment Panels](#) in relation to both Third Party Appeal Rights and DAPs. While WALGA does not support the ongoing existence of DAPs, the advocacy position provides a number of recommended changes to the system that seek to address Local Government concerns and increase community involvement and transparency.



**5.2 Land Use Policy**

*Shire of Moora to move:*

**MOTION**

**That WALGA establish and promote policies to protect and prioritise the preservation of agricultural land against its displacement by non-agricultural activities that lead to a net reduction of the State’s productive agricultural land.**

**MEMBER COMMENT**

The future of the Australian agriculture sector holds tremendous potential, with the United Nations Food and Agriculture Organization (FAO) projecting a global population exceeding 9 billion by 2050, accompanied by a 75% increase in food demand compared to 2012. Expanding populations, especially in countries like China, Indonesia, and India, offer significant opportunities for Australia’s agricultural exports.

**IN BRIEF**

- The future of the Australian agriculture sector holds tremendous potential. To harness this potential, it is vital to ensure that our agricultural sector can access the necessary land and water resources.
- The Shire of Moora urges WALGA to adopt a policy that actively preserves the existing agricultural land mass from further loss to unproductive uses.

To harness this potential, it is vital to ensure that our agricultural sector can access the necessary land and water resources. Currently, agriculture remains the dominant land use in Australia, but its share has been declining over the years. Urbanisation, lifestyle living, mining, gas activities, and renewable technology expansion have all contributed to the reduction of productive agricultural land.

The decisions made by governments at all levels can profoundly impact the success of the agriculture sector. We must address the challenges posed by the conversion of agricultural land to other uses, such as carbon sequestration, which may hinder innovative farming practices and compromise agricultural output.

Therefore, WALGA’s commitment to preserving existing agricultural land and actively engaging in strategic land use planning is crucial. We should advocate for cohesive planning frameworks that prioritize the value of agricultural land for agricultural purposes.

**Background**

In 2005/06, approximately 59% of Australia’s land was used for agriculture, covering around 456 million hectares. However, this proportion has been declining, with about a 4% reduction between 1992-93 and 2005-06. Recent data suggests that the decline has accelerated since 2006.

Changes in land use at regional and local levels can significantly impact the agriculture sector, such as displacing agriculture entirely, reducing net productivity, limiting farming practices, and risking essential natural resources like water. This situation is further exacerbated by land conversion to carbon sequestration areas and other non-agricultural uses.

**Issue**

The Shire of Moora notes the alarming loss of Wheatbelt agricultural land due to its conversion for carbon sequestration purposes. This conversion locks significant parcels of land away for extended periods, hindering innovative farming practices and shorter-term restorative initiatives. As such, the Shire urges WALGA to commit to a comprehensive strategic approach that actively preserves existing agricultural land from further loss to unproductive uses.

Local, state and federal governments each have responsibilities and decision-making powers that influence access to land for the agriculture sector. The responsibilities and powers are largely enshrined in planning and environmental protection laws.



The Shire of Moora urges WALGA to commit to an active policy of preserving the existing agricultural land mass from further loss to unproductive uses. The Shire encourages WALGA to actively engage in a comprehensive strategic approach that promotes the value of agricultural land in land use planning and establishes cohesive planning frameworks that ensure the preservation of productive agricultural land for agricultural purposes.

#### **Call-to-Action**

The Shire of Moora urges WALGA to adopt a policy that actively preserves the existing agricultural land mass from further loss to unproductive uses. Additionally, WALGA should engage in a comprehensive strategic approach to promote the value of agricultural land in land use planning and establish cohesive planning frameworks that ensure the preservation of productive agricultural land for agricultural purposes.

By incorporating these suggested edits, your policy motion will become more focused, specific, and persuasive. It will provide a clearer picture of the issue at hand and the actions necessary to address it effectively. Feel free to make further adjustments as needed to align with your local government's preferences and requirements.

#### **SECRETARIAT COMMENT**

Land use planning in Western Australia relies on an interaction between the state planning framework and the local planning framework of each Local Government. The planning framework operates on the principle of 'higher law' where local planning frameworks will only be approved by the State where they are consistent with the objectives, principles and policy measures of the relevant state framework. Policy direction at the state level is generally broader, with the local planning framework expected to deliver state policy measures in more detail in a manner supported by community and in line with local context.

*State Planning Policy 2.5 Rural Planning (SPP2.5)* provides the basis for planning and decision-making for rural and rural living land across Western Australia. The current state planning framework supports protecting prime agricultural land. The first objective of SPP2.5 is:

*to support existing, expanded and future primary production through the protection of rural land, particularly priority agricultural land and land required for animal premises and/or the production of food;*

Further, policy measure 5.1b of SPP2.5 states:

*The WAPC will seek to protect rural land as a state resource by retaining land identified as priority agricultural land in a planning strategy or scheme for that purpose;*

The implementation of these state-wide principles occurs through the local planning framework, including the Local Planning Strategy, Local Planning Scheme and Local Planning Policies.

SPP2.5 encourages Local Governments to identify priority agricultural land in their Local Planning Strategy and, with their community, set objectives and preferred development outcomes for such locations. Such a designation would then flow into a priority agriculture zone in a Local Planning Scheme, with land use permissibility and statutory provisions in line with the principles outlined in the Local Planning Strategy. Following this, a Local Government can develop Local Planning Policies to guide discretionary decision making for proposals on priority agricultural land.

WALGA [advocacy positions 6.1 Planning Principles and 6.2 Planning Reform](#) support the ability of Local Governments to retain the ability to respond to local context and characteristics through Local Planning Frameworks.



**5.3 Transparency – Management Order Determinations**

*Shire of Carnarvon to move:*

**MOTION**

**That WALGA:**

- 1. Advocates for Department of Planning, Lands and Heritage to consult and collaborate with Local Governments in reviewing and publishing its policies, decision making criteria, guidelines and procedures associated with the administration of management orders;**
- 2. Ensure the review recognises the cost burden on local governments in managing reserves and options for supporting local governments in meeting that responsibility; and**
- 3. Calls for proactive consultation and advice to Local Government management bodies.**

<b>IN BRIEF</b>
<ul style="list-style-type: none"> <li>• A review of management orders that recognises the cost impost on Local Government in managing reserves and removes the restrictions on local government to enter into commercial leases that could assist with cost recovery, is urgently needed.</li> <li>• The current policies, decision-making criteria and guidelines lack transparency and appear to disadvantage local governments.</li> </ul>

**MEMBER COMMENT**

The Shire of Carnarvon, like most Local Governments across the State, have many reserves it manages on behalf of the State Government. The reserve is a form of tenure over Crown Land.

The reserve is usually created for the care of land that is used for community benefit or in the delivery of government services, and local governments have accepted management orders for reserves which comes with the responsibility for the care and control of the reserve, a responsibility that comes at a cost, sometimes a significant cost to the local government.

An extract from the Department of Planning, Lands and Heritage (DPLH) website states:

*“Reserves are not usually granted for long-term economic development or for a commercial purpose or benefit.”<sup>1</sup>*

The use of the word “usually” is ambiguous and subject to interpretation. The question therefore becomes, in what circumstance are leases on reserved land appropriate for a management body to be the lessor? The Shire of Carnarvon is seeking greater transparency on when and how this clause should be applied.

The Shire of Carnarvon has had several examples where an opportunity to recoup reserve management costs via a commercial lease has been offered, but not been able to be progressed due to the stipulation that the local government cannot enter into a commercial leases for a reserve; instead the Shire has been required to relinquish the reserve, or a portion of the reserve, so that the area can be leased direct by the State to the lessee so that the State benefits financially from the lease.

The Shire of Carnarvon is seeking support for a review of that considers the cost to local government for maintaining reserves on behalf of the State and considers and provides transparency for how and when commercial leasing could be considered to allow local governments an opportunity to realise a financial return to reinvest into community facilities.

<sup>1</sup> DPLH, (August, 2023) *Crown Land Reserves*. <https://www.wa.gov.au/organisation/department-of-planning-lands-and-heritage/crown-land-reserves>



**SECRETARIAT COMMENT**

A number of Local Governments have recently requested WALGA advocate for the State Government to review Management Order administration, specifically management body leasing approvals.

There have been examples of DPLH delays in resolving matters that enable new, variations to or revocation of Management Orders. The Departments website provides only limited information/guidance and does not provide management bodies (Local Governments) with access to the policies, decision making criteria, procedures and guidelines applied to the administration of Management Orders.

WALGA has been informed that DPLH, under delegated authority, is refusing some Local Government requests for new or renewed leasing of Crown Land subject to Management Orders.



**5.4 Regional and Remote Housing**

*Shire of East Pilbara to move:*

**MOTION**

**That WALGA advocates to the WA State and Commonwealth Governments to address the dire shortage of affordable key worker family housing options in regional and remote towns to encourage families to live and work in regional and remote towns. Social housing is addressed at both the State and Federal levels.**

<p><b>IN BRIEF</b></p> <ul style="list-style-type: none"> <li>• Calls on WALGA to broaden its advocacy for additional affordable housing in remote and regional areas to incentivise small business expansion and attract key workers and their families to remote and regional areas of WA.</li> </ul>
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**MEMBER COMMENT**

A lack of affordable key worker housing continues to limit small business expansion and attract key workers and their families to remote and regional areas of WA.

Government does a good job addressing the supply of social housing but more investment is needed to provide housing for key workers in remote and regional areas.

Businesses and families should be encouraged to invest in our regional towns and a key part of the solution is addressing shortages in the cost of housing for workers.

**SECRETARIAT COMMENT**

A lack of affordable key worker housing is a significant barrier to economic development in many regional areas of the state. This issue was a key finding of research undertaken by WALGA last year to review WALGA’s Economic Development Framework and gain contemporary information about how Local Governments in Western Australia support economic development which involved a survey of Local Governments and a series of focus group discussions which also identified barriers and challenges for the sector.

The State Government allocated \$61.6 million in additional funding for the Government Regional Officer Housing (GROH) Program in the 2023-24 State Budget to add new supply and refurbish existing homes to assist with the attraction and retention of key workers in regional areas. WALGA is advocating for the State Government to work with Local Governments on the delivery of this investment to ensure it does not further tighten the housing market in regional WA. The Department of Communities will also spend \$1.1 million to undertake a comprehensive review and reform of the GROH program.

In recent months, State Council approved WALGA’s 2023-24 Budget, which included an additional resource to progress the economic development policy agenda. Issues related to housing will be a priority for this new role. The new role is expected to commence in October 2023.



**5.5 Proposed New WALGA Constitution**

*Executive Member to move:*

**MOTION**

**That a new WALGA Constitution giving effect to an alternate governance model be adopted, as per the attached.**

**VOTING REQUIREMENT: SPECIAL MAJORITY**

**Executive Summary**

- On [5 July](#), a special majority of State Council resolved to put two items to Members at the 2023 WALGA Annual General Meeting (AGM):
  1. To consider a new Constitution to give effect to an alternate governance model; and
  2. To amend the existing Constitution to retain the current governance model with some necessary changes.
- This is the first item, which considers a new Constitution to give effect to an alternate governance model for WALGA as per the [Best Practice Governance Review Final Report](#).
- The alternate governance model would establish a new Board above the existing State Council and Zone structure.
- Membership of the Board would be drawn from State Council representatives, as well as the option to appoint up to 3 'independent' Members.
- The Board would be responsible for the overall governance of WALGA, including financial oversight and strategic direction.
- The role of State Council under the new model would primarily be focused on policy development and advocacy priorities.

**Attachment**

- Proposed New WALGA Constitution

**Background**

In March 2022, State Council commissioned the Best Practice Governance Review and appointed a Steering Committee to oversee the Project.

Following the endorsement of a set of Governance Principles by Members at the [2022 Annual General Meeting](#) (AGM), the Steering Committee put forward a [Consultation Paper](#) for feedback from Members. Informed by the Governance Principles, the Paper detailed five possible model options for WALGA's governance structure (including the Current Model).

A total of 99 Council-endorsed submissions were received in response to the model options. After considering both the submissions received and results of independent research conducted with the sector, the Steering Committee produced its [Final Report](#) and recommendation to State Council in February 2023.

At the meeting on [1 March](#) this year, State Council resolved that:

1. *The Best Practice Governance Review Stage 3 Final Report be received;*
2. *The proposed changes to WALGA's governance structure as per the revised Model 1, detailed in the Stage 3 Final Report, be noted;*
3. *Members be engaged on the detail of the model and a Final Report be presented to the May 2023 State Council meeting for consideration;*



4. *Any recommendation to the 2023 AGM include Option 5 as the Current Model and Option 1 as an alternative to the Current Model; and*
5. *Subject to points 1, 2, 3 and 4 above, constitutional changes be developed for consideration by State Council.*

As per point 3 above, feedback was subsequently sought from Members in relation to the proposed alternate model.

A further report detailing the feedback was presented to State Council at its last meeting on [3 May](#). At that meeting, State Council resolved to receive the report, and that:

- Two sets of constitutional changes be developed for consideration by State Council at the July 2023 meeting to be put to the 2023 Annual General Meeting, that:*
- a. *Give effect to the revised Model 1, as per the Best Practice Governance Review Final Report; and*
  - b. *Refine the current constitution to address inconsistencies and other issues while maintaining the current governance model.*

As per the resolution above, two versions of the Association Constitution were presented to State Council for consideration at the meeting on 5 July:

1. The first being a new Constitution, giving effect to an alternate governance model, as per the [Best Practice Governance Review Final Report](#); and
2. The second being a marked-up version of the current Constitution, which retains the current governance model of WALGA, with necessary changes.

State Council [resolved](#) by special majority to put both versions to Members for consideration at the 2023 AGM.

### **Comment**

This item (recommending a new Constitution to give effect to the alternate model) will be presented first, as only one version of the Constitution can be endorsed. If this item does not receive 75 percent approval from Members, the next item (recommending amendments to the *current* Constitution but otherwise maintaining the current governance model) will be presented.

If this item (for a new Constitution) is successfully passed by a special majority of Members, the second item will not be put to the vote.

Amendments to the Constitution require endorsement by a special (75 percent) majority at State Council, as well as a 75 percent majority of Members at a General Meeting.

Assistance was provided by legal firm, Jackson McDonald, in preparing the new constitution for the alternate model.



The following provides a summary of the governance structure under the alternate model, as established by the proposed new WALGA Constitution:

<b>Body</b>	<b>Composition and Term</b>	<b>Role</b>
<b>Board</b>	<p>Minimum of 8 up to a maximum of 11 Board members:</p> <ul style="list-style-type: none"> <li>• President of State Council</li> <li>• Deputy President of State Council</li> <li>• 6 members elected from and by State Council members (3 from Metropolitan; 3 from Country)</li> <li>• Up to 3 'independent' members appointed by the Board for their skills which can include Elected Members. State Council members are not eligible.</li> </ul> <p>Board members elected for a 2 year term; maximum Board Tenure Limit is 8 years (4 terms).</p> <p>The President and Deputy President is limited to 2 terms, maximum limit of 4 years. This maximum is in addition to the Board Tenure Limit, which means a person serving as President or Deputy President (or both) could be a Board member for up to 16 years.</p>	<p>The President is the Chair and the Deputy President is the Deputy Chair.</p> <p>The Board is responsible for the overall governance of WALGA, strategic direction, financial oversight, approving the annual budget, appointing the CEO etc.</p> <p>The Board must consult with State Council before changing boundaries of the Constituencies and/or allocating Ordinary Members to Zones and Constituencies.</p> <p>All Board members have a deliberative vote and it makes decisions by simple majority vote, except to change the powers of the Association, or representation or voting rights on State Council or the number of Zones, which requires an Absolute Majority decision of both the Board and State Council. Amending the Constitution requires a Special Majority decision of the Board, before being put to Members. The Board will meet at least 6 times per year.</p>
<b>State Council</b>	<p>26 State Council members:</p> <ul style="list-style-type: none"> <li>• The President elected from and by the 24 State Council Representatives (Ex officio).</li> <li>• 12 elected by and from Metropolitan Zones</li> <li>• 12 elected by and from Country Zones</li> <li>• The President of Local Government Professionals Australia WA (Ex-officio) – does not have a right to vote.</li> </ul> <p>The Deputy President is elected from amongst and by the 24 State Council members from the alternative constituency to the President. (That is, if the President is from a Metropolitan Zone, the Deputy will be elected from the 12 Country Zone representatives).</p> <p>Once the President is elected, the Zone that they were elected to represent, appoints a replacement to State Council.</p> <p>The primary State Council members elected by the Zones are the primary State Council members, the deputies may attend the State Council meetings and vote if the primary representative is unable to attend. Only primary State Council members are eligible to be elected to the Board.</p>	<p>The President chairs State Council meetings but does not have a deliberative vote (has a casting vote).</p> <p>State Council elects the President, Deputy President and members to the Board.</p> <p>State Council considers matters referred to it by the Board for consultation or approval.</p> <p>State Council decisions are made by voting as per the current process.</p> <p>State Council will meet at least 3 times per year.</p> <p>State Council and the Board composition is based upon the principle that there should be equal representation from both Constituencies.</p>



	<p>State Council members are not eligible to be appointed as an independent Board member.</p> <p>State Council members are elected for a two year term. There is no tenure limit for State Council members.</p>	
<p><b>Zones</b></p>	<p>There are:</p> <ul style="list-style-type: none"> <li>• 5 Metropolitan Zones; and</li> <li>• 12 Country Zones.</li> </ul> <p>The boundaries of the Zones (i.e. Metropolitan v Country) are determined by the Board (in consultation with State Council) and documented in the Corporate Governance Charter.</p> <p>The Zones comprise of representatives from Ordinary Members as determined by the Board (in consultation with State Council).</p> <p>The number of Zones and the number of representatives that may be elected by a Zone to State Council are determined by an Absolute Majority decision of both the Board and State Council.</p>	<p>The Zones elect members to State Council, as follows:</p> <ul style="list-style-type: none"> <li>• Each Country Zone elects one primary representative and one deputy representative to State Council.</li> <li>• In the Metropolitan constituency:             <ul style="list-style-type: none"> <li>○ The North Zone elects 3 primary representatives and a deputy for each to State Council.</li> <li>○ The South Zone elects 3 primary representatives and a deputy for each to State Council.</li> <li>○ The other 3 Zones each elect 2 primary representatives and a deputy for each to State Council.</li> </ul> </li> </ul>



# Association Constitution

**Adopted:** 7 August 2001  
**Amended:** 8 August 2004  
6 August 2006  
5 August 2007  
6 August 2011  
7 August 2013  
3 August 2016  
1 August 2018  
20 September 2021  
18 September 2023



# Constitution

## Preamble

This Constitution serves as the instrument for establishment of the Western Australian Local Government Association (WALGA).

WALGA marks the progression from a structure in which the Western Australian Municipal Association (WAMA) serves as a federation of three separate constituent Associations to a single association tasked with directly representing the needs and interests of all Western Australia.

The Constituent Associations of WAMA were: the Country Shire Councils' Association (dissolved in August 2003), the Country Urban Councils' Association (dissolved in August 2002) and the Local Government Association (dissolved in August 2003).

The establishment of WALGA in 2001 represents an evolution in the process by Local Government to promote more effective representation on behalf of its elected membership and the broader community.

Central to this process is the recognition of the sense of history and significant contribution of WAMA's constituent Associations, both in terms of the creation of WALGA and in the pursuit of aims and objectives on behalf of all Western Australian Local Governments as represented within this Constitution.



**1. NAME**

The name of the Association is **“Western Australian Local Government Association”**.

**2. INTERPRETATION**

(1) Throughout this Constitution, if not inconsistent with the context:

**“Absolute Majority”** means, in relation to the Board, State Council or any General Meeting of the Association, a majority comprising enough of the Board Members, State Council Representatives or Delegates for the time being for their number to be more than 50% of the number of voting positions of Board Members, State Council Representatives or Delegates (whether Present and voting or not);

**“Annual General Meeting”** means the meeting convened under clause 22 of this Constitution;

**“Association”** means Western Australian Local Government Association (WALGA);

**“Associate Member”** means:

- in relation to the Association, those Members of the Association referred to in sub-clause 5(7) and those persons admitted as Associate Members of the Association in accordance with sub-clause 5(11); or
- in relation to a Zone, those Ordinary Members of the Association admitted as Associate Members of a Zone in accordance with sub-clause 14(10);

**“Board”** means the governing board of the Association established under clause 9;

**“Board Member”** means a member appointed or elected to the Board;

**“Board Member Representative”** means a State Council Representative elected to the Board under clause 18A or clause 19;

**“Chief Executive Officer”** means the Chief Executive Officer of the Association;

**“Code of Conduct”** means the written guidelines which define the minimum standards of professional conduct and integrity that are expected of all Board Members and State Council Representatives.

**“Commissioner”** means a commissioner appointed to a Local Government under sections 2.6(4) or 2.36A(3) of the Local Government Act;

**“Constituency”** means either or both of the Country Constituency and the Metropolitan Constituency (as the case may require);

**“Corporate Governance Charter”** means the instrument approved by the Board and used to implement good governance policies, procedures and practices;

**“Councillor”** has the same meaning as under the Local Government Act except that it includes a mayor or president elected by electors and includes a Commissioner;

**“Country Constituency”** means the Ordinary Members as are grouped within the geographical area of the State of Western Australia as determined by the Board (in consultation with State Council), the details of which are contained in the Corporate Governance Charter;



**“Delegate”** means a Councillor or officer nominated or appointed to represent an Ordinary Member and exercise voting entitlements at General Meetings of the Association pursuant to clauses 22 and 23 of this Constitution, or at a Zone meeting pursuant to clause 14 of this Constitution;

**“Deputy President”** means the Deputy President for the time being of the Association;

**“Ex-officio”** means a person or organisation who has an entitlement to membership of the State Council or another committee, by virtue of their office, but is not entitled to exercise a deliberative vote on any matter before the State Council or another committee;

**“General Meeting”** means an Annual General Meeting or a Special General Meeting (as the case requires).

**“Independent Board Member”** means a person appointed to the Board under clause 9(4);

**“In Writing”** means notice provided by posting or transmission in electronic form;

**“Life Members”** means those persons admitted as Life Members of the Association in accordance with sub-clause 5(9) of this Constitution;

**“Local Government”** means an entity constituted under Part 2 of the Western Australian Local Government Act;

**“Local Government Act”** means the Western Australian *Local Government Act 1995*;

**“Local Government Professionals Australia WA”** means the Western Australian Division of Local Government Professionals Australia;

**“Member”** means:

- in relation to the Association, a Local Government, organisation or person admitted to Ordinary, Life or Associate membership of the Association in accordance with the provisions of this Constitution; or
- in relation to a Zone, those Ordinary Members of the Association that are determined to be members of a Zone with sub-clauses 5(5), 5(6) and 14(2).

**“Metropolitan Constituency”** means the Ordinary Members as are grouped within the geographical area of the State of Western Australia as determined by the Board (in consultation with State Council), the details of which are contained in the Corporate Governance Charter;

**“Ordinary Meeting of the Board”** means one of the six scheduled meetings of the Board referred to under clause 10(1);

**“Ordinary Meeting of the State Council”** means one of the three scheduled meetings of the State Council referred to under clause 12(1);

**“Ordinary Member”** means a Local Government admitted to membership of the Association in accordance with the provisions of this Constitution and includes a new Local Government created pursuant to a merger or amalgamation of existing Local Governments that were Ordinary Members of the Association prior to the merger or amalgamation;

**“President”** means the President for the time being of the Association;

**“Present”** means attendance in person or by electronic means deemed suitable by the Chief Executive Officer;



**“Secretariat”** means the staff of the Association appointed from time to time by the Chief Executive Officer or, in the case of the Chief Executive Officer, by the Board;

**“Special General Meeting”** means the meeting convened under clause 23 of this Constitution.

**“Special Majority”** means, in relation to the Board or of any General Meeting of the Association, a majority comprising enough of the Board Members or the Delegates for the time being for their number to be at least 75% of the total number of Board Members or Delegates (whether Present and voting or not);

**“Special Meeting of the Board”** means any Board meeting that is not an Ordinary Meeting of the Board;

**“Special Meeting of the State Council”** means any State Council meeting that is not an Ordinary Meeting of the State Council;

**“Simple Majority”** means, in relation to the State Council or any General Meeting of the Association, a majority comprising enough of the the State Council Representatives or Delegates for the time being for their number to be more than 50% of the number of State Council Representatives or Delegates that are Present;

**“State Council”** means the advisory policy council established pursuant to clause 11;

**“State Council Representative”** means a member on the State Council elected or appointed by the Constituencies in accordance with the provisions of sub-clauses 11(1) and 11(2) (or 17(4) as applicable) as the primary representative (and not as the deputy representative);

**“Transitional Provisions”** means those provisions of this Constitution appearing in Schedule Three;

**“WALGA”** means the Western Australian Local Government Association constituted under section 9.58 of the Local Government Act; and

**“Zone”** means a geographically based subdivision containing Ordinary Members and incorporated within a Constituency as determined under clause 14(3) and reflected in the Register of Zone Membership referred to in sub-clause 14(9).

- (2) In this Constitution:
- (a) a reference to any written law, whether specific or general, includes a reference to all amendments, modifications, re-enactments or replacements and includes all orders, ordinances, regulations, rules and by-laws made under or pursuant to that written law;
  - (b) words meaning persons include natural persons, corporations and associations; and
  - (c) the headings shall not affect the interpretation or construction of this Constitution.

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### 3. OBJECTS

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The objects of the Association shall be:

- (a) to provide a united voice for Local Government in Western Australia;
- (b) to promote the credibility and profile of Local Government;
- (c) to speak on behalf of Local Government in Western Australia;
- (d) to represent the views of the Association to the State and Federal Governments on financial, legislative, administration and policy matters;
- (e) to provide services to Local Government in Western Australia;
- (f) to promote Local Government issues of importance by involvement with national bodies;



- (g) to do all and any such other things as in the opinion of the Board may conveniently be carried on by the Association or which promote or assist or are incidental or conducive to the attainment of these objects or any of them, or anything considered beneficial to the members of the Association; and
- (h) to use the property and income of the Association solely for the promotion of the objects or purposes of the Association. No part of the property or income of the Association may be paid or otherwise distributed, directly or indirectly, to Members of the Association, except in good faith in the promotion of those objects or purposes.

**4. POWERS**

- (1) The Association shall have such specific powers as may be vested in it from time to time by the Ordinary Members or as amended under this Constitution. The initial powers of the Association are set out in the Register of Powers (Schedule One).
- (2) The powers of the Association may be added to, amended, withdrawn, modified or substituted in accordance with the provisions of sub-clauses 10(6) and 12(5).
- (3) The Chief Executive Officer shall keep an up-to-date copy of the Register of Powers which records all changes and the dates thereof. The Register of Powers shall be open for inspection to the representatives of Ordinary Members during office hours and on reasonable notice.
- (4) Subject to obtaining the requisite majority support, the Association shall have general power to act in connection with all other matters in its discretion.
- (5) The Association may do all acts and things as are necessary, incidental or conducive to the attainment or execution of its objects and shall have all the powers conferred on an association constituted under section 9.58 of the Local Government Act including, but without limitation, power to:
  - (a) acquire hold and dispose of real and personal property;
  - (b) accept any gift of any real or personal property or any interest or estate in that property or disclaim the benefit of any such gift;
  - (c) sue and be sued; and
  - (d) do all things that bodies corporate may do.

**5. MEMBERSHIP OF THE ASSOCIATION**

- (1) Three classes of membership to the Association shall be available:
  - (a) Ordinary Membership;
  - (b) Associate Membership; and
  - (c) Life Membership.
- (2) Ordinary Membership of the Association shall be open to all Local Governments.
- (3) Ordinary Membership shall be immediately conferred upon any new Local Government created by the merger of existing Local Governments that were Ordinary Members of the Association prior to the merger, provided that all membership fees and subscriptions owed to the Association up to the date of merger by the predecessor Local Government of that new Local Government have been paid.
- (4) An Ordinary Member shall belong to either the Metropolitan Constituency or the Country Constituency, but not both.
- (5) Subject to clause 5(6), the membership of Ordinary Members to Zones shall be determined from time to time by the Board in consultation with State Council.



- (6) The Board, on application from an Ordinary Member and in consultation with State Council, may resolve to permit an Ordinary Member to be a member of an alternate Constituency. In considering any application made pursuant to this subclause, the Board shall give regard to the reasons provided in support of the application and any views expressed by Ordinary Members within the two Constituencies. The Board may (in consultation with State Council) approve or refuse any application, advising accordingly and including any reason therefore.
- (7) Associate Members shall be:
  - (a) the Local Government Professionals Australia WA; and
  - (b) any other Associate Member admitted to membership pursuant to sub-clause 5(11).
- (8) Associate Members are ineligible to vote at all meetings of the Association.
- (9) The Board from time to time will determine nominations for Life Membership of the Association.
- (10) Additional Ordinary Members may be admitted from time to time through a decision of the Board.
- (11) Any person or organisation seeking admission as an Associate Member shall make written application to the Chief Executive Officer. The Board or its delegate shall consider the application and may admit or refuse the applicant, advising accordingly including any reason therefore.
- (12) If an application for membership is granted, the membership shall commence upon payment of the appropriate subscription.
- (13) The Chief Executive Officer shall keep and maintain in an up-to-date condition a Register of the Members of the Association. The Register shall be open for inspection to the representatives of Ordinary Members during office hours and on reasonable notice.

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**6. TERMINATION OF MEMBERSHIP OF THE ASSOCIATION**

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- (1) Membership of the Association may be terminated upon:
  - (a) receipt by the Chief Executive Officer of not less than 3 months notice in writing from a Member requesting to withdraw from membership of the Association; or
  - (b) non-payment by a Member of the required subscription within three months of the date fixed by the Board for subscriptions to be paid, unless the Board decides otherwise; or
  - (c) expulsion of a Member in accordance with clause 30.
- (2) Pursuant to subclause 6(1), where the membership of an Ordinary Member is terminated, the Chief Executive Officer shall remove the name of the Ordinary Member from the Register of the Members of the Association and that Ordinary Member shall cease to be a Member of the Association.
- (3) A Member who withdraws from membership to the Association shall not be entitled to a refund of any portion of such subscription as the Member will have paid in advance for the period up to and including 30 June of that year.

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**7. BUDGET**

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- (1) The Association's Budget shall be prepared annually by the Chief Executive Officer in consultation with the Board, including such other Committees as the Board may deem expedient pursuant to clause 21.
- (2) The Budget shall be submitted to the Board for approval not later than 31 July prior to the financial year to which it relates.




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**8. SUBSCRIPTION**

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- (1) The annual subscriptions of all Members of the Association shall be as determined by the Board.
- (2) Subscription levels shall be submitted for approval by the Board together with the relevant Budget each year.
- (3) Subscriptions shall be due and payable on such date or dates as the Board may decide having regard to all relevant circumstances.

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**9. THE BOARD**

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- (1) The Board is the governing board of the Association, responsible for the management and affairs of the Association.
- (2) The Board may exercise all of the powers of the Association except those which must, under this Constitution, be exercised by the State Council or the Members at a General Meeting.
- (3) The Board must consist of a minimum of 8 and a maximum of 11 members, comprising the following:
  - (a) The President;
  - (b) The Deputy President;
  - (c) 3 Board Member Representatives elected by State Council from amongst State Council Representatives from the Metropolitan Constituency;
  - (d) 3 Board Member Representatives elected by State Council from amongst State Council Representatives from the Country Constituency; and
  - (e) up to 3 eligible Independent Board Members appointed by the Board from time to time on the basis of their skills, experience or background.
- (4) In respect of the appointment of an Independent Board Member, the Board may determine its own procedures and:
  - (a) a State Council Representative is not eligible to be appointed;
  - (b) a Councillor or, subject to clause 9(4)(a), any other person is eligible to be appointed, subject to meeting any additional eligibility criteria, qualification or experience requirements determined by the Board (if any); and
  - (c) the person appointed, holds office for a term of two years from the date of their appointment, and subject to this clause and clause 9(5), is eligible for re-appointment.
- (5) An Independent Board Member may not serve as an Independent Board Member for more than four consecutive terms.
- (6) A Board Member Representative, the President and Deputy President is elected by State Council for a term as determined under clauses 16 – 19.
- (7) A deputy representative of a Zone as elected to State Council is not eligible to be elected as a Board Member Representative.
- (8) Subject to clauses 9(9) and 9(10), a Board Member Representative may not serve as a Board Member Representative for more than four consecutive terms.
- (9) A person serving as the President or Deputy President may not serve in that role for more than two consecutive terms, but for the avoidance of doubt, may serve two consecutive terms as President and two consecutive terms as Deputy President.



- (10) The Board tenure limit for a Board Member Representative is separate and in addition to the tenure limit for the role of the President or Deputy President.

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**10. BOARD PROCEEDINGS**

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- (1) The Board must meet together for the dispatch of business not less than six times in each calendar year.
- (2) Ordinary Meetings of the Board shall be called by the Chief Executive Officer in accordance with the Corporate Governance Charter.
- (3) Special Meetings of the Board shall be called by the Chief Executive Officer by providing notice to Board Members of the date, time, place and purpose of the meeting upon the written request of the President or at least three Board Members.
- (4) Each Board Member Present shall be entitled to exercise one (1) deliberative vote on any matter considered by the Board (including the person presiding at the meeting).
- (5) Subject to clauses 10(6), 10(7) and 29(1), any resolution put forward at a Board meeting must be passed by a majority of Board Members Present.
- (6) The following resolutions shall not be passed by the Board unless they receive an Absolute Majority of the Board and of State Council:
  - (a) any addition, amendment, withdrawal, modification or substitution to, of or in the powers of the Association; or
  - (b) any allocation or change in allocation of any representation or voting rights on the State Council; or
  - (c) any change to the number of Zones.
- (7) In the event of there being an equality of votes in respect of a matter considered by the Board, the person presiding at the meeting does not have a casting vote.
- (9) At any meeting of the Board, at least 50% of Board Members in office (rounded up to the nearly whole number), Present and entitled to vote shall form a quorum.
- (10) The President shall preside at all meetings of the Board.
- (11) In the absence of the President, or if the President is unwilling or unable to preside, the Deputy President shall preside at a meeting of the Board.
- (12) In the absence of both of the President and Deputy President, or if they are unwilling or unable to preside, the Board shall choose a Board Member to preside at the Board meeting.
- (13) The Board must establish a Corporate Governance Charter.
- (14) The Board must establish a Code of Conduct to which all Board Members and State Council Representatives must comply.
- (15) Subject to this Constitution, the Board Members Present at a Board meeting may determine the procedure and order of business to be followed at the Board meeting.
- (16) The Board is responsible for establishment and review of the processes which are to be applied by the Zones to determine the election of their representatives and deputy representatives to the State Council.



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**11. STATE COUNCIL**

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- (1) The State Council is to be a policy advisory council. Members of the State Council are:
  - (a) 12 Councillors elected as primary representatives from amongst the Delegates to the Zones of the Metropolitan Constituency;
  - (b) 12 Councillors elected as primary representatives from amongst the Delegates to the Zones of the Country Constituency;
  - (c) The President (Ex-officio); and
  - (d) The President of Local Government Professionals Australia WA (Ex-officio).
- (2) The primary State Council Representatives and deputy representatives to the State Council shall be elected by Zones of the Constituencies from amongst the Delegates to the Zones (in accordance with the procedures set out in the Corporate Governance Charter) for a term commencing on the day of the first Ordinary Meeting of State Council immediately following the biennial Local Government elections and concluding on the day before the first Ordinary Meeting of State Council of the following biennial Local Government elections.
- (3) The Secretariat shall be the body responsible for coordinating the nominations and election processes by which the Zones of the Constituencies elect their primary representatives and deputy representatives to the State Council.
- (4) A deputy representative elected from amongst the Delegates to that Zone to act in the capacity of a primary representative unable to attend a meeting of the State Council shall exercise all rights of that representative at a State Council meeting, except that a deputy representative is not eligible to be elected as a Board Member Representative.
- (5) If for any reason, a primary representative or deputy representative is unable to hold office for the full period for which the primary representative or deputy representative was appointed to State Council, the affected Zone shall be entitled to fill that vacancy by appointing some other Councillor from within that Zone as a primary representative or deputy representative. The primary representative or deputy representative so appointed shall hold office on State Council for the balance of the term of the primary representative or deputy representative originally elected.
- (6) The State Council must conduct the elections for President, Deputy President and the Board Member Representatives, from amongst State Council Representatives in accordance with the provisions in this Constitution and ensure an equal representation from the Constituencies, at the first Ordinary Meeting of State Council following the biennial Local Government elections.

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**12. PROCEEDINGS OF STATE COUNCIL**

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- (1) The State Council must meet together for the dispatch of business not less than three times in each calendar year.
- (2) Ordinary Meetings of the State Council shall be called by the Chief Executive Officer in accordance with the Corporate Governance Charter.
- (3) Special Meetings of the State Council shall be called by the Chief Executive Officer by providing notice to State Council Representatives of the date, time, place and purpose of the meeting upon the written request of the President or at least one quarter of State Council Representatives.
- (4) Each State Council Representative shall be entitled to exercise one (1) deliberative vote on any matter considered by the State Council provided that this clause shall not apply to any Ex-officio members of the State Council. The President shall exercise a casting vote only, in the event of there being an equality of votes in respect of a matter considered by the State Council but



excluding an election held in accordance with Clause 16 in which the President is entitled to a deliberative vote only.

- (5) Except as provided in this clause, all motions at a State Council meeting shall be passed by a Simple Majority of the State Council Representatives, or by their deputy representatives, Present and entitled to vote. The following resolutions shall not be passed by the State Council unless they receive an Absolute Majority of State Council:
  - (a) any addition, amendment, withdrawal, modification or substitution to, of or in the powers of the Association; or
  - (b) any allocation or change in allocation of any representation or voting rights on the State Council; or
  - (c) any change to the number of Zones.
- (6) At any meeting of the State Council, thirteen (13) State Council Representatives Present and entitled to vote shall form a quorum.
- (7) The President shall preside at all meetings of the State Council.
- (8) In the absence of the President, or if the President is unwilling or unable to preside, the Deputy President shall preside at a meeting of the State Council. In presiding, the Deputy President shall be entitled to exercise one (1) deliberative vote in respect of a matter considered by the State Council, and in the event of there being an equality of votes in respect of a matter considered, shall exercise a casting vote.
- (9) In the absence of the President and Deputy President, or if they are unwilling or unable to preside, the State Council shall choose a State Council Representative to preside at the meeting of the State Council. The representative chosen to preside shall exercise a deliberative vote in respect of a matter considered by the State Council, and in the event of there being an equality of votes in respect of a matter being considered, shall exercise a casting vote.
- (10) State Council shall adopt Standing Orders that will apply to all meetings.

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**13. CHIEF EXECUTIVE OFFICER AND SECRETARIAT**

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- (1) The Board may appoint a Chief Executive Officer at such remuneration and on such terms and conditions and with such powers, authorities, discretions and duties as it deems appropriate and may terminate the appointment of the Chief Executive Officer.
- (2) The Board may delegate to the Chief Executive Officer the exercise of any of its powers or the discharge of any of its duties under this Constitution from time to time in such manner as the Board determines and as set out in the Corporate Governance Charter or in Schedule Two. The Chief Executive Officer shall be responsible for the establishment and maintenance of a Register of Powers, Authorities, Discretions and Duties delegated by the Board.
- (3) Subject to the control of the Board, the Chief Executive Officer shall be solely responsible for the appointment of the staff of the Secretariat and the administration of the Association.
- (4) The Chief Executive Officer shall be the custodian of records, books, documents and securities of the Association.

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**14. ZONES**

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- (1) Ordinary Members of the Association shall be grouped into Zones of the Metropolitan and Country Constituencies.



- (2) Subject to clause 5(6), the membership of Ordinary Members to Zones shall be determined from time to time by the Board in consultation with State Council.
- (3) The number of Zones shall be determined from time to time by the Board and State Council under clauses 10(6)(c) and 12(5)(c) accordingly.
- (4) Each Ordinary Member of a Zone shall be entitled to be represented by a Delegate or Delegates elected or appointed by the Member to represent its interests. Zones shall determine the number of Delegates to which each Member is entitled to be represented by on the Zone.
- (5) The term of a person who is a Delegate of an Ordinary Member of a Zone expires when the person:
  - (a) dies;
  - (b) ceases to be a Councillor of the Ordinary Member;
  - (c) resigns the position by notice in writing given to the Ordinary Member who elected or appointed the person as its delegate and the resignation is accepted;
  - (d) becomes a member of State or Federal Parliament;
  - (e) is convicted of an offence under the *Local Government Act 1995*;
  - (f) is permanently incapacitated by mental or physical ill-health; or
  - (g) is the subject of a resolution passed by the Ordinary Member who appointed the person as its delegate terminating their appointment as the delegate of that Ordinary Member.
  - (h) is a Councillor that has been suspended by the Minister for Local Government under part 8 of the Local Government Act.
- (6) The management and affairs of the Zone shall be vested in the Delegates that are elected or appointed to the Zone by each Member of the Zone.
- (7) The functions of each Zone shall be:
  - (a) electing a representative or representatives and deputy representative or deputy representatives to the State Council;
  - (b) considering the State Council agenda;
  - (c) providing direction and/or feedback to their representative or representatives on the State Council; and
  - (d) any other functions deemed appropriate by the members of the Zone.
- (8) An application for change in membership between Zones may only be made by the Member seeking to change its membership and with the approval of the receiving Zone.
- (9) Applications for changes in membership between Zones shall be determined by the Board (in consultation with State Council). In considering such applications, the Board shall give regard to the reasons provided in support of the application and any views expressed by the Zones directly affected by the application and the views of State Council. The Board (in consultation with State Council) may approve or refuse any application, advising accordingly and including any reason therefore.
- (10) The Chief Executive Officer is to keep and maintain in an up-to-date condition a Register of Zone Membership, which may be varied from time to time by the Board. Upon request of an Ordinary Member, the Chief Executive Officer shall make the Register available for inspection by the representatives of an Ordinary Member during office hours and on reasonable notice.
- (11) A Zone may, from time to time, resolve to admit an Ordinary Member or Associate Member of the Association from outside their existing membership as an Associate Member of their Zone. In considering whether to admit an Ordinary Member or an Associate Member of the Association as an Associate Member of a Zone, the Zone shall give regard to the significance of communities of interest between the existing membership of the Zone and the Ordinary Member or Associate Member of the Association that is seeking to become an Associate Member of the Zone.



- (12) Subject to subclause (12), Zones shall determine the participation of any Associate Member admitted to the Zone, including the extent to which the representatives of an Associate Member may speak to and vote on matters considered by the Zone.
- (13) An Associate Member of a Zone may not:
  - (a) nominate a delegate for election to any office of the Zone;
  - (b) participate in an election held for any office bearer of the Zone; or
  - (c) vote on any matter considered by the Zone requiring a 75% majority.

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**15. ANNUAL REPORT AND AUDITED FINANCIAL STATEMENTS**

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Prior to the Annual General Meeting, the President and Chief Executive Officer shall prepare the President’s annual report and audited financial statements of the Association for presentation to Members at the Annual General Meeting.

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**16. ELECTION PROCEDURE**

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Any election, other than to elect the President or Deputy President, held by the Association shall be conducted as follows:

- (a) the Chief Executive Officer or his/her delegate shall act as returning officer;
- (b) representatives are to vote on the matter by secret ballot;
- (c) votes are to be counted on the basis of “first-past-the-post”;
- (d) if the election is to fill one vacancy, the candidate who receives the greater or greatest number of votes is elected;
- (e) if the election is to fill two or more vacancies, the candidates elected are –
  - i. the candidate who receives the greatest number of votes; and
  - ii. the candidate who receives the next highest number of votes; and
  - iii. the candidate who receives the next highest number of votes,
 and so on up to the number of vacancies to be filled; and
- (f) if two or more candidates receive the same number of votes so that sub-section (d) or (e) cannot be applied, the Chief Executive Officer is to draw lots in the presence of any scrutineers who may be Present to determine which candidate is elected.

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**17. ELECTION PROCEDURE – PRESIDENT AND DEPUTY PRESIDENT**

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An election to elect the President or Deputy President shall be conducted as follows:

- (a) the Chief Executive Officer or his/her delegate shall act as returning officer;
- (b) representatives are to vote on the matter by secret ballot;
- (c) votes are to be counted on the basis of “first-past-the-post”;
- (d) the candidate who receives the greatest number of votes is elected;
- (e) if there is an equality of votes between two or more candidates who are the only candidates in, or remaining in, the count, the count is to be discontinued, and the meeting adjourned for not more than 30 minutes;
- (f) any nomination for the office may be withdrawn, and further nominations may be made, before or when the meeting resumes;
- (g) when the meeting resumes, an election will be held in accordance with sub-sections (a), (b), (c) and (d);
- (h) if two or more candidates receive the same number of votes so that sub-section (d) cannot be applied, the Chief Executive Officer is to draw lots in the presence of any scrutineers who may be Present to determine which candidate is elected.




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**18. PRESIDENT**

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- (1) Subject to subclause 17(3) of this Constitution, the State Council shall elect the President from amongst the primary State Council Representatives.
- (2) The President shall be elected by the State Council at the first Ordinary Meeting of State Council following the biennial Local Government elections for a term commencing from the date of the election for President and concluding on the day of the first Ordinary Meeting of State Council held after the next following biennial Local Government elections.
- (3) A person, other than the incumbent President of the Association, shall not be eligible for election as President unless they have first been elected as a State Council Representative.
- (4) The Constituency from which the President is elected has the right to nominate a further representative to the State Council, with that representative being drawn from the same Zone and entitled to serve for the same term as their originally nominated representative.
- (5) Where the incumbent President seeks and is re-elected for a consecutive term, subject to clause 19(6), that person shall not hold office as President beyond two (2) full consecutive terms.

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**19. ROTATION OF PRESIDENCY**

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- (1) At an election for the position of President conducted under sub-clause 17(2), only the incumbent President, subject to complying with sub-clause 17(5), or State Councillors from the alternate Constituency to the incumbent President will be eligible to be elected.
- (2) At an election for the position of President conducted under Clause 19, only State Councillors from the alternate Constituency to the incumbent President will be eligible to be elected.

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**20. DEPUTY PRESIDENT**

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- (1) Following determination of the election of the President pursuant to clause 17 of this Constitution, the State Council shall elect a Deputy President from amongst its State Council Representatives, provided the Deputy President represents the alternate Constituency to the President elected pursuant to clause 17.
- (2) The Deputy President shall be elected by the State Council at the first Ordinary Meeting of State Council following the biennial Local Government elections for a term commencing from the date of the election for Deputy President and concluding on the day of the first Ordinary Meeting of State Council held after the next following biennial Local Government elections.
- (3) Prior to expiration of a term of office, a Deputy President may seek re-election for a consecutive term.
- (4) Where a Deputy President seeks and is re-elected for a consecutive term, subject to clause 19(6), that person shall not hold office as Deputy President beyond two (2) full consecutive terms.

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**21. BOARD MEMBER REPRESENTATIVES**

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- (1) Following determination of the election of the President pursuant to clause 17 of this Constitution, and the election of the Deputy President pursuant to clause 18 of this Constitution, the State Council shall elect 6 Board Member Representatives from amongst its State Council



Representatives, provided that 3 are from the Metropolitan Constituency and 3 are from the Country Constituency.

- (2) The Board Member Representatives shall be elected by the State Council at the first Ordinary Meeting of State Council following the biennial Local Government elections for a term commencing from the date of the election for the Board Member Representatives and concluding on the day of the first Ordinary Meeting of State Council held after the next following biennial Local Government elections.
- (3) Prior to expiration of a term of office, a Board Member Representative may seek re-election for a consecutive term.
- (4) Where a Board Member Representative seeks and is re-elected for a consecutive term, subject to clause 19(9), that person shall not hold office as Board Member Representative beyond four (4) full consecutive terms.

**22. VACANCY – PRESIDENT, DEPUTY PRESIDENT AND BOARD MEMBER REPRESENTATIVES**

- (1) If the office of the President becomes vacant or if for any other reason the President is unable to take or hold office at a period which exceeds six months from the date of the next scheduled election for that office, then the State Council shall meet to elect from among their number a President who, subject to this Constitution, shall hold the office of President for the balance of the term of the President replaced.
- (2) Where a vacancy occurs in the office of President at a period which is six months or less from the date of the next scheduled election for that office, the State Council may convene a meeting to elect from among their number a President who, subject to this Constitution, shall hold the office of President for the balance of the term of the President replaced, or the State Council may in its discretion, determine that the vacancy be filled by the Deputy President until the date of the next scheduled election.
- (3) An election pursuant to sub-clause 19(1) or sub-clause 19(2) shall cause the office of Deputy President to be declared vacant immediately prior to the conduct of the election.
- (4) Following an election pursuant to sub-clause 19(1) or sub-clause 19(2) an election pursuant to Clause 19(5) will be conducted for the office of Deputy President from amongst representatives of the alternative Constituency to that of the President just elected.
- (5) If the office of Deputy President becomes vacant or if for any other reason the Deputy President is unable to take or hold office, then the State Council shall meet to elect from among their number a Deputy President who shall hold the office for the balance of the term of the Deputy President replaced, provided the Deputy President represents the alternate Constituency to that of the President.
- (6) A State Council Representative elected to fill a vacancy of President or Deputy President pursuant to this clause 19 shall still be eligible for election for a subsequent two (2) full consecutive terms.
- (7) If a Board Member Representative is elected to fill a vacancy of President or Deputy President pursuant to this clause 19, their position as a Board Member Representative is declared vacant.
- (8) If the office of a Board Member Representative becomes vacant or if for any other reason the Board Member Representative is unable to take or hold office, then the State Council shall meet to elect from among their number a Board Member Representative who shall hold the office for the balance of the term of the Board Member Representative replaced, provided the new Board Member



Representative represents the same Constituency as the Board Member Representative who is being replaced.

- (9) A State Council Representative elected to fill a vacancy of Board Member Representative pursuant to this clause 19 shall still be eligible for election for a subsequent four (4) full consecutive terms.

**23. VACATION OF OFFICE**

A person shall cease or be disqualified from being a Board Member, a representative or deputy representative on the State Council or from being President or Deputy President of the Association, if that person:

- (a) dies;
- (b) except in respect of an Independent Board Member, ceases to be a Councillor of the Ordinary Member;
- (c) resigns the position by notice in writing delivered or sent by post to the Chief Executive Officer, and such resignation is accepted;
- (d) is a member of State or Federal Parliament;
- (e) is convicted of an offence under the Local Government Act;
- (f) is permanently incapacitated by mental or physical ill-health;
- (g) is absent from more than 3 consecutive Ordinary Board or Ordinary State Council meetings (as applicable);
- (h) except in respect of an Independent Board Member, is a member of a Local Government that ceases to be a member of the Association;
- (i) except in respect of an Independent Board Member, is the subject of a resolution passed by the Zone from which that person was originally elected terminating his or her appointment as a representative or deputy representative of that Zone, except where that person is the subject of any resolution consequent upon his or her being elected President of the Association and in pursuence of sub-clause 17(4);
- (j) is a Councillor that has been suspended by the Minister for Local Government under Part 8 of the Local Government Act; or
- (k) is a candidate for election to State or Federal Parliament on or after the date the election writ is issued.

**24. COMMITTEES AND SUB-COMMITTEES**

- (1) The Board may from time to time as it may deem necessary or expedient appoint, delegate or refer to any person or committee any of its powers, duties and functions as it thinks fit except the powers to:
  - (a) acquire, hold and dispose of real property;
  - (b) borrow money;
  - (c) set subscription levels; and
  - (d) progress any matter requiring a decision of the Board pursuant to sub-clause 10(6) of this Constitution.
- (2) The person or the members of any committee so appointed shall not be required to be representatives on the Board.
- (3) Any person or committee in the exercise of the powers, duties or functions so delegated or referred to it shall observe and perform any rules, regulations and directions that may be made by the Board.
- (4) Subject to the Corporate Governance Charter, each Committee shall elect a Chair from the members of the Committee.



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**25. ANNUAL GENERAL MEETING**

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- (1) The Annual General Meeting of the Association shall be held at a date to be determined by the Board, provided that such date occurs prior to 31 October each year.
- (2) The Chief Executive Officer shall give at least ninety (90) days' notice of the date of the Annual General Meeting and the closing date on which notice of proposed business for the Annual General Meeting will be received by posting notice thereof to each Ordinary Member at the address appearing in the records of the Association for the time being. Such notice shall be deemed to have been delivered to the Ordinary Member immediately if transmitted electronically or on the second date after posting.
- (3) At an Annual General Meeting, greater than one half of the Delegates of Ordinary Members who are eligible to vote and are Present constitute a quorum.
- (4) At each such Annual General Meeting the order of business shall be as follows:
  - (a) attendance, apologies and announcements;
  - (b) confirmation of minutes from last Annual General Meeting;
  - (c) adoption of President's annual report;
  - (d) consideration of annual financial statements; and
  - (e) consideration of Executive and Member motions.
- (5) In respect of the Annual General Meeting:
  - (a) a notice of motion may only be submitted by the Board or an Ordinary Member; and
  - (b) a motion may only be moved seconded or voted upon by a delegate of an Ordinary Member.
- (6) An agenda paper shall be forwarded by the Chief Executive Officer to each Ordinary Member, at the address appearing in the records of the Association for the time being, at least thirty (30) days before the date of the Annual General Meeting. The agenda paper shall be deemed to have been delivered to the Ordinary Member immediately if transmitted electronically or on the second date after posting.
- (7) Where the Board considers that a direction or decision from an Annual General Meeting has been made without information of a material nature or in circumstances which have materially altered and such direction or decision is not in the best interests of the Association, the Board may decline to follow that direction or decision and, in that event, the Chief Executive Officer by notice shall advise the Ordinary Members of the decision of the Board and the reasons for that decision.
- (8) Notwithstanding the provisions of sub-clause (7), the Board is required to give consideration to any direction or decision made at an Annual General Meeting in its discharge of responsibilities and functions.

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**26. SPECIAL GENERAL MEETING**

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- (1) A Special General Meeting shall be called by the Chief Executive Officer upon the instructions of the Board or the written demand of not less than any twenty (20) Ordinary Members.
- (2) The Chief Executive Officer shall give at least thirty (30) days notice of any Special General Meeting by posting notice thereof to each Ordinary Member at the address appearing in the records of the Association for the time being. Such notice shall specify the nature of the business to be transacted at the Special General Meeting and shall be deemed to have been delivered immediately if transmitted electronically or on the second date after posting.



- (3) At a Special General Meeting, greater than one half of the Delegates of Ordinary Members who are eligible to vote and are Present constitute a quorum.
- (4) Where the Board considers that a direction or decision from a Special General Meeting has been made without information of a material nature or in circumstances which have materially altered and such direction or decision is not in the best interests of the Association, the Board may decline to follow that direction or decision and, in that event, the Chief Executive Officer by notice shall advise the Ordinary Members of the decision of the Board and the reasons for that decision.
- (5) Notwithstanding the provisions of sub-clause (4), the Board is required to give consideration to any direction or decision made at a Special General Meeting in its discharge of responsibilities and functions.

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**27. REPRESENTATION AND VOTING AT GENERAL MEETINGS**

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- (1) Subject to this Constitution, each Ordinary Member shall be entitled to be represented at any Annual General Meeting or Special General Meeting of the Association by two (2) Delegates.
- (2) A Delegate shall be entitled to one (1) deliberative vote at the Annual General Meeting or Special General Meeting of the Association.
- (3) A Delegate unable to attend any Annual General Meeting or Special General Meeting shall be entitled to cast a vote by proxy. A proxy shall be in writing and shall nominate the person in whose favour the proxy is given which person need not be a Delegate. Proxy authorisations shall be delivered to the Chief Executive Officer before the commencement of the General Meeting at which the proxy is to be exercised and shall be signed by the Delegate or by the Chief Executive Officer of the Ordinary Member that nominated the Delegate.
- (4) Except as provided in this Constitution, all matters considered at an Annual General Meeting or Special General Meeting of the Association shall be passed by a Simple Majority of the Ordinary Members' Delegates or by a duly authorised proxy vote exercised on their behalf.

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**28. MINUTES OF MEETINGS OF ASSOCIATION**

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- (1) The Chief Executive Officer must cause proper minutes of all proceedings of all General Meetings, Board meetings and State Council meetings to be taken and then to be entered within 30 days after the holding of each General Meeting, Board meeting or State Council meeting, as the case requires, in a minute book kept for that purpose.
- (2) The President must ensure that the minutes taken of a General Meeting, Board meeting or State Council meeting under sub-clause (1) are checked and signed as correct by the person who presided at the General Meeting, Board meeting or State Council meeting to which those minutes relate or by the person who presides at the next succeeding general meeting, Board meeting or State Council meeting, as the case requires.
- (3) When minutes have been entered as correct under this clause, they are, until the contrary is proved, evidence that:
  - (a) the General Meeting, Board meeting or State Council meeting to which they relate (in this sub-clause called "the meeting") was duly convened and held;
  - (b) all proceedings recorded as having taken place at the meeting did in fact take place at the meeting; and
  - (c) all appointments or elections purporting to have been made at the meeting have been validly made.



**29. AUDIT**

- (1) At least once a year the Board shall cause the Association's accounts to be audited by a person or persons appointed by the Board or its delegated body.
- (2) The accounting records of the Association shall be open for inspection by the representatives of Ordinary Members during office hours and on reasonable notice.

**30. BANKING**

- (1) All moneys received by the Association shall be banked into an operating account established by the Board, in the name of the Association.
- (2) Payments drawn on the account and other documents relating to such account shall be authorised by the Chief Executive Officer and such other authorised persons as the Board may deem appropriate.
- (3)
  - (a) The operating account to be so established, may be utilised for the purposes of paying salaries and operating expenses and for other purposes authorised by a decision of the Board.
  - (b) The Board on the advice of the Chief Executive Officer, may appoint any member of the Secretariat to manage the operating account.

**31. COMMON SEAL**

- (1) The Association shall have a common seal on which its corporate name appears in legible characters.
- (2) The common seal of the Association must not be used without the approval of the Board and every use of that common seal must be recorded in the minutes of the Board meeting.
- (3) The affixing of the common seal of the Association must be witnessed by any two of the Chief Executive Officer and any Board Member.
- (4) The common seal of the Association must be kept in the custody of the Chief Executive Officer or of such other persons as the Board from time to time decides.

**32. AMENDMENT TO THE CONSTITUTION**

The Constitution of the Association may be altered, added to or repealed by:

- (1) A Special Majority resolution at any meeting of the Board; and
- (2) A resolution at an Annual General Meeting or Special General Meeting passed by a Special Majority of Delegates or duly authorise a proxy vote to be exercised on their behalf, provided that:
  - (a) 75% of Ordinary Members who are eligible to vote are present or represented; and
  - (b) the Chief Executive Officer has given not less than sixty (60) days notice of any proposal to alter, add or repeal the Constitution to all Ordinary Members.



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**33. EXPULSION OF MEMBERS**

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- (1) An Ordinary Member may be expelled from the Association by resolution at a meeting of the Board on the consent in writing to the proposition for expulsion being first received from not less than 75% of the Ordinary Members.
- (2) The Ordinary Member whom it is proposed to expel must receive at least sixty (60) days notice of the Board meeting referred to in sub-clause (1) and shall be given the opportunity of attending the meeting and being heard with respect to the motion for expulsion.
- (3) An Associate Member may be expelled by decision of the Board.

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**34. DISPUTES, MEDIATION AND ARBITRATION**

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- (1) The grievance procedure set out in this clause applies to disputes arising in connection with this Constitution between:
  - (a) a Member and another Member; or
  - (b) a Member and the Association.
- (2) The parties to the dispute must meet and discuss the matter in dispute, and, if possible, resolve the dispute within fourteen (14) days after the dispute comes to the attention of all of the parties.
- (3) If the parties are unable to resolve the dispute at the meeting, or if a party fails to attend that meeting, then the dispute must, within ten (10) days, be referred initially to a panel to settle the dispute by mediation and if the dispute cannot be resolved, to arbitrate the dispute.
- (4) The panel shall be established by the Board having regard to the nature and circumstances of the dispute and shall comprise such number of persons as the Board may decide, being not less than three (3), who shall be drawn from amongst the following:
  - (a) Life Members of the Association;
  - (b) the President or Past Presidents of Local Government Professionals Australia WA;
  - (c) the Director General, Department of Local Government; or
  - (d) such other persons as the Board considers appropriately qualified having regard to the nature and circumstances of the dispute.
- (5) The parties to the dispute must, in good faith, attempt to settle the dispute by mediation.
- (6) The panel, in conducting the mediation, must:
  - (a) give the parties to the mediation process every opportunity to be heard;
  - (b) allow due consideration by all parties of any written statement submitted by any party; and
  - (c) ensure that natural justice is accorded to the parties to the dispute throughout the mediation process.
- (7) Any arbitration shall be conducted in accordance with the provisions of the *Commercial Arbitration Act 1985 (WA)* and, notwithstanding section 21 (1) of that Act, each disputant may be represented by a duly qualified legal practitioner or other representative.
- (8) If a matter proceeds to arbitration, then the decision of the panel shall be final and binding on the disputants.
- (9) Any mediation or arbitration conducted under this clause must be confidential and without prejudice.




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**35. DISTRIBUTION OF SURPLUS PROPERTY ON WINDING UP OF ASSOCIATION**

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The Board shall if instructed in writing by all of the Ordinary Members dissolve the Association and, after paying and discharging out of the Association's funds and assets all debts and liabilities, transfer the funds or realise the same and transfer the proceeds to any organisation or organisations constituted with similar objects to those of the Association and which organisation or organisations prohibit the distribution of property among the Ordinary Members thereof or in the absence of such an organisation as determined by a Judge of the Supreme Court.

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**36. TRANSITIONAL PROVISIONS**

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- (1) The Transitional Provisions shall apply in accordance with their terms as if set out in this Constitution in full.
- (2) In the case of any inconsistency between the Transitional Provisions and any other provision of this Constitution, the Transitional Provisions will prevail.
- (3) The Transitional Provisions shall have continuing force and effect in accordance with their terms.



## SCHEDULE ONE

### REGISTER OF POWERS

The powers of the Association on incorporation are the:

- (a) advocacy of Federal and State matters;
- (b) progression of Legislative Review;
- (c) management and pursuit of Local Government Act matters;
- (d) management and pursuit of Industrial (Labour) Relations matters;
- (e) direction of the Secretariat and management of the Association's offices; and
- (f) instigation of all things necessary to pursue and achieve the objectives of the Association.

In construing the above powers the following terms shall have the meanings set out opposite them:

- “Federal Affairs” means all matters from time to time under consideration by the Australian Local Government Association and all matters concerned with aspects of Federal legislation including all inter-governmental finance questions between Federal and State Governments but shall not extend to the intra-state distribution of grants;
- “Industrial (Labour) Relations” includes all issues concerned with conditions of employment within Local Government whether award or otherwise, personnel practices and training;
- “Legislative Review” means any review or proposed review of existing or proposed legislation whether State or Federal unless the Board resolves that it is of relevance only to one of either the metropolitan or country constituencies;
- “Local Government Act matters” means all questions pertaining to the provisions of the Local Government Act.

The above powers and definitions may be added to, amended, modified or substituted from time to time in accordance with clause 4 of the Constitution.



**SCHEDULE TWO**  
**REGISTER OF DELEGATED POWERS,  
 AUTHORITIES, DISCRETIONS AND DUTIES**

Date	Committee/Person	Detail on Delegations
2 December 2015	Chief Executive Officer	Chief Executive Officer delegated the authority to admit or refuse organisations seeking Associate Membership to WALGA on the basis that such organisations are: <ul style="list-style-type: none"> <li>• organisations constituted by Local Governments such as Regional Councils, Voluntary Regional Councils and Alliances;</li> <li>• not-for-profit organisations that can demonstrate a link or relationship with the Local Government sector, or</li> <li>• Government agencies, including Government Trading Entities.</li> </ul>
4 December 2002	President Deputy President Chief Executive Officer	<b>Affixation of the Common Seal</b> <ul style="list-style-type: none"> <li>• Affixation of the Association’s common seal be undertaken upon the resolution of State Council except where it is impractical to obtain prior approval;</li> <li>• In instances where obtaining prior approval is impractical, authority to affix the common seal be delegated to the Chief Executive Officer and one of either the President or Deputy President;</li> <li>• A regular report be submitted to State Council “for noting” outlining all instances where the common seal has been used without prior resolution; and</li> <li>• WALGA give priority to preparing an appropriate instrument of delegation.</li> </ul>
6 February 2002  6 June 2007 (Updated)	Honours Panel	<b>Honours Panel</b> <ul style="list-style-type: none"> <li>• Overseeing the Association’s annual Honours Program with delegated power from the State Council during the entire process.</li> <li>• Adjudicating in the selection of recipients for Association Honours and the Local Government Medal, annually.</li> <li>• Recommending, where appropriate, the conferral of alternative Association Honours where it is concluded that a nominated candidate is better suited to a different award category than the one they were originally nominated for.</li> <li>• Overseeing the annual budget set for the Association’s Honours Program.</li> <li>• Encouraging, educating, promoting and raising the profile of all honours available to people in Local Government and all Western Australians.</li> <li>• Reviewing the Honours Policies and supporting documentation as deemed necessary.</li> </ul>



### SCHEDULE THREE TRANSITIONAL PROVISIONS

1. For the purposes of these Transitional Provisions:
 

**“Effective Date”** means 18 September 2023 OR the date of the Annual General Meeting at which the Members approved the amendments to this Constitution.

**“Transition Date”** means 6 December 2023 OR the date that the first Ordinary Meeting of State Council is held in December 2023 following the biennial Local Government elections.
2. These Transitional Provisions come into effect on and from the Effective Date.
3. With respect to those holding constitutionally recognised offices as at the Effective Date, the following provisions shall apply:
  - (a) Subject to clause 3(b) of this Schedule, the members of State Council remain in office until the day immediately before the Transition Date.
  - (b) The President and Deputy President remain in office until the newly formed State Council (as referred to in clause 4 of this Schedule) conducts its election on the Transition Date.
4. The election by the Zones for the primary State Council Representatives and deputy representatives to the State Council from amongst the Delegates to the Zones under clause 11(2) of the Constitution, shall be conducted in November 2023 to form the new State Council to take office on the Transition Date.
5. The Board is constituted at the conclusion of the elections conducted at the first Ordinary Meeting of State Council held on the Transition Date.
6. On and from the Effective Date until the close of the first Ordinary Meeting of State Council held on the Transition Date, all references to the Board, and its role, powers and functions as specified in the Constitution, are to be read as references to the State Council and may be exercised by State Council, and State Council remains the governing body of the Association during this period.
7. The Corporate Governance Charter and State Council Standing Orders in effect as at the Effective Date, remain in effect until the Transition Date. Upon the Transition Date:
  - (a) the Board is deemed to have approved the Corporate Governance Charter; and
  - (b) the State Council approves State Council Standing Orders,

to apply on and from the Transition Date, as tabled at the meeting, which have been amended to be consistent with the amendments made to the Constitution and to the governance structure of the Association.



**5.6 Proposed Amendments to WALGA's Constitution**

*Executive Member to move:*

**MOTION**

**That the WALGA Constitution be amended to retain the current governance model but with necessary changes, as per the attached mark-up.**

**VOTING REQUIREMENT: SPECIAL MAJORITY**

**Executive Summary**

- On [5 July](#), a special majority of State Council resolved to put two items to Members at the 2023 WALGA Annual General Meeting (AGM):
  1. To consider a new Constitution to give effect to an alternate governance model; and
  2. To amend the existing Constitution to retain the current governance model with some necessary changes.
- This is the second item, which proposes amendments to the existing Constitution to make some necessary changes whilst still retaining the current governance model.
- The proposed changes are intended to address inconsistencies that have emerged after several rounds of amendments since the Constitution was first adopted by WALGA in 2001.

**Attachment**

- WALGA Constitution – Proposed Amendments Mark-Up

**Background**

In March 2022, State Council commissioned the Best Practice Governance Review and appointed a Steering Committee to oversee the Project.

Following the endorsement of a set of Governance Principles by Members at the [2022 Annual General Meeting](#) (AGM), the Steering Committee put forward a [Consultation Paper](#) for feedback from Members. Informed by the Governance Principles, the Paper detailed five possible model options for WALGA's governance structure (including the Current Model).

A total of 99 Council-endorsed submissions were received in response to the model options. After considering both the submissions received and results of independent research conducted with the sector, the Steering Committee produced its [Final Report](#) and recommendation to State Council in February 2023.

At the meeting on [1 March](#) this year, State Council resolved that:

1. *The Best Practice Governance Review Stage 3 Final Report be received;*
2. *The proposed changes to WALGA's governance structure as per the revised Model 1, detailed in the Stage 3 Final Report, be noted;*
3. *Members be engaged on the detail of the model and a Final Report be presented to the May 2023 State Council meeting for consideration;*
4. *Any recommendation to the 2023 AGM include Option 5 as the Current Model and Option 1 as an alternative to the Current Model; and*



5. *Subject to points 1, 2, 3 and 4 above, constitutional changes be developed for consideration by State Council.*

As per point 3 above, feedback was subsequently sought from Members in relation to the proposed alternate model.

A further report detailing the feedback was presented to State Council at its last meeting on [3 May](#). At that meeting, State Council resolved to receive the report, and that:

*Two sets of constitutional changes be developed for consideration by State Council at the July 2023 meeting to be put to the 2023 Annual General Meeting, that:*

- a. *Give effect to the revised Model 1, as per the Best Practice Governance Review Final Report; and*
- b. *Refine the current constitution to address inconsistencies and other issues while maintaining the current governance model.*

As per the resolution above, two versions of the Association Constitution were presented to State Council for consideration at the meeting on 5 July:

1. The first being a new Constitution, giving effect to an alternate governance model, as per the [Best Practice Governance Review Final Report](#); and
2. The second being a marked-up version of the current Constitution, which retains the current governance model of WALGA, with necessary changes.

State Council resolved by special majority to put both versions to Members for consideration at the 2023 AGM.

### **Comment**

This item (recommending amendments to the *current* Constitution but otherwise maintaining the current governance model) will only be presented to Members if the first item (recommending a new Constitution to give effect to the alternate model) does not receive 75 percent approval from Members.

If the first item (for a new Constitution) is successfully passed by a special majority of Members, this item will not be put to the vote.

Amendments to the Constitution require endorsement by a special (75 percent) majority at State Council, as well as a 75 percent majority of Members at a General Meeting.

The proposed amendments to the Constitution under this item will provide necessary changes, but otherwise retain the current governance model. The proposed changes are intended to fix inconsistencies that have emerged after several rounds of amendments since the Constitution was first adopted in 2001, as well as to address some potential issues that have been raised by State Council.

- There are several proposed amendments to the definitions contained in clause 2 Interpretation. In particular:
  - the inclusion of new definitions for “General Meeting”, “Ordinary Meeting” and “Special Meeting”; and
  - the refinement of the current definitions for “Constituency”, “Country Constituency” and “Metropolitan Constituency” to move away from defining boundaries by way of the Metropolitan Region Planning Scheme.
- The deletion of clause 9(2) in light of clause 12(2)(b), which empowers State Council to decide the “allocation or change in allocation of any representation or voting rights on the State Council”, rather than Members. Similarly, clause 14(3) to be amended to again



empower State Council to decide the number of Zones, rather than the Members at a General Meeting.

- A new reason for disqualification has been included in clause 22(k) that refers to a State Councillor, Deputy State Councillor, President or Deputy President vacating their office once they become a candidate for election to a State or Federal Parliament “on or after the date the election writ is issued”. This addition was prompted by State Council discussions in [September 2021](#) which resulted in similar changes to the Corporate Governance Charter.
- The deletion of clause 33(1)(c) as it deals with a non-Constitutional topic.
- In Schedule One, the meaning of subclause (f) was unclear and so has been deleted.
- The Register of Delegate Powers, Authorities, Discretions and Duties in Schedule Two has been amended to only include those powers as referred to in the Constitution, with those other powers to be captured in the Corporate Governance Charter.
- Finally, there has been a general tidy up of defined terms throughout the Constitution (that is, terms that are defined in clause 2 and require capitalisation).



# Association Constitution

**Adopted:** 7 August 2001  
**Amended:** 8 August 2004  
6 August 2006  
5 August 2007  
6 August 2011  
7 August 2013  
3 August 2016  
1 August 2018  
20 September 2021  
[18 September 2023]



# Constitution

## Preamble

This Constitution serves as the instrument for establishment of the Western Australian Local Government Association (WALGA).

WALGA marks the progression from a structure in which the Western Australian Municipal Association (WAMA) serves as a federation of three separate constituent Associations to a single association tasked with directly representing the needs and interests of all Western Australia.

The Constituent Associations of WAMA were: the Country Shire Councils' Association ([dissolved in August 2003](#)), the Country Urban Councils' Association ([dissolved in August 2002](#)) and the Local Government Association ([dissolved in August 2003](#)).

The establishment of WALGA in 2001 represents an evolution in the process by Local Government to promote more effective representation on behalf of its elected membership and the broader community.

Central to this process is the recognition of the sense of history and significant contribution of WAMA's constituent Associations, both in terms of the creation of WALGA and in the pursuit of aims and objectives on behalf of all Western Australian Local Governments as represented within this Constitution.



**1. NAME**

The name of the Association is ***“Western Australian Local Government Association”***.

**2. INTERPRETATION**

(1) Throughout this Constitution, if not inconsistent with the context:

***“Absolute Majority”*** means, in relation to the State Council or any General Meeting of the Association, a majority comprising enough of the representatives of the State Council or delegates of Ordinary Members for the time being for their number to be more than 50% of the number of voting positions of representatives or delegates (whether present and voting or not);

***“Annual General Meeting”*** means the meeting convened under clause 22 of this Constitution;

***“Association”*** means Western Australian Local Government Association (WALGA);

***“Associate Member”*** means:

- in relation to the Association, those Members of the Association referred to in sub-clause 5(7) and those persons admitted as Associate Members of the Association in accordance with sub-clause 5(11); or
- in relation to a Zone, those Ordinary Members of the Association admitted as Associate Members of a Zone in accordance with sub-clause 14(9);

***“Chief Executive Officer”*** means the Chief Executive Officer of the Association;

***“Code of Conduct”*** means the written guidelines which define the minimum standards of professional conduct and integrity that are expected of all State Council members.

***“Commissioner”*** means a commissioner appointed to a Local Government under sections 2.6(4) or 2.36A(3) of the Local Government Act;

***“Constituency”*** means the Country Constituency and the Metropolitan Constituency (as the case may require);

***“Corporate Governance Charter”*** means the instrument approved by State Council and used to implement good governance policies, procedures and practices;

***“Councillor”*** has the same meaning as under the Local Government Act except that it includes a mayor or president elected by electors and includes a Commissioner;

***“Country Constituency”*** means the Ordinary Members as are grouped within the geographical area of the State of Western Australia, as determined by State Council, the details of which are contained in the Corporate Governance Charter;

***“Delegate”*** means a Councillor or officer nominated or appointed to represent an Ordinary Member and exercise voting entitlements at General Meetings of the Association pursuant to clauses 22 and 23 of this Constitution, or at a Zone meeting pursuant to clause 14 of this Constitution;



**“Deputy President”** means the Deputy President for the time being of the Association;

**“Ex-officio”** means a person or organisation who has an entitlement to membership of the State Council or another committee, by virtue of their office, but is not entitled to exercise a deliberative vote on any matter before the State Council or another committee;

**“General Meeting”** means an Annual General Meeting or a Special General Meeting (as the case requires);

**“In Writing”** means notice provided by posting or transmission in electronic form;

**“Life Members”** means those persons admitted as Life Members of the Association in accordance with sub-clause 5(9) of this Constitution;

**“Local Government”** means an entity constituted under Part 2 of the Western Australian Local Government Act;

**“Local Government Act”** means the Western Australian *Local Government Act 1995*;

**“Local Government Professionals Australia WA”** means the Western Australian Division of Local Government Professionals Australia;

**“Member” means:**

- in relation to the Association, a Local Government, organisation or person admitted to Ordinary, Life or Associate membership of the Association in accordance with the provisions of this Constitution; or
- in relation to a Zone, those Ordinary Members of the Association that are determined to be members of a Zone by State Council in accordance with sub-clause 14 (2).

**“Metropolitan Constituency”** means the Ordinary Members as are grouped within the geographical area of the State of Western Australia, as determined by State Council, the details of which are contained in the Corporate Governance Charter;

**“Ordinary Meeting”** means one of the four scheduled meetings of the State Council referred to under clause 10(1);

**“Ordinary Member”** means a Local Government admitted to membership of the Association in accordance with the provisions of this Constitution and includes a new Local Government created pursuant to a merger or amalgamation of existing Local Governments that were Ordinary Members of the Association prior to the merger or amalgamation;

**“President”** means the President for the time being of the Association;

**“Present”** means attendance in person or by electronic means deemed suitable by the Chief Executive Officer

**“Representative”** means a member on the State Council elected or appointed by the country and metropolitan constituencies in accordance with the provisions of sub-clause 9(1) and 9(3);



**“Secretariat”** means the staff of the Association appointed from time to time by the Chief Executive Officer or, in the case of the Chief Executive Officer, by State Council;

**“Special General Meeting”** means the meeting convened under clause 25 of this Constitution.

**“Special Majority”** means, in relation to the State Council or any General Meeting of the Association, a majority comprising enough of the representatives of the State Council or delegates of Ordinary Members for the time being for their number to be at least 75% of the number of representatives or delegates (whether present and voting or not);

**“Special Meeting”** means any State Council meeting that is not an Ordinary Meeting of the State Council;

**“Simple Majority”** means, in relation to the State Council or any General Meeting of the Association, a majority comprising enough of the representatives of the State Council or delegates of Ordinary Members for the time being for their number to be more than 50% of the number of representatives or delegates that are present;

**“State Council”** means the governing board of the Association established pursuant to clause 9;

**“WALGA”** means the Western Australian Local Government Association constituted under section 9.58 of the *Local Government Act 1995*; and

**“Zone”** means a geographically based subdivision containing Ordinary Members and incorporated within a country and metropolitan constituency. The country and metropolitan zones are set out in the Register of Zone Membership referred to in sub-clause 14(8).

- (2) In this Constitution:
  - (a) a reference to any written law, whether specific or general, includes a reference to all amendments, modifications, re-enactments or replacements and includes all orders, ordinances, regulations, rules and by-laws made under or pursuant to that written law;
  - (b) words meaning persons include natural persons, corporations and associations; and
  - (d) the headings shall not affect the interpretation or construction of this Constitution.

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### 3. OBJECTS

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The objects of the Association shall be:

- (a) to provide a united voice for Local Government in Western Australia;
- (b) to promote the credibility and profile of Local Government;
- (e) to speak on behalf of Local Government in Western Australia;
- (f) to represent the views of the Association to the State and Federal Governments on financial, legislative, administration and policy matters;
- (i) to provide services to Local Government in Western Australia;
- (j) to promote Local Government issues of importance by involvement with national bodies;



- (k) to do all and any such other things as in the opinion of the State Council may conveniently be carried on by the Association or which promote or assist or are incidental or conducive to the attainment of these objects or any of them, or anything considered beneficial to the members of the Association; and
- (l) to use the property and income of the Association solely for the promotion of the objects or purposes of the Association. No part of the property or income of the Association may be paid or otherwise distributed, directly or indirectly, to members of the Association, except in good faith in the promotion of those objects or purposes.

**4. POWERS**

- (1) The Association shall have such specific powers as may be vested in it from time to time by the Ordinary Members or as amended under this Constitution. The initial powers of the Association are set out in the Register of Powers (Schedule One).
- (2) The powers of the Association may be added to, amended, withdrawn, modified or substituted in accordance with the provisions of sub-clause 12(3).
- (3) The Chief Executive Officer shall keep an up-to-date copy of the Register of Powers which records all changes and the dates thereof. The Register of Powers shall be open for inspection to the representatives of Ordinary Members during office hours and on reasonable notice.
- (4) Subject to obtaining the requisite majority support, the Association shall have general power to act in connection with all other matters in its discretion.
- (5) The Association may do all acts and things as are necessary, incidental or conducive to the attainment or execution of its objects and shall have all the powers conferred on an association constituted under section 9.58 of the *Local Government Act 1995* including, but without limitation, power to:
  - (a) acquire hold and dispose of real and personal property;
  - (b) accept any gift of any real or personal property or any interest or estate in that property or disclaim the benefit of any such gift;
  - (c) sue and be sued; and
  - (d) do all things that bodies corporate may do.

**5. MEMBERSHIP OF THE ASSOCIATION**

- (1) Three classes of membership to the Association shall be available:
  - (a) Ordinary Membership;
  - (b) Associate Membership; and
  - (c) Life Membership.
- (2) Ordinary Membership of the Association shall be open to all Local Governments.
- (3) Ordinary Membership shall be immediately conferred upon any new Local Government created by the merger of existing Local Governments that were Ordinary Members of the Association prior to the merger, provided that all membership fees and subscriptions owed to the Association up to the date of merger by the predecessor Local Government of that new Local Government have been paid.
- (4) An Ordinary Member shall belong to either the Metropolitan Constituency or the Country Constituency, but not both.



- (5) Subject to subclause (4), if an Ordinary Member has land both within and outside the Metropolitan Region Planning Scheme (MRPS), if the greater land area is in the MRPS, it will be deemed to be in the metropolitan constituency, otherwise it will be deemed to belong to the country constituency; or
- (6) State Council, on application from an Ordinary Member, may resolve to set aside the general rule prescribed in subclause (5) and permit an Ordinary Member to be a member of an alternate constituency. In considering any application made pursuant to this subclause, State Council shall give regard to the reasons provided in support of the application and any views expressed by Ordinary Members within the two constituencies. State Council may approve or refuse any application, advising accordingly and including any reason therefore.
- (7) Associate Members shall be:
  - (a) the Local Government Professionals Australia WA; and
  - (b) any other Associate Member admitted to membership pursuant to sub-clause 5(11).
- (8) Associate Members are ineligible to vote at all meetings of the Association.
- (9) The State Council from time to time will determine nominations for Life Membership of the Association.
- (10) Additional Ordinary Members may be admitted from time to time on a simple majority resolution of the State Council.
- (11) Any person or organisation seeking admission as an Associate Member shall make written application to the Chief Executive Officer. The State Council or its delegate shall consider the application and may admit or refuse the applicant, advising accordingly including any reason therefore.
- (12) If an application for membership is granted, the membership shall commence upon payment of the appropriate subscription.
- (13) The Chief Executive Officer shall keep and maintain in an up-to-date condition a Register of the Members of the Association. The Register shall be open for inspection to the representatives of Ordinary Members during office hours and on reasonable notice.

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**6. TERMINATION OF MEMBERSHIP OF THE ASSOCIATION**

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- (1) Membership of the Association may be terminated upon:
  - (a) receipt by the Chief Executive Officer of not less than 3 months notice in writing from a Member requesting to withdraw from membership of the Association; or
  - (b) non-payment by a Member of the required subscription within three months of the date fixed by the State Council for subscriptions to be paid, unless the State Council decides otherwise; or
  - (c) expulsion of a Member in accordance with clause 30.
- (2) Pursuant to subclause 6(1), where the membership of an Ordinary Member is terminated, the Chief Executive Officer shall remove the name of the Ordinary Member from the Register of the Members of the Association and that Ordinary Member shall cease to be a Member of the Association.



- (3) A Member who withdraws from membership to the Association shall not be entitled to a refund of any portion of such subscription as the Member will have paid in advance for the period up to and including 30 June of that year.

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**7. BUDGET**

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- (1) The Association's Budget shall be prepared annually by the Chief Executive Officer in consultation with the State Council, including such other Committees as the State Council may deem expedient pursuant to clause 21.
- (2) The Budget shall be submitted to the State Council for approval not later than 31 July prior to the financial year to which it relates.

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**8. SUBSCRIPTION**

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- (1) The annual subscriptions of all Members of the Association shall be as determined by the State Council.
- (2) Subscription levels shall be submitted for approval by the State Council together with the relevant Budget each year.
- (3) Subscriptions shall be due and payable on such date or dates as the State Council may decide having regard to all relevant circumstances.

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**9. STATE COUNCIL**

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- (1) The State Council is to be the governing board of the Association, responsible for the management and affairs of the Association. Members of the State Council shall include:
  - (a) 12 Councillors elected as representatives from amongst the Delegates to the Zones of the Metropolitan Constituency;
  - (b) 12 Councillors elected as representatives from amongst the Delegates to the Zones of the Country Constituency;
  - (c) The President (ex-officio); and
  - (d) The President of Local Government Professionals Australia WA (ex-officio).
- (2) Representatives and deputy representatives to the State Council shall be elected by Zones of the Constituencies from amongst the Delegates to the Zones for a term commencing on the day of the first Ordinary Meeting of State Council immediately following the biennial Local Government elections and concluding on the day before the first Ordinary Meeting of State Council of the following biennial Local Government elections.
- (3) The State Council shall be the body responsible for establishment and review of the processes which are to be applied by the Zones of the metropolitan and country constituencies to determine the election of their representatives and deputy representatives to the State Council.



- (4) The Secretariat shall be the body responsible for coordinating the nominations and election processes by which the Zones of the Constituencies elect their representatives and deputy representatives to the State Council.
- (5) A deputy representative elected from amongst the delegates to that Zone to act in the capacity of a representative unable to attend a meeting of the State Council shall exercise all rights of that representative.
- (6) If for any reason, a representative or deputy representative is unable to hold office for the full period for which the representative or deputy representative was appointed, the affected Zone shall be entitled to fill that vacancy by appointing some other Councillor from within that Zone as a representative or deputy representative. The representative or deputy representative so appointed shall hold office for the balance of the term of the representative or deputy representative originally elected.

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**10. PROCEEDINGS OF STATE COUNCIL**

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- (1) The State Council must meet together for the dispatch of business not less than four times in each year.
- (2) Each representative on the State Council shall be entitled to exercise one (1) deliberative vote on any matter considered by the State Council provided that this clause shall not apply to any ex-officio members of the State Council. The President shall exercise a casting vote only, in the event of there being an equality of votes in respect of a matter considered by the State Council but excluding an election held in accordance with Clause 16 in which the President is entitled to a deliberative vote only.
- (3) At any meeting of the State Council, thirteen (13) representatives present and entitled to vote shall form a quorum.
- (4) The President shall preside at all meetings of the State Council.
- (5) In the absence of the President, or if the President is unwilling or unable to preside, the Deputy President shall preside at a meeting of the State Council. In presiding, the Deputy President shall be entitled to exercise one (1) deliberative vote in respect of a matter considered by the State Council, and in the event of there being an equality of votes in respect of a matter considered, shall exercise a casting vote.
- (6) In the absence of the President and Deputy President, or if they are unwilling or unable to preside, the State Council shall choose a representative of the State Council to preside at the meeting of the State Council. The representative chosen to preside shall exercise a deliberative vote in respect of a matter considered by the State Council, and in the event of there being an equality of votes in respect of a matter being considered, shall exercise a casting vote.
- (7) The State Council shall establish a Corporate Governance Charter as the instrument to be used by State Council in implementing good governance policies, procedures and practices.
- (8) The State Council shall establish a Code of Conduct to which all State Council members must comply.
- (9) State Council shall adopt Standing Orders that will apply to all meetings.




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**11. NOTICE OF STATE COUNCIL MEETINGS**

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- (1) Ordinary Meetings of the State Council shall be called by the Chief Executive Officer in accordance with the Corporate Governance Charter.
- (2) Special Meetings of the State Council shall be called by the Chief Executive Officer by providing notice to State Councillors of the date, time, place and purpose of the meeting upon the written request of the President or at least one quarter of the representatives to the State Council.

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**12. RESOLUTIONS OF STATE COUNCIL**

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- (1) Except as provided in this clause, all motions concerning the affairs of the Association shall be passed by a simple majority of the representatives of the State Council or by their deputy representatives.
- (2) The following resolutions shall not be passed unless they receive a Special Majority of the State Council or by their deputy representatives:
  - (a) any addition, amendment, withdrawal, modification or substitution to, of or in the powers of the Association; or
  - (b) any allocation or change in allocation of any representation or voting rights on the State Council; or
  - (c) any change to the membership of Ordinary Members to Zones.
- (3) The annual budget, including annual subscriptions, shall not be adopted unless passed by an absolute majority of representatives of the State Council or by their deputy representatives.

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**13. CHIEF EXECUTIVE OFFICER AND SECRETARIAT**

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- (1) The State Council may appoint a Chief Executive Officer at such remuneration and on such terms and conditions and with such powers, authorities, discretions and duties as it deems appropriate and may terminate the appointment of the Chief Executive Officer.
- (2) The State Council may delegate to the Chief Executive Officer the exercise of any of its powers or the discharge of any of its duties under this Constitution from time to time in such manner as the State Council determines and the scope of which are set out in Schedule Two. The Chief Executive Officer shall be responsible for the establishment and maintenance of a Register of Powers, Authorities, Discretions and Duties delegated by the State Council.
- (3) Subject to the control of the State Council, the Chief Executive Officer shall be solely responsible for the appointment of the staff of the Secretariat and the administration of the Association.
- (4) The Chief Executive Officer shall be the custodian of records, books, documents and securities of the Association.

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**14. ZONES**

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- (1) Ordinary Members of the Association shall be grouped into Zones of the Metropolitan and Country Constituencies.



- (2) The membership of Ordinary Members to Zones shall be determined from time to time by State Council.
- (3) The number of Zones shall be determined from time to time by State Council.
- (4) Each Ordinary Member of a Zone shall be entitled to be represented by a Delegate or Delegates elected or appointed by the Member to represent its interests. Zones shall determine the number of Delegates to which each Member is entitled to be represented by on the Zone.
- (4a) The term of a person who is a Delegate of a Member of a Zone expires when the person:
  - (a) dies;
  - (b) ceases to be a Councillor of the Ordinary Member;
  - (c) resigns the position by notice in writing given to the Ordinary Member who elected or appointed the person as its delegate and the resignation is accepted;
  - (d) becomes a member of State or Federal Parliament;
  - (e) is convicted of an offence under the *Local Government Act 1995*;
  - (f) is permanently incapacitated by mental or physical ill-health; or
  - (g) is the subject of a resolution passed by the Ordinary Member who appointed the person as its delegate terminating their appointment as the delegate of that Ordinary Member.
  - (h) is a Councillor that has been suspended by the Minister for Local Government under part 8 of the *Local Government Act 1995*.
- (5) The management and affairs of the Zone shall be vested in the Delegates that are elected or appointed to the Zone by each Member of the Zone.
- (6) The functions of each Zone shall be:
  - (a) electing a representative or representatives and deputy representative or deputy representatives to the State Council;
  - (b) considering the State Council agenda;
  - (c) providing direction and/or feedback to their representative or representatives on the State Council; and
  - (d) any other functions deemed appropriate by the members of the Zone.
- (7) An application for change in membership between Zones may only be made by the Member seeking to change its membership and with the approval of the receiving Zone.
- (8) Applications for changes in membership between Zones shall be determined by the State Council. In considering such applications, State Council shall give regard to the reasons provided in support of the application and any views expressed by the Zones directly affected by the application. State Council may approve or refuse any application, advising accordingly and including any reason therefore.
- (9) The Chief Executive Officer is to keep and maintain in an up-to-date condition a Register of Zone Membership, which may be varied from time to time by State Council. Upon request of an Ordinary Member, the Chief Executive Officer shall make the Register available for inspection by the representatives of an Ordinary Member during office hours and on reasonable notice.
- (10) A Zone may, from time to time, resolve to admit an Ordinary Member or Associate Member of the Association from outside their existing membership as an Associate Member of their Zone. In considering whether to admit an Ordinary Member or an Associate Member of the Association as an Associate Member of a Zone, the Zone



shall give regard to the significance of communities of interest between the existing membership of the Zone and the Ordinary Member or Associate Member of the Association that is seeking to become an Associate Member of the Zone.

- (11) Subject to subclause (12), Zones shall determine the participation of any Associate Member admitted to the Zone, including the extent to which the representatives of an Associate Member may speak to and vote on matters considered by the Zone.
- (12) An Associate Member of a Zone may not:
  - (a) nominate a delegate for election to any office of the Zone;
  - (b) participate in an election held for any office bearer of the Zone; or
  - (c) vote on any matter considered by the Zone requiring a 75% majority.

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## **15. ANNUAL REPORT AND AUDITED FINANCIAL STATEMENTS**

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Prior to the Annual General Meeting, the President and Chief Executive Officer shall prepare the President's annual report and audited financial statements of the Association for presentation to Members at the Annual General Meeting.

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## **16. ELECTION PROCEDURE**

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Any election other than to elect the President or Deputy President held by the Association shall be conducted as follows:

- (a) the Chief Executive Officer or his/her delegate shall act as returning officer;
- (b) representatives are to vote on the matter by secret ballot;
- (c) votes are to be counted on the basis of "first-past-the post";
- (d) if the election is to fill one vacancy, the candidate who receives the greater or greatest number of votes is elected;
- (e) if the election is to fill two or more vacancies, the candidates elected are –
  - (i) the candidate who receives the greatest number of votes; and
  - (ii) the candidate who receives the next highest number of votes; and
  - (iii) the candidate who receives the next highest number of votes, and so on up to the number of vacancies to be filled; and
- (f) if two or more candidates receive the same number of votes so that sub-section (d) or (e) cannot be applied, the Chief Executive Officer is to draw lots in the presence of any scrutineers who may be present to determine which candidate is elected.

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## **17. ELECTION PROCEDURE – PRESIDENT AND DEPUTY PRESIDENT**

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An election to elect the President or Deputy President shall be conducted as follows:

- (a) the Chief Executive Officer or his/her delegate shall act as returning officer;
- (b) representatives are to vote on the matter by secret ballot;
- (c) votes are to be counted on the basis of "first-past-the-post";
- (d) the candidate who receives the greatest number of votes is elected;
- (e) if there is an equality of votes between two or more candidates who are the only candidates in, or remaining in, the count, the count is to be discontinued, and the meeting adjourned for not more than 30 minutes;
- (f) any nomination for the office may be withdrawn, and further nominations may be made, before or when the meeting resumes;
- (g) when the meeting resumes, an election will be held in accordance with sub-sections (a), (b), (c) and (d);
- (h) if two or more candidates receive the same number of votes so that sub-section (d) cannot be applied, the Chief Executive Officer is to draw lots in the presence of any scrutineers who may be present to determine which candidate is elected.




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**18. PRESIDENT**

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- (1) Subject to subclause 17(3) of this Constitution, the State Council shall elect a President from amongst those of its members that are representatives from the Zones of the metropolitan and country constituencies or were originally elected to State Council in that capacity.
- (2) The President shall be elected by the State Council at the first Ordinary Meeting of State Council of an even numbered year. The President’s term shall commence from the date of election and shall conclude on the day of the first Ordinary Meeting of State Council of the following even numbered year.
- (3) A person, other than the incumbent President of the Association, shall not be eligible for election as President unless they have first been elected by the metropolitan or country constituencies as a representative on the State Council.
- (4) The metropolitan or country constituency from which the President is elected has the right to nominate a further representative to the State Council, with that representative being drawn from the same Zone and entitled to serve for the same term as their originally nominated representative.
- (5) Where the incumbent President seeks and is re-elected for a consecutive term, that person shall not hold office beyond two (2) full consecutive terms.

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**19. ROTATION OF PRESIDENCY**

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- (1) At an election for the position of President conducted under sub-clause 17(2), only the incumbent President, subject to complying with sub-clause 17(5), or State Councillors from the alternate constituency to the incumbent President will be eligible to be elected.
- (2) At an election for the position of President conducted under Clause 19, only State Councillors from the alternate constituency to the incumbent President will be eligible to be elected.

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**20. DEPUTY PRESIDENT**

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- (1) Following determination of the election of the President pursuant to clause 17 of this Constitution, the State Council shall elect a Deputy President from amongst its Metropolitan and Country representatives, provided the Deputy President represents the alternate Constituency to the President elected pursuant to clause 17.
- (2) The Deputy President shall be elected by the State Council at the first Ordinary Meeting of State Council of an even numbered year. The Deputy President’s term shall commence from the date of election and shall conclude on the day of the first Ordinary Meeting of State Council of the following even numbered year.
- (3) Prior to expiration of a term of office, a Deputy President may seek re-election for a consecutive term.
- (4) Where a Deputy President seeks and is re-elected for a consecutive term, that person shall not hold office beyond two (2) full consecutive terms.




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**21. VACANCY – PRESIDENT AND DEPUTY PRESIDENT**

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- (1) If the office of the President becomes vacant or if for any other reason the President is unable to take or hold office at a period which exceeds six months from the date of the next scheduled election for that office, then the State Council shall meet to elect from among their number a President who, subject to this Constitution, shall hold the office of President for the balance of the term of the President replaced.
- (2) Where a vacancy occurs in the office of President at a period which is six months or less from the date of the next scheduled election for that office, the State Council may convene a meeting to elect from among their number a President who, subject to this Constitution, shall hold the office of President for the balance of the term of the President replaced, or the State Council may in its discretion, determine that the vacancy be filled by the Deputy President until the date of the next scheduled election.
- (3) An election pursuant to sub-clause 19(1) or sub-clause 19(2) shall cause the office of Deputy President to be declared vacant immediately prior to the conduct of the election.
- (4) Following an election pursuant to sub-clause 19(1) or sub-clause 19(2) an election pursuant to Clause 19 (5) will be conducted for the office of Deputy President from amongst representatives of the alternative Constituency to that of the President just elected.
- (5) If the office of Deputy President becomes vacant or if for any other reason the Deputy President is unable to take or hold office, then the State Council shall meet to elect from among their number a Deputy President who shall hold the office for the balance of the term of the Deputy President replaced, provided the Deputy President represents the alternate Constituency to that of the President.
- (6) A State Council representative elected to fill a vacancy of President or Deputy President pursuant to clause 19 shall still be eligible for election for a subsequent two (2) full consecutive terms.

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**22. VACATION OF OFFICE**

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A person shall cease or be disqualified from being a representative or deputy representative on the State Council or from being President or Deputy President of the Association, if that person:

- (a) dies;
- (b) ceases to be a Councillor of the Ordinary Member;
- (c) resigns the position by notice in writing delivered or sent by post to the Chief Executive Officer, and such resignation is accepted;
- (d) is a member of State or Federal Parliament;
- (e) is convicted of an offence under the *Local Government Act 1995*;
- (f) is permanently incapacitated by mental or physical ill-health;
- (g) is absent from more than 3 consecutive ordinary State Council meetings;
- (h) is a member of a Local Government that ceases to be a member of the Association;
- (i) is the subject of a resolution passed by the Zone from which that person was originally elected terminating his or her appointment as a representative or deputy representative of that Zone, except where that person is the subject of any resolution consequent upon his or her being elected President of the Association and in pursuence of sub-clause 17(4);



- (j) is a Councillor that has been suspended by the Minister for Local Government under Part 8 of the *Local Government Act 1995*; or
- (k) is a candidate for election to State or Federal Parliament on or after the date the election writ is issued.

**23. COMMITTEES AND SUB-COMMITTEES**

- (1) The State Council may from time to time as it may deem necessary or expedient appoint, delegate or refer to any person or committee any of its powers, duties and functions as it thinks fit except the powers to:
  - (a) acquire, hold and dispose of real property;
  - (b) borrow money;
  - (c) set subscription levels; and
  - (d) progress any matter requiring a resolution of the State Council pursuant to sub-clauses 12(2) or 12(3) of this Constitution.
- (2) The person or the members of any committee so appointed shall not be required to be representatives on the State Council.
- (3) Any person or committee in the exercise of the powers, duties or functions so delegated or referred to it shall observe and perform any rules, regulations and directions that may be made by the State Council.
- (4) Subject to the Corporate Governance Charter, each Committee shall elect a Chair from the members of the Committee.

**24. ANNUAL GENERAL MEETING**

- (1) The Annual General Meeting of the Association shall be held at a date to be determined by the State Council, provided that such date occurs prior to 31 October each year.
- (2) The Chief Executive Officer shall give at least ninety (90) days' notice of the date of the Annual General Meeting and the closing date on which notice of proposed business for the Annual General Meeting will be received by posting notice thereof to each Ordinary Member at the address appearing in the records of the Association for the time being. Such notice shall be deemed to have been delivered to the Ordinary Member immediately if transmitted electronically or on the second date after posting.
- (3) At an Annual General Meeting, greater than one half of the delegates of Ordinary Members who are eligible to vote and are present constitute a quorum.
- (4) At each such Annual General Meeting the order of business shall be as follows:
  - (a) attendance, apologies and announcements;
  - (b) confirmation of minutes from last Annual General Meeting;
  - (c) adoption of President's annual report;
  - (d) consideration of annual financial statements; and
  - (e) consideration of Executive and Member motions.
- (5) In respect of the Annual General Meeting:
  - (a) a notice of motion may only be submitted by the State Council or an Ordinary Member; and
  - (b) a motion may only be moved seconded or voted upon by a delegate of an Ordinary Member.



- (6) An agenda paper shall be forwarded by the Chief Executive Officer to each Ordinary Member, at the address appearing in the records of the Association for the time being, at least thirty (30) days before the date of the Annual General Meeting. The agenda paper shall be deemed to have been delivered to the Ordinary Member immediately if transmitted electronically or on the second date after posting.
- (7) Where the State Council considers that a direction or decision from an Annual General Meeting has been made without information of a material nature or in circumstances which have materially altered and such direction or decision is not in the best interests of the Association, the State Council may decline to follow that direction or decision and, in that event, the Chief Executive Officer by notice shall advise the Ordinary Members of the decision of the State Council and the reasons for that decision.
- (8) Notwithstanding the provisions of sub-clause (7), the State Council is required to give consideration to any direction or decision made at an Annual General Meeting in its discharge of responsibilities and functions.

**25. SPECIAL GENERAL MEETING**

- (1) A Special General Meeting shall be called by the Chief Executive Officer upon the instructions of the State Council or the written demand of not less than any twenty (20) Ordinary Members.
- (2) The Chief Executive Officer shall give at least thirty (30) days notice of any Special General Meeting by posting notice thereof to each Ordinary Member at the address appearing in the records of the Association for the time being. Such notice shall specify the nature of the business to be transacted at the Special General Meeting and shall be deemed to have been delivered immediately if transmitted electronically or on the second date after posting.
- (3) At a Special General Meeting, greater than one half of the delegates of Ordinary Members who are eligible to vote and are present constitute a quorum.
- (4) Where the State Council considers that a direction or decision from a Special General Meeting has been made without information of a material nature or in circumstances which have materially altered and such direction or decision is not in the best interests of the Association, the State Council may decline to follow that direction or decision and, in that event, the Chief Executive Officer by notice shall advise the Ordinary Members of the decision of the State Council and the reasons for that decision.
- (5) Notwithstanding the provisions of sub-clause (4), the State Council is required to give consideration to any direction or decision made at a Special General Meeting in its discharge of responsibilities and functions.

**26. REPRESENTATION AND VOTING AT GENERAL MEETINGS**

- (1) Subject to this Constitution, each Ordinary Member shall be entitled to be represented at any Annual General Meeting or Special General Meeting of the Association by two (2) Delegates.
- (2) A Delegate shall be entitled to one (1) deliberative vote at the Annual General Meeting or Special General Meeting of the Association.



- (3) A Delegate unable to attend any Annual General Meeting or Special General Meeting shall be entitled to cast a vote by proxy. A proxy shall be in writing and shall nominate the person in whose favour the proxy is given which person need not be a delegate. Proxy authorisations shall be delivered to the Chief Executive Officer before the commencement of the general meeting at which the proxy is to be exercised and shall be signed by the Delegate or by the Chief Executive Officer of the Ordinary Member that nominated the Delegate.
- (4) Except as provided in this Constitution, all matters considered at an Annual General Meeting or Special General Meeting of the Association shall be passed by a Simple Majority of the Ordinary Members' Delegates or by a duly authorised proxy vote exercised on their behalf.
- (5) At any Annual General Meeting or Special General Meeting of the Association, greater than one half of the Delegates who are eligible to vote must be present to form a quorum.

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**27. MINUTES OF MEETINGS OF ASSOCIATION**

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- (1) The Chief Executive Officer must cause proper minutes of all proceedings of all General Meetings and State Council meetings to be taken and then to be entered within 30 days after the holding of each General Meeting or State Council meeting, as the case requires, in a minute book kept for that purpose.
- (2) When minutes have been entered as correct under this clause, they are, until the contrary is proved, evidence that-
  - (a) the General Meeting or State Council meeting to which they relate (in this sub-clause called "the meeting") was duly convened and held;
  - (b) all proceedings recorded as having taken place at the meeting did in fact take place at the meeting; and
  - (c) all appointments or elections purporting to have been made at the meeting have been validly made.

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**28. AUDIT**

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- (1) At least once a year the State Council shall cause the Association's accounts to be audited by a person or persons appointed by the State Council or its delegated body.
- (2) The accounting records of the Association shall be open for inspection by the representatives of Ordinary Members during office hours and on reasonable notice.

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**29. BANKING**

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- (1) All moneys received by the Association shall be banked into an operating account established by the State Council, in the name of the Association.
- (2) Payments drawn on the account and other documents relating to such account shall be authorised by the Chief Executive Officer and such other authorised persons as the State Council may deem appropriate.



- (3) (a) The operating account to be so established, may be utilised for the purposes of paying salaries and operating expenses and for other purposes authorised by a resolution of the State Council.
- (b) The State Council on the advice of the Chief Executive Officer, may appoint any member of the Secretariat to manage the operating account.

**30. COMMON SEAL**

- (1) The Association shall have a common seal on which its corporate name appears in legible characters.
- (2) The common seal of the Association must not be used without the approval of the State Council and every use of that common seal must be recorded in the minutes of the State Council meeting.
- (3) The affixing of the common seal of the Association must be witnessed by any two of the Chief Executive Officer, the President and the Deputy President.
- (4) The common seal of the Association must be kept in the custody of the Chief Executive Officer or of such other persons as the State Council from time to time decides.

**31. AMENDMENT TO THE CONSTITUTION**

The Constitution of the Association may be altered, added to or repealed by:

- (1) A resolution at any meeting of the State Council on the receipt of a Special Majority of representatives or by their deputy representatives; and
- (2) A resolution at an Annual General Meeting or Special General Meeting passed by a Special Majority of Delegates or duly authorise a proxy vote to be exercised on their behalf, provided that:
  - (a) 75% of Ordinary Members who are eligible to vote are present or represented; and
  - (b) the Chief Executive Officer has given not less than sixty (60) days notice of any proposal to alter, add or repeal the Constitution to all Ordinary Members.

**32. EXPULSION OF MEMBERS**

- (1) An Ordinary Member may be expelled from the Association by resolution at a meeting of the State Council on the consent in writing to the proposition for expulsion being first received from not less than 75% of the Ordinary Members.
- (2) The Ordinary Member whom it is proposed to expel must receive at least sixty (60) days notice of the State Council meeting referred to in sub-clause (1) and shall be given the opportunity of attending the meeting and being heard with respect to the motion for expulsion.
- (3) An Associate Member may be expelled by resolution of State Council.

**33. DISPUTES, MEDIATION AND ARBITRATION**

- (1) The grievance procedure set out in this clause applies to disputes arising in connection with this Constitution between:
  - (a) a member and another member; or



- (b) a member and the Association.
- (2) The parties to the dispute must meet and discuss the matter in dispute, and, if possible, resolve the dispute within fourteen (14) days after the dispute comes to the attention of all of the parties.
- (3) If the parties are unable to resolve the dispute at the meeting, or if a party fails to attend that meeting, then the dispute must, within ten (10) days, be referred initially to a panel to settle the dispute by mediation and if the dispute cannot be resolved, to arbitrate the dispute.
- (4) The panel shall be established by the State Council having regard to the nature and circumstances of the dispute and shall comprise such number of persons as the State Council may decide, being not less than three (3), who shall be drawn from amongst the following:
  - (a) Life Members of the Association;
  - (b) the President or Past Presidents of Local Government Professionals Australia WA;
  - (c) the Director General, Department of Local Government; or
  - (d) such other persons as the State Council considers appropriately qualified having regard to the nature and circumstances of the dispute.
- (5) The parties to the dispute must, in good faith, attempt to settle the dispute by mediation.
- (6) The panel, in conducting the mediation, must:
  - (a) give the parties to the mediation process every opportunity to be heard;
  - (b) allow due consideration by all parties of any written statement submitted by any party; and
  - (c) ensure that natural justice is accorded to the parties to the dispute throughout the mediation process.
- (7) Any arbitration shall be conducted in accordance with the provisions of the *Commercial Arbitration Act 1985 (WA)* and, notwithstanding section 21 (1) of that Act, each disputant may be represented by a duly qualified legal practitioner or other representative.
- (8) If a matter proceeds to arbitration, then the decision of the panel shall be final and binding on the disputants.
- (9) Any mediation or arbitration conducted under this clause must be confidential and without prejudice.

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**34. DISTRIBUTION OF SURPLUS PROPERTY ON WINDING UP OF ASSOCIATION**

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The State Council shall if instructed in writing by all of the Ordinary Members dissolve the Association and, after paying and discharging out of the Association's funds and assets all debts and liabilities, transfer the funds or realise the same and transfer the proceeds to any organisation or organisations constituted with similar objects to those of the Association and which organisation or organisations prohibit the distribution of property among the Ordinary Members thereof or in the absence of such an organisation as determined by a Judge of the Supreme Court.





## SCHEDULE ONE

### REGISTER OF POWERS

The powers of the Association on incorporation are the:

- (a) advocacy of Federal and State matters;
- (b) progression of Legislative Review;
- (c) management and pursuit of Local Government Act matters;
- (d) management and pursuit of Industrial (Labour) Relations matters;
- (e) direction of the Secretariat and management of the Association's offices; and
  
- (f) instigation of all things necessary to pursue and achieve the objectives of the Association.

In construing the above powers the following terms shall have the meanings set out opposite them:

- "Federal Affairs" means all matters from time to time under consideration by the Australian Local Government Association and all matters concerned with aspects of Federal legislation including all inter-governmental finance questions between Federal and State Governments but shall not extend to the intra-state distribution of grants;
- "Industrial (Labour) Relations" includes all issues concerned with conditions of employment within Local Government whether award or otherwise, personnel practices and training;
- "Legislative Review" means any review or proposed review of existing or proposed legislation whether State or Federal unless the State Council resolves that it is of relevance only to one of either the metropolitan or country constituencies;
- "Local Government Act matters" means all questions pertaining to the provisions of the Local Government Act.

The above powers and definitions may be added to, amended, modified or substituted from time to time in accordance with clause 4 of the Constitution.



**SCHEDULE TWO**  
**REGISTER OF DELEGATED POWERS,  
 AUTHORITIES, DISCRETIONS AND DUTIES**

Date	Committee/Person	Detail on Delegations
2 December 2015	Chief Executive Officer	Chief Executive Officer delegated the authority to admit or refuse organisations seeking Associate Membership to WALGA on the basis that such organisations are: <ul style="list-style-type: none"> <li>• organisations constituted by Local Governments such as Regional Councils, Voluntary Regional Councils and Alliances;</li> <li>• not-for-profit organisations that can demonstrate a link or relationship with the Local Government sector, or</li> <li>• Government agencies, including Government Trading Entities.</li> </ul>
4 December 2002	President Deputy President Chief Executive Officer	<b>Affixation of the Common Seal</b> <ul style="list-style-type: none"> <li>• Affixation of the Association’s common seal be undertaken upon the resolution of State Council except where it is impractical to obtain prior approval;</li> <li>• In instances where obtaining prior approval is impractical, authority to affix the common seal be delegated to the Chief Executive Officer and one of either the President or Deputy President;</li> <li>• A regular report be submitted to State Council “for noting” outlining all instances where the common seal has been used without prior resolution; and</li> <li>• WALGA give priority to preparing an appropriate instrument of delegation.</li> </ul>
6 February 2002  6 June 2007 (Updated)	Honours Panel	<b>Honours Panel</b> <ul style="list-style-type: none"> <li>• Overseeing the Association’s annual Honours Program with delegated power from the State Council during the entire process.</li> <li>• Adjudicating in the selection of recipients for Association Honours and the Local Government Medal, annually.</li> <li>• Recommending, where appropriate, the conferral of alternative Association Honours where it is concluded that a nominated candidate is better suited to a different award category than the one they were originally nominated for.</li> <li>• Overseeing the annual budget set for the Association’s Honours Program.</li> <li>• Encouraging, educating, promoting and raising the profile of all honours available to people in Local Government and all Western Australians.</li> <li>• Reviewing the Honours Policies and supporting documentation as deemed necessary.</li> <li>•</li> </ul>



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## 6. Closure

Upon the completion of business, the Chair will declare the meeting closed.



**Attachment 1: AGM Association Standing Orders**

- 1. **INTERPRETATIONS**  
For the purposes of these Standing Orders, if not inconsistent with the context, the following words shall have the following meanings:
- 1.1 **"Absolute Majority"** means: a majority of delegates of the Association whether present and voting or not.
- 1.2 **"Association"** means: all or any part of the Western Australian Local Government Association.
- 1.3 **"Delegate or Deputy Delegate"** means: those persons duly nominated, from time to time, to represent a Member Local Government at a meeting of the Association.
- 1.4 **"Deputy President"** means: the Deputy President for the time being of the Association.
- 1.5 **"Meeting"** means: an Annual or Special General Meeting of the Association.
- 1.6 **"Member Local Government"** means: a Local Government admitted to ordinary membership of the Association in accordance with the provisions of the Constitution.
- 1.7 **"President"** means: the President for the time being of the Association.
- 1.8 **"Simple Majority"** means: a majority of the delegates from the Association that are present and voting.
- 2. **CONDUCT OF MEETINGS**  
The proceedings and business of meetings of the Association shall be conducted according to these Standing Orders.
- 3. **NOTICE OF MEETING**
  - 3.1 **Annual General Meeting**  
The Chief Executive Officer of the Association shall give at least ninety (90) days notice of an Annual General Meeting to all Member Local Governments, advising of the closing date for submission of motions for inclusion on the agenda.
  - 3.2 **Special General Meeting**  
A Special General Meeting of the Association is to be held if a request is received by the Association President, in accordance with the requirements of the Association's Constitution. No business shall be transacted at a Special General Meeting other than that for which the Special General Meeting was called.
- 3.3 Notice shall be given at the destinations appearing in the records of the Association.  
Notice will be deemed to have been delivered immediately if transmitted electronically or on the second working day after posting.
- 4. **QUORUM**
  - 4.1 The Association shall not conduct business at a meeting unless a quorum is present.
  - 4.2 At any meeting of the Association greater than one half of the delegates who are eligible to vote must be present to form a quorum.
  - 4.3 The Association is not to transact business at a meeting unless a quorum is present.
  - 4.4 If a quorum has not been established within the 30 minutes after a meeting is due to begin then the Association can be adjourned –
    - (a) by the President or if the President is not present at the meeting, by the Deputy President;
    - (b) if neither the President nor Deputy President is present at the meeting, by a majority of delegates present;
    - (c) if only one delegate is present, by that delegate; or
    - (d) if no delegate is present, by the Chief Executive Officer or a person authorised by the Chief Executive Officer.
  - 4.5 If at any time during a meeting a quorum is not present, the President shall thereupon suspend the proceedings of the meeting for a period of five (5) minutes and if a quorum is not present at the expiration of that period, the meeting shall be deemed to have been adjourned and the person presiding is to reschedule it for some future time.
  - 4.6 Notice of a meeting adjourned because of absence of a quorum is to be given to all Member Local Governments.
- 5. **MEETINGS OPEN TO THE PUBLIC**  
The business of the Association shall be open to the public except upon such occasions as the Association may by resolution otherwise decide.
- 6. **ORDER OF BUSINESS**  
Unless the Association should decide otherwise, the order of business at meetings of the Association, with the exception of special meetings or an adjourned meeting, shall be as follows:
  - (a) Record of attendance and apologies;



- (b) Announcements;
  - (c) Confirmation of minutes of previous meetings;
  - (d) President's report;
  - (e) Financial report for the financial year; and
  - (f) Consideration of Executive and Member Motions.
- 7. VOTING ENTITLEMENTS**
- 7.1** Each Member Local Government shall be entitled to be represented at any meeting of the Association.
- 7.2** Only eligible and registered delegates may vote.
- 7.3** A delegate shall be entitled to exercise one vote on each matter to be decided. Votes are to be exercised in person.
- 7.4** A delegate unable to attend any meeting of the Association shall be entitled to cast a vote by proxy.
- 7.5** A proxy shall be in writing and shall nominate the person in whose favour the proxy is given, which person need not be a delegate. Proxy authorisations shall be delivered to the Chief Executive Officer of the Association before the commencement of the meeting at which the proxy is to be exercised and shall be signed by the delegate or by the Chief Executive Officer of the Member Local Government that nominated the delegate.
- 8. SPECIAL URGENT BUSINESS**
- At any time during a meeting a delegate may, with the approval of an absolute majority, introduce a motion relating to special urgent business that calls for an expression of opinion from the meeting.
- In presenting an item of special urgent business, a delegate shall have sufficient copies of the motion in writing for distribution to all delegates present at the meeting and, where practicable, give prior notice to the President of such intention.
- 9. PRESIDENT**
- In the construction of these Standing Orders unless the context requires otherwise, the word "President" shall in the absence of the President include the Deputy President or the delegate chosen by resolution to preside at any meeting of the Association.
- 10. DELEGATE AND DEPUTY DELEGATE**
- 10.1** In the construction of these Standing Orders unless the context requires otherwise, the word "delegate" shall in the absence of the delegate include the deputy delegate.
- 10.2** A deputy delegate acting in the capacity of a delegate unable to attend a meeting of the Association shall exercise all rights of that delegate.
- 11. PRESIDENT TO PRESIDE**
- 11.1** The President shall preside at all meetings of the Association, but in absence of the President, the Deputy President shall preside.
- 11.2** In the absence of the President and the Deputy President, the delegates shall choose by resolution, a delegate present to preside at the meeting.
- 12. SPEAKING PROTOCOL**
- 12.1** Only registered delegates and members of the Association's State Council shall be entitled to speak at meetings of the Association.
- 12.2** The first person that is entitled to speak at a meeting who attracts the attention of the person presiding shall have precedence in speaking.
- 12.3** Speakers are to use the microphones supplied.
- 12.4** When addressing a meeting, speakers are to:
- (a) rise and remain standing unless unable to do so by reason of sickness or disability;
  - (b) address the meeting through the person presiding;
  - (c) state their name and Local Government before otherwise speaking;
  - (d) refrain from reading comment printed in the agenda paper in support of a motion, but may identify key points or make additional comment; and
  - (e) refrain from using provoking or discourteous expressions that are calculated to disturb the peaceful current of debate.
- 12.5** Mobile phones shall not be switched on while the meeting is in session.
- 13. DEBATE PROCEDURES**
- 13.1** A delegate moving a substantive motion may speak for –
- (a) 5 minutes in his or her opening address; and
  - (b) 3 minutes in exercising the right of reply.
- 13.2** Other speeches for or against motions are to be limited to 3 minutes unless consent of the meeting is obtained which shall be signified without debate.
- 13.3** No delegate, except the mover of a motion in reply, is to speak more than once on the same motion except by way of personal explanation.



- 13.4 As soon as the right of reply has been exercised, the motion is to be forthwith put to the vote without further comment.
- 13.5 No discussion shall take place on any motion unless it is moved and seconded. Only one amendment on any one motion shall be received at a time, and such amendment shall be disposed of before any further amendment can be received. Any number of amendments may be proposed.
- 13.6 The provisions of these Standing Orders applicable to motions apply mutatis mutandis to amendments, except that the mover of an amendment shall have no right of reply.
- 13.7 When a motion has been moved and seconded, the person presiding shall at once proceed to take a vote thereon unless a delegate opposes it or an amendment is proposed.
- 13.8 No more than two delegates shall speak in succession on one side, either for or against the question before the meeting, and if at the conclusion of the second speaker's remarks, no delegate speaks on the other side, the motion or amendment may be put to the vote.
- 13.9 Notwithstanding clause 13.7, where a composite motion is moved which embodies the core aspects of subsequent motions listed on the agenda, a delegate whose motion has been superseded shall have the opportunity to speak on the question of the composite motion before it is put.  
  
Once a composite motion has been carried, no further debate shall be permitted in respect of the superseded motions.
- 13.10 At any time during a debate, but after the conclusion of a delegate's comments, a delegate who has not spoken during the debate may move, without discussion, "that the question be now put". If that motion is seconded and carried by a majority, the question shall be submitted at once to the meeting, after the mover has replied.
- 14. **QUESTIONS**  
Any delegate seeking to ask a question at any meeting of the Association shall direct the question to the President.
- 15. **POINT OF ORDER**  
A delegate who is addressing the President shall not be interrupted except on a point of order, in which event the delegate shall wait until the delegate raising the point of order has been heard and the question of order has been disposed of, whereupon the delegate so interrupted may, if permitted, continue.
- 16. **MOTION - SUBSTANCE TO BE STATED**  
A delegate seeking to propose an original motion or amendment shall state its substance before addressing the meeting thereon and, if so required by the President, shall put the motion or amendment in writing.
- 17. **PRIORITY OF SPEAKERS**  
If two or more delegates wish to speak at the same time, the President shall decide who is entitled to priority.
- 18. **PRESIDENT TO BE HEARD**  
Whenever the President signifies a desire to speak during a debate, any delegate speaking or offering to speak is to be silent, so that the President may be heard without interruption.
- 19. **WITHDRAWAL OF MOTION**  
A motion or amendment may be withdrawn by the mover with the consent of the meeting, which shall be signified without debate, and it shall not be competent for any delegate to speak upon it after the mover has asked permission for its withdrawal, unless such permission has been refused.
- 20. **PRESIDENT MAY CALL TO ORDER**  
The President shall preserve order, and may call any delegate to order when holding an opinion that there shall be cause for so doing.
- 21. **RULING BY PRESIDENT**  
The President shall decide all questions of order or practice. The decision shall be final and be accepted by the meeting without argument or comment unless in any particular case the meeting resolves that a different ruling shall be substituted for the ruling given by the President. Discussions shall be permitted on any such motion.
- 22. **RESOLUTIONS**
  - 22.1 Except as otherwise provided in the Association Constitution and these Standing Orders, all motions concerning the affairs of the Association shall be passed by a simple majority.
  - 22.2 Any matter considered by the Association at a Special Meeting shall not be passed unless having received an absolute majority.
- 23. **NO DISCUSSION**  
Where there is no discussion on a motion, the President may deem the motion to be passed unless the meeting resolves otherwise.



**24. PERMISSIBLE MOTIONS DURING DEBATE**

- 24.1** When a motion is under debate, no further motion shall be moved except the following:
- (a) that the motion be amended;
  - (b) that the meeting be adjourned;
  - (c) that the debate be adjourned;
  - (d) that the question be now put;
  - (e) that the meeting proceed with the next item of business; or
  - (f) that the meeting sits behind closed doors.

**24.2** Any delegate who has not already spoken on the subject of a motion at the close of the speech of any other delegate, may move without notice any one of the motions listed in clause 24.1 (b)-(f) and, if the motion is seconded, it shall be put forthwith.

**24.3** When a debate is adjourned, the delegate who moves the adjournment shall be the first to speak on the motion when the debate is resumed unless the delegate advises of no desire to speak on the motion. Where this occurs, the President shall then call for further speakers, with the exception of those delegates who have previously spoken (unless the meeting otherwise agrees).

**25. RESCISSION OF RESOLUTION**

**25.1 At the same meeting**  
Unless a greater majority is required for a particular kind of decision under the Standing Orders (in which event that shall be the majority required), the Association may, by simple majority at the same meeting at which it is passed, rescind or alter a resolution if all delegates who were present at the time when the original resolution was passed are present.

**25.2 At a Future Meeting**  
Unless a greater majority is required for a particular kind of decision under the Standing Orders (in which event that shall be the majority required), the Association may rescind or alter a resolution made at an earlier meeting:

- (a) by simple majority, where the delegate intending to move the motion has, through the Chief Executive Officer, given written notice of the intended motion to each delegate at least seven (7) days prior to the meeting; or
- (b) by absolute majority, in any other case.

**26. METHOD OF TAKING VOTES**

The President shall, in taking a vote on any motion or amendment, put the question first in the affirmative, and then in the negative and may do so as often as is necessary to enable formation and declaration of an opinion as to whether the affirmative or the negative has the majority on the voices or by a show of hands or by an electronic key pad voting system.

**27. DIVISION**

The result of voting openly is determined on the count of official voting cards and, immediately upon a vote being taken, a delegate may call for a division.

**28. ALL DELEGATES TO VOTE**

**28.1** At meetings of the Association, a delegate present at the meeting when a question is put shall vote on the question.

**28.2** Each delegate shall be entitled to exercise one deliberative vote on any matter considered.

**29. PRESIDENT'S RIGHT TO VOTE**

The President shall have a casting vote only.

**30. SUSPENSION OF STANDING ORDERS**

**30.1** In cases of urgent necessity or whilst the Association is sitting behind closed doors, any of these Standing Orders may be suspended on a motion duly made and seconded, but that motion shall not be declared carried unless a simple majority of the delegates voting on the question have voted in favour of the motion.

**30.2** Any delegates moving the suspension of a Standing Order shall state the object of the motion, but discussion shall not otherwise take place.

**31. NO ADVERSE REFLECTION ON ASSOCIATION**

A delegate shall not reflect adversely upon a resolution of the Association, except on a motion that the resolution be rescinded.

**32. NO ADVERSE REFLECTION ON DELEGATE**

A delegate of the Association shall not reflect adversely upon the character or actions of another delegate nor impute any motive to a delegate unless the Association resolves, without debate, that the question then before the Association cannot otherwise be adequately considered.

**33. MINUTES**

**33.1** The Chief Executive Officer of the Association is to cause minutes of the meeting to be kept and preserved.

**33.2** The minutes of a meeting are to be submitted to the next Annual or Special General Meeting for confirmation.

**33.3** Copies of the minutes will be supplied to all delegates prior to the meeting.



# Annual General Meeting Minutes

Monday, 3 October 2022

Crown Perth, Grand Ballroom



**1. Apologies, Announcements, Standing Orders and Previous Minutes**

*The Chair declared the meeting open at 11:45am.*

**1.1 Record of Apologies**

- Shire of Carnamah
- Shire of Jerramungup
- Shire of Kellerberrin
- Shire of Sandstone
- Shire of Three Springs

**1.2 Announcements**

Nil

**1.3 Adoption of AGM Association Standing Orders**

The AGM Association Standing Orders were contained within the Agenda.

**RESOLUTION**

**Moved:**       **President Cr Phillip Blight, Shire of Wagin**  
**Seconded:**   **Cr Karen Wheatland, City of Melville**

**That the AGM Association Standing Orders be adopted.**

**CARRIED**

**1.4 Confirmation of Previous Minutes**

The [Minutes of the 2021 WALGA Annual General Meeting](#) were contained within the Agenda.

**RESOLUTION**

**Moved:**       **Cr Bronwyn Ife, Town of Victoria Park**  
**Seconded:**   **Cr Helen Sadler, Town of Cottesloe**

**That the Minutes of the 2021 WALGA Annual General Meeting be confirmed as a true and correct record of proceedings.**

**CARRIED**



**2. Adoption of Annual Report**

The [2021-2022 Annual Report](#), including the 2021/22 Audited Financial Statements, was distributed to members separately.

**RESOLUTION**

**Moved:** Cr Frank Cvitan JP, City of Wanneroo  
**Seconded:** President Cr Phillip Blight, Shire of Wagin

**That the 2022 Annual Report, including the 2021/22 Audited Financial Statements, be received.**

**CARRIED**

**3. Consideration of Executive and Member Motions**

**3.1 Road Traffic Issues**

*Shire of Dardanup*

**RESOLUTION**

**Moved:** President Cr Michael Bennett, Shire of Dardanup  
**Seconded:** Cr Tyrrell Gardiner, Shire of Dardanup

**That WALGA Advocate on behalf of the local government sector to the State Government and in particular, Main Roads, to increase importance and weight given to local knowledge and input regarding road traffic issues including requests for speed reduction, intersection treatments and overall preventative and traffic safety measures.**

**CARRIED**

**MEMBER COMMENT**

The Shire of Dardanup and its community have experienced a number of instances where preventative action was only taken after fatalities occurred on roads and intersections, despite pleas and requests from the local government, community and stakeholders.

Recent examples include the following intersections:

- Hynes Road on Forrest highway, fatalities occurred before safety concerns were addressed and speed limit reduced;
- Hynes Road on South Western Highway, fatalities occurred before safety concerns were addressed and speed limit reduced;
- South Western Highway section from Hynes Road westbound to Picton, high number of fatalities occurred before safety concerns were addressed and speed limit reduced;
- Eaton Drive numerous intersection designs, almost 10 years of traffic studies paid for by the local government as requested by Main Roads which eventually culminated in a treatment plan for all intersection that was agreed to by Main Roads South West, but rejected by Main Roads Perth



request further traffic studies delaying action and deferring addressing community and safety concerns.

**SECRETARIAT COMMENT**

The Commissioner for Main Roads has the authority to erect, alter or take down any road sign or traffic control signal under the provisions of Regulation 297 of the *Road Traffic Code 2000*. This authority has not been delegated to Local Governments, except under very limited conditions. To effectively manage the local road network Local Governments need to work with Main Roads WA Traffic Management Services. The issues identified in the motion are consistent with the experience of other Local Governments.

In response to advocacy from WALGA and Local Governments, Main Roads WA undertook a review of the Speed Zoning Policy and Application Guidelines in 2020. Following adoption of the new policy, 52 Local Governments that had applied one or more times to amend a speed zone completed a survey undertaken by WALGA in 2021 which found that a higher proportion of applications to reduce speed limits on local roads were rejected under the new policy than was previously the case. Local Governments highlighted that the process was slow, somewhat unpredictable and lacked feedback indicating changes are required.

The proposed motion is broadly consistent with the WALGA State Council advocacy position in relation to travel speed management;

1. That the Road Safety Council initiate the development of a comprehensive speed reform plan. That the speed reform plan be designed, to meet the various needs of metropolitan, rural and remote Western Australian communities, with the aim of improving liveability, amenity and safety.
2. That a speed reform plan incorporates:
  - a. measures to ensure that Local Governments are consulted in the process of changing speed limits on the local road network, and
  - b. processes to reduce the barriers and red tape for Local Governments seeking lower speed limits in targeted locations on local urban roads.

[September 2019 – 99.6/2019]

Main Roads WA has evolved its policy position in relation to intersection treatments in the past three years such that “roundabouts or other treatments will be preferred over traffic signalisation, unless evaluation clearly demonstrates those other solutions are unsuitable”<sup>2</sup>. There have also been significant technical changes in the modelling required, including the type of software to be used to demonstrate the effectiveness of the proposed intersection treatment<sup>3</sup>. These new policies and operational requirements were introduced without adequate consideration of the long planning timeframes associated with road network development.

<sup>2</sup> Main Roads WA 2021 p13 [Traffic Signals Approval Policy](#)

<sup>3</sup> Main Roads WA 2021 [Operational Modelling Guidelines](#)



**3.2 Car Parking and Traffic Congestion Around Schools**

*City of Wanneroo*

**RESOLUTION**

**Moved:** Cr Frank Cvitan JP, City of Wanneroo  
**Seconded:** Cr Glynis Parker, City of Wanneroo

**That WALGA engages with the State Government on behalf of Local Government to review issues associated with car parking and traffic congestion around school sites including but not limited to:**

1. Reviewing car parking standards for schools;
2. Ensuring sufficient land is set aside for the provision of parking on school sites;
3. Reviewing the co-location of schools to avoid issues being exacerbated;
4. Restricting school access from major roads;
5. Developing plans to enable schools to manage school traffic;
6. Develop programs to educate drivers; and
7. Develop options and implement initiatives to encourage alternative modes of transport to school.

**CARRIED**

**MEMBER COMMENT**

**Background**

The City of Wanneroo has for some time been concerned about traffic congestion and car parking in and around school sites. In particular, the City is concerned about the car parking and congestion issues that occur over the morning drop-off and afternoon pick-up times due to the high demand and intensity of activity over relatively short periods of time. Causes seem to range from a lack of parking availability, lack of adequate drop-off and pick-up areas and driver behaviour. The results observed by the City include illegal parking and traffic movements leading to conflict and potentially dangerous situations.

As an outer metropolitan growth council, the City of Wanneroo will continue to face the issue of car parking and traffic congestion unless measures are taken to address the increasing challenges and issues associated with schools throughout the City.

It is apparent that the issue of car parking and traffic congestion around schools is not exclusive to the City of Wanneroo. It follows that a comprehensive and coordinated approach to the problem is called for. This motion is submitted to request that WALGA take a lead role in helping bring about such a solution on behalf of all member councils.

**Comment**

There is a need to approach the State Government to identify and implement new approaches that can contribute to a comprehensive solution. These include:

- Reviewing parking standards for educational establishments;
- Ensuring sufficient land is set aside for the provision of parking on school sites;
- Reviewing the co-location of schools to avoid issues being exacerbated;
- Restricting school access from major arterial roads;
- Developing plans to enable schools to manage school traffic;
- Develop programs to educate drivers; and



- Develop options and implement initiatives to encourage alternative modes of transport for travel to and from school.

The City's Councillors are very concerned about the issues and are supportive of the City pursuing options to reduce the problems at existing schools and prevent them from occurring where new schools are developed. An example of the problem faced in relation to traffic and congestion has been highlighted by a Councillor. Mercy College in Koondoola is located at the intersection of two major roads (Beach Road and Mirrabooka Avenue) where it has been observed that:

- At school pick-up times, cars stop along Mirrabooka Avenue, approximately 200m before the intersection of Beach Road / Mirrabooka Avenue.
- The gate at Mercy College doesn't open until about 2:45pm. Cars are banked up from 2:30, causing significant congestion issues.
- A drop off / pick up entrance along Beach Road appears to be well managed, unlike the one on Mirrabooka Avenue.

The City has operated a school parking program to provide education, manage parking and where necessary take compliance/enforcement action. The City has also worked with the Department of Transport (DOT) *Your Move* team to help in the development of safe routes to school. Despite these efforts, issues of congestion and parking problems persist.

The City acknowledges the Department of Transport (DOT) report "*The declining rate of walking and cycling to school in Perth*" issued in November 2021. The City generally supports the conclusions and recommendations of the report and looks forward to the implementation of the actions proposed.

The City is also aware of the Department of Planning, Lands and Heritage Development Control Policy 2.4: School Sites and the draft operational Policy 2.4: Planning for School Sites. The former policy has been in place since 1998 and the issues of parking and traffic congestion have continued throughout its duration. While the draft policy discusses sufficient parking and embayments and facilities for drop-off and pick-up it does not appear to have measures in place to deal with the high demand and intensity of activity over short periods of time that deal with the resultant congestion and potentially dangerous situations. There is no requirement for schools to manage the traffic they generate.

The City of Wanneroo's observations are that the issue of car parking and traffic congestion occurs at schools in the entire Local Government area regardless of the type (public or private), age and location. That is to say that the issue has been occurring for many years and according to the DOT report has become more of an issue as the rate of walking and cycling to school has declined over the past 40 years.

There is a need for WALGA, as representative of Local Government, to lead discussions with the State Government to find a solution to the issue of parking and traffic congestion around schools.

Addressing car parking provision, driver behaviour and mode of transport can help reduce the issues occurring at schools.

The City's view is that addressing school location, improving safe pedestrian and cycle access routes, provision of safe bicycle storage facilities, ensuring sufficient car parking provision and drop-off/pick-up areas are provided, improving driver behaviour through education and mode of transport can help reduce the issues occurring in and around schools. Improved and safe pedestrian and cycle routes can lead to healthier outcomes for users and can contribute to stronger connected communities.

### **SECRETARIAT COMMENT**

This motion outlines three key requests:



### **1. A wide-ranging review of standards and school location**

There are two main types of schools: Public schools and private schools.

Land for public schools is required to be identified and set aside as part of the structure planning and subdivision process. Public schools are considered as public works, are not controlled by local planning schemes and are exempt from the requirement to obtain development approval. Consequently, Local Governments have limited direct control over the concerns raised in the motion for new public schools. Private schools, the demand for which usually materialises after neighbourhoods are well established, are controlled by local planning schemes and the parking standards and other requirements set out in these schemes.

*Draft Operational Policy 2.4* (Western Australian Planning Commission 2020) is the primary planning policy that sets standards for new schools. This draft policy “is intended to assist in addressing issues that may arise in residential areas between schools and their surroundings particularly in respect of traffic and noise generating activities, and mitigation of impacts on existing transport network and services.” The policy sets standards related to minimum number of road frontages and road types, access to active and public transport connections, and requirements to provide traffic impact assessments. The policy was drafted in 2020 and will be finalised following the review of Liveable Neighbourhoods.

Liveable Neighbourhoods is the Western Australian Planning Commission's primary policy for the design and assessment of structure plans (regional, district and local) and subdivision for new urban (predominantly residential) areas. This policy includes a component on education facilities, including particular design requirements for schools.

The finalisation of Draft Operational Policy 2.4 and current revision of Liveable Neighbourhoods provide opportunities for Local Governments and WALGA to seek amendments to these documents in accordance with member concerns.

### **2. Better management of traffic by schools and development of driver education programs**

Driver behaviour, as well as transport mode choice, contributes to reducing the impact of traffic congestion and safety around schools.

### **3. Development of options and programs to alternative modes of travel to and from school**

In May 2022 WALGA State Council endorsed the Draft Active Travel to School Roadmap, subject to amending Urban Environment Initiative No 1 to “Consult local governments to identify sub-regional school transport challenges and amend existing planning guidelines and develop new guidelines where gaps exist (RESOLUTION 337.4/2022).

State Council also resolved that WALGA:

- Works with the Department of Transport to finalise the Roadmap and encourage Local Government participation in the initiatives identified where these offer solutions to the local issues encountered in each area; and
- Uses the Draft Active Travel to School Roadmap to strengthen advocacy for increased funding for walking and cycling infrastructure in Western Australia by the State and Federal Government.

WALGA has some involvement with the Active Transport to School Working Group, which is led by the Department of Transport and includes representation from the Department of Education. The Department of Transport has developed a new category within the next round of WA Bicycle Network



Grants to co-fund Active Transport Officers with Local Governments. This is an evolution of the former Travel Smart Officers with the new officers having a greater role in working with schools.

**3.3 Proposal for Regional Road Maintenance Contracts with Main Roads WA**

*Shire of Dundas*

**RESOLUTION**

**Moved: President Cr Laurene Bonza, Shire of Dundas**  
**Seconded: Cr Sharon Warner, Shire of Dundas**

**That WALGA assist Local Governments and work with the Hon Minister Rita Saffioti to introduce a similar program that is currently in play in Queensland and introduce a sole invitee Program for Local Governments to engage in a Road Maintenance Performance Contract with Main Roads WA.**

**CARRIED**

**MEMBER COMMENT**

On 1 April 2022, the McGowan Labour Government [announced](#) it was returning up to 660 maintenance road workers back in-house to Main Roads.

An interactive Q-Trip Funding Tool ([here](#)) provided by the Queensland Government, details the next four years of State Government and Local Government Partnership providing safer roads and sustainability to regional and remote Shires.

To enable the Shire of Dundas to be involved in the direction of WALGA to assist with issues impacting us directly, and other regional resource communities impacted by the related Acts and Regulations.

Given the recent State Government announcement, there is an opportunity for all Local Governments to look at this proposal from WA State Government on how this proposal to keep jobs in house within Main Roads WA and the possibility to work with local governments when contracting the required road maintenance to Local Governments (see [here](#)).

It is suggested that the Queensland Government model, which can be viewed [here](#), works well and allows Councils to recover costs for usage of plant and equipment and recoup plant costs as hire charges against activities to cover all maintenance, depreciation and operating costs for Local Governments as agreed when undertaking joint routine maintenance on State controlled roads.

It is important that when developing this type of model and contract terms to get the document standards and the WHS and the Main Roads Preferred Suppliers correct. In Queensland, Main Roads assisted with these requirements in a partnership arrangement.

If Local Governments across WA are allowed into this space and work for the State Government on a contractual basis, it could be an opportunity to increase revenue significantly, especially in remote rural areas across WA. This would help Council cover cost relating to new imposed WHS Reforms, Local Government Reforms, Auditing Requirements, and associated costs.



**SECRETARIAT COMMENT**

The decision by the State Government to move to in-sourcing road maintenance delivery and management provides new opportunities for Local Governments to participate in delivering maintenance and minor capital work on the State road network. Local Governments and Regional Organisations of Council have previously contracted to Main Roads WA to deliver road maintenance services. There were several reasons that Councils and Main Roads WA decided not to continue with these arrangements. The Association will need to understand the interest and capacity of Local Governments to undertake road maintenance work on the State road network, to inform engagement with the State Government.

The extent and type of road works that Main Roads WA will deliver using staff and those operations that will be delivered by contract are likely to vary in different parts of the State.

**3.4 Northern Australia Beef Roads Program**

*Shire of Dundas*

**RESOLUTION**

**Moved:** President Cr Laurene Bonza, Shire of Dundas  
**Seconded:** Cr Sharon Warner, Shire of Dundas

**That WALGA work with the Hon Madeleine King MP Minister for Resources and Minister for Northern Australia to make Beef Road Funding available to all Australian Local Governments north and south, or establish a Southern Australia Beef Road Funding Program to allow for equitable support across Australia’s beef and agriculture industries.**

**CARRIED**

**MEMBER COMMENT**

The extension to the south of the country of Roads and Beef Road Funding will be vital to get cattle to the saleyards and be competitive with their counterparts from the North who receive [Federal Funding](#) to assist them in their efforts to transport cattle.

Reliable access has always been the most significant issue facing the community and businesses operating in the remote Northern Nullarbor region and is a serious concern for those emergency service personnel who are called upon in times of crisis. The 2019-2020 bushfires which closed the Eyre Highway (effectively the gateway into WA) is an example of inaccessibility. The Trans Access Road is the only road servicing this area and has in the past been impassable for months due to flooding. This project would deliver transport efficiencies, stimulate and support economic activity, and provide a safer access road for regular users, tourists, and emergency service personnel. The Eyre highway is the number one strategic link into Western Australia. The Trans-Access Road is the only road East linking the Aboriginal Communities, remote roadhouses, and pastoral stations. Linking the two roads increases accessibility, safety, and improves the social service access between the communities on both roads. Cattle and sheep movements can be hampered when the Trans Access Road is closed, and WA freight movements (in and out) are hampered when the Eyre highway is closed, as per the bushfire season of 2020.



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This road improvement will shorten the distance from 1,041 to 91.7km (within our Shire), making traffic movements more efficient, as well as safer with a better-quality formed road. The Commodities can get to market with increased certainty, safety, and more efficiently.

This is only the situation with one road and their numerous pastoral leaseholders having the same issues in Western Australia and all the southern pastoral leaseholders across Southern Australia.

See [here](#) a map showing Northern Australia Local Government Roads receiving Funding.

### **SECRETARIAT COMMENT**

The Northern Australia Beef Roads Program was a \$100 million Federal Government investment within the \$980 million Northern Australia Roads Program, which is delivering upgrades to high priority roads in northern Australia essential to the movement of people and freight to support the North's economic development. The Northern Australia Beef Roads Program is making targeted upgrades to key roads necessary for transporting cattle to improve the reliability, productivity and resilience of cattle supply chains in northern Australia, thereby reducing freight costs and strengthening links to markets. The Federal Government announced projects to be funded in October 2016, and the program is now nearing completion.

A key feature of the Northern Australia Beef Roads Program was the active engagement with the beef industry and transport sector to identify potential projects and modelling of different scenarios by the CSIRO using the Transport Network Strategic Investment Tool (TraNSIT) to determine the benefits and assist in prioritising projects. Success in establishing a new Beef Roads Program in Southern Australia would likely require similar support and evidence. Northern Australia provides 90% of Australia's live cattle exports<sup>4</sup>.

The Northern Australia Program is framed around the [Our North, Our Future: White Paper](#) on Developing Northern Australia, with annual statements to Parliament on progress. It is outside of the Minister for Northern Australia responsibilities to establish funding programs in other parts of Australia.

Depending on the scale of investment required, a business case detailing the costs and benefits of the proposed upgrades will be required to underpin advocacy to State and Federal Ministers. The Hon Catherine King, Minister for Infrastructure, Transport and Regional Development of Australia is a primary decision-maker when seeking funding to respond to the identified needs.

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<sup>4</sup> Office of Northern Australia 2022 ([Office of Northern Australia | Department of Infrastructure, Transport, Regional Development, Communications and the Arts](#)).



**3.5 3D House Printing Building Compliance**

*Shire of Dundas*

**RESOLUTION**

**Moved: President Cr Laurene Bonza, Shire of Dundas**  
**Seconded: Cr Sharon Warner, Shire of Dundas**

**That WALGA requests:**

- 1. Assistance from Minister for Industry and Science The Hon Ed Husic MP, Minister for Housing and Homelessness, Small Business The Hon Julie Collins MP, Minister for Infrastructure, Transport, Regional Development and Local Government The Hon Catherine King MP to work with Ministers from all State and Territory Governments who have Building and Construction in their portfolios, to collaborate and to consider removing impediments within the National Construction Code Series and associated Australian Standards, that dissuade industry from adopting 3D printing as a building method.**
- 2. That the Government provide instruments to incentivise private industry to develop 3D printing and include this as an acceptable building practice.**

**CARRIED**

**MEMBER COMMENT**

Australia's construction industry may be in for a shake-up, with the arrival of commercial 3D house-printing technology capable of slashing build times and costs.

On the heels of the country's first 3D-printed house – erected in three days Melbourne in January - COBOD, an international leader in the disruptive field, has partnered with Australian company Fortex to distribute its equipment.

COBOD has spearheaded the development of 3D house-printing, having sold about 50 systems featuring multifunctional construction robots across the globe since 2019. They were used to help build the first single-, two- and three-storey 3D-printed dwellings in Europe, the first 3D-printed house and school in Africa, and first wind turbine tower base.

Unfortunately, laws, codes and regulations rarely keep pace with technology. This is the case for using 3D printing to construct houses.

The Shire of Dundas Elected Members supported this motion at the [Ordinary Council Meeting on 28 July 2022](#) (item 10.1.2 WALGA AGM item – 3D Building Compliance).

Australia is currently experiencing an unprecedented housing crisis. Staff and material shortages are now affecting all industries and especially impacting critical industries like housing construction. The construction of buildings in Australia is controlled through a legislative framework that includes reference to the need to comply with the National Construction Code (NCC) and the Building Code Australia (BCA). The NCC is a uniform set of technical provisions for the design and construction of buildings and other structures, including building systems throughout Australia. In WA the NCC/BCA is called up in the *Building Act 2011* and the Building Regulations 2012. It is a statutory requirement that a building or system must be demonstrated to achieve NCC/BCA compliance. The NCC is a performance-based code, containing all performance requirements for the construction of buildings. It's built around a hierarchy of guidance and code compliance levels, with the performance requirements being the minimum level that



buildings, building elements, and systems must meet. A building will comply with the NCC if it satisfies the performance requirements, which are the mandatory requirements of the NCC. The performance requirements are also supported by general requirements. These cover other aspects of applying the NCC including its' interpretation, reference documents, the acceptance of design and construction, including related evidence of suitability/documentation, and the classification of buildings within the NCC. The key to the performance-based NCC is that there is no obligation to adopt any particular material, component, design factor or construction method. This provides for a choice of compliance pathways.

At the [National General Assembly on 19-22 June 2022](#), Motion number 100 was presented by Murray River Council NSW.

**Motion number 100 Murray River Council NSW**

This National General Assembly calls on the Australian Government to collaborate with local government to remove impediments within the National Construction Code Series (BCA) and associated Australian Standards, that dissuade industry from adopting 3D printing, and the Government provide instruments to incentivise private industry to develop 3D printing.

**OBJECTIVE**

There is mounting financial pressure on governments, with limited fiscal levers available, to slow the price trajectory of housing. Major change across any industry is difficult for profit-driven entities, especially smaller players, to orchestrate, as simply the risk is high, the financial capacity is limited, and the reward will soon be diluted across their competitors. There are investigations into housing affordability occurring in NSW already, which is commendable. Further opportunities can be harvested if the state partners with local government to review the building codes (which by default do not currently reflect the new technology).

**KEY ARGUMENTS**

Often the scale of the research and development required is beyond even the most affluent or well-resourced. The longer an industry has been in existence, the harder it is to change, amplified by the educational institutions and financial commitments that both have long lead times and future commitments. Furthermore, regulations (in this instance building codes and standards) are always slow to change and are often an even bigger impediment. In August 2021, the first 3D printed houses were sold in the USA. The investment in research and development in 3D printed structures over the next few years in many counties, largely driven by price pressures, government policies, international treaty obligations, but also because of the frailty of global supply chains, is profound.

Housing affordability is now becoming critical, yet the policy levers appear to be slow moving. Although it will take some time to achieve, the initial indicators are that 3D Printed houses will lower prices. Therefore, it would be prudent to adapt our rules to facilitate.

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**Statutory Environment**

- [National Construction Code \(NCC\)](#)

**SECRETARIAT COMMENT**

Changes to the National Construction Code - All components used for building work in Australia must meet certain performance and legal requirements. These requirements help ensure that buildings are safe, healthy for occupants and maintain performance over the expected life of a building. Following a building fire in Melbourne Docklands in 2014, and the cladding fire at Grenfell Tower in London in 2017 which killed 72 people, all State and Territory Building Ministers agreed to an assessment of the effectiveness of building compliance systems across Australia. The resulting Building Confidence Report, released in 2018, identified that problems exist with building product safety in Australia. Subsequently, all Building Ministers agreed to the development of a National Product Assurance Framework to strengthen building product performance requirements. A discussion paper outlining the proposed framework was released by the Australian Building Codes Board in 2021 and can be found [here](#). Any change allowing new forms of construction would require substantial evidence to be presented by industry to the Australian Building Codes Board.

Alternative construction methods such as modular buildings, buildings with pre-engineered components and Structural Insulated Panels (SIPS panels) have risen in popularity in Western Australia in recent years, partly in response to supply chain issues and labour shortages. For example, a display home was built in Mandurah from SIPS panels that was supplied and installed in 16 weeks. Strategies that seek to promote diverse housing options, supply and sustainability should consider the suite of alternative construction methods.

**3.6 South West Native Title Settlement**

*Shire of Gingin*

**RESOLUTION**

**Moved: President Cr Wayne Fewster, Shire of Gingin**  
**Seconded: Cr Andrea Vis, Shire of Gingin**

**That WALGA advocate to the State Government that Local Governments be provided with the full list of potential land to be requested for transfer as part of the South West Native Title Settlement and that a minimum of three months be provided for Council to provide feedback.**

**CARRIED**

**MEMBER COMMENT**

The Shire of Gingin and many other Local Governments are being requested to consider parcels of land to be allocated for transfer as part of the South West Native Title Settlement.

The Shire of Gingin has received its third request, totalling approximately 45 parcels of land, for consultation as part of this process and in each instance is provided only 40 days to provide feedback to the Department.



For each land parcel in question, which can be numerous, Council is requested to consider the following:

1. Is the Shire supportive of the transfer of this land to the Noongar People under the Settlement?
2. Does the Shire have any interest in the land?
3. Does the Shire have existing or planned infrastructure within the land parcel that requires protection? If yes, please provide details and advise if access to this infrastructure will need to be maintained.
4. Is the land parcel subject to any mandatory connection to services?
5. Are any future proposals for the land identified? Please provide detail of what is proposed and in what timeframe?
6. Are there any future proposals for adjoining land that may affect the land identified in the spreadsheet? If so, in what timeframe?
7. Please advise of any proposed planning scheme amendments that may affect the zoning of this land at a State or Local Government level. If a scheme amendment is to occur, what is the change proposed and when will it come into effect?
8. Please advise of any known land management issues such as site contamination, hazards, debris or rubbish dumping, unauthorised land use and environmental considerations (such as inundation or similar site constraints).
9. Please provide any additional comments on the proposed transfer of this land as part of the Settlement.

The 40-day consultation does not provide any ability for Local Government to consult with the community regarding Council's support for the land transfer and as such is ignorant as to the changes in land management.

Local Governments, as part of this process, are not advised as to any intent for the future purpose of the land and/or how it is proposed to be managed into the future and this is creating angst as part of the consultation with Council. For example, it is difficult for any Local Government to approve the transfer of the land without understanding as to what purpose the land is being requested for and who will manage the area, and will it be freehold transfer? This advice may be as simple as the site is requested for cultural significance or for commercial purposes and will be administered by SWLCC as a reserve vested.

The Shire of Gingin, through consultation with the Department, have been advised that within the Shire there are an additional some 230 more locations identified for potential transfer. The Shire, and all Local Governments, should be provided this full list to be able to undertake early due diligence on the land identified.

Without knowing what other Councils are being requested to consider, the Shire requested the Department to ensure that the Shire of Gingin and other Local Governments are not being targeted due to the commercial potential for land. There should be more clarity surrounding the lands that have been requested and identified across all Local Government and this be publicly accessible.



## SECRETARIAT COMMENT

### Background on the South West Native Title Settlement (Settlement):

The Settlement, in the form of six Indigenous Land Use Agreements (ILUAs), is a landmark native title agreement negotiated between the Noongar people and the State Government of Western Australia (State). The Settlement officially commenced on 25 February 2021, followed by the establishment of the Noongar Boodja Trust and the appointment of Perpetual as the initial Noongar Boodja Trustee on 29 March 2021. Following commencement, as prescribed by the ILUAs, native title rights and interests were surrendered on 13 April 2021, in exchange for a negotiated package of benefits that the State is delivering.

The Noongar Land Estate is a key benefit under the Settlement and will be comprised of up to 300,000 hectares of land handed over as reserve, and up to 20,000 hectares of land transferred in freehold. The first transfers of land to create the NLE were executed by all parties on 14 July 2021. The Department of Planning, Lands and Heritage (DPLH) is the agency responsible for the delivery of the NLE, on behalf of the Minister for Lands. The NLE is intended to provide significant opportunities for the Noongar people to achieve sustainable economic, social and cultural outcomes. The land to be transferred to the NLE is primarily drawn from unallocated Crown land (UCL), unmanaged reserves (UMR) and Aboriginal Lands Trust (ALT) properties within the Settlement area and will be determined through the ILUA-prescribed land identification, assessment and eventual transfer processes managed by DPLH over the five year ILUA implementation period. This work is undertaken consultatively with the Trustee, SWALSC and a broad range of key stakeholders.

A key component of this process is the Assessment Phase, at which point DPLH consults with stakeholders, including Local Government. Consultation with Local Government in this manner is consistent with general Crown land administration requirements, where tenure matters are referred for comment under section 14 of the *Land Administration Act 1997* (LAA). Referrals to Local Governments under the Settlement request detail (if available) on the following:

- whether there are existing interests in the land parcels under consideration for inclusion in the NLE that cannot be met elsewhere;
- whether there are future proposals for the same land or land within the same general location;
- whether there are planning scheme amendments that could affect future use of the land;
- whether there are other relevant land use, land management or land development issues; and
- any other advice they may wish to provide in relation to the subject land.

### WALGA asked DPLH if it would it be possible to advise each Local Government of all of the land under consideration within their area at the same time, and DPLH responded as follows:

DPLH regularly provides Local Government Authorities (LGAs) with a list of unallocated Crown land (UCL) and unmanaged reserves (UMR) that may be eligible for inclusion in the Noongar Land Estate within the boundaries of the LGA. This information is provided upon the request of the LGA, in the spirit of proactive and transparent engagement with key stakeholders.

Importantly, DPLH advise that the list provided is reflective of land under consideration at a specific point in time and may be subject to change. Further, all LGAs are advised that DPLH are progressing land through the Phases of the Noongar Land Base Strategy (Strategy) at Annexure J to ILUAs for the Settlement. The Strategy provides an agreed process to be followed and includes a five-year timeframe for the staged delivery of the full 320,000 hectare Noongar Land Estate. As a result, DPLH will likely engage with a number of the involved LGAs numerous times during the five-year period.



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**WALGA asked DPLH if a 3 month consultation period would be considered, and DPLH responded as follows:**

Consultation with LGAs is consistent with general Crown land administration requirements, where tenure matters are referred for comment under section 14 of the LAA. The 40 day timeframe for consultation is prescribed by the Noongar Land Base Strategy (Strategy) at Annexure J to the ILUAs. The sections of the ILUA (including the Settlement Terms) can only be varied by agreement in writing that is executed by or on behalf of the State, each of the Government parties, each Regional Corporation or the relevant Native Title Agreement Group and the Central Services Corporation.

The timeframe for consultation with LGAs is outlined under the Strategy and is intended to ensure the structured delivery of State Government and Trustee for the Noongar Boodja Trust (Trustee) obligations relating to the handover of land. DPLH would also like to emphasise that the LGAs are asked to consider the change of tenure only, not a proposal for the use / development of the land.

The Strategy and therefore the activities of DPLH are consistent with best practice Crown land administration activities, though with prescribed timeframes to ensure adherence to tight project timeframes. The referral questions posed by DPLH during consultation with LGAs are intended to collect detail on what is known to apply to the land at the time of the referral, noting that detailed due diligence and site-specific investigations would need to be undertaken by the Trustee at the point of land use / land development. In the event that an LGA is unable to provide the detailed information within the 40 day timeframe, DPLH is able to discuss and possibly grant timeframe extensions on a case-by-case basis.

**WALGA asked DPLH if it was possible to advise Local Governments, at the time of request, as to the intended use of each parcel of land eg cultural or economic development, and DPLH responded as follows:**

This information is not provided to DPLH by the representatives of the Noongar people. Instead, the flexible reserve purpose of Noongar Social, Cultural and / or Economic Benefit and the flexibility provided by delivering freehold tenure allows for land to be used by the Trustee in line with the aspirations of the Noongar people – in accordance with the applicable statutory and policy framework. LGAs will retain standard decision-making powers relevant to the use and management of land, under the Local Planning Scheme / Town Planning Scheme and any applicable statute.

The Noongar Land Estate will be a diverse landholding across the six ILUA Areas and approximately 101 involved LGAs. The consultation process undertaken by DPLH is intended to ensure that LGAs can disclose relevant information to inform the decision-making of the Trustee as to whether or not the land should be included in the Noongar Land Estate. Decisions around whether or not land is Cultural Land, Development Land or a combination of both is for the Trustee to make in consultation with the relevant Noongar Regional Corporation after land is accepted for transfer, and may have relevance to the future management of the land. However, LGAs can safely assume that land included into the Noongar Land Estate will be used and managed in accordance with the applicable zoning.

**WALGA advised DPLH that generally, a Local Government would consult with their local community about changes to the use of Local Government managed land, and that the 40 day consultation timeframe did not allow for this. DPLH responded as follows:**



LGAs may elect to undertake consultation with community regarding tenure change proposals, but it is not a requirement of the Strategy nor of the State Government more broadly. DPLH recommends that the standard approach taken by LGAs for any other Crown land administration matters referred by DPLH is the example to follow.

Community consultation may be more appropriate at the point of a development proposal being submitted to the LGA by the Trustee, as all detail requested above would be known and consultation can be well-informed. It is understood that consultation with community on development proposals is commonly undertaken by LGAs before consideration of a proposal by Council.

Please be advised that UCL and UMR (and Crown land more broadly) are the jurisdiction of the Minister for Lands, and while LGAs may have a role in regulating or to an extent managing UCL and UMR, this role does not form an interest in the land or a veto power for tenure proposals over the land.

**DPLH made the additional further comment:**

DPLH undertakes comprehensive consultation on land under consideration for possible inclusion in the Noongar Land Estate to obtain any and all information that may be relevant to the future use and management of the land by the Trustee. This includes all relevant LGAs and key State Agencies including the Department of Mines, Industry Regulation and Safety, the Department of Biodiversity, Conservation and Attractions and the Department of Water and Environmental Regulation. Service providers are also consulted on each land parcel.

All are provided with a 40 day timeframe for providing a response. At present, DPLH is actively progressing approximately 100,000 hectares of land across the six ILUA Areas through the Phases of the Strategy towards formal offer to the Trustee. The scope of this process is substantial, so the timeframes within the Strategy are critical for ensuring information collection can occur in a timely manner.

**3.7 Land Offset Compensation to Local Governments**

*Shire of Gingin*

<p><b>RESOLUTION</b></p> <p><b>Moved: President Cr Wayne Fewster, Shire of Gingin</b>  <b>Seconded: Cr Andrea Vis, Shire of Gingin</b></p> <p><b>That WALGA advocate to the State Government that the Developer requiring land offsets should be required to provide the offsets within the Local Government where the clearing occurs and where this is not possible, the Developer requiring land offsets within another Local Government be required to pay a fee to the Local Government for the loss of rates and ongoing maintenance of infrastructure to the Land.</b></p> <p style="text-align: right;"><b><u>CARRIED</u></b></p>
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**MEMBER COMMENT**



It is proposed that Councils similar to the Shire of Gingin who are having large sections of rateable land locked away due to Developer Land Offsets need to be compensated for the loss of revenue.

The Shire of Gingin recently met with the Department of Biodiversity, Conservation and Attractions (DBCA) representatives regarding this matter, and they agreed that the Shire of Gingin is being targeted due to the type of Banksia bush that is within the Shire. The Shire of Gingin is not and will not be the only Local Government targeted through this type of scheme into the future.

The issues for the Shire of Gingin, other Local Governments and future Local Governments are as follows:

1. The requirement of land offsets is currently 1/7. Being that for every acre of land required by a developer, seven acres needs to be provided as offset.
2. What is currently rateable land for the Shire is being purchased and then handed to DPIRD for management.
3. The Shire of Gingin's loss of rates on a once off may seem minimal (last year the reduction was approximately \$10,000) but accumulating every year and then compounding becomes a significant amount of future income.
4. Council still needs to maintain the assets surrounding the site, providing access and egress from the blocks for DBCA and other adjoining ratepayers.
5. The land within the Shire of Gingin is in high demand due to its proximity to the metropolitan area and intensive agriculture and horticulture is dominant.
6. DBCA receives a 7-year management payment from the Developer to manage the newly offset land which is not enough for DBCA to manage the property, yet Council receives nothing other than a negative rates bill and continuous maintenance cost.
7. Whilst the metropolitan based Developer is making large amounts of money from the development and the metropolitan Council is receiving an increased rate book, the loser in the equation is the Local Government where the land is being offset and DBCA.
8. The current amount of non-Rateable land within the Shire is in excess of 30% and growing each year.
9. The additional land that is added to DBCA requires this Department to be appropriately funded, however advice received is that DBCA is underfunded and this in turn affects Local Government in regard to land management and increased fire risk.

The Shire of Gingin is not unique with this matter, however we are being significantly affected at this current time and will be well into the future and as such, request that WALGA advocate to the State to ensure that Local Governments losing rateable land through offset purchases are properly compensated for the loss of rates and continued maintenance.

### **SECRETARIAT COMMENT**

In Western Australia, there are many reasons for land being transferred for public purposes to the Crown. In parts of the State, these lands represent significant portions of the total Local Government area, for example Local Governments with extensive areas of National Parks and State Forest.

The State Government Offsets Register shows offset land acquisitions or land transfers to conservation within these Local Government areas: Shires of Dandaragan, Gingin, Chittering, Waroona, Harvey, Augusta-Margaret River, Cities of Bunbury, Busselton, Mandurah and in the Perth metropolitan region.

Over 50 per cent of new housing construction in the Perth and Peel region is expected to be provided through greenfield development, indicating that the issue identified by the Shire of Gingin is likely to persist.



The requirement to provide environmental offsets is legislated through the Environmental Protection Act 1986 (WA) and under Part 9 of the *Environmental Protection and Biodiversity Conservation Act 1999* (Commonwealth). In Western Australia, offsets are implemented through the WA Environmental Offsets [Framework](#). A [review](#) of this framework was conducted in 2019.

WALGA’s comments on the review advocated for adequate resourcing to manage offset lands to address any biosecurity and bush fire risk implications and to require that Local Governments be consulted regarding any proposed offsets in their areas. These points were also raised in WALGA Submissions on the Strategic Assessment for Perth and Peel and the [WA offset metrics guidelines](#).

Under the WA [Environmental Offsets Guidelines](#), it is the responsibility of the proponent to consult all relevant stakeholders regarding offsets, particularly those directly affected, including Local Government. The Guidelines identify the Department of Biodiversity, Conservation and Attractions (DBCA) as the key stakeholder in relation to offset planning due to their role as specialist scientific advisor and manager of the State’s conservation lands.

In May 2022, the State Government released the Native Vegetation Policy for Western Australia, with a five year Implementation Roadmap which includes improvements to the environmental offsets framework. This will provide WALGA with the opportunity for continued advocacy on this issue.

**3.8 Review of the Rating Methodology used by the Valuer-General**

*Shire of Serpentine Jarrahdale*

<p><b>RESOLUTION</b></p> <p><b>Moved: President Cr Michelle Rich, Shire of Serpentine Jarrahdale</b>  <b>Seconded: President Cr Wayne Fewster, Shire of Gingin</b></p> <p><b>Advocate for a full review of the rating methodology used by the Valuer-General to value all land in the State of Western Australia.</b></p> <p style="text-align: right;"><b><u>CARRIED</u></b></p>
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**MEMBER COMMENT**

The Valuer-General is an entity created under the *Valuation of Land Act 1978*. The Valuer-General forms part of Landgate’s functions.

Landgate valuers conduct independent valuations of property based on the Gross Rental Values (GRVs) or and Unimproved Values (UVs) of a property.

These valuations are used by local governments, government agencies and emergency services as a basis to determine property rates, service charges and levies as well as land tax.

In Victoria, valuations are conducted using the capital improved value of a property. Capital improved value is based on the value of the land plus the buildings on it and any other capital improvements. This method may provide a more fair and equitable assessment of the value of land across various land uses in Western Australia including agriculture, residential, commercial and mining. This in turn would provide a more fair and equitable basis for local government rating.



A review of rating methodologies set in the *Valuation of Land Act 1978* would ensure that valuation methods relied upon by local government represent the most appropriate method.

**SECRETARIAT COMMENT**

WALGA currently does not have an advocacy position on which is the most appropriate valuation methodology.

**3.9 WA Local Government Rating Model**

*Shire of Gingin*

**MEMBER MOTION**

**That WALGA advocate to the State Government and the Valuer Generals’ Office that a different rating model be trialled across several Councils whereby the Unimproved Value rate is abolished, and all properties are rated for Gross Rental Value or Capital Value.**

**THE SHIRE OF GINGIN WITHDREW THE MOTION**

**MEMBER COMMENT**

The Shire of Gingin and many other Local Governments struggle to have appropriate rates raised that are adequate for the correct use of the land within the Shire that addresses the impacts that these ratepayers have on the Shire’s Assets.

For example, within the Shire of Gingin, there are large numbers of Unimproved Value (UV) rated properties that have large scale infrastructure servicing significant commercial operations but are captured within the definition as a Rural Pursuit. Some of these properties have tens of millions of dollars of infrastructure but only contribute a UV valuation and an additional differential rate.

If all properties were rated Gross Rental Value (GRV) or the rates based on Capital Value (value that the land would likely sell for on the open market), all rural land would still hold an appropriate GRV/Capital Value that would not be too dissimilar to their current rates, however those that intensify their land would achieve a naturally higher GRV/Capital Value making the rating across a Shire far more equitable, easier to manage and would simplify and reduce the cost of the valuation process.

Whilst not every Council may wish to take this step, it is proposed that the Local Government has the ability to review and decide if it wishes to remove the UV rate. With the Valuer Generals’ Office conducting routine valuations for both UV and GRV it would not be out of the question for the valuation to be changed to meet this process.

It is noted that within South Australia and Victoria 89% of the Local Governments use Capital Value, Tasmania is progressing to Capital Value whilst New South Wales is based on Land Value only, Northern Territory is based only on Unimproved Capital Value, Queensland is Site Value and Unimproved Value and the ACT is Unimproved Value only. It is clear that whilst there is a range of valuations across Australia there is a bias growing towards utilising Capital Value of Land.



For example, we have a location within the Shire that has a water license and two bore holes. Whilst this is the extent of the infrastructure, they pump water out 24/7 for bottling in Perth, a GRV/Capital Value would be much higher in value to Council than the minimum rates currently being received. This company has significant heavy vehicles utilising Council roads every day of the week to keep up with the demand and creates significant road maintenance issues for Council.

The impacts of water licenses within the Shire have been dramatic as they are now a strong trading commodity and have doubled the value of land with a water license, yet it is not being considered by the Valuer Generals' Office as part of the overall valuation assessment of the land. Water licenses are incredibly valuable to producers as it increases their productivity and profits from smaller properties and as water licenses are very difficult to access, as allocations are full in most areas, many are trading or selling off portions of licenses clearly showing that water licenses have an inherent value that is increasing rapidly.

Again, the Shire calls on WALGA to advocate to the Minister and Valuer Generals' Office to undertake a review of the rating system to either abolish the UV valuation or provide the ability for the Local Government to choose its rating structure.

**SECRETARIAT COMMENT**

WALGA currently does not have an advocacy position on which is the most appropriate valuation methodology.

**3.10 Reform of the *Cat Act 2011***

*Shire of Capel*

**RESOLUTION**

**Moved:** Cr Rosina Mogg, Shire of Capel  
**Seconded:** Cr Christine Terrantroy, Shire of Capel

**That the WA Local Government sector requests the WA State Government prioritise reforms to the *Cat Act 2011*, in accordance with the Statutory Review undertaken and tabled in the State Parliament on 27 November 2019.**

**CARRIED**

**MEMBER COMMENT**

**Background**

The Western Australian State Government through the (then) Department of Local Government released a Discussion Paper (January 2011) titled *Proposal for Domestic Cat Control Legislation*.

This consultation and proposed reform process ultimately led to the *Cat Act 2011* (Cat Act) receiving Royal Assent on 1 November 2012. The Cat Act fully commenced in 2013 and was introduced to:

- provide for the control and management of cats; and
- promote and encourage the responsible ownership of cats, and for related matters.



The Department of Local Government, Sport and Cultural Industries (DLGSC) commenced a statutory review of the *Cat Act 2011* and the *Dog Amendment Act 2013* in May 2019. The review undertaken by DLGSC was tabled in the WA Parliament by the Minister for Local Government on 27 November 2019.

Findings of the Review in relation to Cat Act included:

2. Registration of cats is strongly supported. The current three options for periods of registration should remain.
3. Registration periods for cats and dogs should be the same.
4. A central registration database for cats should be explored.
5. Feedback indicated that the wearing of collars and tags achieves the purpose of enabling a cat to be identified by rangers — including making it obvious that it is a domestic cat that has an owner. There is strong support for this to continue with no change.
6. Strong support from the public, local governments and industry exists for the practice of microchipping cats to continue.
7. Improvements could be made to the way microchip details are stored — this could be in either a national or State-based database.
8. Feedback indicated that education on the current requirements of microchipping, focusing on obligations of owners/breeders/rescues when a cat is transferred to a new owner and the need to keep information up-to-date, is necessary to achieve the desired outcomes of reuniting pets with their owners and the obligations of being a responsible cat owner.
9. There is strong support for cat numbers and confinement/curfews of cats to be implemented State-wide (in legislation) rather than through individual local laws — to provide consistency among local governments.
10. As a means of controlling cat numbers, there were multiple requests in the feedback received for the Cat Act to be brought into alignment with the Dog Act by placing greater restrictions on cat owners in relation to the number of cats that people can own.
11. The provisions in the Cat Act for cats to be sterilised should remain.
12. Feedback indicated that the age of cat sterilisation should be lowered, although further expert consultation on this will be needed.

Outcomes from the Statutory Review were:

- The *Dog Amendment (Stop Puppy Farming) Act 2021* received Royal Assent on 22 December 2021 with the aim to:
  - to amend the Dog Act 1976 to provide for matters relating to the sterilisation and breeding of dogs and the supply of dogs to and by relevant pet shop businesses;
  - to amend the Dog Act 1976 and the Cat Act 2011 to provide for a centralised registration system; and
  - to make other amendments to the Dog Act 1976

No further amendments, nor reforms of the *Cat Act 2011* have occurred since.

### **Comment**

Any proposed changes to cat control measures should include public consultation.

The Shire of Capel hopes the State Government prioritises reforms of the Cat Act, similar to recent reforms with the Dog Act and Animal Welfare regulations.

The Shire of Capel supports a review of current cat control measures and to look at initiatives to better protect native wildlife, along with an accompanying education campaign.

Many Local Governments throughout the State have looked at similar reforms recently, however the current Act inhibits the control of cats and their impacts on native wildlife.



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Shire understands that many people in the community love cats, with reforms looking to find a balance between valued family pets and protecting our unique and in some cases, endangered native animals.

### **SECRETARIAT COMMENT**

This is a developing issue in the sector. A number of Local Governments have already attempted to make Cat Local Laws that seek to prohibit cats from roaming, require cats to be securely kept on premises of the owner, and prohibited from being in any public place. Parliament's Delegated Legislation Committee has disallowed a number of such attempts on the grounds that the local law-making head of power in the Cat Act does not contemplate local laws to be made for these purposes.

The Committees views are summarised in this excerpt from the Annual Report 2016 (Report 89 at 5.32):

*In each of these cases, the Committee considered that the relevant provisions of the local law were inconsistent with or repugnant to the provisions of the Cat Act 2011 which:*

- *allow for cats to be in public places unless they do not comply with the provisions of the Act requiring registration, microchipping and sterilisation*
- *empower the making of local laws prohibiting cats in certain specified areas.*

WALGA's current advocacy position supports a review of the Cat Act that will introduce broader powers of cat control.



**3.11 WALGA Best Practice Governance Review – Principles**

*Executive Member motion*

**RESOLUTION**

**Moved:** Cr Paul Kelly, Town of Claremont  
**Seconded:** President Cr Phillip Blight, Shire of Wagin

**That:**

1. The update on the Best Practice Governance Review project be noted, and
2. The principles to inform WALGA’s future governance model, as follows and as per the attached *Principles* document, be endorsed:
  - a. **Representative** – WALGA unites and represents the entire Local Government sector in WA and understands the diverse nature and needs of members, regional communities and economies.
  - b. **Responsive** – WALGA is an agile association which acts quickly to respond to the needs of members and stakeholders.
  - c. **Results Oriented** – WALGA dedicates resources and efforts to secure the best outcomes for Local Government and supports the delivery of high-quality projects, programs and services.

**CARRIED**

**Attachment**

- *WALGA Best Practice Governance Review: Principles*

**Background**

State Council commissioned the WALGA Best Practice Governance Review in March 2022 to ensure that WALGA’s governance model is contemporary and agile and maximises engagement with members.

Governance Reviews allow organisations to re-examine their membership structure, constitution, board role, board composition, governance approach and policies.

For WALGA, the Best Practice Governance Review represents an opportunity to review and reshape the governance model to ensure WALGA is well-placed to:

- Deliver strong, clear, focused, and consistent policy positions on strategic matters of the most importance to Local Governments in WA,
- Drive advocacy outcomes and impact on behalf of Local Government in WA, and the communities they serve, and
- Embed agility and responsiveness, ensuring member concerns are heard, respected, and represented in a timely, efficient, and effective manner.

There are several drivers for the review.

WALGA’s [Corporate Strategy 2020-2025](#) identifies the governance model as a key enabler of performance, with the following description: *We have contemporary governance and engagement models.*



Member and stakeholder feedback from a range of sources over several years has highlighted dissatisfaction with the governance model. Specifically, feedback relates to:

- **Structure** – WALGA’s governance structure is seen by members and stakeholders as creating roadblocks, hindering decision-making, and holding WALGA back.
- **Responsiveness** – there is a perception among members and stakeholders that WALGA’s governance model is slow and bureaucratic in an environment that requires agility.
- **Prioritisation and focus** – members and stakeholders acknowledge the challenges of developing unified Local Government policy positions and advocacy priorities given the diversity of Local Government sector interests.
- **Transparency and accountability** – feedback from members and stakeholders suggests that WALGA should be more transparent about its decision-making processes.
- **Zones** – Feedback from members and stakeholders in relation to Zones and Zone meetings is mixed. A proportion of WALGA’s membership believes that Zones are not as representative, strategic nor effective as they potentially could be.

Legislative reforms could also impact WALGA’s governance arrangements. The Minister for Local Government’s reforms to the *Local Government Act 1995* propose to remove WALGA from being constituted under the Local Government Act. Secondly, the Review of WA’s *Industrial Relations Act 1979* provides an opportunity for WALGA to be constituted as a registered employer organisation, which would enable WALGA to make applications in its own right on behalf of the sector.

Following several reviews and amendments, the Best Practice Governance Review also represents an opportunity to ensure alignment between WALGA’s governance documentation. In addition, State Council resolved in September 2021 for amendments to the Constitution to be developed to deal with matters related to State Councillors’ candidature for State or Federal elections.

To undertake the Best Practice Governance Review, State Council appointed a Steering Committee comprising the following members:

President Cr Karen Chappel JP	WALGA President (Chair)
Cr Paul Kelly	WALGA Deputy President
President Cr Phil Blight	Country State Councillor
Mayor Carol Adams OAM	Metropolitan State Councillor
President Cr David Menzel, Shire of Wyndham East Kimberley	Country Elected Member
Mayor Albert Jacob, City of Joondalup	Metropolitan Elected Member
Andrew Sharpe, City of Albany	Country Chief Executive Officer
David MacLennan, City of Vincent	Metropolitan Chief Executive Officer
Nick Sloan	WALGA Chief Executive Officer

The Steering Committee is supported by consultants PwC and WALGA officers, Tony Brown, Executive Director Member Services, Tim Lane, Manager Corporate and Association Governance, and Kathy Robertson, Executive Officer Governance.

The Steering Committee has met five times to late August and has:

- Endorsed terms of reference and an overarching project plan
- Considered the 2019 review including previous deliberations and outcomes
- Commissioned and considered work on comparator membership-based advocacy organisations:



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- Australian Hotels Association (AHA)
  - Australian Medical Association (AMA)
  - Chamber of Minerals and Energy (CME)
  - Chamber of Commerce and Industry (CCI)
  - Pharmacy Guild of WA
  - Reviewed governance models of Local Government Associations in other States and New Zealand:
    - Local Government New South Wales (LGNSW)
    - Municipal Association of Victoria (MAV)
    - Local Government Association of Tasmania (LGAT)
    - Local Government Association of South Australia (LGASA)
    - Local Government Association of Queensland (LGAQ)
    - Local Government Association of the Northern Territory (LGAT)
    - Local Government New Zealand (LGNZ)
  - Adopted a timeline for the way forward including member consultation and engagement, and
  - Endorsed principles to be presented to the membership at the 2022 Annual General Meeting as per this agenda item.

### SECRETARIAT COMMENT

Supported by State Council, the Steering Committee is putting forward principles to this Annual General Meeting to gauge member support for progressing the Best Practice Governance Review to the development of potential options for member consultation and engagement.

The principles put forward by the Steering Committee and endorsed by State Council at their 22 August 2022 Special Meeting, will guide the development of potential models for member consultation.

As per the attached Principles document, the three principles – Representative, Responsive and Results Oriented – comprise three or four components, component descriptions and governance implications.

Embedded in the governance implications are considerations for potential changes as well as principles that will be adhered to in the development of model options.

For instance, the principles propose that WALGA's governing body will:

- Maintain equal metropolitan and country representation,
- Continue the practice of electing the President from and by the governing body, and
- Facilitate responsive decision making with clear processes for members to influence policy and advocacy.

Potential models may be considered by the Steering Committee, and subsequently State Council and WALGA members, that could:

- Potentially lead to a reduction in the size of the governing body,
- Consider alternative election arrangements to the governing body, and
- Consider alternative arrangements to the existing Zones.

Following consideration of the principles at the 2022 Annual General Meeting, as per this item, an extensive consultation and engagement process will be undertaken with members on potential governance model options.

The consultation and engagement process will be undertaken during October, November, and December 2022. Feedback from member submissions, workshops, and discussions will inform a final report to be considered at February 2023 Zone meetings and subsequently, the March 2023 State Council meeting.



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Constitutional amendments will then be prepared for consideration by State Council followed by the broader membership at the 2023 Annual General Meeting. As per WALGA's Constitution, amendments to the Constitution require endorsement by a 75 percent majority at both State Council and a general meeting of members.

The principles are put forward for member consideration.

**Item 3.11 – Attachment: WALGA Best Practice Governance Review Principles**

	<b>Principle</b>	<b>Principle component</b>	<b>Component description</b>	<b>Governance implications</b>
<b>Representative</b>	WALGA unites and represents the entire local government sector in WA and understands the diverse nature and needs of Local Government members, regional communities and economies.	Composition	The composition of WALGA's governance model represents Local Government members from metropolitan and country councils	The governing body will maintain equal country and metropolitan local government representation
		Size	An appropriate number of representatives oversees WALGA's governance	Potential reduction in the size of the overarching governing body
		Diversity	WALGA's governance reflects the diversity and experience of its Local Government members	Potential for the introduction of a mechanism to ensure the governance model comprises an appropriate diversity of skills and experience
		Election Process	Considers the processes by which WALGA's governance positions are elected and appointed	Consideration of alternative election and appointment arrangements, with the President to be elected by and from the governing body
<b>Responsive</b>	WALGA is an agile association which acts quickly to respond to the needs of Local Government members and stakeholders.	Timely Decision Making	WALGA's governance supports timely decision making	WALGA's governance model facilitates responsive decision making
		Engaged Decision Making	WALGA's Local Government members are engaged in decision making processes	WALGA's governance model facilitates clear and accessible processes for Local Government members to influence policy and advocacy with consideration to alternatives to the existing zone structure
		Agility	Considers the flexibility of WALGA's governance to adapt to changing circumstances	WALGA's governance model is agile and future proofed for external changes
<b>Results Oriented</b>	WALGA dedicates resources and efforts to secure the best outcomes for Local Government members and supports the delivery of high-quality projects, programs and services.	Focus	Considers the clarity and separation of responsibilities and accountabilities of WALGA's governance	Governance bodies have clearly defined responsibilities and accountabilities, with the capacity to prioritise and focus on strategic issues
		Value Added Decision Making	Facilitates opportunities for value to be added to decision making	Adoption of best practice board processes, and introduction of governance structures that are empowered to inform decisions
		Continuous Improvement	Considers regular review processes for components of the governance model, their purpose and achieved outcomes	WALGA's governance is regularly reviewed every 3 to 5 years to ensure the best outcomes are achieved for Local Government members



**3.12 Special Urgent Business**

*Two items of Special Urgent Business were submitted to the meeting for consideration.*

**3.12.1 Abandoned Shopping Trolleys**

*City of Cockburn*

**RESOLUTION**

Moved: Mayor Logan Howlett JP, City of Cockburn  
 Seconded: Cr Tarun Dewan, City of Cockburn

That the members agree that the following item of Special Urgent Business relating to Abandoned Shopping Trolleys be considered.

**ABSOLUTE MAJORITY DECISION REQUIRED**

**CARRIED BY ABSOLUTE MAJORITY**

**MEMBER COMMENT**

Many Local Governments (particularly metropolitan and regional areas) in Western Australia and other parts of Australia continue to experience abandoned shopping trolleys in suburbs adjacent to shopping centres.

While some local governments have introduced various policies, it remains as an issue for communities where shopping trolleys are left abandoned in their neighbourhoods.

The owners of supermarkets respond in different ways to the collection of these shopping trolleys or not all, even those that are known as national retailers.

Local Governments increasingly are collecting these trolleys, impounding them, charging a fee to the retailer to collect them, and in some cases are left to dispose of the shopping trolleys to scrap merchants when they remain uncollected.

**RESOLUTION**

Moved: Mayor Logan Howlett  
 Seconded: Cr Tarun Dewan

That this meeting supports the recent petition to be tabled in the Legislative Council, Parliament of Western Australia, “Removal and Abandonment of Shopping Trolleys 22-0017” calling on the State Government to implement stringent and uniform shopping trolley containment laws for the whole state of Western Australia.

**CARRIED**



**3.12.2 Mandatory Superannuation for Elected Members in Band 1 and 2 Councils**

*City of Gosnells*

**RESOLUTION**

**Moved:** Cr Sarah Patterson, City of Gosnells  
**Seconded:** Cr David Goode JP, City of Gosnells

**That the members agree that the following item of Special Urgent Business relating to Mandatory Superannuation for Elected Members in Band 1 and 2 Councils be considered.**

**ABSOLUTE MAJORITY DECISION REQUIRED**  
**CARRIED BY ABSOLUTE MAJORITY**

**MEMBER COMMENT**

The exclusion of superannuation for Elected Members has significant financial implications for young Elected Members and disproportionately for women.

Minister Carey this morning expressed his support for mandatory superannuation for Local Government Elected Members in Band 1 and Band 2 Councils. Minister Carey acknowledged financial implications are cost prohibitive for Band 3 and Band 4 Local Governments. Which is why, we ask for the support of mandatory superannuation for Bands 1 and 2 and voluntary for Bands 3 and 4.

**RESOLUTION**

**Moved:** Cr Sarah Patterson, City of Gosnells  
**Seconded:** Cr David Goode JP, City of Gosnells

**That this meeting supports requesting WALGA to advocate for the Local Government reforms to include mandatory superannuation for elected members of Band 1 and Band 2 Councils and supports the optional payment of superannuation for Band 3 and 4 Councils.**

**CARRIED**

**4 Closure**

*The Chair declared the meeting closed at 12:43pm.*



**Attachment 3: Action Taken on Resolutions of the 2022 AGM**

Resolution	Comment / Update
<p><b>3.1 Road Traffic Issues</b></p> <p>That WALGA advocate on behalf of the local government sector to the State Government and in particular, Main Roads, to increase importance and weight given to local knowledge and input regarding road traffic issues including requests for speed reduction, intersection treatments and overall preventative and traffic safety measures.</p>	<p>This resolution was referred to the Infrastructure Policy Team for further advocacy work by State Council at its December 2022 meeting.</p> <p>The Infrastructure Policy Team resolved:</p> <p><i>That efforts to increase the importance given to Local Government knowledge regarding traffic issues be deferred for consideration in mid-2023 after a clear Local Government advocacy position on speed management is developed and endorsed.</i></p> <p>This matter is central to the new Speed Management Policy adopted by State Council in May 2023. Implementation strategy being considered.</p>
<p><b>3.2 Car Parking and Traffic Congestion Around Schools</b></p> <p>That WALGA engages with the State Government on behalf of Local Government to review issues associated with car parking and traffic congestion around school sites including but not limited to:</p> <ol style="list-style-type: none"> <li>1. Reviewing car parking standards for schools;</li> <li>2. Ensuring sufficient land is set aside for the provision of parking on school sites;</li> <li>3. Reviewing the co-location of schools to avoid issues being exacerbated;</li> <li>4. Restricting school access from major roads;</li> <li>5. Developing plans to enable schools to manage school traffic;</li> <li>6. Develop programs to educate drivers; and</li> <li>7. Develop options and implement initiatives to encourage alternative modes of transport to school.</li> </ol>	<p>This resolution was referred to the Infrastructure Policy Team for further advocacy work by State Council at its December 2022 meeting.</p> <p>The Infrastructure Policy Team resolved:</p> <p><i>That WALGA uses its role at the Safe Active Travel to School Working Group to advocate for these outcomes and provide advice back to the Local Government sector.</i></p> <p>The Working Group has representation from the Departments of Transport, Education and Health, the Road Safety Commission, IPWEA, Main Roads, PTA and WALGA. The Group has met three times and is grappling with the issue raised at the 2022 AGM. WALGA will continue to advocate and engage on these issues and provide advice back to the sector.</p>



<p><b>3.3 Proposal for Regional Road Maintenance Contracts with Main Roads WA</b></p> <p>That WALGA assist Local Governments and work with the Hon Minister Rita Saffioti to introduce a similar program that is currently in play in Queensland and introduce a sole invitee Program for Local Governments to engage in a Road Maintenance Performance Contract with Main Roads WA.</p>	<p>This resolution was referred to the Infrastructure Policy Team for further advocacy work by State Council at its December 2022 meeting.</p> <p>The Infrastructure Policy Team resolved:</p> <p><i>That the opportunities and interest in contracting Local Governments to undertake maintenance and minor works on the State road network be explored in discussion with Main Roads WA.</i></p> <p>The proposal has been referred for discussion to the State Road Funds for Local Government Advisory Committee.</p>
<p><b>3.4 Northern Australia Beef Roads Program</b></p> <p>That WALGA work with the Hon Madeleine King MP Minister for Resources and Minister for Northern Australia to make Beef Road Funding available to all Australian Local Governments north and south, or establish a Southern Australia Beef Road Funding Program to allow for equitable support across Australia's beef and agriculture industries.</p>	<p>This resolution was referred to the Infrastructure Policy Team for further advocacy work by State Council at its December 2022 meeting.</p> <p>The Infrastructure Policy Team resolved:</p> <p><i>That the Association write to the Goldfields Esperance Regional Road Group identifying the issue raised and invite them to consider whether they may partner with other organizations such as Meat and Livestock Australia, the Pastoral and Graziers Association and the Regional Development Commission and RDA to develop a business case to fund roads critical to the southern pastoral beef industry.</i></p>
<p><b>3.5 3D House Printing Building Compliance</b></p> <p>That WALGA requests:</p> <ol style="list-style-type: none"> <li>1. Assistance from Minister for Industry and Science The Hon Ed Husic MP, Minister for Housing and Homelessness, Small Business The Hon Julie Collins MP, Minister for Infrastructure, Transport, Regional Development and Local Government The Hon Catherine King MP to work with Ministers from all State and Territory Governments who have Building and Construction in their portfolios, to collaborate and to</li> </ol>	<p>This resolution was referred to the People and Place Policy Team for further advocacy work by State Council at its December 2022 meeting.</p> <p>The People and Place Policy Team considered the motion at a meeting held on 3 May 2023, and resolved to:</p> <ul style="list-style-type: none"> <li>• Note the recommendations of the Goldfields Esperance Country Zone;</li> <li>• Note that housing affordability is now becoming critical and that legislative reforms are required to support compliance pathways for new building technologies;</li> </ul>



<p>consider removing impediments within the National Construction Code Series and associated Australian Standards, that dissuade industry from adopting 3D printing as a building method.</p> <p>2. That the Government provide instruments to incentivise private industry to develop 3D printing and include this as an acceptable building practice.</p>	<ul style="list-style-type: none"> <li>• Note that 3D printing as a building method can currently be approved through the performance pathway in the National Construction Code; and</li> <li>• Request that WALGA continue to engage with Department of Mines, Industry Regulation and Safety - Building and Energy on the issue of building reform in Western Australia that includes efficient and effective regulation to support quality, safe and environmentally friendly buildings that are cost efficient.</li> </ul>
<p><b>3.6 South West Native Title Settlement</b></p> <p>That WALGA advocate to the State Government that Local Governments be provided with the full list of potential land to be requested for transfer as part of the South West Native Title Settlement and that a minimum of three months be provided for Council to provide feedback.</p>	<p>This resolution was referred to the People and Place Policy Team for further advocacy work by State Council at its December 2022 meeting.</p> <p>WALGA wrote to Anthony Kannis, Director General of Department of Planning, Lands and Heritage (DPLH) requesting:</p> <ul style="list-style-type: none"> <li>• A full list of potential land parcels that will be eligible for transfer as part of the Southwest Native Title Settlement to enable Local Governments to undertake early due diligence on the identified land,</li> <li>• The consultation timeframe is increased for consideration of parcels of land for transfer from 40 days to 90 days (3 months)</li> </ul> <p>A response was received from DPLH on 28 April 2023 advising that:</p> <ul style="list-style-type: none"> <li>• DPLH regularly provides Local Governments with a list of UCL and UMR under consideration for inclusion in the Noongar Land Estate and the lists are reflective of land under consideration at a specific point in time and may be subject to change, so Local Governments are encouraged to contact DPLH to obtain this information as needed.</li> <li>• The timeframe cannot be extended to 90 days due to yearly obligations of the State and Trustee (Noongar Boodja Trust) and the deadline for the delivery of the Noongar Land Estate.</li> <li>• DPLH does not require a decision from council for land under consideration in the Noongar</li> </ul>



	<p>Land Estate and any public consultation undertaken is at the discretion of the Local Government.</p> <ul style="list-style-type: none"> <li>Local Governments retain their decision-making powers for the use, management and development of all land included in the Noongar Land Estate, under the statutory and policy framework applicable to all land in WA.</li> </ul>
<p><b>3.7 Land Offset Compensation to Local Governments</b></p> <p><b>That WALGA advocate to the State Government that the Developer requiring land offsets should be required to provide the offsets within the Local Government where the clearing occurs and where this is not possible, the Developer requiring land offsets within another Local Government be required to pay a fee to the Local Government for the loss of rates and ongoing maintenance of infrastructure to the Land.</b></p>	<p>This resolution was referred to the Environment and Waste Policy Team for further advocacy work by State Council at its December 2022 meeting.</p> <p>WALGA continues to advocate on this issue, including through engagement in the implementation of the Native Vegetation Policy for Western Australia, in particular the Government’s commitment to undertake a broad, strategic and economic evaluation of environmental offsets and to improve the environmental offsets framework in line with recommendations of the WA environmental offsets framework review and consultation on a National Environmental Offsets Standard later in 2023.</p>
<p><b>3.8 Review of the Rating Methodology used by the Valuer-General</b></p> <p><b>Advocate for a full review of the rating methodology used by the Valuer-General to value all land in the State of Western Australia.</b></p>	<p>This resolution was endorsed for action by State Council at its December 2022 meeting.</p> <p>A letter was sent to the Minister for Lands (with a copy also sent to the Minister for Local Government).</p> <p>WALGA recently received a response from the Minister for Local Government. In the response, the Minister noted that a review of the rating and taxing valuation methodology was recently undertaken by the Western Australian Treasury Corporation, on the instructions of the Department of Local Government, Sport and Cultural Industries (DLGSC) and the Western Australian Land Information Authority (Landgate). The review found that the existing system of Unimproved Value (UV) and Gross Rental Value (GRV) rating produce an appropriate outcome in terms of financial equity for ratepayers. Consequently, the State Government does not intend to make any changes to the rating system at this time.</p> <p>Nevertheless, the Minister recognised that there are cases of rating inequity related to the uneven application of UV and GRV as the basis of rates in some districts, particularly where there has been ongoing urban development or where multiple uses of land occur on individual properties. In those cases,</p>



	<p>Local Governments should regularly review the appropriate basis of rates and submit applications to change the basis of rating where appropriate.</p>
<p><b>3.10 Reform of the <i>Cat Act 2011</i></b>  <b>That the WA Local Government sector requests the WA State Government prioritise reforms to the <i>Cat Act 2011</i>, in accordance with the Statutory Review undertaken and tabled in the State Parliament on 27 November 2019.</b></p>	<p>This resolution was endorsed for action by State Council at its December 2022 meeting.                  A letter has been sent to the Minister for Local Government on this issue.</p>
<p><b>3.11 WALGA Best Practice Governance Review – Principles</b>  <b>That:</b></p> <ol style="list-style-type: none"> <li><b>1. The update on the Best Practice Governance Review project be noted, and</b></li> <li><b>2. The principles to inform WALGA’s future governance model, as follows and as per the attached <i>Principles</i> document, be endorsed:</b> <ol style="list-style-type: none"> <li><b>a. Representative – WALGA unites and represents the entire Local Government sector in WA and understands the diverse nature and needs of members, regional communities and economies.</b></li> <li><b>b. Responsive – WALGA is an agile association which acts quickly to respond to the needs of members and stakeholders.</b></li> <li><b>c. Results Oriented – WALGA dedicates resources and efforts to secure the best outcomes for Local Government and supports the delivery of high-quality projects, programs and services.</b></li> </ol> </li> </ol>	<p>This resolution was noted by State Council at its December 2022 meeting.</p> <p>Following the endorsement of the Principles by Members, the Best Practice Governance Review Steering Committee put forward five model options (including the current model) for WALGA’s governance structure. These options were circulated to Members in the form of a Consultation Paper. Members engaged with the Paper and 99 provided a submission, representing 71% of WALGA’s membership. Model 1 (being the introduction of a new Board above the existing State Council and Zone structure) and the current model were the two most strongly supported models.</p> <p>The Steering Committee considered the submissions, along with supplementary research undertaken by Ipsos, and agreed on a recommendation to State Council to endorse changes to WALGA’s governance structure in line with a revised version of Model 1. In March, State Council resolved to further engage Members on the details of the proposed model. When State Council met again in May, they considered the additional Member feedback on the proposed model and resolved that two sets of constitutional changes be developed for consideration by State Council in July to be put to Members at the 2023 Annual General Meeting.</p> <p>State Council resolved by special majority at the July meeting to put two versions of the Constitution to Members:</p>



	<ol style="list-style-type: none"> <li>1. The first being a new Constitution, giving effect to an alternate governance model, and</li> <li>2. The second being a marked-up version of the current Constitution, retaining the existing governance model of WALGA, with necessary changes.</li> </ol> <p>Amendments to the Constitution require endorsement by a special (75 percent) majority at State Council, as well as a 75 percent majority of Members at a General Meeting.</p>
<p><b>3.12.1 Abandoned Shopping Trolleys</b>  <b>That this meeting supports the recent petition to be tabled in the Legislative Council, Parliament of Western Australia, “Removal and Abandonment of Shopping Trolleys 22-0017” calling on the State Government to implement stringent and uniform shopping trolley containment laws for the whole state of Western Australia.</b></p>	<p>This resolution was referred to the Governance and Organisational Services Policy Team for further advocacy work by State Council at its December 2022 meeting.</p> <p>At the May 2023 meeting, State Council endorsed the following advocacy position:</p> <p><i>The Local Government Sector advocates for State Government to consult with the Sector and prioritise legislative reforms that require retailers to contain shopping trolleys within shopping centre property boundaries, inclusive of enforcement and modified penalty mechanisms that are a realistic economic imperative for retailers to comply with containment requirements.</i></p> <p>The <u>Advocacy Positions Manual</u> was updated accordingly.</p> <p>Correspondence was sent to the Minister for Local Government advocating for legislative reforms to require retailers to contain shopping trolleys within their property boundary.</p>
<p><b>3.12.2 Mandatory Superannuation for Elected Members in Band 1 and 2 Councils</b>  <b>That this meeting supports requesting WALGA to advocate for the Local Government reforms to include mandatory superannuation for elected members of Band 1 and Band 2 Councils and supports the optional</b></p>	<p>This resolution was noted by State Council at its December 2022 meeting. At the same meeting, State Council resolved as follows:</p> <p>That WALGA:</p> <ol style="list-style-type: none"> <li>1. advocates for superannuation to be required to be paid to Elected Members of Local</li> </ol>



<p><b>payment of superannuation for Band 3 and 4 Councils.</b></p>	<p>Governments in Salaries and Allowances Tribunal (SAT) Band 1 and Band 2; and</p> <p>2. supports the position that superannuation payments to Elected Members of Local Governments in SAT Band 3 and Band 4 should be optional and determined by Council.</p> <p>Correspondence was subsequently sent to the Minister for Local Government on this issue and the <a href="#">Advocacy Positions Manual</a> was updated.</p>
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**10.2 Corporate Services Directorate Reports**

**10.2.1 Financial Report for the Period Ended 31 July 2023**

<b>Responsible Branch:</b>	Financial Services
<b>Responsible Directorate:</b>	Corporate Services
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	Absolute 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> - 5 pages]</li> <li>3. Statement of Financial Activity [<b>10.2.1.3</b> - 2 pages]</li> <li>4. Statement of Financial Position [<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 Report [<b>10.2.1.6</b> - 1 page]</li> <li>7. Capital Acquisition and Non-Operating Grants Report [<b>10.2.1.7</b> - 12 pages]</li> <li>8. CONFIDENTIAL - Budget Amendment 4 [<b>10.2.1.8</b> - 1 page]</li> </ol>

**SUMMARY**

This report details the financial reports for the period ended 31 July 2023 including, Monthly Financial Statements with supporting information (**Attachments 1 to 5**), Cash Backed Reserve Report (**Attachment 6**) and Capital Acquisitions & Non-Operating Grants Report (**Attachment 7**).

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

1. That Council receives the financial reports for the period ended 31 July 2023, comprising:
  - a) Monthly Financial Statements with supporting information (Attachments 1 to 5).
  - b) Cash Backed Reserve Report (**Attachment 6**).
  - c) Capital Acquisitions & Non-Operating Grants Report (**Attachment 7**).
2. That Council adopts the budget amendments contained in Tables 1 to 5.

Cr Catherine Ehrhardt, Deputy Mayor Moved, Cr Sally Palmer Seconded

**CARRIED UNANIMOUSLY: 10/0**

**For:** Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik, Cr Dan Bull and Cr Giorgia Johnson.

**Against:** *Nil.*

**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.

Regulation 35(1) of the *Local Government (Financial Management) Regulations 1996* requires a monthly Statement of Financial Position showing the financial position of the local government as at the last day of the previous month, and:

- (a) The financial position of the local government as at the last day of the previous financial year; or
- (b) if the previous month is June, the financial position of the local government as at the last day of the financial year before the previous financial year.

At its meeting on 21 June 2023, Council adopted the Annual Budget for the 2023/24 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 2023/24 Budget is \$50,000 or 10% of the appropriate base, whichever is the higher.

## 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**); and
- Capital Acquisitions & Non-Operating Grants Report (**Attachment 7**);

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 Statement of Financial Activity Significant Variances Report (**Attachment 2**).

The Statement of Financial Activity (**Attachment 3**) reports the financial performance of the City after adjusting for non-cash items (depreciation, provisions, etc.) by Nature and Type.

The Statement of Financial Position (**Attachment 4**) reports the financial position of the City as at the last day of the previous month.

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 July 2023.

The financial reports ([Attachments 1 to 7](#)) are subject to end of financial year adjustments, with the final June 2023 to be presented in the City's 2022/23 Annual Financial Report.

**Budget Amendments 1-5**

**Community Event Grants Budget Reallocation – 1**

<b>Cost Centre-Project</b>	<b>Type</b>	<b>Project Type</b>	<b>Project Description</b>	<b>Current Budget \$</b>	<b>Adjustment \$</b>	<b>Revised Budget \$</b>
4800-12531-6276	Increase Expenditure	Operating	Events Programs	40,000	22,500	62,500
4800-12512-various	Decrease Expenditure	Operating	Evening in the Park	12,500	(12,500)	0.00
4800-12516-various	Decrease Expenditure	Operating	Music in the Park	10,000	(10,000)	0.00
			<b>Total:</b>	<b>0</b>	<b>0</b>	<b>0</b>

Following the Council resolution (Ref: Item 10.4.9: OCM 26.04.2022) it is proposed that the City reallocate \$22,500 from the two events removed from the calendar, Evening in the Park and Music in the Park, into the Community Event Grants (to form a total of \$62,500). The reallocation would encourage smaller community led events and boost capacity in communities.

**Bardon Park- Inclusive Swing – 2**

<b>Cost Centre-Project</b>	<b>Type</b>	<b>Project Type</b>	<b>Project Description</b>	<b>Current Budget \$</b>	<b>Adjustment \$</b>	<b>Revised Budget \$</b>
3400-81218-6381	Increase Expenditure	Capital	Bardon Park-Inclusive Swing	0	90,000	90,000
3400-81218-4902	Increase income	Capital	Bardon Park-Inclusive Swing-Cash in Lieu – POS Contribution	0	(90,000)	(90,000)
			<b>Total:</b>	<b>0</b>	<b>0</b>	<b>0</b>

This item was previously approved by Council but was subject to approval by the *Minister for Transport; Planning; Ports* that has recently occurred. It is proposed that the City transfer funds to support the installation of the wheelchair inclusive swing component of the Bardon Park redevelopment project to be expedited using cash-in-lieu of public open space funds.

**Maylands golf course- Green Fee - 3**

Cost Centre-Project	Type	Project Type	Project Description	Current Budget \$	Adjustment \$	Revised Budget \$
1802-30123-6393	Increase Expenditure	Operating	Maylands Peninsula Golf Course - Residence	1,435	40,000	41,435
4200-60111-4430	Increase income	Operating	Maylands Peninsula Golf Course - Green Fee Income	(1,125,000)	(40,000)	(1,165,000)
			<b>Total:</b>	<b>0</b>	<b>0</b>	<b>0</b>

The City has a lease management agreement with TenGolf for the operational management of Maylands Golf Course. The agreement includes the tenure and use of the old curator's house on site which is a three-bedroom one bathroom residence. Following reported issues by the tenant and investigation by the City there appears to be internal plumbing or external roof / box gutter leaks. These issues are deemed more structural where liability for any such repairs is with the City. It's anticipated the additional repairs will cost \$40,000 which will be funded from additional green fee income resulting from an increase in player volumes.

**Morley Sports and Recreation Centre – 4**

A summary of the budget amendments is presented in **Confidential Attachment 8**.

**Evolve Bayswater Wymond Park – 5**

Cost Centre-Project	Type	Project Type	Project Description	Current Budget \$	Adjustment \$	Revised Budget \$
3400-60241-6392	Increase Expenditure	Operating	Wymond Park Reinstatement Works - Contractors	0	81,585	81,585
3400-60241-4170	Increase Income	Operating	Wymond Park Reinstatement Works - Operating Cash Contribution	0	(81,585)	(81,585)
			<b>Total:</b>	<b>0</b>	<b>0</b>	<b>0</b>

The City is to receive a cash contribution from Coleman Rail to reinstate Wymond Park to its original condition since its use as a laydown area for the Bayswater Train Station project.

**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.

Regulation 35(1) of the *Local Government (Financial Management) Regulations 1996* requires the local government to prepare each month a Statement of Financial Position showing the financial position of the local government.

**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.

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>	The financial reports have been compiled in accordance with the relevant provisions of the <i>Local Government Act 1995</i> and <i>Local Government (Financial Management) Regulations 1996</i> .	

**FINANCIAL IMPLICATIONS**

All amounts quoted in this report are exclusive of GST.

**STRATEGIC IMPLICATIONS**

In accordance with the City of Bayswater’s Strategic Community Plan 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 July 2023 and the budget amendments.

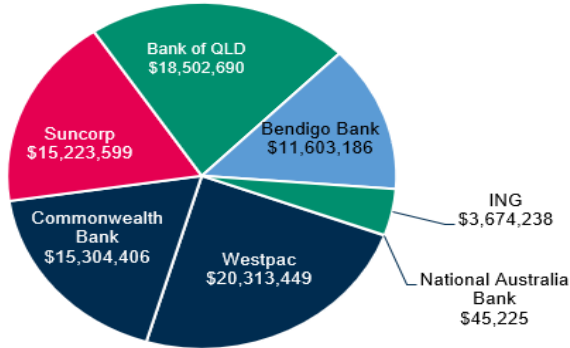
# Monthly Financial Statement Snapshot

## July 2023

### Term Deposits by Bank

(refer to investment report)

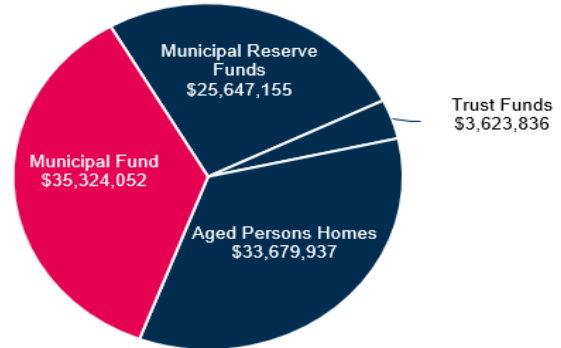
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### Total Cash and Cash Equivalents

(including cash at bank and term deposits)

■ Restricted ■ Unrestricted



	Debtor				Trade Creditors
	Sundry	Infringement	Recreation	Total	
Total Outstanding	\$34,467	\$512,736	\$407,685	\$954,888	\$578,233
Not yet due	0%	0%	68%	29%	0%
Current	37%	10%	15%	13%	90%
Over 30 days	4%	6%	6%	6%	9%
Over 60 days	59%	84%	11%	52%	1%

Rates & Charges	
Collected	9.18%
Total Outstanding	\$75,936,460
Deferred Rates	\$763,563

Payment Options	YTD 2023/24	2022/23
Payment in Full	1,713	21,469
Instalment	1,461	8,321
Rates Smoothing	2,278	2,104
Arrangement	489	552
None Selected	27,356	946

### Capital

	Annual Budget	YTD Budget	YTD Actual	YTD % Spent
Expenditure	\$31,479,239	\$1,405,676	\$354,280	25%
	Annual Budget	YTD Budget	YTD Actual	YTD % Received
Revenue	\$9,635,418	\$183,653	\$0	0%

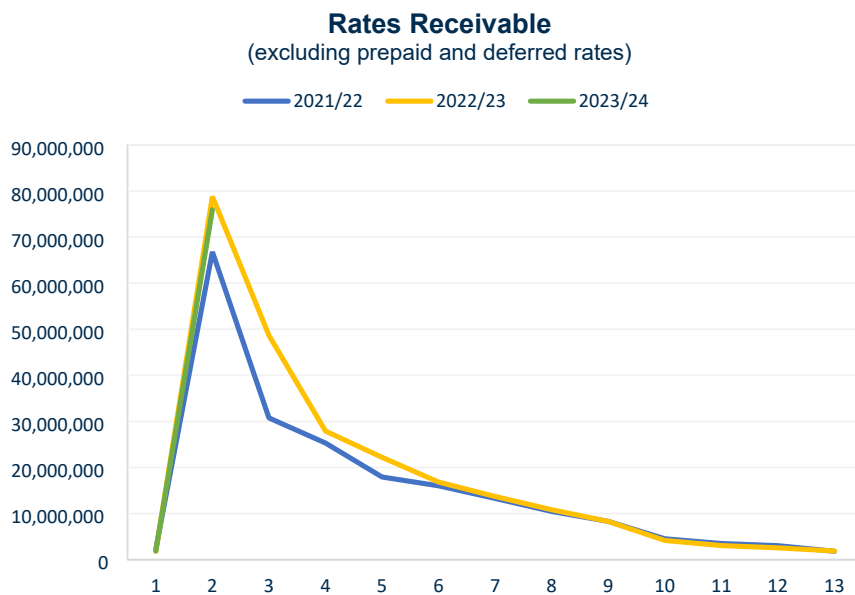
### Operating

	Annual Budget	YTD Budget	YTD Actual	YTD % Spent
Expenditure	\$99,253,211	\$7,748,531	\$4,472,158	58%
	Annual Budget	YTD Budget	YTD Actual	YTD % Received
Revenue (exclude Rates)	\$38,058,705	\$14,383,430	\$14,712,958	102%

**City of Bayswater  
Executive Summary  
for the period 1 July 2023 to 30 July 2023**

**Revenue**

The annual rate notices were issued on 21 July with a due date of 25 August for full payment or 1<sup>st</sup> instalment, with the last instalment due in March 2024. To date 9.18% of the total rate revenue raised has been received. However, with a 25 August due date, it is anticipated that revenue will significantly increase by the end of August 2023. Rates Receivable are lower than at the same time last year due to the levy occurring earlier in 2023/24.



(Note: includes all charges on rates notice including ESL and rubbish fees)

**Debtors**

Currently, there is a total of \$955K of outstanding debts of which \$34K relates to sundry debtors, 37% of which are not due yet; \$512K to infringement debts and \$407K to recreation debts.

**Capital**

Capital revenue is recognised once the expenditure has been incurred. Revenue has not yet been realised for projects such as Roads to Recovery Road Resurfacing - Cooper Rd – Wylde Rd to Wolseley Road (\$87K) and Roads to Recovery Road Resurfacing - Wolseley Rd – McGilvray Av to Camboon Rd (\$96K).

The capital expenditure variance is largely due to the Waves refurbishment (\$589K) and Morley Sports and Recreation Centre basketball court (\$148K) that are committed. Civic Air Conditioner (\$25K) and Plant & Fleet Replacement Program (\$105K) are currently lower than anticipated.

**Operating**

Year-to-date operating revenue is in line with the year-to-date budget.

Operating expenditure is 42% lower in comparison to the year-to-date budget. Expenditure on materials and contracts are below budget regarding Maylands Underground Power (\$1.05M) Waves Operation (\$155K); Parks and Garden Maintenance (\$335k) and Building Maintenance (\$70K) mainly due to a lag in invoice processing as well as ongoing contractor shortages. Employee costs are lower than expected (\$0.7M) due to the budget spread allowing for 2 pay-runs in July, however those costs that relate to 2022-23 have been recognised (accrued) in June. The timing of the workers compensation instalment payment has also contributed to this variance.

**City of Bayswater  
Statement of Financial Activity  
Significant/Material Variances  
For the period 1 July 2023 to 30 July 2023**

**Operating activities**  
**Revenue from operating activities**

Nature or Type	YTD Amended Budget \$	YTD Actual \$	Variance Positive/ (Negative) \$
Operating grants, subsidies and contributions <ul style="list-style-type: none"> <li>• Immaterial variance.</li> </ul>	47,311	13,870	(33,441)
Fees and charges <ul style="list-style-type: none"> <li>• Variance due to Bayswater Waves swim school's enrolments and Waves gym membership are higher than anticipated.</li> <li>• Casual Pool Entry and Venue/Facility Hire income is higher than budget due to better than anticipated attendance and utilisation of the facility during the refurbishment works.</li> <li>• Income for memberships at the RISE has increased as more members are utilising the facility whilst renovations are being completed at Bayswater Waves.</li> <li>• Domestic Waste charges is higher than initially anticipated.</li> <li>• Parking infringements are higher than expected.</li> <li>• Variations is slightly offset by lower development applications fees than anticipated.</li> </ul>	14,086,597	14,357,453	270,856
Interest earnings <ul style="list-style-type: none"> <li>• Variance due to the budget spread of interest income with the actual impacted by term deposits maturing during the month. It should be noted this also includes interest on reserves and restricted funds.</li> </ul>	143,344	320,996	177,652
Other revenue <ul style="list-style-type: none"> <li>• Various reimbursements are lower than budget estimates including reimbursement of insurance claims</li> </ul>	106,178	20,638	(85,540)

Expenditure from operating activities

Nature or Type	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
<p>Employee Costs</p> <p>Wages and Salaries expenditure is lower than budget due to:</p> <ul style="list-style-type: none"> <li>Employee costs are lower than expected due to the budget spread allowing for 2 pay-runs in July, however those costs that relate to 2022-23 have been recognised (accrued) in June (\$0.3M). This has also been impacted by vacancies.</li> <li>1<sup>st</sup> instalment of Workers compensation Insurance premium was budgeted for July but will be processed in August (\$0.4M).</li> </ul>	(3,239,816)	(2,575,989)	663,827
<p>Material and contracts</p> <ul style="list-style-type: none"> <li>Variance predominantly relates to Maylands underground power with the first invoice (\$1.057M) expected to be processed next month.</li> <li>Parks and Garden project expenditure is below budget by (\$335K) for projects such as Tree Planting Program (\$71K), Power Line Clearance (\$45K) and other minor project variances.</li> <li>Waves operating expense under budget due to ongoing refurbishment by (\$155K), variance expected to be reduced in coming months after completion of refurbishment.</li> <li>Various minor variances under Building Maintenance projects group for (\$70K) due to budget timing and availability of contractor.</li> <li>Sustainable Environment (\$66K) and Digital Solution Services (\$63K) various projects are below budget and expected to be align with budget in coming months</li> </ul>	(2,556,008)	(564,755)	1,991,253
<p>Utility charges</p> <ul style="list-style-type: none"> <li>Invoices for utilities yet to be received.</li> </ul>	(251,783)	(186,777)	65,006
<p>Insurance expenses</p> <ul style="list-style-type: none"> <li>Annual premium 1st Instalment will be processed in August</li> </ul>	(657,954)	(8,524)	649,430
<p>Other expenditure</p> <ul style="list-style-type: none"> <li>Immaterial variance.</li> </ul>	(41,107)	(65,068)	(23,961)
<p>Interest expenses</p> <ul style="list-style-type: none"> <li>Budget spread issue with interest expense accrued monthly as opposed to the budget that is based on the timing of the loan repayments.</li> </ul>	(299)	(64,255)	(63,956)

**Discontinued operations**

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
<ul style="list-style-type: none"> <li>Variance due to the quarterly finalisation of Aged Care accounts that is outstanding.</li> </ul>	57,114	130,987	73,873

**Non-cash operating activities excluded from the budget**

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
<p>Non-cash operating activities</p> <ul style="list-style-type: none"> <li>Although the variance is immaterial this line item is impacted by movements in aged liability adjustments and leave provisions.</li> </ul>	1,003,661	1,033,340	29,679

**Investing activities**

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
<p>Non-operating grants, subsidies and contributions</p> <p>Grant revenue is recognised as expenditure is incurred and performance obligations are met. The variance is due to following projects funded by grant are anticipated to start in coming months:</p> <ul style="list-style-type: none"> <li>Roads to Recovery Road Resurfacing - Cooper Rd – Wylde Rd to Wolseley Road</li> <li>Roads to Recovery Road Resurfacing - Wolseley Rd – McGilvray Av to Camboon Rd</li> </ul>	183,653	-	(183,653)
<p>Purchase of property, plant and equipment</p> <p>Expenditure is lower than the year-to-date budget for various projects including:</p> <ul style="list-style-type: none"> <li>Projects such as Waves Refurbishment (\$573K); MSRC Basketball Court Extension (\$149); Civic Centre Aircon renewal (\$25K) are currently underway.</li> <li>IT equipment renewal project (\$37K) due to supply chain issues with equipment ordered.</li> <li>The purchase of fleet is lower (\$105K) due to supply chain issues with fleet and plant ordered.</li> </ul>	(1,136,701)	(222,607)	914,093

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
Purchase of construction and infrastructure The variance is due to below Road to Recovery projects anticipated to start in coming month: <ul style="list-style-type: none"> <li>• Roads to Recovery Road Resurfacing - Cooper Rd – Wylde Rd to Wolseley Road</li> <li>• Roads to Recovery Road Resurfacing - Wolseley Rd – McGilvray Av to Camboon Rd</li> </ul>	(268,976)	(115,562)	153,414

**Financing activities**

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
Transfer to reserves <ul style="list-style-type: none"> <li>• Transfers to reserves adjustments will occur as a year-end process.</li> </ul>	(28,494)	(173,923)	(145,429)

**City of Bayswater  
Statement of Financial Activity  
for the period 1 July 2023 to 31 July 2023**

	Budget	Amended Budget	YTD Amended Budget	YTD Actual	Variance	Variance
	\$	\$	\$	\$	\$	%
<b>Operating activities</b>						
<b>Revenue from operating activities</b>						
Rates	57,243,401	57,243,401	57,018,401	57,018,401	0	0%
Operating grants, subsidies and contributions	3,681,756	3,681,756	47,311	13,870	(33,441)	(71%)
Fees and charges	23,622,832	23,622,832	14,086,597	14,357,453	270,856	2%
Service charges	6,951,450	6,951,450	0	0	0	0%
Interest earnings	2,977,187	2,977,187	143,344	320,996	177,652	124%
Other revenue	825,480	825,480	106,178	20,638	(85,540)	(81%)
	<u>95,302,106</u>	<u>95,302,106</u>	<u>71,401,831</u>	<u>71,731,359</u>	<u>329,527</u>	<u>0%</u>
<b>Expenditure from operating activities</b>						
Employee costs	(41,083,028)	(41,083,028)	(3,239,816)	(2,575,989)	663,827	(20%)
Materials and contracts	(39,844,858)	(39,844,858)	(2,556,008)	(564,755)	1,991,253	(78%)
Utility charges	(3,712,053)	(3,712,053)	(251,783)	(186,777)	65,006	(26%)
Depreciation and amortisation	(12,018,771)	(12,018,771)	(1,001,564)	(1,006,789)	(5,225)	1%
Insurance expenses	(1,144,536)	(1,144,536)	(657,954)	(8,524)	649,430	(99%)
Other expenditure	(499,282)	(499,282)	(41,107)	(65,068)	(23,961)	58%
Interest expenses	(731,345)	(731,345)	(299)	(64,255)	(63,956)	21390%
Profit/(Loss) on asset disposal	(219,338)	(219,338)	0	0	0	0%
	<u>(99,253,211)</u>	<u>(99,253,211)</u>	<u>(7,748,531)</u>	<u>(4,472,158)</u>	<u>3,276,373</u>	<u>(42%)</u>
<b>Discontinued operations</b>	<u>858,904</u>	<u>858,904</u>	<u>57,114</u>	<u>130,987</u>	<u>73,873</u>	<u>129%</u>
<b>Non-cash amounts excluded from operating activities</b>	<u>7,165,724</u>	<u>7,165,724</u>	<u>1,003,661</u>	<u>1,033,340</u>	<u>29,679</u>	<u>3%</u>
<b>Amount attributable to operating activities</b>	<u>4,073,523</u>	<u>4,073,523</u>	<u>64,714,075</u>	<u>68,423,527</u>	<u>3,709,453</u>	<u>6%</u>

	Budget	Amended Budget	YTD Amended Budget	YTD Actual	Variance	Variance
	\$	\$	\$	\$	\$	%
<b>Investing activities</b>						
Non-operating grants, subsidies and contributions	9,635,418	9,635,418	183,653	0	(183,653)	(100%)
Purchase of property, plant and equipment	(15,809,088)	(15,809,088)	(1,136,701)	(222,607)	914,093	(80%)
Purchase and construction of infrastructure	(12,975,953)	(12,975,953)	(268,976)	(115,562)	153,414	(57%)
Purchase of intangible assets	(1,694,198)	(1,694,198)	0	(16,111)	(16,111)	100%
Purchase of assets held for sale	(1,000,000)	(1,000,000)	0	0	0	0%
Proceeds from disposal of assets	243,000	243,000	0	181	181	100%
Proceeds from self-supporting loans	0	0	0	0	0	0%
<b>Amount attributable to investing activities</b>	<b>(21,600,821)</b>	<b>(21,600,821)</b>	<b>(1,222,023)</b>	<b>(354,099)</b>	<b>867,924</b>	<b>(71%)</b>
<b>Financing activities</b>						
Proceeds from loans	0	0	0	0	0	0%
Repayment of borrowings	(2,360,055)	(2,360,055)	0	0	0	0%
Payment for principal portion of lease liability	(111,382)	(111,382)	0	(24,830)	(24,830)	100%
Transfer to reserves	(3,937,342)	(3,937,342)	(28,494)	(173,923)	(145,429)	510%
Transfer from reserves	7,617,003	7,617,003	0	0	0	0%
<b>Amount attributable to financing activities</b>	<b>1,208,224</b>	<b>1,208,224</b>	<b>(28,494)</b>	<b>(198,753)</b>	<b>(170,258)</b>	<b>598%</b>
<b>Movement in surplus or (deficit)</b>						
<b>Surplus or (deficit) at the start of the financial year</b>	16,319,074	16,319,074	16,319,074	22,308,624	5,989,550	37%
Amount attributable to operating activities	4,073,523	4,073,523	64,714,075	68,423,527	3,709,453	6%
Amount attributable to investing activities	(21,600,821)	(21,600,821)	(1,222,023)	(354,099)	867,924	(71%)
Amount attributable to financing activities	1,208,224	1,208,224	(28,494)	(198,753)	(170,258)	598%
<b>Surplus or (deficit) after imposition of general rates</b>	<b>0</b>	<b>0</b>	<b>79,782,631</b>	<b>90,179,299</b>	<b>10,396,668</b>	<b>13%</b>

**City of Bayswater**  
**Statement of Financial Position**  
**For the period ended 31 July 2020**

	<b>Opening Balance</b>	<b>Closing Balance</b>
	\$	\$
<b>Current assets</b>		
Cash and cash equivalents	95,837,454	94,666,375
Trade and other receivables	7,042,497	79,355,132
Inventories	27,560,868	27,562,457
Prepayments	167,606	41,063
<b>Total Current assets</b>	<b>130,608,425</b>	<b>201,625,027</b>
<b>Non-current assets</b>		
Trade and other receivables	961,778	931,861
Other financial assets at amortised cost	2,593,482	2,593,482
Inventories	249,091	249,091
Property, plant and equipment	462,218,432	462,051,496
Infrastructure	232,236,952	231,774,461
Intangible assets	578,182	566,323
Investment Property	8,989,890	8,989,890
Right of use assets	178,574	167,170
Controlled & associated entities & joint venture interests	34,820,693	34,820,693
<b>Total Non-current assets</b>	<b>742,827,075</b>	<b>742,144,467</b>
<b>Total Assets</b>	<b>873,435,500</b>	<b>943,769,494</b>
<b>Current liabilities</b>		
Trade and other payables	35,566,186	38,454,397
Other financial liabilities at amortised costs	2,360,651	2,360,651
Lease liabilities	143,983	119,153
Employee Related Provisions	6,915,481	7,149,557
Grant Liabilities	1,161,453	1,175,285
Contract Liabilities	1,108,122	1,108,122
Other Liabilities	247,713	40,236
<b>Total Current liabilities</b>	<b>47,503,589</b>	<b>50,407,401</b>
<b>Non-current liabilities</b>		
Other financial liabilities at amortised cost	14,155,732	14,155,732
Lease liabilities	3,182,263	3,182,263
Employee Related Provisions	278,170	306,760
<b>Total Non-current liabilities</b>	<b>17,616,166</b>	<b>17,644,756</b>
<b>Total Liabilities</b>	<b>65,119,755</b>	<b>68,052,157</b>
<b>Net Assets</b>	<b>808,315,745</b>	<b>875,717,337</b>
<b>Equity</b>		
Retained surplus	251,251,557	318,479,226
Reserves - cash backed	45,662,947	45,836,870
Revaluation surplus	511,401,240	511,401,240
<b>Total Equity</b>	<b>808,315,745</b>	<b>875,717,337</b>

**City of Bayswater  
Net Current Assets  
as at 31 July 2023**

<b>Municipal and Aged Persons Homes</b>	<b>Opening Balance</b>	<b>Closing Balance</b>
	\$	\$
<b>Current assets</b>		
Cash and cash equivalents	95,837,454	94,666,375
Trade and other receivables	7,042,497	79,355,132
Inventories	27,560,868	27,562,457
Prepayments	167,606	41,063
<b>Total</b>	<b>130,608,425</b>	<b>201,625,027</b>
<b>Current liabilities</b>		
Trade and other payables	(35,566,186)	(38,454,397)
Other financial liabilities at amortised costs	(2,360,651)	(2,360,651)
Lease liabilities	(143,983)	(119,153)
Provisions	(6,915,481)	(7,149,557)
Grant Liabilities	(1,161,453)	(1,175,285)
Contract Liabilities	(1,108,122)	(1,108,122)
Clearing accounts	(247,713)	(40,236)
<b>Total</b>	<b>(47,503,589)</b>	<b>(50,407,401)</b>
<b>Net current assets</b>	<b>83,104,836</b>	<b>151,217,626</b>
Restricted - Reserves	(45,662,947)	(45,836,870)
Cash backed employee provisions	1,641,180	1,647,334
Restricted - Aged Persons Homes	(19,246,111)	(19,295,627)
Current Portion of Lease Liabilities	111,014	86,184
Current Portion of borrowings	2,360,651	2,360,651
	<b>22,308,623</b>	<b>90,179,299</b>

**City of Bayswater  
Cash Backed Reserves  
for the period 1 July 2023 to 31 July 2023**

	Budget Amended				Actual			
	Opening Balance	Transfer to	Transfer (from)	Closing Balance	Opening Balance	Transfer to	Transfer (from)	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$
Aged Persons Homes - General Reserve	19,228,437	1,342,912	(1,209,326)	19,362,023	17,740,183	71,257	0	17,811,440
Aged Persons Homes - Prudential Requirements Reserve	2,916,560	72,870	0	2,989,430	3,005,894	9,225	0	3,015,120
Bayswater Bowling Club Capital Improvements Reserve	10,613	468	0	11,081	10,765	40	0	10,805
Bayswater Tennis Club Reserve	142,257	6,270	(26,397)	122,130	144,289	541	0	144,830
Bayswater Waves Aquatic Centre Reserve	344,489	5,638	0	350,127	353,312	1,325	0	354,637
Bore and Reticulation Reserve	10,205	450	0	10,655	10,350	39	0	10,389
Building Furniture and Equipment Reserve	148,642	6,552	0	155,194	150,764	565	0	151,329
Cash in Lieu - Public Open Space	458,634	23,834	(28,174)	454,294	1,000,478	3,752	0	1,004,230
City Buildings and Amenities Reserve	795,763	31,665	0	827,428	809,636	3,036	0	812,672
Civic Centre Reserve	65,277	2,875	0	68,152	66,210	248	0	66,458
Economic Stimulus Reserve	1,753,147	18,364	(1,486,000)	285,511	1,990,018	7,463	0	1,997,480
Emission Reduction Energy Plan Reserve	71,923	243,174	(100,000)	215,097	83,839	314	0	84,153
Eric Singleton Bird Sanctuary Reserve	1,257,665	55,436	0	1,313,101	1,275,617	4,784	0	1,280,401
FOGO Reserve	4,184,898	172,893	(300,000)	4,057,791	3,913,403	14,676	0	3,928,079
Footpath and Cycleway Reserve	6,254	63	0	6,317	18,499	69	0	18,568
General Waste Management Reserve	2,225,645	164,940	(50,000)	2,340,585	3,939,551	14,774	0	3,954,325
Golf Courses Reserve	1,499,603	66,096	(312,055)	1,253,644	1,521,011	5,704	0	1,526,715
Information Technology Reserve	226,005	9,624	0	235,629	229,456	860	0	230,316
Landfill Restoration Reserve	229,459	10,640	0	240,099	372,675	1,398	0	374,072
Les Hansman Community Centre Development Reserve	2,800,361	108,021	(2,908,382)	0	3,088,113	11,581	0	3,099,693
Long Service Leave and Entitlements Reserve	1,617,898	70,784	0	1,688,682	1,640,991	6,154	0	1,647,144
Major Capital Works Reserve	719,116	1,331,255	(644,259)	1,406,112	1,175,759	4,409	0	1,180,168
Maylands Lakes Reserve	4,853	214	0	5,067	4,922	18	0	4,940
Maylands Waterland Reserve	440,930	19,436	0	460,366	447,224	1,677	0	448,901
Morley City Centre Reserve	556,782	24,542	0	581,324	564,730	2,118	0	566,848
Morley Sport and Recreation Centre Reserve	516,244	22,755	(150,000)	388,999	523,613	1,964	0	525,576
Noranda Netball Courts Reserve	71,316	3,143	0	74,459	72,335	271	0	72,606
Plant and Works Equipment Reserve	2,824	124	0	2,948	2,865	11	0	2,876
Playground and Parks Reserve	52,274	2,228	0	54,502	53,045	199	0	53,243
River Restoration Reserve	122,977	0	(92,292)	30,685	126,316	474	0	126,790
Roads and Drainage Reserve	13,349	583	0	13,932	13,541	51	0	13,591
Senior Citizens Building Reserve	26,241	1,154	0	27,395	26,617	100	0	26,717
Strategic Land Acquisition Reserve	530,523	73,375	(210,118)	393,780	24,682	93	0	24,775
Streetscapes Reserve	131,353	4,912	0	136,265	164,505	617	0	165,122
Sustainable Environment Reserve	78,950	1,422	0	80,372	58,368	219	0	58,587
The RISE Reserve	378,832	10,245	0	389,077	386,238	1,448	0	387,686
Workers' Compensation Reserve	643,945	28,384	(100,000)	572,329	653,137	2,449	0	655,587
<b>Total</b>	<b>44,284,244</b>	<b>3,937,342</b>	<b>(7,617,003)</b>	<b>40,604,583</b>	<b>45,662,947</b>	<b>173,923</b>	<b>0</b>	<b>45,836,870</b>

**City of Bayswater  
Capital Acquisitions & Non-Operating Grants  
for the period 1 July 2023 to 31 July 2023**

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
<b>Non-operating grants, subsidies and contributions - summary</b>						
1622 Buildings	(1,527,273)	(1,527,273)	0	0	0	(1,527,273)
1702 Roads	(3,936,639)	(3,936,639)	(183,653)	0	0	(3,936,639)
1712 Footpath	(631,499)	(631,499)	0	0	0	(631,499)
1722 Drainage	(121,826)	(121,826)	0	0	0	(121,826)
1732 Park development	(3,198,181)	(3,198,181)	0	0	0	(3,198,181)
1742 Other infrastructure	(220,000)	(220,000)	0	0	0	(220,000)
	<u>(9,635,418)</u>	<u>(9,635,418)</u>	<u>(183,653)</u>	<u>0</u>	<u>0</u>	<u>(9,635,418)</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	0	0	0	1,000,000
	<u>1,000,000</u>	<u>1,000,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,000,000</u>
<b>Purchase of property, plant and equipment</b>						
1612 Land	3,118,500	3,118,500	0	0	0	3,118,500
1622 Buildings	9,916,405	9,916,405	872,285	101,150	4,817,022	4,998,233
1632 Furniture and equipment	687,466	687,466	64,416	26,963	134,112	526,391
1652 Plant and equipment	2,086,717	2,086,717	200,000	94,495	1,194,599	797,624
	<u>15,809,088</u>	<u>15,809,088</u>	<u>1,136,701</u>	<u>222,607</u>	<u>6,145,733</u>	<u>9,440,748</u>
<b>Purchase and construction of infrastructure assets</b>						
1702 Roads	4,420,926	4,420,926	186,605	63,015	426,672	3,931,239
1712 Footpath	1,398,998	1,398,998	0	52,824	82,838	1,263,336
1722 Drainage	515,931	515,931	0	0	136,663	379,268
1732 Park development	6,038,173	6,038,173	51,761	(5,554)	377,920	5,665,807
1742 Other infrastructure	601,925	601,925	30,610	5,277	54,042	542,606
	<u>12,975,953</u>	<u>12,975,953</u>	<u>268,976</u>	<u>115,562</u>	<u>1,078,135</u>	<u>11,782,256</u>
<b>Purchase of intangible assets</b>						
1852 Intangible assets	1,694,198	1,694,198	0	16,111	144,858	1,533,230
	<u>1,694,198</u>	<u>1,694,198</u>	<u>0</u>	<u>16,111</u>	<u>144,858</u>	<u>1,533,230</u>
	<u>31,479,239</u>	<u>31,479,239</u>	<u>1,405,676</u>	<u>354,280</u>	<u>7,368,725</u>	<u>23,756,233</u>

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
<b>Land</b>						
<b>Other infrastructure construction</b>						
81212 Les Hansman Car Park - land purchase	3,118,500	3,118,500	0	0	0	3,118,500
	3,118,500	3,118,500	0	0	0	3,118,500
Total Land	3,118,500	3,118,500	0	0	0	3,118,500
<b>Buildings</b>						
<b>Building major capital works</b>						
80823 Bayswater Bowling Club - toilet upgrade	90,730	90,730	0	0	0	90,730
80837 Paddy Walker Depot - improvements	115,000	115,000	0	0	0	115,000
80840 Upper Hillcrest Reserve - transportable changeroom	200,000	200,000	0	0	0	200,000
80841 Waste Disposal Facility - weighbridge	80,000	80,000	0	0	0	80,000
80982 Les Hansman Centre - roof upgrade	92,130	92,130	0	0	0	92,130
80984 Maylands Hall - roof renewal	0	0	0	0	0	(0)
81064 Lightning Park - facility upgrades	750,000	750,000	0	0	0	750,000
81065 Morley Noranda Recreation Club - facility upgrades	750,000	750,000	0	0	0	750,000
81192 Crimea Park - upgrade external changerooms and toilets	180,000	180,000	0	0	0	180,000
81194 Hampton Park Tennis Courts - new toilet block automatic door	9,000	9,000	0	0	0	9,000
81195 Houghton Park Pavilion - upgrade toilets	85,000	85,000	0	0	0	85,000
81196 Light Car Club - Moojebing Reserve - upgrade kitchen and flo	30,000	30,000	0	0	0	30,000
81197 Maylands Sport & Recreation - upgrade bar floor	10,000	10,000	0	0	0	10,000
81201 Pat O'Hara Rugby Club	30,000	30,000	0	0	0	30,000
81202 Model Railway Club	14,000	14,000	0	0	0	14,000
81205 RA Cook Pavilion - Replace Air Con	15,000	15,000	0	0	0	15,000
81210 Bedford Bowling Club - upgrade bar	20,000	20,000	0	0	0	20,000
	2,470,860	2,470,860	0	0	0	2,470,860
<b>Building minor capital works</b>						
80808 Depot Chemical Mixing Facility Upgrade	0	0	0	(1)	0	1
80955 AP Hinds Reserve - electrical upgrade	23,786	23,786	23,786	0	22,704	1,082
80974 Waste Transfer Facility - fire suppression system	200,000	200,000	0	0	0	200,000
80977 Embleton Toy Library - renew electrical	9,302	9,302	9,302	0	4,545	4,757
80978 Halliday House - security system renewal	8,637	8,637	0	9,555	0	(918)
80980 Houghton Park Pavilion - flooring upgrade	0	0	0	0	147,925	(147,925)
81183 Emission Reduction and Renewable Energy Delivery	100,000	100,000	0	0	15,520	84,481
81185 Maylands Golf Course - renew depot	150,000	150,000	0	0	0	150,000
81186 ECHO - renew security system	8,500	8,500	0	0	0	8,500

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
81187 Ellis House - renew security system and awnings	10,000	10,000	0	0	0	10,000
81188 Elstead Reserve Pigeon Club - upgrade security	12,000	12,000	0	0	0	12,000
81189 Elstead Reserve Pigeon Club - renew flooring	6,000	6,000	0	0	0	6,000
81190 Bayswater Bowling & Rec - Accessible Bathroom	59,091	59,091	0	0	0	59,091
81191 Pat O'Hara Reserve - Morley Sport and Recreation Centre rede	150,000	150,000	0	0	0	150,000
81193 Lease buildings	15,000	15,000	0	0	0	15,000
81198 Morley Community Centre - roof replacement	150,000	150,000	0	0	0	150,000
81199 Morley Library - renew air conditioner	40,000	40,000	0	0	0	40,000
81203 Civic Centre - Replace access system	40,000	40,000	0	0	0	40,000
81204 Les Hansman Cnt-Replace Air Con	25,000	25,000	0	0	0	25,000
81206 Noranda Family Cnt-Replace Air con	15,000	15,000	0	0	11,524	3,476
81208 Hampton Scout Hall - Electrical Upgrade	15,000	15,000	0	0	0	15,000
81211 Civic Centre - renew air-conditioning	50,000	50,000	25,211	0	39,531	10,469
81216 Mayland Sports & Rec Club- Patio Extension- Event space	26,123	26,123	0	0	0	26,123
	1,113,439	1,113,439	58,299	9,554	241,748	862,136
<b>Aquatic facilities</b>						
80365 Bayswater Waves - refurbishment tender design	0	0	0	0	2,900	(2,900)
80973 Bayswater Waves - refurbishment	5,576,409	5,576,409	663,986	74,610	3,657,201	1,844,599
81209 Bayswater Waves - replace roof	30,000	30,000	0	0	0	30,000
	5,606,409	5,606,409	663,986	74,610	3,660,101	1,871,699
<b>Building renewal</b>						
81207 Bayswater Infant Health-Replace air con	12,000	12,000	0	0	9,254	2,746
	12,000	12,000	0	0	9,254	2,746
<b>Building new</b>						
80821 Waste Disposal Facility - hazardous household waste shed	0	0	0	0	26,951	(26,951)
	0	0	0	0	26,951	(26,951)
<b>Plant and equipment</b>						
80976 Civic Centre - renew air-conditioning	230,326	230,326	0	0	197,565	32,762
80999 The RISE - Unplanned Capital	0	0	0	0	1,032	(1,032)
	230,326	230,326	0	0	198,597	31,730
<b>COVID-19 \$5m Stimulus Package Projects</b>						
80613 Morley Sport & Recreation Ctre - basketball court extension	423,371	423,371	150,000	1,151	155,200	267,020
80614 Bayswater Waves - Refurbish 25m pool, pool hall, plant room	0	0	0	0	484,799	(484,799)
	423,371	423,371	150,000	1,151	639,999	(217,779)

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
<b>Halls &amp; Community Centres</b>						
81200 Olive Tree House - renew air conditioner	30,000	30,000	0	0	24,537	5,463
	30,000	30,000	0	0	24,537	5,463
<b>Water Facilities</b>						
80787 Bayswater Waves - Unplanned capital expenditure	0	0	0	15,835	15,835	(31,670)
	0	0	0	15,835	15,835	(31,670)
<b>Sport &amp; Recreation Facilities</b>						
80764 Lightning Park Recreation Centre - Spectator shelter	30,000	30,000	0	0	0	30,000
	30,000	30,000	0	0	0	30,000
<b>Total Buildings</b>	<b>9,916,405</b>	<b>9,916,405</b>	<b>872,285</b>	<b>101,150</b>	<b>4,817,022</b>	<b>4,998,233</b>
<b>Furniture and equipment</b>						
<b>Building major capital works</b>						
81112 Bayswater Waves Hydro and Spa Lifting Beam	13,700	13,700	0	0	0	13,700
	13,700	13,700	0	0	0	13,700
<b>Aquatic facilities</b>						
81113 Bayswater Waves - renew plant and equipment	30,500	30,500	0	0	0	30,500
	30,500	30,500	0	0	0	30,500
<b>Furniture and equipment</b>						
81118 Information Services - In Vehicle Communicaiton Amplificatio	20,000	20,000	0	0	0	20,000
	20,000	20,000	0	0	0	20,000
<b>IT capital</b>						
80088 Virtual Infrastructure Server Replacement Program	0	0	0	0	16,000	(16,000)
80091 Workstation replacement program	0	0	0	3,660	54,006	(57,666)
81097 Embleton Room- Wireless Microphone system	0	0	0	0	23,878	(23,878)
81098 Council chamber upgrade	0	0	0	0	32,163	(32,163)
81111 Information Services - Network Infrastructure Replacement Pr	60,715	60,715	0	0	0	60,715
81115 Information Services - Equipment Replacement Program	60,466	60,466	5,038	0	0	60,466
81117 Information Services - Workstation Replacement Program	152,560	152,560	12,713	0	0	152,560
	273,741	273,741	17,751	3,660	126,048	144,033
<b>IT renewal</b>						

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
80387 General IT Equipment Replacement Program	46,665	46,665	46,665	0	3,976	42,689
80388 Plant Replacement Program - lge. format scanner and printer	19,512	19,512	0	0	0	19,512
	66,177	66,177	46,665	0	3,976	62,201
<b>CCTV Renewal</b>						
80489 CCTV Servers - replacement	29,120	29,120	0	23,303	0	5,817
81116 Information Services - CCTV Infrastructure Replacement Progr	60,278	60,278	0	0	0	60,278
	89,398	89,398	0	23,303	0	66,095
<b>Plant and equipment</b>						
80996 Bayswater Waves - Health Club - Strength Equipment renewal	150,000	150,000	0	0	0	150,000
80998 The RISE - Sports Court Netting renewal	0	0	0	0	4,088	(4,088)
	150,000	150,000	0	0	4,088	145,912
<b>Water Facilities</b>						
81114 Bayswater Waves - unplanned capital	43,950	43,950	0	0	0	43,950
	43,950	43,950	0	0	0	43,950
<b>Total Furniture and equipment</b>	<b>687,466</b>	<b>687,466</b>	<b>64,416</b>	<b>26,963</b>	<b>134,112</b>	<b>526,391</b>
<b>Plant and equipment</b>						
<b>Plant and equipment</b>						
80257 Plant and Fleet Replacement Program	469,717	469,717	200,000	94,495	655,157	(279,935)
80956 New FTE Plant and Equipment	0	0	0	0	190,885	(190,885)
81108 Install and commission above ground fuel system	30,000	30,000	0	0	0	30,000
81109 New Car - Director Corporate and Strategy	65,000	65,000	0	0	0	65,000
81110 Plant and Equipment replacement program	1,522,000	1,522,000	0	0	348,557	1,173,443
	2,086,717	2,086,717	200,000	94,495	1,194,599	797,624
<b>Total Plant and equipment</b>	<b>2,086,717</b>	<b>2,086,717</b>	<b>200,000</b>	<b>94,495</b>	<b>1,194,599</b>	<b>797,624</b>
<b>Roads</b>						
<b>Road construction</b>						
80198 Resurface Right of Ways	0	0	0	25,594	2,144	(27,738)
80245 Traffic management - general	0	0	0	0	28,418	(28,418)
80960 Low Cost Urban Safety Design & Construction - Frank Drago	0	0	0	6,687	61,811	(68,498)
80961 Low Cost Urban Safety Design & Construction - Bayswater Wave	0	0	0	0	97,096	(97,096)
81063 Low Cost Urban Safety Program	490,872	490,872	0	12,762	56,880	421,230

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
81081 Low Cost Urban Safety Design & Construction-Weld Square	264,529	264,529	0	1,469	0	263,060
81082 Low Cost Urban Safety Design & Construction-Jubilee Reserve	538	538	0	0	0	538
81083 Low Cost Urban Safety Design & Construction-Shearn Park	112,000	112,000	0	1,469	0	110,531
81084 Low Cost Urban Safety Design & Construction-Maylands Strip	249,165	249,165	0	1,469	0	247,696
81085 Low Cost Urban Safety Design & Construction-Hillcrest	51,553	51,553	0	0	0	51,553
81086 Low Cost Urban Safety Design & Construction-Broadway Arboret	2,557	2,557	0	0	0	2,557
81087 Low Cost Urban Safety Design & Construction-Tonkin Business	5,034	5,034	0	0	0	5,034
81088 Low Cost Urban Safety Design & Construction-Maylands Peninsu	28,276	28,276	0	0	0	28,276
81089 Low Cost Urban Safety Design & Construction-Beaufort Park	18,206	18,206	0	66	0	18,140
81090 Low Cost Urban Safety Design & Construction-RA Cook Park	51,931	51,931	0	0	0	51,931
81091 Low Cost Urban Safety Design & Construction-Ashfield Flats	5,719	5,719	0	0	0	5,719
81126 MRRG - Camboon Road - Lincon to Wolseley	168,173	168,173	0	294	1,420	166,459
81127 Arterial Roads - Direct Grant /Resurfacing - Broun Ave/Colli	102,000	102,000	0	0	3,000	99,000
81151 Traffic Management General	40,000	40,000	0	0	0	40,000
81152 Traffic Management - Disability Access/Access and Inclusion	25,000	25,000	0	2,433	0	22,567
	1,615,553	1,615,553	0	52,245	250,770	1,312,538
<b>Road renewal</b>						
81023 Road Resurfacing - Rokeford Way - Wylde to Boxhill	0	0	0	0	17,103	(17,103)
81025 Road Resurfacing - Tillingdon Way - Boxhill to Wolseley	0	0	0	1,322	0	(1,322)
81038 Road Resurfacing - Challenger Ave - Bottlebrush to Cassia	86,076	86,076	0	0	0	86,076
81039 Road Resurfacing - Vista Crt - Challenger to Cul-de-sac	10,804	10,804	0	0	0	10,804
81040 Road Resurfacing - Niagara Place - Challenger to Cul-de-sac	27,693	27,693	0	0	0	27,693
81041 Road Resurfacing - Doonside Place - Challenger to Cul-de-sac	14,686	14,686	0	0	0	14,686
81042 Road Resurfacing - Discovery Drv - Telstar to Wheatstone	40,783	40,783	0	0	0	40,783
81043 Road Resurfacing - Wentworth Grove - Discovery to Cul-de-sac	26,224	26,224	0	0	0	26,224
81044 Road Resurfacing - Fisk Place - Wentworth to Cul-de-sac	10,490	10,490	0	0	0	10,490
81045 Road Resurfacing - St George Grove - Discovery to Cul-de-sac	22,553	22,553	0	0	0	22,553
81046 Road Resurfacing - Wheatstone Drv - Solas Place to LGA Bdy	82,742	82,742	0	0	0	82,742
81047 Road Resurfacing - Brunel Place - Wheatstone to Cul-de-sac	27,063	27,063	0	0	0	27,063
81048 Road Resurfacing - Barnes Wy - Solas to Morley	109,898	109,898	0	0	0	109,898
81049 Road Resurfacing - Aussat Drv - Barnes to LGA Bdy	109,898	109,898	0	0	0	109,898
81050 Road Resurfacing - Cornwall Close - Barnes to Cul-de-sac	27,273	27,273	0	0	0	27,273
81051 Road Resurfacing - Todd Crt - Cornwall to Cul-de-sac	7,343	7,343	0	0	0	7,343
81054 Arterial Roads - Broun Ave/Russell St - Intersection	0	0	0	0	5,920	(5,920)
81055 Arterial Roads - Coode St - Beaufort St to Walter Rd W	0	0	0	0	8,560	(8,560)
	603,526	603,526	0	1,322	31,582	570,621

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
<b>Roads to recovery</b>						
81027	Road Resurfacing - Cooper Rd - Wylde to Wolseley	87,509	87,509	87,509	0	87,509
81028	Road Resurfacing - Wolseley Rd - McGilvray to Camboon	99,096	99,096	99,096	0	99,096
81033	Road Resurfacing - Ballan Court - Challenger to Cul-de-sac	11,539	11,539	0	0	11,539
81124	Base Road Grant - Lovell wy	42,000	42,000	0	0	42,000
81125	Arterial Roads - Direct Grant /Resurfacing - Falkirk Road	32,000	32,000	0	0	1,000
81128	R2R - Richard PI	18,000	18,000	0	0	18,000
81129	R2R - Minerva st	37,000	37,000	0	0	37,000
81130	R2R - Ebony Ct	12,000	12,000	0	0	12,000
81131	Base Road Grant - Rundal St	53,000	53,000	0	0	53,000
81132	Base Road Grant - Flora Ave	45,000	45,000	0	0	45,000
81133	Base Road Grant - McWhae Gdns	21,000	21,000	0	0	21,000
81134	MRRG - Camboon Road - Morley to Lincon	149,710	149,710	0	294	1,402
81135	MRRG - Camboon Road - Noranda Ave to Benera Road	175,581	175,581	0	294	1,420
81136	R2R - Doyle St	16,000	16,000	0	0	16,000
81137	Base Road Grant - Mcgrath PI	57,000	57,000	0	0	57,000
81138	Base Road Grant - Rugby St (Bassendean Council )	57,000	57,000	0	0	57,000
81139	Base Road Grant - Tant PI	11,000	11,000	0	0	11,000
81140	Base Road Grant - Tathra PL	11,000	11,000	0	0	11,000
81141	Base Road Grant - Kerbing Renewal	99,000	99,000	0	0	99,000
81142	Base Road Grant - Anzac Tce	59,000	59,000	0	0	59,000
81143	R2R - Higgs St	13,000	13,000	0	0	500
81144	R2R - Smitherson St	92,439	92,439	0	0	5,000
81145	R2R - Creer Ct	21,000	21,000	0	0	21,000
81146	R2R - Salvator st	48,000	48,000	0	0	48,000
81147	R2R - Vernon St	33,000	33,000	0	0	33,000
81148	Base Road Grant - Edward St Crack Sealing	70,000	70,000	0	0	70,000
81149	Base Road Grant - Amblin Gdns	9,000	9,000	0	0	9,000
81150	Base Road Grant - Drainage Renewal	98,000	98,000	0	0	89,962
81153	R2R - Hollitt PI	17,000	17,000	0	0	17,000
81154	R2R - Eaton PI	21,000	21,000	0	0	500
81155	R2R - Ardross way	115,000	115,000	0	0	2,500
81156	R2R - Bohemia PI	45,000	45,000	0	605	1,001
81158	Base Road Grant - Rosaglen Ri	33,000	33,000	0	0	33,000
81159	Base Road Grant - Ivory St	137,000	137,000	0	605	1
81160	Base Road Grant - Arundal St	15,000	15,000	0	0	15,000
81161	R2R - Malcolm Ct	15,000	15,000	0	0	500
81162	Base Road Grant - Farley Way	77,000	77,000	0	0	77,000

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
81163 Arterial Roads - Direct Grant /Resurfacing - Whately Crescen	80,000	80,000	0	0	1,000	79,000
81164 Base Road Grant - Sherbrook Hts	36,000	36,000	0	0	0	36,000
	<u>2,068,874</u>	<u>2,068,874</u>	<u>186,605</u>	<u>1,798</u>	<u>104,787</u>	<u>1,962,289</u>
<b>Black spot state</b>						
80748 Benara Road / Camboon Road	0	0	0	0	5,197	(5,197)
80881 Camboon Road & Wolseley Rd - install island/street lighting	0	0	0	7,649	7,649	(15,299)
	<u>0</u>	<u>0</u>	<u>0</u>	<u>7,649</u>	<u>12,847</u>	<u>(20,496)</u>
<b>Black spot federal</b>						
80883 Crimea St and Westlake Rd - splitter islands/street lighting	0	0	0	0	1,207	(1,207)
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,207</u>	<u>(1,207)</u>
<b>Other road construction</b>						
80912 Vernon Street, Noranda - Right of Way reconstruction	32,973	32,973	0	0	0	32,973
81100 Traffic Calming Railway Pde Coode - Drake -Rose	0	0	0	0	5,640	(5,640)
81157 Upgrading and Renewal of ROWS, Cycleways, Drainage and Carpa	100,000	100,000	0	0	950	99,050
	<u>132,973</u>	<u>132,973</u>	<u>0</u>	<u>0</u>	<u>6,590</u>	<u>126,383</u>
<b>Arterial road construction</b>						
80913 Beaufort Str/Grand Promenade - 4-way intersection resurface	0	0	0	0	11,366	(11,366)
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>11,366</u>	<u>(11,366)</u>
<b>Other infrastructure construction</b>						
80918 Hamilton Street Carpark - construction	0	0	0	0	7,524	(7,524)
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>7,524</u>	<u>(7,524)</u>
<b>Total Roads</b>	<b><u>4,420,926</u></b>	<b><u>4,420,926</u></b>	<b><u>186,605</u></b>	<b><u>63,015</u></b>	<b><u>426,672</u></b>	<b><u>3,931,239</u></b>
<b>Footpath</b>						
<b>Other road construction</b>						
80910 Drake Street - Bay View Street - train station - new pathway	0	0	0	1,959	0	(1,959)
	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,959</u>	<u>0</u>	<u>(1,959)</u>
<b>Footpath construction</b>						
80063 New footpath construction and Local Bike Plan	0	0	0	1,469	25,496	(26,965)
80431 Footpath - Bookham Street and Boag Place	0	0	0	0	980	(980)
81099 Foot path Installation-Skew st- Cantebury st	0	0	0	48,403	52,726	(101,129)

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
81105 New Path - Bunya St Stage 1	28,000	28,000	0	0	0	28,000
81106 Major Path repairs	80,000	80,000	0	0	0	80,000
81107 New Path - Mephan St	28,000	28,000	0	0	0	28,000
	136,000	136,000	0	49,872	79,202	6,926
<b>Park development construction</b>						
81104 New Path - Hester/Evans/Drake	1,262,998	1,262,998	0	992	3,636	1,258,369
	1,262,998	1,262,998	0	992	3,636	1,258,369
<b>Total Footpath</b>	<b>1,398,998</b>	<b>1,398,998</b>	<b>0</b>	<b>52,824</b>	<b>82,838</b>	<b>1,263,336</b>
<b>Drainage</b>						
<b>Drainage construction</b>						
80248 Urban water sensitive design	125,000	125,000	0	0	52,500	72,500
80697 Nora Hughes Park - living stream	32,200	32,200	0	0	29,091	3,109
80928 City-wide - optimise drainage amenity	68,731	68,731	0	0	35,906	32,825
	225,931	225,931	0	0	117,497	108,434
<b>Drainage renewal</b>						
81080 Drainage Program - Upgrade	0	0	0	0	1,734	(1,734)
81102 City Wide - Drainage Grates Renewal Program	80,000	80,000	0	0	0	80,000
	80,000	80,000	0	0	1,734	78,266
<b>Sustainable environment</b>						
80993 Bowden St Res - Bayswater Brook & water design initiatives	50,000	50,000	0	0	0	50,000
81103 Bowden Street Reserve Design - Bayswater Brook and Water Sen	100,000	100,000	0	0	0	100,000
81213 Drainage for Livability Detailed Design Rudlock and Bowden R	60,000	60,000	0	0	0	60,000
	210,000	210,000	0	0	0	210,000
<b>Other infrastructure renewal</b>						
80704 Drainage Sump Fencing Program	0	0	0	0	17,432	(17,432)
	0	0	0	0	17,432	(17,432)
<b>Total Drainage</b>	<b>515,931</b>	<b>515,931</b>	<b>0</b>	<b>0</b>	<b>136,663</b>	<b>379,268</b>

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
<b>Park development</b>						
<b>Other infrastructure construction</b>						
80916 Bardon Park - Malgamongup - signage	0	0	0	0	3,223	(3,223)
	0	0	0	0	3,223	(3,223)
<b>Footpath construction</b>						
81166 Berringa Park - Limestone Path Install	60,000	60,000	0	0	0	60,000
	60,000	60,000	0	0	0	60,000
<b>Park development construction</b>						
80242 Riverbank restoration	92,292	92,292	0	0	0	92,292
80931 Bert Wright Park - implement concept plan	51,761	51,761	51,761	0	30,849	20,912
80933 Gibbney Reserve East - park redevelopment	0	0	0	0	439	(439)
80970 Samphire restoration	0	0	0	0	16,600	(16,600)
81004 Birkett Street Reserve - redevelopment	90,834	90,834	0	0	46,341	44,493
81005 Feredy Street Reserve - redevelopment	0	0	0	0	2,750	(2,750)
81171 Program - Natural Environment Improvement - Foreshore River	240,000	240,000	0	0	0	240,000
81172 Waterland Developments	150,000	150,000	0	0	0	150,000
81178 Bayswater Tennis Club Lighting	79,191	79,191	0	0	0	79,191
	704,078	704,078	51,761	0	96,980	607,098
<b>Sustainable environment</b>						
80273 Maylands Lakes restoration Stage 2	20,000	20,000	0	0	6,698	13,302
81061 Maylands Lakes bank renaturalisation & improve water quality	450,000	450,000	0	0	0	450,000
81214 Maylands Lakes - Water Quality Improvements	100,000	100,000	0	0	0	100,000
	570,000	570,000	0	0	6,698	563,302
<b>Tree management</b>						
81165 Riverside Gardens Urban Forest	1,200,000	1,200,000	0	0	0	1,200,000
	1,200,000	1,200,000	0	0	0	1,200,000
<b>Playground</b>						
81010 Kelvin Street/Sherwood Street Reserve - play space renewal	0	0	0	0	1,639	(1,639)
81011 Lower Hillcrest Reserve - play space renewal	60,000	60,000	0	0	44,906	15,094
81174 City Wide - Cricket Synthetic Wicket Batting Cages	30,000	30,000	0	0	0	30,000
81175 City Wide - Playspace Redevelopments	450,000	450,000	0	0	0	450,000
81176 City Wide - Sports Goal Replacements	30,000	30,000	0	0	0	30,000
81180 City Wide - Cricket Match Synthetic Wicket Renewals	25,000	25,000	0	0	0	25,000
	595,000	595,000	0	0	46,545	548,455

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
<b>Floodlights</b>						
81170 Floodlight Relamp - Renew Wotton Lamp	30,000	30,000	0	0	0	30,000
	30,000	30,000	0	0	0	30,000
<b>Other infrastructure construction</b>						
80595 Hinds Reserve - construction of a multi-user access ramp	21,076	21,076	0	0	0	21,076
80946 Wotton Skate Park and surrounding facilities	250,000	250,000	0	0	61,169	188,831
81062 Tranby House Reserve Foreshore - rehab and revegetation	1,000,000	1,000,000	0	0	0	1,000,000
81168 Maylands Peninsula Golf Course Upgrade	162,055	162,055	0	0	0	162,055
81173 City Wide - Community Ball Court Resurfacing	250,000	250,000	0	0	0	250,000
81177 City Wide - Sports Lighting Renewals	350,000	350,000	0	0	0	350,000
81179 Morley Eagles Baseball Practice Nets	227,124	227,124	0	0	0	227,124
81181 City Wide - Sporting Reserve Fencing Replacements	50,000	50,000	0	0	0	50,000
81182 Upper Bardon Park	15,000	15,000	0	0	0	15,000
	2,325,255	2,325,255	0	0	61,169	2,264,086
<b>Other infrastructure renewal</b>						
80755 Critical Asset Renewal Program	158,771	158,771	0	562	21,663	136,546
81169 Critical Asset Renewal and Upgrade Program	50,000	50,000	0	0	0	50,000
	208,771	208,771	0	562	21,663	186,546
<b>COVID-19 \$5m Stimulus Package Projects</b>						
80235 Bore and pump maintenance program	0	0	0	(6,115)	6,115	0
80364 Maylands Waterland redevelopment	80,000	80,000	0	0	0	80,000
81167 Bore and Pump Replacement Program	265,069	265,069	0	0	135,527	129,542
	345,069	345,069	0	(6,115)	141,642	209,542
<b>Total Park development</b>	<b>6,038,173</b>	<b>6,038,173</b>	<b>51,761</b>	<b>(5,554)</b>	<b>377,920</b>	<b>5,665,807</b>
<b>Other infrastructure</b>						
<b>Street lights</b>						
80805 Street Lighting Upgrades	111,925	111,925	10,610	4,695	22,382	84,848
81119 City Lighting Renewal Program/New Req	90,000	90,000	0	582	12,567	76,851
81120 Citywide Passive Lighting Program	80,000	80,000	0	0	0	80,000
	281,925	281,925	10,610	5,277	34,949	241,699

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
<b>Other infrastructure construction</b>						
81002 Bus Shelters - Upgrade program	0	0	0	0	7,273	(7,273)
81122 Bus Shelters - upgrade program	20,000	20,000	20,000	0	0	20,000
81123 Bus Shelter Program -New shelters	40,000	40,000	0	0	0	40,000
	60,000	60,000	20,000	0	7,273	52,727
<b>Other infrastructure construction</b>						
80957 Morley Activity Centre - streetscape improvement (RAC Grant)	0	0	0	0	6,977	(6,977)
80967 Grand Prom - Shopping Precinct Regeneration (RAC Grant)	0	0	0	0	1,700	(1,700)
81066 Street light - LED replacement	200,000	200,000	0	0	0	200,000
81121 Town Centre's - City Led Place Activation	60,000	60,000	0	0	0	60,000
	260,000	260,000	0	0	8,677	251,323
<b>COVID-19 \$5m Stimulus Package Projects</b>						
80618 Town Centre Streetscape Works	0	0	0	0	3,143	(3,143)
	0	0	0	0	3,143	(3,143)
<b>Total Other infrastructure</b>	<b>601,925</b>	<b>601,925</b>	<b>30,610</b>	<b>5,277</b>	<b>54,042</b>	<b>542,606</b>
<b>Intangible assets</b>						
<b>IT capital</b>						
80870 ERP implementation	1,694,198	1,694,198	0	8,911	137,658	1,547,630
	1,694,198	1,694,198	0	8,911	137,658	1,547,630
<b>Software</b>						
80950 Website development for online bookings	0	0	0	7,200	7,200	(14,400)
	0	0	0	7,200	7,200	(14,400)
Total Intangible assets	1,694,198	1,694,198	0	16,111	144,858	1,533,230
<b>Assets Held for Sale</b>						
<b>Aged Persons Homes</b>						
80794 Aged Persons Homes - Capital works	1,000,000	1,000,000	0	0	0	1,000,000
	1,000,000	1,000,000	0	0	0	1,000,000
<b>Total Assets Held for Sale</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,000,000</b>
<b>Total capital projects</b>	<b>31,479,239</b>	<b>31,479,239</b>	<b>1,405,676</b>	<b>354,280</b>	<b>7,368,725</b>	<b>23,756,233</b>

**10.2.2 Investment Report for the Period Ended 31 July 2023**

<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 [10.2.2.1 - 1 page] 2. Investment Summary [10.2.2.2 - 1 page] 3. Investment Portfolio [10.2.2.3 - 1 page]

**SUMMARY**

This report presents the City's Investment Portfolio for the period ended 31 July 2023.

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

**That Council receives the Investment Portfolio Report for the period ended 31 July 2023 with investments totalling \$84,666,792.70.**

**Cr Sally Palmer Moved, Cr Catherine Ehrhardt, Deputy Mayor Seconded**

**CARRIED BY EXCEPTION (EN-BLOC): 9/1**

**For: Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik and Cr Dan Bull.**

**Against: Cr Giorgia Johnson.**

**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 July 2023 were \$84,666,792.70.

Of the total investment portfolio, \$53,543,594.17 is internally restricted and \$2,896,752.52 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 2023/24 operating and capital expenditure requirements.

**LEGISLATIVE COMPLIANCE**

Investment Policy applies. It is noted that the City currently has 32% 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.

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 July 2023 with investments totalling \$84,666,792.70.

**City of Bayswater  
Investment Register  
Balance as at 31 July 2023**

Investment Number	Bank	Lodgement Date	Maturity Date	Rate %	Principal \$	Accrued Interest \$	Maturity Interest \$	Maturity Amount \$
200826	Westpac Bank	21/03/23	01/08/23	4.52	1,850,000.00	30,240.66	30,469.75	1,880,469.75
200827	Westpac Bank	28/03/23	08/08/23	4.52	1,700,000.00	26,315.07	27,999.23	1,727,999.23
200859	Commonwealth Bank	15/06/23	08/08/23	4.30	1,000,000.00	5,419.18	6,361.64	1,006,361.64
200830	Suncorp Bank	04/04/23	15/08/23	4.48	1,623,934.25	23,519.91	26,509.73	1,650,443.98
200870	Bendigo Bank	11/07/23	15/08/23	4.40	1,200,000.00	2,893.15	5,063.01	1,205,063.01
200834	Westpac Bank	18/04/23	22/08/23	4.52	900,000.00	11,591.01	14,042.96	914,042.96
200842	Commonwealth Bank	09/05/23	22/08/23	4.69	1,021,441.10	10,893.60	13,781.06	1,035,222.16
200854	Bendigo Bank	15/06/23	22/08/23	4.62	1,000,000.00	5,822.47	8,607.12	1,008,607.12
200835	Bendigo Bank	26/04/23	29/08/23	4.60	1,516,680.82	18,349.76	23,892.92	1,540,573.74
200853	Bendigo Bank	15/06/23	05/09/23	4.62	2,000,000.00	11,644.93	20,758.36	2,020,758.36
200843	Commonwealth Bank	09/05/23	12/09/23	4.74	900,000.00	9,700.77	14,726.47	914,726.47
200852	Westpac Bank	13/06/23	12/09/23	5.08	1,658,769.77	11,081.49	21,008.66	1,679,778.43
200857	Commonwealth Bank	15/06/23	12/09/23	4.62	2,000,000.00	11,644.93	22,530.41	2,022,530.41
200855	Suncorp Bank	15/06/23	19/09/23	5.10	2,500,000.00	16,068.49	33,534.25	2,533,534.25
200863	Commonwealth Bank	20/06/23	26/09/23	5.11	804,188.49	4,616.04	11,033.47	815,221.96
200865	Bendigo Bank	04/07/23	26/09/23	5.00	1,000,000.00	3,698.63	11,506.85	1,011,506.85
200856	Suncorp Bank	15/06/23	03/10/23	5.10	2,500,000.00	16,068.49	38,424.66	2,538,424.66
200866	ING Bank	04/07/23	10/10/23	5.21	600,000.00	2,312.38	8,393.10	608,393.10
200877	Bendigo Bank	25/07/23	10/10/23	4.80	650,000.00	512.88	6,581.92	656,581.92
200872	Westpac Bank	11/07/23	17/10/23	5.20	1,801,431.58	5,132.85	25,150.95	1,826,582.53
<b>Muni General Funds Total</b>					<b>28,226,446.01</b>	<b>227,526.69</b>	<b>370,376.50</b>	<b>28,596,822.51</b>
200828	Bank of Queensland	28/03/23	29/08/23	4.50	2,831,371.60	43,634.15	53,757.27	2,885,128.87
200836	Westpac Bank	25/04/23	26/09/23	4.61	5,296,947.82	64,894.14	103,027.81	5,399,975.63
200846	Commonwealth Bank	16/05/23	17/10/23	4.83	1,911,828.30	19,227.23	38,960.44	1,950,788.74
200841	Suncorp Bank	09/05/23	14/11/23	4.81	2,401,038.78	26,262.10	59,801.65	2,460,840.43
200849	Suncorp Bank	06/06/23	21/11/23	4.97	3,298,625.63	24,703.54	75,458.09	3,374,083.72
200868	Bank of Queensland	05/07/23	05/12/23	5.40	2,105,074.35	8,097.33	47,649.66	2,152,724.01
200874	Bank of Queensland	18/07/23	19/12/23	5.40	3,597,927.49	6,919.85	81,973.60	3,679,901.09
<b>Muni Reserve Total</b>					<b>21,442,813.97</b>	<b>193,738.34</b>	<b>460,628.53</b>	<b>21,903,442.50</b>
200822	ING Bank	28/02/23	08/08/23	4.50	516,989.56	9,751.98	10,261.89	527,251.45
200876	Bendigo Bank	25/07/23	26/09/23	4.80	708,074.62	558.70	5,866.35	713,940.97
200832	Bank of Queensland	11/04/23	14/11/23	4.80	1,053,260.03	15,374.71	30,056.87	1,083,316.90
200837	Westpac Bank	25/04/23	30/01/24	4.72	618,428.31	7,757.29	22,392.19	640,820.50
<b>Trust Specific Total</b>					<b>2,896,752.52</b>	<b>33,442.69</b>	<b>68,577.29</b>	<b>2,965,329.81</b>
200815	Commonwealth Bank	15/02/23	15/08/23	4.57	1,711,599.65	35,574.07	38,788.60	1,750,388.25
200820	Commonwealth Bank	14/02/23	26/09/23	4.62	1,803,407.43	38,120.57	51,131.79	1,854,539.22
200824	Westpac Bank	17/03/23	17/10/23	4.79	1,140,000.00	20,346.35	32,015.57	1,172,015.57
200850	Westpac Bank	06/06/23	24/10/23	4.92	1,134,484.67	8,410.73	21,409.12	1,155,893.79
200867	ING Bank	04/07/23	07/11/23	5.31	1,383,961.35	5,436.12	25,368.58	1,409,329.93
200838	Bank of Queensland	27/04/23	28/11/23	4.70	1,472,435.80	18,012.13	40,764.28	1,513,200.08
200845	Bank of Queensland	16/05/23	05/12/23	4.90	1,319,950.82	13,467.11	35,971.37	1,355,922.19
200844	Suncorp Bank	10/05/23	12/12/23	4.81	1,300,000.00	14,047.84	37,004.05	1,337,004.05
200871	Bank of Queensland	11/07/23	16/01/24	5.57	600,000.00	1,831.23	17,305.15	617,305.15
<b>Aged General Funds Total</b>					<b>11,865,839.72</b>	<b>155,246.15</b>	<b>299,758.53</b>	<b>12,165,598.25</b>
200851	National Australia Bank	13/06/23	19/12/23	5.20	45,224.76	309.26	1,217.72	46,442.48
<b>Aged Mertome Gardens Total</b>					<b>45,224.76</b>	<b>309.26</b>	<b>1,217.72</b>	<b>46,442.48</b>
200847	Bendigo Bank	30/05/23	01/08/23	4.25	1,109,375.30	8,008.78	8,137.95	1,117,513.25
200864	Bendigo Bank	27/06/23	05/09/23	4.75	1,294,165.15	5,726.24	11,789.31	1,305,954.46
<b>Aged Prudential Requirements Reserve Total</b>					<b>2,403,540.45</b>	<b>13,735.02</b>	<b>19,927.26</b>	<b>2,423,467.71</b>
200819	Commonwealth Bank	21/02/23	01/08/23	4.48	3,099,867.59	60,876.30	61,256.78	3,161,124.37
200848	Westpac Bank	30/05/23	05/09/23	4.80	982,633.10	8,011.82	12,663.85	995,296.95
200861	Suncorp Bank	20/06/23	26/09/23	5.11	1,600,000.00	9,184.00	21,952.00	1,621,952.00
200862	Commonwealth Bank	20/06/23	26/09/23	5.11	1,052,073.59	6,038.90	14,434.45	1,066,508.04
200829	Bank of Queensland	28/03/23	03/10/23	4.60	3,979,928.17	62,697.50	94,798.62	4,074,726.79
200869	ING Bank	04/07/23	10/10/23	5.21	1,173,286.78	4,521.82	16,412.51	1,189,699.29
200833	Bank of Queensland	11/04/23	14/11/23	4.80	1,542,742.19	22,519.81	44,025.21	1,586,767.40
200873	Westpac Bank	11/07/23	21/11/23	5.26	2,132,828.26	6,147.22	40,879.01	2,173,707.27
200875	Westpac Bank	19/07/23	05/12/23	5.26	1,097,925.07	1,898.66	21,992.79	1,119,917.86
200839	Bendigo Bank	02/05/23	12/12/23	4.60	1,124,890.52	12,759.03	31,755.81	1,156,646.33
<b>Aged General Reserve Total</b>					<b>17,786,175.27</b>	<b>194,655.06</b>	<b>360,171.05</b>	<b>18,146,346.32</b>
<b>Total</b>					<b>84,666,792.70</b>	<b>818,653.22</b>	<b>1,580,656.89</b>	<b>86,247,449.59</b>

**City of Bayswater  
Investment Summary  
Balance as at 31 July 2023**

**Investments By Maturity Date**

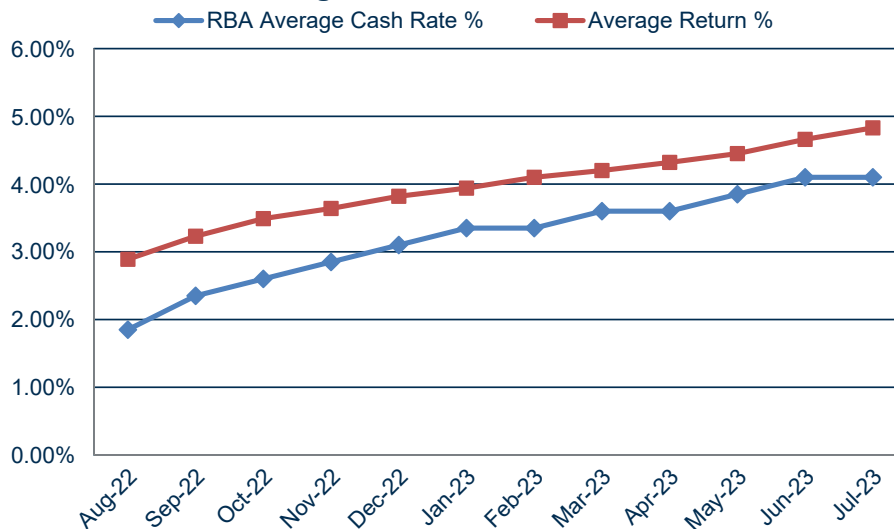
Maturity Dates	Principal	Portfolio %	Number of Investments
Less than 30 days	\$21,081,259.87	25%	14
Between 30 days and 60 days	\$23,600,259.97	28%	14
Between 61 days and 90 days	\$14,890,959.50	18%	9
Between 91 days and 180 days	\$24,475,885.05	29%	15
Between 181 days and 1 year	\$618,428.31	1%	1
<b>Total</b>	<b>\$84,666,792.70</b>	<b>100%</b>	<b>53</b>

**Allocation of Investments**

S&P Rating (Short-term)	Bank	Amount Invested	Amount Invested %	Threshold %
A-1+	National Australia Bank	\$45,224.76	0%	45%
A-1+	Westpac	\$20,313,448.58	24%	45%
A-1+	Commonwealth Bank	\$15,304,406.15	18%	45%
A-1	Suncorp**	\$15,223,598.66	18%	35%
A-2	Bank of Queensland	\$18,502,690.45	22%	30%
A-2	Bendigo Bank **	\$11,603,186.41	14%	30%
A-2	ING	\$3,674,237.69	4%	30%
<b>Total</b>		<b>\$84,666,792.70</b>	<b>100%</b>	

\*\* Fossil fuel free investment

**Average Return on Investment**



**City of Bayswater  
Investment Portfolio  
Balance as at 31 July 2023**

Source	Description	Total \$	Internally restricted \$	Externally restricted \$
Municipal	Investment - CoB General Funds	28,226,446.01	-	-
	Investment - CoB Reserve	21,442,813.97	21,442,813.97	-
	Investment - Trust	2,896,752.52	-	2,896,752.52
<b>Sub Total</b>		<b>52,566,012.50</b>	<b>21,442,813.97</b>	<b>2,896,752.52</b>
Aged	Investment - Aged General Funds	11,865,839.72	11,865,839.72	-
	Investment - Prudential Requirements Reserve	2,448,765.21	2,448,765.21	-
	Investment - Aged General Reserve	17,786,175.27	17,786,175.27	-
<b>Sub Total</b>		<b>32,100,780.20</b>	<b>32,100,780.20</b>	<b>-</b>
<b>Grand Total</b>		<b>84,666,792.70</b>	<b>53,543,594.17</b>	<b>2,896,752.52</b>

**10.2.3 List of Payments for the Month of July 2023**

<b>Responsible Branch:</b>	Financial Services
<b>Responsible Directorate:</b>	Corporate Services
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Summary of Accounts Municipal Fund [<b>10.2.3.1</b> - 10 pages]</li> <li>2. Schedule of Accounts Aged Persons Home Account [<b>10.2.3.2</b> - 1 page]</li> <li>3. Schedule of Accounts Trust Fund [<b>10.2.3.3</b> - 1 page]</li> <li>4. Summary of Corporate Card Expenses [<b>10.2.3.4</b> - 1 page]</li> <li>5. Electronic Fund Transfers [<b>10.2.3.5</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 July 2023 in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*.

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

That Council receives the list of payments for the month of July 2023 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**).

Cr Sally Palmer Moved, Cr Catherine Ehrhardt, Deputy Mayor Seconded

**CARRIED BY EXCEPTION (EN-BLOC): 9/1**

**For:** Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik and Cr Dan Bull.

**Against:** Cr Giorgia Johnson.

**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 July 2023 are included in **Attachment 1**.

Payments drawn from the Aged Persons Homes Account for the month of July 2023 are included in **Attachment 2**.

Payments drawn from the Trust Fund for the month of July 2023 are included in **Attachment 3**.

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

All other payments including those 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>  BPay Direct Credits Electronic Fund Transfers (EFTs)	BP000209-213, DC000432-435, DC000437-442, EF076790-EF077082, EF077085-EF077127, EF077129-EF077235, EF077238-EF077410	<b>\$7,787,920.91</b>
<b><i>Aged Persons Homes</i></b>  Electronic Fund Transfers (EFTs)	EF077236-237	<b>\$9,911.86</b>
<b><i>Trust Fund</i></b>  Electronic Fund Transfers (EFTs)	EF077083-84, EF077128	<b>\$51,925.49</b>
<b><i>Credit Cards</i></b>  Credit Card Transactions	29 June 2023 to 28 July 2023	<b>\$9,792.72</b>
Direct Debit and Other Electronic Fund Transfers	1 July 2023 to 31 July 2023	<b>\$9,968,697.20</b>
	<b>Total</b>	<b>\$17,828,248.18</b>

The following payments from previous months were cancelled in July.

- Municipal Account:
  - EF077259 - \$1,736.86
  - EF077100 - \$1,114.31

**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 following option has been assessed against the City’s adopted risk tolerance. Comments are provided against each of the risk categories.

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>	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 July 2023 comprising **Attachments 1, 2, 3, 4 and 5.**

**City of Bayswater  
List of Payment - Municipal  
for the period 1 July 2023 to 31 July 2023**

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
<i>Payments</i>				<i>\$</i>
BP000209	06/07/23	Water Corporation	Water usage charges	20,566.84
BP000210	13/07/23	Department of Transport	Licence and permit renewal	56,481.65
BP000211	13/07/23	Water Corporation	Construction and civil works payments	2,524.97
BP000212	20/07/23	Water Corporation	Water usage charges	8,068.27
BP000213	26/07/23	Water Corporation	Water usage charges	3,125.62
DC000432	12/07/23	Easisalary Pty Ltd	Payroll payment	7,532.11
DC000433	26/07/23	Easisalary Pty Ltd	Payroll payment	6,877.67
DC000434	13/07/23	Superchoice	Payroll payment	207,184.07
DC000435	06/07/23	Superchoice	Payroll payment	268,234.39
DC000437	03/07/23	Department of Justice/Fines Enforcement Reg	Payroll payment	3,726.00
DC000438	14/07/23	Department of Justice/Fines Enforcement Reg	Legal expenses and court costs	1,377.00
DC000439	14/07/23	Department of Justice/Fines Enforcement Reg	Fees and charges	81.00
DC000440	14/07/23	Department of Justice/Fines Enforcement Reg	Fees and charges	81.00
DC000441	14/07/23	Department of Justice/Fines Enforcement Reg	Fees and charges	81.00
DC000442	21/07/23	Department of Justice/Fines Enforcement Reg	Fees and charges	3,726.00
EF076790	06/07/23	A Bold + B Cave	Crossover subsidy	640.25
EF076791	06/07/23	Aboriginal Health Council of WA	Refund facility hire bond	500.00
EF076792	06/07/23	Alicia Ward	Refund facility hire bond	500.00
EF076793	06/07/23	Award Contracting	Garden Maintenance	825.00
EF076794	06/07/23	Bayswater State Emergency Services	Emergency Services Levy	9,109.25
EF076795	06/07/23	Cleanaway Pty Ltd	Waste collection and hygiene services	289.87
EF076796	06/07/23	David Gray & Co Pty Ltd	Environmental Health Services & Supplies	672.20
EF076797	06/07/23	Department of Water & Environmental Regula	Licence and permit renewal	544.00
EF076798	06/07/23	Eastern Metropolitan Regional Council	Waste collection and hygiene services	205,571.07
EF076799	06/07/23	Ellenby Tree Farm	Garden Maintenance	101,929.36
EF076800	06/07/23	Galvins Plumbing Supplies	Construction and civil works tools and materials	17.82
EF076801	06/07/23	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	2,434.37
EF076802	06/07/23	Independent Girls Schools Sports Associa	Refund facility hire bond	550.00
EF076803	06/07/23	Inst of Public Works Engineering Australasia L	Staff training, development and support	5,262.40
EF076804	06/07/23	iVAC WA Pty Ltd T/AS iVAC WA and Vacuum	Cleaning services	5,064.82
EF076805	06/07/23	Jodie Walsh	Donation	200.00
EF076806	06/07/23	Kathryn Jajko	Crossover subsidy	612.40
EF076807	06/07/23	Office Line	Equipment Maintenance	575.30
EF076808	06/07/23	Owners of Strata Plan	Refund facility hire bond	19.00
EF076809	06/07/23	Plunkett Homes (1903) Pty Ltd	Refund residential verge deposit	1,400.00
EF076810	06/07/23	RCA of Perth Majella Catholic Primary Sc	Refund facility hire bond	550.00
EF076811	06/07/23	Roni Singh	Refund facility hire bond	60.00
EF076812	06/07/23	Rural Building Company	Refund residential verge deposit	1,400.00
EF076813	06/07/23	S E Crispe	Cloth Nappy Rebate	100.00
EF076814	06/07/23	Signbiz WA	Signage and banners	16,318.50
EF076815	06/07/23	Southern Cross Protection Pty Ltd-Petty Cash	Petty cash reimbursement	29.00
EF076816	06/07/23	Synergy	Electricity charges (other than street lighting)	2,004.51
EF076817	06/07/23	T Cawthorne	Crossover subsidy	619.70
EF076818	06/07/23	Tapan Patel	Refund facility hire bond	550.00
EF076819	06/07/23	Telstra Limited	Office telephone and communication expenses	25,852.42
EF076820	06/07/23	The Owners of Lawley Mansions Strata Sch	Grants & funding	4,000.00
EF076821	06/07/23	Tomorrow Man Pty Ltd	Refund miscellaneous	1,652.20
EF076822	06/07/23	Westbooks	Library book stock and materials	48.94
EF076823	06/07/23	Western Australia Police	Volunteer reimbursements and expenses	34.00
EF076824	06/07/23	Woolworths Group Limited	Youth and seniors community activities	277.50
EF076825	06/07/23	Yiting Li	Refund swimming lessons	68.00
EF076826	05/07/23	A1 Locksmiths	Key / Lock Services	110.00
EF076827	05/07/23	AAAC Towing Pty Ltd	Vehicle towing	165.00
EF076828	05/07/23	Aarco Environmental Solutions Pty Ltd	Building maintenance and services	269.50
EF076829	05/07/23	Acclaimed Catering Pty Ltd	Functions and events catering expenses	4,200.90
EF076830	05/07/23	Adecco Australia Pty Ltd	Labour hire and temporary replacement	1,011.20
EF076831	05/07/23	ADT Security	Building maintenance and services	52.00
EF076832	05/07/23	Advance Vacuumed Gutters	Building maintenance and services	1,533.88
EF076833	05/07/23	Alyka Pty Ltd	Software Maintenance	6,050.00
EF076834	05/07/23	Amalgam Recruitment	Labour hire and temporary replacement	3,057.90
EF076835	05/07/23	AMS Technology Group Pty Ltd	Building maintenance and services	35,789.68
EF076836	05/07/23	Antonio D'Onofrio	Youth and seniors community activities	200.00
EF076837	05/07/23	Artificial Intelligence Investment Holdings Pty	Buildings and events security expenses	5,763.64
EF076838	05/07/23	ASB Marketing	Minor Equipment Purchase	3,694.90
EF076839	05/07/23	ATC Work Smart	Staff training, development and support	113.56

Reference	Date	Creditor Name	Invoice details	Amount Paid
<b>Payments</b>				
BP000209	06/07/23	Water Corporation	Water usage charges	20,566.84
EF076840	05/07/23	Austraffic WA	Traffic management	20,240.00
EF076841	05/07/23	Australia Network on Disability Ltd	Memberships and subscriptions	7,920.00
EF076842	05/07/23	Australian Services Union	Payroll payment	257.00
EF076843	05/07/23	Australian Taxation Office	Payroll payment	477,137.00
EF076844	05/07/23	Avantgarde Technologies Pty Ltd	IT software/hardware upgrades & replacement	164,093.53
EF076845	05/07/23	Axiis Contracting Pty Ltd	Garden Maintenance	2,403.49
EF076846	05/07/23	Battery King Australia Pty Ltd	Environmental Health Services & Supplies	1,191.96
EF076847	05/07/23	Be Media Group Pty Ltd	Marketing and promotional material	3,355.00
EF076848	05/07/23	BMH Electrical Contractors Pty Ltd	Building supplies and hardware	4,092.00
EF076849	05/07/23	Boyan Electrical Services	Electrical Installation & Repair	32,188.96
EF076850	05/07/23	Bridgestone Aust Ltd	Plant and vehicle parts and materials	2,067.56
EF076851	05/07/23	Brownes Foods Operations Pty Ltd	Office stationery and consumables	280.16
EF076852	05/07/23	Bunnings Group Ltd	Parks & gardens materials	378.46
EF076853	05/07/23	Chalcedony Investments Pty Ltd T/A Interlink T Trainee		1,500.00
EF076854	05/07/23	Child Support Agency	Payroll payment	1,481.77
EF076855	05/07/23	CMO Trading Pty Ltd T/A Acromat	Building supplies and hardware	17,987.20
EF076856	05/07/23	CNW Pty Ltd	Construction and civil works tools and materials	172.87
EF076857	05/07/23	COB - Sundowner Club	Payroll payment	100.00
EF076858	05/07/23	Contra-flow Pty Ltd	Traffic management	21,216.81
EF076859	05/07/23	Cornerstone Legal WA Pty Ltd	Legal expenses and court costs	2,574.00
EF076860	05/07/23	Crown Security (WA) Pty Ltd	Buildings and events security expenses	572.00
EF076861	05/07/23	Direct Communications "Please Use 113585"	Equipment Maintenance	146.85
EF076862	05/07/23	E Fire & Safety	Building maintenance and services	902.00
EF076863	05/07/23	Emma Jeanne Young	Youth and seniors community activities	374.00
EF076864	05/07/23	Environment House Inc	Environmental services & supplies	2,585.00
EF076865	05/07/23	Epic Catering Services	Functions and events catering expenses	3,038.10
EF076866	05/07/23	Europcar WA	Insurance excess	1,000.00
EF076867	05/07/23	Exbo Signage and Digital Pty Ltd T/A Bokay S	Plant and vehicle repairs	15,565.03
EF076868	05/07/23	Excel Consulting Solutions Pty Ltd	Staff training, development and support	375.00
EF076869	05/07/23	Fleet Commercial Gymnasiums Pty Ltd	Aquatic chemicals and consumables	198.00
EF076870	05/07/23	Flexi Staff Group Pty Ltd	Labour hire and temporary replacement	5,929.39
EF076871	05/07/23	Fuel Distributors of WA Pty Ltd	Fuel and oil	21,147.83
EF076872	05/07/23	Galleria Toyota	Plant and vehicle repairs	175.30
EF076873	05/07/23	GFG Consulting	Professional consultancy services	2,200.00
EF076874	05/07/23	GFG Temporary Assist	Labour hire and temporary replacement	34,630.20
EF076875	05/07/23	Health Insurance Fund of WA	Payroll payment	288.95
EF076876	05/07/23	Hospital Benefit Fund of WA	Payroll payment	1,079.89
EF076877	05/07/23	ibookingsystems	Memberships and subscriptions	99.00
EF076878	05/07/23	Intelife Group Limited	Garden Maintenance	3,082.26
EF076879	05/07/23	Jessica Wyld Photography Pty Ltd	Marketing and promotional material	1,166.00
EF076880	05/07/23	Judroc Pty Ltd T/A The Watershed Water Sys	Parks & gardens materials	6,441.28
EF076881	05/07/23	Kelly Hall	Staff allowances and reimbursements	59.26
EF076882	05/07/23	Kobi Arthur Morrison	Functions and events entertainment expenses	750.00
EF076883	05/07/23	Bedford-Dianella Vet Centre	Animal supplies & services	55.00
EF076884	05/07/23	Linemarking WA Pty Ltd	Signage and banners	54,180.50
EF076885	05/07/23	Local Government Professionals Aust WA	Advertising recruitment	165.00
EF076886	05/07/23	Maia Financial Pty Ltd	Staff training, development and support	7,456.08
EF076887	05/07/23	McLeods	Legal expenses and court costs	2,740.08
EF076888	05/07/23	Miltom Pty Ltd T/A Classic Hire	Equipment hire	822.80
EF076889	05/07/23	MPK Tree Management Pty Ltd T/A MPK Tre	Garden Maintenance	14,840.16
EF076890	05/07/23	Natural Area Holdings Pty Ltd	Garden Maintenance	55,277.33
EF076891	05/07/23	NEC Australia Pty Ltd	Professional consultancy services	9,509.50
EF076892	05/07/23	Ngala-Boodja/Aboriginal Land Care	Garden Maintenance	1,500.35
EF076893	05/07/23	S & F Unit Trust T/As Optima Press Pty Ltd	Printing and graphic design expenses	20,252.10
EF076894	05/07/23	Paywise Pty Ltd	Payroll payment	1,197.76
EF076895	05/07/23	Prestige Property Maintenance Pty Ltd	Garden Maintenance	36,816.37
EF076896	05/07/23	Primer Facie Pty Ltd T/A Primer Facie Paintin	Painting services	16,575.90
EF076897	05/07/23	Pro-Am Australia	Aquatic chemicals and consumables	2,053.07
EF076898	05/07/23	Promolab	Staff uniforms and protective equipment	3,810.40
EF076899	05/07/23	Property Council of Australia Limited	Construction and civil works payments	5,500.00
EF076900	05/07/23	Quality Press	Printing and graphic design expenses	4,353.80
EF076901	05/07/23	Relationships Australia Western Australia	Staff training, development and support	1,408.00
EF076902	05/07/23	Rene Lehner	Functions and events entertainment expenses	325.00
EF076903	05/07/23	Reppo	Fuel and oil	1,491.60
EF076904	05/07/23	RTS Training	Staff training, development and support	60.00
EF076905	05/07/23	RTV Computers Pty Ltd	IT software/hardware upgrades & replacement	9,938.50
EF076906	05/07/23	Rubek Automatic Doors	Building maintenance and services	1,203.40
EF076907	05/07/23	Russell Bradley Hughes T/A All Plant Mechan	Plant and vehicle repairs	687.60
EF076908	05/07/23	Security Management Australasia Pty Ltd	Equipment Maintenance	550.00

Reference	Date	Creditor Name	Invoice details	Amount Paid
<b>Payments</b>				
BP000209	06/07/23	Water Corporation	Water usage charges	20,566.84
EF076909	05/07/23	Sonic Health Plus Pty Ltd	Medical services and materials	73.70
EF076910	05/07/23	Southern Cross Protection Pty Ltd	Petty cash reimbursement	600.00
EF076911	05/07/23	Statewide Cleaning Supplies Pty Ltd	Cleaning supplies	717.37
EF076912	05/07/23	Stratagreen	Parks & gardens materials	380.31
EF076913	05/07/23	Syme Marmion & Co	Professional consultancy services	8,800.00
EF076914	05/07/23	T J Depiazzi & Sons	Garden Maintenance	3,597.00
EF076915	05/07/23	T Rogue Investments Pty Ltd	Building maintenance and services	3,359.50
EF076916	05/07/23	Team Global Express Pty Ltd T/A IPEC Pty Lt	Postage and courier charges	685.87
EF076917	05/07/23	Techworks Plumbing Pty Ltd	Techworks Plum Building maintenance and services	190.74
EF076918	05/07/23	The O'Grady Family Trust T/A Efficient Site S	Construction and civil works payments	17,022.50
EF076919	05/07/23	The Trustee for Rabblement Trust	Book purchases	549.48
EF076920	05/07/23	The Trustee for The McCartney Family Trust	Construction and civil works payments	2,611.84
EF076921	05/07/23	The Trustee for the Critter Trust T/A Critters U	Marketing and promotional material	650.00
EF076922	05/07/23	Toro Australia Group Sales Pty Ltd	Plant and vehicle parts and materials	1,144.11
EF076923	05/07/23	TPG Telecom	IT network maintenance	6,375.60
EF076924	05/07/23	T-Quip	Plant and vehicle parts and materials	55.45
EF076925	05/07/23	Turf Care WA Pty Ltd	Garden Maintenance	3,508.19
EF076926	05/07/23	WA Assett Pty Ltd	Building supplies and hardware	396.00
EF076927	05/07/23	WA Hino Sales and Service	Plant and vehicle repairs	594.00
EF076928	05/07/23	LGRCEU	Payroll payment	990.00
EF076929	05/07/23	West Build Products Pty Ltd	Parks & gardens materials	596.97
EF076930	05/07/23	Winc Australia Pty Ltd	Office stationery and consumables	2.31
EF076931	05/07/23	Work Clobber	Staff uniforms and protective equipment	143.20
EF076932	05/07/23	WPC Group Ltd	Labour hire and temporary replacement	2,875.87
EF076933	05/07/23	Zenien	Labour hire and temporary replacement	4,022.70
EF076934	13/07/23	AlintaGas Sales Pty Ltd	Gas usage charges	35.05
EF076935	13/07/23	Antonio D'Onofrio	Citizenship expenses	200.00
EF076936	13/07/23	CNW Pty Ltd	Building supplies and hardware	425.71
EF076937	13/07/23	Dimity Dewar	Staff allowances and reimbursements	257.50
EF076938	13/07/23	Easisalary Pty Ltd	Staff superannuation & other deductions	3,694.92
EF076939	13/07/23	Maylands Park Lottery Centre & Newsagency	Memberships and subscriptions	253.35
EF076940	13/07/23	Eastern Metropolitan Regional Council	Waste collection and hygiene services	27,626.60
EF076941	13/07/23	Garden Care West (WA)	Garden Maintenance	5,345.97
EF076942	13/07/23	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	12,771.90
EF076943	13/07/23	LGISWA	Staff training, development and support	495.00
EF076944	13/07/23	Message Media	Memberships and subscriptions	103.40
EF076945	13/07/23	Natural Area Holdings Pty Ltd	Parks & gardens materials	107,924.03
EF076946	13/07/23	Our Community Pty Ltd	Memberships and subscriptions	400.00
EF076947	13/07/23	Siiri Clausnitzer	Staff allowances and reimbursements	250.00
EF076948	13/07/23	Simon Gilbert	Refund swimming lessons	187.00
EF076949	13/07/23	Skate Sculpture	Construction and civil works payments	123,032.80
EF076950	13/07/23	Skewerz Galleria	Refund miscellaneous	440.00
EF076951	13/07/23	Southern Cross Protection Pty Ltd-Petty Cash	Petty cash reimbursement	304.00
EF076952	13/07/23	Synergy	Electricity charges (other than street lighting)	5,410.35
EF076953	13/07/23	Telstra Limited	Office telephone and communication expenses	401.78
EF076954	13/07/23	Thanh Cawthorne	Crossover subsidy	706.83
EF076955	13/07/23	The Fruit Box Group Pty Ltd	Functions and events catering expenses	55.80
EF076956	13/07/23	Westbooks	Book purchases	31.48
EF076957	13/07/23	Western Australia Treasury Corporation	Loan repayments	15,831.96
EF076958	13/07/23	Woolworths Group Limited	Office stationery and consumables	414.70
EF076959	13/07/23	Acclaimed Catering Pty Ltd	Functions and events catering expenses	1,386.00
EF076960	13/07/23	Adecco Australia Pty Ltd	Labour hire and temporary replacement	1,142.69
EF076961	13/07/23	ALS Library Services Pty Ltd	Book purchases	212.71
EF076962	13/07/23	Amalgam Recruitment	Labour hire and temporary replacement	1,249.60
EF076963	13/07/23	AMS Technology Group Pty Ltd	Building maintenance and services	7,200.79
EF076964	13/07/23	Apace Aid Incorporated	Grants & funding	4,873.44
EF076965	13/07/23	Aquamonix Pty Ltd	Parks & gardens materials	550.00
EF076966	13/07/23	Arbor West Pty Ltd T/A Classic Tree Services	Parks & gardens contract payments	14,548.60
EF076967	13/07/23	Asphaltech Pty Ltd	Construction and civil works tools and materials	161,541.31
EF076968	13/07/23	Australia and New Zealand Recycling Platform	Waste collection and hygiene services	1,331.88
EF076969	13/07/23	Australia Post	Postage and courier charges	3,033.95
EF076970	13/07/23	Avantgarde Technologies Pty Ltd	IT network maintenance	26,592.21
EF076971	13/07/23	Axis Contracting Pty Ltd	Construction and civil works payments	40,049.92
EF076972	13/07/23	Battery King Australia Pty Ltd	Plant and vehicle repairs	273.90
EF076973	13/07/23	BGC (Australia) Pty Ltd T/A BGC Concrete	Parks & gardens materials	174.02
EF076974	13/07/23	Boyan Electrical Services	Electrical Installation & Repair	7,665.36
EF076975	13/07/23	BP Australia Pty Ltd	Fuel and oil	2,780.69
EF076976	13/07/23	Bridgestone Aust Ltd	Plant and vehicle parts and materials	736.56
EF076977	13/07/23	Brownes Foods Operations Pty Ltd	Office stationery and consumables	193.64

Reference	Date	Creditor Name	Invoice details	Amount Paid
				<b>\$</b>
				<b>Payments</b>
BP000209	06/07/23	Water Corporation	Water usage charges	20,566.84
EF076978	13/07/23	Bunnings Group Ltd	Minor Equipment Purchase	2,753.02
EF076979	13/07/23	Cat Haven	Animal supplies & services	1,837.00
EF076980	13/07/23	Ceiling Manufacturers of Australia	Building supplies and hardware	26.93
EF076981	13/07/23	Cherry Court Vet Clinic	Animal supplies & services	33.00
EF076982	13/07/23	Cleantex Pty Ltd	Staff uniforms and protective equipment	850.41
EF076983	13/07/23	Cleverpatch Pty Ltd	Youth and seniors community activities	262.80
EF076984	13/07/23	Code Research Pty Ltd T/A PWD (Australia)	Construction and civil works payments	3,891.80
EF076985	13/07/23	Cohesis Pty Ltd	Professional consultancy services	5,010.85
EF076986	13/07/23	Colleagues Nagels Pty Ltd	Signage and banners	1,255.00
EF076987	13/07/23	Contra-flow Pty Ltd	Traffic management	27,144.05
EF076988	13/07/23	Cornestone Legal WA Pty Ltd	Legal expenses and court costs	2,013.00
EF076989	13/07/23	Data#3 Ltd	Software Maintenance	14,469.81
EF076990	13/07/23	The Trustee for Lindsay Huffer Family Trust T.	Functions and events catering expenses	600.00
EF076991	13/07/23	Devco Plumbing	Building maintenance and services	46,351.14
EF076992	13/07/23	Direct Communications "Please Use 113585"	Equipment Maintenance	101.75
EF076993	13/07/23	E Fire & Safety	Building maintenance and services	665.50
EF076994	13/07/23	Edwin Raymond Powell T/AS Bore Stain Wes	Construction and civil works payments	1,492.50
EF076995	13/07/23	Ethan Grace Pty Ltd T/A Air Tools WA	Construction and civil works payments	776.86
EF076996	13/07/23	Europcar WA	Vehicle & plant hire	3,372.60
EF076997	13/07/23	Evenflow Irrigation	Parks & gardens contract payments	192.50
EF076998	13/07/23	Flexi Staff Group Pty Ltd	Labour hire and temporary replacement	13,541.28
EF076999	13/07/23	Freedom Fairies Pty Ltd	Youth and seniors community activities	852.50
EF077000	13/07/23	Full Circle Roof Plumbing	Building maintenance and services	2,282.50
EF077001	13/07/23	Fulton Hogan Industries Pty Ltd	Construction and civil works tools and materials	3,590.40
EF077002	13/07/23	Genus Services Pty Ltd	Equipment Maintenance	4,878.17
EF077003	13/07/23	GFG Temporary Assist	Labour hire and temporary replacement	3,714.70
EF077004	13/07/23	GHD Pty Ltd	Professional consultancy services	5,500.00
EF077005	13/07/23	Grainne Wray	Youth and seniors community activities	320.00
EF077006	13/07/23	Gurus Entertainment and Management Pty Lt	Youth and seniors community activities	9,900.00
EF077007	13/07/23	Horec Pty Ltd T/AS Push Mobility	Youth and seniors community activities	11,931.00
EF077008	13/07/23	Hydroquip Pumps	Garden Maintenance	10,890.18
EF077009	13/07/23	Insight Urbanism	Sitting Fee	467.50
EF077010	13/07/23	Instant Fence Hire	Parks & gardens materials	572.00
EF077011	13/07/23	Irrigation Australia Ltd	Memberships and subscriptions	780.00
EF077012	13/07/23	The Trustee for JP Unit Trust T/A John Papas	Plant and vehicle parts and materials	4,755.00
EF077013	13/07/23	Josh Byrne and Associates	Professional consultancy services	2,909.50
EF077014	13/07/23	Judroc Pty Ltd T/A The Watershed Water Sys	Parks & gardens materials	903.30
EF077015	13/07/23	Kee Surfacing Pty Ltd	Construction and civil works payments	29,711.17
EF077016	13/07/23	Kit Bag The Trustee for Green Family Trust	Staff uniforms and protective equipment	209.90
EF077017	13/07/23	Landgate	Gross rental valuation charges	281,947.34
EF077018	13/07/23	Led Signs Pty Ltd	Building maintenance and services	1,588.40
EF077019	13/07/23	Linemarking WA Pty Ltd	Signage and banners	11,697.33
EF077020	13/07/23	Luke Donovan Riley T/As Luke Riley Creative	Grants & funding	510.00
EF077021	13/07/23	Marketforce Pty Ltd	Advertising public notices	1,201.93
EF077022	13/07/23	McInerney Ford	Plant and vehicle purchasing	41,440.24
EF077023	13/07/23	Mental Illness Fellowship of Western Australia	Refund facility hire bond	1,323.68
EF077024	13/07/23	Microcom Pty Ltd T/A MetroCount	Minor Equipment Purchase	935.00
EF077025	13/07/23	S.N Aroney & A.P Brown & D. Curry & S.A. L	Legal expenses and court costs	735.90
EF077026	13/07/23	Modern Teaching Aids Pty Ltd	Youth and seniors community activities	61.55
EF077027	13/07/23	Morley Mower Centre	Plant and vehicle parts and materials	17.60
EF077028	13/07/23	MPK Tree Management Pty Ltd T/A MPK Tre	Garden Maintenance	11,193.73
EF077029	13/07/23	Multispares Ltd	Plant and vehicle parts and materials	3,497.02
EF077030	13/07/23	Parks and Leisure Australia	Parks & gardens plants and trees	176.00
EF077031	13/07/23	PAV Sales & Installation	IT software/hardware upgrades & replacement	1,369.50
EF077032	13/07/23	Pavement Analysis Pty Ltd	Construction and civil works payments	7,040.00
EF077033	13/07/23	Pool & Pump Service & Repairs Pty Ltd	Aquatic maintenance and services	10,875.94
EF077034	13/07/23	Porter Consulting Engineers	Professional consultancy services	6,985.00
EF077035	13/07/23	Pr Power Pty Ltd	Building maintenance and services	3,124.55
EF077036	13/07/23	Prestige Property Maintenance Pty Ltd	Garden Maintenance	41,736.37
EF077037	13/07/23	Quality Press	Printing and graphic design expenses	1,534.50
EF077038	13/07/23	Redfish Technologies Pty Ltd	Equipment Maintenance	792.00
EF077039	13/07/23	Rentokil Initial Pty Ltd	Construction and civil works payments	4,880.25
EF077040	13/07/23	Reppo	Plant and vehicle parts and materials	261.88
EF077041	13/07/23	reSPOKE	Civil works design and technical support	5,533.24
EF077042	13/07/23	Reverberate Consulting Pty Ltd	Legal expenses and court costs	10,692.00
EF077043	13/07/23	Revive Resources Pty Ltd	Parks & gardens contract payments	4,884.00
EF077044	13/07/23	Robange Trading Pty Ltd T/A Fully Promoted	Staff uniforms and protective equipment	3,947.68
EF077045	13/07/23	Rosebery Settlements	Legal expenses and court costs	1,307.55
EF077046	13/07/23	Royal Life Saving Society	Minor Equipment Purchase	1,613.56

Reference	Date	Creditor Name	Invoice details	Amount Paid
<b>Payments</b>				<b>\$</b>
BP000209	06/07/23	Water Corporation	Water usage charges	20,566.84
EF077047	13/07/23	RTV Computers Pty Ltd	IT software/hardware upgrades & replacement	2,179.00
EF077048	13/07/23	Rubek Automatic Doors	Building maintenance and services	3,144.35
EF077049	13/07/23	Russell Bradley Hughes T/A All Plant Mechan	Plant and vehicle parts and materials	621.90
EF077050	13/07/23	Ruth Kilpatrick	Youth and seniors community activities	513.00
EF077051	13/07/23	ServiceFM Pty Ltd	Building maintenance and services	12,856.01
EF077052	13/07/23	Shred-X Pty Ltd	Postage and courier charges	66.40
EF077053	13/07/23	Simba Textile Mills Pty Ltd	Aquatic chemicals and consumables	1,536.70
EF077054	13/07/23	Sonic Health Plus Pty Ltd	Medical services and materials	1,084.60
EF077055	13/07/23	South West Corridor Development Foundator	Community engagement framework	11,000.00
EF077056	13/07/23	Sportsworld of WA	Aquatic chemicals and consumables	429.00
EF077057	13/07/23	Stratco (WA) Pty Ltd	Building supplies and hardware	1,649.91
EF077058	13/07/23	Team Global Express Pty Ltd T/A IPEC Pty Lt	Postage and courier charges	381.04
EF077059	13/07/23	Techworks Plumbing Pty Ltd	Techworks Plum Building maintenance and services	95.37
EF077060	13/07/23	The Trustee for the Folan Family Trust T/A Ins	Staff training, development and support	6,160.00
EF077061	13/07/23	The Goods Australia	Cleaning supplies	617.80
EF077062	13/07/23	The Helen Hardcastle Trust T/A Learning Hori	Advertising recruitment	3,300.00
EF077063	13/07/23	The Trustee for Lift Shop Trust	Building maintenance and services	2,217.58
EF077064	13/07/23	The Trustee for Rabblement Trust	Book purchases	650.38
EF077065	13/07/23	The Trustee for The McCartney Family Trust	Construction and civil works payments	1,500.00
EF077066	13/07/23	Toro Australia Group Sales Pty Ltd	Plant and vehicle parts and materials	260.77
EF077067	13/07/23	Totally Board Pty Ltd	Youth and seniors community activities	330.00
EF077068	13/07/23	T-Quip	Plant and vehicle repairs	4,044.30
EF077069	13/07/23	Trauma Clean WA	Cleaning services	5,225.00
EF077070	13/07/23	Trophy Warehouse	Office stationery and consumables	178.00
EF077071	13/07/23	Turf Care WA Pty Ltd	Parks & gardens contract payments	9,290.14
EF077072	13/07/23	Vaughn J McGuire	Professional consultancy services	550.00
EF077073	13/07/23	Veolia Water Operations Pty Ltd	Parks & gardens materials	918.50
EF077074	13/07/23	Verse Group Pty Ltd	Labour hire and temporary replacement	4,716.25
EF077075	13/07/23	Vizona Pty Ltd	Parks & gardens materials	8,426.00
EF077076	13/07/23	Vorgee Pty Ltd	Aquatic chemicals and consumables	245.58
EF077077	13/07/23	Walcott Industries Pty Ltd	Building maintenance and services	3,410.00
EF077078	13/07/23	Walkers Pest & Lawn Management	Pest control	2,420.00
EF077079	13/07/23	Wanneroo Agricultural Machinery	Plant and vehicle parts and materials	1,582.20
EF077080	13/07/23	Winc Australia Pty Ltd	Office stationery and consumables	88.58
EF077081	13/07/23	Work Clobber	Staff uniforms and protective equipment	711.70
EF077082	13/07/23	WPC Group Ltd	Labour hire and temporary replacement	6,462.90
EF077085	20/07/23	Ali Danish	Refund bond	1,435.00
EF077086	20/07/23	AlintaGas Sales Pty Ltd	Gas usage charges	324.75
EF077087	20/07/23	Bayswater Primary School	Refund facility hire bond	550.00
EF077088	20/07/23	BOC Ltd	Minor Equipment Purchase	202.51
EF077089	20/07/23	Brady Australia Pty Ltd t/a Seton Australia	Aquatic chemicals and consumables	476.31
EF077090	20/07/23	Carol Foley	Youth and seniors community activities	600.00
EF077091	20/07/23	Charnie Connelly	Crossover subsidy	678.65
EF077092	20/07/23	Charnie Connelly	Refund crossover	1,549.20
EF077093	20/07/23	Cleanaway Pty Ltd	Waste collection and hygiene services	547,475.32
EF077094	20/07/23	CNW Pty Ltd	Building supplies and hardware	859.30
EF077095	20/07/23	Customised Projects Pty Ltd	Refund bond	1,435.00
EF077096	20/07/23	Dorothy Bagshaw	Professional consultancy services	150.00
EF077097	20/07/23	Eastern Metropolitan Regional Council	Waste collection and hygiene services	26,192.08
EF077098	20/07/23	Franco & Olivia Pieraccini	Refund crossover	439.45
EF077099	20/07/23	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	5,829.91
EF077100	20/07/23	I & M Moore	Refund rates overpay	1,114.31
EF077101	20/07/23	Irshaad Karrim	Refund hall hire	1,000.00
EF077102	20/07/23	Julie Wiscombe	Youth and seniors community activities	320.00
EF077103	20/07/23	Kirsty Eaton	Refund bond	5,000.00
EF077104	20/07/23	Kirsty Croft	Staff allowances and reimbursements	1,500.00
EF077105	20/07/23	Laura Moulton + Aaron Beecrott	Refund facility hire bond	550.00
EF077106	20/07/23	Living Turf	Parks & gardens materials	8,266.50
EF077107	20/07/23	Lombard Family Trust	Refund bond	2,985.00
EF077108	20/07/23	Malibu Pools and Spas	Refund bond	1,400.00
EF077109	20/07/23	Michelle and Andrew Harris	Refund bond	735.05
EF077110	20/07/23	Noranda Primary School	Donation	110.00
EF077111	20/07/23	Officeworks	Office stationery and consumables	239.00
EF077112	20/07/23	Perth Modular Homes	Refund bond	147.00
EF077113	20/07/23	Pharren Silver	Refund bond	1,435.00
EF077114	20/07/23	Rachel Pace	Donation	200.00
EF077115	20/07/23	Russian Learning Centre Lomonosov	Refund hall hire	750.00
EF077116	20/07/23	Scott Hamer-Mathew	Refund health centre memberships	142.08
EF077117	20/07/23	Sysan (WA) Pty Ltd ATF Marshall Family T	Refund bond	1,435.00

Reference	Date	Creditor Name	Invoice details	Amount Paid
<b>Payments</b>				<b>\$</b>
BP000209	06/07/23	Water Corporation	Water usage charges	20,566.84
EF077118	20/07/23	Tangent Nominees Pty Ltd	Refund bond	1,400.00
EF077119	20/07/23	Tara and Joshua Sita	Refund crossover	678.65
EF077120	20/07/23	Tara and Joshua Sita	Refund bond	1,922.00
EF077121	20/07/23	Teresa Dimasi	Refund bond	1,400.00
EF077122	20/07/23	The Family Inclusion Network of WA	Refund hall hire	500.00
EF077123	20/07/23	Valerie A Quintal	Refund bond	1,435.00
EF077124	20/07/23	WA Local Government Association	Staff training, development and support	638.00
EF077125	20/07/23	Wesfarmers Kleenheat Gas Pty Ltd	Gas usage charges	31,001.30
EF077126	20/07/23	Western Australia Police	Licence and permit renewal	102.00
EF077127	20/07/23	Woolworths Group Limited	Office stationery and consumables	481.39
EF077129	19/07/23	3 Monkeys Audiovisual	Minor Equipment Purchase	1,626.02
EF077130	19/07/23	Acclaimed Catering Pty Ltd	Functions and events catering expenses	484.00
EF077131	19/07/23	Adecco Australia Pty Ltd	Labour hire and temporary replacement	1,650.57
EF077132	19/07/23	ADT Security	Building maintenance and services	52.00
EF077133	19/07/23	AKA Seating Systems Pty Ltd T/A AKA Event	Construction and civil works payments	170,720.00
EF077134	19/07/23	AMS Technology Group Pty Ltd	Building maintenance and services	761.20
EF077135	19/07/23	Arbor West Pty Ltd T/A Classic Tree Services	Garden Maintenance	6,475.70
EF077136	19/07/23	Arboriculture Australia Ltd	Staff training, development and support	1,587.00
EF077137	19/07/23	Asphaltech Pty Ltd	Construction and civil works payments	21,464.81
EF077138	19/07/23	ATI-Mirage Training and Business Solutions F	Staff training, development and support	2,695.00
EF077139	19/07/23	APV Valuers and Asset Management	Asset Valuation Fees	25,445.20
EF077140	19/07/23	Australian Services Union	Payroll payment	257.00
EF077141	19/07/23	Australian Taxation Office	Payroll payment	297,093.00
EF077142	19/07/23	Avantgarde Technologies Pty Ltd	Professional consultancy services	1,980.00
EF077143	19/07/23	Battery King Australia Pty Ltd	Plant and vehicle parts and materials	178.20
EF077144	19/07/23	Beak Engineering (Aust) Pty Ltd T/A Ausnet Ir	Parks & gardens materials	217.80
EF077145	19/07/23	Boyan Electrical Services	Building maintenance and services	1,443.20
EF077146	19/07/23	Brownes Foods Operations Pty Ltd	Office stationery and consumables	212.18
EF077147	19/07/23	Bunnings Group Ltd	Minor Equipment Purchase	2,104.87
EF077148	19/07/23	Carramar Resource Industries	Parks & gardens materials	1,936.00
EF077149	19/07/23	Child Support Agency	Payroll payment	1,562.45
EF077150	19/07/23	City Dry Cleaners	Cleaning services	1,428.90
EF077151	19/07/23	COB - Sundowner Club	Payroll payment	96.00
EF077152	19/07/23	Contra-flow Pty Ltd	Traffic management	17,283.46
EF077153	19/07/23	Curtin University	Professional consultancy services	574.38
EF077154	19/07/23	Decipha Pty Ltd	Postage and courier charges	1,351.23
EF077155	19/07/23	Direct Communications "Please Use 113585"	Plant and vehicle parts and materials	5,494.40
EF077156	19/07/23	E Fire & Safety	Building maintenance and services	847.00
EF077157	19/07/23	Element Advisory Pty Ltd	Professional consultancy services	8,030.00
EF077158	19/07/23	Enviro Infrastructure Pty Ltd	Construction and civil works payments	41,885.73
EF077159	19/07/23	Ergolink	Minor Equipment Purchase	413.00
EF077160	19/07/23	Es2 Pty Ltd	Software Maintenance	26,599.38
EF077161	19/07/23	Europcar WA	Vehicle & plant hire	1,418.34
EF077162	19/07/23	Exbo Signage and Digital Pty Ltd T/A Bokay S	Signage and banners	1,890.94
EF077163	19/07/23	Fencemakers Pty Ltd	Fencing	1,320.00
EF077164	19/07/23	Flexi Staff Group Pty Ltd	Labour hire and temporary replacement	18,537.75
EF077165	19/07/23	Fuel Distributors of WA Pty Ltd	Fuel and oil	36,291.19
EF077166	19/07/23	GFG Temporary Assist	Labour hire and temporary replacement	23,445.68
EF077167	19/07/23	Health Insurance Fund of WA	Payroll payment	288.96
EF077168	19/07/23	Healthware Australia Pty. Ltd. T/A Healthware	Environmental services & supplies	864.24
EF077169	19/07/23	Hospital Benefit Fund of WA	Payroll payment	1,079.91
EF077170	19/07/23	Inclusion Solutions Limited	Youth and seniors community activities	917.76
EF077171	19/07/23	Judroc Pty Ltd T/A The Watershed Water Sys	Parks & gardens materials	896.79
EF077172	19/07/23	Julia Hendley	Staff allowances and reimbursements	19.90
EF077173	19/07/23	Kel Steel Constructions	Minor Equipment Purchase	330.00
EF077174	19/07/23	Learning Seat Pty Ltd	Licence and permit renewal	37,962.08
EF077175	19/07/23	Leonie Helen Thompson T/A The Poster Girls	Printing and graphic design expenses	145.75
EF077176	19/07/23	Les Mills Australia	Memberships and subscriptions	1,601.26
EF077177	19/07/23	LGConnect Pty Ltd	Professional consultancy services	12,320.00
EF077178	19/07/23	Linemarking WA Pty Ltd	Signage and banners	37,124.36
EF077179	19/07/23	Marawar Pty Ltd	Building maintenance and services	3,432.00
EF077180	19/07/23	Marketforce Pty Ltd	Signage and banners	3,169.53
EF077181	19/07/23	McIntosh Holdings Pty Ltd	Plant and vehicle repairs	888.25
EF077182	19/07/23	McLeods	Legal expenses and court costs	754.60
EF077183	19/07/23	Moray & Agnew	Staff training, development and support	214.50
EF077184	19/07/23	MPK Tree Management Pty Ltd T/A MPK Tre	Garden Maintenance	13,307.26
EF077185	19/07/23	Nature Based Play Pty Ltd	Garden Maintenance	242.00
EF077186	19/07/23	Novel Tees	Printing and graphic design expenses	1,332.10
EF077187	19/07/23	The Trustee for The Broomhead Family Trust	Equipment Maintenance	2,948.00

Reference	Date	Creditor Name	Invoice details	Amount Paid
<b>Payments</b>				
BP000209	06/07/23	Water Corporation	Water usage charges	20,566.84
EF077188	19/07/23	Orbit Health & Fitness Solutions	Youth and seniors community activities	10,328.08
EF077189	19/07/23	Oz Bat	Youth and seniors community activities	320.00
EF077190	19/07/23	Paywise Pty Ltd	Payroll payment	1,197.76
EF077191	19/07/23	Perquiro Consulting Pty Ltd As Trustee For Pe	Staff training, development and support	4,372.50
EF077192	19/07/23	Philip Gresley	Sitting Fee	700.00
EF077193	19/07/23	Play Check	Garden Maintenance	825.00
EF077194	19/07/23	Pool & Pump Service & Repairs Pty Ltd	Aquatic maintenance and services	25,858.07
EF077195	19/07/23	Promolab	Staff uniforms and protective equipment	231.55
EF077196	19/07/23	Propel Youth Arts WA Incorporated	Memberships and subscriptions	55.00
EF077197	19/07/23	Quality Press	Printing and graphic design expenses	6,553.80
EF077198	19/07/23	RCM Systems Pty Ltd	Construction and civil works payments	154.00
EF077199	19/07/23	Redfish Technologies Pty Ltd	Software Maintenance	10,436.80
EF077200	19/07/23	Relationships Australia Western Australia	Staff Amenities	2,574.00
EF077201	19/07/23	Rentokil Initial Pty Ltd	Building maintenance and services	2,296.93
EF077202	19/07/23	Repcoc	Plant and vehicle parts and materials	28.05
EF077203	19/07/23	Roof Safety Solutions Pty Ltd	Building maintenance and services	8,767.00
EF077204	19/07/23	Russell Bradley Hughes T/A All Plant Mechan	Plant and vehicle repairs	460.00
EF077205	19/07/23	Saquite Pty Ltd T/A Child Education Services	Book purchases	21.59
EF077206	19/07/23	Schindler Lifts Australia Pty Ltd	Building maintenance and services	6,957.82
EF077207	19/07/23	Security Management Australasia Pty Ltd	Construction and civil works payments	25,633.30
EF077208	19/07/23	Seek Limited	Advertising recruitment	30,106.35
EF077209	19/07/23	Shred-X Pty Ltd	Fees and charges	917.18
EF077210	19/07/23	SirsiDynix Pty Ltd	Software Maintenance	4,862.00
EF077211	19/07/23	Sonic Health Plus Pty Ltd	Medical services and materials	147.40
EF077212	19/07/23	Statewide Cleaning Supplies Pty Ltd	Cleaning supplies	226.31
EF077213	19/07/23	Stratco (WA) Pty Ltd	Building supplies and hardware	36.12
EF077214	19/07/23	Miracle Recreation Equipment	Construction and civil works payments	1,622.50
EF077215	19/07/23	T J Depiazzi & Sons	Parks & gardens materials	11,576.40
EF077216	19/07/23	Team Global Express Pty Ltd T/A IPEC Pty Lt	Postage and courier charges	381.04
EF077217	19/07/23	Techworks Plumbing Pty Ltd Techworks Plum	Building supplies and hardware	2,570.28
EF077218	19/07/23	The Goods Australia	Cleaning supplies	609.73
EF077219	19/07/23	The Trustee for Blackwood Services Unit Trus	Minor Equipment Purchase	1,733.42
EF077220	19/07/23	The Trustee for the Dzodzos Family Trust	Parks & gardens contract payments	12,273.25
EF077221	19/07/23	Thomson Reuters (Professional) Australia Lim	Advertising recruitment	9,268.26
EF077222	19/07/23	Treerings (Australia) Pty Ltd	Parks & gardens plants and trees	3,300.00
EF077223	19/07/23	Turf Care WA Pty Ltd	Garden Maintenance	2,715.58
EF077224	19/07/23	Two Way Hire and Sales	Minor Equipment Purchase	4,283.40
EF077225	19/07/23	Veolia Water Operations Pty Ltd	Construction and civil works payments	9,817.50
EF077226	19/07/23	Verse Group Pty Ltd	Labour hire and temporary replacement	5,983.26
EF077227	19/07/23	LGRCEU	Payroll payment	990.00
EF077228	19/07/23	Walcott Industries Pty Ltd	Minor Equipment Purchase	8,140.00
EF077229	19/07/23	Walkers Pest & Lawn Management	Pest control	330.00
EF077230	19/07/23	Wanneroo Agricultural Machinery	Plant and vehicle parts and materials	329.65
EF077231	19/07/23	West Coast Turf	Garden Maintenance	748.00
EF077232	19/07/23	Westworks Group	Garden Maintenance	15,785.00
EF077233	19/07/23	Winc Australia Pty Ltd	Office stationery and consumables	182.95
EF077234	19/07/23	Work Clobber	Staff uniforms and protective equipment	140.00
EF077235	19/07/23	Zircodata Pty Ltd	Transport and storage charges	243.99
EF077238	26/07/23	Aisling Wilson	Donation	300.00
EF077239	26/07/23	Assetbuild Pty Ltd	Refund bond	1,400.00
EF077240	26/07/23	Blueprint Homes (WA) Pty Ltd	Refund bond	1,400.00
EF077241	26/07/23	CNW Pty Ltd	Construction and civil works tools and materials	1,238.21
EF077242	26/07/23	Coast Projects	Refund bond	1,400.00
EF077243	26/07/23	Coast Projects	Refund bond	1,400.00
EF077244	26/07/23	Coast Projects	Refund bond	1,400.00
EF077245	26/07/23	Cocos Eco RE	Refund building application fee	295.00
EF077246	26/07/23	C-Wise	Parks & gardens materials	13,202.64
EF077247	26/07/23	Dasco Building Group Pty Ltd	Refund bond	1,400.00
EF077248	26/07/23	Derbarl Yerrigan Health Service Aborigin	Refund facility hire bond	500.00
EF077249	26/07/23	Elizabeth Tshabangu	Refund facility hire bond	1,000.00
EF077250	26/07/23	Garden Care West (WA)	Garden Maintenance	26,705.80
EF077251	26/07/23	Hayatullah Ramazani	Refund facility hire bond	780.00
EF077252	26/07/23	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	1,909.51
EF077253	26/07/23	JLT Risk Solutions Pty Ltd	Insurance premium	576.63
EF077254	26/07/23	Jubilee Construction Pty Ltd	Refund bond	1,400.00
EF077255	26/07/23	Kelyn Training Services	Staff training, development and support	250.00
EF077256	26/07/23	Linda McIntosh	Refund miscellaneous	92.21
EF077257	26/07/23	Living Turf	Parks & gardens materials	45,996.50
EF077258	26/07/23	Mbaita Tracy Samulela	Refund facility hire bond	1,000.00

Reference	Date	Creditor Name	Invoice details	Amount Paid
				<b>\$</b>
				<b>Payments</b>
BP000209	06/07/23	Water Corporation	Water usage charges	20,566.84
EF077259	26/07/23	Mony De Kerley Barristers & Solicitors	Refund rates overpay	1,736.86
EF077260	26/07/23	Natural Area Holdings Pty Ltd	Garden Maintenance	14,999.48
EF077261	26/07/23	Neil Gregory	Donation	300.00
EF077262	26/07/23	Office of the Auditor General	Audit services	88,000.00
EF077263	26/07/23	Officeworks	Minor Equipment Purchase	2,030.75
EF077264	26/07/23	OneMusic Australia	Licence and permit renewal	17,032.53
EF077265	26/07/23	Public Transport Authority of Western Australi	Construction and civil works payments	8,137.80
EF077266	26/07/23	Pulse Locating	Construction and civil works payments	825.00
EF077267	26/07/23	Raglan Securities Pty Ltd	Refund bond	974.84
EF077268	26/07/23	Refresh Waters Pty Ltd	Functions and events catering expenses	84.00
EF077269	26/07/23	Simon Jamieson Blight	Refund facility hire bond	1,000.00
EF077270	26/07/23	Synergy	Electricity charges - Street lighting	177,678.64
EF077271	26/07/23	Tangent Nominees Pty Ltd	Refund bond	858.40
EF077272	26/07/23	Telstra Limited	Office telephone and communication expenses	17,347.38
EF077273	26/07/23	Trendsetter Homes	Refund bond	1,400.00
EF077274	26/07/23	Trendsetter Homes	Refund bond	1,400.00
EF077275	26/07/23	Western Power	Electrical Installation & Repair	1,023,778.33
EF077276	26/07/23	Woolworths Group Limited	Functions and events catering expenses	268.40
EF077277	26/07/23	Yvonne Mackett	Refund facility hire bond	67.41
EF077278	24/07/23	A1 Locksmiths	Key / Lock Services	1,783.00
EF077279	24/07/23	AAC Wristbands Australia Pty Ltd	Aquatic chemicals and consumables	2,748.90
EF077280	24/07/23	The Trustee of the Cadzow Family Trust T/As	Construction and civil works payments	1,455.19
EF077281	24/07/23	Abaxa	Construction and civil works payments	3,360.72
EF077282	24/07/23	Abco Products	Minor Equipment Purchase	14,903.93
EF077283	24/07/23	Acclaimed Catering Pty Ltd	Functions and events catering expenses	572.00
EF077284	24/07/23	Acrodyne Pty Ltd	Building maintenance and services	1,320.00
EF077285	24/07/23	Action Glass & Aluminium	Construction and civil works payments	3,372.66
EF077286	24/07/23	Adecco Australia Pty Ltd	Labour hire and temporary replacement	1,650.57
EF077287	24/07/23	Advance Vacuumed Gutters	Building maintenance and services	800.68
EF077288	24/07/23	AFL Sports Ready Ltd	Trainee	19,903.54
EF077289	24/07/23	Ahern Australia Pty Ltd	Plant and vehicle repairs	567.29
EF077290	24/07/23	Allstate Kerbing & Concrete	Garden Maintenance	4,153.38
EF077291	24/07/23	AMS Technology Group Pty Ltd	Construction and civil works payments	2,303.21
EF077292	24/07/23	Anton & Jo Pty Ltd T/A Bayswater News & Lo	Memberships and subscriptions	623.72
EF077293	24/07/23	Arbor West Pty Ltd T/A Classic Tree Services	Garden Maintenance	5,892.15
EF077294	24/07/23	Australian Agribusiness (Holdings) Pty Ltd T/A	Parks & gardens materials	825.00
EF077295	24/07/23	Australian Golf Course Superintendents Assoc	Advertising public notices	220.00
EF077296	24/07/23	Aveling Training & Consulting	Staff training, development and support	1,980.00
EF077297	24/07/23	Baileys Fertilisers	Parks & gardens materials	9,829.60
EF077298	24/07/23	Battery King Australia Pty Ltd	Plant and vehicle parts and materials	905.30
EF077299	24/07/23	BGC (Australia) Pty Ltd T/A BGC Concrete	Construction and civil works payments	1,150.16
EF077300	24/07/23	Blackwoods Atkins	Parks & gardens materials	2,889.41
EF077301	24/07/23	Boya Equipment Pty Ltd	Minor Equipment Purchase	11,988.88
EF077302	24/07/23	BP Medical	Medical services and materials	39.38
EF077303	24/07/23	Broly Australiasia Pty Ltd	Licence and permit renewal	5,266.80
EF077304	24/07/23	Brownes Foods Operations Pty Ltd	Office stationery and consumables	212.18
EF077305	24/07/23	Bucher Municipal Pty Ltd	Plant and vehicle parts and materials	821.38
EF077306	24/07/23	Bunnings Group Ltd	Minor Equipment Purchase	2,052.68
EF077307	24/07/23	Cai Fences	Fencing	38,868.50
EF077308	24/07/23	Capital Recycling	Tipping Fee	5,299.80
EF077309	24/07/23	Captive Connect	Office telephone and communication expenses	1,980.00
EF077310	24/07/23	Carramar Resource Industries	Parks & gardens materials	704.00
EF077311	24/07/23	Ceiling Manufacturers of Australia	Building supplies and hardware	33.00
EF077312	24/07/23	Chemwest	Parks & gardens materials	523.00
EF077313	24/07/23	CMO Trading Pty Ltd T/A Acromat	Minor Equipment Purchase	963.60
EF077314	24/07/23	Contra-flow Pty Ltd	Traffic management	16,917.34
EF077315	24/07/23	Core Business Australia Pty Ltd	Various Survey	6,039.00
EF077316	24/07/23	Corsign WA Pty Ltd	Signage and banners	9,726.31
EF077317	24/07/23	Department of Biodiversity Conservation and	Garden Maintenance	25,850.00
EF077318	24/07/23	Devco Plumbing	Building maintenance and services	48,774.00
EF077319	24/07/23	Di Candilo Steel City	Plant and vehicle parts and materials	367.45
EF077320	24/07/23	Direct Communications "Please Use 113585"	Plant and vehicle repairs	2,612.89
EF077321	24/07/23	DLF Co Pty Ltd	Garden Maintenance	1,149.50
EF077322	24/07/23	Downer Edi Engineering Power Pty Ltd	IT network maintenance	18,981.69
EF077323	24/07/23	DS Workwear & Safety	Staff uniforms and protective equipment	386.65
EF077324	24/07/23	Dymocks Morley	Book purchases	403.60
EF077325	24/07/23	E Fire & Safety	Construction and civil works payments	9,883.50
EF077326	24/07/23	Element Advisory Pty Ltd	Professional consultancy services	3,564.00
EF077327	24/07/23	ELM (WA) Pty Ltd	Garden Maintenance	9,460.00

Reference	Date	Creditor Name	Invoice details	Amount Paid
<b>Payments</b>				<b>\$</b>
BP000209	06/07/23	Water Corporation	Water usage charges	20,566.84
EF077328	24/07/23	Environmental Industries Pty Ltd	Garden Maintenance	5,125.17
EF077329	24/07/23	Envisionware Pty Ltd	Software Maintenance	6,073.03
EF077330	24/07/23	Es2 Pty Ltd	IT network maintenance	12,430.00
EF077331	24/07/23	Europcar WA	Vehicle & plant hire	1,153.02
EF077332	24/07/23	Exbo Signage and Digital Pty Ltd T/A Bokay S	Aquatic chemicals and consumables	1,116.90
EF077333	24/07/23	Flexi Staff Group Pty Ltd	Labour hire and temporary replacement	6,215.88
EF077334	24/07/23	FUJIFILM Business Innovation Australia Pty L	Printing and graphic design expenses	499.92
EF077335	24/07/23	Fulton Hogan Industries Pty Ltd	Construction and civil works tools and materials	2,270.40
EF077336	24/07/23	Galaxy 42 Pty Ltd T/A Atturra Business Applic	Staff training, development and support	6,352.50
EF077337	24/07/23	GFG Consulting	Professional consultancy services	2,200.00
EF077338	24/07/23	GFG Temporary Assist	Labour hire and temporary replacement	5,768.40
EF077339	24/07/23	Hilti (Aust.) Pty Ltd	Construction and civil works tools and materials	1,551.66
EF077340	24/07/23	Hydra Storm	Construction and civil works tools and materials	2,296.80
EF077341	24/07/23	Hydro Flow Pty Ltd	Aquatic maintenance and services	1,516.90
EF077342	24/07/23	Instant Toilet & Showers Pty Ltd T/A Instant P	Aquatic maintenance and services	3,146.00
EF077343	24/07/23	Intelife Group Limited	Garden Maintenance	6,887.38
EF077344	24/07/23	IWM (PBH) Pty Ltd T/A Perth Bin Hire	Waste collection and hygiene services	2,292.35
EF077345	24/07/23	Jaycar Pty Ltd	Minor Equipment Purchase	34.95
EF077346	24/07/23	Judroc Pty Ltd T/A The Watershed Water Sys	Parks & gardens materials	2,276.28
EF077347	24/07/23	KLMedia Pty Ltd T/A All Access Australasia	Library book stock and materials	4,384.84
EF077348	24/07/23	Linemarking WA Pty Ltd	Signage and banners	2,317.15
EF077349	24/07/23	Lizo Pty Ltd T/A Stihl Shop Osborne Park	OSH Equipment	1,278.50
EF077350	24/07/23	Local Government Professionals Aust WA	Licence and permit renewal	2,731.00
EF077351	24/07/23	Luke Donovan Riley T/As Luke Riley Creative	Photography / Video Production	255.00
EF077352	24/07/23	Mader Contracting Pty Ltd	Labour hire and temporary replacement	14,533.75
EF077353	24/07/23	Major Motors Pty Ltd	Plant and vehicle repairs	479.90
EF077354	24/07/23	Marketforce Pty Ltd	Advertising public notices	1,218.52
EF077355	24/07/23	McLeods	Legal expenses and court costs	12,010.91
EF077356	24/07/23	Midex Wholesalers Pty Ltd T/A Mettams Muffl	Plant and vehicle parts and materials	1,027.36
EF077357	24/07/23	Morley Mower Centre	Plant and vehicle repairs	482.52
EF077358	24/07/23	MPK Tree Management Pty Ltd T/A MPK Tre	Garden Maintenance	14,544.27
EF077359	24/07/23	Nestle Australia Ltd	Office stationery and consumables	139.70
EF077360	24/07/23	BJ Systems	Building supplies and hardware	1,003.75
EF077361	24/07/23	Bell Trading Trust T/As North Star Security Nc	Building maintenance and services	770.00
EF077362	24/07/23	Our Community Pty Ltd	Software Maintenance	4,500.00
EF077363	24/07/23	Paragon Constructions Solutions Pty Ltd	Construction and civil works payments	76,570.49
EF077364	24/07/23	Plantrite	Parks & gardens plants and trees	1,994.30
EF077365	24/07/23	Pool & Pump Service & Repairs Pty Ltd	Aquatic maintenance and services	121.00
EF077366	24/07/23	Prestige Property Maintenance Pty Ltd	Garden Maintenance	13,770.66
EF077367	24/07/23	Product Recovery Industries Pty Ltd	Tipping Fee	1,155.00
EF077368	24/07/23	Redman Solutions Pty Ltd	Memberships and subscriptions	17,160.00
EF077369	24/07/23	Rentokil Initial Pty Ltd	Building maintenance and services	2,157.48
EF077370	24/07/23	Repco	Minor Equipment Purchase	186.25
EF077371	24/07/23	Ricoh Australia Pty Ltd	Photocopying contract charges	11,855.43
EF077372	24/07/23	Roof Safety Solutions Pty Ltd	Construction and civil works payments	4,336.50
EF077373	24/07/23	RTS Training	Staff training, development and support	260.00
EF077374	24/07/23	RTV Computers Pty Ltd	Professional consultancy services	61,128.21
EF077375	24/07/23	Rubek Automatic Doors	Building maintenance and services	572.00
EF077376	24/07/23	Scandinavian Investments Pty Ltd T/A GC Sal	Waste collection and hygiene services	5,577.00
EF077377	24/07/23	Service Locations Pty Ltd T/A Advance Scann	Construction and civil works payments	726.00
EF077378	24/07/23	Sewerquip Group Pty Ltd T/A Enviroline Grou	Parks & gardens materials	435.29
EF077379	24/07/23	The Trustee for the Eng Family Trust T/As Si	IT network maintenance	17,737.50
EF077380	24/07/23	SirsiDynix Pty Ltd	Software Maintenance	8,800.00
EF077381	24/07/23	Sonic Health Plus Pty Ltd	Medical services and materials	1,305.70
EF077382	24/07/23	Southern Cross Protection Pty Ltd	Fees and charges	1,008.26
EF077383	24/07/23	Sportsworld of WA	Aquatic chemicals and consumables	184.80
EF077384	24/07/23	Sprayline Spraying Equipment	Construction and civil works tools and materials	202.65
EF077385	24/07/23	Stratagreen	OSH Equipment	11,856.36
EF077386	24/07/23	Sunny Industrial Brushware Pty Ltd	Plant and vehicle parts and materials	1,093.40
EF077387	24/07/23	Miracle Recreation Equipment	Equipment repairs	12,815.00
EF077388	24/07/23	Talis Consultants	Management fee	16,049.00
EF077389	24/07/23	Team Global Express Pty Ltd T/A IPEC Pty Lt	Postage and courier charges	381.04
EF077390	24/07/23	Technologically Speaking	Youth and seniors community activities	300.00
EF077391	24/07/23	Technology One Limited	Software Maintenance	4,515.74
EF077392	24/07/23	Techworks Plumbing Pty Ltd Techworks Plum	Building maintenance and services	26,450.73
EF077393	24/07/23	The Trustee for The Butcher Family Trust	Animal supplies & services	10,142.00
EF077394	24/07/23	The Trustee for the Dzodzoz Family Trust	Parks & gardens contract payments	12,273.25
EF077395	24/07/23	Tool Kit Depot	Minor Equipment Purchase	1,966.71
EF077396	24/07/23	Trauma Clean WA	Cleaning services	13,500.00

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
<b>Payments</b>				
BP000209	06/07/23	Water Corporation	Water usage charges	20,566.84
EF077397	24/07/23	Turf Care WA Pty Ltd	Garden Maintenance	22,338.59
EF077398	24/07/23	Veolia Recycling & Recovery Pty Ltd	Waste collection and hygiene services	16,864.74
EF077399	24/07/23	Verse Group Pty Ltd	Professional consultancy services	2,695.00
EF077400	24/07/23	WA Hino Sales and Service	Plant and vehicle purchasing	170,835.94
EF077401	24/07/23	Walkers Pest & Lawn Management	Pest control	16,181.00
EF077402	24/07/23	Wanneroo Agricultural Machinery	Plant and vehicle parts and materials	169.05
EF077403	24/07/23	WE ARE HERE! Foundation Limited	Youth and seniors community activities	350.00
EF077404	24/07/23	Welding Solutions	Construction and civil works payments	2,653.20
EF077405	24/07/23	Westworks Group	Garden Maintenance	10,505.00
EF077406	24/07/23	Winc Australia Pty Ltd	Minor Equipment Purchase	9,662.12
EF077407	24/07/23	Work Clobber	Staff uniforms and protective equipment	451.70
EF077408	24/07/23	Workpower Inc	Garden Maintenance	36,723.92
EF077409	24/07/23	WPC Group Ltd	Labour hire and temporary replacement	1,220.94
EF077410	24/07/23	Y Research Pty Ltd	Professional consultancy services	16,500.00
				<u>7,787,920.91</u>
<b>Cancelled Payments</b>				
EF077259	02/08/23	Mony De Kerley Barristers & Solicitors	Refund rates overpay	-1,736.86
EF077100	02/08/23	Margaret A Moore	Refund rates overpay	-1,114.31
				<u>-2,851.17</u>

**City of Bayswater  
List of Payment - Aged  
for the period 1 July 2023 to 31 July 2023**

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
<b>Payments</b>				<b>\$</b>
EF077236	26/07/23	Fresh Fields Management (Mertome Village)	Garden Maintenance	9,854.44
EF077237	26/07/23	Services Australia	Fees and charges	<u>57.42</u>
				9,911.86
<b>Cancelled Payments</b>				<u>0.00</u>
				0.00

**City of Bayswater  
List of Payment - Trust  
for the period 1 July 2023 to 31 July 2023**

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
<b>Payments</b>				
EF077083	13/07/23	Construction Training Fund	Building Services Levy	23,613.54
EF077084	13/07/23	Department of Mines, Industry Regulation and Building Services Levy		28,066.95
EF077128	20/07/23	Department of Planning, Lands and Heritage		245.00
				51,925.49
<b>Cancelled Payments</b>				
				0.00
				0.00

**City of Bayswater**  
**Corporate Credit Card Transactions**  
**For the period: 29 June 2023 to 28 July 2023**

Date	Supplier	Description	Amount
<b>Chief Executive Officer</b>			
30/06/23	Officeworks	Staff Amenities	79.00
10/07/23	City of Perth	Parking Fees	19.69
11/07/23	VRBAS Halal Butchers	Functions and events catering expenses	180.50
14/07/23	Centre Parking	Parking Fees	19.69
24/07/23	Avani River Pty Ltd	Food & drinks	198.50
24/07/23	HNB Raine Square	Food & drinks	191.61
<b>Card total</b>			<b>688.99</b>
<b>Director Community and Development</b>			
30/06/23	Itech World Pty Ltd	Professional consultancy services	550.00
30/06/23	Jacksons Drawing Supplies Pty Ltd	Professional consultancy services	404.95
03/07/23	Dropbox	Software Maintenance	592.50
03/07/23	Bunnings Pty Ltd	Minor Equipment Purchase	571.43
03/07/23	Bunnings Pty Ltd	Minor Equipment Purchase	356.15
03/07/23	Kmart Australia Limited	Minor Equipment Purchase	160.00
07/07/23	Sendgrid	Memberships and subscriptions	136.59
14/07/23	Techbuyer (Aust) Pty Ltd	Refund Minor Equipment Purchase	(26.86)
24/07/23	Transperth Ticket	Parking Fees	3.40
28/07/23	Eventbrite	Marketing and promotional material	22.62
<b>Card total</b>			<b>2,770.78</b>
<b>Director Major Projects</b>			
30/06/23	City of Vincent	Parking Fees	3.50
20/07/23	West Australian Newspapers Ltd	Memberships and subscriptions	28.00
24/07/23	PTA Smartrider	Staff for payment	20.00
<b>Card total</b>			<b>51.50</b>
<b>Director Corporate Services</b>			
05/07/23	CreateSend	Memberships and subscriptions	273.90
07/07/23	Trello	Memberships and subscriptions	113.89
13/07/23	Meta Platforms Ireland Ltd T/A Facebook	Marketing and promotional material	815.18
19/07/23	Hoo Hootsuite Inc	Memberships and subscriptions	658.90
20/07/23	HBR Subscription	Memberships and subscriptions	310.00
28/07/23	Trello	Memberships and subscriptions	1,080.92
<b>Card total</b>			<b>3,252.79</b>
<b>Director Infrastructure and Assets</b>			
30/06/23	Creative Market Lads, Inc	Printing and graphic design expenses	198.78
10/07/23	Liquid Learning	Conference expenses	2,744.50
21/07/23	Officeworks	Office stationery and consumables	81.98
24/07/23	Transperth Ticket	Excursions	3.40
<b>Card total</b>			<b>3,028.66</b>
<b>Grand Total</b>			<b>9,792.72</b>

**City of Bayswater  
Electronic Fund Transfers  
for the period 1 July 2023 to 31 July 2023**

<u>Date</u>	<u>Description</u>	<u>Amount</u>
		\$
<b>Municipal Account</b>		
05/07/23	NAB Transact Fee	0.50
05/07/23	NAB Transact Fee	10.80
05/07/23	NAB Transact Fee	29.90
05/07/23	NAB Transact Fee	72.50
05/07/23	New Term Deposit	600,000.00
05/07/23	New Term Deposit	1,000,000.00
06/07/23	NAB Bpay Batch Fee	1.05
11/07/23	New Term Deposit	1,200,000.00
11/07/23	New Term Deposit	1,801,431.58
12/07/23	Wages	944,654.47
14/07/23	NAB Bpay Batch Fee	0.42
19/07/23	NAB Account Fees	36.45
20/07/23	NAB Bpay Batch Fee	2.10
25/07/23	New Term Deposit	650,000.00
26/07/23	Wages	956,265.40
28/07/23	Wages	2,606.89
31/07/23	NAB Merchant Fee	97.13
31/07/23	NAB Merchant Fee	181.11
31/07/23	NAB Merchant Fee	892.68
31/07/23	NAB Merchant Fee	1,357.68
31/07/23	NAB National Bpay Charge Fee	2,536.05
31/07/23	NAB Merchant Fee	6,193.66
		<u>7,166,370.37</u>
<b>Aged Persons Homes Account</b>		
05/07/23	New Term Deposit	1,383,961.35
07/07/23	Juniper NH Benefits	818,364.73
11/07/23	New Term Deposit	600,000.00
19/07/23	NAB Account Fees	0.75
<b>Total</b>		<u><u>9,968,697.20</u></u>

**10.3 Infrastructure and Assets Directorate Reports**

**10.3.1 Tonkin Highway Proclamation Plans**

<b>Responsible Branch:</b>	Transport and Buildings
<b>Responsible Directorate:</b>	Infrastructure and Assets
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	1. Main Roads WA - Proclamation of Tonkin Highway and Associated Ramps - Plans [10.3.1.1 - 52 pages]
<b>Refer:</b>	

**CR STEVEN OSTASZEWSKYJ DECLARED AN IMPARTIAL INTEREST**

*In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Steven Ostaszewskyj declared an impartial interest in this item as his street is shown in the plans. Cr Steven Ostaszewskyj remained in the Council Chambers and voted on this item.*

**SUMMARY**

Main Roads WA (MRWA) has requested the City of Bayswater Council to formally endorse the new alignment of Tonkin Highway between Guildford Road and Reid Highway, and Reid Highway between Tonkin Highway and the City of Bayswater boundary, as shown in **Attachment 1** to this report. Currently, City Officers do not have a delegated authority from Council to sign off on these plans, hence the matter is presented to Council for ratification.

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

**That Council:**

- Endorses the new alignment of Tonkin Highway between Guildford Road and Reid Highway; and Reid Highway between Tonkin Highway and the City of Bayswater boundary, as shown in Attachment 1.**
- Authorises the Chief Executive Officer to sign the proclamation plan declared roads shown on plans 202221-0001-00, 202221-0002-00, 202221-0003-00, 202221-0004-00, 202221-0005-00 and 202221-0006-00 within the City of Bayswater, provided by Main Roads WA.**

**Cr Michelle Sutherland Moved, Cr Sally Palmer Seconded**

**CARRIED UNANIMOUSLY: 10/0**

**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik, Cr Dan Bull and Cr Giorgia Johnson.*

**Against:** *Nil.*

**BACKGROUND**

In April 2023, MRWA informed the City of Bayswater that it had finalised the road proclamation plans for the Tonkin Highway and Reid Highway sections associated with the NorthLink WA project. MRWA is requesting to proclaim the new alignments of these roads, inclusive of on/off ramps, and de-proclaim the old alignments as per the plans shown in **Attachment 1**. In accordance with Section 13 of the *Main Roads Act*, the Commissioner of Main Roads intends to make a recommendation to the Honourable Minister of Transport to proclaim the roads as shown

on plans 202221-0001-00, 202221-0002-00, 202221-0003-00, 202221-0004-00, 202221-0005-00 and 202221-0006-00.

## EXTERNAL CONSULTATION

Nil.

## OFFICER'S COMMENTS

NorthLink WA is a MRWA project which was completed in 2019, and involved the grade separation of Collier Road, Morley Drive and Reid Highway intersections with Tonkin Highway, in addition to the upgrading of Reid Highway from Tonkin Highway to the City's boundary. MRWA is now formalising the changes made with the request for the City to endorse the final road layout and proclamation. It should be noted that this proclamation is only applicable to the NorthLink section of Tonkin Highway as per **Attachment 1**. It is anticipated that amended plans following the completion of the Morley-Ellenbrook Rail line will be presented to the City for ratification on the amended proclamation.

## LEGISLATIVE COMPLIANCE

Section 13 of the *Main Roads Act* states that before any road or deviation of road be declared to be a highway or main road, "*The Commissioner shall cause a notification to be given in writing to local government of each district in which the road is to be declared is situated or the new road or deviation is proposed to be made of his intentions to take the recommendation*".

## RISK ASSESSMENT

In the event that Council does not support the changes, Section 13A(2) of the *Main Roads Act* makes the provision for Council to lodge an objection with the Commissioner of Main Roads. If the City is dissatisfied by the response received from the Commissioner following his consideration of the City's objection, the City may appeal to the Minister for Transport and Planning, who may vary or disallow the proposed recommendations.

## 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 E3: Improve the City's walking and cycling network and create safer streets.

## CONCLUSION

MRWA have requested that the plans in **Attachment 1** to this report be signed for proclamation, following completion of the NorthLink WA project, consisting of construction of Tonkin Highway and Reid Highway, inclusive of their associated on/off ramps with Main Roads Controlled Paths within the City of Bayswater.

**EXAMPLE ONLY**

**MO42** Main Road  
(\* Road Name)

SECTION TO BE DEROCLAIMED  
~~H002~~ ~~M012~~

SECTION TO BE PROCLAIMED  
H006 Highway  
MO42 Main Road

\* Landgate approved local usage name.

PATHWAY RESPONSIBILITY  
P018 Main Roads Controlled Path  
Other Path  
P019 MR Controlled Path Removed  
Controlled paths (shaded, pedestrian or bicycle) depicted on this drawing are those for which Main Roads Western Australia has responsibility.

Paths, shared, pedestrian or bicycle, the responsibility of other entities are not shown.

This is to certify that Council endorses the proposal shown on this plan.

Council Resolution: RS03-06/21 of \_\_\_\_\_ of \_\_\_\_\_

Council Meeting Held On: 30 April 2021

OR DELEGATED AUTHORITY in accordance with Section 5.41(d) of the Local Government Act 1995.

*[Signature]*  
Chief Executive Officer

Date: 22.04.21

Gazette No: 198 26 November 2021

Page No: 5184 & 5185

DATE OF ORIGINAL ISSUE: 21 Nov 19  
DRAWING AMENDMENT DATE: \_\_\_\_\_

RECOMMENDED: *[Signature]*  
Signature: \_\_\_\_\_  
Position: N.P.O.M.  
Date: 2/3/2021

APPROVED: *[Signature]*  
Signature: Mr. Mervyn Smith  
Position: ALC DEPT  
Date: 10 Mar 21

converging or diverging carriageways.  
Slip lanes where ramps intersect other roads are not shown.

**Ensure 1 ORIGINAL copy is endorsed and returned to Main Roads - the other is for your records.**

**Please ensure this section is filled out and signed by CEO**

**This section will be completed when proclamation is finalised**

**Main Roads to complete**

**BASE MAP LEGEND**

- Local Government Boundary
- Town Site Area And Boundary
- Cadastre
- Local Road

NOTE: FOR DETAIL OF EXEMPTED - REFER TO TOWN SITE DRAWINGS

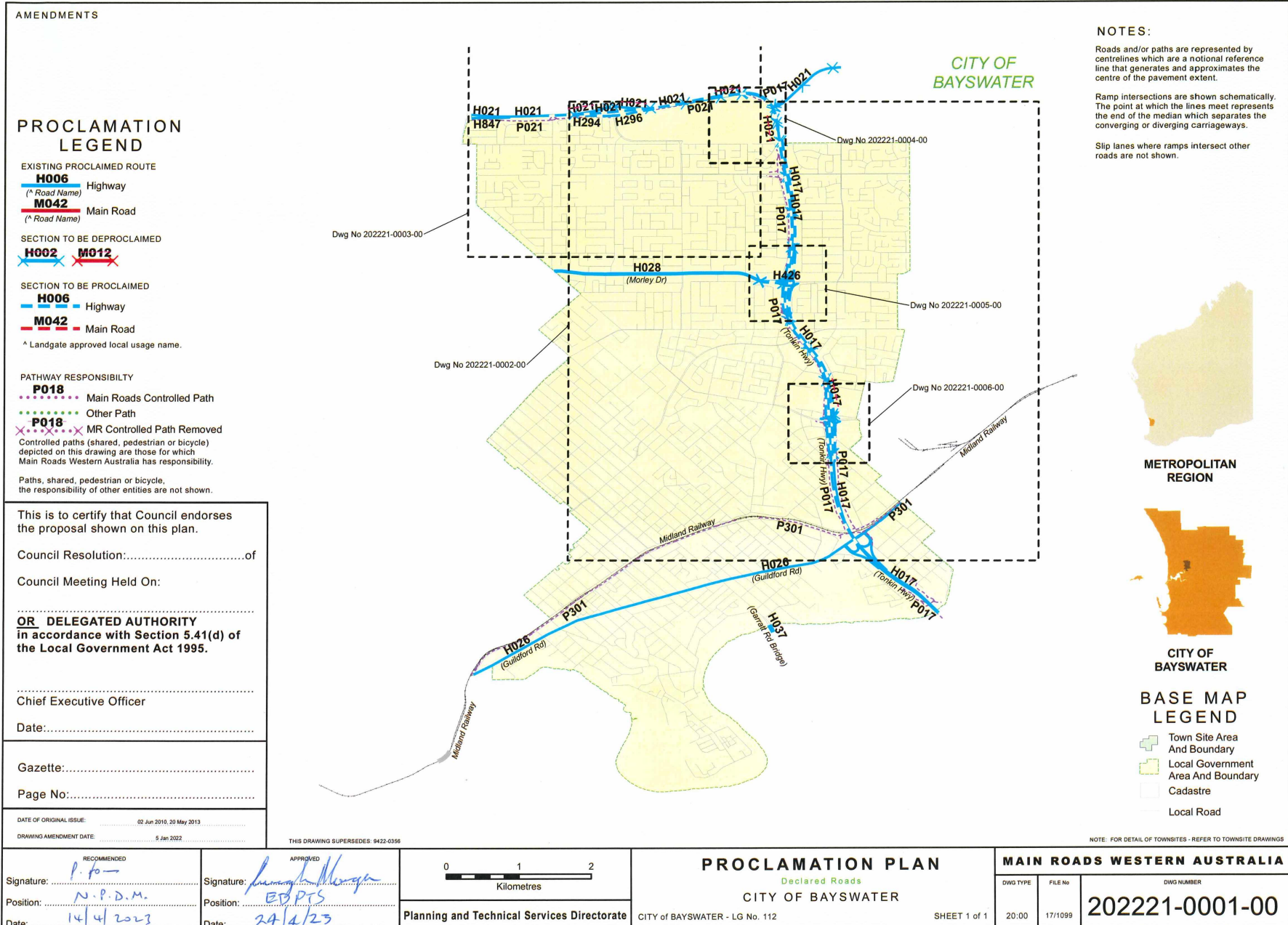
Signature: \_\_\_\_\_  
Position: \_\_\_\_\_  
Date: \_\_\_\_\_

**PROCLAMATION PLAN**  
Declared Roads  
Proclaim H016 - Mitchell Fwy,  
Ramps H270, H271 and Indicate P016

CITY of WANNEROO - LG No. 110

**MAIN ROADS WESTERN AUSTRALIA**

DRAWING TYPE	FILE NO.	DRAWING NUMBER
20-00	131044	201921-0030-00



AMENDMENTS

**PROCLAMATION LEGEND**

EXISTING PROCLAIMED ROUTE

**H006** Highway  
(^ Road Name)

**M042** Main Road  
(^ Road Name)

SECTION TO BE DEPROCLAIMED

~~H002~~ ~~M012~~

SECTION TO BE PROCLAIMED

**H006** Highway

**M042** Main Road

^ Landgate approved local usage name.

PATHWAY RESPONSIBILITY

**P018**

..... Main Roads Controlled Path

..... Other Path

~~P018~~ MR Controlled Path Removed

Controlled paths (shared, pedestrian or bicycle) depicted on this drawing are those for which Main Roads Western Australia has responsibility.

Paths, shared, pedestrian or bicycle, the responsibility of other entities are not shown.

This is to certify that Council endorses the proposal shown on this plan.

Council Resolution:.....of

Council Meeting Held on:

OR DELEGATED AUTHORITY in accordance with Section 5.41(d) of the Local Government Act 1995.

Chief Executive Officer

Date:.....

Gazette:.....

Page No:.....

DATE OF ORIGINAL ISSUE: 02 Jun 2010, 20 May 2013

DRAWING AMENDMENT DATE: 5 Jan 2022

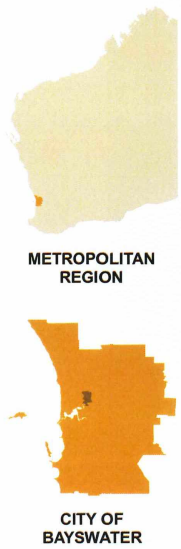
THIS DRAWING SUPERSEDES: 9422-0356

**NOTES:**

Roads and/or paths are represented by centralines which are a notional reference line that generates and approximates the centre of the pavement extent.

Ramp intersections are shown schematically. The point at which the lines meet represents the end of the median which separates the converging or diverging carriageways.

Slip lanes where ramps intersect other roads are not shown.



**BASE MAP LEGEND**

Town Site Area And Boundary

Local Government Area And Boundary

Cadastre

Local Road

RECOMMENDED

Signature: *P. P.O.*

Position: N.P.D.M.

Date: 14/4/2023

APPROVED

Signature: *[Signature]*

Position: E.P.P.T.S.

Date: 24/4/23

0 1 2  
Kilometres

Planning and Technical Services Directorate

**PROCLAMATION PLAN**

Declared Roads

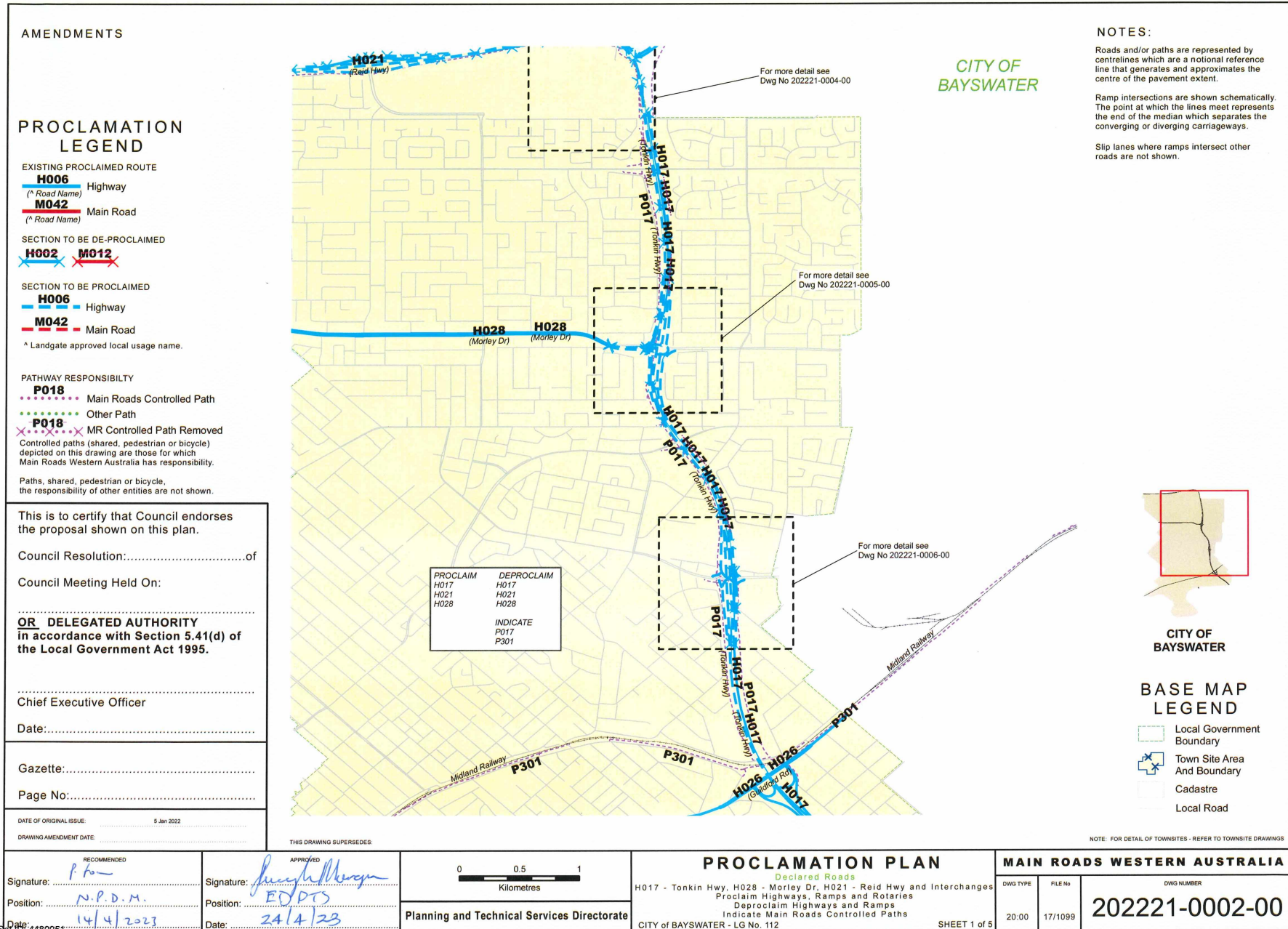
CITY OF BAYSWATER

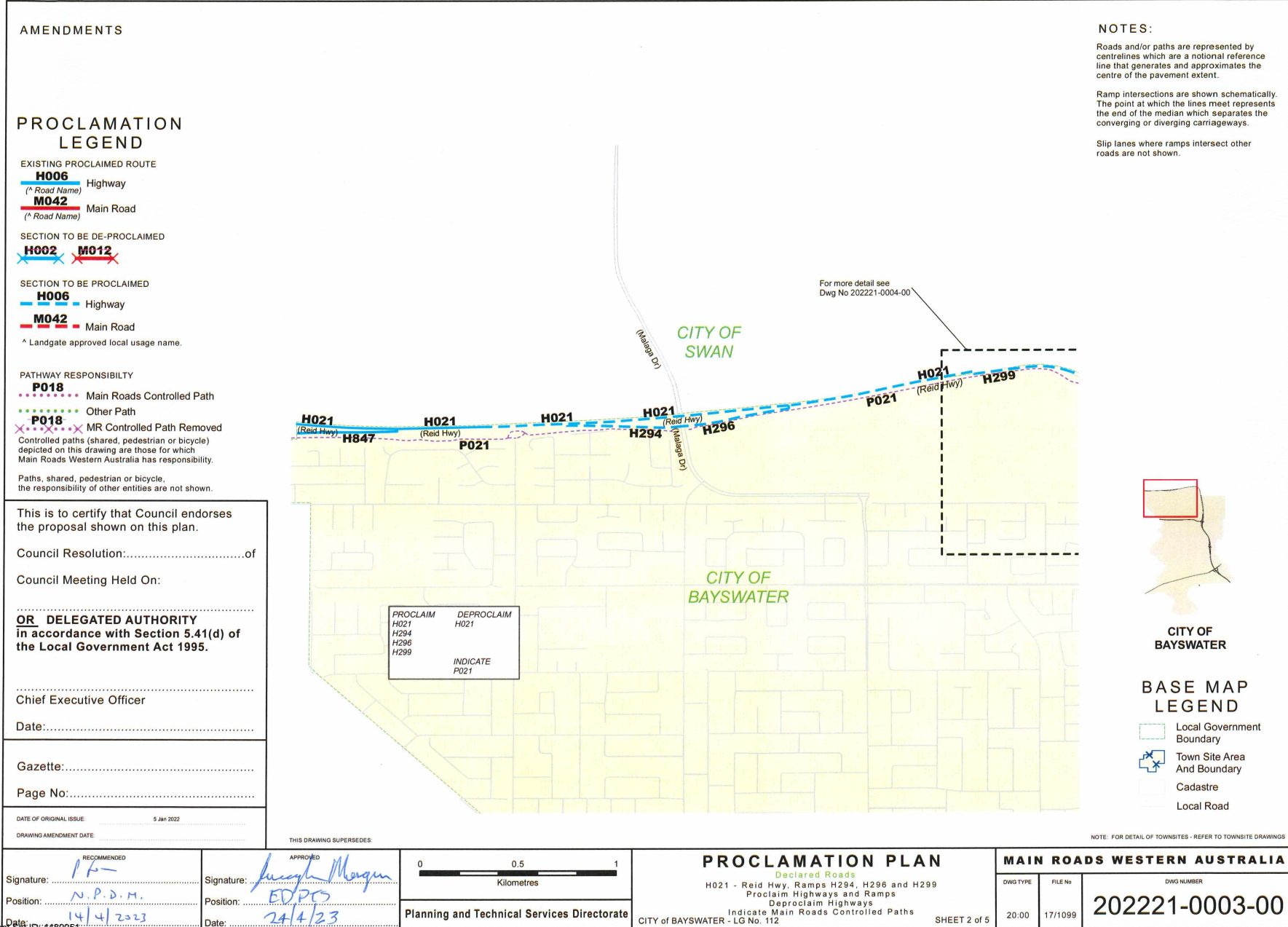
CITY OF BAYSWATER - LG No. 112

SHEET 1 of 1

**MAIN ROADS WESTERN AUSTRALIA**

DWG TYPE	FILE No	DWG NUMBER
20:00	17/1099	202221-0001-00





**AMENDMENTS**

**PROCLAMATION LEGEND**

**EXISTING PROCLAIMED ROUTE**  
**H006** Highway  
 (^ Road Name)  
**M042** Main Road  
 (^ Road Name)

**SECTION TO BE DE-PROCLAIMED**  
~~H002~~ ~~M012~~

**SECTION TO BE PROCLAIMED**  
**H006** Highway  
**M042** Main Road  
 ^ Landgate approved local usage name.

**PATHWAY RESPONSIBILITY**  
**P018** Main Roads Controlled Path  
 Other Path  
**P018** MR Controlled Path Removed  
 Controlled paths (shared, pedestrian or bicycle) depicted on this drawing are those for which Main Roads Western Australia has responsibility.  
 Paths, shared, pedestrian or bicycle, the responsibility of other entities are not shown.

This is to certify that Council endorses the proposal shown on this plan.  
 Council Resolution:.....of  
 Council Meeting Held On:.....  
**OR DELEGATED AUTHORITY**  
**in accordance with Section 5.41(d) of the Local Government Act 1995.**  
 Chief Executive Officer.....  
 Date:.....  
 Gazette:.....  
 Page No:.....  
 DATE OF ORIGINAL ISSUE: 5 Jan 2022  
 DRAWING AMENDMENT DATE: .....

**NOTES:**

Roads and/or paths are represented by centrelines which are a notional reference line that generates and approximates the centre of the pavement extent.

Ramp intersections are shown schematically. The point at which the lines meet represents the end of the median which separates the converging or diverging carriageways.

Slip lanes where ramps intersect other roads are not shown.

**CITY OF BAYSWATER**

**BASE MAP LEGEND**

- Local Government Boundary
- Town Site Area And Boundary
- Cadastre
- Local Road

RECOMMENDED	APPROVED
Signature: <i>[Signature]</i>	Signature: <i>[Signature]</i>
Position: N.P.D.M.	Position: E.D.P.S.
Date: 20/4/2023	Date: 24/4/23

0 50 100 200 Metres
------------------------

<b>PROCLAMATION PLAN</b> Declared Roads H017 - Tonkin Hwy, H021 - Reid Hwy Interchange Proclaim Highways and Ramps Deproclaim Highways and Ramps Indicate Main Roads Controlled Paths
--

<b>MAIN ROADS WESTERN AUSTRALIA</b>	
DWG TYPE: 20:00	FILE No: 17/1099
DWG NUMBER: 202221-0004-00	

Document Set ID: 4480051  
Version: 1, Version Date: 04/05/2023

City of BAYSWATER - LG No. 112

SHEET 3 of 5

AMENDMENTS

**PROCLAMATION LEGEND**

EXISTING PROCLAIMED ROUTE

**H006** Highway  
(^ Road Name)

**M042** Main Road  
(^ Road Name)

SECTION TO BE DE-PROCLAIMED

~~H002~~ ~~M012~~

SECTION TO BE PROCLAIMED

**H006** Highway

**M042** Main Road

^ Landgate approved local usage name.

PATHWAY RESPONSIBILITY

**P018** Main Roads Controlled Path

Other Path

~~P018~~ MR Controlled Path Removed

Controlled paths (shared, pedestrian or bicycle) depicted on this drawing are those for which Main Roads Western Australia has responsibility.

Paths, shared, pedestrian or bicycle, the responsibility of other entities are not shown.

This is to certify that Council endorses the proposal shown on this plan.

Council Resolution:.....of

Council Meeting Held On:

**OR DELEGATED AUTHORITY**  
in accordance with Section 5.41(d) of the Local Government Act 1995.

Chief Executive Officer

Date:.....

Gazette:.....

Page No:.....

DATE OF ORIGINAL ISSUE: 5 Jan 2022

DRAWING AMENDMENT DATE:

NOTES:

Roads and/or paths are represented by centrelines which are a notional reference line that generates and approximates the centre of the pavement extent.

Ramp intersections are shown schematically. The point at which the lines meet represents the end of the median which separates the converging or diverging carriageways.

Slip lanes where ramps intersect other roads are not shown.

CITY OF BAYSWATER

**BASE MAP LEGEND**

- Local Government Boundary
- Town Site Area And Boundary
- Cadastral
- Local Road

NOTE: FOR DETAIL OF TOWNSITES - REFER TO TOWNSITE DRAWINGS

<p>RECOMMENDED</p> <p>Signature: <i>N.P.D.M.</i></p> <p>Position: N.P.D.M.</p> <p>Date: 14/4/2023</p>	<p>APPROVED</p> <p>Signature: <i>[Signature]</i></p> <p>Position: ED/PCS</p> <p>Date: 24/7/23</p>	<p>0 50 100 200</p> <p>Metres</p>	<p><b>PROCLAMATION PLAN</b></p> <p>Declared Roads</p> <p>H017 - Tonkin Hwy, H028 - Morley Dr Interchange</p> <p>Proclaim Highways, Rotary and Ramps</p> <p>Deproclaim Highways</p> <p>Indicate Main Roads Controlled Paths</p> <p>CITY OF BAYSWATER - LG No. 112</p>	<p><b>MAIN ROADS WESTERN AUSTRALIA</b></p> <p>DWG TYPE: 20:00</p> <p>FILE No: 17/1099</p> <p>DWG NUMBER: 202221-0005-00</p>
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Document Set ID: 448005 | Version: 1, Version Date: 04/05/2023 | SHEET 4 of 5

AMENDMENTS

PROCLAMATION LEGEND

EXISTING PROCLAIMED ROUTE

- H006** Highway  
(^ Road Name)
- M042** Main Road  
(^ Road Name)

SECTION TO BE DE-PROCLAIMED

- H002**
- M012**

SECTION TO BE PROCLAIMED

- H006** Highway
- M042** Main Road

^ Landgate approved local usage name.

PATHWAY RESPONSIBILITY

- P018** Main Roads Controlled Path
- Other Path
- P018** MR Controlled Path Removed

Controlled paths (shared, pedestrian or bicycle) depicted on this drawing are those for which Main Roads Western Australia has responsibility.

Paths, shared, pedestrian or bicycle, the responsibility of other entities are not shown.

This is to certify that Council endorses the proposal shown on this plan.

Council Resolution:.....of

Council Meeting Held On: .....

**OR DELEGATED AUTHORITY**  
in accordance with Section 5.41(d) of the Local Government Act 1995.

.....

Chief Executive Officer

Date:.....

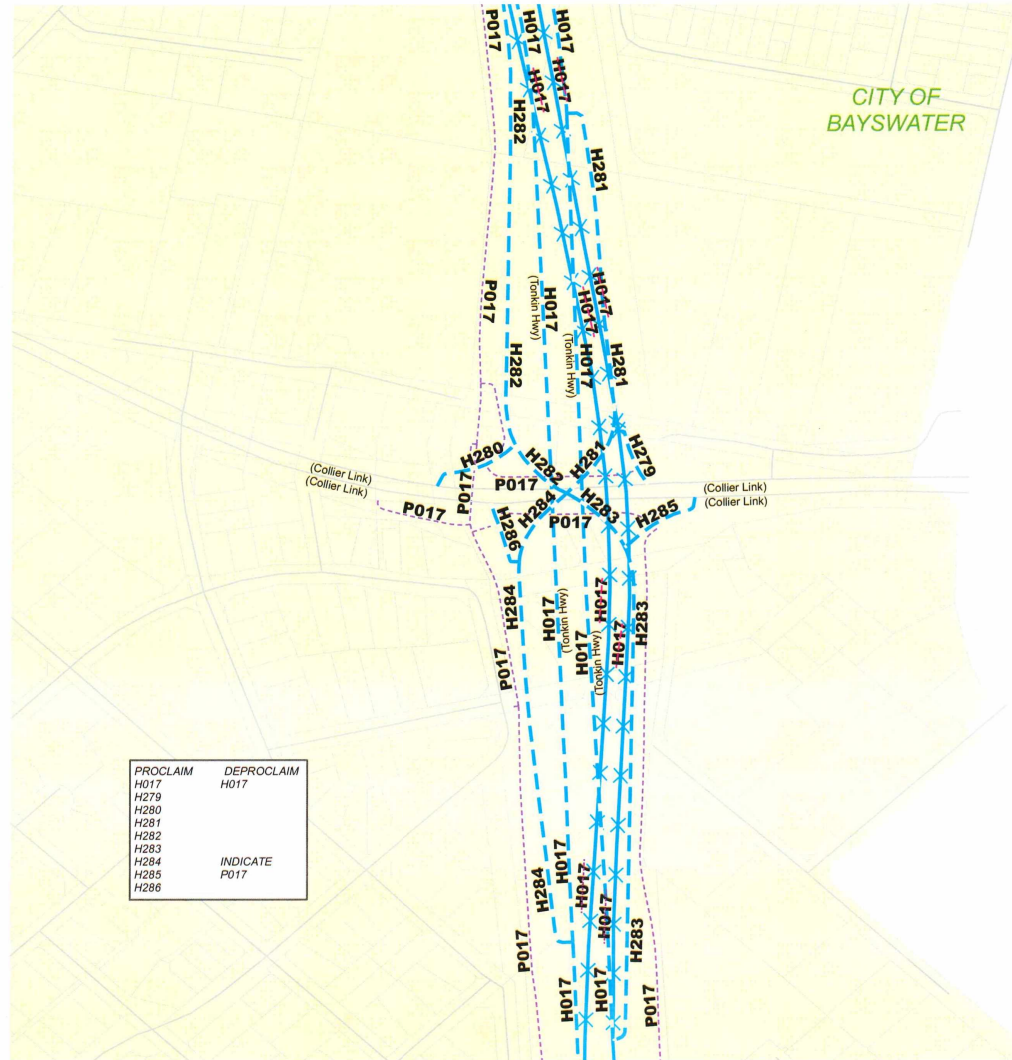
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Page No:.....

DATE OF ORIGINAL ISSUE: 5 Jun 2022

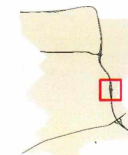
DRAWING AMENDMENT DATE: .....

PROCLAIM	DEPROCLAIM
H017	H017
H279	
H280	
H281	
H282	
H283	
H284	
H285	INDICATE
H286	P017



NOTES:

- Roads and/or paths are represented by centrelines which are a notional reference line that generates and approximates the centre of the pavement extent.
- Ramp intersections are shown schematically. The point at which the lines meet represents the end of the median which separates the converging or diverging carriageways.
- Slip lanes where ramps intersect other roads are not shown.



CITY OF BAYSWATER

BASE MAP LEGEND

- Local Government Boundary
- Town Site Area And Boundary
- Cadastre
- Local Road

NOTE: FOR DETAIL OF TOWNSITES - REFER TO TOWNSITE DRAWINGS

RECOMMENDED  
Signature: *P. J. O.*  
Position: N.P.D.M.  
Date: 14/4/2023

APPROVED  
Signature: *Joseph Morgan*  
Position: E.D.P.S.  
Date: 24/4/23

0 50 100 200  
Metres

Planning and Technical Services Directorate

**PROCLAMATION PLAN**  
Declared Roads  
H017 - Tonkin Hwy, Collier Link Interchange  
Proclaim Highways and Ramps  
Deproclaim Highways  
Indicate - Main Roads Controlled Paths

CITY OF BAYSWATER - LG No. 112

MAIN ROADS WESTERN AUSTRALIA		
DWG TYPE	FILE No	DWG NUMBER
20:00	17/1099	202221-0006-00

Contract 68/14  
Northlink WA Southern Section  
Tonkin Hwy – Guildford to Reid  
Collier Rd / Morley Dr / Reid Hwy

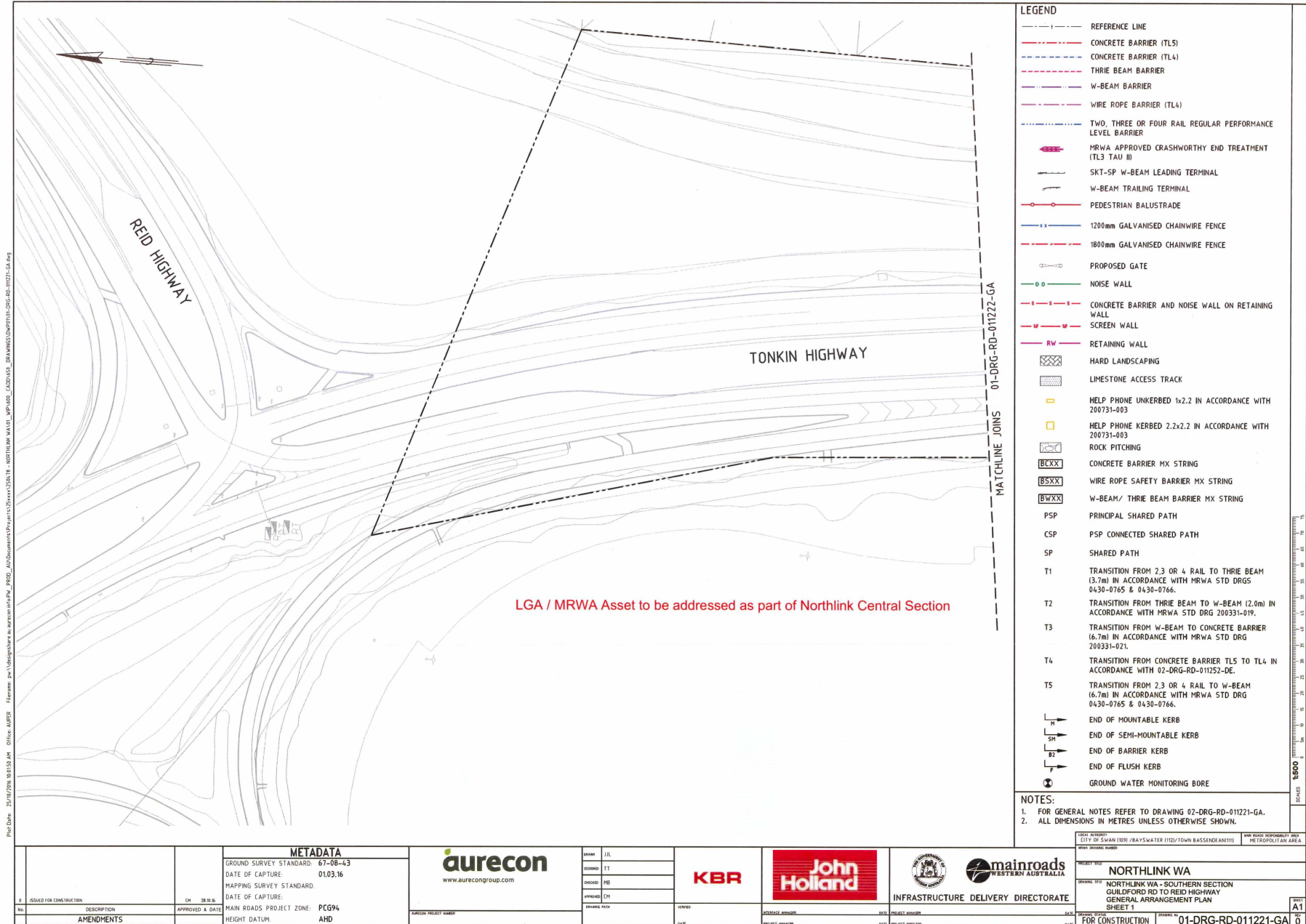
**ASSET OWNERSHIP**

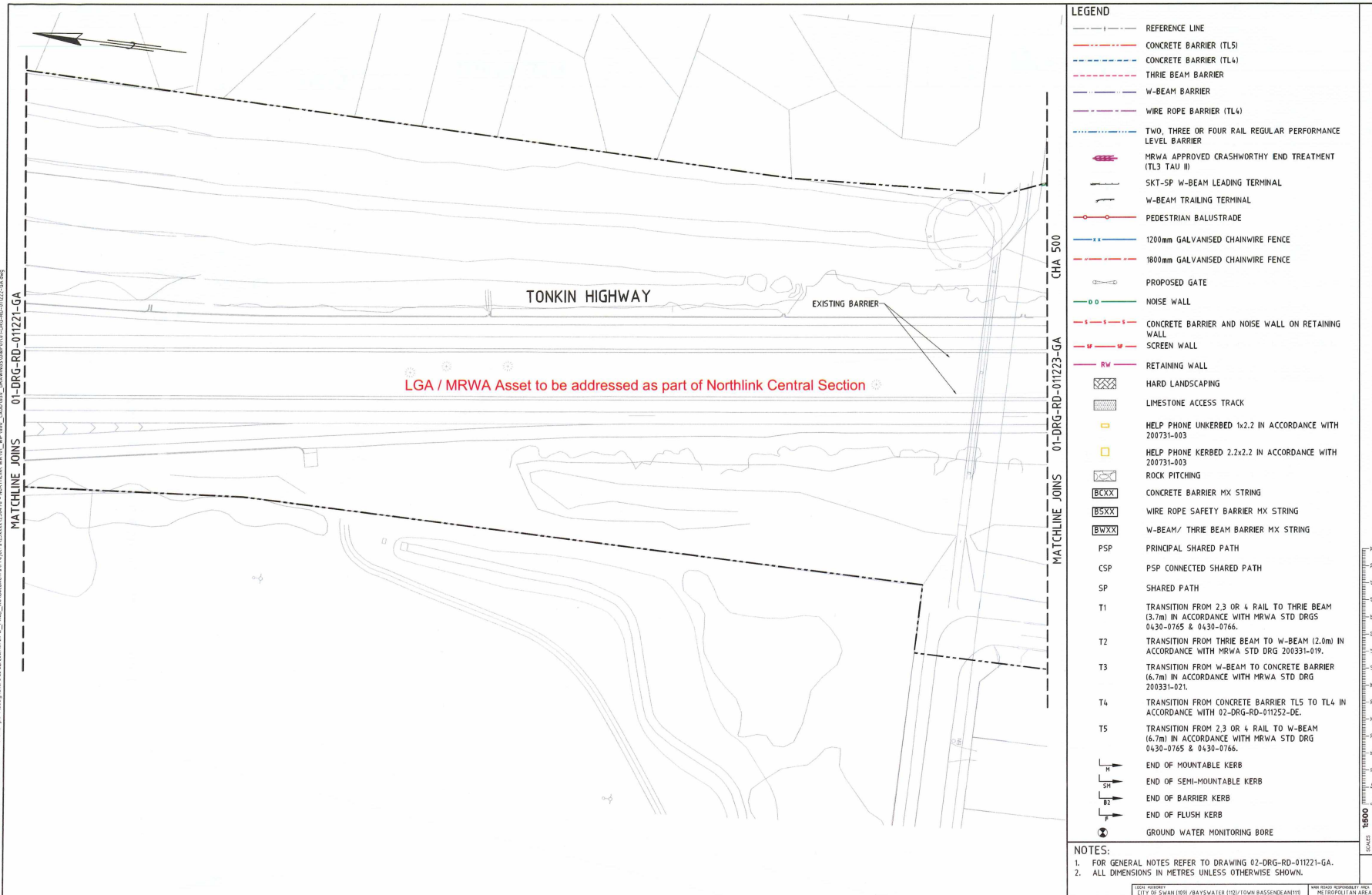
**Asset Ownership**

-  Shading Main Roads Western Australia Asset
-  Shading Main Roads Western Australia Asset  
(Maintenance Contract with City of Bayswater)
-  Shading City of Bayswater Asset
-  Shading Town of Bassendean

**As Constructed Mark-ups**

-  Line 1.2m Galvanised Chain Wire Fence
-  Line 1.8m Galvanised Chain Wire Fence
-  Line Noise Wall
-  Line Pedestrian Balustrade
-  White Line Fence / Noise wall / Bollard Removed from Design
-  Dot Bollard





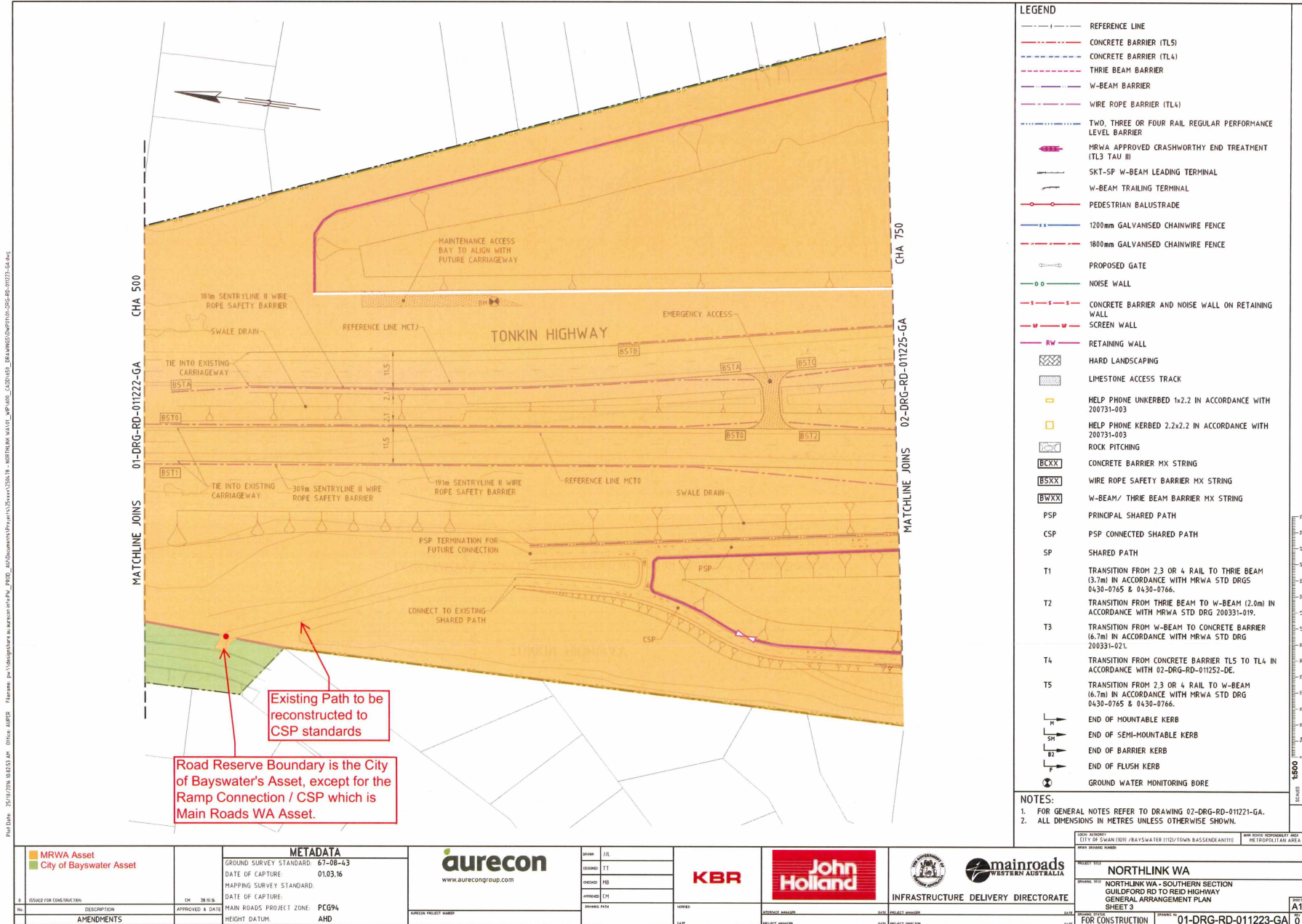
**LEGEND**

- REFERENCE LINE
- CONCRETE BARRIER (TL5)
- CONCRETE BARRIER (TL4)
- THRIE BEAM BARRIER
- W-BEAM BARRIER
- WIRE ROPE BARRIER (TL4)
- TWO, THREE OR FOUR RAIL REGULAR PERFORMANCE LEVEL BARRIER
- MRWA APPROVED CRASHWORTHY END TREATMENT (TL3 TAU II)
- SKT-SP W-BEAM LEADING TERMINAL
- W-BEAM TRAILING TERMINAL
- PEDESTRIAN BALUSTRADE
- 1200mm GALVANISED CHAINWIRE FENCE
- 1800mm GALVANISED CHAINWIRE FENCE
- PROPOSED GATE
- NOISE WALL
- CONCRETE BARRIER AND NOISE WALL ON RETAINING WALL
- SCREEN WALL
- RW RETAINING WALL
- HARD LANDSCAPING
- LIMESTONE ACCESS TRACK
- HELP PHONE UNKERBED 1/2.2 IN ACCORDANCE WITH 200731-003
- HELP PHONE KERBED 2.2x2.2 IN ACCORDANCE WITH 200731-003
- ROCK PITCHING
- CONCRETE BARRIER MX STRING
- WIRE ROPE SAFETY BARRIER MX STRING
- W-BEAM/ THRIE BEAM BARRIER MX STRING
- PSP PRINCIPAL SHARED PATH
- CSP PSP CONNECTED SHARED PATH
- SP SHARED PATH
- T1 TRANSITION FROM 2.3 OR 4 RAIL TO THRIE BEAM (3.7m) IN ACCORDANCE WITH MRWA STD DRGS 0430-0765 & 0430-0766.
- T2 TRANSITION FROM THRIE BEAM TO W-BEAM (2.0m) IN ACCORDANCE WITH MRWA STD DRG 200331-019.
- T3 TRANSITION FROM W-BEAM TO CONCRETE BARRIER (6.7m) IN ACCORDANCE WITH MRWA STD DRG 200331-021.
- T4 TRANSITION FROM CONCRETE BARRIER TL5 TO TL4 IN ACCORDANCE WITH 02-DRG-RD-011252-DE.
- T5 TRANSITION FROM 2.3 OR 4 RAIL TO W-BEAM (6.7m) IN ACCORDANCE WITH MRWA STD DRG 0430-0765 & 0430-0766.
- END OF MOUNTABLE KERB
- END OF SEMI-MOUNTABLE KERB
- END OF BARRIER KERB
- END OF FLUSH KERB
- GROUND WATER MONITORING BORE

**NOTES:**

- FOR GENERAL NOTES REFER TO DRAWING 02-DRG-RD-011221-GA.
- ALL DIMENSIONS IN METRES UNLESS OTHERWISE SHOWN.

<p><b>METADATA</b></p> <p>GROUND SURVEY STANDARD: 67-08-43</p> <p>DATE OF CAPTURE: 01.03.16</p> <p>MAPPING SURVEY STANDARD:</p> <p>DATE OF CAPTURE:</p> <p>MAIN ROADS PROJECT ZONE: PC694</p> <p>HEIGHT DATUM: AHD</p>		<p><b>aurecon</b></p> <p>www.aurecongroup.com</p>	<p>DATE: JUL</p> <p>DESIGNED: TT</p> <p>DRAWN: MB</p> <p>APPROVED: CH</p> <p>DRAWN BY:</p> <p>CHECKED:</p> <p>DATE:</p>	<p><b>KBR</b></p>	<p><b>John Holland</b></p>	<p><b>mainroads</b></p> <p>WESTERN AUSTRALIA</p>	<p><b>INFRASTRUCTURE DELIVERY DIRECTORATE</b></p>
<p>ISSUED FOR CONSTRUCTION</p> <p>DATE: 28.05.23</p>	<p>APPROVED &amp; DATE:</p>	<p>PROJECT NUMBER:</p>	<p>VERSION:</p>	<p>APPROVED MANAGER:</p>	<p>DESIGN MANAGER:</p>	<p>PROJECT MANAGER:</p>	<p>DATE:</p>



<p>MRWA Asset</p> <p>City of Bayswater Asset</p>	
ISSUED FOR CONSTRUCTION	DATE
DESCRIPTION	APPROVED & DATE
AMENDMENTS	

METADATA	
GROUND SURVEY STANDARD:	67-08-43
DATE OF CAPTURE:	01.03.16
MAPPING SURVEY STANDARD:	
DATE OF CAPTURE:	
MAIN ROADS PROJECT ZONE:	PC094
HEIGHT DATUM:	AHD

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www.aurecongroup.com

DESIGN	J/L
DESIGNED	T/T
DESIGNED	H/B
APPROVED	C/H
DESIGNED	V/H

**KBR**

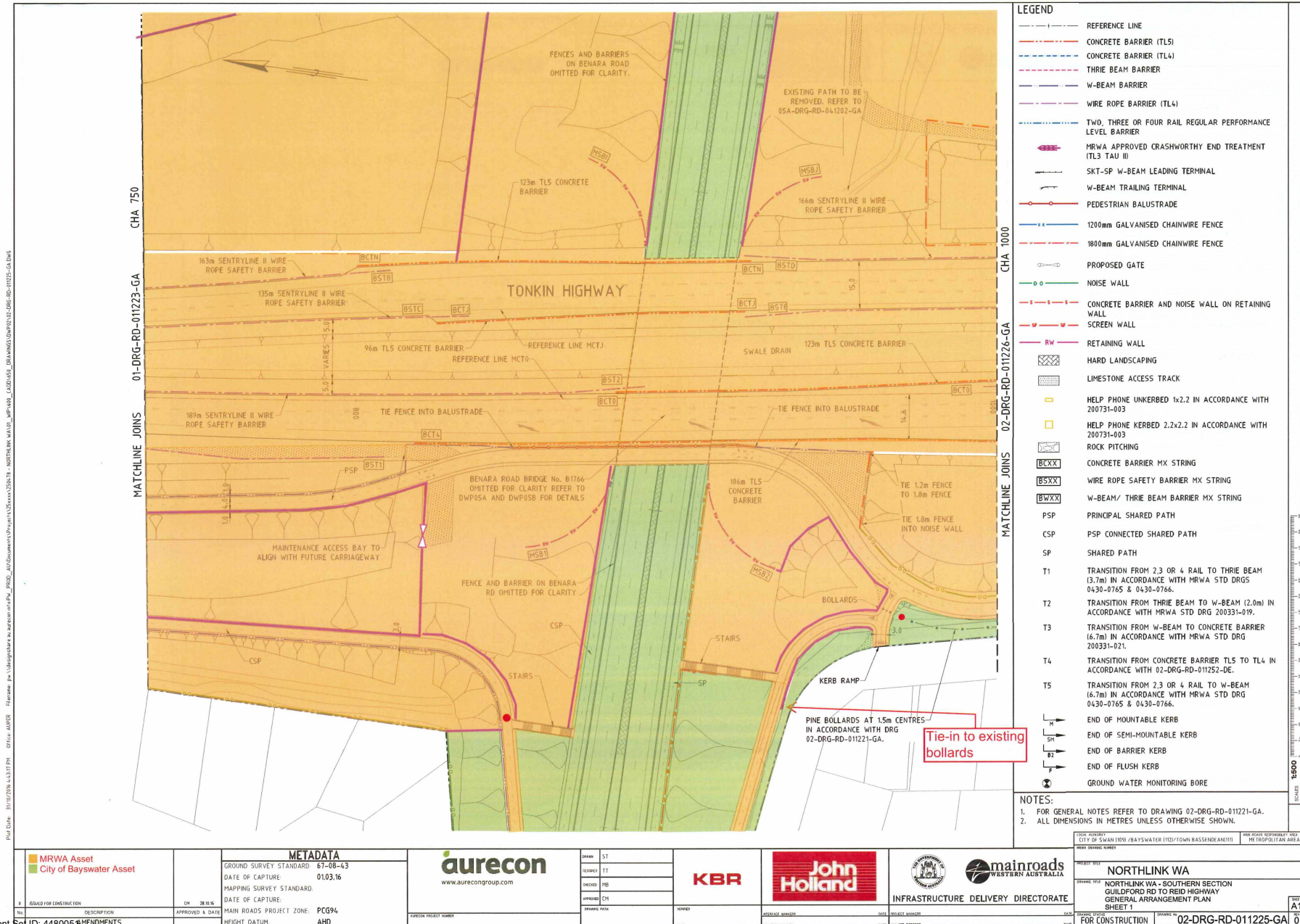
**John Holland**

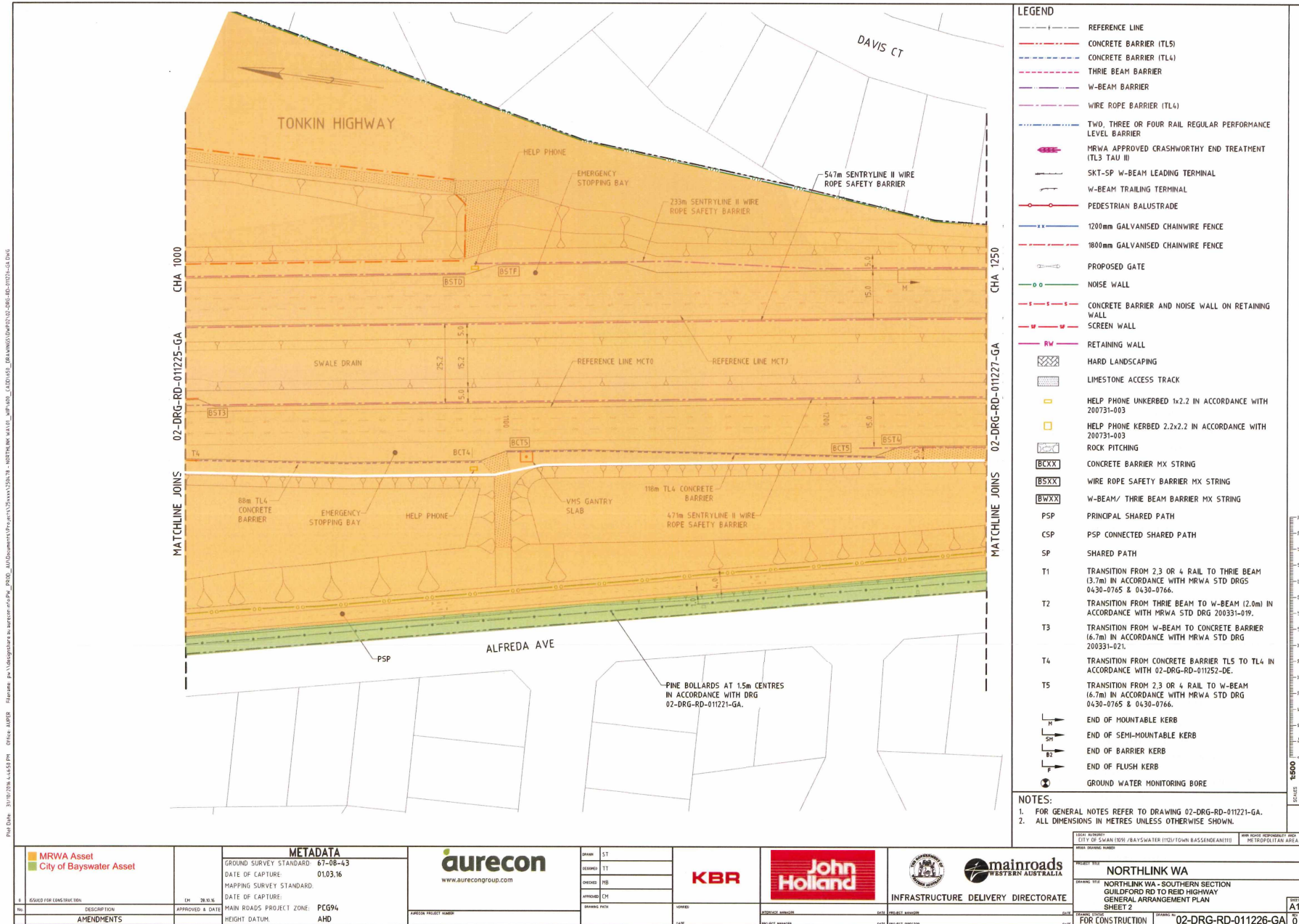
**INFRASTRUCTURE DELIVERY DIRECTORATE**

**NORTHLINK WA**  
NORTHLINK WA - SOUTHERN SECTION  
GUILDFORD RD TO REID HIGHWAY  
GENERAL ARRANGEMENT PLAN  
SHEET 3

FOR CONSTRUCTION

01-DRG-RD-011223-GA





LEGEND	
	REFERENCE LINE
	CONCRETE BARRIER (TL5)
	CONCRETE BARRIER (TL4)
	THRIE BEAM BARRIER
	W-BEAM BARRIER
	WIRE ROPE BARRIER (TL4)
	TWO, THREE OR FOUR RAIL REGULAR PERFORMANCE LEVEL BARRIER
	MRWA APPROVED CRASHWORTHY END TREATMENT (TL3 TAU II)
	SKT-SP W-BEAM LEADING TERMINAL
	W-BEAM TRAILING TERMINAL
	PEDESTRIAN BALUSTRADE
	1200mm GALVANISED CHAINWIRE FENCE
	1800mm GALVANISED CHAINWIRE FENCE
	PROPOSED GATE
	NOISE WALL
	CONCRETE BARRIER AND NOISE WALL ON RETAINING WALL
	SCREEN WALL
	RETAINING WALL
	HARD LANDSCAPING
	LIMESTONE ACCESS TRACK
	HELP PHONE UNKERBED 1x2.2 IN ACCORDANCE WITH 200731-003
	HELP PHONE KERBED 2.2x2.2 IN ACCORDANCE WITH 200731-003
	ROCK PITCHING
	CONCRETE BARRIER MX STRING
	WIRE ROPE SAFETY BARRIER MX STRING
	W-BEAM/ THRIE BEAM BARRIER MX STRING
	PRINCIPAL SHARED PATH
	PSP CONNECTED SHARED PATH
	SHARED PATH
	T1 TRANSITION FROM 2,3 OR 4 RAIL TO THRIE BEAM (3.7m) IN ACCORDANCE WITH MRWA STD DRGS 0430-0765 & 0430-0766.
	T2 TRANSITION FROM THRIE BEAM TO W-BEAM (2.0m) IN ACCORDANCE WITH MRWA STD DRG 200331-019.
	T3 TRANSITION FROM W-BEAM TO CONCRETE BARRIER (6.7m) IN ACCORDANCE WITH MRWA STD DRG 200331-021.
	T4 TRANSITION FROM CONCRETE BARRIER TL5 TO TL4 IN ACCORDANCE WITH 02-DRG-RD-011252-DE.
	T5 TRANSITION FROM 2,3 OR 4 RAIL TO W-BEAM (6.7m) IN ACCORDANCE WITH MRWA STD DRG 0430-0765 & 0430-0766.
	END OF MOUNTABLE KERB
	END OF SEMI-MOUNTABLE KERB
	END OF BARRIER KERB
	END OF FLUSH KERB
	GROUND WATER MONITORING BORE

**NOTES:**

- FOR GENERAL NOTES REFER TO DRAWING 02-DRG-RD-011221-GA.
- ALL DIMENSIONS IN METRES UNLESS OTHERWISE SHOWN.

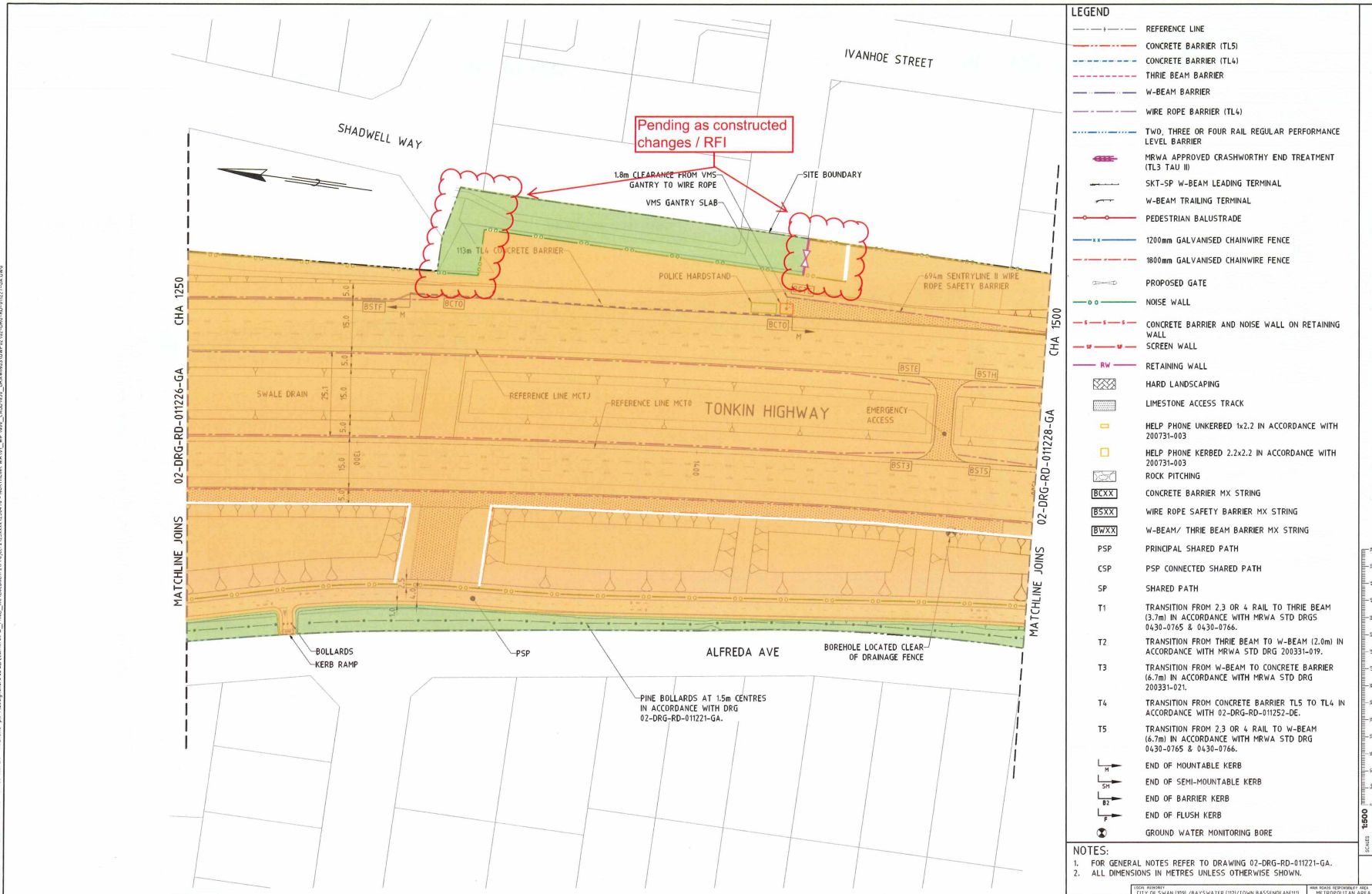
CITY PROJECT: CITY OF SWAN (100) / BAYSWA TER (112) / TOWN-BASSENDEN (111) TOWN DIVISION:	MRWA PROJECT NUMBER: MRWA PROJECT AREA:
PROJECT TITLE: <b>NORTHLINK WA</b>	
DRAWING TITLE: NORTHLINK WA - SOUTHERN SECTION GUILDFORD RD TO REID HIGHWAY GENERAL ARRANGEMENT PLAN SHEET 2	
DRAWING STATUS: FOR CONSTRUCTION	DRAWING NO: 02-DRG-RD-011226-GA

MRWA Asset City of Bayswater Asset	METADATA GROUND SURVEY STANDARD: 67-08-43 DATE OF CAPTURE: 01.03.16 MAPPING SURVEY STANDARD: DATE OF CAPTURE: MAIN ROADS PROJECT ZONE: PCC04 HEIGHT DATUM: AHD
REVISED FOR CONSTRUCTION	DATE: 28.03.23
AMENDMENTS	APPROVED & DATE:

aurecon www.aurecongroup.com	DRAWN: ST CHECKED: TT DESIGNED: HB APPROVED: CH
---------------------------------	--

KBR	John Holland
INFRASTRUCTURE DELIVERY DIRECTORATE	WESTERN AUSTRALIA

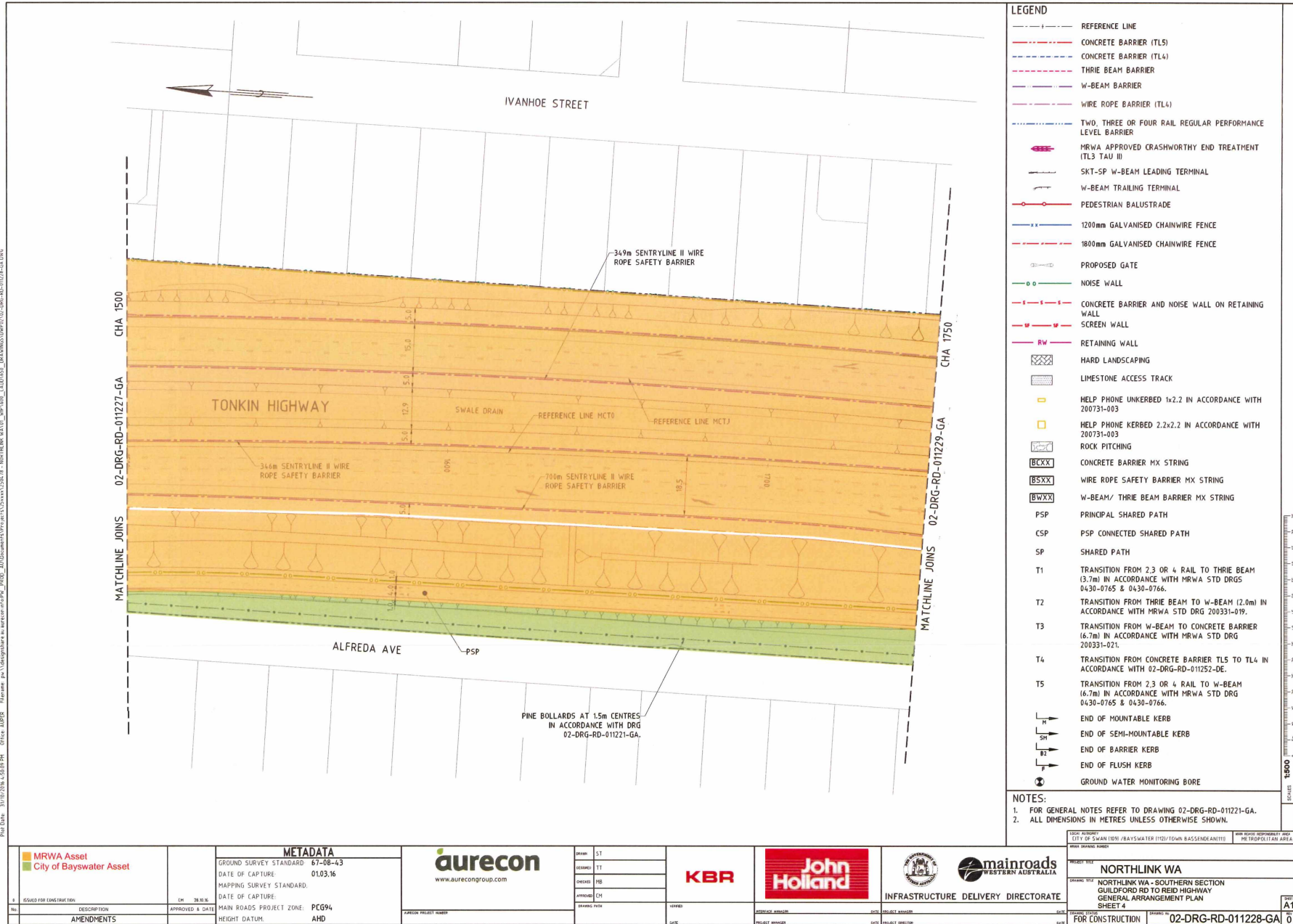
PROJECT NUMBER: 02-DRG-RD-011226-GA	SHEET NUMBER: 02
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LEGEND	
	REFERENCE LINE
	CONCRETE BARRIER (TL5)
	CONCRETE BARRIER (TL4)
	THRIE BEAM BARRIER
	W-BEAM BARRIER
	WIRE ROPE BARRIER (TL4)
	TWO, THREE OR FOUR RAIL REGULAR PERFORMANCE LEVEL BARRIER
	MRWA APPROVED CRASHWORTHY END TREATMENT (TL3 TAU II)
	SKT-SP W-BEAM LEADING TERMINAL
	W-BEAM TRAILING TERMINAL
	PEDESTRIAN BALUSTRADE
	1200mm GALVANISED CHAINWIRE FENCE
	1800mm GALVANISED CHAINWIRE FENCE
	PROPOSED GATE
	NOISE WALL
	CONCRETE BARRIER AND NOISE WALL ON RETAINING WALL
	SCREEN WALL
	RETAINING WALL
	HARD LANDSCAPING
	LIMESTONE ACCESS TRACK
	HELP PHONE UNKERBED 1x2.2 IN ACCORDANCE WITH 200731-003
	HELP PHONE KERBED 2.2x2.2 IN ACCORDANCE WITH 200731-003
	ROCK PITCHING
	CONCRETE BARRIER MX STRING
	WIRE ROPE SAFETY BARRIER MX STRING
	W-BEAM/ THRIE BEAM BARRIER MX STRING
	PSP
	CSP
	SP
	T1 TRANSITION FROM 2.3 OR 4 RAIL TO THRIE BEAM (3.7m) IN ACCORDANCE WITH MRWA STD DRGS 0430-0765 & 0430-0766.
	T2 TRANSITION FROM THRIE BEAM TO W-BEAM (2.0m) IN ACCORDANCE WITH MRWA STD DRG 200331-019.
	T3 TRANSITION FROM W-BEAM TO CONCRETE BARRIER (6.7m) IN ACCORDANCE WITH MRWA STD DRG 200331-021.
	T4 TRANSITION FROM CONCRETE BARRIER TL5 TO TL4 IN ACCORDANCE WITH 02-DRG-RD-011221-DE.
	T5 TRANSITION FROM 2.3 OR 4 RAIL TO W-BEAM (6.7m) IN ACCORDANCE WITH MRWA STD DRG 0430-0765 & 0430-0766.
	L END OF MOUNTABLE KERB
	SH END OF SEMI-MOUNTABLE KERB
	B END OF BARRIER KERB
	F END OF FLUSH KERB
	GW GROUND WATER MONITORING BORE

**NOTES:**  
 1. FOR GENERAL NOTES REFER TO DRAWING 02-DRG-RD-011221-GA.  
 2. ALL DIMENSIONS IN METRES UNLESS OTHERWISE SHOWN.

MRWA Asset City of Bayswater Asset	<b>METADATA</b> GROUND SURVEY STANDARD: 67-08-43 DATE OF CAPTURE: 01.03.16 MAPPING SURVEY STANDARD: DATE OF CAPTURE: MAIN ROADS PROJECT ZONE: PC094 HEIGHT DATUM: AHD		 www.aurecongroup.com	DRAWN: ST CHECKED: TT DESIGNED: PB APPROVED: CH	 	 INFRASTRUCTURE DELIVERY DIRECTORATE	 WESTERN AUSTRALIA	PROJECT TITLE: <b>NORTHLINK WA</b> DRAWING TITLE: NORTHLINK WA - SOUTHERN SECTION GUILDFORD RD TO REID HIGHWAY GENERAL ARRANGEMENT PLAN SHEET 3	DRAWING STATUS: FOR CONSTRUCTION	DRAWING NO: 02-DRG-RD-011227-GA	SHEET NO: A1
	NO. ISSUED FOR CONSTRUCTION: 01 APPROVED & DATE:	DATE OF CAPTURE: 04/05/2023									



<p>MRWA Asset</p> <p>City of Bayswater Asset</p>	
<p>1 ISSUED FOR CONSTRUCTION</p>	<p>APPROVED &amp; DATE</p>
<p>DESCRIPTION</p>	<p>AMENDMENTS</p>

METADATA	
GROUND SURVEY STANDARD	67-08-43
DATE OF CAPTURE	01.03.16
MAPPING SURVEY STANDARD	
DATE OF CAPTURE	
MAIN ROADS PROJECT ZONE	PCG94
HEIGHT DATUM	AHD

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www.aurecongroup.com

DESIGN	S1
DESIGNED BY	TT
DESIGNED DATE	HB
APPROVED BY	CH
APPROVED DATE	

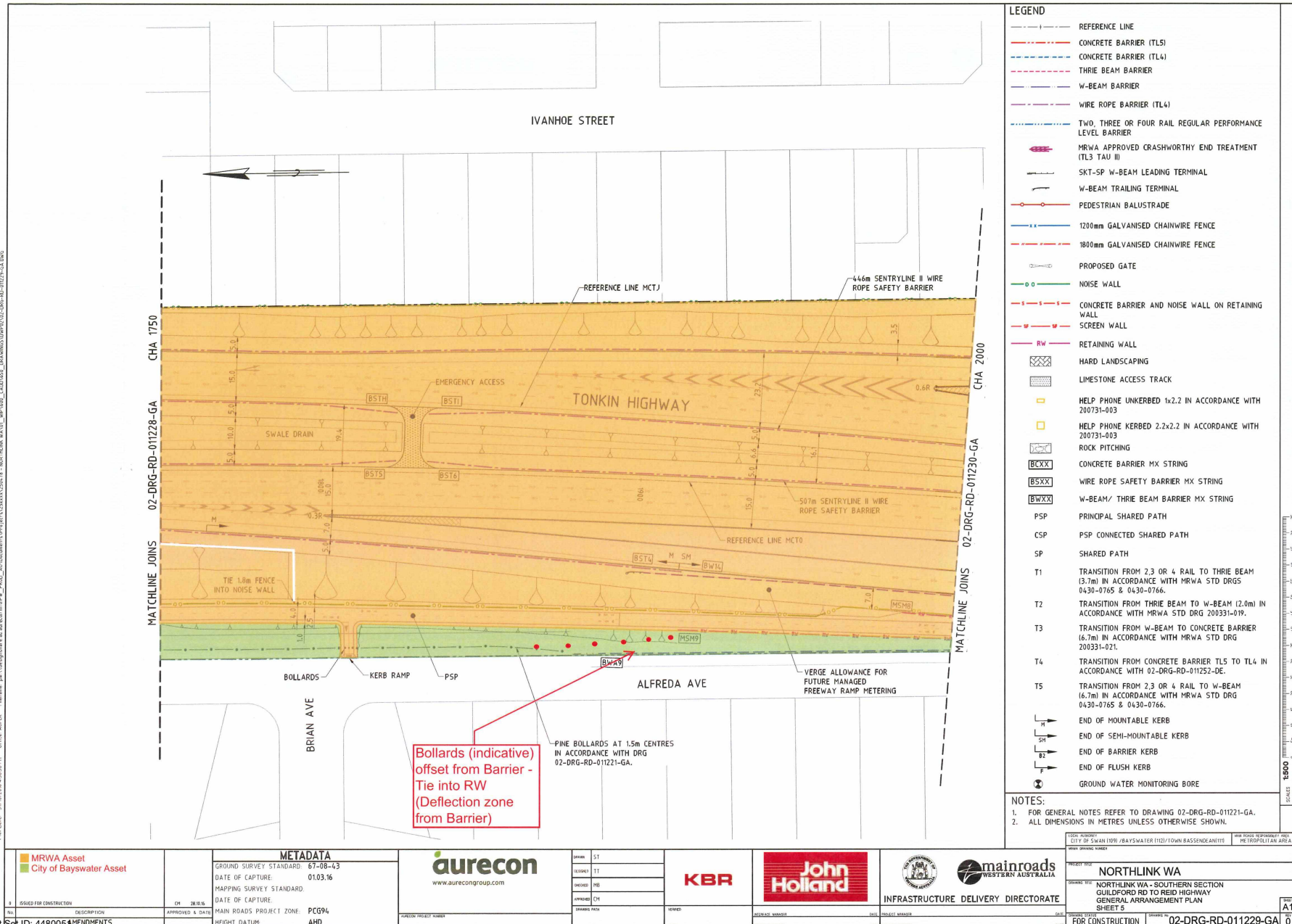
**KBR**

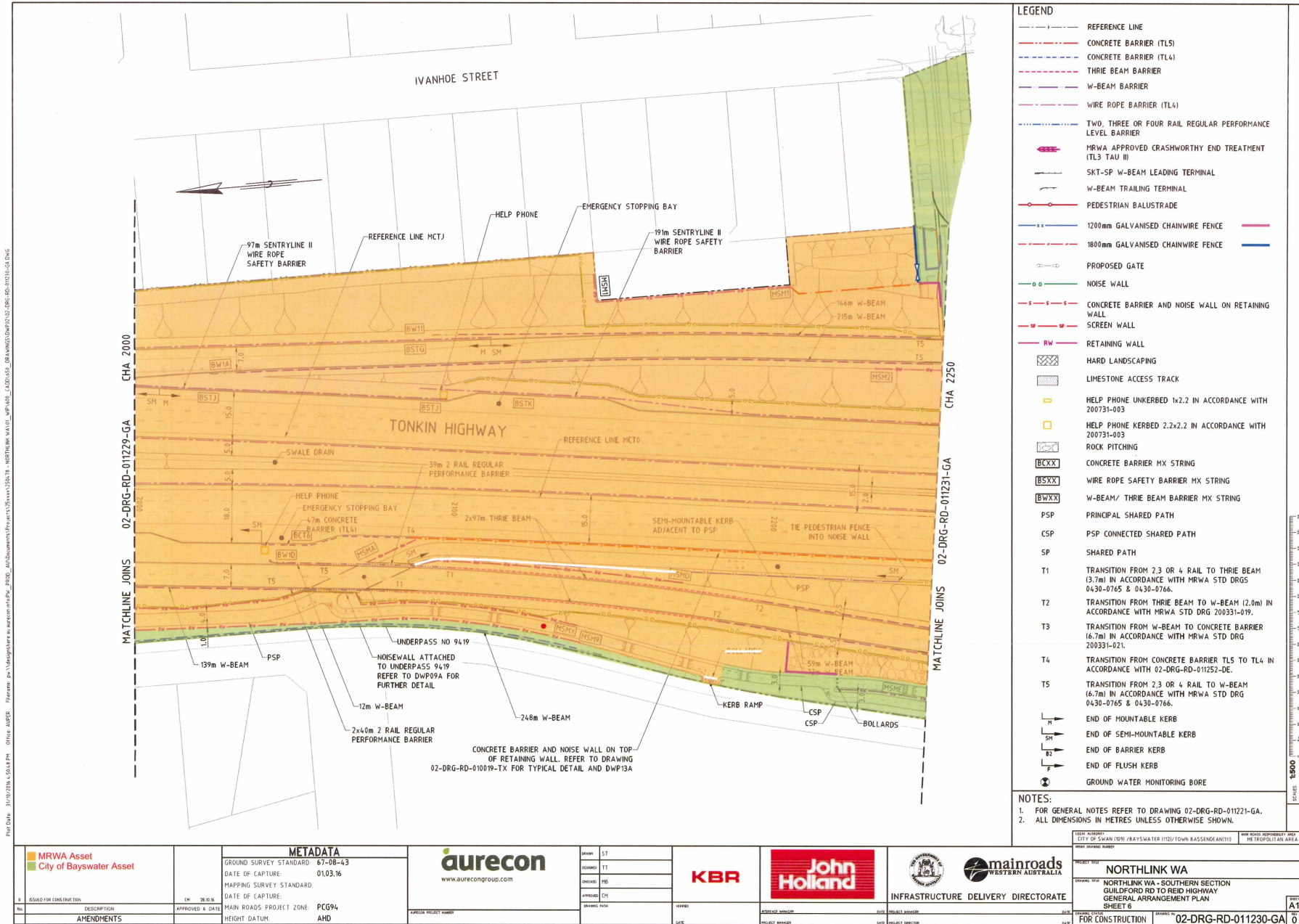
**John Holland**

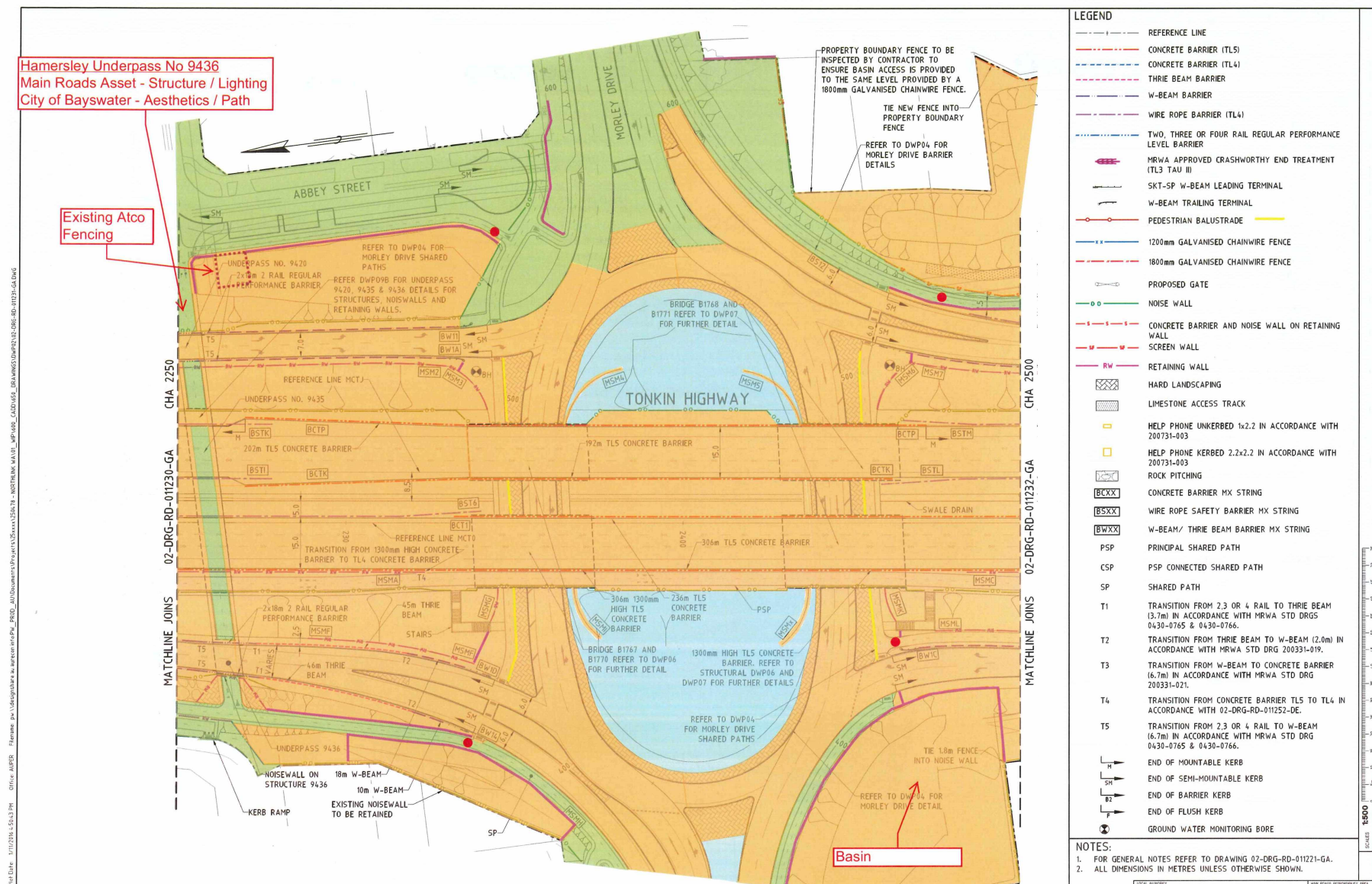
**mainroads**  
WESTERN AUSTRALIA

INFRASTRUCTURE DELIVERY DIRECTORATE

<p>PROJECT TITLE</p> <p><b>NORTHLINK WA</b></p> <p>STATIONING</p> <p>NORTHLINK WA - SOUTHERN SECTION GUILDFORD RD TO REID HIGHWAY GENERAL ARRANGEMENT PLAN SHEET 4</p>	<p>SCALE</p> <p>A1</p>
<p>FOR CONSTRUCTION</p>	<p>ISSUED BY</p> <p>02-DRG-RD-011228-GA</p>







Hamersley Underpass No 9436  
Main Roads Asset - Structure / Lighting  
City of Bayswater - Aesthetics / Path

Existing Atco  
Fencing

PROPERTY BOUNDARY FENCE TO BE INSPECTED BY CONTRACTOR TO ENSURE BASIN ACCESS IS PROVIDED TO THE SAME LEVEL PROVIDED BY A 1800mm GALVANISED CHAINWIRE FENCE.  
TIE NEW FENCE INTO PROPERTY BOUNDARY FENCE  
REFER TO DWP04 FOR MORLEY DRIVE BARRIER DETAILS

BRIDGE B1768 AND B1771 REFER TO DWP07 FOR FURTHER DETAIL

BRIDGE B1767 AND B1770 REFER TO DWP06 FOR FURTHER DETAIL  
306m 1300mm HIGH TLS CONCRETE BARRIER  
236m TLS CONCRETE BARRIER  
1300mm HIGH TLS CONCRETE BARRIER. REFER TO STRUCTURAL DWP06 AND DWP07 FOR FURTHER DETAILS  
REFER TO DWP04 FOR MORLEY DRIVE SHARED PATHS

Basin

LEGEND	
	REFERENCE LINE
	CONCRETE BARRIER (TL5)
	CONCRETE BARRIER (TL4)
	THRIE BEAM BARRIER
	W-BEAM BARRIER
	WIRE ROPE BARRIER (TL4)
	TWO, THREE OR FOUR RAIL REGULAR PERFORMANCE LEVEL BARRIER
	MRWA APPROVED CRASHWORTHY END TREATMENT (TL3 TAU II)
	SKT-SP W-BEAM LEADING TERMINAL
	W-BEAM TRAILING TERMINAL
	PEDESTRIAN BALUSTRADE
	1200mm GALVANISED CHAINWIRE FENCE
	1800mm GALVANISED CHAINWIRE FENCE
	PROPOSED GATE
	NOISE WALL
	CONCRETE BARRIER AND NOISE WALL ON RETAINING WALL
	SCREEN WALL
	RETAINING WALL
	HARD LANDSCAPING
	LIMESTONE ACCESS TRACK
	HELP PHONE UNKERBED 1x2.2 IN ACCORDANCE WITH 200731-003
	HELP PHONE KERBED 2.2x2.2 IN ACCORDANCE WITH 200731-003
	ROCK PITCHING
	CONCRETE BARRIER MX STRING
	WIRE ROPE SAFETY BARRIER MX STRING
	W-BEAM/ THRIE BEAM BARRIER MX STRING
	PRINCIPAL SHARED PATH
	PSP CONNECTED SHARED PATH
	SHARED PATH
	T1 TRANSITION FROM 2.3 OR 4 RAIL TO THRIE BEAM (3.7m) IN ACCORDANCE WITH MRWA STD DRGS 0430-0765 & 0430-0766.
	T2 TRANSITION FROM THRIE BEAM TO W-BEAM (2.0m) IN ACCORDANCE WITH MRWA STD DRG 200331-019.
	T3 TRANSITION FROM W-BEAM TO CONCRETE BARRIER (6.7m) IN ACCORDANCE WITH MRWA STD DRG 200331-021.
	T4 TRANSITION FROM CONCRETE BARRIER TL5 TO TL4 IN ACCORDANCE WITH 02-DRG-RD-011252-DE.
	T5 TRANSITION FROM 2.3 OR 4 RAIL TO W-BEAM (6.7m) IN ACCORDANCE WITH MRWA STD DRG 0430-0765 & 0430-0766.
	END OF MOUNTABLE KERB
	END OF SEMI-MOUNTABLE KERB
	END OF BARRIER KERB
	END OF FLUSH KERB
	GROUND WATER MONITORING BORE

NOTES:  
1. FOR GENERAL NOTES REFER TO DRAWING 02-DRG-RD-011221-GA.  
2. ALL DIMENSIONS IN METRES UNLESS OTHERWISE SHOWN.

	MRWA Asset
	City of Bayswater Asset
	MRWA Asset - City of Bayswater Maintenance Contract

METADATA	
GROUND SURVEY STANDARD:	67-08-43
DATE OF CAPTURE:	01.03.16
MAPPING SURVEY STANDARD:	
DATE OF CAPTURE:	
MAIN ROADS PROJECT ZONE:	PCG94
HEIGHT DATUM:	AHD

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www.aurecongroup.com

DESIGN:	ST
CHECKED:	TT
DESIGNED:	PB
APPROVED:	CM

**KBR**

**John Holland**

**mainroads**  
WESTERN AUSTRALIA

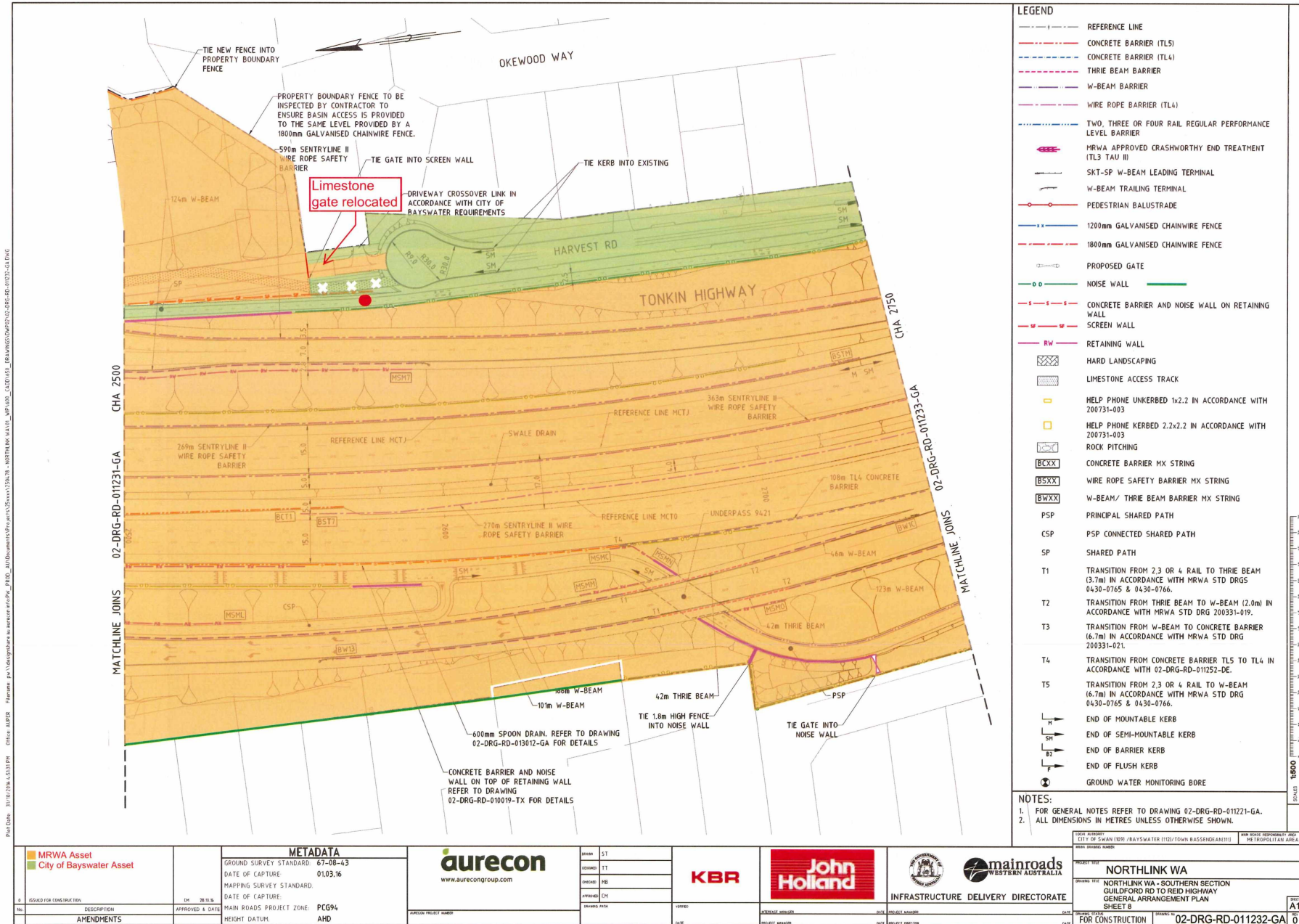
**INFRASTRUCTURE DELIVERY DIRECTORATE**

**NORTHLINK WA**

**NORTHLINK WA - SOUTHERN SECTION**  
GUILDFORD RD TO REID HIGHWAY  
GENERAL ARRANGEMENT PLAN  
SHEET 7

DATE: 04/05/2023

FOR CONSTRUCTION: 02-DRG-RD-011231-GA



**LEGEND**

- REFERENCE LINE
- CONCRETE BARRIER (TL5)
- CONCRETE BARRIER (TL4)
- THRIE BEAM BARRIER
- W-BEAM BARRIER
- WIRE ROPE BARRIER (TL4)
- TWO, THREE OR FOUR RAIL REGULAR PERFORMANCE LEVEL BARRIER
- MRWA APPROVED CRASHWORTHY END TREATMENT (TL3 TAU II)
- SKT-SP W-BEAM LEADING TERMINAL
- W-BEAM TRAILING TERMINAL
- PEDESTRIAN BALUSTRADE
- 1200mm GALVANISED CHAINWIRE FENCE
- 1800mm GALVANISED CHAINWIRE FENCE
- PROPOSED GATE
- NOISE WALL
- CONCRETE BARRIER AND NOISE WALL ON RETAINING WALL
- SCREEN WALL
- RW RETAINING WALL
- HARD LANDSCAPING
- LIMESTONE ACCESS TRACK
- HELP PHONE UNKERBED 1/2.2 IN ACCORDANCE WITH 200731-003
- HELP PHONE KERBED 2.2x2.2 IN ACCORDANCE WITH 200731-003
- ROCK PITCHING
- CONCRETE BARRIER MX STRING
- WIRE ROPE SAFETY BARRIER MX STRING
- W-BEAM/ THRIE BEAM BARRIER MX STRING
- PSP PRINCIPAL SHARED PATH
- CSP PSP CONNECTED SHARED PATH
- SP SHARED PATH
- T1 TRANSITION FROM 2.3 OR 4 RAIL TO THRIE BEAM (3.7m) IN ACCORDANCE WITH MRWA STD DRGS 0430-0765 & 0430-0766.
- T2 TRANSITION FROM THRIE BEAM TO W-BEAM (2.0m) IN ACCORDANCE WITH MRWA STD DRG 200331-019.
- T3 TRANSITION FROM W-BEAM TO CONCRETE BARRIER (6.7m) IN ACCORDANCE WITH MRWA STD DRG 200331-021.
- T4 TRANSITION FROM CONCRETE BARRIER TL5 TO TL4 IN ACCORDANCE WITH 02-DRG-RD-011252-DE.
- T5 TRANSITION FROM 2.3 OR 4 RAIL TO W-BEAM (6.7m) IN ACCORDANCE WITH MRWA STD DRG 0430-0765 & 0430-0766.
- END OF MOUNTABLE KERB
- END OF SEMI-MOUNTABLE KERB
- END OF BARRIER KERB
- END OF FLUSH KERB
- GROUND WATER MONITORING BORE

**NOTES:**

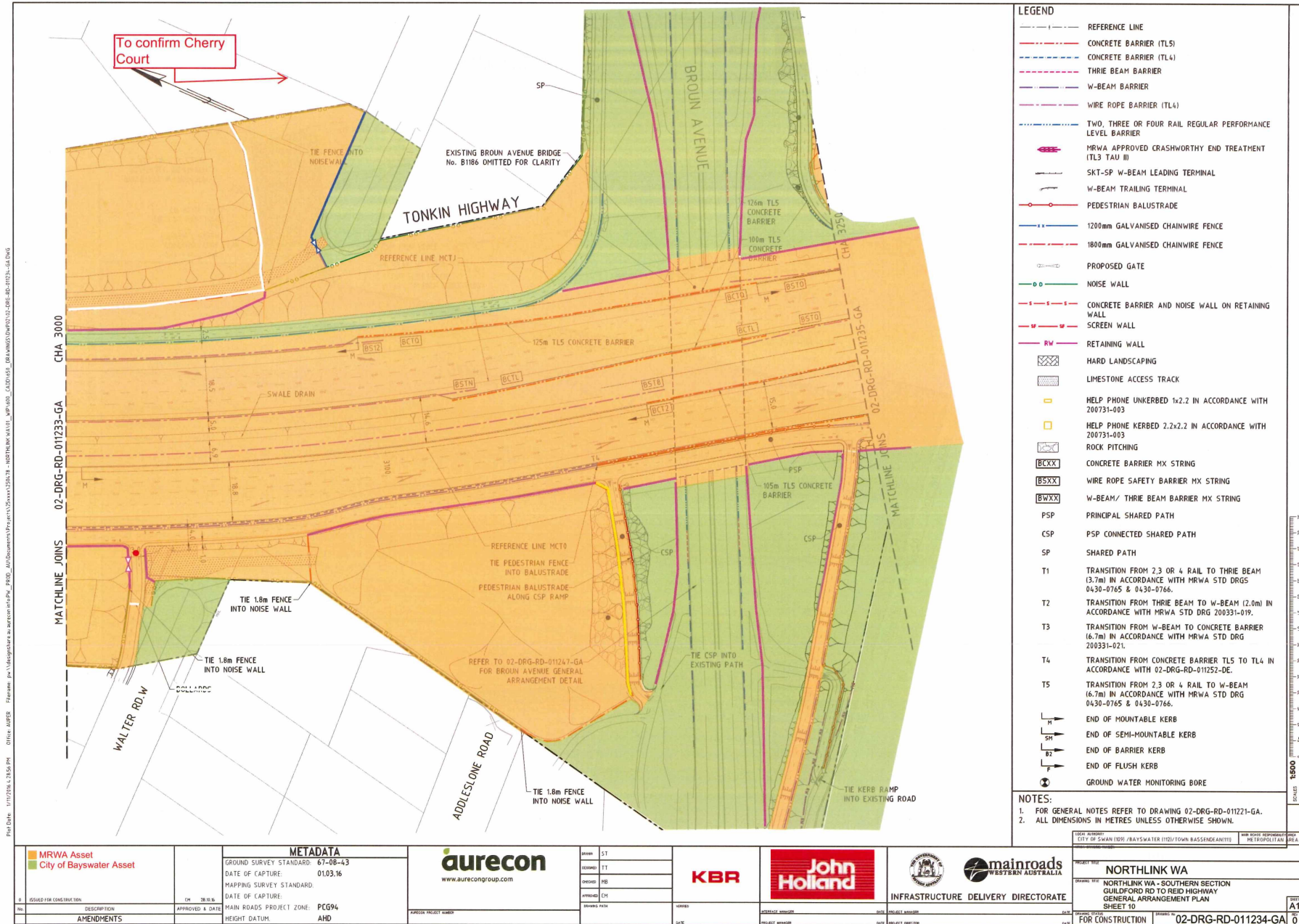
- FOR GENERAL NOTES REFER TO DRAWING 02-DRG-RD-011221-GA.
- ALL DIMENSIONS IN METRES UNLESS OTHERWISE SHOWN.

<p>MRWA Asset</p> <p>City of Bayswater Asset</p>		<p><b>METADATA</b></p> <p>GROUND SURVEY STANDARD: 67-08-43</p> <p>DATE OF CAPTURE: 01.03.16</p> <p>MAPPING SURVEY STANDARD:</p> <p>DATE OF CAPTURE:</p> <p>MAIN ROADS PROJECT ZONE: PCG94</p> <p>HEIGHT DATUM: AHD</p>		<p><b>aurecon</b></p> <p>www.aurecongroup.com</p>		<p><b>KBR</b></p>		<p><b>John Holland</b></p>		<p><b>mainroads</b></p> <p>WESTERN AUSTRALIA</p> <p>INFRASTRUCTURE DELIVERY DIRECTORATE</p>		<p><b>NORTHLINK WA</b></p> <p>NORTHLINK WA - SOUTHERN SECTION</p> <p>GUILDFORD RD TO REID HIGHWAY</p> <p>GENERAL ARRANGEMENT PLAN</p> <p>SHEET 8</p> <p>FOR CONSTRUCTION</p> <p>02-DRG-RD-011232-GA</p>	
<p>ISSUED FOR CONSTRUCTION</p> <p>DESCRIPTION:</p> <p>APPROVED &amp; DATE:</p> <p>AMENDMENTS:</p>		<p>DATE OF CAPTURE:</p> <p>DATE OF CAPTURE:</p> <p>DATE OF CAPTURE:</p>		<p>PROJECT NUMBER:</p> <p>PROJECT NUMBER:</p> <p>PROJECT NUMBER:</p>		<p>PROJECT NUMBER:</p> <p>PROJECT NUMBER:</p> <p>PROJECT NUMBER:</p>		<p>PROJECT NUMBER:</p> <p>PROJECT NUMBER:</p> <p>PROJECT NUMBER:</p>		<p>PROJECT NUMBER:</p> <p>PROJECT NUMBER:</p> <p>PROJECT NUMBER:</p>		<p>PROJECT NUMBER:</p> <p>PROJECT NUMBER:</p> <p>PROJECT NUMBER:</p>	



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MRWA Asset City of Bayswater Asset	<b>METADATA</b> GROUND SURVEY STANDARD: 67-08-43 DATE OF CAPTURE: 01.03.16 MAPPING SURVEY STANDARD: DATE OF CAPTURE: MAIN ROADS PROJECT ZONE: PCG94 HEIGHT DATUM: AHD			ST T1 MB CM					NORTHLINK WA NORTHLINK WA - SOUTHERN SECTION GUILDFORD RD TO REID HIGHWAY GENERAL ARRANGEMENT PLAN SHEET 9	A1 0
	ISSUED FOR CONSTRUCTION	APPROVED & DATE								



<p>MRWA Asset</p> <p>City of Bayswater Asset</p>	
ISSUED FOR CONSTRUCTION	DATE
DESCRIPTION	APPROVED & DATE
AMENDMENTS	

METADATA	
GROUND SURVEY STANDARD	67-08-43
DATE OF CAPTURE	01.03.16
MAPPING SURVEY STANDARD	
DATE OF CAPTURE	
MAIN ROADS PROJECT ZONE	PCG94
HEIGHT DATUM	AHD

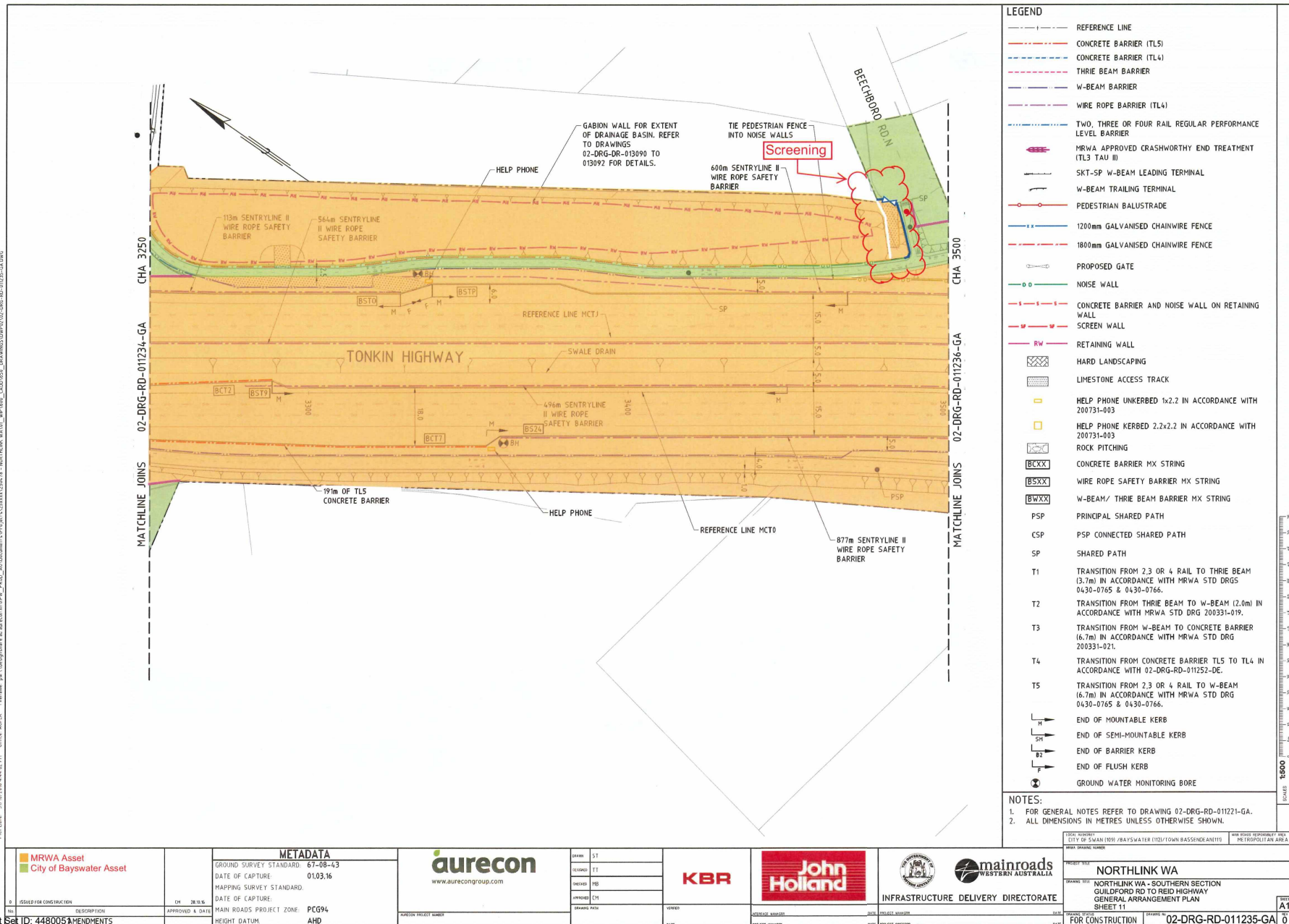
<p><b>aurecon</b></p> <p>www.aurecongroup.com</p>		<p>ST</p> <p>TT</p> <p>HB</p> <p>CM</p> <p>DATE</p>
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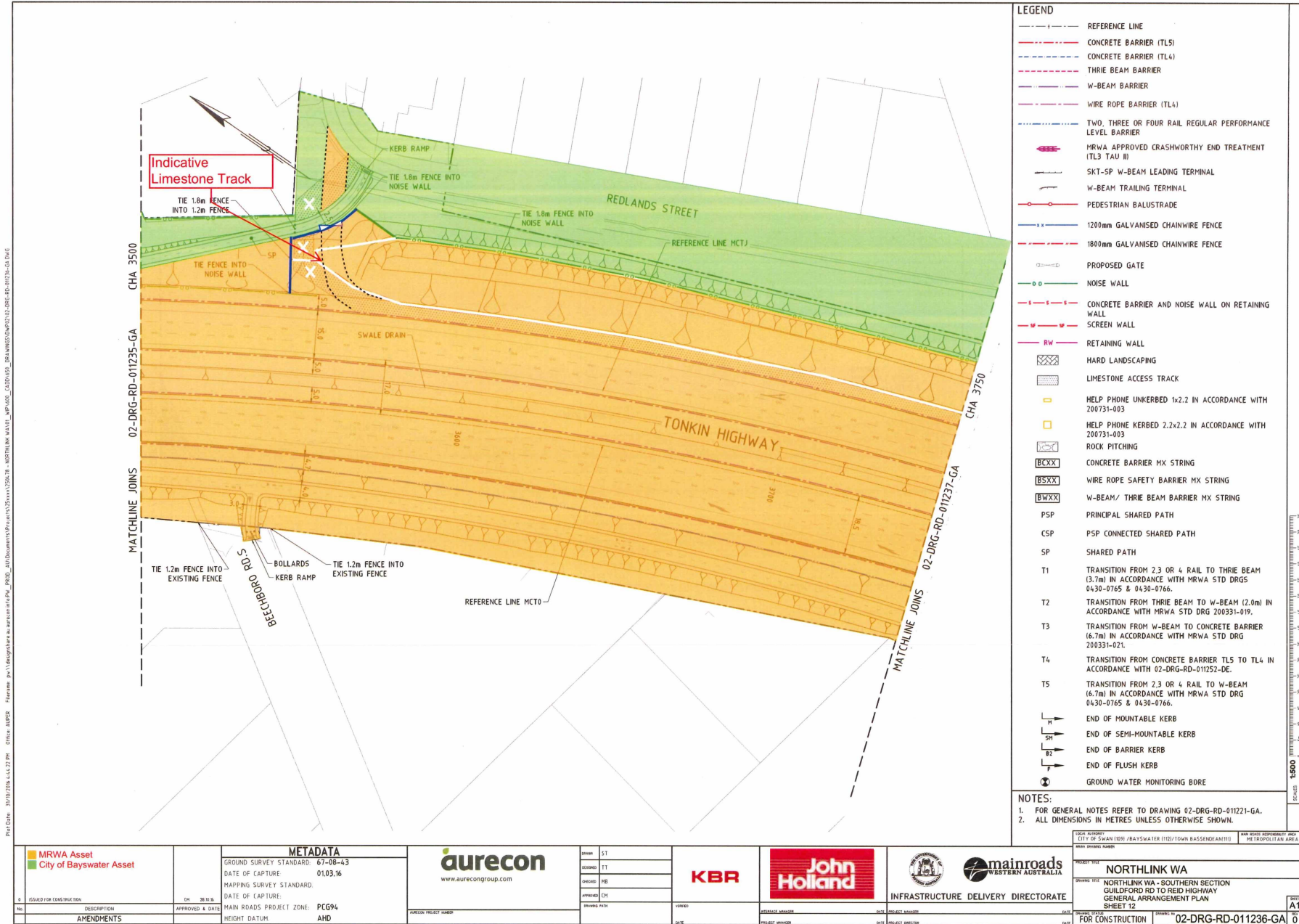
<p><b>KBR</b></p>	<p><b>John Holland</b></p>	<p><b>mainroads</b> WESTERN AUSTRALIA</p>
<p>INFRASTRUCTURE DELIVERY DIRECTORATE</p>		

<p>PROJECT TITLE</p> <p><b>NORTHLINK WA</b></p> <p>PROJECT LOCATION</p> <p>NORTHLINK WA - SOUTHERN SECTION GUILDFORD RD TO REID HIGHWAY GENERAL ARRANGEMENT PLAN SHEET 10</p>	<p>DATE</p> <p>FOR CONSTRUCTION</p> <p>02-DRG-RD-011234-GA</p>
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- NOTES:
- FOR GENERAL NOTES REFER TO DRAWING 02-DRG-RD-011221-GA.
  - ALL DIMENSIONS IN METRES UNLESS OTHERWISE SHOWN.

LEGEND	
[Symbol]	REFERENCE LINE
[Symbol]	CONCRETE BARRIER (TL5)
[Symbol]	CONCRETE BARRIER (TL4)
[Symbol]	THREE BEAM BARRIER
[Symbol]	W-BEAM BARRIER
[Symbol]	WIRE ROPE BARRIER (TL4)
[Symbol]	TWO, THREE OR FOUR RAIL REGULAR PERFORMANCE LEVEL BARRIER
[Symbol]	MRWA APPROVED CRASHWORTHY END TREATMENT (TL3 TAU II)
[Symbol]	SKT-SP W-BEAM LEADING TERMINAL
[Symbol]	W-BEAM TRAILING TERMINAL
[Symbol]	PEDESTRIAN BALUSTRADE
[Symbol]	1200mm GALVANISED CHAINWIRE FENCE
[Symbol]	1800mm GALVANISED CHAINWIRE FENCE
[Symbol]	PROPOSED GATE
[Symbol]	NOISE WALL
[Symbol]	CONCRETE BARRIER AND NOISE WALL ON RETAINING WALL
[Symbol]	SCREEN WALL
[Symbol]	RETAINING WALL
[Symbol]	HARD LANDSCAPING
[Symbol]	LIMESTONE ACCESS TRACK
[Symbol]	HELP PHONE UNKERBED 1x2.2 IN ACCORDANCE WITH 200731-003
[Symbol]	HELP PHONE KERBED 2.2x2.2 IN ACCORDANCE WITH 200731-003
[Symbol]	ROCK PITCHING
[Symbol]	CONCRETE BARRIER MX STRING
[Symbol]	WIRE ROPE SAFETY BARRIER MX STRING
[Symbol]	W-BEAM/ THREE BEAM BARRIER MX STRING
[Symbol]	PRINCIPAL SHARED PATH
[Symbol]	PSP CONNECTED SHARED PATH
[Symbol]	SHARED PATH
[Symbol]	T1 TRANSITION FROM 2,3 OR 4 RAIL TO THREE BEAM (3.7m) IN ACCORDANCE WITH MRWA STD DRG 0430-0765 & 0430-0766.
[Symbol]	T2 TRANSITION FROM THREE BEAM TO W-BEAM (2.0m) IN ACCORDANCE WITH MRWA STD DRG 200331-019.
[Symbol]	T3 TRANSITION FROM W-BEAM TO CONCRETE BARRIER (6.7m) IN ACCORDANCE WITH MRWA STD DRG 200331-021.
[Symbol]	T4 TRANSITION FROM CONCRETE BARRIER TL5 TO TL4 IN ACCORDANCE WITH 02-DRG-RD-011252-DE.
[Symbol]	T5 TRANSITION FROM 2,3 OR 4 RAIL TO W-BEAM (6.7m) IN ACCORDANCE WITH MRWA STD DRG 0430-0765 & 0430-0766.
[Symbol]	END OF MOUNTABLE KERB
[Symbol]	END OF SEMI-MOUNTABLE KERB
[Symbol]	END OF BARRIER KERB
[Symbol]	END OF FLUSH KERB
[Symbol]	GROUND WATER MONITORING BORE







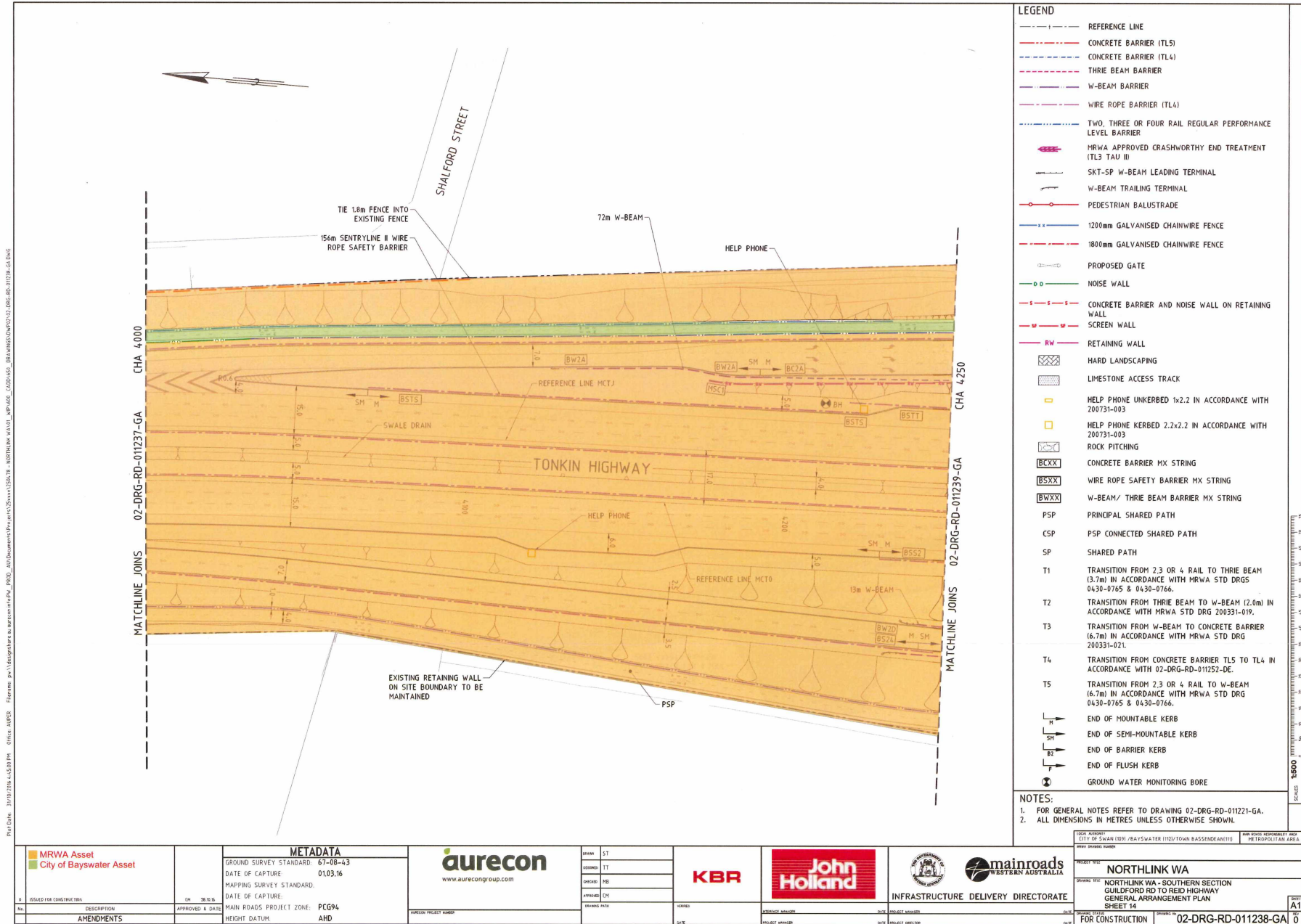
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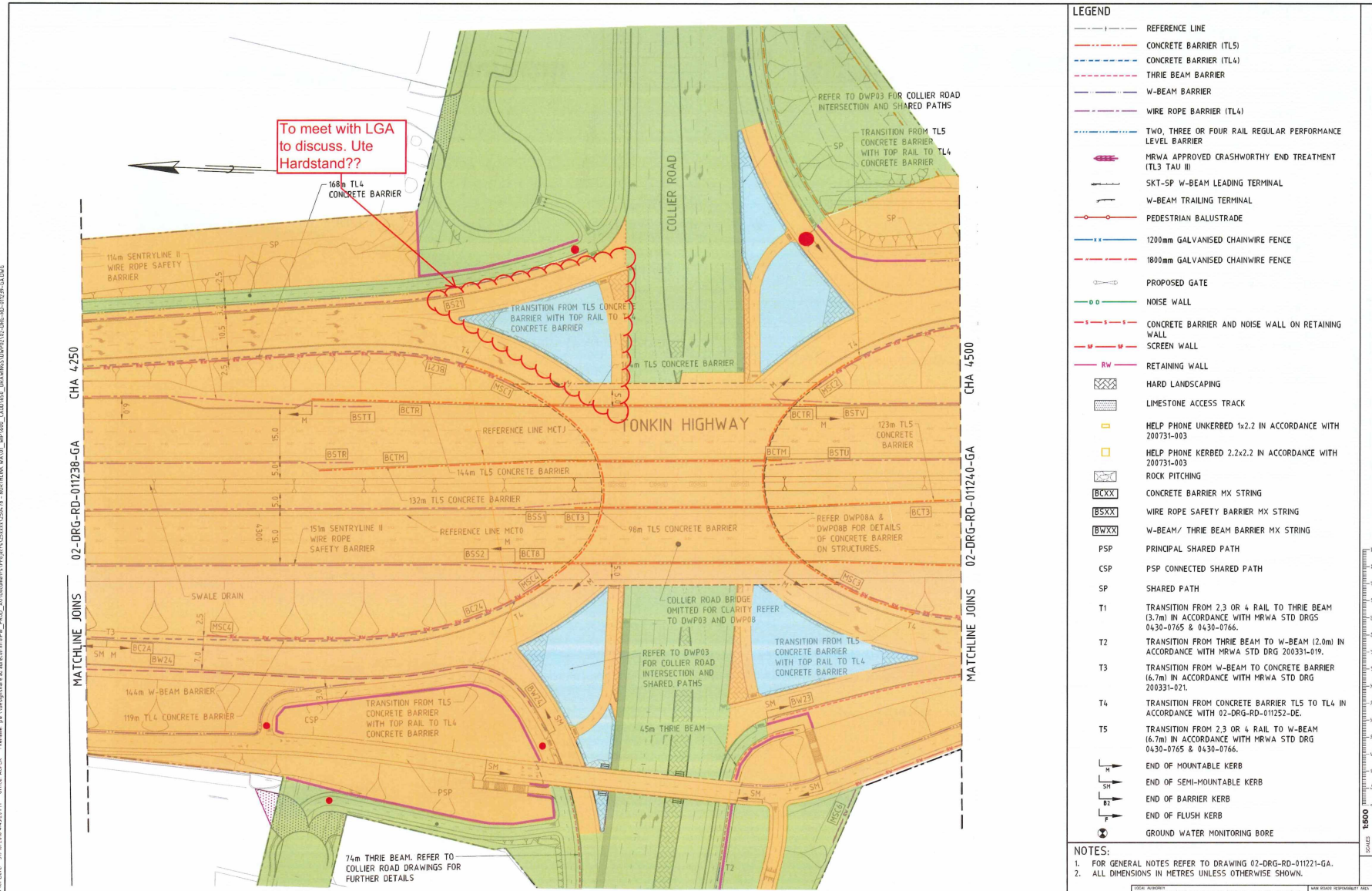
- REFERENCE LINE
- CONCRETE BARRIER (TL5)
- CONCRETE BARRIER (TL4)
- THREE BEAM BARRIER
- W-BEAM BARRIER
- WIRE ROPE BARRIER (TL4)
- TWO, THREE OR FOUR RAIL REGULAR PERFORMANCE LEVEL BARRIER
- MRWA APPROVED CRASHWORTHY END TREATMENT (TL3 TAU II)
- SKT-SP W-BEAM LEADING TERMINAL
- W-BEAM TRAILING TERMINAL
- PEDESTRIAN BALUSTRADE
- 1200mm GALVANISED CHAINWIRE FENCE
- 1800mm GALVANISED CHAINWIRE FENCE
- PROPOSED GATE
- NOISE WALL
- CONCRETE BARRIER AND NOISE WALL ON RETAINING WALL
- SCREEN WALL
- RW RETAINING WALL
- HARD LANDSCAPING
- LIMESTONE ACCESS TRACK
- HELP PHONE UNKERBED 1/2.2 IN ACCORDANCE WITH 200731-003
- HELP PHONE KERBED 2.2x2.2 IN ACCORDANCE WITH 200731-003
- ROCK PITCHING
- CONCRETE BARRIER MX STRING
- WIRE ROPE SAFETY BARRIER MX STRING
- W-BEAM/ THREE BEAM BARRIER MX STRING
- PSP PRINCIPAL SHARED PATH
- CSP PSP CONNECTED SHARED PATH
- SP SHARED PATH
- T1 TRANSITION FROM 2.3 OR 4 RAIL TO THREE BEAM (3.7m) IN ACCORDANCE WITH MRWA STD DRGS 0430-0765 & 0430-0766.
- T2 TRANSITION FROM THREE BEAM TO W-BEAM (2.0m) IN ACCORDANCE WITH MRWA STD DRG 200331-019.
- T3 TRANSITION FROM W-BEAM TO CONCRETE BARRIER (6.7m) IN ACCORDANCE WITH MRWA STD DRG 200331-021.
- T4 TRANSITION FROM CONCRETE BARRIER TL5 TO TL4 IN ACCORDANCE WITH 02-DRG-RD-011252-DE.
- T5 TRANSITION FROM 2.3 OR 4 RAIL TO W-BEAM (6.7m) IN ACCORDANCE WITH MRWA STD DRG 0430-0765 & 0430-0766.
- END OF MOUNTABLE KERB
- END OF SEMI-MOUNTABLE KERB
- END OF BARRIER KERB
- END OF FLUSH KERB
- GROUND WATER MONITORING BORE

**NOTES:**

- FOR GENERAL NOTES REFER TO DRAWING 02-DRG-RD-011221-GA.
- ALL DIMENSIONS IN METRES UNLESS OTHERWISE SHOWN.

<p>MRWA Asset</p> <p>City of Bayswater Asset</p>	<p><b>METADATA</b></p> <p>GROUND SURVEY STANDARD: 67-08-43</p> <p>DATE OF CAPTURE: 01.03.16</p> <p>MAPPING SURVEY STANDARD:</p> <p>DATE OF CAPTURE:</p> <p>MAIN ROADS PROJECT ZONE: PC994</p> <p>HEIGHT DATUM: AHD</p>		<p><b>aurecon</b></p> <p>www.aurecongroup.com</p>	<p>ISSUED BY: ST</p> <p>CHECKED BY: FT</p> <p>DESIGNED BY: PB</p> <p>APPROVED BY: CH</p> <p>DRAWN BY:</p>	<p><b>KBR</b></p>	<p><b>John Holland</b></p>	<p><b>mainroads</b></p> <p>WESTERN AUSTRALIA</p>	<p><b>INFRASTRUCTURE DELIVERY DIRECTORATE</b></p>	<p><b>NORTHLINK WA</b></p> <p>NORTHLINK WA - SOUTHERN SECTION</p> <p>QUILFORD RD TO REID HIGHWAY</p> <p>GENERAL ARRANGEMENT PLAN</p> <p>SHEET 13</p>	<p>SCALE: 1:500</p>
	<p>ISSUED FOR CONSTRUCTION</p> <p>NO. DESCRIPTION APPROVED &amp; DATE</p>	<p>PROJECT NUMBER</p> <p>VERSION</p> <p>DATE</p>								





LEGEND	
	REFERENCE LINE
	CONCRETE BARRIER (TL5)
	CONCRETE BARRIER (TL4)
	THRIE BEAM BARRIER
	W-BEAM BARRIER
	WIRE ROPE BARRIER (TL4)
	TWO, THREE OR FOUR RAIL REGULAR PERFORMANCE LEVEL BARRIER
	MRWA APPROVED CRASHWORTHY END TREATMENT (TL3 TAU II)
	SKT-SP W-BEAM LEADING TERMINAL
	W-BEAM TRAILING TERMINAL
	PEDESTRIAN BALUSTRADE
	1200mm GALVANISED CHAINWIRE FENCE
	1800mm GALVANISED CHAINWIRE FENCE
	PROPOSED GATE
	NOISE WALL
	CONCRETE BARRIER AND NOISE WALL ON RETAINING WALL
	SCREEN WALL
	RETAINING WALL
	HARD LANDSCAPING
	LIMESTONE ACCESS TRACK
	HELP PHONE KERBED 1x2.2 IN ACCORDANCE WITH 200731-003
	HELP PHONE KERBED 2.2x2.2 IN ACCORDANCE WITH 200731-003
	ROCK PITCHING
	CONCRETE BARRIER MX STRING
	WIRE ROPE SAFETY BARRIER MX STRING
	W-BEAM/ THRIE BEAM BARRIER MX STRING
	PRINCIPAL SHARED PATH
	PSP CONNECTED SHARED PATH
	SHARED PATH
	T1 TRANSITION FROM 2.3 OR 4 RAIL TO THRIE BEAM (3.7m) IN ACCORDANCE WITH MRWA STD DRGS 0430-0765 & 0430-0766.
	T2 TRANSITION FROM THRIE BEAM TO W-BEAM (2.0m) IN ACCORDANCE WITH MRWA STD DRG 200331-019.
	T3 TRANSITION FROM W-BEAM TO CONCRETE BARRIER (6.7m) IN ACCORDANCE WITH MRWA STD DRG 200331-021.
	T4 TRANSITION FROM CONCRETE BARRIER TL5 TO TL4 IN ACCORDANCE WITH 02-DRG-RD-011252-DE.
	T5 TRANSITION FROM 2.3 OR 4 RAIL TO W-BEAM (6.7m) IN ACCORDANCE WITH MRWA STD DRG 0430-0765 & 0430-0766.
	END OF MOUNTABLE KERB
	END OF SEMI-MOUNTABLE KERB
	END OF BARRIER KERB
	END OF FLUSH KERB
	GROUND WATER MONITORING BORE
<b>NOTES:</b>	
1. FOR GENERAL NOTES REFER TO DRAWING 02-DRG-RD-011221-GA.	
2. ALL DIMENSIONS IN METRES UNLESS OTHERWISE SHOWN.	

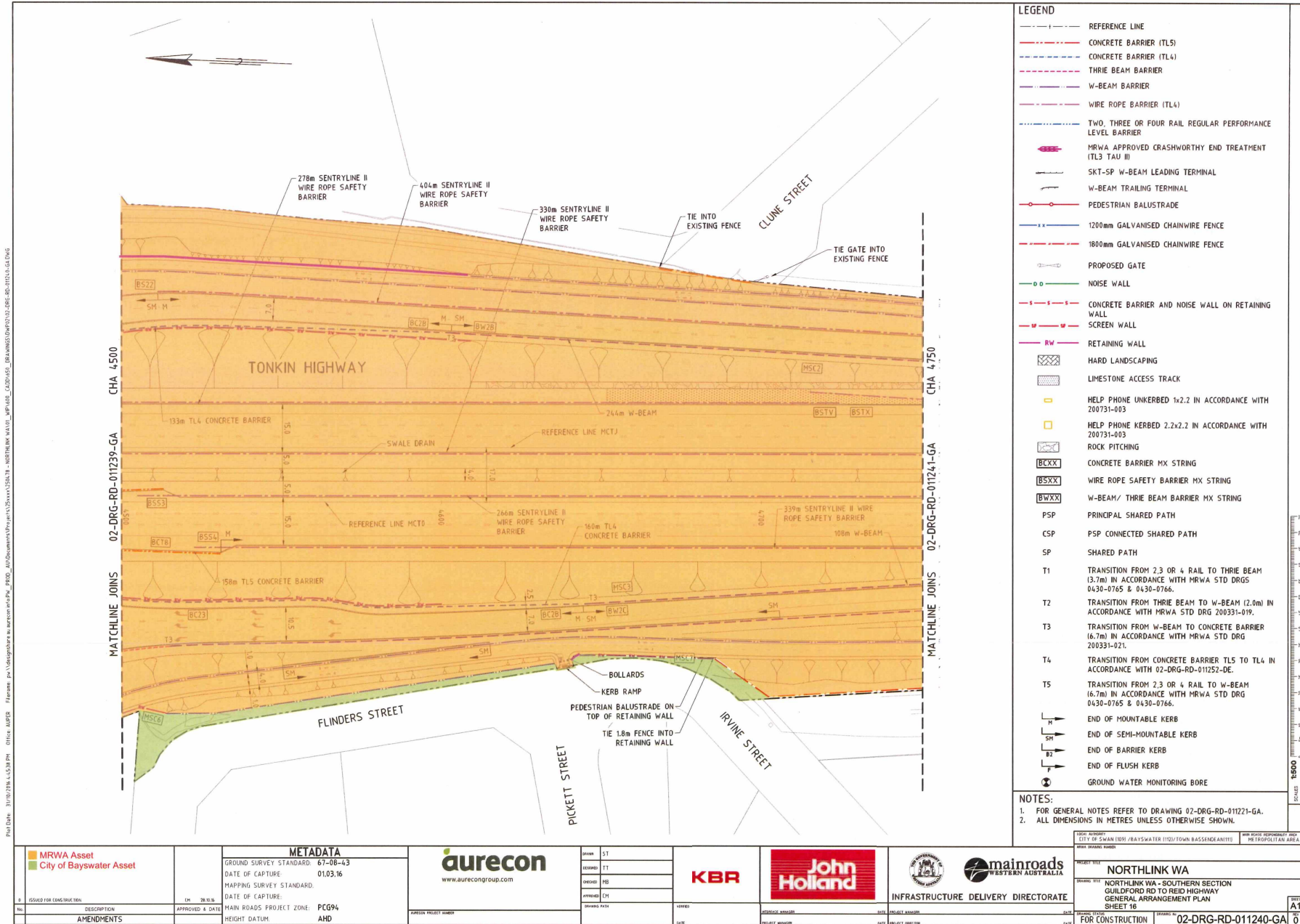
	MRWA Asset
	City of Bayswater Asset
	MRWA Asset - City of Bayswater Maintenance Contract

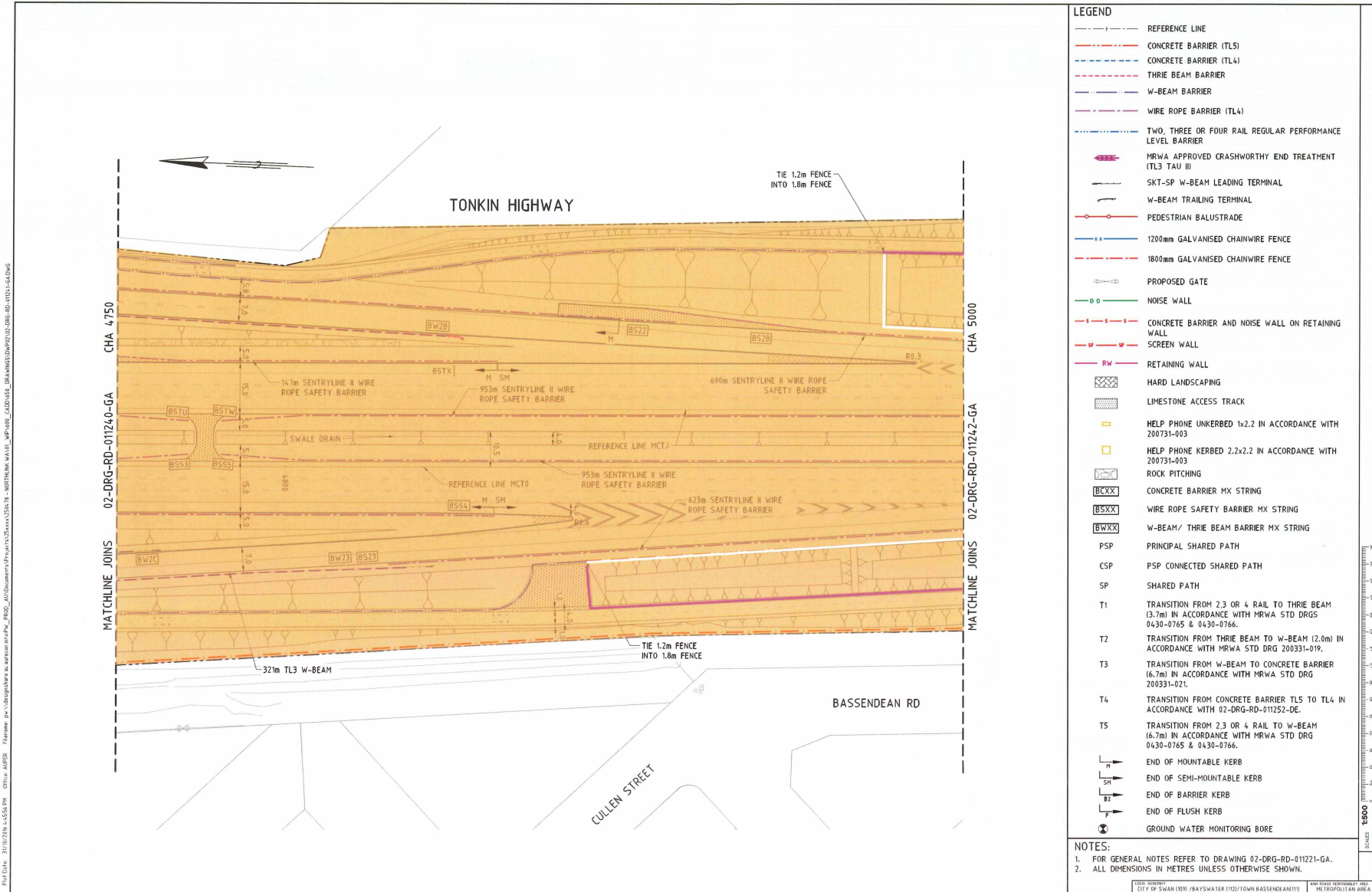
METADATA	
GROUND SURVEY STANDARD:	67-08-43
DATE OF CAPTURE:	01.03.16
MAPPING SURVEY STANDARD:	
DATE OF CAPTURE:	
MAIN ROADS PROJECT ZONE:	PCG94
HEIGHT DATUM:	AHD

www.aurecongroup.com

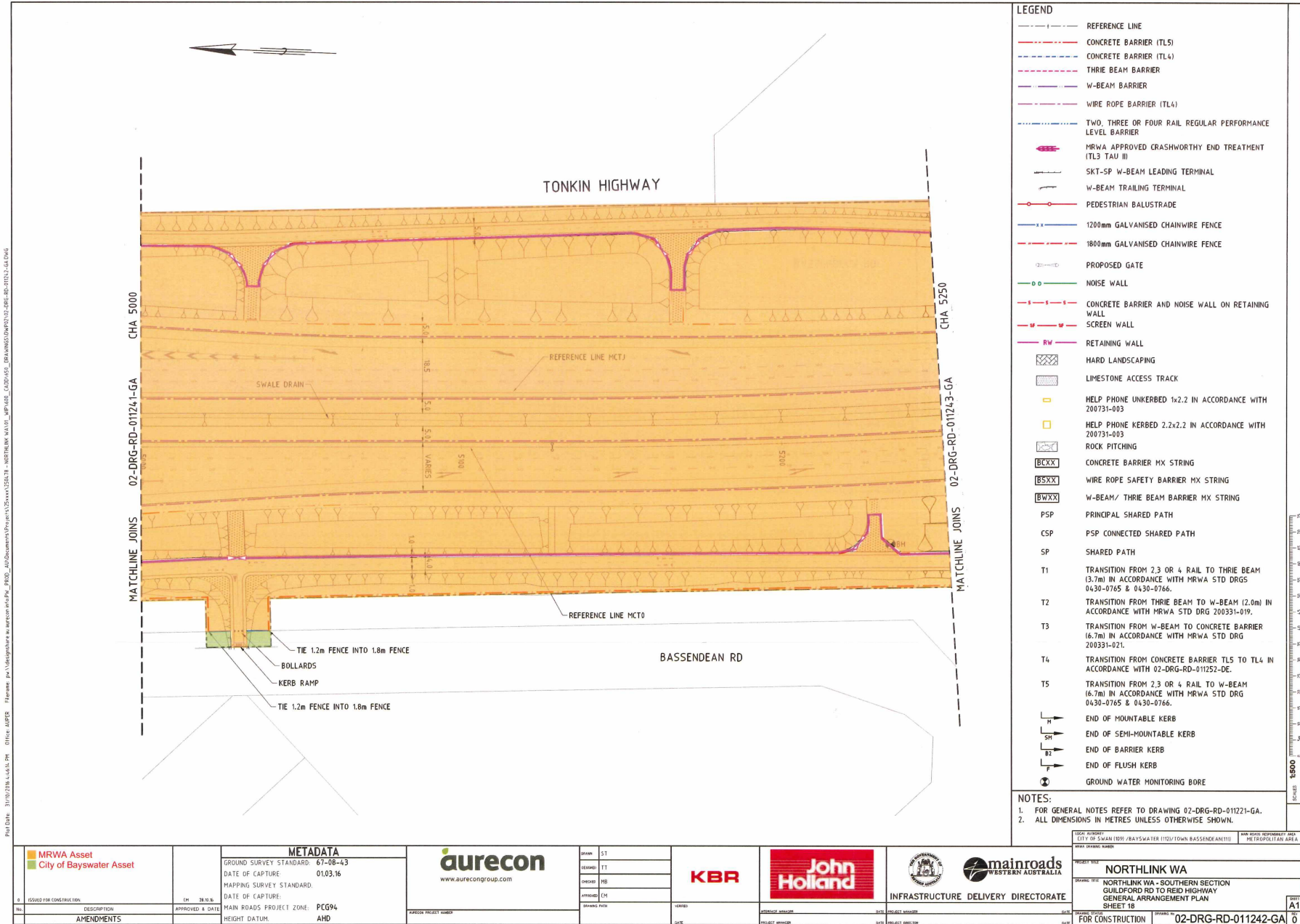
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NO.	DESCRIPTION	APPROVED & DATE

PROJECT TITLE	NORTHLINK WA
DRAWING TITLE	NORTHLINK WA - SOUTHERN SECTION GUILDFORD RD TO REID HIGHWAY GENERAL ARRANGEMENT PLAN SHEET 15
DATE	02-DRG-RD-011239-GA
SCALE	AS SHOWN

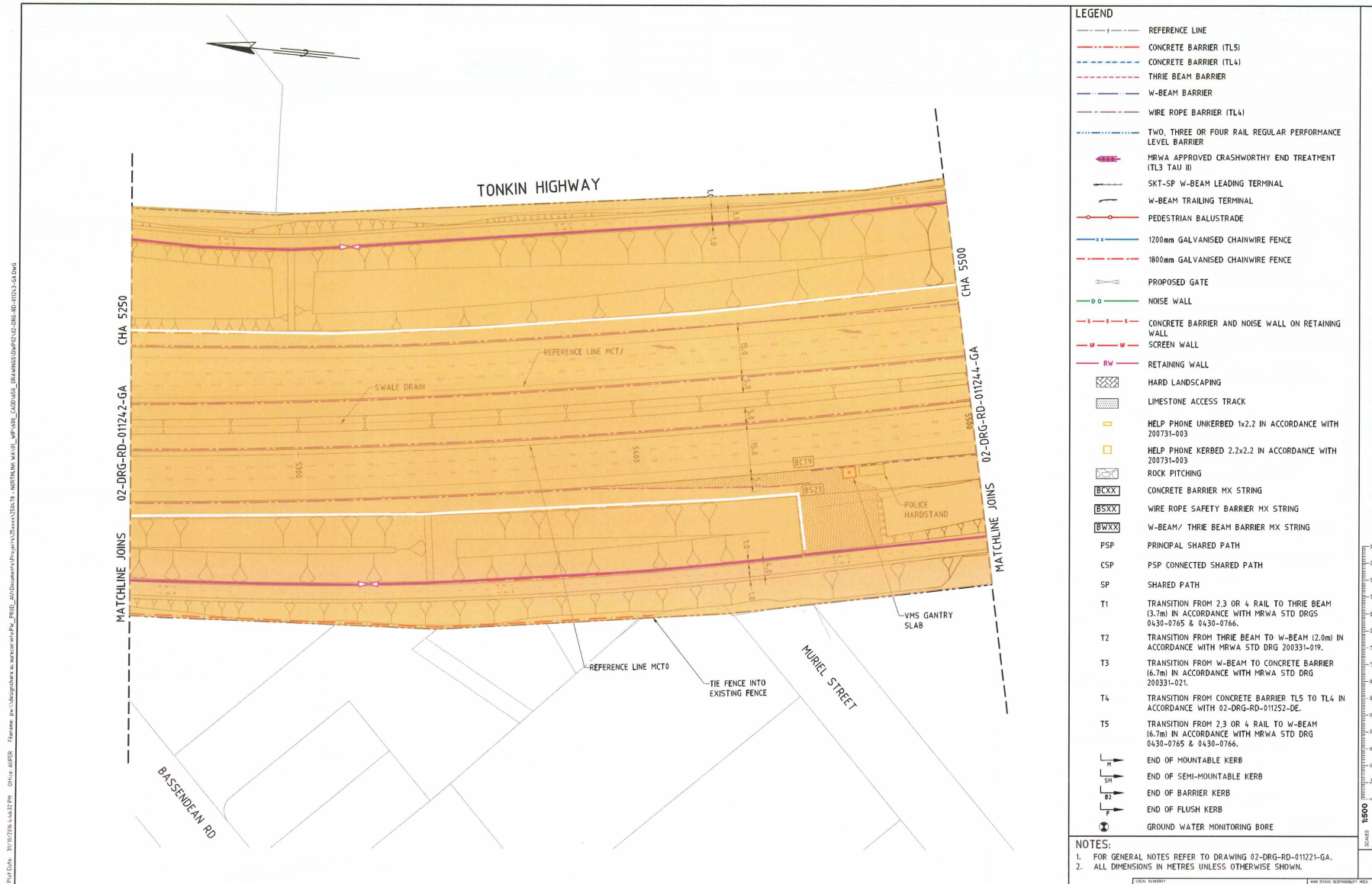




<ul style="list-style-type: none"> <li>MRWA Asset</li> <li>City of Bayswater Asset</li> </ul>	<p><b>METADATA</b>                  GROUND SURVEY STANDARD: 67-08-43                  DATE OF CAPTURE: 01.03.16                  MAPPING SURVEY STANDARD:                  DATE OF CAPTURE:                  MAIN ROADS PROJECT ZONE: PCG94                  HEIGHT DATUM: AHD</p>	<p><b>aurecon</b> www.aurecongroup.com</p>	<p>DATE: ST                  FORMED: FT                  DELETED: RB                  APPROVED: CH                  BRANNING: PA</p>	<p><b>KBR</b></p>	<p><b>John Holland</b></p>	<p>INFRASTRUCTURE DELIVERY DIRECTORATE</p>	<p>TECH. AUTHORITY: CITY OF SWAN (1991 / BAYSWATER (1922) / DAWN BASSEDEAN (111))                  MAIN ROADS RESPONSIBILITY AREA: METROPOLITAN AREA                  PROJECT TITLE: <b>NORTHLINK WA</b>                  DRAWING TITLE: <b>NORTHLINK WA - SOUTHERN SECTION GUILDFORD RD TO REID HIGHWAY GENERAL ARRANGEMENT PLAN SHEET 17</b>                  DRAWING STATUS: <b>FOR CONSTRUCTION</b>                  DRAWING NO: <b>02-DRG-RD-011241-GA</b>                  DRAWING SCALE: 1:1</p>
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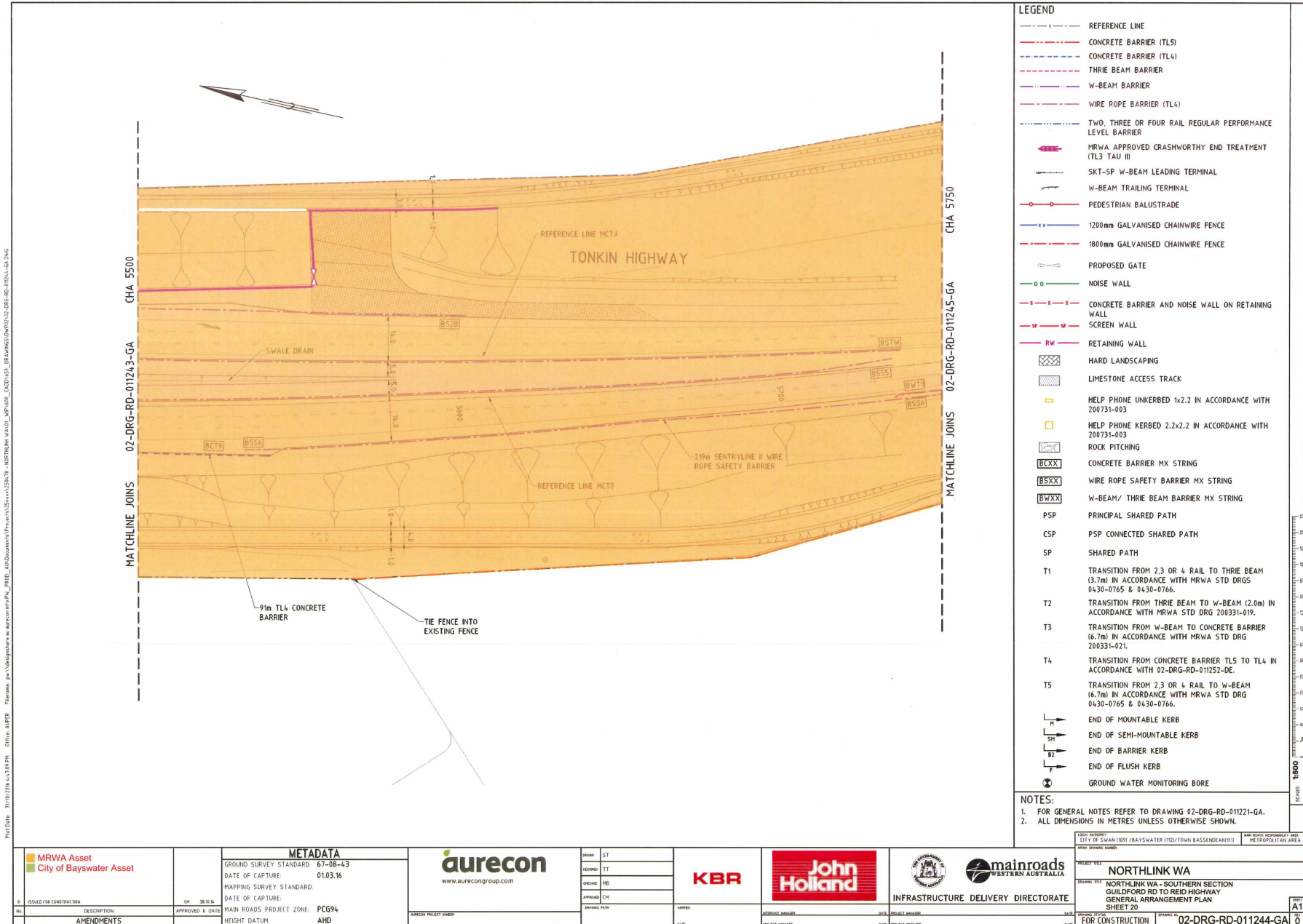
<p>MRWA Asset</p> <p>City of Bayswater Asset</p>		<p><b>METADATA</b></p> <p>GROUND SURVEY STANDARD: 67-08-43</p> <p>DATE OF CAPTURE: 01.03.16</p> <p>MAPPING SURVEY STANDARD:</p> <p>DATE OF CAPTURE:</p> <p>MAIN ROADS PROJECT ZONE: PCG94</p> <p>HEIGHT DATUM: AHD</p>		<p><b>aurecon</b></p> <p>www.aurecongroup.com</p>		<p>DRW: ST</p> <p>ENGR: FT</p> <p>CHKD: HB</p> <p>APPRD: EM</p> <p>DRWING PATH:</p>		<p><b>KBR</b></p> <p><b>John Holland</b></p>		<p><b>mainroads</b></p> <p>WESTERN AUSTRALIA</p> <p>INFRASTRUCTURE DELIVERY DIRECTORATE</p>		<p>LOCAL AUTHORITY: CITY OF SWAN 1809 / BAYSWATER 1103 / TOWN OF BASSENDEAN 4110</p> <p>MAP DATE: 04/05/2023</p> <p>PROJECT TITLE: NORTHLINK WA</p> <p>DRAWING TITLE: NORTHLINK WA - SOUTHERN SECTION GUILDFORD RD TO REID HIGHWAY GENERAL ARRANGEMENT PLAN SHEET 18</p> <p>SCALE: AS SHOWN</p> <p>DATE: 04/05/2023</p> <p>FOR CONSTRUCTION</p> <p>DRAWN BY: 02-DRG-RD-011242-GA</p> <p>REV: 0</p>	
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LEGEND	
	REFERENCE LINE
	CONCRETE BARRIER (TL5)
	CONCRETE BARRIER (TL4)
	THREE BEAM BARRIER
	W-BEAM BARRIER
	WIRE ROPE BARRIER (TL4)
	TWO, THREE OR FOUR RAIL REGULAR PERFORMANCE LEVEL BARRIER
	MRWA APPROVED CRASHWORTHY END TREATMENT (TL3 TAU II)
	SKT-SP W-BEAM LEADING TERMINAL
	W-BEAM TRAILING TERMINAL
	PEDESTRIAN BALUSTRADE
	1200mm GALVANISED CHAINWIRE FENCE
	1800mm GALVANISED CHAINWIRE FENCE
	PROPOSED GATE
	NOISE WALL
	CONCRETE BARRIER AND NOISE WALL ON RETAINING WALL
	SCREEN WALL
	RETAINING WALL
	HARD LANDSCAPING
	LIMESTONE ACCESS TRACK
	HELP PHONE UNKERBED 1x2.2 IN ACCORDANCE WITH 200731-003
	HELP PHONE KERBED 2.2x2.2 IN ACCORDANCE WITH 200731-003
	ROCK PITCHING
	CONCRETE BARRIER MX STRING
	WIRE ROPE SAFETY BARRIER MX STRING
	W-BEAM/ THREE BEAM BARRIER MX STRING
	PRINCIPAL SHARED PATH
	PSP CONNECTED SHARED PATH
	SHARED PATH
	TRANSITION FROM 2.3 OR 4 RAIL TO THREE BEAM (3.7m) IN ACCORDANCE WITH MRWA STD DRGS 0430-0765 & 0430-0766.
	TRANSITION FROM THREE BEAM TO W-BEAM (2.0m) IN ACCORDANCE WITH MRWA STD DRG 200331-019.
	TRANSITION FROM W-BEAM TO CONCRETE BARRIER (6.7m) IN ACCORDANCE WITH MRWA STD DRG 200331-021.
	TRANSITION FROM CONCRETE BARRIER TL5 TO TL4 IN ACCORDANCE WITH 02-DRG-RD-011252-DE.
	TRANSITION FROM 2.3 OR 4 RAIL TO W-BEAM (6.7m) IN ACCORDANCE WITH MRWA STD DRG 0430-0765 & 0430-0766.
	END OF MOUNTABLE KERB
	END OF SEMI-MOUNTABLE KERB
	END OF BARRIER KERB
	END OF FLUSH KERB
	GROUND WATER MONITORING BORE

**NOTES:**  
 1. FOR GENERAL NOTES REFER TO DRAWING 02-DRG-RD-011221-GA.  
 2. ALL DIMENSIONS IN METRES UNLESS OTHERWISE SHOWN.

MRWA Asset City of Bayswater Asset	<b>METADATA</b> GROUND SURVEY STANDARD: 67-08-43 DATE OF CAPTURE: 01.03.16 MAPPING SURVEY STANDARD: DATE OF CAPTURE: MAIN ROADS PROJECT ZONE: PC694 HEIGHT DATUM: AHD		 www.aurecongroup.com	DRAWN: ST CHECKED: TT DESIGNED: HB APPROVED: CH	 	 INFRASTRUCTURE DELIVERY DIRECTORATE	LOCAL AUTHORITY: CITY OF SWAN (1001) / BAYSWA FER (1022) / DM (BASSINDEAN) (11) PROJECT TITLE: NORTHLINK WA DRAWING TITLE: NORTHLINK WA - SOUTHERN SECTION GUILDFORD RD TO REID HIGHWAY GENERAL ARRANGEMENT PLAN SHEET 19 DRAWING STATUS: FOR CONSTRUCTION DRAWING NO: 02-DRG-RD-011243-GA SHEET: 0
	ISSUED FOR CONSTRUCTION APPROVED & DATE:	DATE OF CAPTURE:	APPROVED: CH	CHECKED: TT	DRAWN: ST	PROJECT MANAGER:	DRAWING NO: 02-DRG-RD-011243-GA



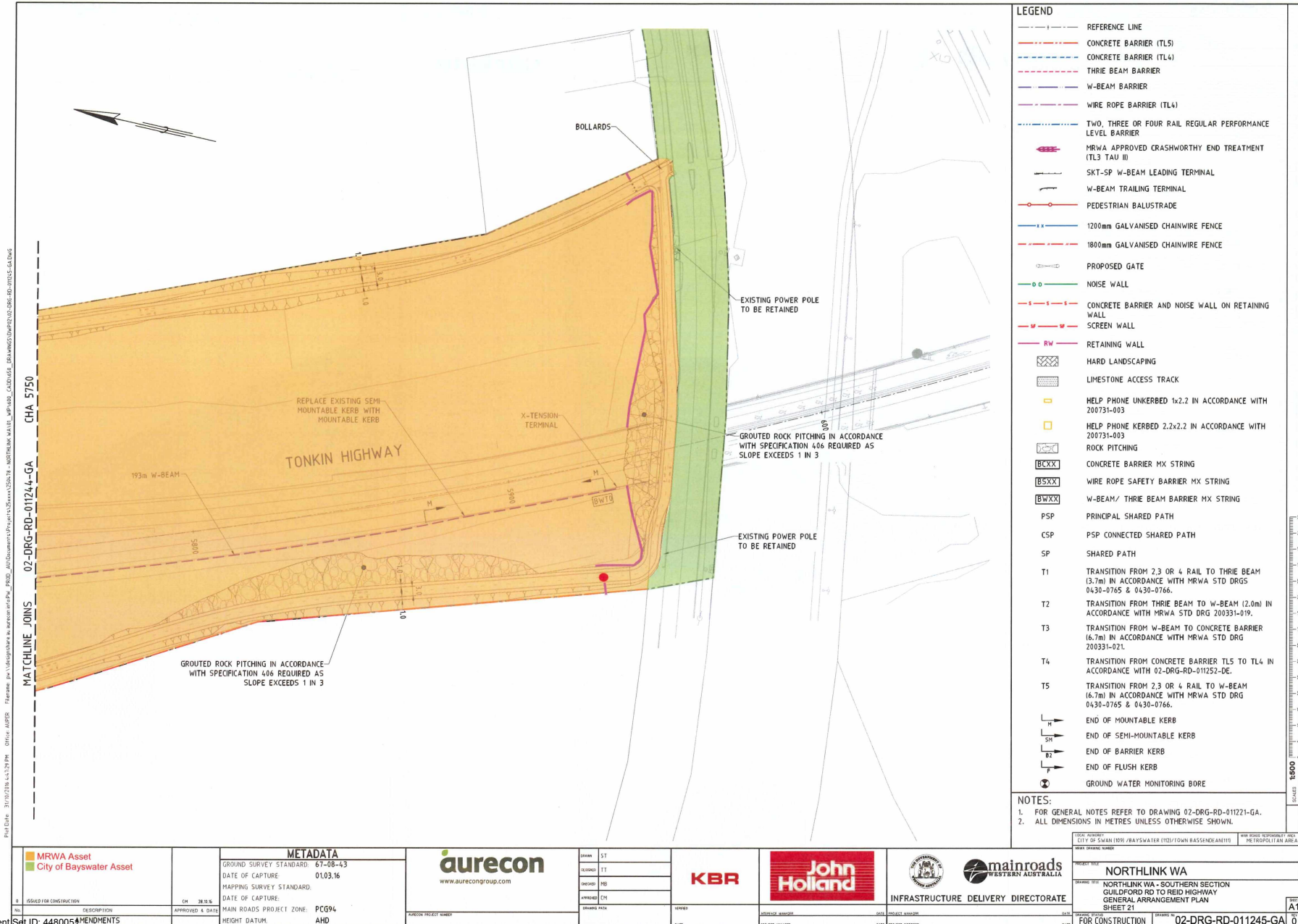
**LEGEND**

- REFERENCE LINE
- CONCRETE BARRIER (TL5)
- CONCRETE BARRIER (TL4)
- THRIE BEAM BARRIER
- W-BEAM BARRIER
- WIRE ROPE BARRIER (TL4)
- TWO, THREE OR FOUR RAIL REGULAR PERFORMANCE LEVEL BARRIER
- MRWA APPROVED CRASHWORTHY END TREATMENT (TL3 TAU III)
- SKT-5P W-BEAM LEADING TERMINAL
- W-BEAM TRAILING TERMINAL
- PEDESTRIAN BALUSTRADE
- 1200mm GALVANISED CHAINWIRE FENCE
- 1800mm GALVANISED CHAINWIRE FENCE
- PROPOSED GATE
- NOISE WALL
- CONCRETE BARRIER AND NOISE WALL ON RETAINING WALL
- SCREEN WALL
- RW RETAINING WALL
- HARD LANDSCAPING
- LIMESTONE ACCESS TRACK
- HELP PHONE UNKERBED 1x2.2 IN ACCORDANCE WITH 200731-003
- HELP PHONE KERBED 2.2x2.2 IN ACCORDANCE WITH 200731-003
- ROCK PITCHING
- CONCRETE BARRIER MX STRING
- WIRE ROPE SAFETY BARRIER MX STRING
- W-BEAM/ THRIE BEAM BARRIER MX STRING
- PSP PRINCIPAL SHARED PATH
- CSP PSP CONNECTED SHARED PATH
- SP SHARED PATH
- T1 TRANSITION FROM 2.3 OR 4 RAIL TO THRIE BEAM (3.7m) IN ACCORDANCE WITH MRWA STD DRGS 0430-0765 & 0430-0766.
- T2 TRANSITION FROM THRIE BEAM TO W-BEAM (2.0m) IN ACCORDANCE WITH MRWA STD DRG 200331-019.
- T3 TRANSITION FROM W-BEAM TO CONCRETE BARRIER (6.7m) IN ACCORDANCE WITH MRWA STD DRG 200331-021.
- T4 TRANSITION FROM CONCRETE BARRIER TL5 TO TL4 IN ACCORDANCE WITH 02-DRG-RD-011252-DE.
- T5 TRANSITION FROM 2.3 OR 4 RAIL TO W-BEAM (6.7m) IN ACCORDANCE WITH MRWA STD DRG 0430-0765 & 0430-0766.
- END OF MOUNTABLE KERB
- END OF SEMI-MOUNTABLE KERB
- END OF BARRIER KERB
- END OF FLUSH KERB
- GROUND WATER MONITORING BORE

**NOTES:**

- FOR GENERAL NOTES REFER TO DRAWING 02-DRG-RD-011221-GA.
- ALL DIMENSIONS IN METRES UNLESS OTHERWISE SHOWN.

<p>MRWA Asset</p> <p>City of Bayswater Asset</p>	<p><b>METADATA</b></p> <p>GROUND SURVEY STANDARD: 67-08-43</p> <p>DATE OF CAPTURE: 01.03.16</p> <p>MAPPING SURVEY STANDARD:</p> <p>DATE OF CAPTURE:</p> <p>MAIN ROADS PROJECT ZONE: PC694</p> <p>HEIGHT DATUM: AHD</p>		<p>www.aurecongroup.com</p>	<p>ISSUED FOR CONSTRUCTION</p> <p>DESCRIPTION:</p> <p>AMENDMENTS:</p>	<p>DATE:</p> <p>APPROVED:</p> <p>PROJECT NUMBER:</p>				<p><b>NORTHLINK WA</b></p> <p>NORTHLINK WA - SOUTHERN SECTION</p> <p>GUILDFORD RD TO REID HIGHWAY</p> <p>GENERAL ARRANGEMENT PLAN</p> <p>SHEET 20</p>	<p>FOR CONSTRUCTION</p> <p>02-DRG-RD-011244-GA</p>
	<p>ISSUED FOR CONSTRUCTION</p> <p>DATE:</p> <p>APPROVED:</p> <p>PROJECT NUMBER:</p>	<p>DATE:</p> <p>APPROVED:</p> <p>PROJECT NUMBER:</p>								



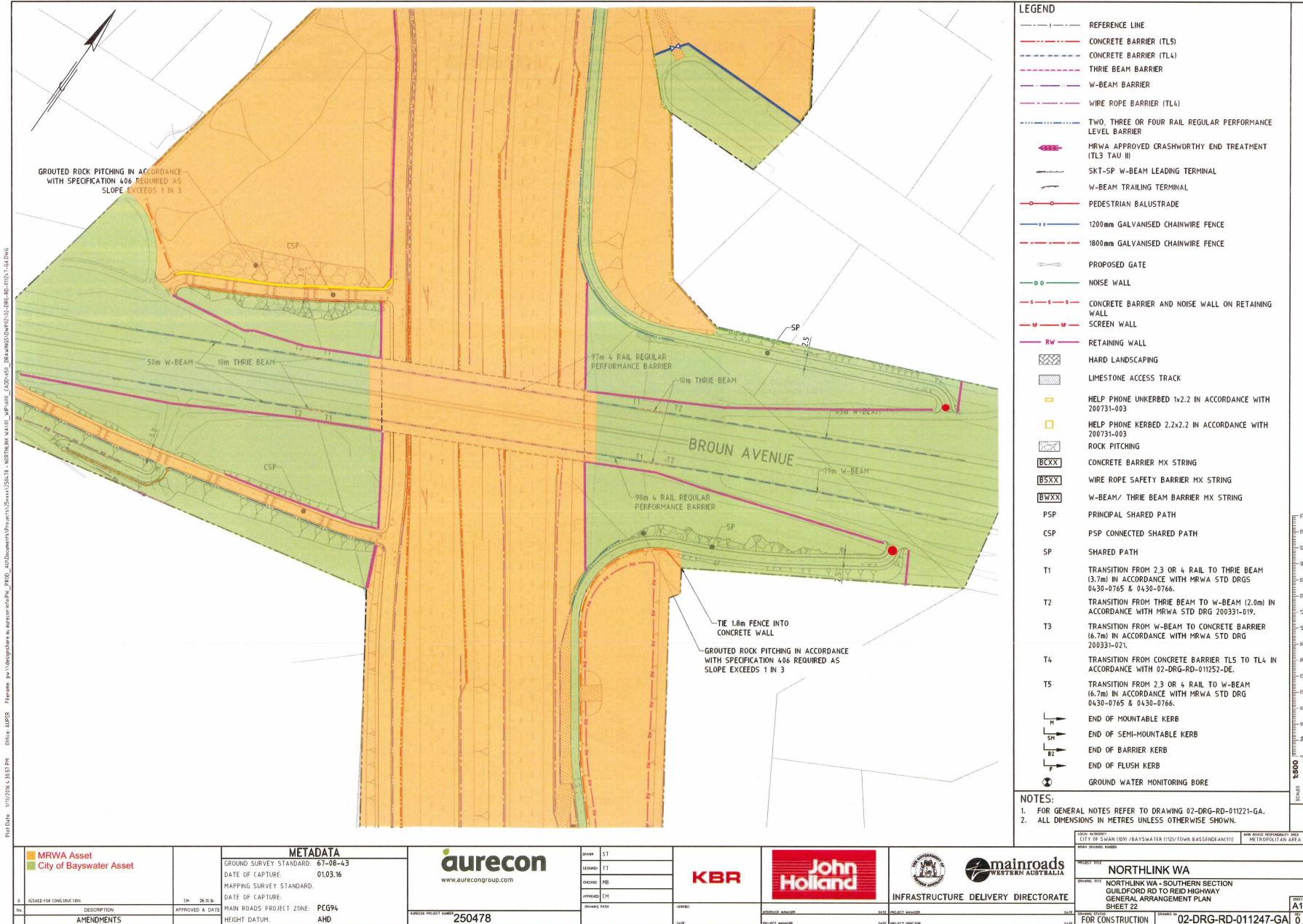
**LEGEND**

- REFERENCE LINE
- CONCRETE BARRIER (TL5)
- CONCRETE BARRIER (TL4)
- THRIE BEAM BARRIER
- W-BEAM BARRIER
- WIRE ROPE BARRIER (TL4)
- TWO, THREE OR FOUR RAIL REGULAR PERFORMANCE LEVEL BARRIER
- MRWA APPROVED CRASHWORTHY END TREATMENT (TL3 TAU II)
- SKT-SP W-BEAM LEADING TERMINAL
- W-BEAM TRAILING TERMINAL
- PEDESTRIAN BALUSTRADE
- 1200mm GALVANISED CHAINWIRE FENCE
- 1800mm GALVANISED CHAINWIRE FENCE
- PROPOSED GATE
- NOISE WALL
- CONCRETE BARRIER AND NOISE WALL ON RETAINING WALL
- SCREEN WALL
- Rw RETAINING WALL
- HARD LANDSCAPING
- LIMESTONE ACCESS TRACK
- HELP PHONE UNKERBED 1x2.2 IN ACCORDANCE WITH 200731-003
- HELP PHONE KERBED 2.2x2.2 IN ACCORDANCE WITH 200731-003
- ROCK PITCHING
- BCXX CONCRETE BARRIER MX STRING
- BSXX WIRE ROPE SAFETY BARRIER MX STRING
- BWXX W-BEAM/ THRIE BEAM BARRIER MX STRING
- PSP PRINCIPAL SHARED PATH
- CSP PSP CONNECTED SHARED PATH
- SP SHARED PATH
- T1 TRANSITION FROM 2.3 OR 4 RAIL TO THRIE BEAM (3.7m) IN ACCORDANCE WITH MRWA STD DRGS 0430-0765 & 0430-0766.
- T2 TRANSITION FROM THRIE BEAM TO W-BEAM (2.0m) IN ACCORDANCE WITH MRWA STD DRG 200331-019.
- T3 TRANSITION FROM W-BEAM TO CONCRETE BARRIER (6.7m) IN ACCORDANCE WITH MRWA STD DRG 200331-021.
- T4 TRANSITION FROM CONCRETE BARRIER TL5 TO TL4 IN ACCORDANCE WITH 02-DRG-RD-011252-DE.
- T5 TRANSITION FROM 2.3 OR 4 RAIL TO W-BEAM (6.7m) IN ACCORDANCE WITH MRWA STD DRG 0430-0765 & 0430-0766.
- END OF MOUNTABLE KERB
- END OF SEMI-MOUNTABLE KERB
- END OF BARRIER KERB
- END OF FLUSH KERB
- GROUND WATER MONITORING BORE

**NOTES:**

- FOR GENERAL NOTES REFER TO DRAWING 02-DRG-RD-011221-GA.
- ALL DIMENSIONS IN METRES UNLESS OTHERWISE SHOWN.

<p>MRWA Asset</p> <p>City of Bayswater Asset</p>	<p><b>METADATA</b></p> <p>GROUND SURVEY STANDARD: 67-08-43</p> <p>DATE OF CAPTURE: 01.03.16</p> <p>MAPPING SURVEY STANDARD:</p> <p>DATE OF CAPTURE:</p> <p>MAIN ROADS PROJECT ZONE: PC094</p> <p>HEIGHT DATUM: AHD</p>		<p><b>aurecon</b></p> <p>www.aurecongroup.com</p>	<p>ISSUED FOR CONSTRUCTION</p> <p>DATE: 28.12.16</p>	<p>DATE: 28.12.16</p>	<p>DATE: 28.12.16</p>	<p>DATE: 28.12.16</p>	<p>DATE: 28.12.16</p>	<p>DATE: 28.12.16</p>	<p>DATE: 28.12.16</p>
	<p>ISSUED FOR CONSTRUCTION</p> <p>DATE: 28.12.16</p>	<p>DATE: 28.12.16</p>		<p>DATE: 28.12.16</p>	<p>DATE: 28.12.16</p>	<p>DATE: 28.12.16</p>	<p>DATE: 28.12.16</p>	<p>DATE: 28.12.16</p>	<p>DATE: 28.12.16</p>	<p>DATE: 28.12.16</p>



LEGEND	
	REFERENCE LINE
	CONCRETE BARRIER (TL5)
	CONCRETE BARRIER (TL4)
	THRIE BEAM BARRIER
	W-BEAM BARRIER
	WIRE ROPE BARRIER (TL4)
	TWO, THREE OR FOUR RAIL REGULAR PERFORMANCE LEVEL BARRIER
	MRWA APPROVED CRASHWORTHY END TREATMENT (TL5 TAU II)
	SKT-SP W-BEAM LEADING TERMINAL
	W-BEAM TRAILING TERMINAL
	PEDESTRIAN BALUSTRADE
	1200mm GALVANISED CHAINWIRE FENCE
	1800mm GALVANISED CHAINWIRE FENCE
	PROPOSED GATE
	NOISE WALL
	CONCRETE BARRIER AND NOISE WALL ON RETAINING WALL
	SCREEN WALL
	RETAINING WALL
	HARD LANDSCAPING
	LIMESTONE ACCESS TRACK
	HELP PHONE UNKERBED 1x2.2 IN ACCORDANCE WITH 200731-003
	HELP PHONE KERBED 2.2x2.2 IN ACCORDANCE WITH 200731-003
	ROCK PITCHING
	CONCRETE BARRIER MX STRING
	WIRE ROPE SAFETY BARRIER MX STRING
	W-BEAM/ THRIE BEAM BARRIER MX STRING
	PRINCIPAL SHARED PATH
	PSP CONNECTED SHARED PATH
	SP SHARED PATH
	T1 TRANSITION FROM 2.3 OR 4 RAIL TO THRIE BEAM (3.7m) IN ACCORDANCE WITH MRWA STD DRGS 0430-0765 & 0430-0766.
	T2 TRANSITION FROM THRIE BEAM TO W-BEAM (2.0m) IN ACCORDANCE WITH MRWA STD DRG 200331-019.
	T3 TRANSITION FROM W-BEAM TO CONCRETE BARRIER (6.7m) IN ACCORDANCE WITH MRWA STD DRG 200331-021.
	T4 TRANSITION FROM CONCRETE BARRIER TL5 TO TL4 IN ACCORDANCE WITH 02-DRG-RD-011252-DE.
	T5 TRANSITION FROM 2.3 OR 4 RAIL TO W-BEAM (6.7m) IN ACCORDANCE WITH MRWA STD DRG 0430-0765 & 0430-0766.
	END OF MOUNTABLE KERB
	END OF SEMI-MOUNTABLE KERB
	END OF BARRIER KERB
	END OF FLUSH KERB
	GROUND WATER MONITORING BORE

NOTES:	
1.	FOR GENERAL NOTES REFER TO DRAWING 02-DRG-RD-011221-GA.
2.	ALL DIMENSIONS IN METRES UNLESS OTHERWISE SHOWN.

	MRWA Asset
	City of Bayswater Asset

METADATA	
GROUND SURVEY STANDARD:	67-08-43
DATE OF CAPTURE:	01.03.16
MAPPING SURVEY STANDARD:	
DATE OF CAPTURE:	
MAIN ROADS PROJECT ZONE:	PCG94
HEIGHT DATUM:	AHD

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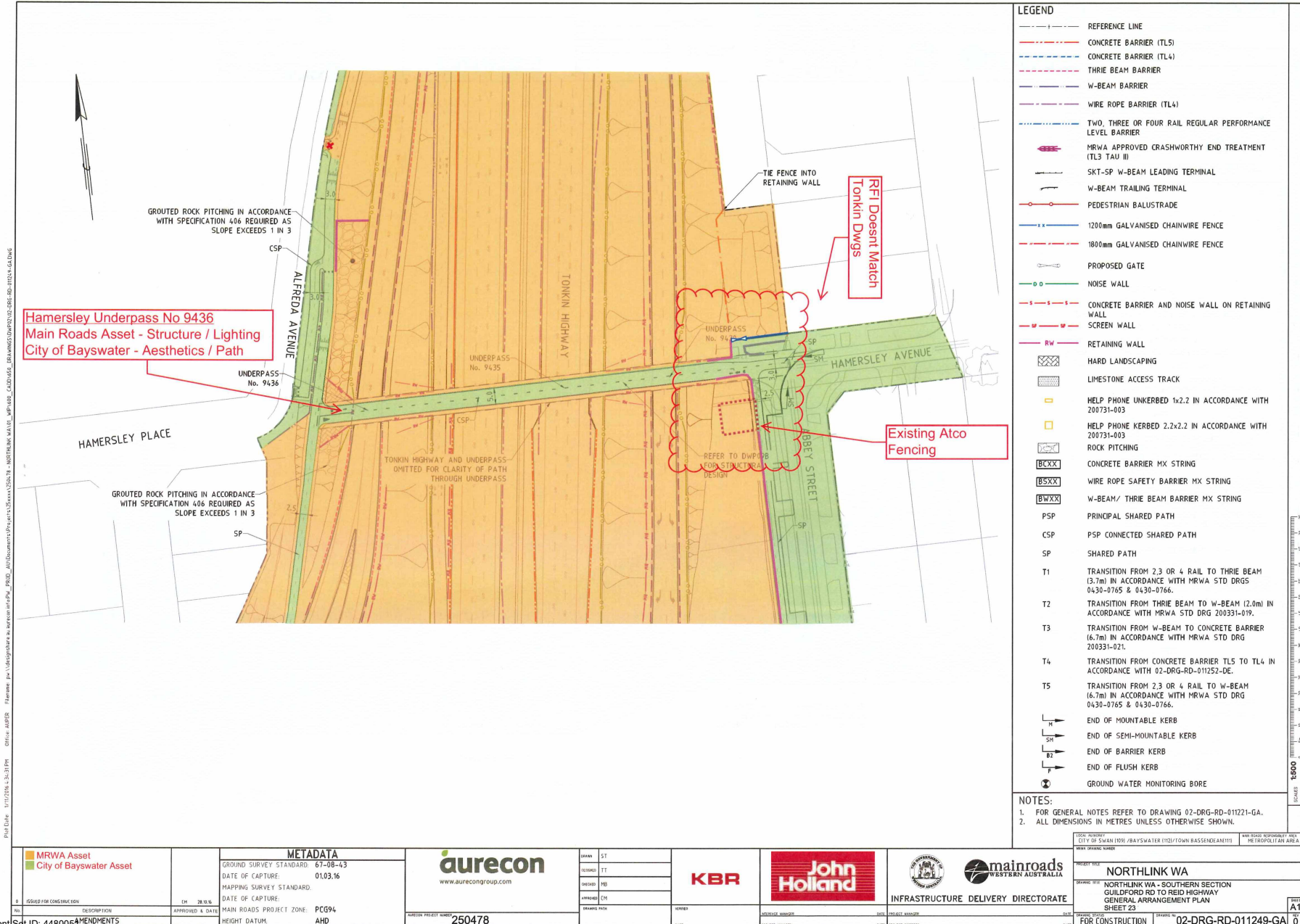
ISSUED FOR CONSTRUCTION	DATE	28.10.23
DESCRIPTION	APPROVED & DATE	
AMENDMENTS		

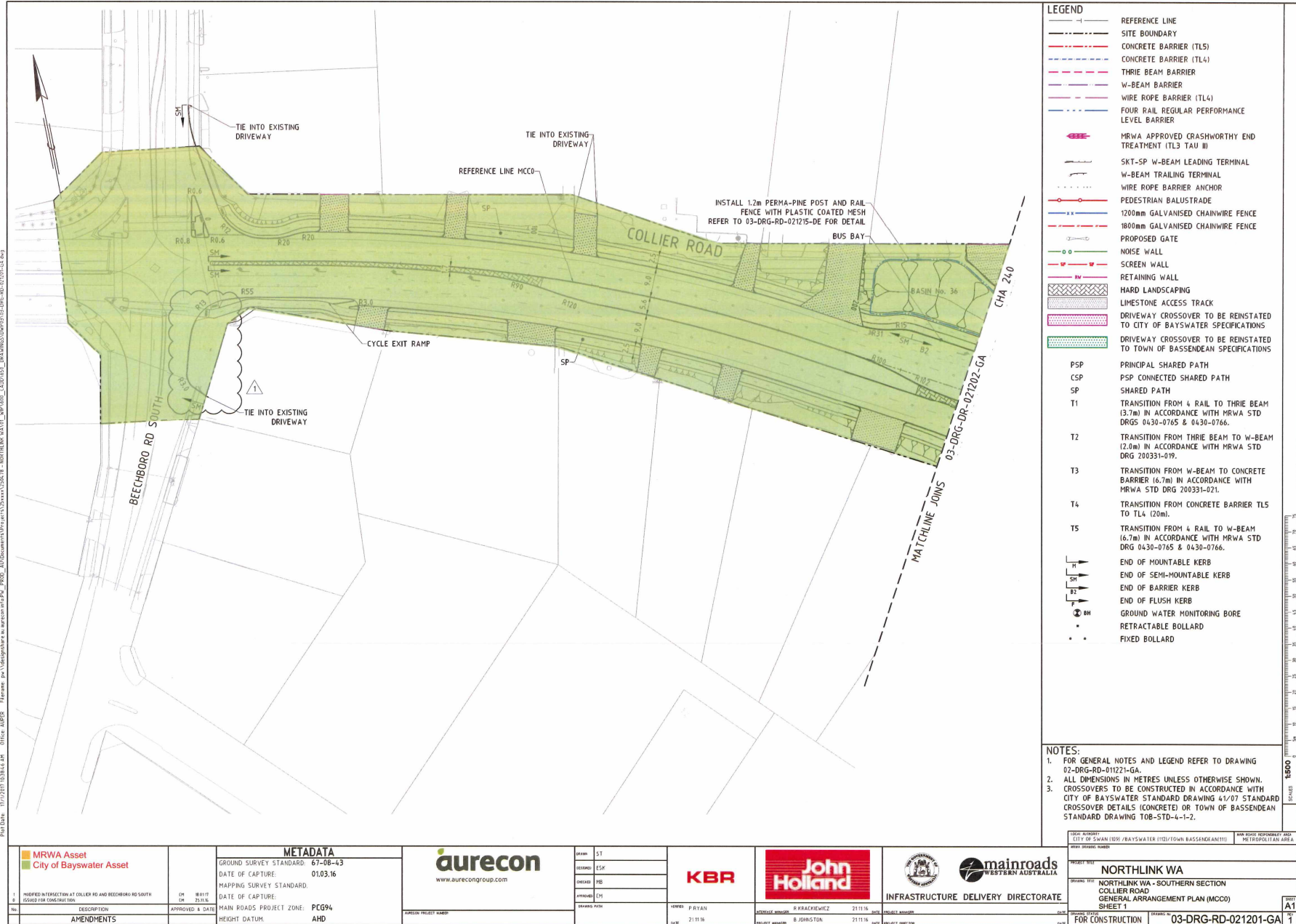
**KBR**

**John Holland**

**mainroads**  
WESTERN AUSTRALIA  
INFRASTRUCTURE DELIVERY DIRECTORATE

PROJECT TITLE	NORTHLINK WA
DRAWING TITLE	NORTHLINK WA - SOUTHERN SECTION GUILDFORD RD TO REID HIGHWAY GENERAL ARRANGEMENT PLAN SHEET 22
DATE FOR CONSTRUCTION	02-DRG-RD-011247-GA





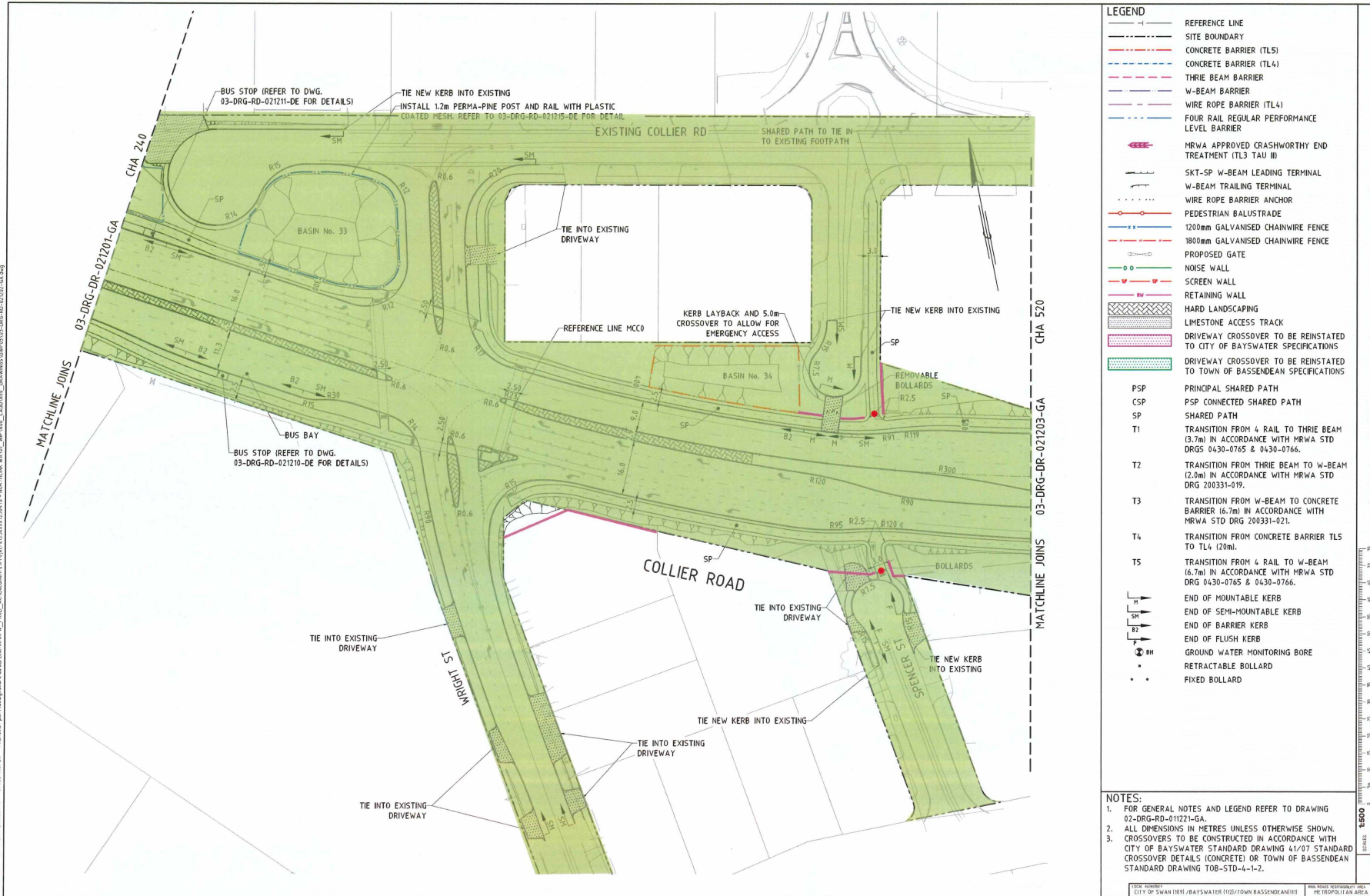
MRWA Asset City of Bayswater Asset	
1	INDICATED INTERSECTION AT COLLIER RD AND BEECHBORO RD SOUTH IS EXCLUDED FOR LONG TRAIL TRAIL
2	
NO	AMENDMENTS
APPROVED & DATE	HEIGHT DATUM

METADATA	
GROUND SURVEY STANDARD	67-08-43
DATE OF CAPTURE	01.03.16
MAPPING SURVEY STANDARD	
DATE OF CAPTURE	
MAIN ROADS PROJECT ZONE	PC694
HEIGHT DATUM	AHD

www.aurecongroup.com

DESIGN	ST
DESIGNED	ESP
DRAWN	MB
CHECKED	CM
APPROVED	

PROJECT TITLE	NORTHLINK WA
DRAWING TITLE	NORTHLINK WA - SOUTHERN SECTION COLLIER ROAD GENERAL ARRANGEMENT PLAN (MCCO)
SHEET NO.	1
FOR CONSTRUCTION	03-DRG-RD-021201-GA



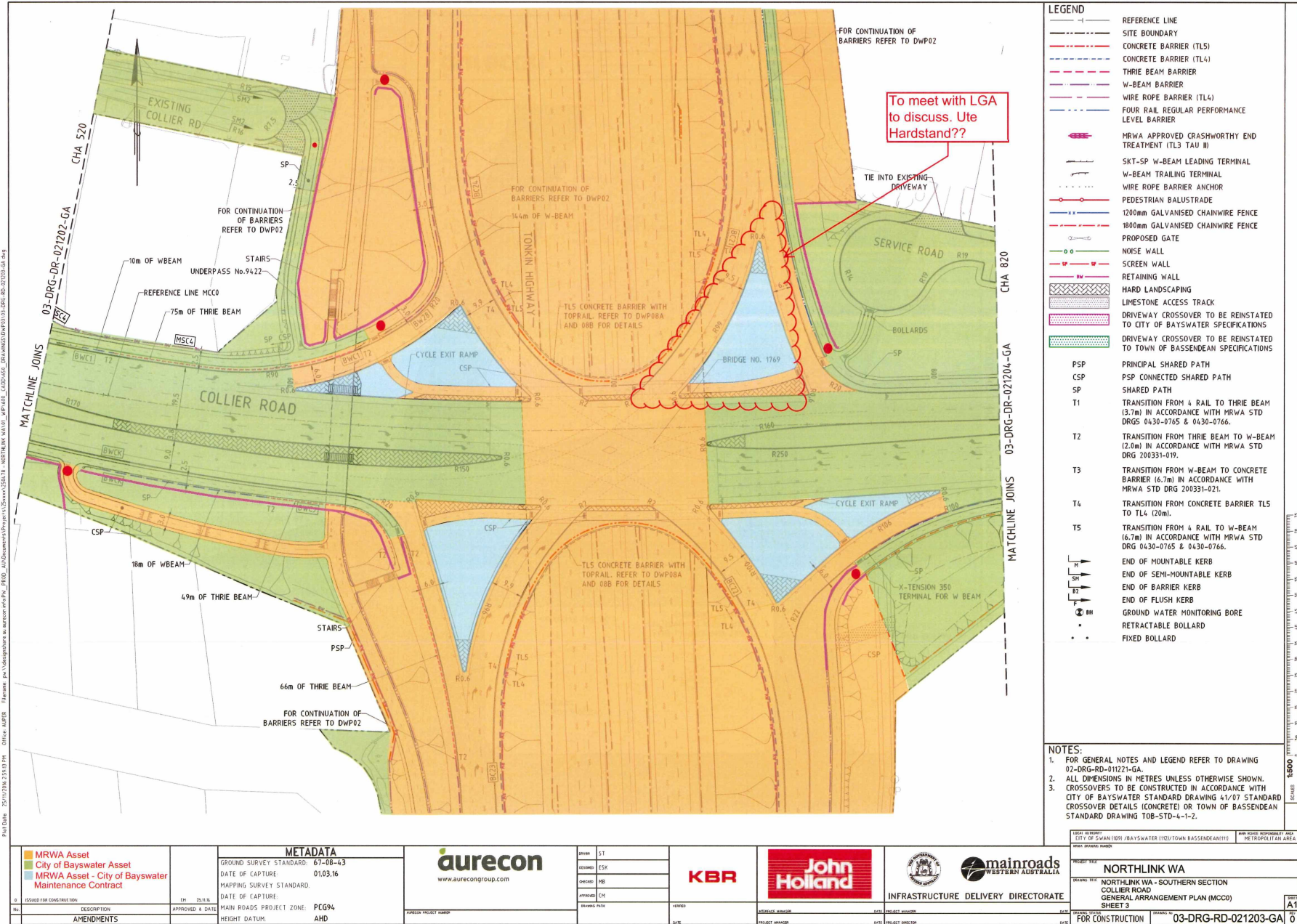
**LEGEND**

- REFERENCE LINE
- SITE BOUNDARY
- CONCRETE BARRIER (TL5)
- CONCRETE BARRIER (TL4)
- THREE BEAM BARRIER
- W-BEAM BARRIER
- WIRE ROPE BARRIER (TL4)
- FOUR RAIL REGULAR PERFORMANCE LEVEL BARRIER
- MRWA APPROVED CRASHWORTHY END TREATMENT (TL3 TAU II)
- SKT-SP W-BEAM LEADING TERMINAL
- W-BEAM TRAILING TERMINAL
- WIRE ROPE BARRIER ANCHOR
- PEDESTRIAN BALUSTRADE
- 1200mm GALVANISED CHAINWIRE FENCE
- 1800mm GALVANISED CHAINWIRE FENCE
- PROPOSED GATE
- NOISE WALL
- SCREEN WALL
- RETAINING WALL
- HARD LANDSCAPING
- LIMESTONE ACCESS TRACK
- DRIVEWAY CROSSOVER TO BE REINSTATED TO CITY OF BAYSWATER SPECIFICATIONS
- DRIVEWAY CROSSOVER TO BE REINSTATED TO TOWN OF BASSEDEAN SPECIFICATIONS
- PSP PRINCIPAL SHARED PATH
- CSP PSP CONNECTED SHARED PATH
- SP SHARED PATH
- T1 TRANSITION FROM 4 RAIL TO THREE BEAM (3.7m) IN ACCORDANCE WITH MRWA STD DRGS 0430-0765 & 0430-0766.
- T2 TRANSITION FROM THREE BEAM TO W-BEAM (2.0m) IN ACCORDANCE WITH MRWA STD DRG 200331-019.
- T3 TRANSITION FROM W-BEAM TO CONCRETE BARRIER (6.7m) IN ACCORDANCE WITH MRWA STD DRG 200331-021.
- T4 TRANSITION FROM CONCRETE BARRIER TL5 TO TL4 (20m).
- T5 TRANSITION FROM 4 RAIL TO W-BEAM (6.7m) IN ACCORDANCE WITH MRWA STD DRG 0430-0765 & 0430-0766.
- END OF MOUNTABLE KERB
- END OF SEMI-MOUNTABLE KERB
- END OF BARRIER KERB
- END OF FLUSH KERB
- GROUND WATER MONITORING BORE
- RETRACTABLE BOLLARD
- FIXED BOLLARD

**NOTES:**

- FOR GENERAL NOTES AND LEGEND REFER TO DRAWING 02-DRG-RD-01122-GA.
- ALL DIMENSIONS IN METRES UNLESS OTHERWISE SHOWN.
- CROSSOVERS TO BE CONSTRUCTED IN ACCORDANCE WITH CITY OF BAYSWATER STANDARD DRAWING 41/07 STANDARD CROSSOVER DETAILS (CONCRETE) OR TOWN OF BASSEDEAN STANDARD DRAWING TOB-STD-4-1-2.

<p>MRWA Asset</p> <p>City of Bayswater Asset</p>	<p><b>METADATA</b></p> <p>GROUND SURVEY STANDARD: 67-08-43</p> <p>DATE OF CAPTURE: 01.03.16</p> <p>MAPPING SURVEY STANDARD:</p> <p>DATE OF CAPTURE:</p> <p>MAIN ROADS PROJECT ZONE: PC694</p> <p>HEIGHT DATUM: AHD</p>		<p><b>aurecon</b></p> <p>www.aurecongroup.com</p>	<p>DESIGN: ST</p> <p>ISSUALS: ESK</p> <p>DESIGNER: HBE</p> <p>APPROVED: CH</p> <p>DRAWING DATE:</p>	<p><b>KBR</b></p>	<p><b>John Holland</b></p>	<p><b>mainroads</b></p> <p>WESTERN AUSTRALIA</p>	<p><b>INFRASTRUCTURE DELIVERY DIRECTORATE</b></p>	<p>PROJECT TITLE: NORTHLINK WA - SOUTHERN SECTION</p> <p>PROJECT NUMBER: COLLIER ROAD</p> <p>GENERAL ARRANGEMENT PLAN (MCCO) SHEET 2</p>	<p>SCALE: 1:500</p>
	<p>ISSUED FOR CONSTRUCTION</p>	<p>APPROVED &amp; DATE: CH 25.11.16</p>								



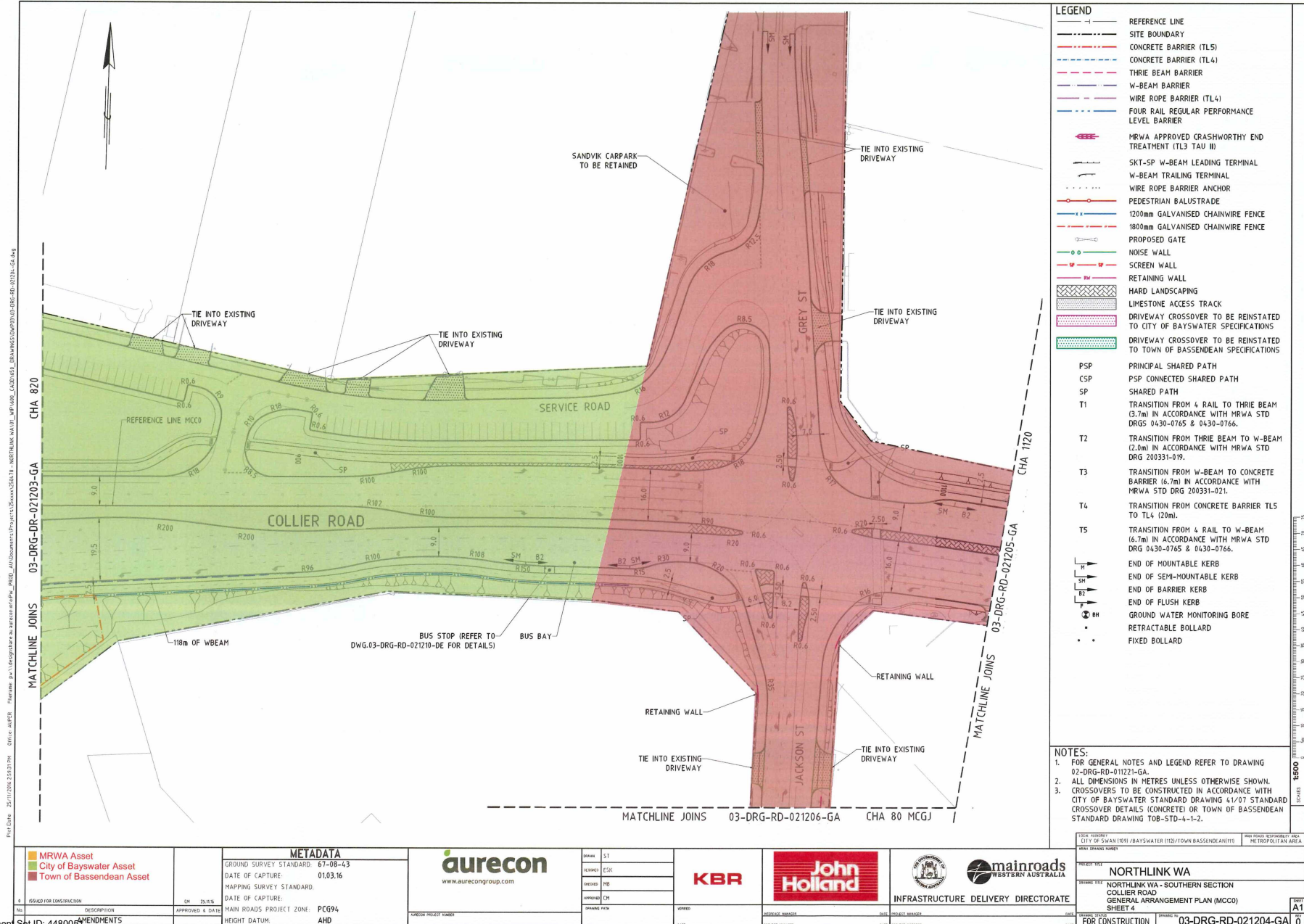
LEGEND	
[Symbol]	REFERENCE LINE
[Symbol]	SITE BOUNDARY
[Symbol]	CONCRETE BARRIER (TL5)
[Symbol]	CONCRETE BARRIER (TL4)
[Symbol]	THRIE BEAM BARRIER
[Symbol]	W-BEAM BARRIER
[Symbol]	WIRE ROPE BARRIER (TL4)
[Symbol]	FOUR RAIL REGULAR PERFORMANCE LEVEL BARRIER
[Symbol]	MRWA APPROVED CRASHWORTHY END TREATMENT (TL3 TAU II)
[Symbol]	SKT-SP W-BEAM LEADING TERMINAL
[Symbol]	W-BEAM TRAILING TERMINAL
[Symbol]	WIRE ROPE BARRIER ANCHOR
[Symbol]	PEDESTRIAN BALUSTRADE
[Symbol]	1200mm GALVANISED CHAINWIRE FENCE
[Symbol]	1800mm GALVANISED CHAINWIRE FENCE
[Symbol]	PROPOSED GATE
[Symbol]	NOISE WALL
[Symbol]	SCREEN WALL
[Symbol]	RETAINING WALL
[Symbol]	HARD LANDSCAPING
[Symbol]	LIMESTONE ACCESS TRACK
[Symbol]	DRIVEWAY CROSSOVER TO BE REINSTATED TO CITY OF BAYSWATER SPECIFICATIONS
[Symbol]	DRIVEWAY CROSSOVER TO BE REINSTATED TO TOWN OF BASSENDEAN SPECIFICATIONS
[Symbol]	PSP PRINCIPAL SHARED PATH
[Symbol]	CSP PSP CONNECTED SHARED PATH
[Symbol]	SP SHARED PATH
[Symbol]	T1 TRANSITION FROM 4 RAIL TO THRIE BEAM (3.7m) IN ACCORDANCE WITH MRWA STD DRGS 0430-0765 & 0430-0766.
[Symbol]	T2 TRANSITION FROM THRIE BEAM TO W-BEAM (2.9m) IN ACCORDANCE WITH MRWA STD DRG 200331-019.
[Symbol]	T3 TRANSITION FROM W-BEAM TO CONCRETE BARRIER (6.7m) IN ACCORDANCE WITH MRWA STD DRG 200331-021.
[Symbol]	T4 TRANSITION FROM CONCRETE BARRIER TL5 TO TL4 (20m).
[Symbol]	T5 TRANSITION FROM 4 RAIL TO W-BEAM (6.7m) IN ACCORDANCE WITH MRWA STD DRG 0430-0765 & 0430-0766.
[Symbol]	END OF MOUNTABLE KERB
[Symbol]	END OF SEMI-MOUNTABLE KERB
[Symbol]	END OF BARRIER KERB
[Symbol]	END OF FLUSH KERB
[Symbol]	GROUND WATER MONITORING BORE
[Symbol]	RETRACTABLE BOLLARD
[Symbol]	FIXED BOLLARD

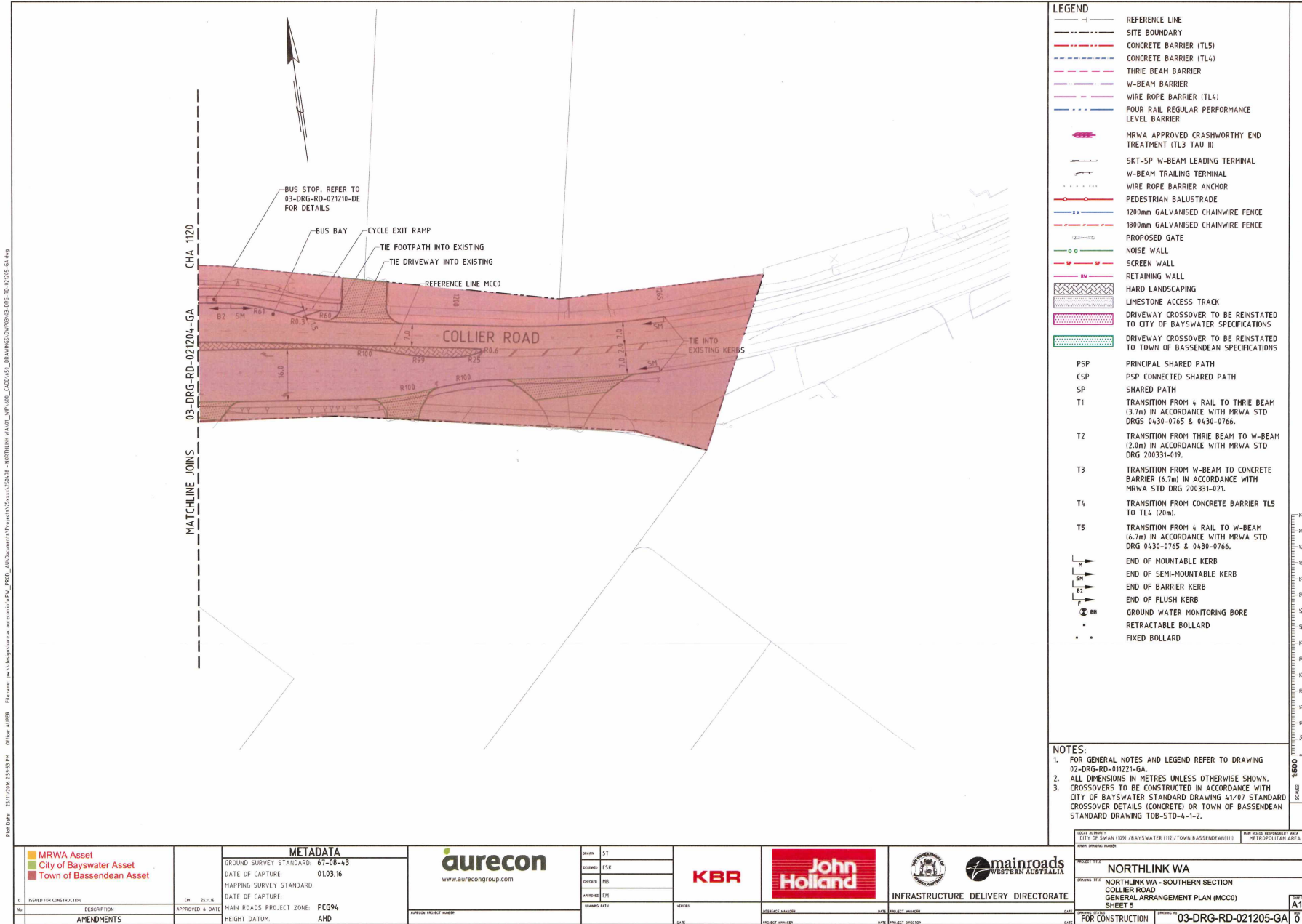
  

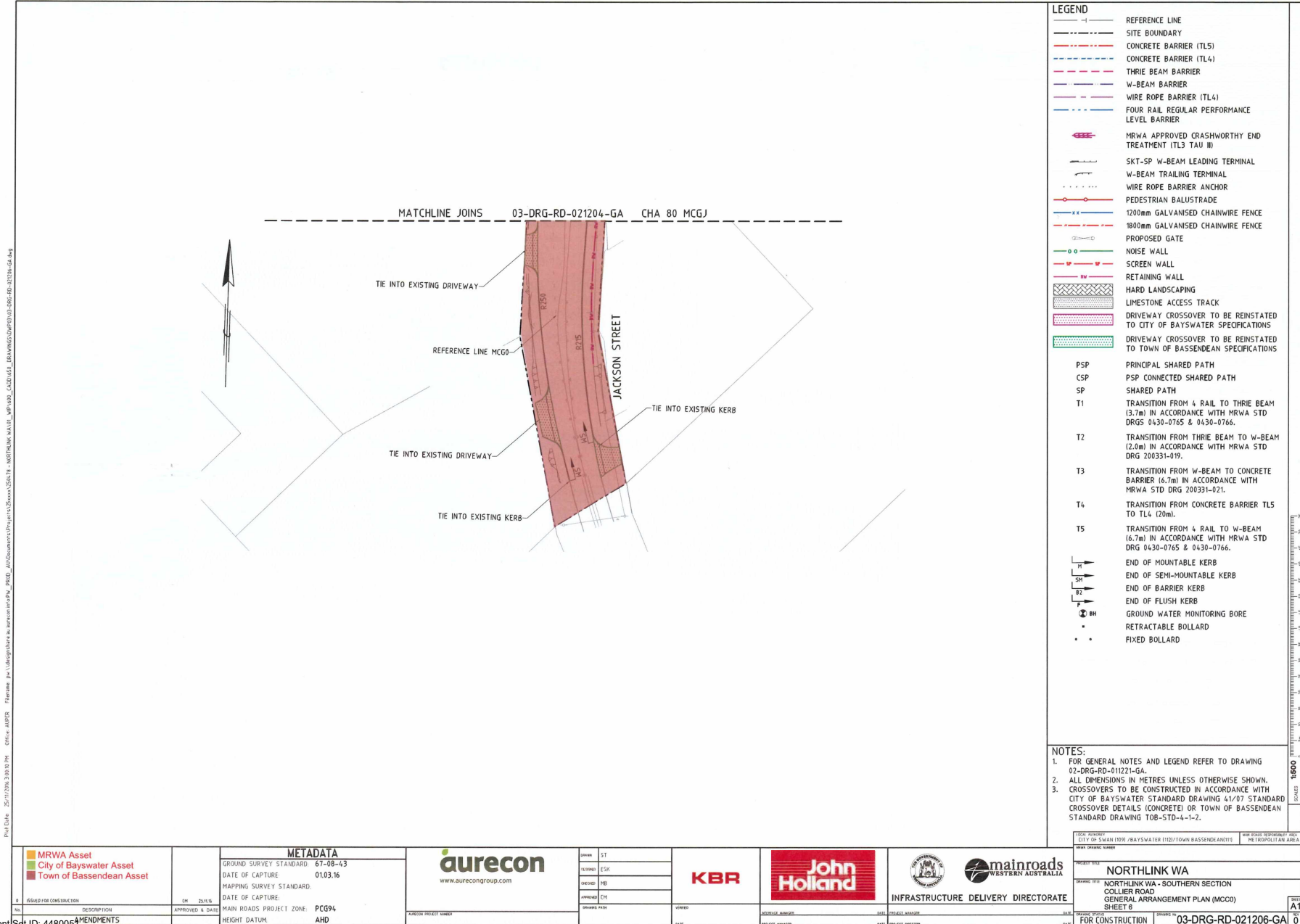
NOTES:	
1.	FOR GENERAL NOTES AND LEGEND REFER TO DRAWING 02-DRG-RD-011221-GA.
2.	ALL DIMENSIONS IN METRES UNLESS OTHERWISE SHOWN.
3.	CROSSOVERS TO BE CONSTRUCTED IN ACCORDANCE WITH CITY OF BAYSWATER STANDARD DRAWING 41/07 STANDARD CROSSOVER DETAILS (CONCRETE) OR TOWN OF BASSENDEAN STANDARD DRAWING TOB-STD-4-1-2.

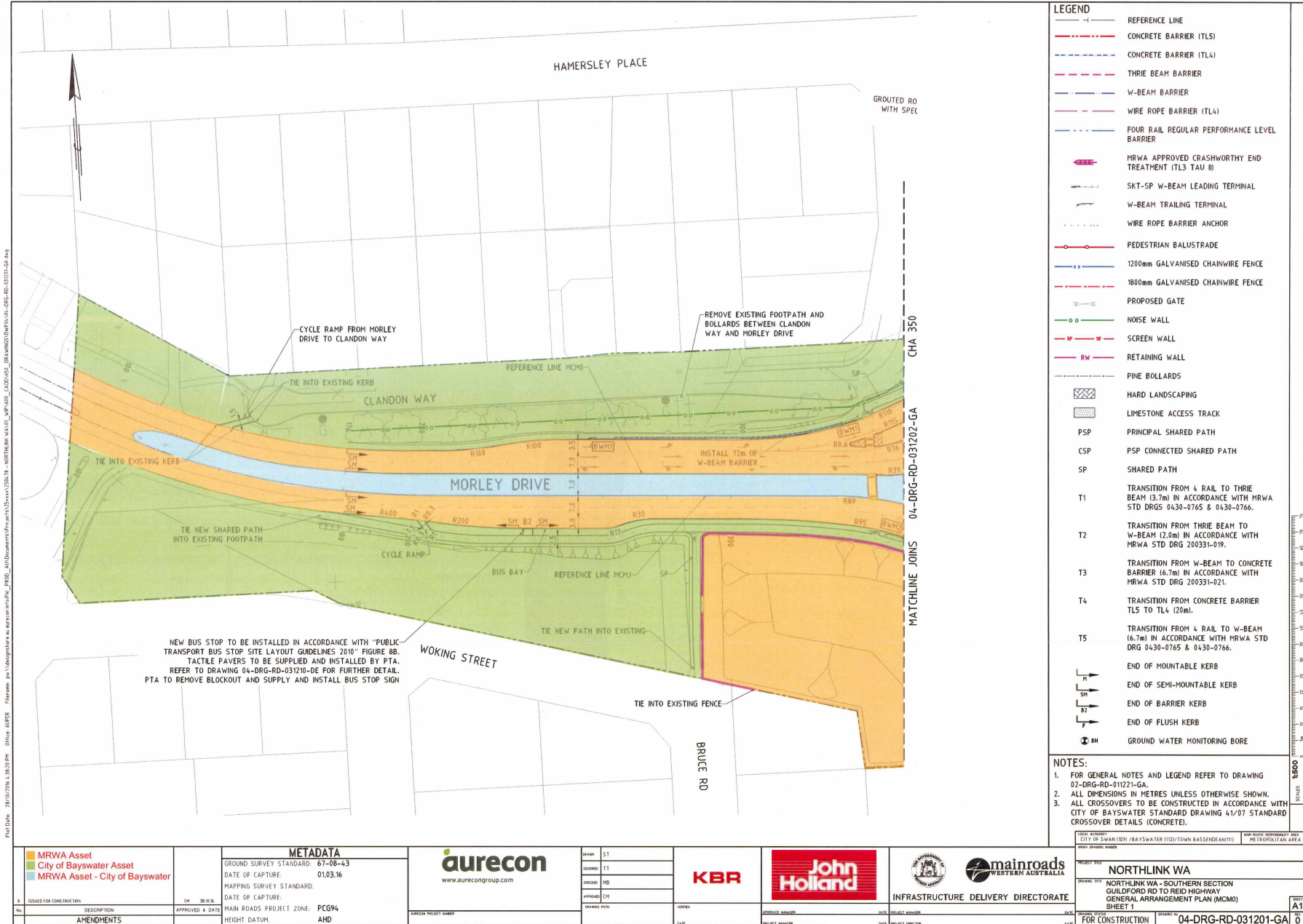
  

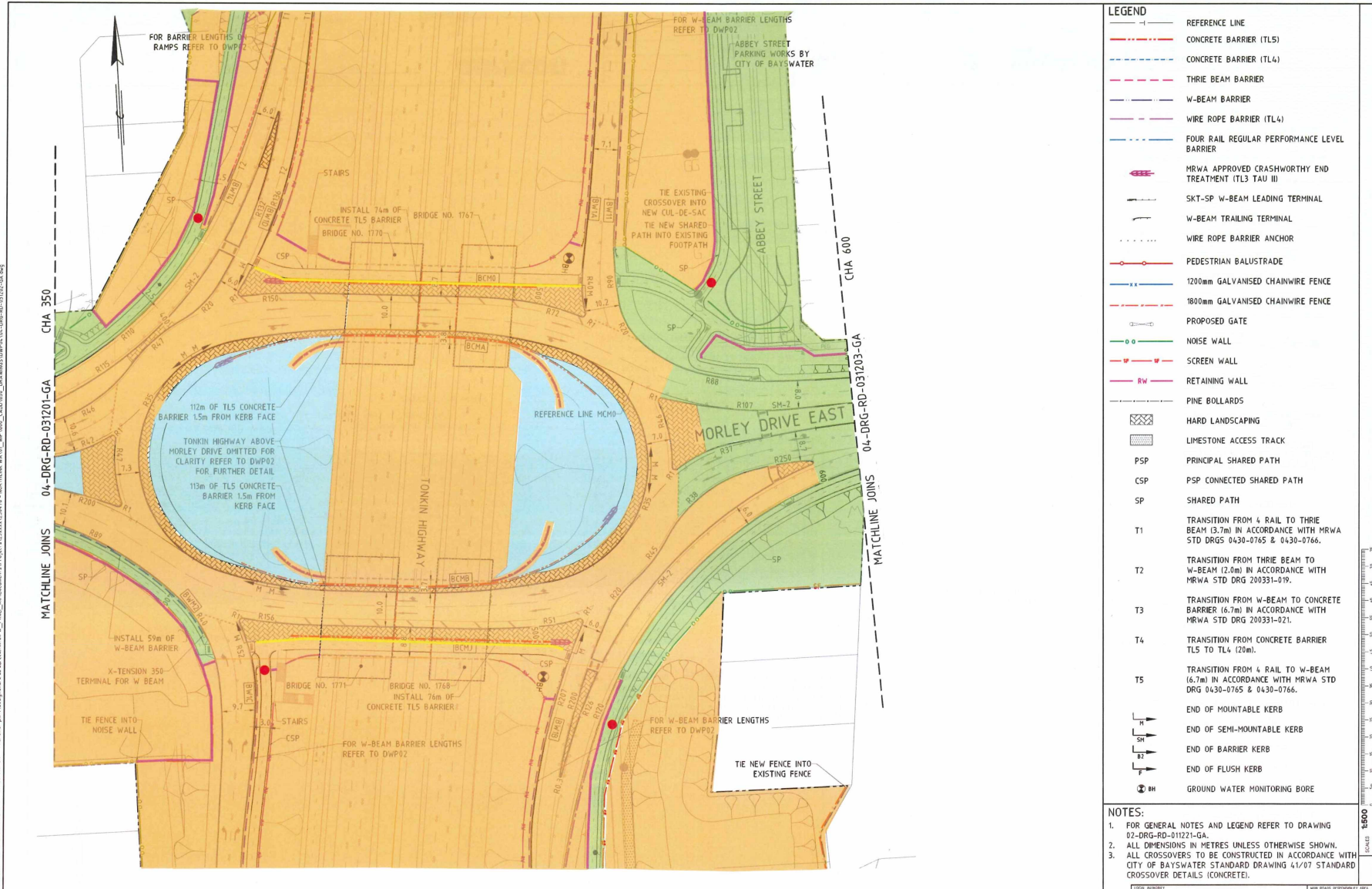
MRWA Asset City of Bayswater Asset MRWA Asset - City of Bayswater Maintenance Contract	<b>METADATA</b> GROUND SURVEY STANDARD: 67-08-43 DATE OF CAPTURE: 01.03.16 MAPPING SURVEY STANDARD: DATE OF CAPTURE: MAIN ROADS PROJECT ZONE: PCG94 HEIGHT DATUM: AHD		DRAWN: ST CHECKED: ESK DESIGNED: MB APPROVED: CH REVISIONS:				PROJECT TITLE: <b>NORTHLINK WA</b> NORTHLINK WA - SOUTHERN SECTION COLLIER ROAD GENERAL ARRANGEMENT PLAN (MCCO) SHEET 3
ISSUED FOR CONSTRUCTION	APPROVED & DATE:	PROJECT NUMBER:	PROJECT NUMBER:	PROJECT NUMBER:	PROJECT NUMBER:	PROJECT NUMBER:	FOR CONSTRUCTION 03-DRG-RD-021203-GA











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MRWA Asset	City of Bayswater Asset	MRWA Asset - City of Bayswater
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METADATA	
GROUND SURVEY STANDARD:	67-08-43
DATE OF CAPTURE:	01.03.16
MAPPING SURVEY STANDARD:	
DATE OF CAPTURE:	
MAIN ROADS PROJECT ZONE:	PCG94
HEIGHT DATUM:	AHD

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DESIGNER: ST  
ENGINEER: FT  
CHECKED: PFB  
APPROVED: CH  
DRAWN BY: CH

**KBR**

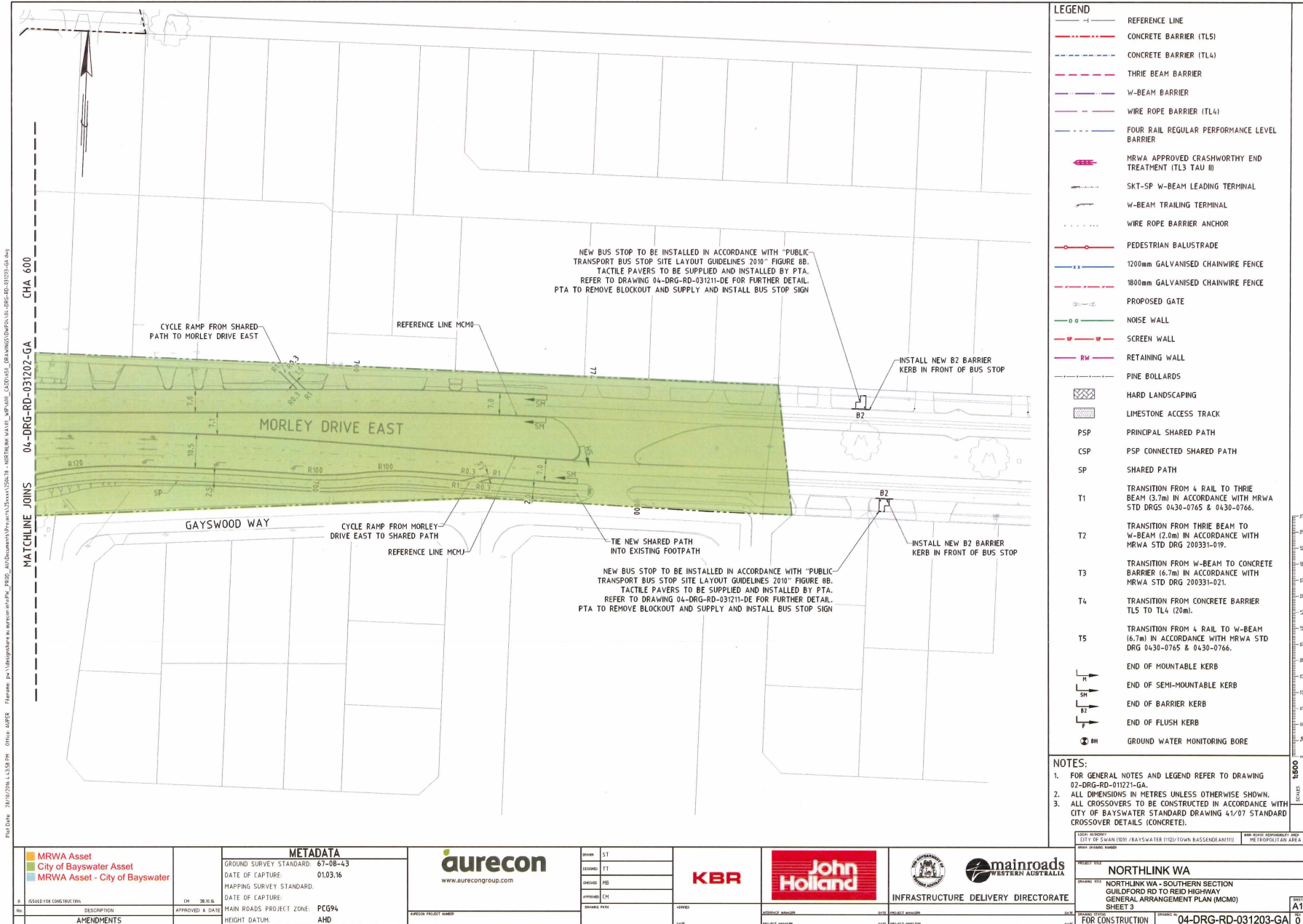
**John Holland**

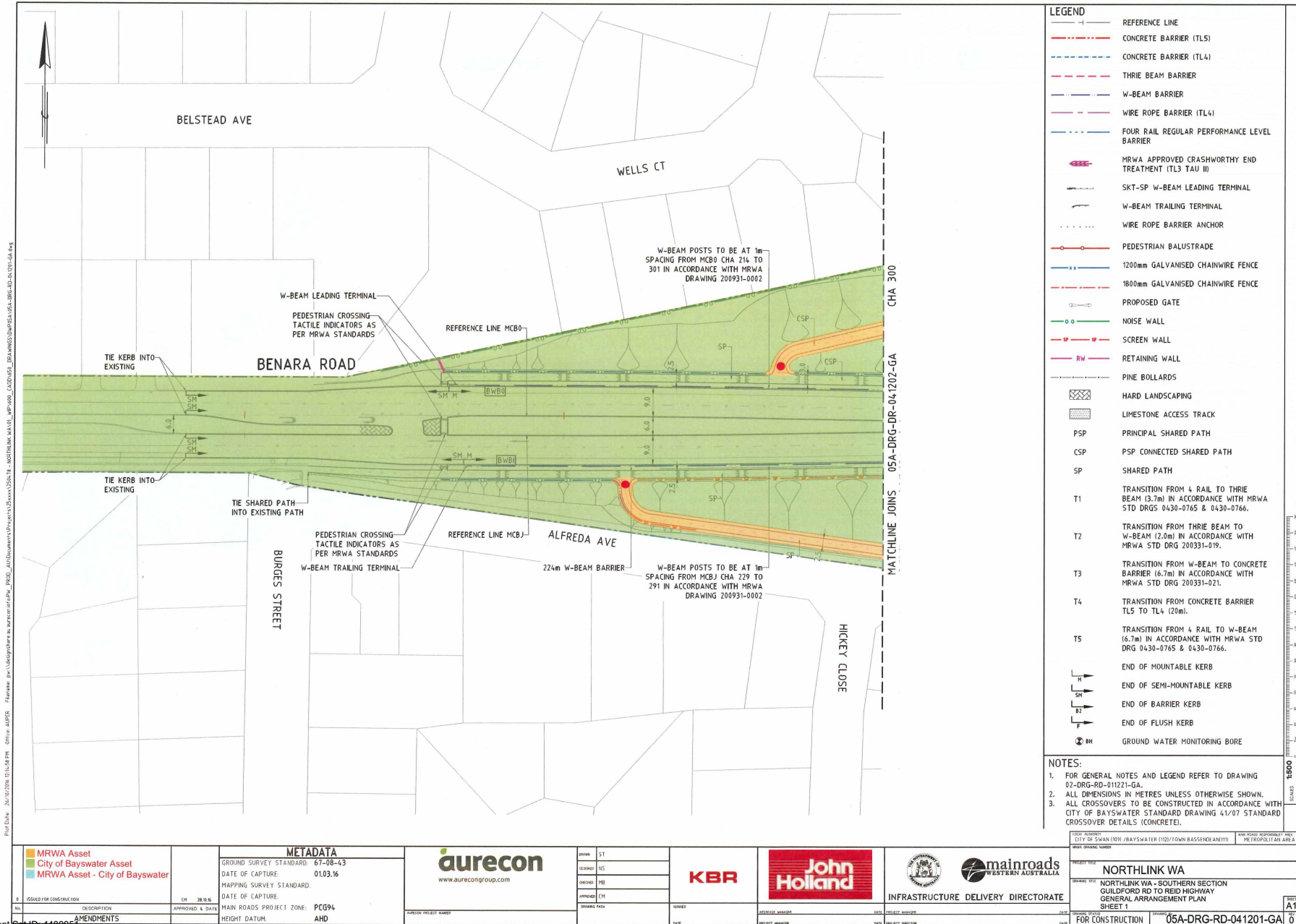
**INFRASTRUCTURE DELIVERY DIRECTORATE**

**mainroads**  
WESTERN AUSTRALIA

**NORTHLINK WA**  
NORTHLINK WA - SOUTHERN SECTION  
GULLFORD RD TO REID HIGHWAY  
GENERAL ARRANGEMENT PLAN (MCM0)  
SHEET 2

FOR CONSTRUCTION 04-DRG-RD-031202-GA





LEGEND	
	REFERENCE LINE
	CONCRETE BARRIER (TL5)
	CONCRETE BARRIER (TL4)
	THRIE BEAM BARRIER
	W-BEAM BARRIER
	WIRE ROPE BARRIER (TL4)
	FOUR RAIL REGULAR PERFORMANCE LEVEL BARRIER
	MRWA APPROVED CRASHWORTHY END TREATMENT (TL3 TAU II)
	SKT-SP W-BEAM LEADING TERMINAL
	W-BEAM TRAILING TERMINAL
	WIRE ROPE BARRIER ANCHOR
	PEDESTRIAN BALUSTRADE
	1200mm GALVANISED CHAINWIRE FENCE
	1800mm GALVANISED CHAINWIRE FENCE
	PROPOSED GATE
	NOISE WALL
	SCREEN WALL
	RETAINING WALL
	PINE BOLLARDS
	HARD LANDSCAPING
	LIMESTONE ACCESS TRACK
	PRINCIPAL SHARED PATH
	PSP CONNECTED SHARED PATH
	SHARED PATH
	T1 TRANSITION FROM 4 RAIL TO THRIE BEAM (3.7m) IN ACCORDANCE WITH MRWA STD DRGS 0430-0765 & 0430-0766.
	T2 TRANSITION FROM THRIE BEAM TO W-BEAM (2.0m) IN ACCORDANCE WITH MRWA STD DRG 200331-019.
	T3 TRANSITION FROM W-BEAM TO CONCRETE BARRIER (6.7m) IN ACCORDANCE WITH MRWA STD DRG 200331-021.
	T4 TRANSITION FROM CONCRETE BARRIER TL5 TO TL4 (20m).
	T5 TRANSITION FROM 4 RAIL TO W-BEAM (6.7m) IN ACCORDANCE WITH MRWA STD DRG 0430-0765 & 0430-0766.
	END OF MOUNTABLE KERB
	END OF SEMI-MOUNTABLE KERB
	END OF BARRIER KERB
	END OF FLUSH KERB
	GROUND WATER MONITORING BORE

**NOTES:**

- FOR GENERAL NOTES AND LEGEND REFER TO DRAWING 02-DRG-RD-011221-GA.
- ALL DIMENSIONS IN METRES UNLESS OTHERWISE SHOWN.
- ALL CROSSOVERS TO BE CONSTRUCTED IN ACCORDANCE WITH CITY OF BAYSWATER STANDARD DRAWING 41/07 STANDARD CROSSOVER DETAILS (CONCRETE).

	MRWA Asset
	City of Bayswater Asset
	MRWA Asset - City of Bayswater

METADATA	
GROUND SURVEY STANDARD:	67-08-43
DATE OF CAPTURE:	01.03.16
MAPPING SURVEY STANDARD:	
DATE OF CAPTURE:	
MAIN ROADS PROJECT ZONE:	PC094
HEIGHT DATUM:	AHD

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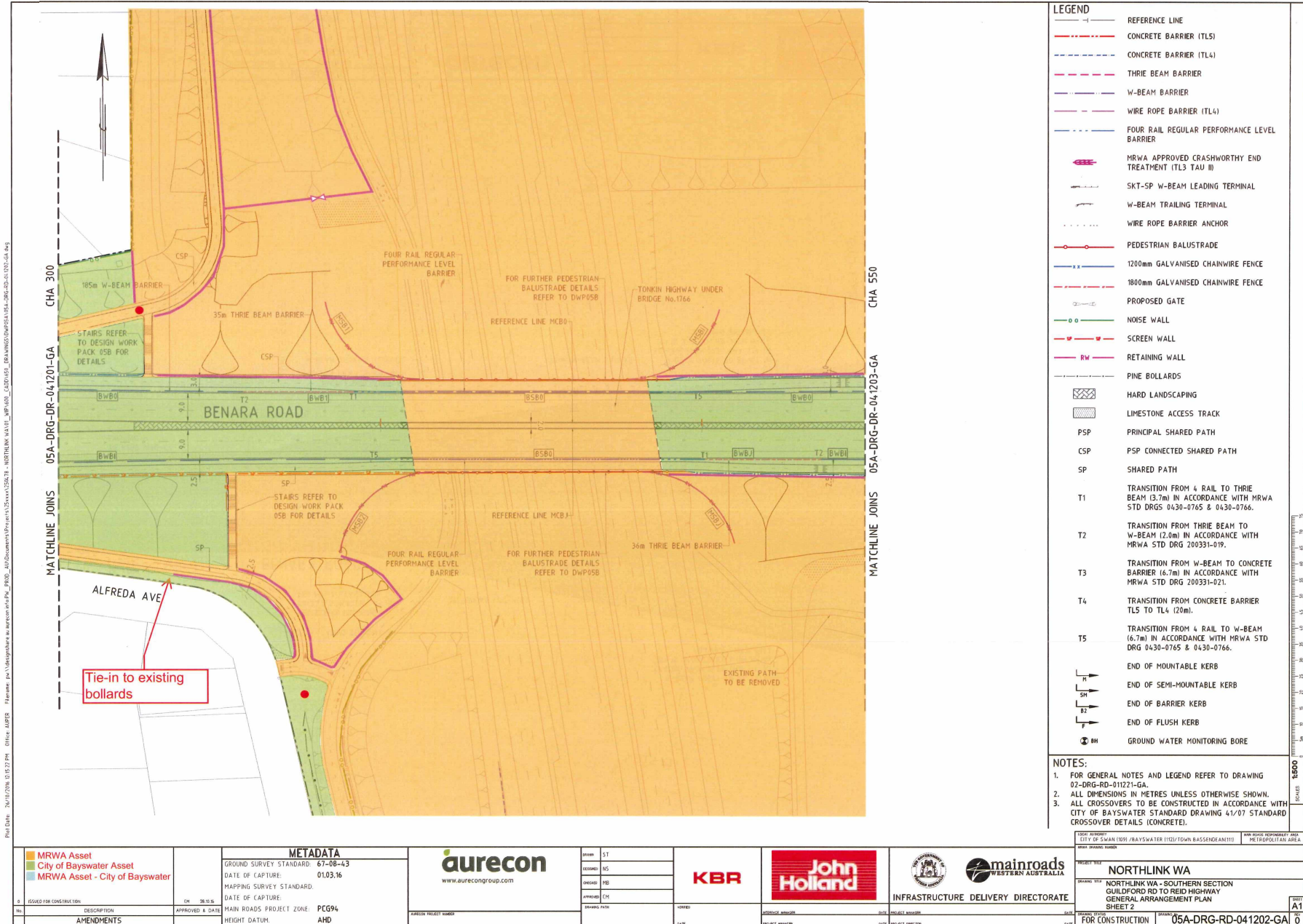
DESIGN	ST
DESIGN	NS
DESIGN	HE
DESIGN	CH
DESIGN	PH

**KBR**

**John Holland**

**INFRASTRUCTURE DELIVERY DIRECTORATE**

PROJECT TITLE	NORTHLINK WA
DRAWING TITLE	NORTHLINK WA - SOUTHERN SECTION GUILDFORD RD TO REID HIGHWAY GENERAL ARRANGEMENT PLAN
SHEET 1	
FOR CONSTRUCTION	05A-DRG-RD-041201-GA



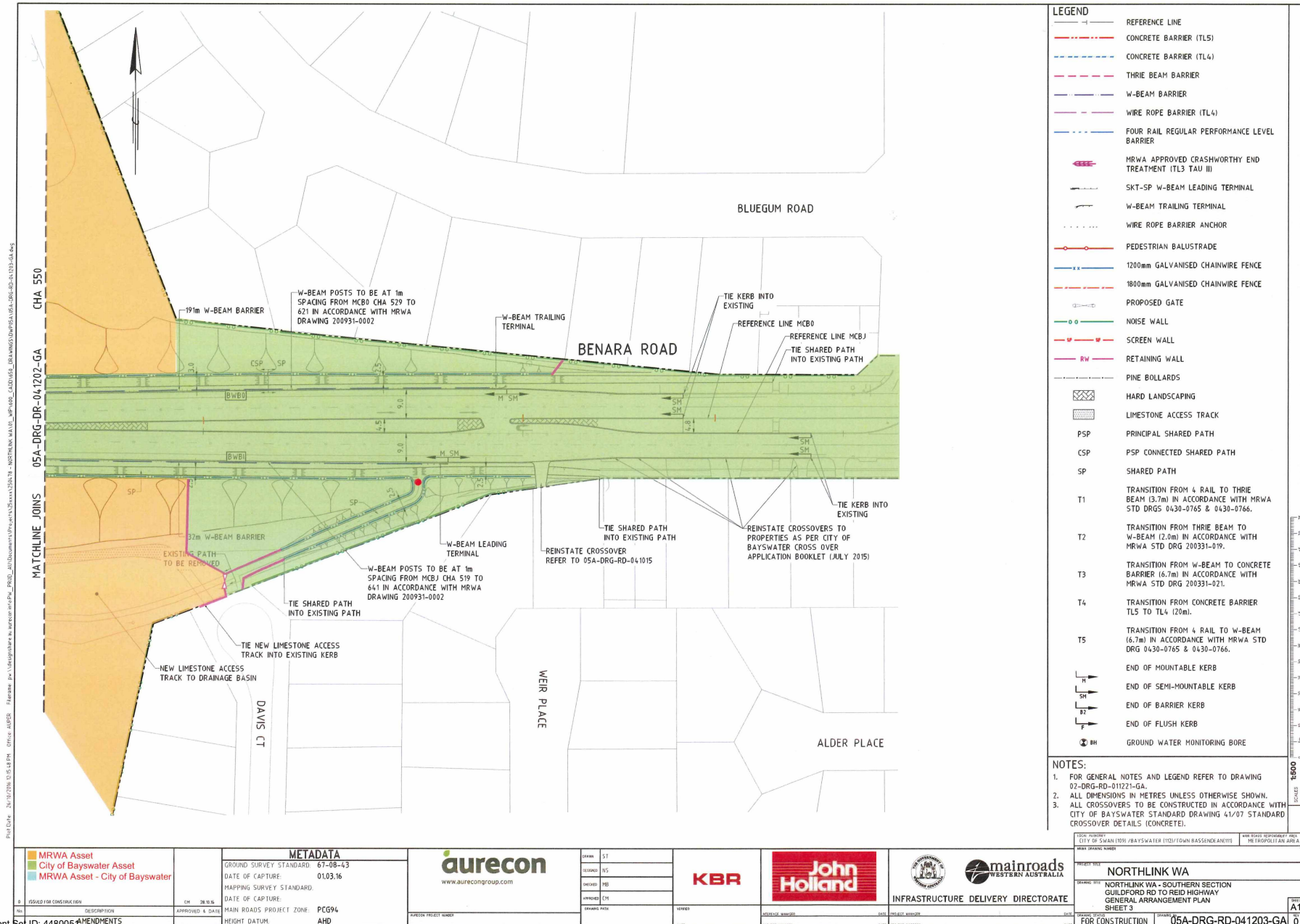
File Path: N:\17204\_016122.dwg Office: AUSPS Drawing: p:\1\MapOutput\as\mapoutput\p\p\p\05A-DRG-RD-041202-GA.dwg Project: 17204\_016122.dwg

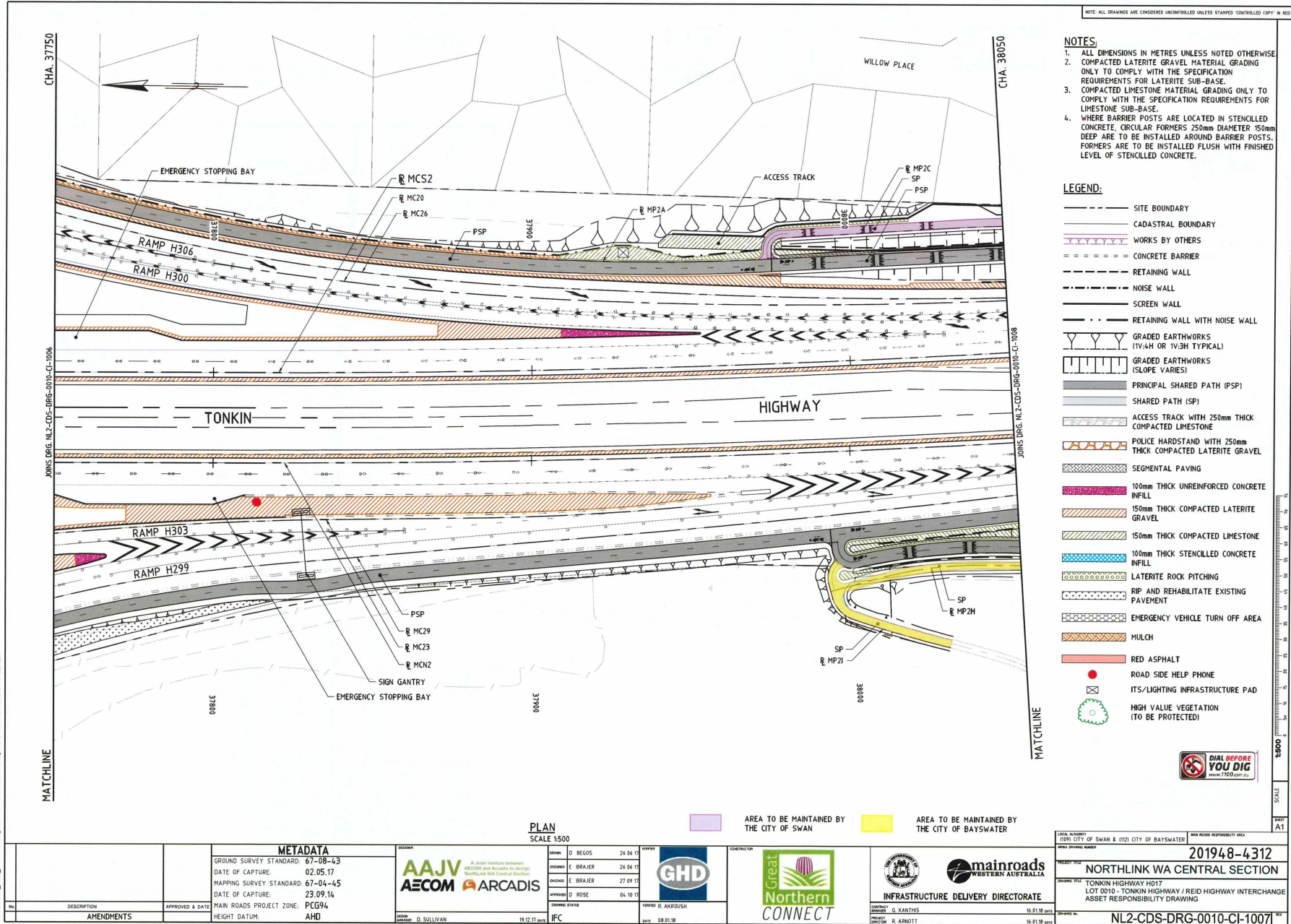
Tie-in to existing bollards

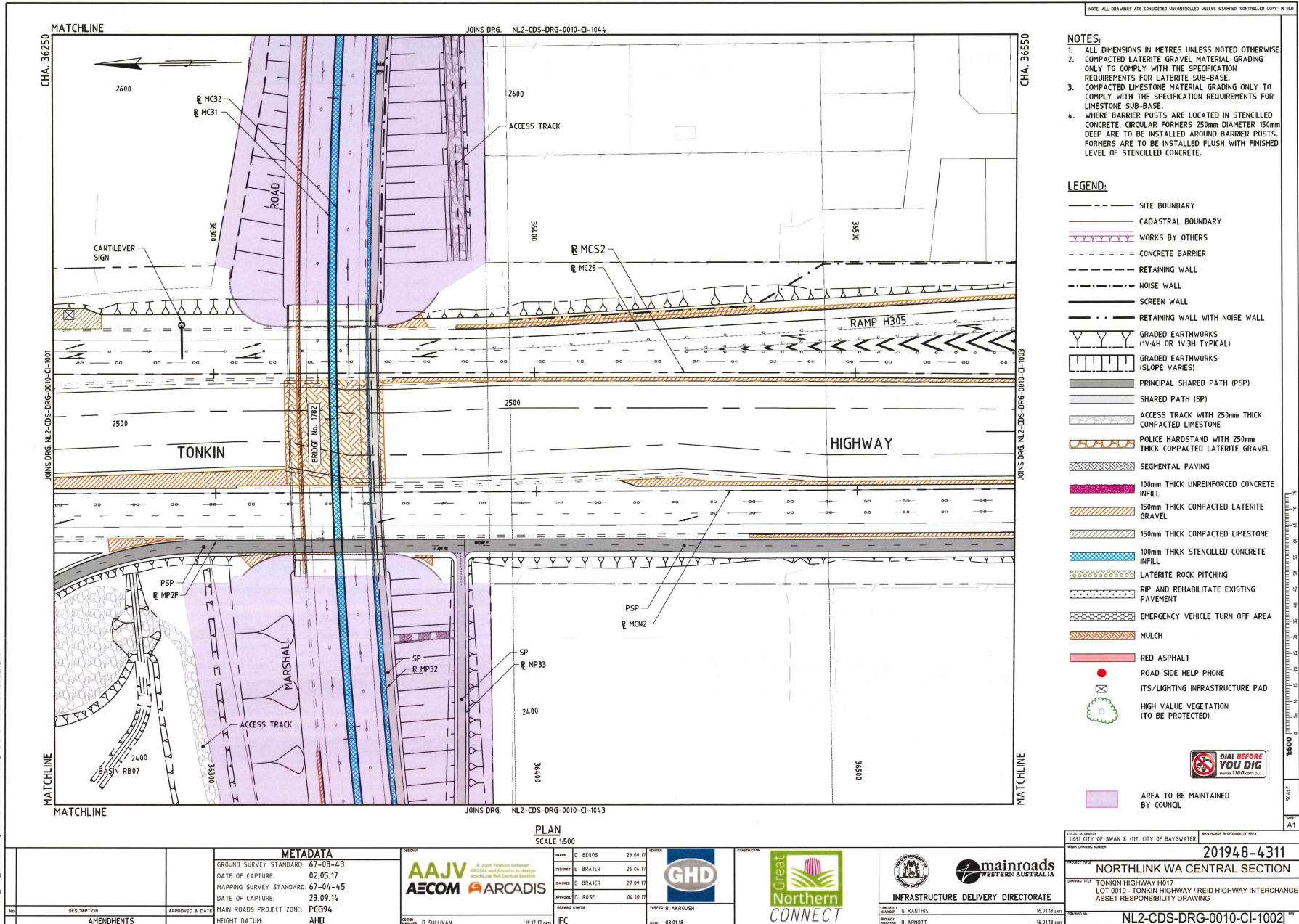
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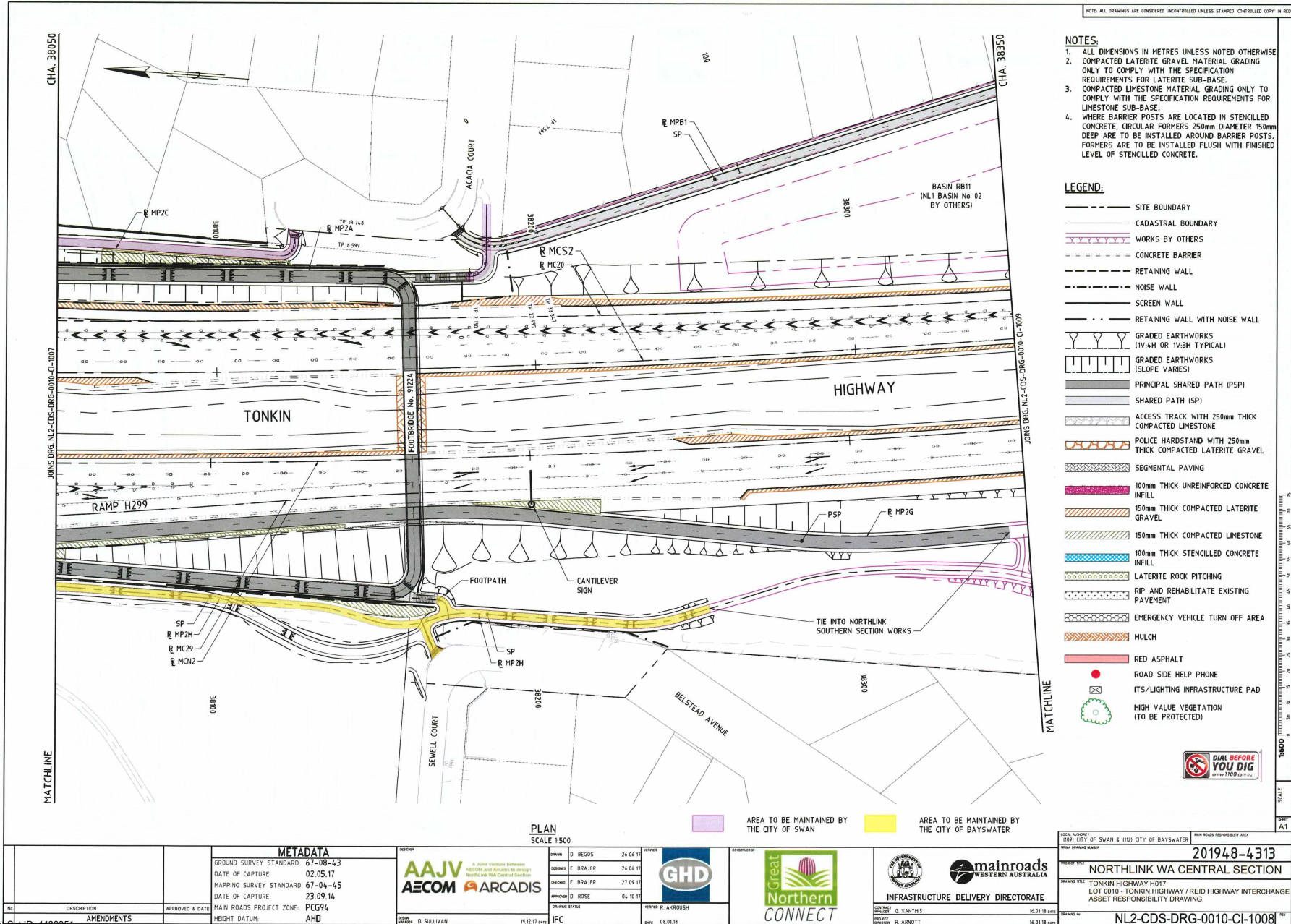
- FOR GENERAL NOTES AND LEGEND REFER TO DRAWING 02-DRG-RD-011221-GA.
- ALL DIMENSIONS IN METRES UNLESS OTHERWISE SHOWN.
- ALL CROSSOVERS TO BE CONSTRUCTED IN ACCORDANCE WITH CITY OF BAYSWATER STANDARD DRAWING 417/07 STANDARD CROSSOVER DETAILS (CONCRETE).

<b>MRWA Asset</b> <b>City of Bayswater Asset</b> <b>MRWA Asset - City of Bayswater</b>		<b>METADATA</b> GROUND SURVEY STANDARD: 67-08-43 DATE OF CAPTURE: 01.03.16 MAPPING SURVEY STANDARD: DATE OF CAPTURE: MAIN ROADS PROJECT ZONE: PCG94 HEIGHT DATUM: AHD									
1 ISSUED FOR CONSTRUCTION		ON 28.05.23		APPROVED BY:		APPROVED DATE:		APPROVED BY:		APPROVED DATE:	
AMENDMENTS		MAIN ROADS PROJECT ZONE: PCG94		PROJECT NUMBER:		PROJECT NUMBER:		PROJECT NUMBER:		PROJECT NUMBER:	
FOR CONSTRUCTION		05A-DRG-RD-041202-GA		SHEET:		SHEET:		SHEET:		SHEET:	









**METADATA**

GROUND SURVEY STANDARD: 67-08-43  
 DATE OF CAPTURE: 02.05.17  
 MAPPING SURVEY STANDARD: 67-04-45  
 DATE OF CAPTURE: 23.09.14  
 MAIN ROADS PROJECT ZONE: PCG94  
 HEIGHT DATUM: AHD



DESIGNED BY	D. BEGOS	26.04.17
DRAWN BY	E. BRAJER	26.04.17
CHECKED BY	E. BRAJER	27.09.17
APPROVED BY	D. ROSE	04.10.17



LOCAL AUTHORITY: (100) CITY OF SWAN & (110) CITY OF BAYSWATER

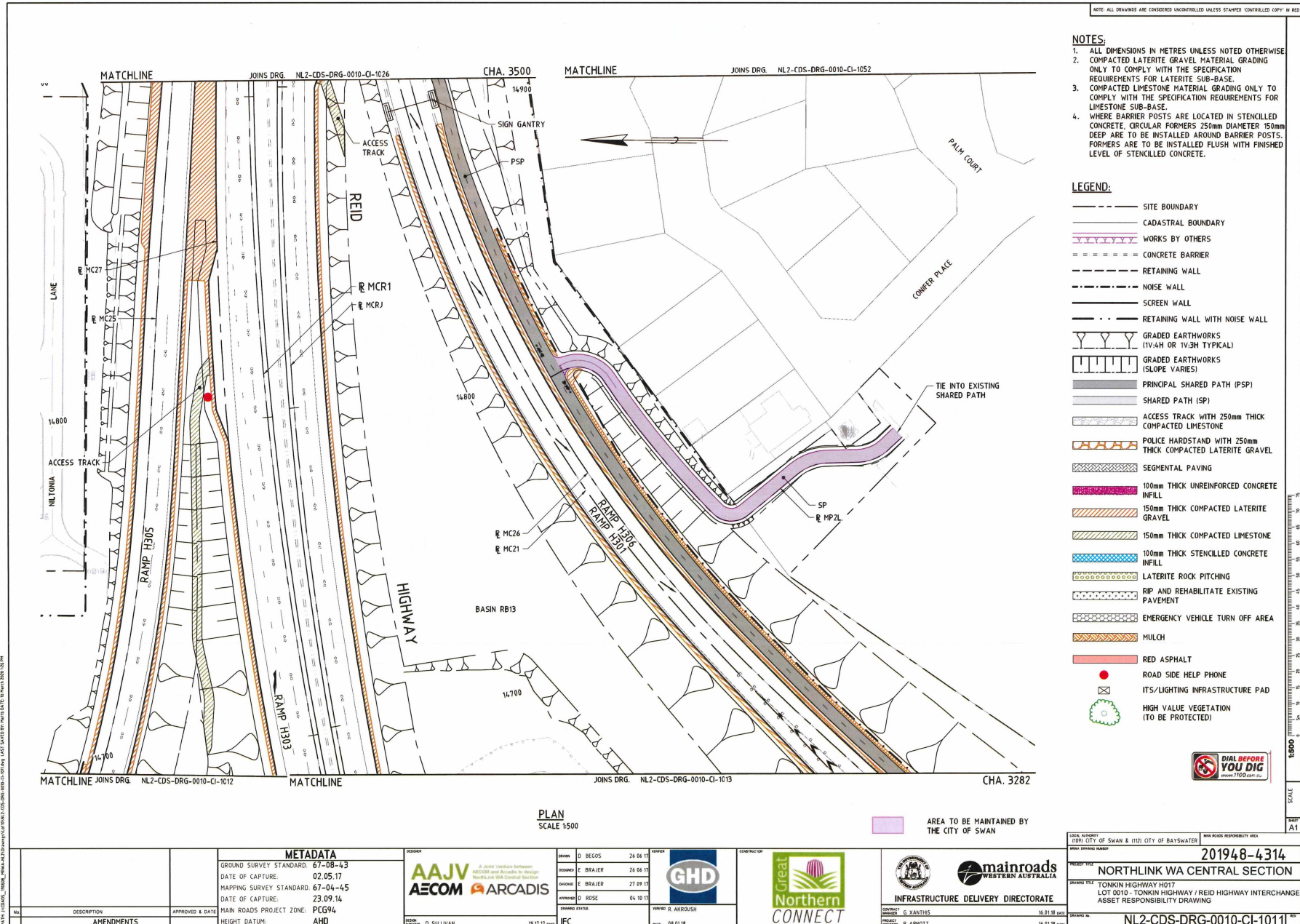
MAIN ROADS RESPONSIBILITY AREA

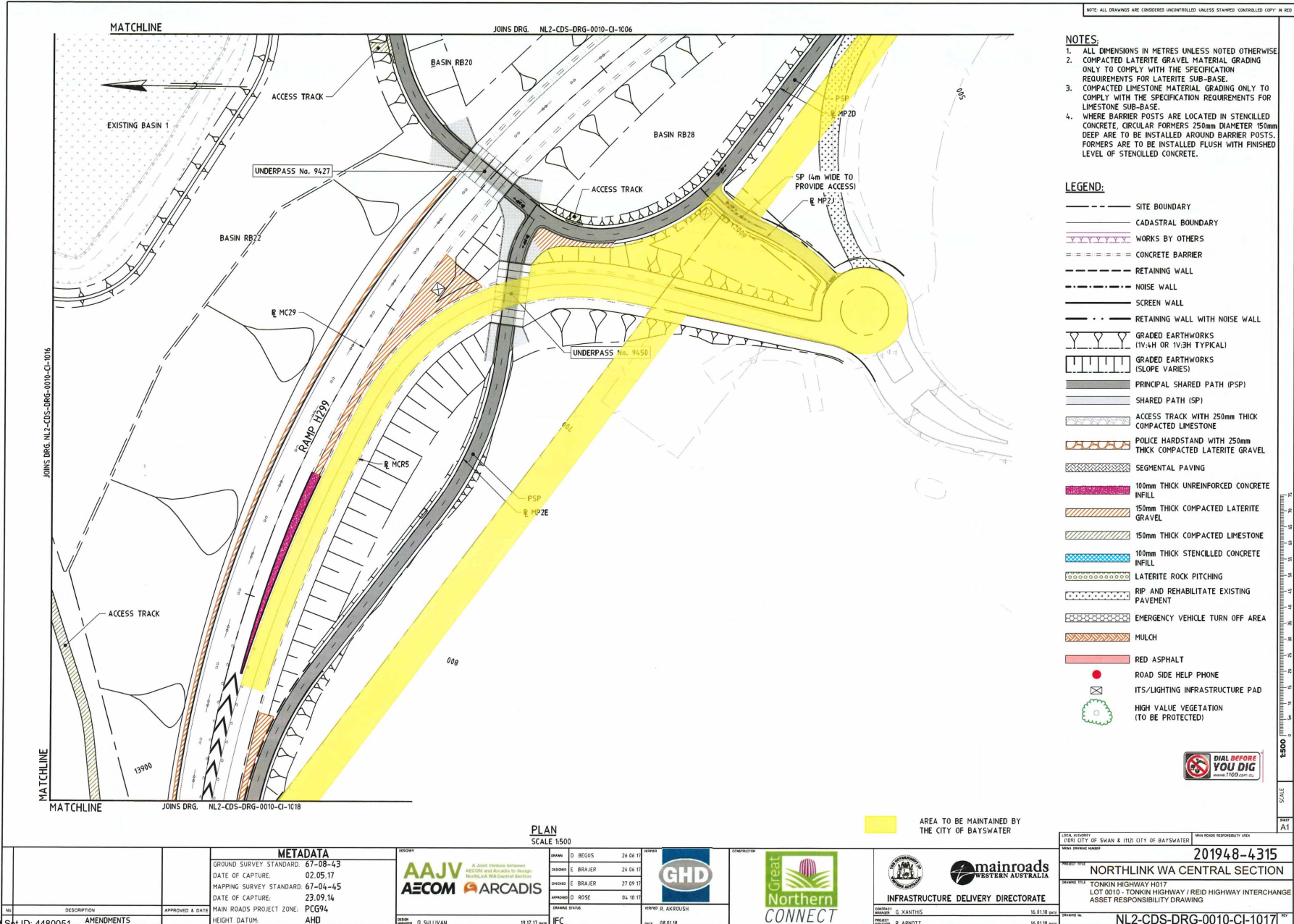
201948-4313

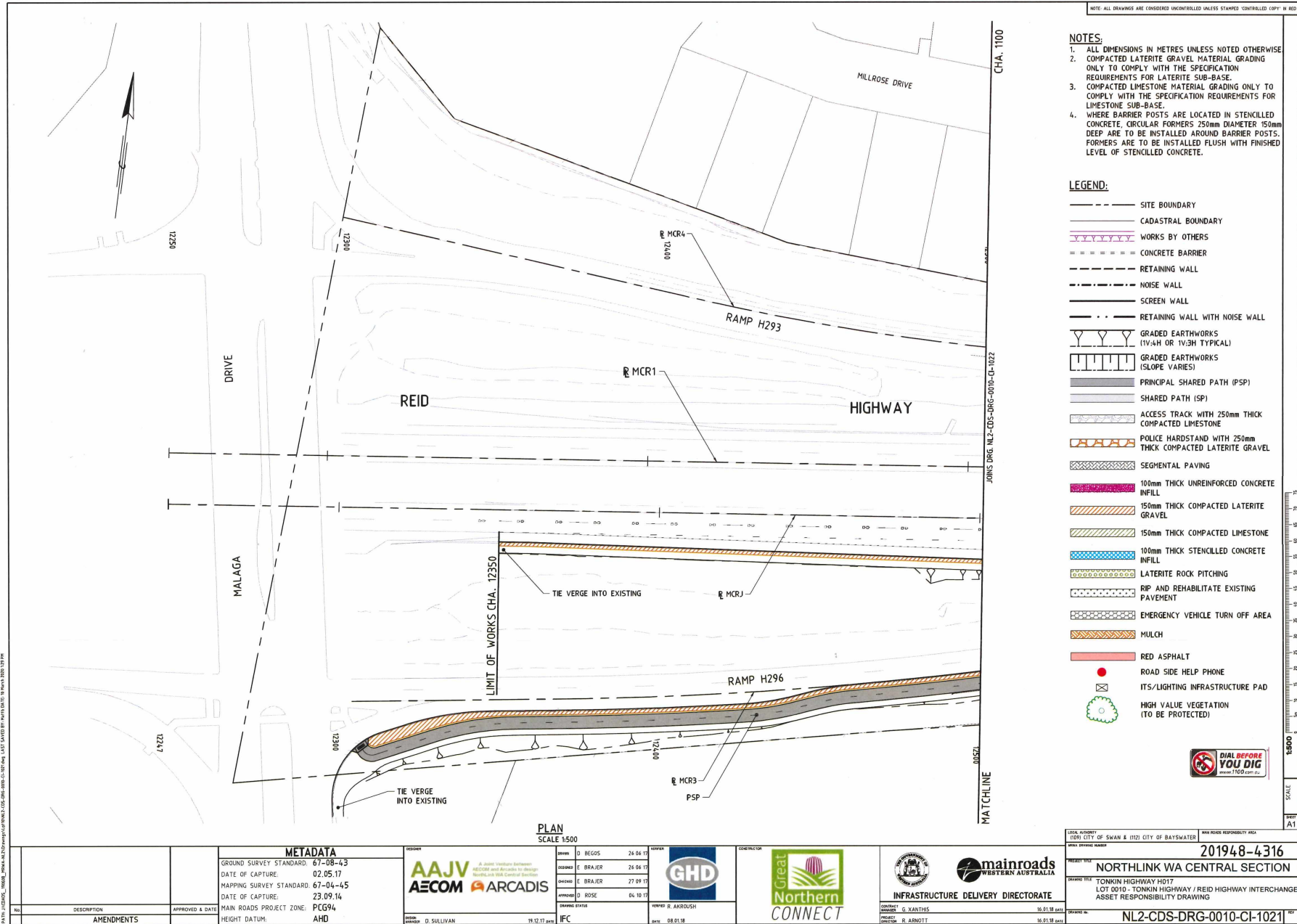
PROJECT TITLE: NORTHLINK WA CENTRAL SECTION

BRAND TITLE: TONKIN HIGHWAY H017 LOT 0010 - TONKIN HIGHWAY / REID HIGHWAY INTERCHANGE ASSET RESPONSIBILITY DRAWING

PROJECT NO: NL2-CDS-DRG-0010-CI-1008







- NOTES:**
1. ALL DIMENSIONS IN METRES UNLESS NOTED OTHERWISE
  2. COMPACTED LATERITE GRAVEL MATERIAL GRADING ONLY TO COMPLY WITH THE SPECIFICATION REQUIREMENTS FOR LATERITE SUB-BASE.
  3. COMPACTED LIMESTONE MATERIAL GRADING ONLY TO COMPLY WITH THE SPECIFICATION REQUIREMENTS FOR LIMESTONE SUB-BASE.
  4. WHERE BARRIER POSTS ARE LOCATED IN STENCILLED CONCRETE, CIRCULAR FORMERS 250mm DIAMETER 150mm DEEP ARE TO BE INSTALLED AROUND BARRIER POSTS. FORMERS ARE TO BE INSTALLED FLUSH WITH FINISHED LEVEL OF STENCILLED CONCRETE.

- LEGEND:**
- SITE BOUNDARY
  - CADASTRAL BOUNDARY
  - WORKS BY OTHERS
  - CONCRETE BARRIER
  - RETAINING WALL
  - NOISE WALL
  - SCREEN WALL
  - RETAINING WALL WITH NOISE WALL
  - GRADED EARTHWORKS (1V:4H OR 1V:3H TYPICAL)
  - GRADED EARTHWORKS (SLOPE VARIES)
  - PRINCIPAL SHARED PATH (PSP)
  - SHARED PATH (SP)
  - ACCESS TRACK WITH 250mm THICK COMPACTED LIMESTONE
  - POLICE HARDSTAND WITH 250mm THICK COMPACTED LATERITE GRAVEL
  - SEGMENTAL PAVING
  - 100mm THICK UNREINFORCED CONCRETE INFILL
  - 150mm THICK COMPACTED LATERITE GRAVEL
  - 150mm THICK COMPACTED LIMESTONE
  - 100mm THICK STENCILLED CONCRETE INFILL
  - LATERITE ROCK PITCHING
  - RIP AND REHABILITATE EXISTING PAVEMENT
  - EMERGENCY VEHICLE TURN OFF AREA
  - MULCH
  - RED ASPHALT
  - ROAD SIDE HELP PHONE
  - ITS/LIGHTING INFRASTRUCTURE PAD
  - HIGH VALUE VEGETATION (TO BE PROTECTED)

PLAN SCALE 1:500

<p><b>METADATA</b></p> <p>GROUND SURVEY STANDARD: 67-08-43                  DATE OF CAPTURE: 02.05.17                  MAPPING SURVEY STANDARD: 67-04-45                  DATE OF CAPTURE: 23.09.14                  MAIN ROADS PROJECT ZONE: PCG94                  HEIGHT DATUM: AHD</p>		<p><b>CLIENT</b></p> <p><b>AAJV</b>  <b>AECOM</b> <b>ARCADIS</b></p>		<p><b>DESIGNER</b></p> <p>D. BEGGS 24.04.17                  E. BRAUER 24.04.17                  E. BRAUER 27.09.17                  D. ROSE 04.10.17</p>		<p><b>CONTRACTOR</b></p> <p><b>GHD</b>  <b>Great Northern CONNECT</b></p>		<p><b>INFRASTRUCTURE DELIVERY DIRECTORATE</b></p> <p><b>mainroads</b>                  WESTERN AUSTRALIA</p>		<p>LOCAL AUTHORITY (109) CITY OF SWAN &amp; (112) CITY OF BAYSWATER</p> <p>201948-4316</p> <p><b>PROJECT TITLE</b>                  NORTHLINK WA CENTRAL SECTION</p> <p><b>ASSET TITLE</b>                  TONKIN HIGHWAY HOT                  LOT 0010 - TONKIN HIGHWAY / REID HIGHWAY INTERCHANGE                  ASSET RESPONSIBILITY DRAWING</p>	
<p><b>AMENDMENTS</b></p>		<p><b>APPROVED &amp; DATE</b></p> <p>D. SULLIVAN 19.12.17</p>		<p><b>VERIFIED &amp; DATE</b></p> <p>R. AKROUSH 08.01.18</p>		<p><b>DESIGNED &amp; DATE</b></p> <p>G. XANTHIS 16.01.18</p>		<p><b>PROJECT MANAGER &amp; DATE</b></p> <p>R. ARNOTT 16.01.18</p>		<p><b>DRAWING NO.</b>                  NL2-CDS-DRG-0010-CI-1021</p>	

**10.3.2 Bath Road Roundabout Land Acquisition**

<b>Responsible Branch:</b>	Transport and Buildings
<b>Responsible Directorate:</b>	Infrastructure and Assets
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	1. Land Dealings Plan for Lots 50 and 205 [10.3.2.1 - 1 page]

**SUMMARY**

Main Roads WA (MRWA) has requested the City of Bayswater Council to provide initial approval to proceed with the process of acquiring land from the City for the purpose of upgrading the Morley Drive and Bath Road intersection to a roundabout.

ADDITIONAL INFORMATION

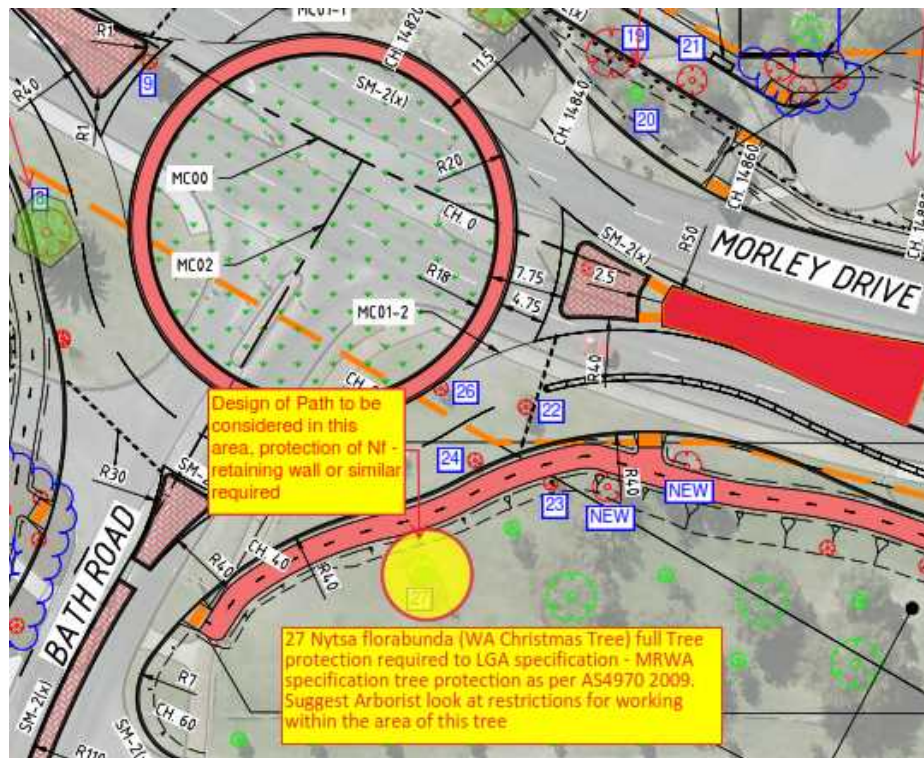
Further to the Agenda Briefing Forum on 15 August 2023, Councillors requested information regarding the trees affected by the proposed roundabout at the Bath Road and Morley Drive intersection. This specifically refers to the registered WA Christmas Tree that is located within the proposed portion required for acquisition within lot 205.

The significance of the tree was highlighted to Main Roads throughout the project consultation with the City, and Main Roads advised that this tree will be protected during the works. The City is currently awaiting more information detailing the protection of this tree, in addition to others in proximity to the works.

The City has previously been provided with plans highlighting trees that are expected to be impacted by the project. These plans are based on the 15% and 85% design drawings and are provided in a new **Attachment 2** to the report (see next page).

As at 16 August 2023, Main Roads advised the City that an arborist has been engaged to undertake a detailed assessment of the trees that will be affected by the project. This assessment is currently in progress and the final report will be provided to the City upon completion of the assessment.

For reference, the location of the WA Christmas Tree relative to the project boundaries is shown in the figure below. It is important to note that the arrangement of the roundabout and the accompanying path network depicted in the figure below corresponds to the 15% design, and is subject to amendments. The WA Christmas Tree will remain and will be protected – how this will be achieved will be subject to further design.



**RECOMMENDATION IMPLICATIONS**

In light of the above, the officer's recommendation remains unchanged.

**OFFICER'S RECOMMENDATION**

That Council:

1. Provides initial approval for Main Roads WA to commence and undertake land acquisition for lots 50 and 205 within Woking Reserve for the construction of the Morley Drive and Bath Road roundabout, as shown in Attachment 1.
2. Considers the offer from Main Roads WA, following valuation of the land as per the acquisition boundaries shown in Attachment 1.

***Cr Dan Bull moved an alternative motion.***

**MOTION**

That Council:

1. Provides initial approval for Main Roads WA to commence and undertake land acquisition for lots 50 and 205 within Woking Reserve for the construction of the Morley Drive and Bath Road roundabout, as shown in Attachment 1.
2. Considers the offer from Main Roads WA, following valuation of the land as per the acquisition boundaries shown in Attachment 1.
3. Advises Main Roads WA that any approval to proceed with the land acquisition of part lots 50 and 205 within Woking Reserve is subject to the following conditions being applied to the project to the satisfaction of the City of Bayswater:
  - (a) The full protection and preservation of the Nuytsia floribunda (WA Christmas Tree) located in lot 205.
  - (b) Main Roads WA replacing any trees removed in any part of the project at a ratio of five trees planted for each tree that is removed (5:1).

4. Restricts the use of the amount received by the City of Bayswater for the acquisition of part lots 50 and 205 within Woking Reserve to the purchase of land in or near the area for public open space.

Cr Dan Bull Moved, Cr Sally Palmer Seconded

*Cr Steven Ostaszewskyj advised he would like to move an amendment.*

#### **PROCEDURAL MOTION**

That, in accordance with clause 11.7 of the City of Bayswater Standing Orders Local Law 2021, the meeting be adjourned for five minutes to allow time for Cr Steven Ostaszewskyj to put the amendment in writing.

Cr Catherine Ehrhardt, Deputy Mayor Moved, Cr Elli Petersen-Pik Seconded

**CARRIED: 5/5**

In accordance with section 5.21(3) of the *Local Government Act 1995*, as the votes were equally divided, the Presiding Member, Cr Filomena Piffaretti, Mayor, used her casting vote to carry the motion.

*For: Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Catherine Ehrhardt, Deputy Mayor and Cr Elli Petersen-Pik.*

*Against: Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Dan Bull and Cr Giorgia Johnson.*

*At 9:09pm the meeting closed to the public and the live stream was suspended.*

*At 9:16pm the meeting opened to the public and the live streaming resumed.*

*Cr Steven Ostaszewskyj proposed the following amendment:*

#### **AMENDMENT**

That limb 4 be amended as follows:

4. Restricts the use of the amount received by the City of Bayswater for the acquisition of part lots 50 and 205 within Woking Reserve to:
  - (a) Landscape the embankments near the corner of Woking Street and Bath Road, and the corner of Bath Road and Fitzgerald Road to reduce the impact of the new intersection and to increase the amenity for residents living in that area; and
  - (b) Purchase land for public open space in or near the area.

*As the amendment was accepted by the mover and seconder, it formed part of the substantive motion.*

#### **COUNCIL RESOLUTION**

That Council:

1. Provides initial approval for Main Roads WA to commence and undertake land acquisition for lots 50 and 205 within Woking Reserve for the construction of the Morley Drive and Bath Road roundabout, as shown in Attachment 1.
2. Considers the offer from Main Roads WA, following valuation of the land as per the acquisition boundaries shown in Attachment 1.

3. **Advises Main Roads WA that any approval to proceed with the land acquisition of part lots 50 and 205 within Woking Reserve is subject to the following conditions being applied to the project to the satisfaction of the City of Bayswater:**
  - (a) **The full protection and preservation of the *Nuytsia floribunda* (WA Christmas Tree) located in lot 205.**
  - (b) **Main Roads WA replacing any trees removed in any part of the project at a ratio of five trees planted for each tree that is removed (5:1).**
4. **Restricts the use of the amount received by the City of Bayswater for the acquisition of part lots 50 and 205 within Woking Reserve to:**
  - (a) **Landscape the embankments near the corner of Woking Street and Bath Road, and the corner of Bath Road and Fitzgerald Road to reduce the impact of the new intersection and to increase the amenity for residents living in that area; and**
  - (b) **Purchase land for public open space in or near the area.**

**Cr Dan Bull Moved, Cr Sally Palmer Seconded**

**CARRIED: 7/3**

**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor and Cr Dan Bull.*

**Against:** *Cr Steven Ostaszewskyj, Cr Elli Petersen-Pik and Cr Giorgia Johnson.*

## **BACKGROUND**

In response to the crash statistics occurring at the intersection of Morley Drive and Bath Road, MRWA is proposing the installation of a dual lane roundabout at the intersection which will require land beyond the current Metropolitan Regional Scheme (MRS) boundary. The project also includes the realignment of the shared path, new lighting installation, and construction of three median refuges to improve the safety of cyclists and pedestrians. The project is funded by the State Government.

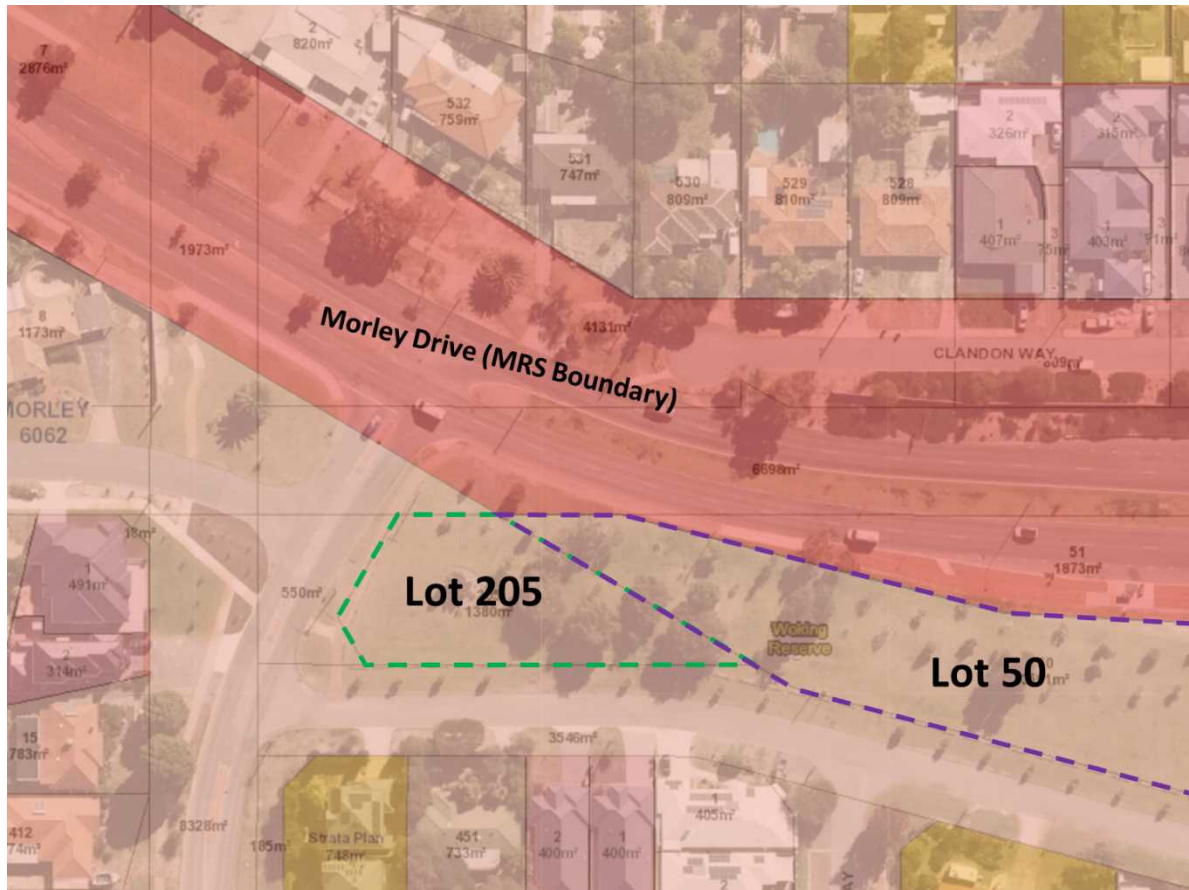
## **EXTERNAL CONSULTATION**

MRWA has been conducting all the necessary public consultation and the City has been a consulted party participant.

## **OFFICER'S COMMENTS**

Based on crash statistics from the last five-year period ending 31 December 2022, the intersection is ranked 21 for state road intersections within the City of Bayswater. During this period, there have been a total of 15 reported crashes at the intersection. Only one was a casualty crash of medical severity. Notably, 10 of the total crashes (67%) are associated with right turn movements into and out of Bath Road. According to MRWA, the proposed roundabout is predicted to reduce the number of crashes by 83.5%.

The current MRS boundary for Morley Drive currently overlaps with a small portion within the Woking Reserve boundaries, however, outside the lots in question. This portion is currently zoned as a Public Road. The MRS and two lot boundaries are presented below.



Both lots are currently zoned as Public Open Space, contributing to the green aesthetics of the area and providing recreational benefits to the community.

The existing and required land size from each lot is summarised below:

Lot	Ownership of Land	Existing Land Size	Required Land Size	Amended Land Size Retained by the City
205	City of Bayswater	1381m <sup>2</sup>	598m <sup>2</sup>	783m <sup>2</sup>
50	City of Bayswater	3592m <sup>2</sup>	1222m <sup>2</sup>	2370m <sup>2</sup>

If approval from Council is granted, MRWA will be conducting a valuation of the land required for the proposed project. Following the valuation process, they will proceed to make an official offer to the City for the acquisition of the identified land. In addition, MRWA will undertake all the necessary steps and procedures involved in the land acquisition process.

All other lots in the vicinity of the intersection are zoned as Public Road and are unaffected by the land acquisition.

**LEGISLATIVE COMPLIANCE**

- *Transfer of Land Act 1893.*

**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.

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	Moderate
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	Acquiring of this land will result in the reduction of public open space within the Morley area, which is currently low compared to other suburbs within the City.	

**FINANCIAL IMPLICATIONS**

MRWA’s acquisition of portions of lots 205 and 50 will generate revenue for the City, determined by the valuation of these portions.

**STRATEGIC IMPLICATIONS**

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

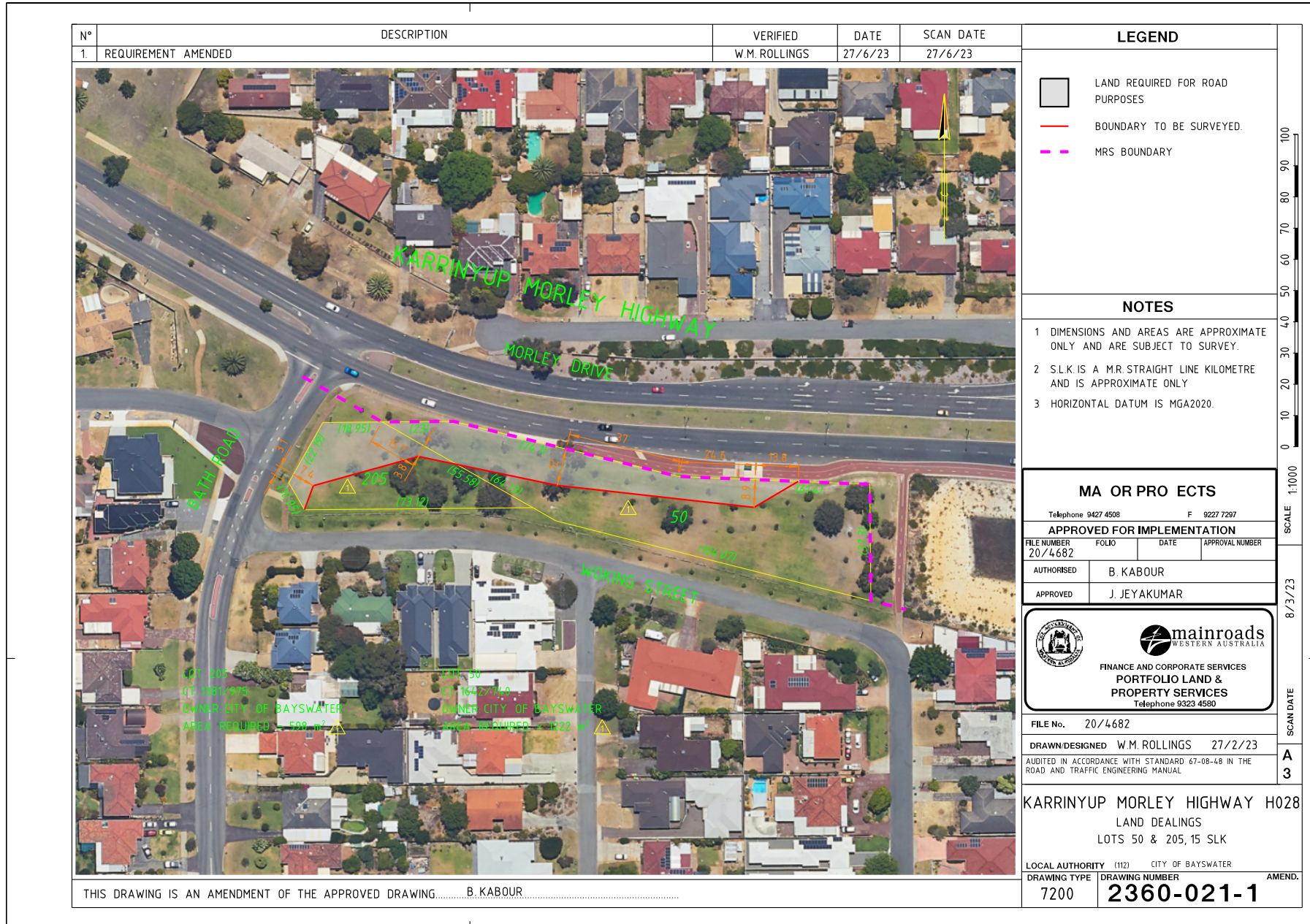
- Theme: Community
- Goal C1: Create safe and inviting places for people to come together.

Theme: Environment and Liveability

Goal E3: Improve the City's walking and cycling network and create safer streets.

### **CONCLUSION**

MRWA has requested that initial approval be granted to acquire the portion of lots 50 and 205 within the Woking Reserve from the City as per **Attachment 1**. It is recommended that the City provides its consent for MRWA to commence the land acquisition process and undertake valuation of land by an independent valuator.



**10.3.3 Low Cost Urban Road Safety Program - Treatment Plans**

<b>Responsible Branch:</b>	Project Services
<b>Responsible Directorate:</b>	Infrastructure and Assets
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Maylands Central Precinct Recommended Treatments and Comments [<b>10.3.3.1</b> - 5 pages]</li> <li>2. Shearn Park Precinct - Recommended Treatments and Comments [<b>10.3.3.2</b> - 5 pages]</li> <li>3. Weld Square Precinct - Recommended Treatments and Comments [<b>10.3.3.3</b> - 4 pages]</li> <li>4. RA Cook Precinct - Recommended Treatments and Comments [<b>10.3.3.4</b> - 5 pages]</li> </ol>
<b>Refer:</b>	<p><b>Item 10.3.2: OCM 25.10.2022</b>  <b>Item 10.3.1: OCM 28.06.2022</b>  <b>Item 10.3.2: OCM 26.04.2022</b>  <b>Item 10.3.1: OCM 26.04.2022</b></p>

***CR CATHERINE EHRHARDT, DEPUTY MAYOR DECLARED A PROXIMITY INTEREST***

*In accordance with section 5.60b of the Local Government Act 1995, Cr Catherine Ehrhardt, Deputy Mayor declared a proximity interest in this item as she lives in the Shearn Park Precinct which is mentioned in the report. At 8:23pm Cr Catherine Ehrhardt, Deputy Mayor withdrew from the Council Chambers and did not participate in consideration or voting on this item.*

**SUMMARY**

For Council to endorse the proposed treatment plans of Low-Cost Urban Road Safety (LCURS) program for Maylands Central Precinct, Shearn Park Precinct, Weld Square Precinct, and RA Cook Precinct.

***At 8:23pm Cr Catherine Ehrhardt, Deputy Mayor withdrew from the meeting.***

**OFFICER'S RECOMMENDATION**

That Council:

1. Endorses the following final traffic treatment plans for implementation under the Low-Cost Urban Road Safety (LCURS) program:
  - (a) Maylands Central Precinct Recommended Treatments (as detailed in Attachment 1).
  - (b) Shearn Park Precinct Recommended Treatments (as detailed in Attachment 2).
  - (c) Weld Square Precinct Recommended Treatments (as detailed in Attachment 3).
  - (d) RA Cook Precinct Recommended Treatments (as detailed in Attachment 4).
2. Notes that a review of the treatments will be undertaken within six months of completed installation to determine their effectiveness.
3. Notes that appropriate tree planting will be considered for all approved treatments.

*Cr Michelle Sutherland proposed an alternative motion:*

**MOTION**

That Council:

1. Endorses the following final traffic treatment plans for implementation under the Low-Cost Urban Road Safety (LCURS) program:
  - (a) Maylands Central Precinct Recommended Treatments (as detailed in Attachment 1).
  - (b) Weld Square Precinct Recommended Treatments (as detailed in Attachment 3).
  - (c) RA Cook Precinct Recommended Treatments (as detailed in Attachment 4).
2. Notes that a review of the treatments will be undertaken within six months of completed installation to determine their effectiveness.
3. Notes that appropriate tree planting will be considered for all approved treatments.
4. Requests the Chief Executive Officer to find alternative treatments to the mini-roundabout treatments shown in the Shearn Park Precinct Recommended Treatments plan (as detailed in Attachment 2) and undertakes further community consultation on all the Shearn Park Precinct.

Cr Michelle Sutherland Moved, Cr Josh Eveson Seconded

*Cr Elli Petersen-Pik proposed the following amendment:*

**AMENDMENT**

That limb 1 be amended to replace the word 'Endorses' with 'Notes' and that limb 4 be amended as follows:

4. Requests the Chief Executive Officer to find alternative treatments to the mini-roundabout treatments shown in all the Precincts in the Recommended Treatments plan (as detailed in Attachments 1, 2, 3 and 4) and undertakes further community consultation on all the Precincts.

*As the mover and seconder accepted the amendment, it formed part of the substantive motion.*

**COUNCIL RESOLUTION**

That Council:

1. Notes the following final traffic treatment plans for implementation under the Low-Cost Urban Road Safety (LCURS) program:
  - (a) Maylands Central Precinct Recommended Treatments (as detailed in Attachment 1).
  - (b) Weld Square Precinct Recommended Treatments (as detailed in Attachment 3).
  - (c) RA Cook Precinct Recommended Treatments (as detailed in Attachment 4).
2. Notes that a review of the treatments will be undertaken within six months of completed installation to determine their effectiveness.
3. Notes that appropriate tree planting will be considered for all approved treatments.
4. Requests the Chief Executive Officer to find alternative treatments to the mini-roundabout treatments shown in all the Precincts in the Recommended Treatments

plan (as detailed in Attachments 1, 2, 3 and 4) and undertakes further community consultation on all the Precincts.

Cr Michelle Sutherland Moved, Cr Josh Eveson Seconded

CARRIED UNANIMOUSLY: 9/0

**For:** Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Elli Petersen-Pik, Cr Dan Bull and Cr Giorgia Johnson.

**Against:** Nil.

#### REASON FOR CHANGE

*Councillors discussed community concerns with mini-roundabout treatments and requested alternative treatments be considered at sites where mini roundabouts were recommended. The new treatment(s) should take into account pedestrian and cyclist movements, as well as being effective to slow down vehicles.*

*At 8:33pm Cr Catherine Ehrhardt, Deputy Mayor, rejoined the meeting.*

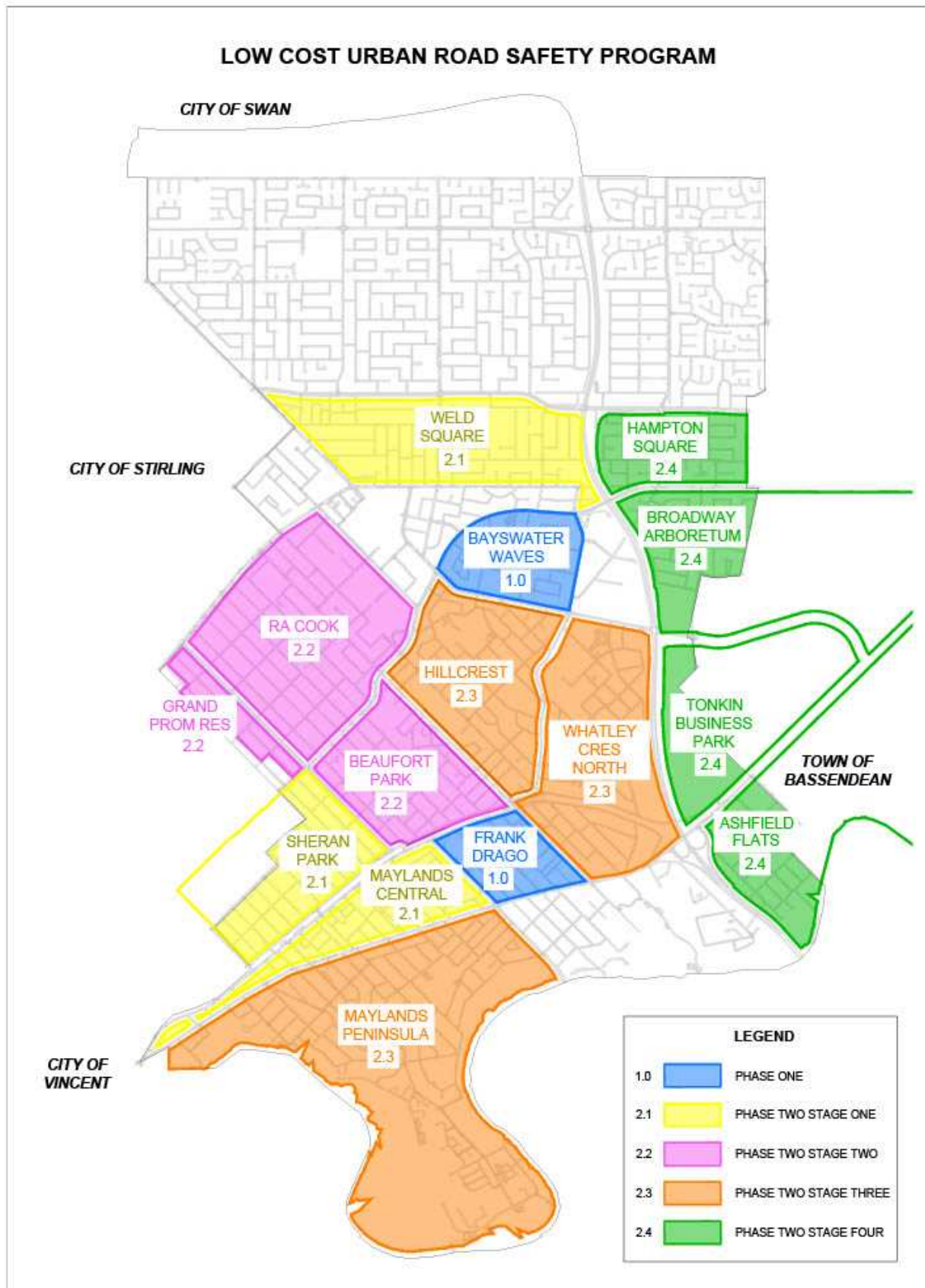
#### BACKGROUND

The City of Bayswater is participating in the State Government's Low-Cost Urban Road Safety (LCURS) Program. The LCURS program involves installing low-cost road treatments that lower vehicle speed and improves the safety of roads. LCURS relates to local roads only and is being applied across many locations in the Perth metropolitan area, including several neighbourhood cells in the City of Bayswater. The LCURS Program is fully funded by the State through Main Roads Western Australia (MRWA) and is supported via the Road Trauma Trust Account.

The first two delivery areas of LCURS within the City in Bayswater (around Frank Drago Reserve) and Embleton (around Bayswater Waves) are nearing completion.

Limbs 2 and 3 in the above Officer's Recommendation were added by Council to the last related reports for Bayswater and Embleton and are included here for consistency. Limb 2 will be undertaken six months after final works and line marking is completed, and will include speed and volume surveys and any other recent data to assess effectiveness. Limb 3 requests that consideration of tree planting is undertaken, however only some treatments can be considered for trees adjacent on the verge. Planting at entry statements, and mini roundabouts at intersections would affect safe sight lines of turning vehicles.

The map below illustrates the areas for LCURS delivery, and stages of implementation.



T:\Cad\_Jobs\2023\03\_2023\_MISC\TOM STACY SHAPE FILES\LOW COST URBAN ROAD SAFETY PROGRAM Rev\_5 - CITY MAP.dwg, 01/08/2023 9:49:58 AM

The four current areas to be delivered, being Maylands Central, Shearn Park, Weld Square (shown in yellow) and RA Cook (shown in pink) which are the subject of this report, have undergone two stages of community engagement:

- Engagement 1 (E1) – to understand community experience around speed, traffic volume, rat running and any other areas of traffic concern. Letters were delivered to all properties within the four treatment areas inviting comment on Engage Bayswater or the return of a hard copy survey. Residents were also given the opportunity to attend a local area drop-in session to discuss any concerns. The feedback from this engagement is used to develop the draft treatment plan(s).
- Engagement 2 (E2) – focussed on community response on the draft treatment plan(s) developed by City officers. The treatment plans were developed based on community feedback and MRWA crash data. Residents were invited to comment on Engage Bayswater or via a hard copy survey with the draft plan attached. Further drop-in sessions were hosted to discuss concerns and residents also had the opportunity to discuss concerns individually with City officers.

Treatment plan recommendations and outcomes derived from community engagement are now presented to Council for approval to proceed to tender for construction.

**EXTERNAL CONSULTATION**

The first round of community consultation was undertaken between October and December 2022.

- Engagement 1 (E1) – Community survey, based on the lived experience of local residents, considering speed, traffic volume and rat running of traffic.

Letters inviting feedback were sent to all properties in the treatment areas. The response rate ranged from 2.7% to 17.3%. Of the responses, local traffic speed was the most common cause of concern in the neighbourhood areas (with the exception of Maylands). The following table provides a summary of responses for E1.

Neighbourhood Areas	Number of properties surveyed	Total community responses	Primary concern	Secondary concerns
Maylands Central	1,624	274 (16.9%)	Traffic volume (28%)	Rat running (13%), traffic speed (19%), other (40%)
Shearn Park	2,049	354 (17.3%)	Traffic speed (30%)	Rat running (15%), traffic volume (20%), other (35%)
Weld Square	1,971	74 (3.8%)	Traffic speed (29%)	Rat running (15%), traffic volume (20%), other (35%)
RA Cook	2,424	66 (2.7%)	Traffic speed (32%)	Rat running (15%), traffic volume (15%), other (38%)

- Engagement 2 (E2) – Community feedback to the draft treatment plan on an area basis.

Further community input was received between April and June 2023 as part of E2, to confirm the draft treatments proposed.

For each area above there was more support for the treatments, than against. Some responses commented only on the treatments near their property, and this is reflected as ‘Response provided on singular property only’.

Where community response was between 20% and 50% against a singular treatment, the proposed treatment was either not progressed or amended to a more suitable treatment, based on community feedback. Where community response was greater than 50% against a treatment,

the proposed treatment was not progressed. The community were given the opportunity to respond 'For' or 'Against' on all individual treatments in the area. If a response was not provided for a particular treatment, it has been included as a 'Did Not Indicate' response in the table below.

Summary of responses from E2

Area	Total community responses	Number of properties / % response	'Against' Draft Treatment	'For' Draft Treatment	'Did Not Indicate'
			% of total community responses		
Maylands Central	61	1,624 (3.8%)	16.5%	60.5%	23.0%
Shearn Park	81	2,049 (4.0%)	20.1%	50.4%	29.5%
Weld Square	38	1,971 (1.9%)	15.5%	53.6%	30.9%
RA Cook	113	2,424 (4.7%)	29.3%	50.3%	20.4%
<b>Totals</b>		<b>Average (3.6%)</b>			

Parking on raised treatments or parking in general comprised a high percentage of 'Other issues' during the E1 engagement. Comments received mostly centred on the painting of yellow lines for parking restriction, and while not included in the LCURS process, these issues can be considered in other City programs.

During the engagement period, the City also received a number of comments relating to main arterial roads such as Guildford Road and Embleton Avenue. The City will continue to liaise with MRWA in relation to any non-LCURS comments.

**OFFICER'S COMMENTS**

In developing the treatment plans, consideration was given to all engagement feedback, and the following internal Guiding Principles (GP) were applied:

GP 1 – MRWA recommended locations based on crash data and area location, forms the starting point for development of the treatment plan.

GP 2 – Traffic data relating to speed of vehicles (km/h) and volume of vehicles per day (vpd) based on a two-week count, to assist in the review of feedback.

GP 3 – Final treatment plan responses – to be summarised as 'support' (yes) to the proposed area treatment plan, 'do not support' (no) to the proposed area treatment plan and 'did not indicate' support for the proposed area plan as a whole.

It should be noted that these responders said 'yes' or 'no' to individual treatments and did not indicate a preference on others or the overall area plan. In these cases:

- If the response was more than 50% 'No', the proposed treatment was not progressed.
- If the response was more than 20% and less than <50% 'No' – officers considered not installing the treatment or replacing the treatment with another treatment type.

GP 4 – Treatment choices (the below list is not exhaustive):

- Mini-roundabout for four-way intersection: 3m – 5m diameter.
- Raised platform vs. angled slow point vs. offset width slow point.

- Blister islands.
- Simple or complex – a simple treatment can be constructed between the existing kerb line. A complex treatment requires detailed design for kerb realignment and drainage etc.

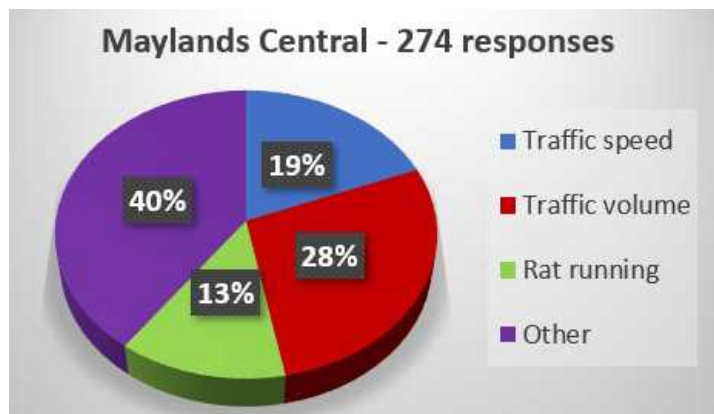
GP 5 – Balance of treatments in the proposed area. This requires officers to look at the whole neighbourhood area and new treatment locations, to ensure there is an even spread of treatments.

GP 6 – Survey Comments. Consider relative individual comments e.g. “*Speeding in my street at this intersection*” vs. negative comments e.g. “*It will damage my vehicle*”.

GP 7 – Planting. Can planting be included in the treatment design? For example, there is no opportunity to plant with a mini roundabout but it can be accommodated in a blister island.

Area Analysis

Area 1 - Maylands Central



Key safety concerns raised by E1 were a split of issues, with traffic volume being the main single concern, and the control of parking in the ‘Other’ category. Entry off both Guildford Road and Whatley Crescent were a concern for rat running through traffic, hence the inclusion of raised entry statements indicating a slow residential area.

Rat running was mainly a concern at Grafton Road, the closest parallel to Garratt Road, accessing through to the Hotham Street Bridge. Many requested treatments within this area, are to slow and discourage rat running vehicles.

The treatments of Charles Street, Belgrave Street and Ninth Avenue were predominantly based on crash statistics and recommended by MRWA.

The treatment on Foundry Street was requested to slow the vehicles entering commercial properties.

A draft treatment plan was prepared based on the feedback from E1 and was provided as part of E2.

The feedback received from E2 suggested that while there were some concerns that entry statements would be ineffective, it was thought it was safer to include them to identify the residential area, rather than not include them. Only one entry statement was removed.

The following treatments are included in the final plan, and the locations are detailed in the table below.

- 3 x Mini roundabouts

- 5 x Raised short platforms
- 5 x Raised long platforms
- 1 x Raised platform at intersection
- 15 x Raised gateway platform

Treatment No.	Treatment Type	Location
Site 1	Mini Roundabout	Kenilworth St / Cox St
Site 2	Mini Roundabout	Grosvenor St / Cox St
Site 3	Mini Roundabout	Grafton Rd / Cox St
Site 4	Raised Short Platform	21 Kitchener Av
Site 5	Raised Short Platform	53 Charles St
Site 6	Raised Short Platform	36 Belgrave St
Site 7	Raised Short Platform	9 Charles St
Site 8	Raised Short Platform	14 Belgrave St
Site 9	Raised Long Platform	Ninth Av / Warnes St
Site 10	Raised Long Platform	Ninth Av / George St
Site 11	Raised Long Platform	Belgrave St / Cox St
Site 12	Raised Gateway Platform	Caledonian Av / Guildford Rd
Site 13	Raised Gateway Platform	Morrison St / Guildford Rd
Site 14	Raised Gateway Platform	Ferguson St / Guildford Rd
Site 15	Raised Gateway Platform	Charles St / Guildford Rd
Site 16	Raised Gateway Platform	Belgrave St / Guildford Rd
Site 17	Raised Gateway Platform	Kenilworth St / Guildford Rd
Site 18	Raised Gateway Platform	Grosvenor Rd / Guildford Rd
Site 19	Raised Gateway Platform	Grafton Rd / Guildford Rd
Site 20	Raised Gateway Platform	Kitchener Av / Garratt Rd
Site 22	Raised Gateway Platform	Ferguson St / Whatley Cr
Site 23	Raised Gateway Platform	Charles St / Whatley Cr
Site 24	Raised Gateway Platform	Belgrave St / Whatley Cr
Site 25	Raised Gateway Platform	Kenilworth St / Whatley Cr
Site 26	Raised Gateway Platform	Grosvenor Rd / Whatley Cr
Site 27	Raised Gateway Platform	Grafton Rd / Whatley Cr
Site 28	Raised Long Platform	Morrison St / Foundry St
Site 29	Raised Platform - Intersection	Grafton Rd / Kitchener Av
Site 30	Raised Long Platform	Grafton Rd / Brooks Dr

The following sites that were included in the draft treatment plan provided to E2 have been excluded from the final treatment plan.

Treatment No.	Treatment Type	Location	Reason
Site 21	Raised Gateway Platform	Rowlands St / Whatley Cr	Community request for fewer gateway treatments

The following sites that were included in the draft provided to E2, have been modified in the final treatment plan.

Treatment No.	Draft Treatment Type	Final Treatment Type	Location	Reason
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Site 28	Raised Platform - Intersection	Raised Long Platform	Morrison St / Foundry St	Community request to amend from full intersection treatment.
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The following is the draft treatment plan showing the changes made as a result of E2 consultation. Treatments that have been removed have been marked with an 'X' on the plan, and modified treatments are identified by a circle.

The final plan is provided in **Attachment 1**.



Area 2 – Shearn Park



Key safety concerns raised by Engagement 1 were a split of issues between traffic speed and the ‘Other’ category. Other category concerns include parking, access to Railway Parade, the road complication of the new bike path within the road pavement of Railway Parade, traffic volumes on Seventh Avenue from the bridge, and the lack of speed control in the area. Further, rat running through the area from Grand Promenade to Central Avenue resulted in complications at a few complex intersections. Eight of the nine mini-roundabouts were requested by MRWA to alleviate this concern.

A draft treatment plan was prepared based on the feedback from E1 and was provided as part of E2.

Three special treatments remain under review with MRWA. These are 31, 32 and 33.

The following treatments are included in the final plan, and the locations are detailed in the table below.

- 9 x Mini roundabouts
- 8 x Raised short platforms
- 2 x Raised long platforms
- 3 x Special intersection treatments
- 10 x Raised gateway platform

Treatment No.	Treatment Type	Location
Site 1	Mini Roundabout	Coode St / Sixth Av
Site 2	Mini Roundabout	Coode St / Seventh Av
Site 3	Mini Roundabout	Coode St / Eighth Av
Site 4	Mini Roundabout	Coode St / Ninth Av
Site 5	Mini Roundabout	Coode St / Tenth Av
Site 6	Mini Roundabout	Sussex St / Bowden St
Site 7	Mini Roundabout	Salisbury St / Bowden St
Site 8	Mini Roundabout	Rosebery St / Bowden St
Site 9	Mini Roundabout	Rosebery St / York St
Site 10	Raised Gateway Platform	Railway Pd / Kennedy St
Site 11	Raised Gateway Platform	Railway Pd / Crawford St
Site 12	Raised Gateway Platform	Railway Pd / Stuart St

Site 13	Raised Gateway Platform	Railway Pd / Sussex St
Site 14	Raised Gateway Platform	Railway Pd / Rosebery St
Site 15	Raised Gateway Platform	Grand Prom / Bowden St
Site 16	Raised Gateway Platform	Grand Prom / York St
Site 17	Raised Gateway Platform	Beaufort St / Rosebery St
Site 18	Raised Gateway Platform	Beaufort St / Salisbury St
Site 19	Raised Gateway Platform	Coode St/ Central Av
Site 20	Raised Short Platform	17 Stuart St
Site 21	Raised Short Platform	18 Sussex St
Site 22	Raised Short Platform	11 Salisbury St
Site 24	Raised Short Platform	66 Sussex St
Site 25	Raised Short Platform	43 Salisbury St
Site 26	Raised Short Platform	39 Rosebery St
Site 27	Raised Short Platform	74 Salisbury St
Site 28	Raised Short Platform	76 Rosebery St
Site 29	Raised Long Platform	Marlborough St / Crawford St
Site 30	Raised Long Platform	84 Seventh Av
Site 31	Special Intersection Treatment	Kennedy St / Harrow St
Site 32	Special Intersection Treatment	Crawford St / Harrow St
Site 33	Special Intersection Treatment	Stuart St / Alma St

The following site that was included in the draft treatment plan provided to E2 has been excluded from the final treatment plan.

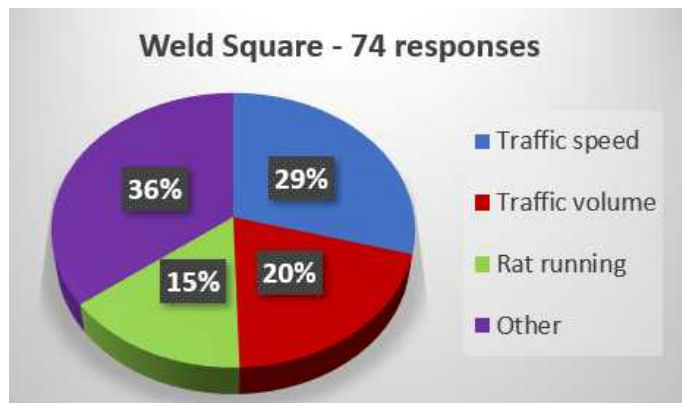
Treatment No.	Treatment Type	Location	Reason
Site 23	Raised short platform	65 Stuart Street	Too narrow, with on-street parking already restricting any ability to speed or rat run.

The following is the draft treatment plan showing the changes made as a result of E2 consultation. Treatments that have been removed have been marked with an 'X' on the plan, and modified treatments are identified by a circle.

The final plan is provided in **Attachment 2**.



Area 3 – Weld Square



Key safety concerns raised by E1 were also a split of issues, with traffic speed being the main single concern, and the control of parking in the ‘Other’ category. There were comments suggesting that the area did not require treatment, but comments mostly related to the high volume of traffic.

A draft treatment plan was prepared based on the feedback from E1 and was provided as part of E2.

The treatments on Timms Place, Halvorson Road and Wheeler Street were removed due to the bus route. The cluster of treatments 6,7,28, 29, 30 and 31, were recommended by MRWA around the Morley Primary School, as were 17, 22, 26 and 27 around Weld Square Primary School.

Treatments 21 and 23 were amended from long intersection platform to short mid-block platforms due to underground service access lids at each intersection.

Treatment 10 was amended from a gateway platform to a short mid-block platform due to sight distance issues at the intersection of Crimea and Rodda Streets.

The following treatments are included in the final plan, and the locations are detailed in the table below.

- 3 x Speed Cushions
- 9 x Raised short platforms
- 4 x Raised long platforms
- 7 x Raised gateway platforms
- 1 x Median Island

Treatment No.	Treatment Type	Location
Site 1	Raised Gateway Platform	Walter Rd West / Elstead Wy
Site 2	Raised Gateway Platform	Walter Rd West / Hutt St
Site 3	Raised Gateway Platform	Walter Rd West / Bourne St
Site 4	Raised Gateway Platform	Walter Rd West / Hewton St
Site 6	Raised Gateway Platform	Wellington St / Mangini St
Site 7	Raised Gateway Platform	Wellington St / Vera St
Site 10	Raised Short Platform	41 Rodda St
Site 12	Raised Gateway Platform	Byfleet St / Morley Dr
Site 13	Raised Short Platform	35 Wheeler St

Site 15	Raised Short Platform	25 Weld Square West
Site 16	Raised Short Platform	9 Compton St
Site 17	Raised Short Platform	27 Clarke St
Site 20	Raised Long Platform	Bourne St / Ashby St
Site 21	Raised Short Platform	20 Robinson St
Site 22	Raised Long Platform	Dorking Pl / Clarke St
Site 23	Raised Short Platform	52 Robinson St
Site 26	Raised Long Platform	Byfleet St / Fitzgerald St
Site 27	Raised Long Platform	Clarke St / Fitzgerald St
Site 28	Speed Cushions	11 Vera St
Site 29	Speed Cushions	21 Vera St
Site 30	Speed Cushions	Mangini St
Site 31	Raised Short Platform	Vera St
Site 32	Special Design Treatment	Halvorson Rd / Steven St
Site 33	Raised Short Platform	11 Rodda Street

The following sites that were included in the draft treatment plan provided to E2 have been excluded from the final treatment plan.

Treatment No.	Treatment Type	Location	Reason
Site 5	Raised Gateway Platform	Wheeler St / Walter Rd W	Entry to commercial area
Site 8	Raised Gateway Platform	Ballarat St / Morley Dr	Community request
Site 9	Raised Gateway Platform	Timms Pl / Morley Dr	Bus route
Site 11	Raised Gateway Platform	Halvorsen Rd / Crimea St	Community request
Site 14	Raised Short Platform	39 Hutt St	Community request
Site 18	Raised Short Platform	14 Bruce Rd	Local Street only
Site 19	Raised Long Platform	Halvorson Rd / Timms Pl	Bus route
Site 24	Raised Long Platform	Bath Rd / Elstead Wy	Could not fit due to existing bus stop.
Site 25	Raised Long Platform	Donna St / Fitzgerald Rd	Community request

The following sites that were included in the draft provided to E2, have been modified in the final treatment plan.

Treatment No.	Draft Treatment Type	Final Treatment Type	Location	Reason
Site 10	Raised Gateway Platform	Raised Short Platform	Moved from Rodda St / Crimea St to 41 Rodda St	Community request to relocate raised section more midblock.
Site 21	Raised Long Platform	Raised Short Platform	Moved from Robinson Rd / Compton Wy to 17 Robinson Wy	Underground services at intersection (lid)
Site 23	Raised Long Platform	Raised Short Platform	Moved from Robinson Rd / Clarke Rd to 52 Robinson Wy	Underground services at intersection (lid)

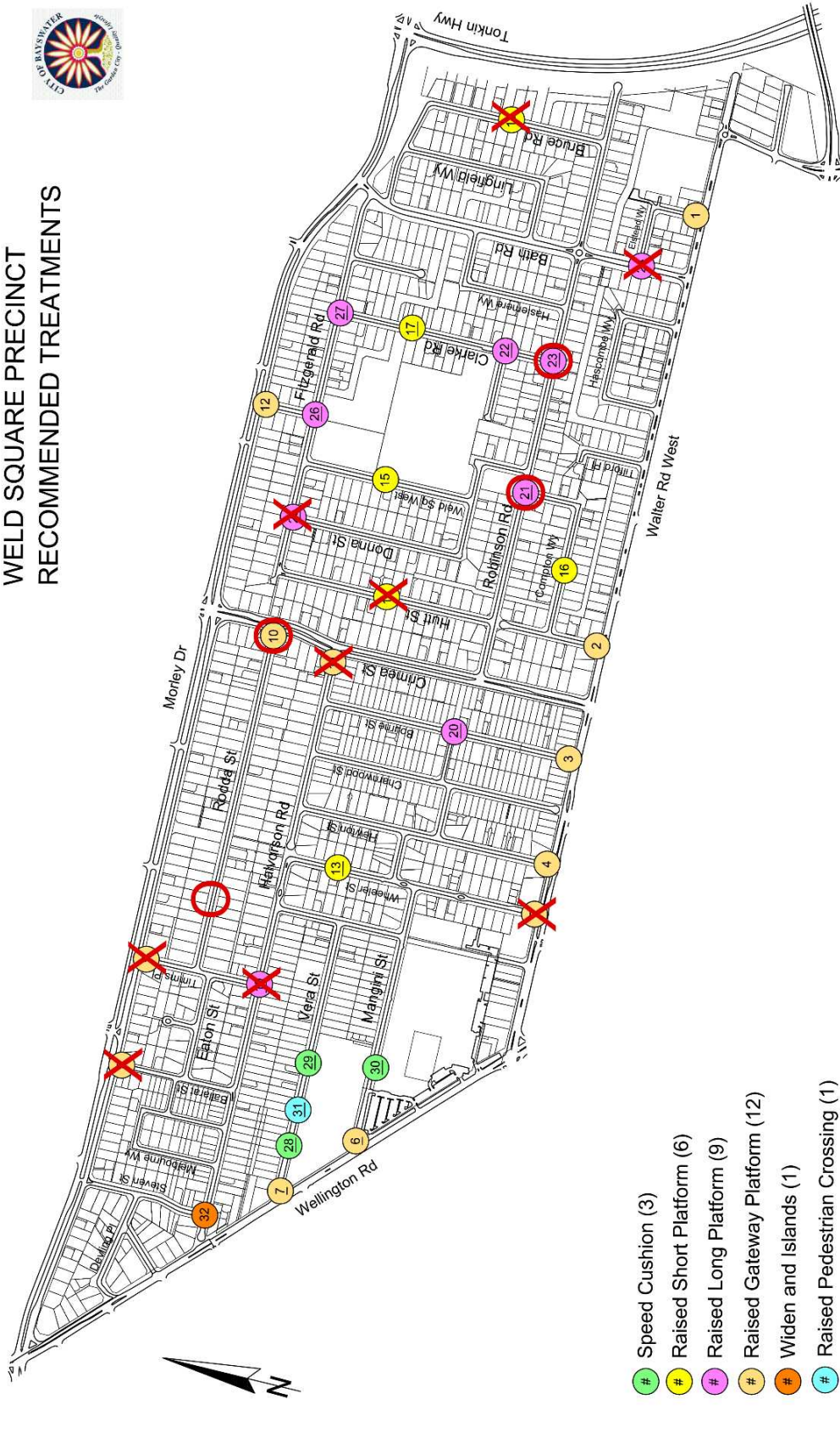
The following sites were added to the final treatment plan that were not included in the draft provided to E2.

Treatment No.	Treatment Type	Location	Reason
Site 33	Raised Short Platform	11 Rodda Street	New addition – recommendation of Main Roads

The following is the draft treatment plan showing the changes made as a result of E2 consultation. Treatments that have been removed have been marked with an 'X' on the plan, and modified treatments are identified by a circle.

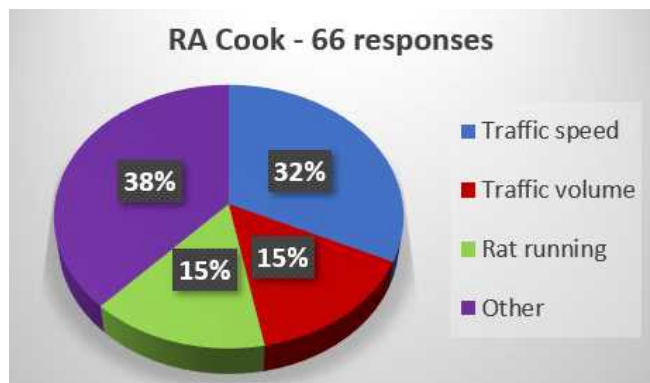
The final plan is provided in **Attachment 3**.

**LOW COST URBAN ROAD SAFETY PROGRAM  
WELD SQUARE PRECINCT  
RECOMMENDED TREATMENTS**



**DRAFT**

Area 4 – RA Cook



Key safety concerns raised by Engagement 1 were again a split of issues with traffic speed and parking being the main points of concern. Rat running was also raised between Grand Promenade and Coode Street to avoid busy intersections on Beaufort Street. Additional comments were made regarding traffic and parking associated with the shopping centre on Salisbury Street. This area also has a number of four-way intersections which suit the inclusion of mini roundabouts.

A draft treatment plan was prepared based on the feedback from E1 and was provided as part of E2.

Feedback received from E2 suggested there were too many mini-roundabouts, and this may cause congestion or driver non-compliance.

The mini-roundabouts 4, 5, 6, 7, 9, 10, 16 and 18 were recommended by MRWA based on crash statistics, however other mini-roundabouts were reconsidered, and some were removed.

The following treatments are included in the final plan, and the locations are detailed in the table below.

- 13 x Mini-roundabouts
- 8 x Raised short platforms
- 3 x Raised long platforms
- 2 x Raised platforms at intersection

Treatment No.	Treatment Type	Location
Site 1	Raised Short Platform	Clement St / Salisbury St
Site 2	Mini Roundabout	Clement St / Rosebery St
Site 4	Mini Roundabout	Clement St / Birkett St
Site 5	Mini Roundabout	Clement St / Shaftesbury St
Site 6	Mini Roundabout	Clement St / The Strand
Site 7	Mini Roundabout	Clement St / Edward St
Site 8	Raised Short Platform	180 Salisbury St
Site 9	Mini Roundabout	Craven St / Drummond St
Site 10	Mini Roundabout	Craven St / Birkett St
Site 12	Mini Roundabout	Craven St / The Strand
Site 14	Raised Long Platform	Craven St / Lawrence St
Site 15	Raised Short Platform	92 Drummond St
Site 16	Mini Roundabout	Catherine St / Drummond St

Site 18	Mini Roundabout	Catherine St / Shaftesbury St
Site 19	Raised Long Platform	Catherine St / Edward St
Site 20	Intersection treatment	Catherine St / Lawrence St
Site 21	Raised Short Platform	158 Lawrence St
Site 22	Mini Roundabout	Park St / Salisbury St
Site 23	Mini Roundabout	Park St / Rosebery St
Site 25	Raised Short Platform	28 Park St
Site 27	Mini Roundabout	Park St / The Strand
Site 29	Raised Short Platform	Drake St / Fort St
Site 30	Raised Short Platform	276 Drake St
Site 31	Raised Short Platform	301 Drake St
Site 32	Intersection treatment	Park St / Lawrence St
Site 33	Raised Long Platform	Catherine St / Roseberry St

The following sites that were included in the draft treatment plan provided to E2 have been excluded from the final treatment plan.

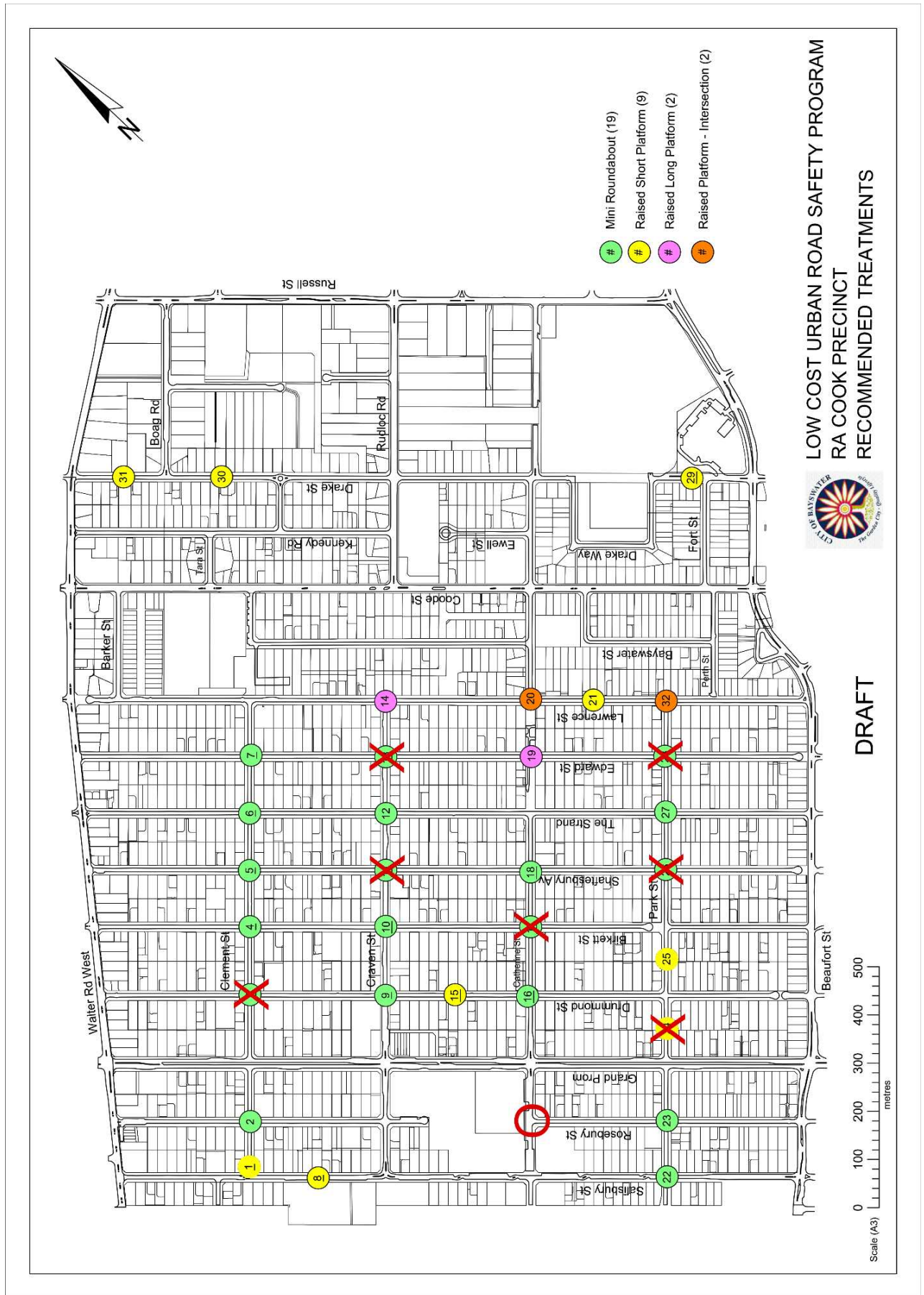
Treatment No.	Treatment Type	Location	Reason
Site 3	Mini Roundabout	Clement St / Drummond St	Community request
Site 11	Mini Roundabout	Craven St / Shaftesbury Av	Community request
Site 13	Mini Roundabout	Craven St / Edwards St	Community request
Site 17	Mini Roundabout	Catherine St / Birkett St	Community request
Site 24	Raised Short Platform	24 Park St	Community request
Site 26	Mini Roundabout	Park St / Shaftesbury Av	Community request
Site 28	Mini Roundabout	Park St / Edward St	Community request

The following sites were added to the final treatment plan that were not included in the draft provided to E2.

Treatment No.	Treatment Type	Location	Reason
Site 33	Raised Long Platform	Catherine Street / Roseberry St	New addition – community request

The following is the draft treatment plan showing the changes made as a result of E2 consultation. Treatments that have been removed have been marked with an 'X' on the plan, and modified treatments are identified by a circle.

The final plan is provided in **Attachment 4**.



All recommended treatments aim to slow down general traffic in the area, reduce vehicle volume, reduce crashes, or at the very least, the severity of crashes, and create a safer road environment. It should be noted that there is no single treatment that will stop hoons or dangerous drivers on local roads.

The City is committed to taking traffic counts before treatments are installed, and undertake a follow-up count six months following completion of installation to measure the effectiveness of the treatments.

MRWA will not consider reducing the legal speed limits as a viable option as part of the LCURS program. It is anticipated that the treatments, over time, will contribute to achieving lower vehicle speeds. Should this be the case, future consideration may be given by MRWA to lower speed limits within identified local areas.

Delivery

Approved treatments will be installed through a combination of in-house staff and external contractors by tender.

**LEGISLATIVE COMPLIANCE**

To be eligible for MRWA funding, the project needs to comply with the MRWA Low-Cost URSP Strategy and Implementation Framework. All proposed treatments comply.

**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.

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	Moderate
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	The treatments recommended will assist in meeting the objectives of reducing speed, rat running and local traffic volumes. The proposed treatments may not resolve all community concerns hence a moderate risk rating on reputation and community and stakeholder. Service delivery is rated moderate risk due to potential limited availability of contractors due to current market conditions.	

**FINANCIAL IMPLICATIONS**

The cost of the treatments will be covered by the funding provided under the Low-Cost Urban Road Safety Program.

The budget recognises the grant revenue and expenditure as per the table below:

**Item 1:** Installation of low-cost treatments

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

**LTFP Impacts:** None. Life greater than 10 years.

**Notes:** Maintenance, include line marking, at 10 years. Asset life is an estimate.

ITEM NO.	AREA	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$)		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
			MATERIALS & CONTRACT	STAFFING				
1	Maylands Central	\$855,953	\$5,000	\$0	\$855,953	20	\$1,015,953	\$855,953*
2	Shearn Park	\$789,624	\$5,000	\$0	\$789,624	20	\$939,624	\$789,624*
3	Weld Square	\$655,864	\$5,000	\$0	\$655,864	20	\$795,864	\$655,864*
4	RA Cook	\$660,536	\$5,000	\$0	\$660,536	20	\$800,536	\$660,536*

*\*The net cost to Council for the project is \$0 as the Main Roads WA has committed to fully funding the project.*

**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: Leadership and Governance  
 Goal L1: Engage the community in a meaningful way.  
 Provide opportunities for the community to have their say and consider their views when making decisions.

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.

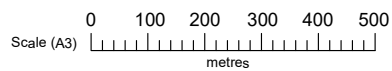
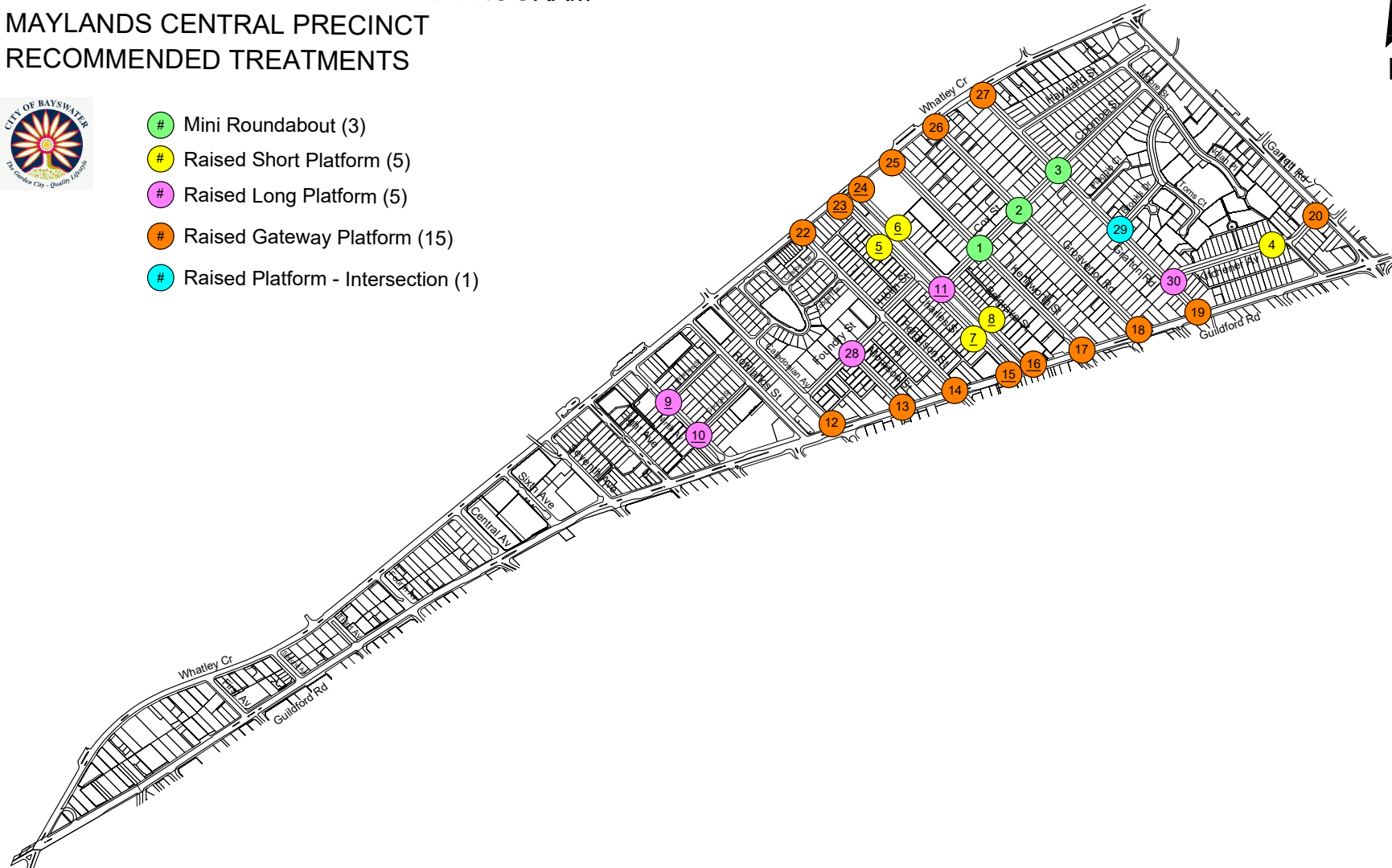
**CONCLUSION**

The Officer's Recommendation targets work that can be undertaken under the Low-cost Urban Road Safety (LCURS) program. The proposed treatments offer practical solutions to improve local road amenity for local residents. Installations will be reviewed after six months, for effectiveness.

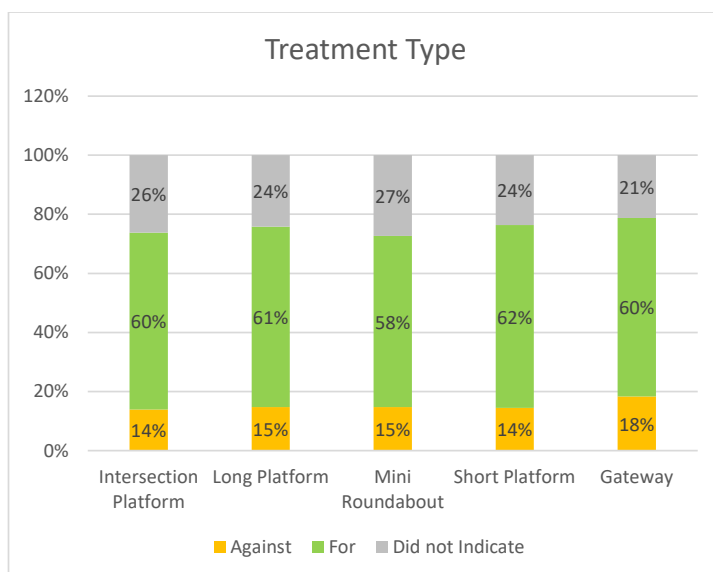
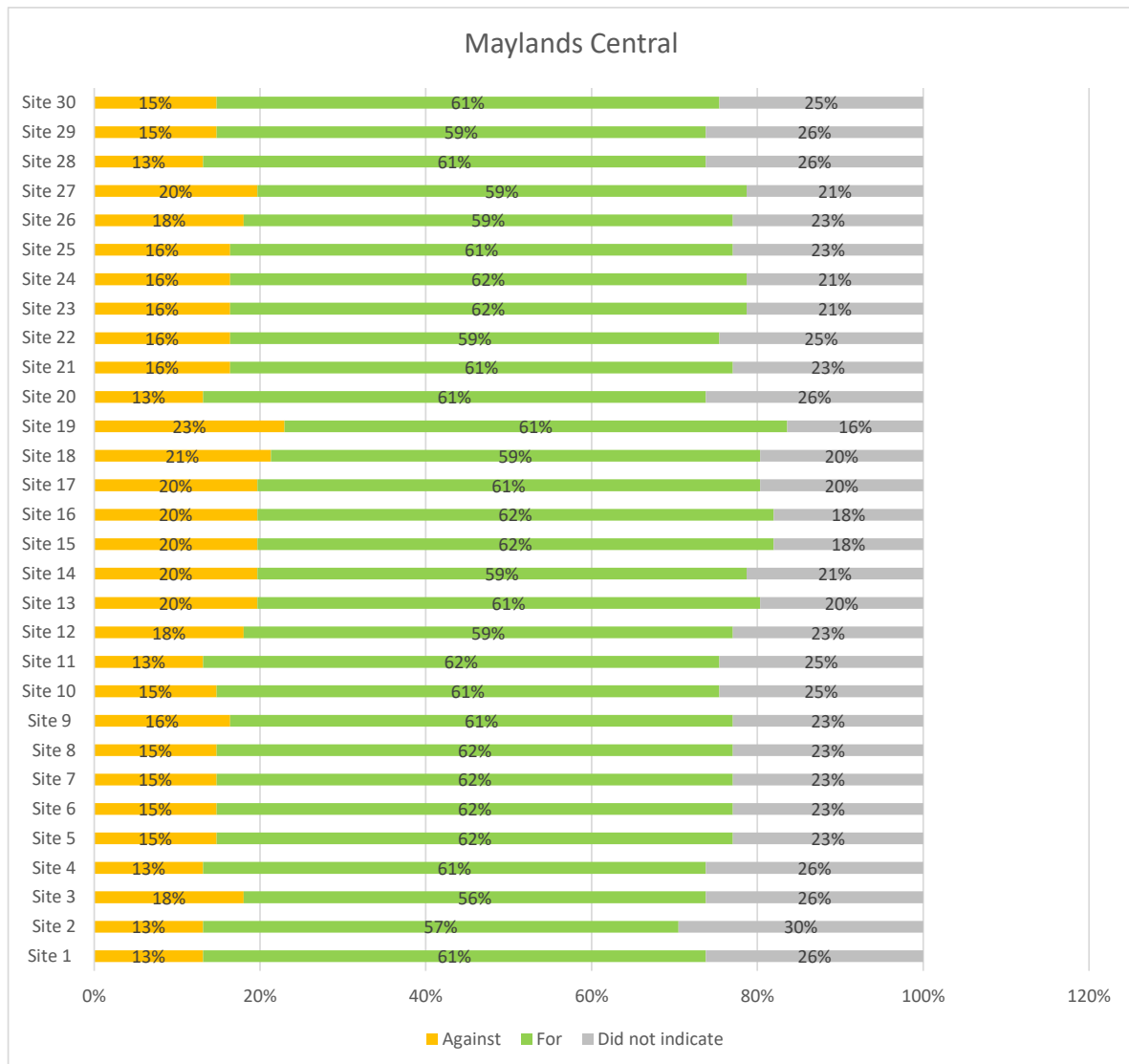
# LOW COST URBAN ROAD SAFETY PROGRAM MAYLANDS CENTRAL PRECINCT RECOMMENDED TREATMENTS



- # Mini Roundabout (3)
- # Raised Short Platform (5)
- # Raised Long Platform (5)
- # Raised Gateway Platform (15)
- # Raised Platform - Intersection (1)



FINAL



The percentages shown above are the percentage of the number of submissions received.

61 Responses  
1624 Delivered

Number	GP1	GP2		GP3		GP4	GP5	GP6	GP7	Install (CoB)		CoB
	MRWA Site	85 <sup>th</sup> % Speed	Volume vpd	For	Against	Treatment Type	Balance in Cell	Summary of Community Responses	Potential Planting	Yes	No	City Officer's Comments
Site 1	No	58	506	37	8	Mini	Yes	No warranted as people will drive straight over them.	No	Mini roundabout		Treats speed
Site 2	No	50	387	35	8	Mini	Yes	May enter the intersection without properly giving way.	No	Mini roundabout		Treats speed and rat running from Guildford Rd
Site 3	No	56	1159	34	11	Mini	Yes	No warranted as people will drive straight over them.	No	Mini roundabout		Treats speed and rat running from Guildford Rd
Site 4	No	50	442	37	8	Short Platform	Yes	Do not install in front of my house	No	Short Platform		Treats rat running from Garratt to Guildford
Site 5	Yes			38	9	Short Platform	Yes	Unnecessary and excessive. Would help slow vehicles down	No	Short Platform		Treats accidents, speed and rat running
Site 6	Yes	58	378	38	9	Short Platform	Yes	Unnecessary and excessive. Would help slow vehicles down	No	Short Platform		Treats accidents, speed and rat running
Site 7	Yes			38	9	Short Platform	Yes	Unnecessary and excessive. Would help slow vehicles down	No	Short Platform		Treats accidents, speed and rat running
Site 8	Yes	56	374	38	9	Short Platform	Yes	Unnecessary and excessive. Would help slow vehicles down	No	Short Platform		Treats accidents, speed and rat running
Site 9	Yes			37	10	Long Platform	Yes	Could be solved with parking restrictions. Agreed, should be more raised platforms	No	Raised Long Platform		Treats accidents and rat running
Site 10	Yes			37	9	Long Platform	Yes	Could be solved with parking restrictions. Agreed, should be more raised platforms	No	Raised Long Platform		Treats accidents and rat running

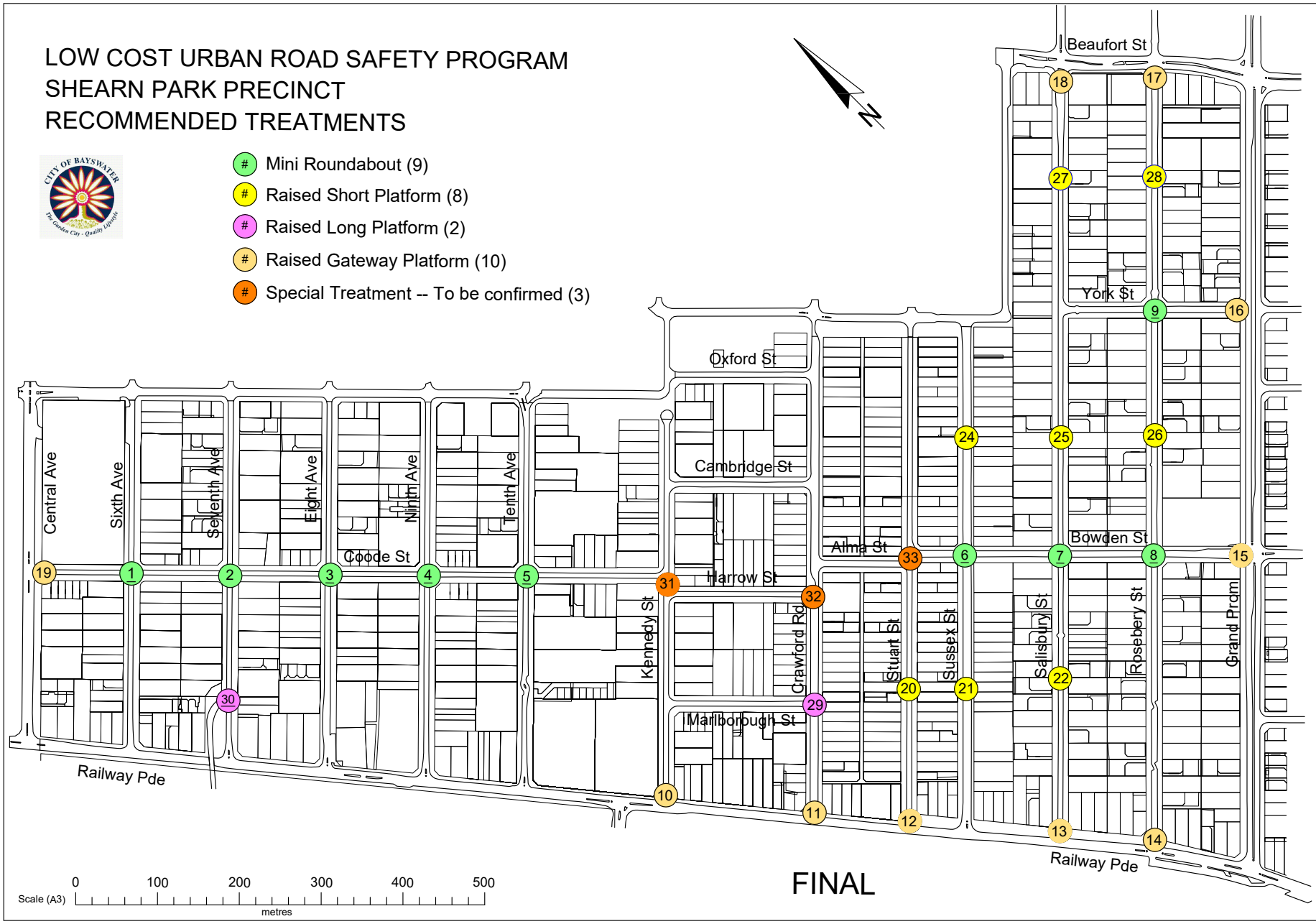
Site 11	Yes	56	374	38	8	Long Platform	Yes	No comments	No	Raised Long Platform	Treats accidents and rat running
Site 12	No	58	2565	36	11	Gateway	Yes	Need to turn off Guildford Road at reasonable speed	No	Raised Gateway	Entry statement from fast moving road to residential road
Site 13	No	46	176	37	12	Gateway	Yes	Need to turn off Guildford Road at reasonable speed	No	Raised Gateway	Entry statement from fast moving road to residential road
Site 14	No			36	12	Gateway	Yes	Need to turn off Guildford Road at reasonable speed	No	Raised Gateway	Entry statement from fast moving road to residential road
Site 15	Yes			38	12	Gateway	Yes	Could be hazardous with speeds of Guildford Road traffic	No	Raised Gateway	Treats cluster of accidents involving pedestrians
Site 16	Yes	56	374	38	12	Gateway	Yes	Could be hazardous with speeds of Guildford Road traffic	No	Raised Gateway	Treats cluster of accidents involving pedestrians
Site 17	No	52	433	37	12	Gateway	Yes	Need to turn off Guildford Road at reasonable speed	No	Raised Gateway	Entry statement from fast moving road to residential road
Site 18	No	50	387	36	13	Gateway	Yes	Need to turn off Guildford Road at reasonable speed	No	Raised Gateway	Entry statement from fast moving road to residential road
Site 19	No	56	1045	37	14	Gateway	Yes	Need to turn off Guildford Road at reasonable speed	No	Raised Gateway	Entry statement from fast moving road to residential road
Site 20	No	50	442	37	8	Gateway	Yes	Vehicle already slow down to turn at corners, treatments are unnecessary	No	Raised Gateway	Entry statement from fast moving road to residential road
Site 21	No	52	733	37	10	Gateway	Yes	Vehicle already slow down to turn at corners, treatments are unnecessary	No	Removed	Requested by survey comments
Site 22	No			36	10	Gateway	Yes	Vehicle already slow down to turn at corners, treatments are unnecessary	No	Raised Gateway	Entry statement from fast moving road to residential road

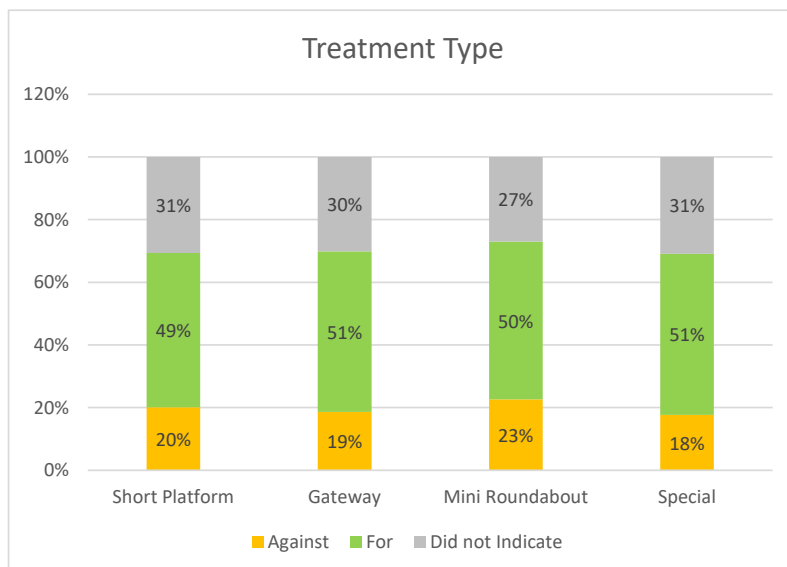
Site 23	Yes		38	10	Gateway	Yes	Vehicle already slow down to turn at corners, treatments are unnecessary	No	Raised Gateway	Treats cluster of accidents involving pedestrians	
Site 24	Yes	58	378	38	10	Gateway	Yes	Vehicle already slow down to turn at corners, treatments are unnecessary	No	Raised Gateway	Treats cluster of accidents involving pedestrians
Site 25	No	57	499	36	11	Gateway	Yes	Vehicle already slow down to turn at corners, treatments are unnecessary	No	Raised Gateway	Entry statement from fast moving road to residential road
Site 26	No	50	387	36	11	Gateway	Yes	Vehicle already slow down to turn at corners, treatments are unnecessary	No	Raised Gateway	Entry statement from fast moving road to residential road
Site 27	No	56	1159	36	12	Gateway	Yes	Vehicle already slow down to turn at corners, treatments are unnecessary	No	Raised Gateway	Entry statement from fast moving road to residential road
Site 28	No	48	419	37	8	Intersection	Yes	No comments	No	Raised Intersection	Treats rat running and volume
Site 29	No	56	1045	36	9	Intersection	Yes	Treatment needed to slow vehicles over crest	No	Raised Intersection	Treats rat running, speed and volume
Site 30	No	56	1045	37	9	Long Platform	Yes	Treatment needed to slow vehicles over crest	No	Long Platform	Treats rat running, speed and volume

# LOW COST URBAN ROAD SAFETY PROGRAM SHEARN PARK PRECINCT RECOMMENDED TREATMENTS



- Mini Roundabout (9)
- Raised Short Platform (8)
- Raised Long Platform (2)
- Raised Gateway Platform (10)
- Special Treatment -- To be confirmed (3)





The percentages shown above are the percentage of the number of submissions received.

81 Responses

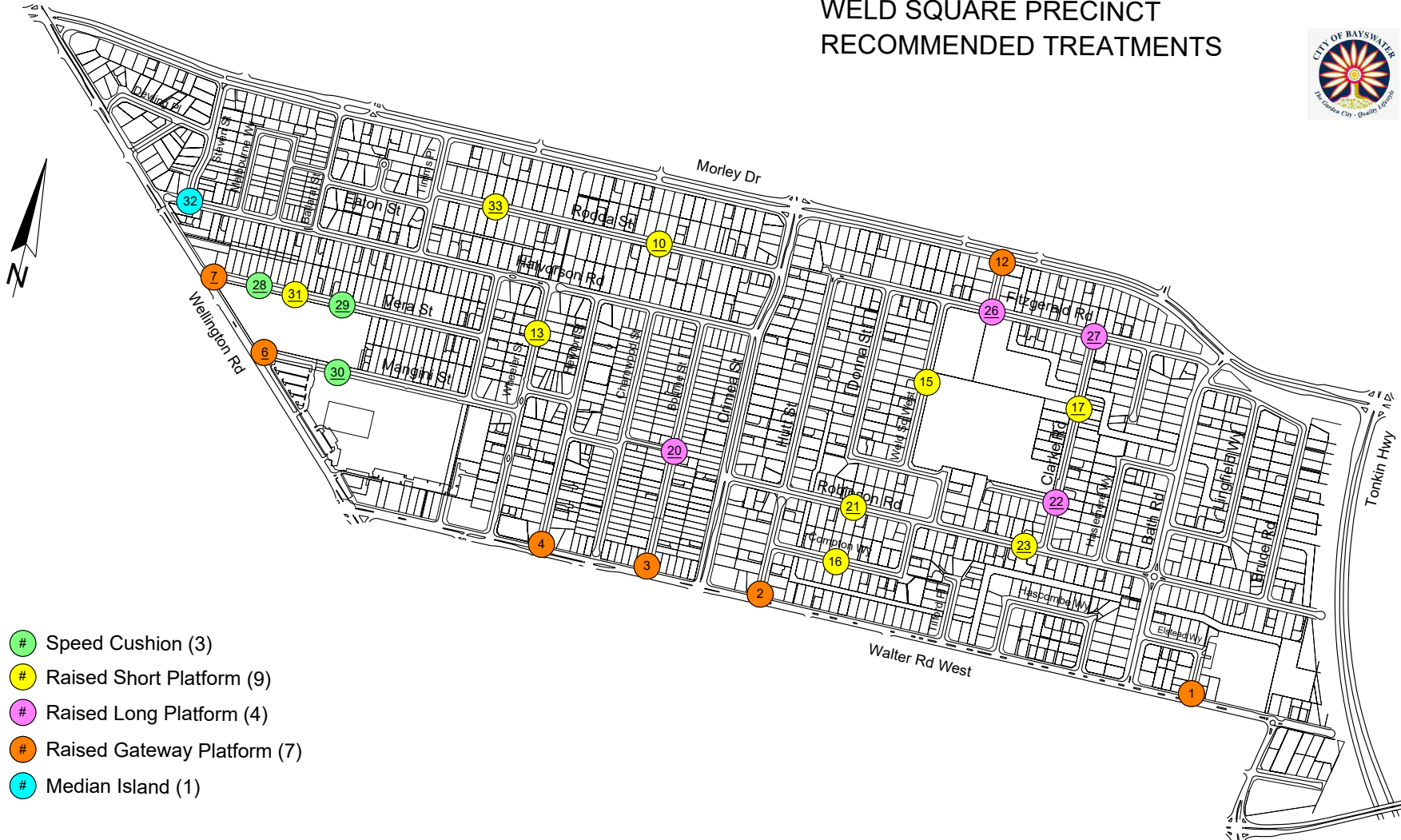
2049 Delivered

Number	GP1	GP2		GP3		GP4	GP5	GP6	GP7	Install (CoB)		CoB
	MRWA Site	85 <sup>th</sup> % Speed	Volume vpd	For	Against	Treatment Type	Balance in Cell	Summary of Community Responses	Potential Planting	Yes	No	City Officer's Comments
Site 1	Yes	46	3827	40	20	Mini	Yes	Five roundabouts in a row is excessive	No	Mini Roundabout		Treats crashes
Site 2	No	47	1983	40	21	Mini	Yes	Five roundabouts in a row is excessive	No	Mini Roundabout		Treats crashes
Site 3	Yes			41	19	Mini	Yes	Five roundabouts in a row is excessive	No	Mini Roundabout		Treats crashes
Site 4	Yes			40	20	Mini	Yes	Five roundabouts in a row is excessive	No	Mini Roundabout		Treats crashes
Site 5	Yes	46	1459	40	20	Mini	Yes	Five roundabouts in a row is excessive	No	Mini Roundabout		Treats crashes
Site 6	Yes	58	797	41	15	Mini	Yes	Disagree with changing stop to giveway for roundabouts	No	Mini Roundabout		Treats crashes, rat running and speed
Site 7	Yes	52	755	42	18	Mini	Yes	Not cyclist friendly	No	Mini Roundabout		Treats crashes, rat running and speed
Site 8	Yes	58	744	40	19	Mini	Yes	Vehicles just drive straight over mini roundabouts	No	Mini Roundabout		Treats crashes, rat running and speed
Site 9	Yes	55	811	43	13	Mini	Yes	Vehicles just drive straight over mini roundabouts	No	Mini Roundabout		Treats crashes, rat running and speed
Site 10	No	43	725	41	17	Gateway	Yes	Already difficult to pull out onto Railway Parade	No	Raised Gateway		Entrance to local street area
Site 11	No	53	424	41	17	Gateway	Yes	Narrowing Railway Pde makes it difficult to turn into side roads	No	Raised Gateway		Entrance to local street area
Site 12	No	55	668	41	17	Gateway	Yes	Already difficult to pull out onto Railway Parade	No	Raised Gateway		Entrance to local street area
Site 13	No	50	1140	41	19	Gateway	Yes	Already difficult to pull out onto Railway Parade	No	Raised Gateway		Entrance to local street area. Treat rat running

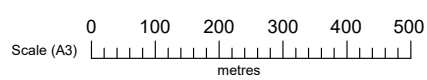
Site 14	No			41	17	Gateway	Yes	Already difficult to pull out onto Railway Parade	No	Raised Gateway	Entrance to local street area. Treat rat running
Site 15	No			42	12	Gateway	Yes	No Comments	No	Raised Gateway	Entrance to local street area. Treat rat running
Site 16	No			42	13	Gateway	Yes	Don't see advantage with closed median on Grand Prom.	No	Raised Gateway	Entrance to local street area
Site 17	No	55	811	43	13	Gateway	Yes	Consider "left out only"	No	Raised Gateway	Entrance to local street area
Site 18	No			41	15	Gateway	Yes	No Comments	No	Raised Gateway	Entrance to local street area
Site 19	No			42	11	Gateway	Yes	No Comments	No	Raised Gateway	Entrance to local street area
Site 20	No	55	668	40	16	Platform	Yes	Cars park on both sides of street so traffic is slow anyway	No	Short Platform	Treats rat running and speed
Site 21	No			39	15	Platform	Yes	Cars park on both sides of street so traffic is slow anyway	No	Short Platform	Treats rat running and speed
Site 22	No	56	763	39	19	Platform	Yes	Treatments damage your vehicle	No	Short Platform	
Site 23	No			40	15	Platform	Yes	Street too narrow and vehicles parking on both sides	No	Removed	Removed, as street is too narrow
Site 24	No	58	797	39	15	Platform	Yes	Treatments damage your vehicle	No	Short Platform	Treats speed
Site 25	No			39	20	Platform	Yes	Treatments damage your vehicle	No	Short Platform	Treats speed
Site 26	No	58	744	41	17	Platform	Yes	Agree	No	Short Platform	Treats speed
Site 27	No			40	18	Platform	Yes	Agree	No	Short Platform	Treats speed
Site 28	No	55	811	41	17	Platform	Yes	Agree	No	Short Platform	Treats speed

Site 29	No	53	424	40	13	Platform	Yes	No Comments	No	Long Platform	Treats speed
Site 30	Yes	44	1340	41	14	Platform	Yes	More needs to be done to stop left turn off bridge	No	Long Platform	Treats crashes
Site 31	No	43	725	42	11	Special	Yes	Some confusion about treatment type	No	Treatment under review	Treats cutting the corners
Site 32	No	43	375	42	18	Special	Yes	Only if allows 2-way traffic	No	Treatment under review	allows 2 way traffic
Site 33	No	55	668	41	14	Special	Yes	Some confusion about treatment type	No	Treatment under review	Treats cutting the corners

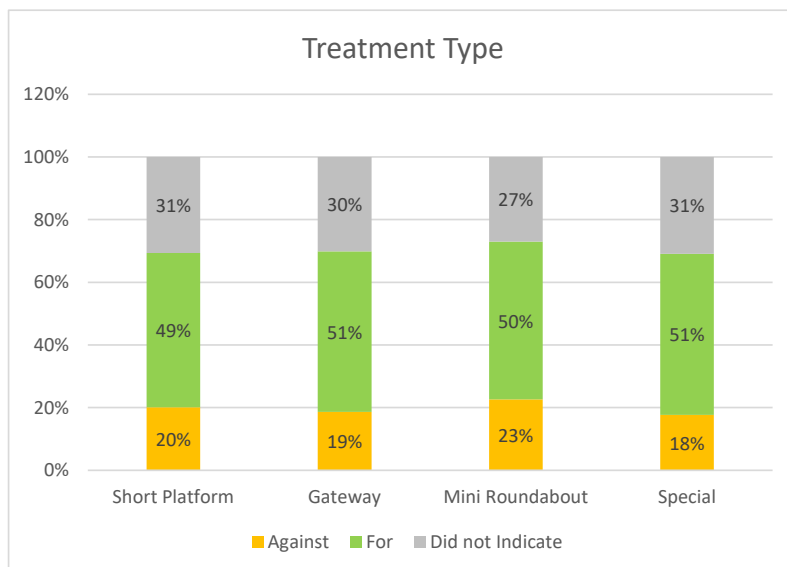
# LOW COST URBAN ROAD SAFETY PROGRAM WELD SQUARE PRECINCT RECOMMENDED TREATMENTS



- # Speed Cushion (3)
- # Raised Short Platform (9)
- # Raised Long Platform (4)
- # Raised Gateway Platform (7)
- # Median Island (1)



**FINAL**



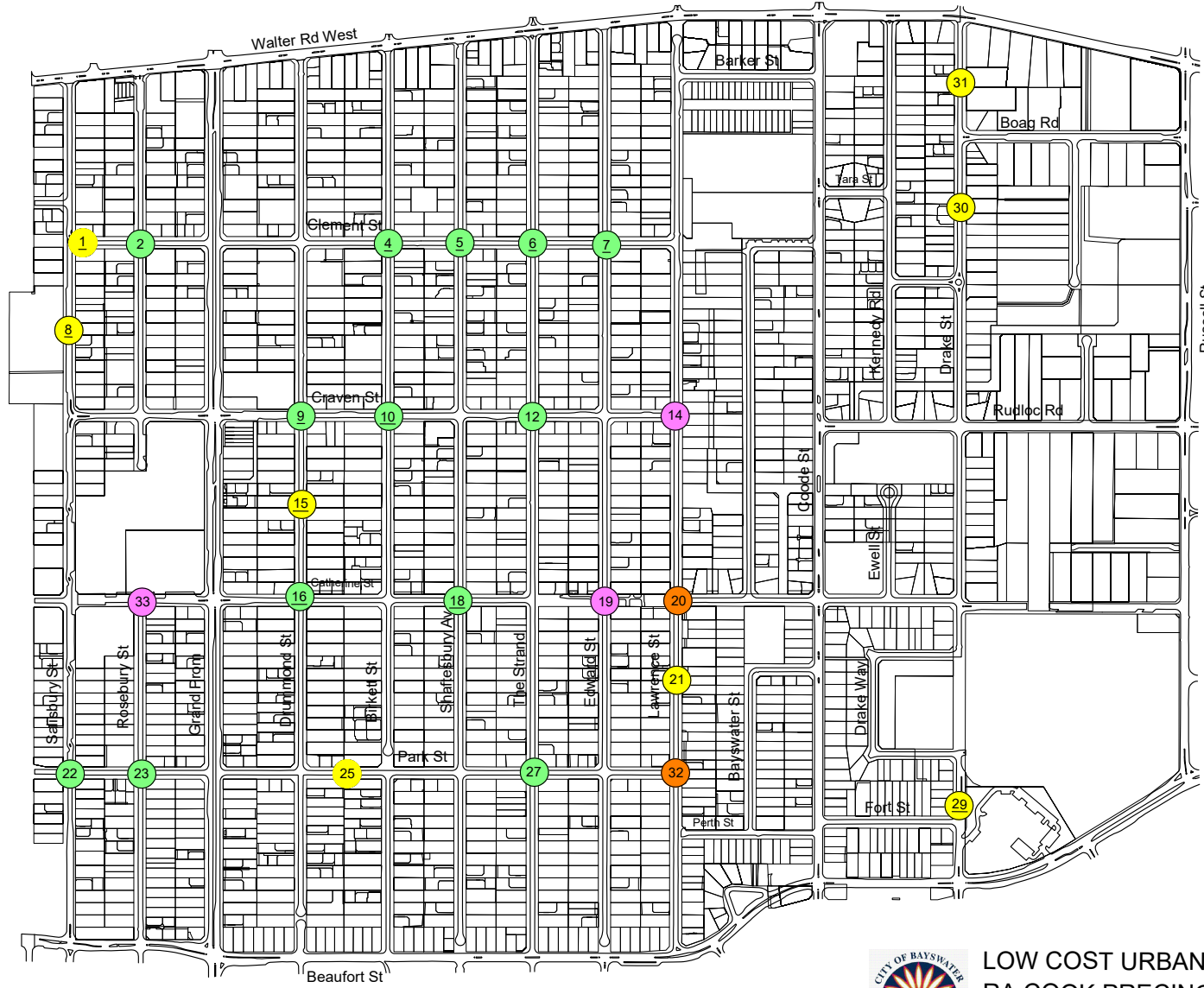
The percentages shown above are the percentage of the number of submissions received.

81 Responses

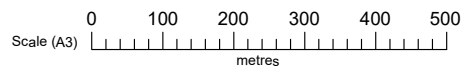
2049 Delivered

Number	GP1	GP2		GP3		GP4	GP5	GP6	GP7	Install (CoB)		CoB
	MRWA Site	85 <sup>th</sup> % Speed	Volume vpd	For	Against	Treatment Type	Balance in Cell	Summary of Community Responses	Potential Planting	Yes	No	City Officer's Comments
Site 1	No	-	-	19	8	Gateway	Yes	A lot of people access the sporting ground via this road.	No	Raised Gateway Platform		Good treatment to slow non-local traffic.
Site 2	No	-	-	19	8	Gateway	Yes	May cause incident when turning from main road to residential street.	No	Raised Gateway Platform		Proposed as a gateway for fast moving traffic to slower residential area
Site 3	No	53	392	20	9	Gateway	Yes	Placing raise platform at these locations is dangerous	No	Raised Gateway Platform		Proposed as a gateway for fast moving traffic to slower residential area
Site 4	No	51	348	20	7	Gateway	Yes	May cause incident when turning from main road to residential street.	No	Raised Gateway Platform		Proposed as a gateway from fast moving traffic to slower residential area
Site 5	No	52	2308	20	8	Gateway	Yes	May cause incident when turning from main road to residential street.	No		Removed	Not required, commercial area
Site 6	Yes	57	957	19	6	Gateway	Yes	No comments	No	Raised Gateway Platform		Treat accidents and slow traffic for school areas
Site 7	Yes	53	284	19	6	Gateway	Yes	No comments	No	Raised Gateway Platform		Treat accidents and slow traffic for school areas
Site 8	No	-	-	20	6	Gateway	Yes	May cause incident when turning from main road to residential street.	No		Removed	Not required, Bus route
Site 9	No	-	-	21	7	Gateway	Yes	May cause incident when turning from main road to residential street.	No		Removed	Not required, Bus route
Site 10	Yes	-	-	20	8	Gateway	Yes	Poor visibility at intersection and you are going slow anyway	No	Raised short platform		moved from gateway to short platform in street, requested by comments
Site 11	No	58	781	20	6	Gateway	Yes	Poor visibility at intersection and you are going slow anyway	No		Removed	Removal requested by survey comments
Site 12	No	-	-	19	6	Gateway	Yes	May cause incident when turning from main road to residential street.	No	Raised Gateway		Could become main access after Bath Rd roundabout is built
Site 13	Yes	52	2308	20	7	Short Platform	Yes	No comments	No	Short Platform		To treat rat running and crashes
Site 14	No	-	-	19	8	Short Platform	Yes	Local traffic only, will not slow people down, Increase noise and air pollution	No		Removed	Remove as traffic may reduce after Fitzgerald closure.

Site 15	No	-	-	20	6	Short Platform	Yes	No comments	No	Short Platform	Road next to school area
Site 16	No	-	-	20	6	Short Platform	Yes	No comments	No	Short Platform	Treats rat running
Site 17	Yes	-	-	20	6	Short Platform	Yes	No comments	No	Short Platform	Treats crashes and next to school area
Site 18	No	-	-	19	6	Short Platform	Yes	Local traffic only, will not slow people down, Increase noise and air pollution	No	Removed	local traffic only, not a thru route
Site 19	Yes	60	723	21	6	Long Platform	Yes	No comments	No	Removed	Bus route
Site 20	Yes	53	494	20	4	Long Platform	Yes	No comments	No	Long Platform	Treats speed, crashes and rat running
Site 21	Yes	60	1434	21	3	Long Platform	Yes	No comments	No	Raised Short Platform	Treats speed, crashes and rat running
Site 22	Yes	-	-	21	3	Long Platform	Yes	No comments	No	Long Platform	Treats speed, crashes and rat running. Near school area
Site 23	Yes	52	993	20	4	Long Platform	Yes	No comments	No	Raised Short Platform	Treats speed, crashes and rat running
Site 24	No	56	3369	20	4	Long Platform	Yes	No comments	No	Removed	Bus Stop at same location
Site 25	Yes	61	576	19	6	Long Platform	Yes	No comments	No	Removed	Remove as traffic may reduce after Fitzgerald closure.
Site 26	Yes	61	576	21	4	Long Platform	Yes	No comments	No	Long Platform	Treats speed, crashes and rat running
Site 27	Yes	63	584	20	5	Long Platform	Yes	No comments	No	Long Platform	Treats speed, crashes and rat running
Site 28	Yes	53	284	23	4	Cushions	Yes	Supportive comments, near school, saves lives	No	Speed cushions	Treats speed and crashes
Site 29	Yes	53	284	23	4	Cushions	Yes	Supportive comments, near school, saves lives	No	Speed cushions	Treats speed and crashes
Site 30	Yes	57	957	23	3	Cushions	Yes	Supportive comments, near school, saves lives	No	Speed cushions	Treats speed and crashes
Site 31	Yes	53	284	23	3	Short Platform	Yes	Supportive comments, near school, saves lives	No	Raised short platform	Treats speed and crashes
Site 32	No	-	-	20	4	Special	Yes	Speeding vehicles cutting corner.	No	Median island	Treats vehicles cutting corner at speed.
Site 33	Yes	-	-	-	-	Short Platform	Yes	Speeding vehicles	No	Raised short platform	Treats speed and crashes

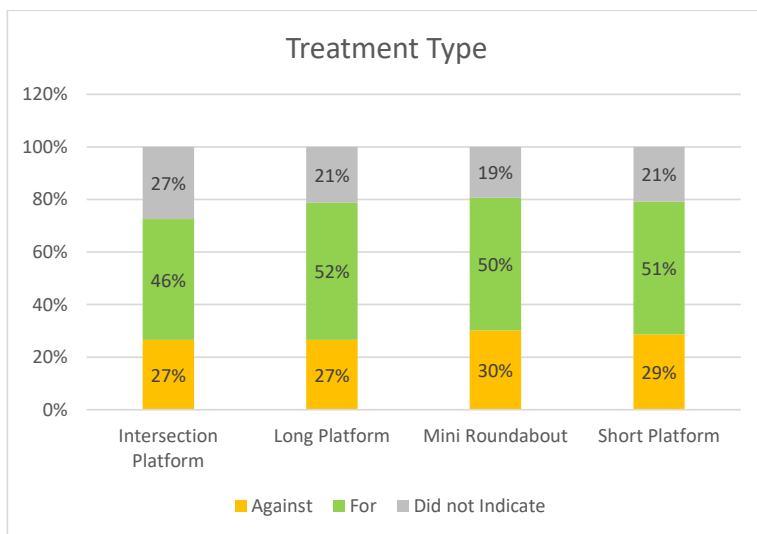
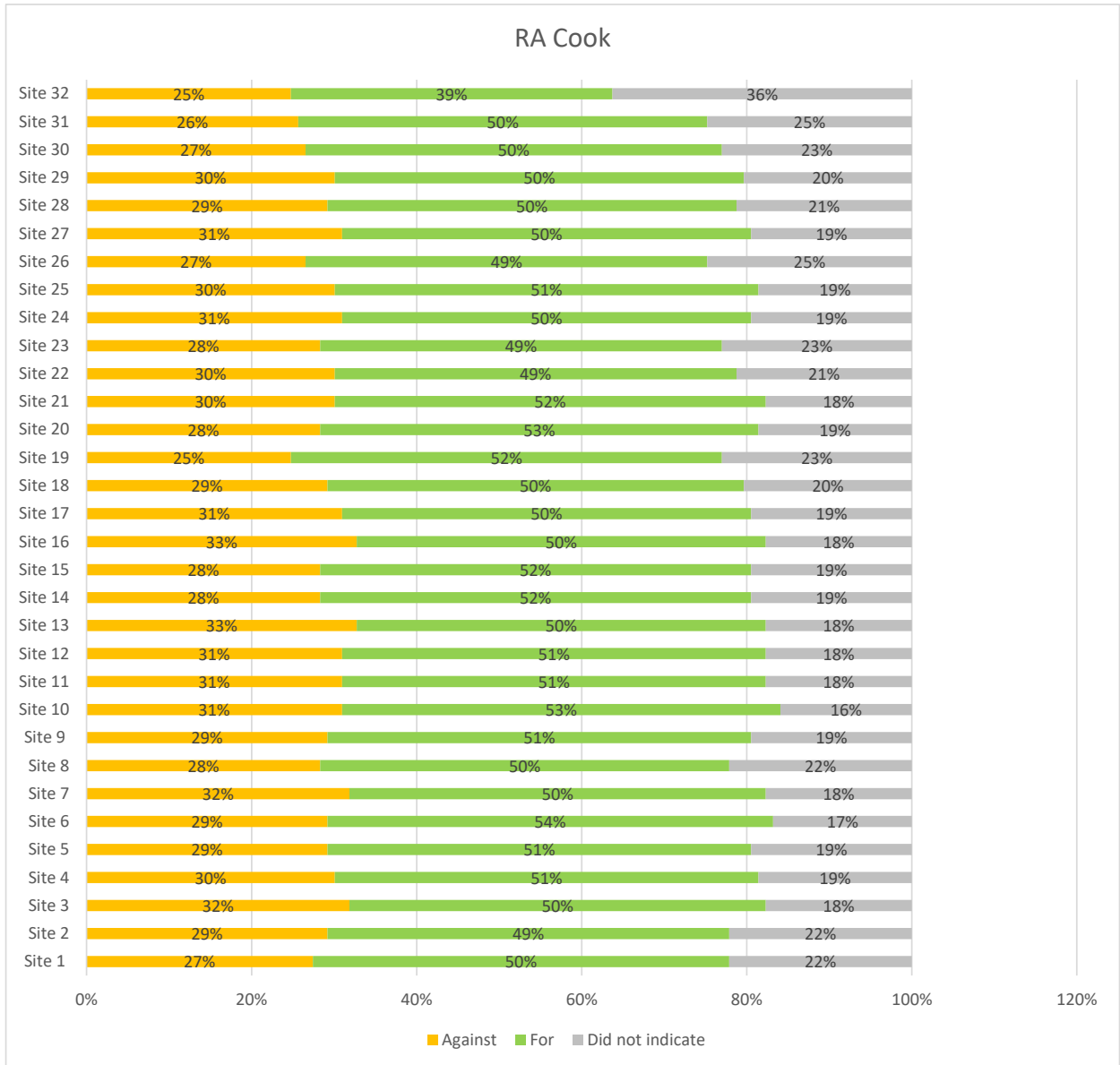


- # Mini Roundabout (13)
- # Raised Short Platform (8)
- # Raised Long Platform (3)
- # Raised Platform - Intersection (2)



**LOW COST URBAN ROAD SAFETY PROGRAM  
RA COOK PRECINCT  
RECOMMENDED TREATMENTS**

**FINAL**



The percentages shown are the percentage of the number of submissions received.

113 Responses

2424 Delivered

Number	GP1	GP2		GP3		GP4	GP5	GP6	GP7	Install (CoB)		CoB
	MRWA Site	85 <sup>th</sup> % Speed	Volume vpd	For	Against	Treatment Type	Balance in Cell	Summary of Community Responses	Potential Planting	Yes	No	City Officer's Comments
Site 1	Yes	-	-	57	31	Short Platform	Yes	No comments	No	Raised Short Platform		Treats crashes
Site 2	No	-	-	55	33	Mini	Yes	Do not install so many roundabouts	No	Mini Roundabout		
Site 3	No	54	474	57	36	Mini	Yes	Do not install so many roundabouts	No		Removed	Not recommended
Site 4	Yes	54	628	58	34	Mini	Yes	Waste of money	No	Mini Roundabout		Treats crashes
Site 5	Yes	55	560	58	33	Mini	Yes	Mini roundabout do not slow traffic down	No	Mini Roundabout		Treats crashes
Site 6	Yes	55	448	61	33	Mini	Yes	Do not install so many roundabouts	No	Mini Roundabout		Treats crashes
Site 7	Yes	56	551	57	36	Mini	Yes	Do not install so many roundabouts	No	Mini Roundabout		Treats crashes
Site 8	Yes	47	957	56	32	Short Platform	Yes	No comments	Yes	Raised Short Platform		Slow traffic in school area, treats crashes
Site 9	Yes	53	2028	58	33	Mini	Yes	This is a bus route and will add to trip time	No	Mini Roundabout		Treats crashes
Site 10	Yes	54	628	60	35	Mini	Yes	Too many mini roundabouts	No	Mini Roundabout		Treats crashes
Site 11	No	55	560	58	35	Mini	Yes	Too many mini roundabouts	No		Removed	Treats crashes
Site 12	No	55	448	58	35	Mini	Yes	Nobody stops at this intersection now.	No	Mini Roundabout		Required to balance the area and maintain lower speeds
Site 13	No	56	551	56	37	Mini	Yes	No comments	No		Removed	Survey request to reduce number of roundabouts

Site 14	No	53	617	59	31	Long Platform	Yes	Agreed	No	Raised Intersection Platform	Treats vehicles speeds
Site 15	Yes	53	474	59	32	Short Platform	Yes	Raise platform not required - overkill	No	Raised Short Platform	Treats crashes
Site 16	Yes	57	566	56	37	Mini	Yes	Roundabouts do serve as safer options to stop signs	No	Mini Roundabout	
Site 17	No	53	310	56	35	Mini	Yes	Too many mini roundabouts	No	Removed	Survey request to reduce number of roundabouts
Site 18	Yes	57	420	57	33	Mini	Yes	No comments	No	Mini Roundabout	Treats crashes
Site 19	No	58	394	59	28	Long Platform	Yes	No Comments	No	Raised Long Platform	
Site 20	No	49	685	60	32	Intersection	Yes	If this reduces speed, then yes please	No	Raised Intersection Platform	Treats vehicles speeds
Site 21	No	49	685	59	34	Short Platform	Yes	People speed along Lawrence St	No	Raised Short Platform	Treats vehicles speeds
Site 22	No	55	1204	55	32	Mini	Yes	Too many mini roundabouts	No	Mini Roundabout	Treats vehicle speeds and rat running
Site 23	No	51	459	55	35	Mini	Yes	this treatment will stop hooning	No	Mini Roundabout	Treats vehicle speeds and rat running
Site 24	No	-	-	56	34	Short Platform	Yes	Too many treatments is an overkill	No	Removed	Too shorter distance between treatments
Site 25	No	-	-	58	30	Short Platform	Yes	No comments	No	Raised Short Platform	Required to balance the area and maintain lower speeds
Site 26	No	-	-	55	35	Mini	Yes	No comments	No	Removed	Survey request to reduce number of roundabouts

Site 27	No	55	666	56	33	Mini	Yes	Roundabout instead off stop sign is dangerous	No	Mini Roundabout	Required to balance the area and maintain lower speeds
Site 28	No	51	892	56	34	Mini	Yes	No comments	No	Removed	Survey request to reduce number of roundabouts
Site 29	Yes	-	-	56	30	Short Platform	Yes	No Comments	No	Raised Short Platform	Treats crashes
Site 30	No	58	1363	57	29	Short Platform	Yes	No Comments	No	Raised Short Platform	Required to balance the area and maintain lower speeds
Site 31	No	50	1058	56	28	Short Platform	Yes	No Comments	No	Raised Short Platform	Required to balance the area and maintain lower speeds
Site 32	No	42	270	44	25	Intersection	Yes	No Comments	No	Raised Intersection Platform	Required to balance the area and maintain lower speeds
Site 33	No	53	645	-	-	Intersection	Yes	Rat running and speeding from Grand Prom to Beaufort Street	No	Raised Intersection Platform	Requested from survey comments

**10.3.4 Better Bins Plus Go FOGO Bin Size Transition**

<b>Responsible Branch:</b>	Parks and Environment
<b>Responsible Directorate:</b>	Infrastructure and Assets
<b>Authority/Discretion:</b>	Review
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	Nil
<b>Refer:</b>	OCM 24.05.2023: Item 11.1

**SUMMARY**

In December 2020, the City received funding from the Waste Authority for the ‘Better Bins Plus: Go FOGO Kerbside Collection Program’ to assist with the rollout of the Food Organics and Garden Organics (FOGO) collection service. As part of the funding agreement, the City is required to transition from a 240L general waste bin to a 140L general waste bin collected fortnightly by 30 June 2026.

At the Ordinary Council Meeting (OCM) on 24 May 2023, Council supported a notice of motion that requested “*the Chief Executive Officer to draft a report to be considered at the Ordinary Council Meeting of August 2023, on the implications of exiting the Better Bins Plus: Go FOGO Kerbside Collection Program Agreement*”. This report provides an assessment of the risks and financial implications associated with exiting the agreement, for Council’s consideration.

**OFFICER'S RECOMMENDATION**

That Council receives this report on the implications of exiting the ‘Better Bins Plus: Go FOGO Kerbside Collection Program’ agreement.

***Cr Josh Eveson moved an alternative motion.***

**MOTION**

**That Council:**

- 1. Receives the report on the implications of exiting the ‘Better Bins Plus: Go FOGO Kerbside Collection Program’ agreement.**
- 2. Does not support the downsizing of all residential general waste bins from a fortnightly 240L service to a fortnightly 140L service.**
- 3. Requests the Chief Executive Officer to prepare a report to Council by October 2024, to include an assessment of all options that enable residents and ratepayers choice in general waste bin size.**
- 4. Requests the Mayor contact the Minister for Environment; Climate Action; Racing and Gaming, to encourage further action to be taken to address consumer packaging standards in Western Australia.**

**Cr Josh Eveson Moved, Cr Michelle Sutherland Seconded**

***Cr Giorgia Johnson foreshadowed the officer’s recommendation.***

*Cr Elli Petersen-Pik proposed the following amendment:*

**AMENDMENT**

That limb 3 be amended as follows:

3. Requests the Chief Executive Officer to prepare a report to Council by June 2024, to include an assessment of all options that enable residents and ratepayers choice in general waste bin size, including incentives.

Cr Elli Petersen-Pik Moved, Cr Dan Bull Seconded

LOST: 2/8

*For: Cr Elli Petersen-Pik and Cr Dan Bull.*

*Against: Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor and Cr Giorgia Johnson.*

*As the amendment was lost, Council returned to consideration of the substantive motion.*

**COUNCIL RESOLUTION**

That Council:

1. Receives the report on the implications of exiting the 'Better Bins Plus: Go FOGO Kerbside Collection Program' agreement.
2. Does not support the downsizing of all residential general waste bins from a fortnightly 240L service to a fortnightly 140L service.
3. Requests the Chief Executive Officer to prepare a report to Council by October 2024, to include an assessment of all options that enable residents and ratepayers choice in general waste bin size.
4. Requests the Mayor contact the Minister for Environment; Climate Action; Racing and Gaming, to encourage further action to be taken to address consumer packaging standards in Western Australia.

Cr Josh Eveson Moved, Cr Michelle Sutherland Seconded

CARRIED: 8/2

*For: Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor and Cr Elli Petersen-Pik.*

*Against: Cr Dan Bull and Cr Giorgia Johnson.*

**REASON FOR CHANGE**

*The decision for mandatory downsizing of all general waste bins from a 240L fortnightly service to a 140L fortnightly service doesn't reflect the requirements of our community. It is also now clear that the previous grant funding provides a significant shortfall to the actual cost of bin replacement to the smaller size. This alternative enables surety for residents and ratepayers by retaining the current bin size and enables the City to further investigate the most appropriate path forward, to enable choice in bin size for all households.*

**BACKGROUND**

The Western Australian Waste Avoidance and Resource Recovery Strategy 2030 (the Waste Strategy) was released in February 2019 and has three key objectives; waste avoidance,

resource recovery and environmental protection. The *Waste Strategy* sets ambitious targets for local governments in the Perth and Peel regions to achieve a 5% reduction in the generation of municipal solid waste (MSW) per capita by 2025 and a 10% reduction by 2030. Further to this, there is a target to increase material recovery to 67% by 2025 and 70% by 2030.

To achieve these targets, a consistent three-bin kerbside collection system, which includes separation of FOGO from other waste categories, needs to be provided by all local governments in the Perth and Peel region by 2025. The implementation of this strategy is supported by the State Government through the application of financial mechanisms, such as the 'Better Bins Plus: Go FOGO Kerbside Collection Program (the Better Bins Plus Program)'.

At the OCM in February 2020, Council considered a report in relation to the proposed introduction of a FOGO waste collection service and resolved as follows:

*"That Council:*

1. *Adopts a Food Organics and Garden Organics (FOGO) system using the current bin sizes with the provision of caddies and liners with the following collection frequencies:*
  - (a) *FOGO (green lid) weekly*
  - (b) *Residual waste (red lid) fortnightly*
  - (c) *Recyclables (yellow lid) fortnightly.*
2. *Continues to liaise with the Eastern Metropolitan Regional Council (EMRC) in relation to the development and implementation of education programs for the rollout of FOGO.*
3. *Commences FOGO collections for single houses and grouped dwellings (villas) (and potentially commercial properties) in late July 2020."*

Due to implications associated with the COVID-19 pandemic, Council later resolved in July 2020 to defer the introduction of the FOGO service (originally proposed for late July 2020), until February/March 2021.




Three options for funding the FOGO project were investigated and presented to Council in November 2020, including the Waste Authority's 'Better Bins Plus Program' grant. In order to obtain the funding from the Waste Authority, participating councils were required to agree to provide kerbside services to standard or single unit dwelling households, consistent with the *Better Practice: FOGO Kerbside Collection Guidelines*, as specified in Table 1 below. This included the use of general waste receptacles that are 70L capacity or less per week, and required the City to commit to transition from the current weekly 240L capacity general waste to fortnightly 140L capacity by 30 June 2026. The decision to accept the funding offer was carried by an absolute majority and the following was endorsed:

*"That Council:*

1. *Endorses the proposed budget of up to \$1.95M as per Attachment 1 for the Food Organics and Garden Organics (FOGO) commencement project.*
2. *Authorises the Chief Executive Officer to accept the funding offer of \$447,240 under the State Better Bins Plus funding program by approving the replacement of all General Waste Receptacles that are larger than 70 litres in capacity per week with General Waste Receptacles that are 70 litres capacity or less per week in its jurisdiction by 30 June 2026, using 140L bins emptied fortnightly.*
3. *Amends the 2020-21 Budget as follows:*

Account no.	Current Budget	Revised Budget	Variation
New FOGO Proposed Commencement Project Expenses	\$0	\$1,954,475	\$1,954,475
Go FOGO Better Bins Plus Grant Funding	\$0	\$447,240	(\$447,240)
EMRC Secondary Waste Reserve	\$2,867,500	\$1,360,265	(1,507,235)
		Net Effect	Nil

**Table 1.** Minimum Kerbside Service requirements for Standard Single Unit Dwelling Households.

	 Mobile Garbage Bins Residual / General waste Red lid	 Co-mingled recycling Yellow lid	 FOGO Lime Green lid
Preferred bin volume	80, 120 or 140 litres	240 or 360 litres	240 litres
Preferred collection frequency	Fortnightly	Fortnightly	Weekly
Weekly collection volume	Maximum 70 litres	Minimum 120 litres	Minimum 240 litres
<b>Kitchen asset and consumables</b>			
Kitchen caddies	5 to 8 litres		
Kitchen caddie liners	AS4736-2006 for compostable and biodegradable plastics		

Following the endorsement of the ‘Better Bins Plus Program’ by Council, the City received funding from the State Government in December 2020 (\$445,106, as per amended agreement). When the City applied for the funding, it was stated that the City would initially retain the 240L general waste bins due to the current contract conditions, whereby Cleanaway own the bins and not the City. The City’s intent, as explained in the application, was to have the transition of the general waste bins coincide with the purchase of the bins from Cleanaway. At the time, this was proposed to take place as part of the tender process for waste services in 2023; however, this did not progress for reasons explained in a confidential report to Council at the OCM held in February 2023. The City now has three years remaining to comply with the terms of the ‘Better Bins Plus Program’ funding agreement, in regards to the size of the general waste bins, otherwise the Waste Authority may request the City to repay the funds in accordance with the funding agreement (Condition 6.2(e)), which states:

*“If the Recipient has not replaced all General Waste Receptacles that are larger than 70 litres capacity per week with General Waste Receptacles that are 70 litres capacity or less in its jurisdiction by 30 June 2026, the Waste Authority may send the Recipient a written request requiring it to repay all or a portion of the grant funds to the WARR Account within fourteen (14) days, and the Recipient must comply with such a direction.*

The Waste Authority recognises that there are situations where the preferred three-bin FOGO system may not be possible. To accommodate this, there are limited exceptions to the requirement for 70L maximum weekly capacity of general waste receptacles, by the grant project end date. Grant funds could be paid for the following four categories of households utilising a larger capacity weekly general waste service:

- (a) *Households with special needs resulting in the generation of higher levels of general waste, including those with medical requirements, young families with nappies, or large families.*

- (b) *Households in multiple dwelling developments with shared services where larger capacity bins may be used, but which are equivalent to a maximum of 35 litres weekly general waste collection per dwelling.*
- (c) *Any households that opt in for a larger general waste bin, if they directly pay a significant premium for this service and represent no more than 10% of all households participating in the project.*
- (d) *If more than 10% of households meet the criteria for larger capacity general waste collections set out in (c), grant funds will be paid for these households where it can be demonstrated that the overall waste services are achieving the better practice rate of recovery of approximately 65% by the project end date.*

The City received correspondence from the Waste Authority in April 2022, advising of the above exceptions to the agreement, however in July 2023, it was confirmed that they are not applicable to the City. The variations listed are not currently part of the existing 'Better Bins Plus Program' agreement that the City signed with the Waste Authority in November 2020. The variations were created in response to several local governments that raised concerns with the reduction in general waste capacity and were therefore added to later versions of the funding agreement, signed after November 2020. The City is currently seeking clarification as to whether the funding agreement can be amended to include these variations, to assist the City with the transition to 140L bins. A resolution is not expected to be received until after this report is presented to Council.

Since the change in collection frequency of the general waste bin from weekly to fortnightly, some members of the community have expressed their concern about not having enough capacity in their general waste bins. It should be noted that when the City introduced FOGO into its waste operations, the City had already been operating a three-bin garden organics (GO) system, unlike most other Councils that have transitioned to FOGO from two bins. While changing from two bins to three would be seen as an overall increase in capacity, this would not be the case in the City, and this perception could have negative impacts within the community without appropriate consultation and education.

At the OCM in May 2023, Council supported a notice of motion to investigate the implications of exiting the 'Better Bins Plus Program' agreement. This report will provide an assessment of the risks and financial implications associated with exiting the agreement.

## **EXTERNAL CONSULTATION**

Consultation with the public occurred prior to the implementation of the FOGO collection service in March 2021. Since then, the City has provided ongoing waste education services and materials to the community. To date, there has been no consultation with the public regarding the second phase of the 'Better Bins Plus Program' and the requirement to transition to the smaller general waste bins. A Community Engagement Plan will be developed, pending the outcome of this report to Council.

City Officers have liaised with the Waste Authority to discuss the implications of exiting the 'Better Bins Plus Program' and to better understand the variations that exist. In addition, the City's waste contractor Cleanaway has been consulted, to determine the options for bin purchase and delivery, and to assess the feasibility of these options. Further consultation is required to obtain formal quotes and develop a project plan, and this would be done within the appropriate timeframe for transition.

## **OFFICER'S COMMENTS**

### Implications for Exiting the 'Better Bins Plus Program'

- (a) Funding agreement

The City of Bayswater is currently compliant with the requirements of the 'Better Bins Plus Program' funding agreement, through Council's resolution in November 2020 to transition to a 140L fortnightly general waste service. Council's decision to accept the 'Better Bins Plus Program' funding cannot be revoked, as the agreement has since been signed and the project implemented. However, if the City fails to comply with the requirement to transition to the fortnightly 140L capacity by 30 June 2026, the City will be required to repay all or a portion of the \$445,106 grant funds.

(b) Waste Authority

The current position of the Waste Authority is firm on the requirement to transition to smaller capacity general waste bins. The rationale for this approach is that the three-bin FOGO system with a smaller capacity general waste bin is the best configuration to increase waste diversion, recycling and FOGO recovery. Source separation produces a more homogenous and higher quality waste stream which is less contaminated by other materials, and easier and less costly for recyclers to recover.

This is evidenced by research commissioned by the NSW Environment Protection Authority which deals specifically with the relationship between FOGO and general waste bin sizes and collection frequencies (Analysis of NSW Food and Garden Bin Audit Data, 2018). This research found that in general, councils providing a fortnightly general waste collection achieved higher food waste diversion efficiencies compared to those on a weekly general waste service. Additionally, councils providing smaller general waste bins (120L/140L) achieved higher food waste diversion efficiencies compared to councils with larger general waste bins (240L). The configuration that achieved the highest food waste diversion on average was small 120L/140L general waste bins collected fortnightly and large 240 litre FOGO bins collected weekly.

There is still a considerable amount of time before the grant project end date (30 June 2026). In the next three years, the waste landscape will be different and attitudes towards smaller general waste bins are expected to change as more local government's transition to the *Better Practice* FOGO service by 2025. The City could conduct further evidence-based research to understand the implications a smaller general waste bin would have on the community and could still reconsider the decision to downsize the bins, but would do so at a later point with more information.

(c) Reputational implications

A decision to exit the programme and not continue with the transition to 140L fortnightly general waste bins presents a reputational risk at a local and state level. The City would not be in line with the best practice utilised by other local governments who have successfully transitioned to smaller capacity general waste bins in a three-bin FOGO system, such as Albany; Augusta-Margaret River; Bassendean; Cottesloe; Dardanup; East Fremantle; Fremantle; Melville; Nedlands; Vincent and Subiaco. Not having a consistent approach across the state could make it more difficult for other local governments to transition and would prevent the Waste Authority from having a consistent communication approach.

The City has developed a waste plan that aligns with the state *Waste Strategy*, and the *City of Bayswater Strategic Community Plan 2021-2031 (Strategic Community Plan)*, which has targets in relation to waste diversion from landfill. Strategy S9 from the *Strategic Community Plan* is linked to the Environment and Liveability Framework and aims to '*encourage sustainability and sustainable lifestyles with a focus on waste reduction, carbon reduction, education and the maintenance of assets*'. One of the performance measures for this is the amount of general waste sent to landfill each year, and the main initiative adopted by the City to help encourage behaviour change and reduce general waste was the *Better Practice: FOGO Kerbside Collection Guidelines* system. Therefore, exiting from the 'Better Bins Plus Program' and not progressing with the downsizing of the general waste bins, would impact the City's ability to meet the waste diversion and recovery targets of the *Waste Strategy*, the *Strategic Community Plan* and the

City's waste plan, as all three are aligned. This could be perceived as a lack of commitment from the City to support the State Government's long-term strategies, not only relating to waste diversion, but the associated strategies to reduce the effects of greenhouse gas emissions and climate change. The City would need to develop other strategies to help encourage behaviour change to achieve a similar diversion rate. This may be possible, however it would require more effort and a longer timeframe, as the research shows that the smaller bin has been more successful.

(d) The waste levy

The waste levy applies to the landfill disposal of waste generated in the Perth metropolitan area. It increases the cost of landfill disposal, which provides a financial incentive to decrease the quantity of general waste disposed. The Department of Water and Environmental Regulation (DWER) have done a recent review of the waste levy and have indicated an increase of \$23 per tonne over the next five years. This increase will directly impact the disposal fees charged by the EMRC at Red Hill Waste Management Facility, the City's landfill operator. This will subsequently impact the annual waste fee for residents, given the City's waste charge is calculated based on collection and disposal costs. Reducing the amount of general waste sent to landfill and ensuring household's separate waste into the correct waste streams (FOGO and recycling) is important to counteract the increase in disposal costs to landfill. Exiting from the 'Better Bins Plus Program' and not transitioning to 140L bins could negatively impact the City's ability to support this (based on Analysis of NSW Food and Garden Bin Audit Data, 2018).

(e) *Waste Avoidance and Resource Recovery Strategy 2030* targets

The City is required to report the tonnes disposed and recovered for all waste streams, to the DWER on an annual basis. The City's recovery rate, which takes into consideration all waste streams (kerbside collections, bulk waste and public bins), was 41% for the 2021/2022 financial year (FY). This is significantly less than the target of 67% recovery for MSW by 2025, which is outlined in the *Waste Strategy*. The information required to calculate the City's recovery rate for the 2022/2023 FY is still being collated, however it is not expected to have changed drastically, as there were no significant changes to the waste system during this period.

In a hypothetical scenario where the recovery of all kerbside recycling and FOGO material is increased to 100%, the overall recovery is still not high enough to achieve the 67% target. The only way to make a significant impact on the recovery rate would be to also decrease the amount of general waste disposed to landfill. This highlights the importance of the FOGO collection system for waste recovery, in conjunction with the transition to the smaller general waste bins for waste reduction.

In the 2021/2022 FY 9,837 tonnes of general waste was collected through the 240L fortnightly kerbside collections and disposed to landfill. This is in comparison to 9,766 tonnes collected from 2022/2023, which shows less than a 1% decrease. Residents are less likely to change their behaviours around general waste disposal, if the general waste bins are to remain at a 240L fortnightly capacity, which has direct implications on the City's recovery rate and the ability to meet the targets outlined in the *Waste Strategy*.

Proceeding with the 'Better Bins Plus Program' and transitioning to 140L general waste bins

In order to fully understand the implications of exiting the funding agreement, consideration needs to be given to several aspects of the agreement and its implications.

(a) Exceptions to the Agreement

The Waste Authority has indicated there are four options for variations to the requirement for a maximum 70L weekly capacity for general waste collection (a-d).

- “(a) *Households with special needs resulting in the generation of higher levels of general waste, including those with medical requirements, young families with nappies, or large families.*
- (b) *Households in multiple dwelling developments with shared services where larger capacity bins may be used, but which are equivalent to a maximum of 35 litres weekly general waste collection per dwelling.*
- (c) *Any households that opt in for a larger general waste bin, if they directly pay a significant premium for this service and represent no more than 10% of all households participating in the project.*
- (d) *If more than 10% of households meet the criteria for larger capacity general waste collections set out in (c), grant funds will be paid for these households where it can be demonstrated that the overall waste services are achieving the better practice rate of recovery of approximately 65% by the project end date.”*

These were created in response to several local governments that raised concerns regarding the reduction in general waste capacity. Whilst these variations do not currently apply to the City’s funding agreement, the City has requested that the Waste Authority consider updating the City’s agreement to include the provision of these variations. These options would give the City the opportunity to transition as many households as possible, whilst also making considerations for households with genuine capacity needs. The variations have been included for discussion below, under the assumption the Waste Authority supports the City’s request to adopt these variations.

There is an exception to the agreement (a), which allows for grant funds to be paid for households with *medical requirements, young families with nappies, or large families*. The City already has a Compassionate Policy in place to provide additional general waste capacity for households with genuine capacity issues related to medical requirements. This is a means-assessed process, and the cost of the additional bin service is covered by the City. Currently there are 29 compassionate services registered with the City. This process could be extended to include young families with nappies or large families, however the criteria for these categories is less straight forward and may be harder to assess.

It is currently unknown how many applications would be made for assistance relating to young families with nappies, however the City provides an alternative for families to help reduce general waste disposal. The City offers a cloth nappy workshop and rebate system to encourage the use of reusable cloth nappies. By switching from disposable to reusable cloth nappies and other reusable baby items, households with young children can substantially reduce the amount of general waste they generate, contributing to lower overall landfill volumes and reducing the need for additional general waste capacity.

It may be reasonable to assume that five or more people in one household could be considered a large family. According to the most recent census conducted by the Australian Bureau of Statistics (ABS) in 2021, only 6% of households in the City of Bayswater have five or more people in a household. This provides an indication of the potential number of households that would be impacted by the transition to the 140L general waste bin collected fortnightly and that may require additional capacity. The City would also need to determine whether the cost for the additional bin capacity for larger families should be paid for by the household, rather than the City. If this were the case, the households paying for a larger bin would be considered part of variation category (c) rather than (a).

It is important to note that the percentage of households eligible for exception (a), does not contribute to the household numbers in category (c) and the two are independent of each other. Category (c) allows for 10% of households in the City to pay for additional general waste capacity for a substantial fee. If more than 10% of households meet the criteria for larger capacity, the City would need to demonstrate the overall recovery rate is greater than 65% in order to remain

eligible for the funding for these households. Based on the recovery rate of 41% for the 2021/2022 FY, the City does not currently meet this requirement. However, the City would only need to return the funding for the percentage of households who opt to pay for additional bin capacity, which is currently unknown.

To qualify for these grant payments (assuming eligibility), the City would need to provide written notification and supporting evidence to the Waste Authority of the households in the categories (a) to (d) above, prior to the project end date. Grant funds will not be paid for households that do not subscribe to the preferred three-bin FOGO kerbside service, including a maximum of 70L weekly general waste collection capacity per household, and do not meet the variation conditions detailed above.

(b) Reputational implications

Reducing general waste and promoting sustainability supports the Waste Strategy, however there are several challenges associated with downsizing the general waste bins that need to be considered. If the downsizing initiative is not well communicated or understood by residents, it may face opposition, lack of compliance, or backlash due to inconvenience and perceived negative impacts. One of the primary concerns for residents is that downsizing the general waste bin may not provide enough capacity for their waste disposal needs. If the bin is too small, it could lead to overflow and littering around the area, causing hygiene and aesthetic issues.

Implementing downsizing measures requires significant behavioural change from residents. Some may find it difficult to adapt to the new waste management system, leading to confusion and improper waste disposal practices. In areas where waste disposal options are limited or inconvenient, residents may resort to illegal dumping, which can lead to environmental pollution and public health hazards. A smaller general waste bin might exacerbate this problem if residents find it challenging to dispose of their waste properly. If the downsizing results in increased illegal dumping or littering due to inadequate waste disposal options, it can lead to negative perceptions of the City's ability to maintain a clean and healthy environment.

Downsizing initiatives can disproportionately affect certain demographics, such as large families or individuals with specific waste disposal needs. If the City is perceived as insensitive to these concerns, it may damage its reputation in terms of equity and social responsibility. If the downsizing initiative is perceived as being rushed or lacking proper public consultation, it may lead to resident backlash and resistance. Negative reactions from the public can damage the City's reputation and create tensions within the community.

The transition to 140L general waste bins would require the purchase of new bins and the removal of the existing 240L bin. Whilst the old bins could be re-used for other purposes or recycled by Cleanaway, this process could be considered a waste of time, money and resources, particularly if the resident has an existing 240L bin in good condition.

To address these concerns effectively, any downsizing initiative must be thoroughly planned, considering the specific needs and demographics of the community. Public engagement, education campaigns, and collaboration with residents is essential to ensure a smooth transition towards a more sustainable waste management system.

(c) Bin size transition

In accordance with the 'Better Bins Plus Program' the City is required to transition all single unit dwellings to 140L fortnightly collection services. The implementation of the transition requires further workshopping and consultation to fully understand the operational and administrative changes associated. Parameters such as collection costs, annual waste charges, additional general waste capacity, Compassionate Policy, administrative costs, logistics and the internal management system all need to be reviewed and defined in the project plan. A review will be conducted of other local governments that have successfully transitioned to a smaller general

waste bin, to ensure the City's plan for the transition incorporates the learnings from other councils and minimises the risk to the City.

#### Current challenges and other considerations

##### (a) Public bins and illegal dumping

The City has noted a significant number of reports of illegal dumping of household general waste in public bins. Whilst this practice is against the *Waste Local Law 2020*, it is difficult to identify the persons responsible and enforce these laws. Unfortunately, there is not enough data to understand whether instances of illegal dumping have increased since the implementation of FOGO, however it may be in response to some households' inability to manage with the fortnightly general waste collections. If this assumption is correct, it may be reasonable to assume that the occurrence of illegal dumping may increase, if the size of the general waste bin is reduced to 140L. Food waste is often included in bagged waste dumped in public bins, and therefore this behaviour may be linked to a resistance to change behaviour, rather than capacity issues. In some cases, this could be mitigated by continued education and reinforcement of the FOGO system and correct source separation.

##### (b) Commercial waste services

The current commercial system is an extension of the City's residential waste service and the City does not offer a tailored approach to the requirements of different businesses. In most cases, the current 240L fortnightly general waste collection is not sufficient to meet the waste needs of businesses. Since the City is unable to provide flexibility on the collection frequency, commercial properties that opt to utilise the City's services will often request additional general waste bins to accommodate their requirements. This has resulted in a significant number of bins in the industrial and commercial areas of the City.

The transition to a fortnightly 140L general waste service would further impact these businesses and in most cases, the City would recommend that commercial properties engage a private contractor to facilitate their waste management. When the City of Vincent transitioned to the FOGO service and a smaller general waste bin, their Council resolved to remove the option for commercial waste services altogether, advising that the service did not meet the objectives of Vincent's Waste Strategy or its vision of achieving zero waste to landfill.

The calculation of the City's recovery rate includes the waste collected through the City's commercial waste service. The composition of waste generated from commercial properties differs to residential services, and businesses are more likely to have a higher waste generation, heavier waste and higher contamination levels, in comparison to residential properties. The City's overall recovery rate could be biasing low, due to the nature of some of these businesses and there could be potential to increase the recovery rate by removing these services. Consideration should be made for the viability of commercial waste services prior to transitioning.

##### (c) Data collection and bin tagging

Monitoring and evaluation is critical to understanding how the three-bin kerbside system is performing and to inform any corrective actions. The City currently uses a number of methods to monitor the performance of the FOGO service and the level of kerbside contamination, including bin tagging, waste audits, in-vehicle cameras, officer audits and data collated from the disposal/recovery facilities. Proactive methods of monitoring such as bin tagging and waste audits are preferred, as they are data driven and provide tangible ways of monitoring behaviour change over time.

The EMRC organises a bin tagging program on an annual basis which incorporates approximately 2,000 households within the City, each year. The program is part funded by the Western Australian Local Government Association (WALGA) and is aimed at improving household source separation. In 2022 and 2023, the percentage contamination in all three waste

streams decreased during the course of the program, showing the effectiveness of individualised and direct feedback. In addition to this, the average fullness of the general waste bin was recorded and on average, the bins were presented 70% full in 2022 and 72% full in 2023. Whilst this provides the City with an indication of the current general waste capacity needs, it only represents a limited number of households.

The majority of contamination reported in the general waste stream was recyclables (including eligible container deposit scheme material), food scraps and garden organics, which indicates there is potential for additional source separation into the FOGO and recycle streams, and reduction in landfill. Furthermore, it is likely that the instances of contamination in the general waste bin are under reported, given the waste is usually deposited in rubbish bags, making the contents difficult for the taggers to see. Optimising source separation within the household is the first step to reducing capacity issues experienced with the general waste bin and this would need to be considered prior to allowing additional general waste capacity.

To make an informed decision about the potential transition to a 140L general waste bin, an external waste audit of the general waste bins is recommended to determine the average capacity utilised each fortnight for all households within the City. This would give the most accurate representation of how households are currently coping with the general waste collections. As stated in the *Waste Strategy*, disposal to landfill is the least preferred method on the waste hierarchy and residents should make every effort to reuse, recycle or recover materials prior to disposal. The waste levy supports this hierarchy and acts as a further deterrent for disposal to landfill. The cost per tonne for disposal to landfill is more than double the cost for FOGO processing and recycle processing.

**LEGISLATIVE COMPLIANCE**

- ‘Better Bins Plus: Go FOGO Kerbside Collection Program’ funding agreement
- *Waste Avoidance and Resource Recovery Strategy 2030*

Council’s decision to accept the funding for the ‘Better Bins Plus Program’ in November 2020 requires the City to transition to 140L general waste bins. This transition is in line with the State’s *Waste Strategy*. Any decision to defer from the terms of the agreement need to be discussed with the Waste Authority and written notification is required before the project end date (30 June 2026).

**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.

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>	Officers recommend that Council receives this report on the implications of exiting the ‘Better Bins Plus: Go FOGO Kerbside Collection Program’ agreement.	

**FINANCIAL IMPLICATIONS**

The grant funding of \$445,106 was fully expended in the first year of the program on infrastructure (kitchen caddies and compostable liners). If Council decides not to proceed with the transition to smaller bins by 30 June 2026, the City will need to return all or a portion of the funding to the Waste Authority as per Condition 6.2(e) of the agreement.

If the City transitions to the smaller 140L general waste bins, Cleanaway has advised they wish to transition the ownership of the general waste, FOGO and recycle bins to the City at the same time. The contract clause 4.25 – *Option to Purchase Bins*, allows the City exclusive option of purchasing the bins for the depreciated price, as submitted by the Contractor in the *Tender Schedule – Item - 5.11*, which is \$16.53 per 240L bin, for the period ending 30 June 2028. The City would need to pay for the purchase of the new 140L general waste bins, and the existing 240L FOGO and 240L recycle bins.

Regardless of whether the City transitions to the smaller bin, the City would need to purchase the bin stock from Cleanaway prior to the collection contract end date (30 June 2028). A significant contribution would be required regardless of the scenario, or the bin types purchased. The cheapest option for the City would be to purchase the existing 240L bin stock from Cleanaway and return the full funding to the Waste Authority (Table 2). This option is \$527K cheaper, in comparison to the current estimated costs for continuing with the ‘Better Bins Plus Program’ and the transition to 140L bins (Table 3).

The timing of the bin purchase would also differ depending on the scenario, and the City would have an additional two years to purchase the bins if it did not proceed with the downsizing. The cost per bin for the purchase of new 140L bins (\$50.06) includes delivery to each household and CPI up to 2025. This price is an estimate based on preliminary discussions and is subject to change. The 140L bin purchase would need to be re-quoted at the applicable time. The cost for the purchase of the existing 240L bins is written into the existing contract with Cleanaway and is not subject to change.

Cleanaway have advised there are a few factors that would need to be included in the calculation of the collection rate for the 140L bins, however the costs are anticipated to be similar to the existing 240L collection costs (subject to the annual price adjustment).

As Cleanaway currently own the bin stock, the City is not charged for bin repairs or replacements. Once the City owns the bin stock, the cost for these services will need to be covered by the City. The more flexibility households are given to change the bin sizes, the higher these costs are likely to be for the City. A cost for these services will be negotiated with Cleanaway at the time of the bin purchase.

**Table 2.** The financial cost to the City for the purchase of the kerbside bins under the scenario that the City exits the ‘Better Bins Plus Program’ agreement.

Description	Households	Total Bins	Cost Per Bin	Total Cost
Purchase of existing 240L bins from Cleanaway (all 3 types)	29,000	87,000	\$16.53	\$1,438,110.00
Return ‘Better Bins Plus Program’ funding	N/A	N/A	N/A	\$445,106.00
<b>Total (excluding GST)</b>				<b>\$1,883,216.00</b>

**Table 3.** The financial cost to the City for the purchase of the kerbside bins under the scenario that the City proceeds with the transition to the 140L general waste bins.

Description	Households	Total Bins	Cost Per Bin	Total Cost
Purchase of existing 240L FOGO and recycle bins from Cleanaway	29,000	58,000	\$16.53	\$958,740.00

Purchase of new 140L general waste bins	29,000	29,000	\$50.06	\$1,451,740.00
<b>Total (excluding GST)</b>				<b>\$2,410,480.00</b>

At the EMRC OCM in February 2023, Council resolved to provide the City with additional funds from the EMRC Secondary Waste Reserve to support the FOGO recovery program, which includes the cost of bin purchase, kitchen caddies and compostable liners. The additional amount received was \$346,700, which has been added to the FOGO Reserve. There is currently \$3.9M in the FOGO Reserve and \$4.0M in the General Waste Management Reserve (GWMR). The costs associated with Table 2 and Table 3 are considered capital expenditure, and therefore the relevant reserve accounts could be utilised to fund the bin purchase and the repayment to the Waste Authority (if required), and there would be no direct impact on the annual waste charge to residents under either scenario.

**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.

**CONCLUSION**

To support the State's *Waste Strategy* targets, the City implemented a FOGO collection service, which was part funded by the 'Better Bins Plus: Go FOGO Kerbside Collection Program'. This included the use of general waste receptacles that are 70L capacity or less per week, and required the City to commit to transition from the current weekly 240L capacity general waste to fortnightly 140L capacity by 30 June 2026. The implications of exiting the program and not proceeding with the transition have been assessed and several risks have been identified, including financial and reputational. Exiting the program would also have implications on the City's diversion and recovery rates and the ability to meet the targets outlined in the *Waste Strategy* and the *Strategic Community Plan*.

**10.3.5 Tender 02-2023 - Arboricultural Consultancy Services**

<b>Responsible Branch:</b>	Parks and Gardens
<b>Responsible Directorate:</b>	Works and Infrastructure
<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 - Arbor Centre Schedule of Rates [10.3.5.1 - 2 pages]</li> <li>2. CONFIDENTIAL - Classic Tree Services Schedule of Rates [10.3.5.2 - 2 pages]</li> <li>3. CONFIDENTIAL - Westworks Consultancy Schedule of Rates [10.3.5.3 - 2 pages]</li> </ol>

**Confidential Attachment(s) in accordance with Section 5.23(2) of the Local Government Act 1995 (WA):**

- (e) *a matter that if disclosed, would reveal —*
  - (ii) *information that has a commercial value to a person; or*
  - (iii) *information about the business, professional, commercial or financial affairs of a person*

**SUMMARY**

For Council to award Tender No. 2-2023 - Arboricultural Consultancy Services in accordance with the tender specification.

The City of Bayswater Delegated Authority Register, delegation ‘FM-D02 Acceptance of Tenders and Quotations’ limits the Chief Executive Officer to accept tenders up to and including an amount of \$250,000. The value of this contract is expected to exceed this threshold and accordingly, the report is submitted to Council for acceptance of recommended tenders.

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

That Council:

1. **Accepts the tenders from Arbor Centre Group Pty Ltd, Classic Tree Services and Westworks Consultancy for Tender No. 2-2023 - Arboricultural Consultancy Services; and**
2. **Authorises the CEO to enter into panel contracts with Arbor Centre Group Pty Ltd, Classic Tree Services and Westworks Consultancy, for a three-year period from 1 September 2023 to 30 August 2026.**

**Cr Sally Palmer Moved, Cr Catherine Ehrhardt, Deputy Mayor Seconded**

**CARRIED BY EXCEPTION (EN-BLOC): 9/1**

**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik and Cr Dan Bull.*

**Against:** *Cr Giorgia Johnson.*

**BACKGROUND**

The City called a tender for the provision of Arboricultural Consultancy Services by experienced providers who can deliver specialised assessments and reports relating to specific tree issues including the collection of tree data for the City’s tree auditing program.

The services required by the City under contract include the following:

- Arboricultural reports
- Sonic tomography
- Tree protection / impact assessments
- Aerial tree assessments
- Soil and leaf sampling
- Tree data collection

The City believed it would be in its best interest to advertise this tender with the intent to form a panel contract which would provide better coverage and options for required services. The terms and conditions of forming and managing the panel were included in the tender document.

The City initially called this tender in March 2023 but did not proceed further due to a strategic review into the operation of panel contracts, and therefore elected to recall the tender. All tenderers were informed in writing of the City’s decision.

On 27 May 2023, the City advertised the recalled Tender No 2-2023 on Tenderlink and the West Australian newspaper.

The tender specified the range of services required under contract, and that the contract is for a three-year period from 1 September 2023 to 30 August 2026. The tender documents required each tenderer to specify a price increase mechanism.

Submissions were received from three suppliers:

1.	Arbor Centre Group Pty Ltd
2.	Arbor West Pty Ltd trading as Classic Tree Services
3.	Westworks Consultancy

**EXTERNAL CONSULTATION**

No reference checks were undertaken as the preferred service providers for this contract have successfully met the City’s requirements under previous contracts.

**OFFICER'S COMMENTS**

The Tender Evaluation Panel consisted of the Coordinator Tree Services, Supervisor Tree Services, and Technical Officer Tree Services.

The tenders were evaluated in accordance with the following criteria:

ITEM	CRITERIA TYPE	DESCRIPTION	WEIGHTING
1	Compliance	Compliance with the Specification, Conditions of Tendering, Quality Assurance and completion of Price Schedule	N/A
2	Qualitative	Capability and Experience	50%
3	Qualitative	Resources and WH&S	40%
4	Qualitative	Benefit to Local Economy	10%
5	Quantitative	Price	N/A

All the received submissions met the compliance requirements and accordingly were assessed against the qualitative criteria and the following table summarises the results:

QUALITATIVE CRITERIA EVALUATION TABLE				
TENDERER	Capability and Experience (50)	Resources and WH&S (40)	Benefit to Local Economy (10)	Total Score (100)
Arbor Centre Group Pty Ltd	33.3	29.3	2.0	64.7
Classic Tree Services	36.7	32.0	4.0	72.7
Westworks Consultancy	43.3	29.3	4.0	76.7

To be considered for further evaluation and inclusion on the panel, submissions were required to achieve a score for each qualitative criterion of at least 50%.

The submissions received from the three companies provided sufficient information to satisfy the City’s work, health and safety requirements, qualitative criteria and requested services.

Tenderers were required to submit a schedule of rates for a range of services based on the City’s typical requirements, which are provided as **Confidential Attachments 1-3**.

The schedule of rates provided in all submissions addressed the full range of services requested in the tender and were determined to be competitive with current market rates. These companies all nominated an annual increase mechanism aligned to CPI (which is generally based on March quarter).

As all three companies met the compliance, qualitative and quantitative requirements and the tender conditions allowed for up to five companies on the panel, it was determined that no further evaluation was required to establish their eligibility for inclusion on the panel.

As work will be distributed under a panel according to the most advantageous price or suitable skills, the submissions have not been evaluated to determine a ranking.

Under the established panel, contract works will be distributed as follows:

- Work will be allocated to the panel member with the most favourable price and who can deliver services in the required timeframe; or allocated to the panel member deemed to have the most suitable skills to undertake required services at the discretion of the Principal.
- If the panel member is unable to deliver services in required timeframe, the work will then be allocated to the panel member with the next most favourable price.
- Where two or more Consultants have tendered the same, or similar contract rates and in all other respects their methodologies are equal, the City will review the allocation of work on a regularly basis to ensure that it is fairly and equitably distributed.
- Individual contracts (the purchase order for specific work) will not exceed twelve (12) months in duration.

It should be noted that in the case where none of the contractors can supply the services under the panel contract, the City will then seek quotations for the work from other suppliers in accordance with the City’s Procurement Policy.

**LEGISLATIVE COMPLIANCE**

The tender process has met the requirements of s3.57 the *Local Government Act 1995* and r.14 – 16 of the *Local Government (Functions and General) Regulations 1996*.

All tenderers have indicated that they do not have any conflicts of interest in the performance of their obligations under the contract.

City officers involved in the assessment of the tender submissions and preparation of the associated report have indicated they do not have conflicts of interest with any of the tenderers.

Through the declaration of interest process it was noted that one of the tenderers representatives is a former City employee.

**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.

Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	This option represents the lowest risk to Council, as these service providers offer overall value for the specified services.	

**FINANCIAL IMPLICATIONS**

The expenditure under this new contract will be accounted for in annual municipal budgets for both operating and capital expenditure.

**STRATEGIC IMPLICATIONS**

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

- Theme: Community
- Goal C3: Maximise the use of the City's facilities and parks by all sections of the community.
- Theme: Environment and Liveability
- Goal E2: Remain focused on greening the City's suburbs and streetscapes and increasing the tree canopy.
- Theme: Leadership and Governance
- Goal L2: Plan and deliver projects and services in a sustainable way.  
Work together to deliver the best outcomes for the community by managing our resources in a financially sustainable way.

**CONCLUSION**

Three submissions were received for Tender no. 2-2023 Arboricultural Consultancy Services. Arbor Centre Group Pty Ltd, Classic Tree Services, and Westworks Consultancy have demonstrated the ability to deliver on the City’s requirements under contract. Therefore, it is recommended that Council awards the Tender and associated panel contracts to Arbor Centre; Classic Tree Services; and Westworks Consultancy, for a three-year period from 1 September 2023 to 30 August 2026.

**10.3.6 Tender 07-2023 Juvenile Tree Planting, Watering and Maintenance Services**

<b>Responsible Branch:</b>	Parks and Environment
<b>Responsible Directorate:</b>	Infrastructure and Assets
<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 - Baroness Holdings Pty Ltd Schedule of Rates [<b>10.3.6.1</b> - 3 pages]</li> <li>2. CONFIDENTIAL - Environmental Industries Schedule of Rates [<b>10.3.6.2</b> - 3 pages]</li> <li>3. CONFIDENTIAL - LD Total Schedule of Rates [<b>10.3.6.3</b> - 2 pages]</li> <li>4. CONFIDENTIAL - Prestige Property Maintenance Schedule of Rates [<b>10.3.6.4</b> - 3 pages]</li> <li>5. CONFIDENTIAL - United Lawns and Landscaping Pty Ltd Schedule of Rates [<b>10.3.6.5</b> - 3 pages]</li> </ol>

**Confidential Attachment(s) in accordance with Section 5.23(2) of the Local Government Act 1995 (WA):**

- (e) a matter that if disclosed, would reveal —**
  - (ii) information that has a commercial value to a person; or**
  - (iii) information about the business, professional, commercial or financial affairs of a person**

**SUMMARY**

For Council to award Tender No. 7-2023 – Provision of Juvenile Tree Planting, Watering, and Maintenance in accordance with the tender specification.

The City of Bayswater Delegated Authority Register, delegation FM-D02 Acceptance of Tenders and Quotations limits the Chief Executive Officer to accept tenders up to and including an amount of \$250,000. The value of this contract is expected to exceed this threshold and accordingly, the report is submitted to Council for acceptance of recommended tenders.

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

**That Council:**

- 1. Accepts the tenders from Baroness Holdings Pty Ltd, Environmental Industries, LD Total, Prestige Property Maintenance, and United Lawns and Landscaping Pty Ltd for Tender 7-2023 – Provision of Juvenile Tree Planting, Watering, and Maintenance Services, and;**
- 2. Authorises the CEO to enter into panel contracts with Baroness Holdings Pty Ltd, Environmental Industries, LD Total, Prestige Property Maintenance, and United Lawns and Landscaping Pty Ltd, for a three-year period from 1 September 2023 to 30 August 2026.**

**Cr Sally Palmer Moved, Cr Catherine Ehrhardt, Deputy Mayor Seconded**

**CARRIED BY EXCEPTION (EN-BLOC): 9/1**

**For: Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik and Cr Dan Bull.**

**Against:** *Cr Giorgia Johnson.*

**BACKGROUND**

The City called tenders for the provision of juvenile tree planting, watering, and maintenance services by experienced providers who can assist in the delivery of the City’s annual street tree planting and maintenance programs.

The services required by the City under contract include the following:

- Planting of juvenile trees during the winter planting period
- Watering of juvenile trees during the summer months
- Maintenance of tree stakes, wells and mulch throughout the year

The City believed it would be in its best interest to advertise this tender with the intent to form a panel contract which would provide better coverage and options for required services. The terms and conditions of forming and managing the panel were included in the tender document.

On 22 June 2023, the City advertised Tender No 7-2023 on Tenderlink and the West Australian newspaper.

The tender specified the range of services required under contract, and that the contract is for a three-year period from 1 September 2023 to 30 August 2026. The tender documents required each tenderer to specify a price increase mechanism.

Submissions were received from five suppliers:

1.	Baroness Holdings Pty Ltd
2.	Enviromental Industries
3.	LD Total
4.	Prestige Property Maintenance
5.	United Lawns and Landscaping Pty Ltd

**EXTERNAL CONSULTATION**

Reference checks were undertaken for each of the tenderers.

**OFFICER'S COMMENTS**

The Tender Evaluation Panel consisted of the Coordinator Tree Services, Coordinator Depot Services, Coordinator Planning Services, and Coordinator Parks Services.

The tenders were evaluated in accordance with the following criteria:

ITEM	CRITERIA TYPE	DESCRIPTION	WEIGHTING
1	Compliance	Compliance with the Specification, Conditions of Tendering, Quality Assurance and completion of Price Schedule	N/A
2	Qualitative	Capability and Experience	50%
3	Qualitative	Resources and WH&S	40%
4	Qualitative	Benefit to Local Economy	10%
5	Quantitative	Price	N/A

All submissions received met the compliance requirements and accordingly, were assessed against the qualitative criteria.

The following table is a summary of the results:

QUALITATIVE CRITERIA EVALUATION TABLE				
TENDERER	Capability and Experience (50)	Resources and WH&S (40)	Benefit to Local Economy (10)	Total Score (100)
Baroness Holdings Pty Ltd	45.0	36.0	3.0	84.0
Environmental Industries	37.5	28.0	6.5	72.0
LD Total	32.5	22.0	4.0	58.5
Prestige Property Maintenance	35.0	28.0	6.0	69.0
United Lawns and Landscaping Pty Ltd	22.5	16.0	5.5	44.0

To be automatically considered for further evaluation and inclusion on the panel, submissions were required to achieve a score for each qualitative criterion of at least 50%. Scores below 50% are subject to a risk assessment to determine whether the submission can progress for further evaluation or be found nonconforming.

The submission from United Lawns and Landscaping scored lower than the qualitative criteria evaluation threshold of 50% for Capability and Experience, and for Resources and WH&S. However, as this company has performed work under similar contracts for the City to a satisfactory standard, their submission was progressed through a risk assessment and subsequently considered for further evaluation.

Submissions received from the remaining companies provided sufficient information to satisfy the City’s work, health and safety requirements, qualitative criteria, and requested services.

Tenderers were required to submit a schedule of rates for a range of services based on the City’s typical requirements, which are detailed in **Confidential Attachments 1 - 5**.

The schedule of rates provided in all submissions largely addressed the range of services requested in the tender and were determined to be competitive with current market rates.

Three companies nominated an annual increase mechanism aligned to CPI (which will generally be based on the June quarter), and two did not nominate a preference which automatically defaults to CPI.

The tender conditions allowed for up to three companies on the panel, however five companies progressed through the compliance, qualitative and quantitative requirements. Accordingly, it was determined that it would be in the best interests of the City and the companies, that all five be included on the panel, and that no further evaluation was required to establish their eligibility.

As work will be distributed under a panel according to the most advantageous price, the submissions have not been evaluated to determine a ranking.

Under the established panel, supply contracts will be distributed as follows:

- Work will be allocated to the panel member with the most favourable price and who can deliver services in the required timeframe.

- If the panel member is unable to deliver services in the required timeframe or due to lack of capacity as determined by the City, the work will then be allocated to the panel member with the next most favourable price.
- Where two or more Contractors have tendered the same, or similar contract rates and in all other respects their plant and work methodologies are equal, the City will review the allocation of work on a regularly basis to ensure that it is fairly and equitably distributed.
- Individual contracts (the purchase order for specific work) will not exceed twelve (12) months in duration.

It should be noted that in the case where none of the contractors can supply the services under the panel contract, the City will then seek quotations for the work from other suppliers in accordance with the City’s *Procurement Policy*.

**LEGISLATIVE COMPLIANCE**

The tender process has met the requirements of s3.57 the *Local Government Act 1995* and r.14 – 16 of the *Local Government (Functions and General) Regulations 1996*.

All tenderers have indicated that they do not have any conflicts of interest in the performance of their obligations under the contract.

City officers involved in the assessment of the tender submissions and preparation of the associated report have indicated they do not have conflicts of interest with any of the tenderers.

**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.

Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	This option represents the lowest risk to Council, as these service providers offer overall value for the specified services.	

**FINANCIAL IMPLICATIONS**

The expenditure under this new contract will be accounted for in annual municipal budgets for both operating and capital expenditure.

**STRATEGIC IMPLICATIONS**

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

- Theme: Community
- Goal C3: Maximise the use of the City’s facilities and parks by all sections of the community.
- Theme: Environment and Liveability

Goal E2: Remain focused on greening the City's suburbs and streetscapes and increasing the tree canopy.

Theme: Leadership and Governance

Goal L2: Plan and deliver projects and services in a sustainable way.  
Work together to deliver the best outcomes for the community by managing our resources in a financially sustainable way.

### **CONCLUSION**

Five submissions were received for Tender 7-2023 Provision of juvenile tree planting, watering, and maintenance services. Baroness Holdings Pty Ltd, Environmental Industries, LD Total, Prestige Property Maintenance, and United Lawns and Landscaping Pty Ltd have demonstrated the ability to deliver on the City's requirements under contract. Therefore, it is recommended that Council awards the Tender and associated panel contracts to Baroness Holdings Pty Ltd, Environmental Industries, LD Total, Prestige Property Maintenance, and United Lawns and Landscaping Pty Ltd, for a three-year period from 1 September 2023 to 30 August 2026.

**10.3.7 Tender 08-2023 - Supply and Delivery of Fertilisers, Wetting Agents, Pesticides and Turf Seed**

<b>Responsible Branch:</b>	Parks and Environment
<b>Responsible Directorate:</b>	Infrastructure and Assets
<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 - Baileys Fertiliser Schedule of Rates [10.3.7.1 - 6 pages]</li> <li>2. CONFIDENTIAL - Farmarama Pty Ltd Schedule of Rates [10.3.7.2 - 3 pages]</li> <li>3. CONFIDENTIAL - Greenway Turf Solutions Schedule of Rates [10.3.7.3 - 5 pages]</li> <li>4. CONFIDENTIAL - Green Workz Pty Ltd Schedule of Rates [10.3.7.4 - 5 pages]</li> <li>5. CONFIDENTIAL - Living Turf Schedule of Rates [10.3.7.5 - 5 pages]</li> <li>6. CONFIDENTIAL - Nuturf Schedule of Rates [10.3.7.6 - 6 pages]</li> </ol>

**Confidential Attachment(s) in accordance with Section 5.23(2) of the Local Government Act 1995 (WA):**

- (e) **a matter that if disclosed, would reveal —**
  - (ii) **information that has a commercial value to a person; or**
  - (iii) **information about the business, professional, commercial or financial affairs of a person**

**SUMMARY**

For Council to award Tender No. 8-2023 Supply of Fertilisers, Wetting Agents, Pesticides and Turf Seed in accordance with the tender specification.

The City of Bayswater Delegated Authority Register, delegation *FM-D02 Acceptance of Tenders and Quotations* limits the Chief Executive Officer to accept tenders up to and including an amount of \$250,000. The value of this contract is expected to exceed this threshold and accordingly, the report is submitted to Council for acceptance of recommended tenders.

**ADDITIONAL INFORMATION**

Some inconsistencies have been found in the officer’s report, and are rectified as follows:

- The attachments list now includes **Confidential Attachment 7** - JLW Turf Services Schedule of Rates.
- In the background of the report, the table lists the fifth supplier as being named “United Lawns and Landscaping Pty Ltd”. The supplier’s name is actually “Greenway Turf Solutions”.
- It should be noted that external consultation took place in the form of reference checks for Farmarama, Greenway Turf Solutions and JLW Turf Services. However, no reference checks were undertaken for Australian Agribusiness (Holdings) Pty Ltd, Baileys Fertilisers, Greenshed Pty Ltd and Green Workz Pty Ltd as these companies have successfully met the City’s requirements under previous contracts.
- In the Officer’s Comments, there is a reference to all six tender submissions being included on the panel. The number of submissions included on the panel was seven.

- The ‘Conclusion’ mentions that six of the seven tender submissions demonstrated the ability to deliver on the City’s requirements under contract. In fact, all seven submissions demonstrated the ability to deliver on the City’s requirements under contract.

RECOMMENDATION IMPLICATIONS

In light of the above, the officer’s recommendation remains unchanged.

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

**That Council:**

- 1. Accepts the tenders from Australian Agribusiness (Holdings) Pty Ltd trading as Nuturf; Baileys Fertiliser; Farmarama Pty Ltd; Greenshed Pty Ltd trading as Living Turf; Green Workz Pty Ltd; Greenway Turf Solutions and JLW Turf Services for Tender No. 8-2023 – Supply of Fertilisers, Wetting Agents, Pesticides and Turf Seed; and**
- 2. Authorises the CEO to enter into panel contracts with Australian Agribusiness (Holdings) Pty Ltd trading as Nuturf; Baileys Fertiliser; Farmarama Pty Ltd; Greenshed Pty Ltd trading as Living Turf; Green Workz Pty Ltd; Greenway Turf Solutions and JLW Turf Services, for a three-year period from 1 September 2023 to 30 August 2026.**

**Cr Sally Palmer Moved, Cr Catherine Ehrhardt, Deputy Mayor Seconded**

**CARRIED BY EXCEPTION (EN-BLOC): 9/1**

**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik and Cr Dan Bull.*

**Against:** *Cr Giorgia Johnson.*

**BACKGROUND**

The City called a tender for the provision of specialist turf maintenance products from industry suppliers who can supply and deliver in accordance with the City’s specific requirements.

The products required by the City under contract include fertilisers, wetting agents, herbicides, insecticides, fungicides, growth regulators, surfactants and grass seed.

Officers believed it would be in the City’s best interests to advertise this tender with the intent to form a panel contract which would provide better coverage and options for required supply of products. The terms and conditions of forming and managing the panel were included in the tender document.

On 27 May 2023, the City advertised Tender No. 8-2023 on Tenderlink and the West Australian newspaper.

The tender specified the range of services required under contract, and the term of the contract as a three-year period from 1 September 2023 to 30 August 2026. The tender documents required each tenderer to specify a price increase mechanism.

Submissions were received from seven suppliers:

1.	Australian Agribusiness (Holdings) Pty Ltd trading as Nuturf
2.	Baileys Fertiliser

3.	Farmarama Pty Ltd
4.	Greenshed Pty Ltd trading as Living Turf
5.	United Lawns and Landscaping Pty Ltd
6.	Green Workz Pty Ltd
7.	JLW Turf Services

**EXTERNAL CONSULTATION**

No reference checks were undertaken as the preferred service providers for this contract have successfully met the City’s requirements under previous contracts.

**OFFICER'S COMMENTS**

The Tender Evaluation Panel consisted of the Coordinator Turf Services, Coordinator Parks Services, Coordinator Project Services and Supervisor Parks Services. The tenders were evaluated in accordance with the following criteria:

ITEM	CRITERIA TYPE	DESCRIPTION	WEIGHTING %
1	Compliance	Compliance with the Specification, Conditions of Tendering, Quality Assurance and completion of Price Schedule	N/A
2	Qualitative	Capability and Experience	60%
3	Qualitative	Resources and WH&S	30%
4	Qualitative	Benefit to Local Economy	10%
5	Quantitative	Price	N/A

All submissions received met the compliance requirements and accordingly, were assessed against the qualitative criteria.

The following table is a summary of the results:

QUALITATIVE CRITERIA EVALUATION TABLE				
TENDERER	Capability and Experience (60)	Resources and WH&S (30)	Benefit to Local Economy (10)	Total Score (100)
Baileys Fertiliser	48	22.5	4.3	<b>74.8</b>
Farmarama	36	18	4.5	<b>58.5</b>
Greenway Turf Solutions	46.5	18.8	7.5	<b>72.8</b>
Green Workz	34.5	15.8	3	<b>53.3</b>
Nuturf	45	19.5	6.8	<b>71.3</b>
JLW Turf Services	33	13.5	3.5	<b>50.0</b>
Living Turf	54	27	7.5	<b>88.5</b>

To be automatically considered for further evaluation and inclusion on the panel, submissions were required to achieve a score for each qualitative criterion of at least 50%. Scores below 50% are subject to a risk assessment to determine whether the submission can progress for further evaluation or be found nonconforming.

The submission from JLW Turf Services scored lower than the qualitative criteria evaluation threshold of 50% for Resources and WH&S. However, as this company’s reference checks were satisfactory, their submission was progressed for further evaluation.

Submissions received from the remaining companies provided sufficient information to satisfy the City's work, health and safety requirements, qualitative criteria, and requested services.

Tenderers were required to submit a schedule of rates for a range of products based on the City's typical requirements, which are detailed in **Confidential Attachments 1- 6.**

The schedule of rates provided in all submissions largely addressed the range of products requested in the tender and were determined to be competitive with current market rates.

Six companies nominated an annual increase mechanism aligned to CPI (which will generally be based on the June quarter), and one requested the Manufacturing Price Index be applied annually.

The tender conditions allowed for up to five companies on the panel, however seven companies progressed through the compliance, qualitative and quantitative requirements, and their submitted prices were spread across a range of requested products, alternative products and specific product ranges. Accordingly, it was determined that it would be in the best interests of the City and the companies, that all six be included on the panel, and that no further evaluation was required to establish their eligibility.

As work will be distributed under a panel according to the most advantageous price, the submissions have not been evaluated to determine a ranking.

Under the established panel, supply contracts will be distributed as follows:

- Allocated to the panel member with the most favourable price and who can supply products in the required timeframe.
- If the panel member is unable to supply products in required timeframe, the work will then be allocated to the panel member with the next most favourable price.
- Where two or more suppliers have tendered the same, or similar contract rates, and in all other respects their methodologies are equal, the City will review the allocation of supply requirements on a regularly basis to ensure that it is fairly and equitably distributed.
- Individual contracts (the purchase order for specific work) will not exceed 12 months in duration.

It should be noted that in the case where none of the contractors can supply the services under the panel contract, the City will then seek quotations for the work from other suppliers in accordance with the City's *Procurement Policy*.

### **LEGISLATIVE COMPLIANCE**

The tender process has met the requirements of s3.57 the *Local Government Act 1995* and r.14 – 16 of the *Local Government (Functions and General) Regulations 1996*.

All tenderers have indicated that they do not have any conflicts of interest in the performance of their obligations under the contract.

City officers involved in the assessment of the tender submissions and preparation of the associated report have indicated they do not have conflicts of interest with any of the tenderers.

### **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.

Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	This option represents the lowest risk to Council, as these service providers offer overall value for the specified services.	

**FINANCIAL IMPLICATIONS**

The expenditure under this new contract will be accounted for in annual municipal budgets for both operating and capital expenditure. The average annual expenditure under contract is expected to be approximately \$460,000.

**STRATEGIC IMPLICATIONS**

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

- Theme: Community
- Goal C3: Maximise the use of the City's facilities and parks by all sections of the community.
- Theme: Environment and Liveability
- Goal E2: Remain focused on greening the City's suburbs and streetscapes and increasing the tree canopy.
- Theme: Leadership and Governance
- Goal L2: Plan and deliver projects and services in a sustainable way.  
Work together to deliver the best outcomes for the community by managing our resources in a financially sustainable way.

**CONCLUSION**

Six of the seven submissions received for Tender No. 8-2023 Supply of Fertilisers, Wetting Agents, Pesticides and Turf Seed have demonstrated the ability to deliver on the City's requirements under contract. Therefore, it is recommended that Council awards the Tender and associated panel contracts to Australian Agribusiness (Holdings) Pty Ltd trading as Nuturf; Baileys Fertiliser; Farmarama Pty Ltd; Greenshed Pty Ltd trading as Living Turf; Green Workz Pty Ltd; Greenway Turf Solutions and JLW Turf Services for a three-year period from 1 September 2023 to 30 August 2026.

**10.4 Community Directorate Reports**

**10.4.1 Proposed Change of Use to Micro-brewery and Associated Beer Garden, Alterations and Additions - Lot 6, 20 Moojebing Street, Bayswater**

<b>Applicant/Proponent:</b>	Planning Solutions (Aust) Pty Ltd (Directors: Paul Kotsoglo, Ben Doyle and Tayne Evershed)
<b>Owner:</b>	Nicky Giovkos
<b>Responsible Branch:</b>	Statutory Planning and Compliance
<b>Responsible Directorate:</b>	Community Services
<b>Authority/Discretion:</b>	Quasi-Judicial
<b>Voting Requirement:</b>	<b>ABSOLUTE MAJORITY REQUIRED</b>
<b>Attachments:</b>	1. Development Plans [10.4.1.1 - 3 pages] 2. CONFIDENTIAL - Submission Map [10.4.1.2 - 2 pages]

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

**SUMMARY**

A planning application has been received for proposed change of use to micro-brewery and associated beer garden, alterations and additions at Lot 6, 20 Moojebing Street, Bayswater. Given a micro-brewery is a use not listed in the City of Bayswater Town Planning Scheme No. 24 (TPS 24) and a car parking shortfall greater than 25% is proposed, determination of the application falls outside officers' delegation hence the application is referred to Council for determination. The application is recommended for conditional approval.

**ADDITIONAL INFORMATION**

The applicant in a submission and deputation to the Agenda Briefing Forum held on 15 August 2023, requested modifications to six of the conditions included in the Officer's Recommendation to approve the development application. The relevant conditions together with the applicant's comments and recommended modifications, as well as the officer's comments on the recommended modifications, are provided in the attached **Table 1**.

**Table 1.** Applicant's Condition Responses and Officer's Comments

Condition	Applicant's Comments	Officer's Comments	Officer's Recommended Modifications (where applicable)
2. The hours of operation of public trading are limited to 2:00pm to 10:00pm on Wednesday to Saturday, inclusive. The hours of operation for production purposes (brewing, operational and administrative activities) are limited to 10:00am to 10:00pm on Monday to Sunday, inclusive.	Minor proposed change to trading hours on Saturday to permit trading within lunchtime hours. This change has no fundamental impact on the proposed development or surrounding area. There is no need to restrict the times when operational activities are occurring within the premises – these activities will have no external impacts whatsoever, in terms of parking, noise, or other	The application as originally submitted and advertised for public comment to surrounding property owners and occupiers included proposed Saturday 2:00pm to 10:00pm trading hours whereas the applicant's proposed amended Saturday trading hours are 12:00pm to 10:00pm, which means the public trading would commence two hours earlier than advertised. While the acoustic report and Transport Impact Statement report are based on the original submitted	The hours of operation of public trading are limited to 2:00pm to 10:00pm on Wednesday to <del>Saturday</del> Friday and 12:00pm to 10:00pm on Saturday, inclusive. <del>The hours of operation for production purposes (brewing, operational and administrative activities) are limited to 10:00am to 10:00pm on Monday to Sunday, inclusive.</del>

	<p>emissions. We would not expect such a condition to be placed on the administrative activities of other industrial uses in the area.</p> <p><u>Recommended modification condition:</u></p> <p>The hours of operation of public trading are limited to 2:00pm to 10:00pm Wednesday <del>Saturday Friday and 12:00pm to 10:00pm on Saturday</del>, inclusive. <del>The hours of operation for — production purposes — (brewing, operational — and administrative activities) are limited to 10:00am to 10:00pm on Monday to Sunday, inclusive.</del></p>	<p>Saturday public trading hours it is considered the applicant's proposed amended Saturday public trading hours would not have any further undue impact on noise, traffic or parking requirements given the off-peak daytime period involved.</p> <p>The application as originally submitted and advertised for public comment to surrounding property owners and occupiers included the proposed restricted times for these restrictions were accordingly included in the condition. However, given the location of the site in the general industry zone and that operational activities will in any event be required to comply with relevant environmental health requirements it is considered unnecessary to specifically restrict times for the operational activities.</p>	
<p>3. The micro-brewery shall produce beverages for consumption on the premises only, with no retail sale for consumption off the premises.</p>	<p>This condition entirely removes retail sale of alcoholic beverages produced on the site. The initial application submission focused on the production and sale of boutique beer for consumption on the premises, however, like many other craft breweries within Perth, the retail sale of this produce should be able to form part of the business operations. The retail sale of alcohol occurs from existing breweries and distilleries within the City of Bayswater, including Seasonal Brewing and Alligator Laboratories. The potential retail sale of alcoholic beverages produced on the site would likely form only a small portion of overall operations</p>	<p>The condition was included given the applicant originally specified that the proposed micro-brewery concept for the site involved producing alcoholic beverages for consumption on the premises only, with no retail sale for consumption off the premises. However, this condition can be deleted given ancillary retail sales of alcoholic beverages is not considered a material change to the proposed use.</p>	<p>Delete condition.</p>

	<p>(approximately 10%). The City's Local Planning Scheme permits the retail sale of goods produced on a site to occur in industrial areas, and therefore Council can permit this additional operational element to take place. <u>Recommended modification to condition:</u> Delete condition.</p>		
<p>6. 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 City of Bayswater Town Planning Scheme No. 24 and the City's policies: (a) A 1.8m high acoustic fence being provided to the south-east side lot boundary within the front setback area. The fence is to be visually permeable above a height of 1.2m above natural ground level, provided the fence shall also be visually permeable above a height of 0.75m within the 1.5m by 1.5m vehicle sightline truncation area. Alternatively, prior to the submission of a building permit application, these revised plans are not required if the City receives a revised acoustic report concluding to the satisfaction of the City</p>	<p>The updated acoustic report provided to the City demonstrates potential noise emissions from the development can comply with the <i>Environmental Protection (Noise) Regulations 1997</i> without the need for the fence. <u>Recommended modification to condition:</u> Delete condition.</p>	<p>The condition was included given officers' concerns that the worst-case noise generation scenario in the updated acoustic report may be too conservative. However, following further review of the recently updated report officers now consider the updated acoustic report is acceptable given the report advises that noise emissions will comply with the <i>Environmental Protection (Noise) Regulations 1997</i>. Accordingly, this condition can be deleted.</p>	<p>Delete condition.</p>

<p>that the fence is not required for noise attenuation purposes.</p>			
<p>8. A detailed management plan that addresses the control of noise, anti-social behaviour, litter and any other matters associated with the micro-brewery activities shall be submitted to, and to the satisfaction of City of Bayswater prior to the first occupation of the development, and thereafter implemented and maintained to the satisfaction of the City.</p>	<p>Matters such as crowd control and management of anti-social behaviour are properly addressed through the liquor licensing requirements and does not require a condition of approval. Conditions which purport to duplicate matters addressed by other legislation are invalid.</p> <p>The same condition was recommended by the City's officers in relation to the additions to the Bayswater Hotel in November 2022, and was deleted by resolution of Council.</p> <p><u>Recommended modification</u> to condition: Delete condition.</p>	<p>The condition was included in order to ensure the subject activities associated with the micro-brewery and beer garden will be appropriately managed so that they will not have an undue impact on the amenity of the surrounding area.</p> <p>The City is responsible for investigating noise disturbance and enforcing compliance of activities with the <i>Environmental Protection (Noise) Regulations 1997</i>. It is considered that a noise management plan is required to ensure the operations of the micro-brewery incorporate the measures for noise mitigation in the evening as recommended in the acoustic report and do not result in excessive noise emissions from the premises. The noise management plan should also include a complaint response procedure.</p> <p>While a general management plan is necessary as part of liquor licensing requirements which includes measures to control the impact of activities at licensed premises on the surrounding area, it is not considered sufficient for purposes of noise management and enforcement by the City.</p> <p>The noise management plan condition in relation to the additions to the Bayswater Hotel was re-imposed by DevelopmentWA when it conditionally approved the application. The City also includes the requirement as a standard condition in respect of similar licensed premises.</p> <p>There is no objection to</p>	<p>Condition to be amended as follows: A detailed noise management plan that <del>addresses the control of noise, anti-social behaviour, litter and any other matters associated with the micro-brewery activities</del> shall be submitted to, and to the satisfaction of the City of Bayswater prior to the first occupation of the development, and thereafter implemented and maintained to the satisfaction of the City.</p>

		<p>amending the condition to exclude other aspects from the management plan such as anti-social behaviour since it is considered these are adequately addressed in the separate management plan required for liquor licensing purposes.</p>	
<p>10. A separate application including plans or description of all signs for the proposed development (including signs painted on a building) shall be submitted to, and to the satisfaction of the City of Bayswater, prior to the erection of any signage.</p>	<p>Proposed signage is shown on the elevation plans provided with the development application. Any signage beyond this is subject to approval where not exempt from the requirement to obtain approval in accordance with the City's signage local planning policy. <u>Recommended modification to condition:</u> Delete condition, and include the following advice note: "Signage beyond what is approved in the development application plans may require approval from the City of Bayswater where it is not exempt from the requirement to obtain development approval."</p>	<p>The condition was included given there is minimal signage indicated on the elevation plans. However, there is no objection to deletion of the condition given the signage indicated on the elevation plans is considered acceptable in accordance with the City's Signage Policy. Further, inclusion of the suggested advice note is acceptable given the note clarifies that any further signage may require development approval.</p>	<p>Delete condition, and include the following additional advice note: "Signage beyond that shown in the approved plans may require approval from the City of Bayswater where it is not exempt from the requirement to obtain development approval."</p>
<p>17. Prior to the first occupation of the development, the applicant is to arrange for the City of Bayswater to install no-<i>verge</i> parking signage on the Goongarrie Street verge adjacent to the subject site to deter parking too close to the intersection and to the existing street verge trees. The signage is to be installed by the City of Bayswater and all costs associated with the signage are to be paid by the applicant/landowner.</p>	<p>In relation to traffic and parking considerations, the City's report states: <i>"it is considered the proposed on-site car parking shortfall will not have any undue impact on the amenity of the surrounding area or on the operation of the surrounding roads"</i>. No other commentary is provided on the requirement for signage in this location. Verge and street parking is controlled by Local Laws and the Road Traffic Act, and</p>	<p>The condition was included given the site is situated at the intersection of Goongarrie and Moojebing Streets where vehicles parking on the verge could interfere with intersection sightlines, and the risk of damage by such parking to the existing three immature street trees situated in the Goongarrie Street verge adjacent to the subject site. However, given a detailed car parking management plan is also proposed as a condition of approval for the proposed micro-brewery and that maintaining adequate sightlines in the proximity of road intersections including the</p>	<p>Delete condition.</p>

	<p>these include restrictions on the distance a vehicle must park away from an intersection. It would be unusual for signs to be installed to control vehicle parking that is otherwise governed by legislation without the need for additional signage. Should the City wish to protect the street trees from damage, we suggest this may be better achieved by the installation of pine bollards or similar adjacent to the trees rather than more unnecessary signage and enforcement action.</p> <p>The surrounding roads are all local roads under the management of the City. Should Council consider 'no verge parking' signage to be a necessary measure to deter parking in close proximity to the corner or near existing verge trees, this should be installed at the City's cost.</p> <p><u>Recommended modification to condition:</u> Delete condition.</p>	<p>verge is regulated by the <i>Road Traffic Act</i>, it is considered there are adequate alternative measures available to manage these issues. Accordingly this condition can be deleted.</p> <p>Installation of bollards to prevent parking in verges is generally not supported by the City given such bollards are unsightly and can be easily damaged by vehicles, further they can become an obstruction when access to services in the verge area is required. Installation of verge gardens in accordance with the City's <i>Street Verges Policy</i> is generally a preferred option for preventing parking on verges.</p>	
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**RECOMMENDED IMPLICATIONS**

In light of the above, the Officer's Recommendation is amended to read as follows:

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

**That Council grants planning approval for the proposed change of use to micro-brewery and associated beer garden, alterations and additions at Lot 6, 20 Moojebing Street, Bayswater, in accordance with the planning application dated 7 June 2023 and plans dated 21 July 2023, 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 hours of operation of public trading are limited to 2:00pm to 10:00pm on Wednesday to Friday and 12:00pm to 10:00pm on Saturday, inclusive.**

3. The recommendations of the transport impact assessment report prepared by Urbii dated 6 June 2023 shall be implemented and maintained thereafter to the satisfaction of the City of Bayswater.
4. The recommendations of the acoustic report prepared by Acoustic Engineering Solutions (revision 2 dated 25 July 2023) shall be implemented and maintained thereafter to the satisfaction of the City of Bayswater.
5. A detailed car parking management plan shall be submitted to, and to the satisfaction of the City of Bayswater prior to the first occupation of the development, and thereafter implemented and maintained to the satisfaction of the City. The plan shall address the following matters:
  - (a) The measures to inform patrons and staff of:
    - i. On-site parking availability and use;
    - ii. Parking availability in the area; and
    - iii. Available public transport to and from the site.
  - (b) The measures to be implemented to encourage patrons to walk, cycle or use public transport rather than drive to the site.
  - (c) The measures to be implemented to manage parking during peak periods of the micro-brewery and adjacent tenancies.
6. A detailed noise management plan shall be submitted to, and to the satisfaction of City of Bayswater prior to the first occupation of the development, and thereafter implemented and maintained to the satisfaction of the City.
7. A refuse and recycling management plan shall be submitted to, and to the satisfaction of the City of Bayswater, prior to commencement of any works. The plan shall include details of refuse bin location, number of rubbish and recycling receptacles, vehicle access and manoeuvring.
8. All stormwater and drainage runoff produced onsite is to be disposed of onsite to the satisfaction of the City of Bayswater.
9. Windows, doors and adjacent areas fronting Moojebing Street shall maintain an active and interactive relationship with the street, to the satisfaction of the City of Bayswater. The use of reflective or obscure glazing is not permitted on windows and/or openings.
10. The car parking area(s) on the subject land 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.
11. Any proposed vehicular entry gates shall be a minimum 50% visually permeable, and suitable management measures shall be implemented to ensure access is available for visitors at all times. Details of the management measures shall be submitted to, and to the satisfaction of the City of Bayswater, prior to the submission of a building permit application.
12. All vehicle crossings being upgraded, designed and constructed to the satisfaction of the City of Bayswater.
13. The redundant crossover on the Goongarrie Street road reserve is to be removed and the verge be reinstated to the satisfaction of the City of Bayswater.
14. A detailed landscape plan shall be submitted to, and to the satisfaction of the City of Bayswater, prior to the submission of a building permit application. For the purpose of this condition, the plan shall be drawn with a view to reduce large areas of hard stand in passive areas and show the following:

- (a) The location and species of all trees and shrubs to be retained or removed.
- (b) The size and number of new plants to be planted.
- (c) The location of any lawn areas to be established.
- (d) Those areas to be reticulated or irrigated.
- (e) Seven new trees as indicated by the applicant shall be provided on site, including two trees in the Moojebing Street front setback area. The City's preferred tree list can be found on:

<https://www.bayswater.wa.gov.au/CityOfBayswater/media/Documents/Environment/201027-CoB-Tree-Planting-Guideline.pdf>

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.

15. All street tree(s) within the verge adjacent to 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 and works related to construction of the subject development, including parking of vehicles, storage of materials, and washing of concreting tools and equipment is prohibited within the designated TPZ unless prior approval is sought from the City of Bayswater.
  - (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) Any new crossover shall maintain a minimum clearance of 2.0m from the base of a street tree(s).
16. In the event a street verge tree(s) 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 three years after completion of the development, the landowner will be liable to pay for the amenity (Helliwell) valuation, the cost of removing the existing tree, plus the cost of a City provided replacement tree(s) and three years' maintenance of the replacement street verge tree(s).
17. 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 two years of the date of this approval notice. If the development is not substantially commenced within this period, this approval shall lapse and be of no further effect. Where an approval has lapsed, no development/use shall be carried out without the further approval of the City having first been sought and obtained.
2. This approval is not a building permit or an approval under any other law than the *Planning and Development Act 2005*. It is the responsibility of the applicant/owner to obtain any other necessary approvals, consents and/or licences required under any other law, and to commence and carry out development in accordance with all relevant laws.
3. Food premises are to comply with the Australian Standard for 'Design, construction and fit-out of food premises' AS 4674-2004 and the Australian and New Zealand Food Standard Code.
4. Ventilation is to comply with the requirements of the *Sewerage (Lighting, Ventilation and Construction) Regulations 1971* and the Building Code of Australia.
5. Compliance with the *Health (Air Handling and Water Systems) Regulations 1994* and relevant Australian Standards e.g. AS 1668.2 'The use of mechanical ventilation and air-conditioning in buildings' and AS 3666.1 1995 'Air-handling and water systems of buildings – microbial control Part 1: Design, installation and commissioning'.
6. Sanitary conveniences are to be provided in accordance with the provisions of the Building Code of Australia, *Health Act 1911* and the *Occupational Safety and Health Regulations*.
7. The applicant is to make arrangements to the satisfaction of the Water Corporation for the provision of reticulated sewerage to all units within the development.
8. Any industry derived liquid waste is to be disposed of in accordance with the *Environmental Protection (Liquid Waste) Regulations 1996* and/or the requirements of the Water Corporation, Water and Rivers Commission, Department of Environmental Protection.
9. The premises are to comply with the requirements of the *Health (Public Buildings) Regulations 1992*.
10. Signage beyond that shown in the approved plans may require approval from the City of Bayswater where it is not exempt from the requirement to obtain development approval.

**ABSOLUTE MAJORITY REQUIRED**

Cr Josh Eveson Moved, Cr Michelle Sutherland Seconded

CARRIED: 9/1

**For:** Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik, Cr Dan Bull and Cr Giorgia Johnson.

**Against:** Cr Sally Palmer.

**BACKGROUND**

<b>Application Number:</b>	DA23-0191
<b>Address:</b>	Lot 6, 20 Moojebing Street, Bayswater
<b>Town Planning Scheme Zoning:</b>	General Industry
<b>Use Class:</b>	Unlisted Use
<b>Lot Area:</b>	2021 m <sup>2</sup>
<b>Existing Land Use:</b>	Lunch Bar and Light Industry (Commercial Kitchen); Storage, and Vacant Factory Unit
<b>Surrounding Land Use:</b>	Industrial, Residential, and Local Public Open Space
<b>Proposed Development:</b>	Change of Use to Micro-Brewery and Associated Beer Garden, Alterations and Additions

The subject site is developed with three factory units and the vacant largest unit on the south-east side adjacent to Moojebing Reserve is proposed to accommodate the micro-brewery and beer hall. The adjoining middle unit is occupied by 'Big Don's' lunch bar and commercial kitchen, while the last unit adjacent to Goongarrie Street is used for storage purposes related to the lunch bar and commercial kitchen. A car parking and loading area is provided to the rear of the units accessed from Goongarrie Street and an additional, smaller parking and loading area is provided along the Moojebing Street frontage of the units.

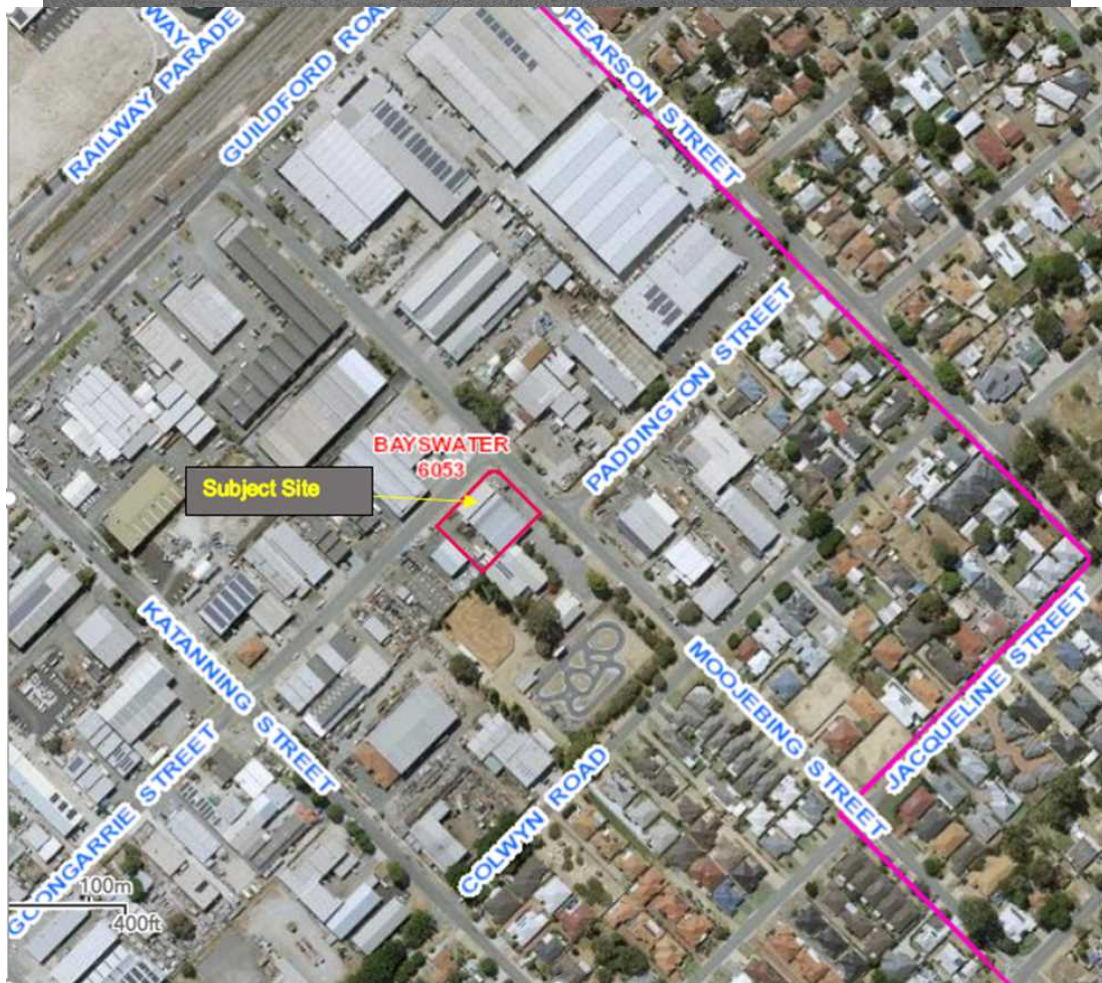
The proposed works for the site involve the modification of the Moojebing Street front setback area including removal of the existing loading area and crossover from Goongarrie Street, modification of the existing car park, provision of a beer garden and additional landscaping. Additional parking and a bin store are provided at the rear of the building. The subject unit will be modified internally to accommodate the micro-brewery and beer hall, including provision of a cool room, additional toilet facilities and mezzanine storage. The building façade facing Moojebing Street is to be modified with the addition of a steel canopy as well as brickwork and a balustrade around the beer garden.

The applicant advised the development has an overall capacity for 300 patrons and comprises a 340m<sup>2</sup> beer hall located centrally within the building, a 50m<sup>2</sup> brewing area located within the south-eastern portion of the building (approximately 600 litre capacity) and a 52m<sup>2</sup> beer garden adjoining the north-eastern façade of the building. A service area, bin store and storage are provided at the rear of the tenancy. Twenty car parking bays are provided for the micro-brewery, comprising 15 visitor bays and five staff bays. A service vehicle loading zone is provided at the rear of the tenancy and varying internal and external landscaping treatments are proposed, including new trees.

The applicant advised the proposed development will provide for the onsite production and sale of small batch craft beer for onsite consumption only, with no retail sale for consumption off the premises (take away sales). No meals will be served however the applicant has advised that patrons will be able to bring their own food purchased elsewhere such as from the adjoining lunch bar. Background music is to be provided within the beer hall and occasional acoustic solo performances will be provided on stage; there are no plans to extend this to larger performances.

It is proposed to open the venue for public trading Wednesday to Saturday between 2.00pm and 10.00pm. The micro-brewery will be staffed for production purposes Monday to Sunday 10.00am - 10.00pm. During public trading hours there will be 2 – 4 staff members present and outside of these hours there will be 1 – 2 staff members present.

The applicant advised the proposed micro-brewery will predominantly receive deliveries on Monday and Tuesday outside of public trading hours, with delivery access provided via a dedicated rear services parking and loading area.



**EXTERNAL CONSULTATION**

The application was circulated to the Department of Racing, Gaming and Liquor who advised that application would need to be made for an appropriate liquor licence and that the proposal to provide drinks only without providing meals, is acceptable from a liquor licencing viewpoint.

The City sought comment for the proposed development from adjacent affected property owners and occupants within a 200m radius of the site for a period of 28 days. At the completion of the advertising period 12 objections, 1,006 submissions supporting the proposal (including one late submission) and three submissions supporting the proposal but with concerns were received. In addition, 39 submissions which did not include any comments were received.

An analysis of the spatial distribution of submissions is provided in the below table. It can be seen from the table that objections were submitted primarily by Bayswater landowners/residents within 250m of the subject site while supporting submissions included both nearby landowners/residents as well as a substantial number received from beyond the Bayswater suburb.

Submitter Location	Address	Objection	Support	Support with Concerns	Submission with no comment provided	Total
Bayswater landowner / occupier	within 250m of the subject site	9	7	1	0	17
Bayswater landowner / occupier	suburb	0	112	2	2	116
Elsewhere		3	887	0	37	927
<b>Total</b>		12	1.006	3	39	1.060

Details of the submissions, applicant’s response and officer’s comments are stated below.

ISSUE	NATURE OF CONCERN	APPLICANT RESPONSE	OFFICER COMMENT
Car parking and traffic	The use will lead to car parking and traffic problems on local streets owing to overdevelopment, to the detriment of local residents and businesses. Similar developments closer to rail stations and multi-unit developments also have such problems. The size and number of patrons should be reduced, and parking be increased in order to reduce the impact on the surrounding community.	<i>‘The traffic impact statement submitted with the development application confirms traffic proposed by the development will have no substantial impact and can be managed by the existing local road network. Parking is provided on site for the development and within the street network surrounding the site, including the adjoining local reserve. Sufficient parking is available to the proposed development.’</i>	Refer to the <i>Officer’s Comments</i> section of the report.
	Possible damage to car parks from patrons leaving premises after business hours.	<i>Possible damage by patrons is beyond the control of the business owner and is not a relevant planning consideration.’</i>	This is not considered a relevant planning consideration of the application.
	The existing lunch bar does not have sufficient car parking to meet the needs of current customers, who park in Moojebing Reserve and along surrounding streets and verges.	<i>‘The Lunch Bar is already approved by the City of Bayswater. The operation of this tenancy is not subject of this application.’</i>	The lunch bar on the site is an approved use with car parking provided as required and is not the subject of this application.
	The recycle business opposite the site has customers arriving at the same time as the intended business hours of the	<i>‘The business owner has no control of the traffic flow of the neighbouring businesses.’</i>	Refer to the <i>Officer’s Comments</i> section of the report

	<p>microbrewery and the customers are also currently frequently caught up in the lunch bar traffic.</p>	<p><i>The traffic impact statement confirms traffic proposed by the development will have no impact on the surrounding and is within acceptable limits in line with the WAPC Transport Impact Guidelines. This is supported by the City's traffic engineers who have confirmed the TIS is accepted.'</i></p>	
	<p>The Moojebing Reserve car park was built by and is already used by the three clubs based at the reserve. The proposed public hours of operation of the microbrewery will clash with those of the Australian Model Railway Association of WA (AMRAWA), which will prevent members having access to the facility and particularly creating parking issues for elderly members. AMRAWA has applied to the City for private use of the car park on their main trading days.</p>	<p><i>'It is understood there is no lease or formal arrangement for AMRAWA to have exclusive access to Moojebing Reserve car park. Therefore car parking within the reserve is available for public use.'</i></p>	<p>Refer to the Officer's Comments section of the report.</p>
	<p>Many businesses in the area operate outside the usual business hours, including on weekends, hence street parking will not always be available outside of usual business hours.</p>	<p><i>'It is anticipated core trading hours will generally be after standard business hours. Many businesses do not operate after 5pm on weekdays or on Saturday afternoon when the proposed development would operate. It is not considered there will be adverse impact on street parking.'</i></p>	<p>Refer to the Officer's Comments section of the report.</p>
	<p>There are existing hooning and speeding problems on Moojebing Street which is a straight road with right of way. It is part residential and part industrial. The lack of footpaths in the area means pedestrians will be forced to walk in the road, including the elderly and people with prams requiring a flat surface. Increased traffic and car parking will exacerbate the problem, potentially with people who have been drinking. Footpaths are required, preferably to the Hardy Road bus stop, to provide safe walking for residents and patrons using public transport. Traffic calming measures are already</p>	<p><i>'These matters are not relevant planning considerations.</i></p> <p><i>These issues should be directed to the Local Government and WA Police to be dealt with.</i></p> <p><i>The provision of footpaths is a matter to be resolved by the Local Government.'</i></p>	<p>Refer to the Officer's Comments section of the report.</p>

	<p>needed in order to reduce speed.</p>		
	<p>The proposed site layout and design of the microbrewery fails to demonstrate the site is suitable for the proposed development which will ultimately have an adverse impact on the locality due the shortfall of onsite car parking. In addition, there are concerns over the rear carpark that provides access for trucks to the waste storage, and although not detailed on the plan, this is presumably the dedicated loading and unloading bay for deliveries? As the access driveway to the waste storage appears to be the main thoroughfare and access point for foot traffic from the rear driveway this arrangement poses a significant safety risk to foot traffic.</p>	<p><i>'Site layout and design is based on the repurposing of an existing building.</i></p> <p><i>Parking matters are addressed in responses above.</i></p> <p><i>Regarding service access and safety, the crossover to Goongarrie Street provides access for service vehicles and loading and unloading zones are identified on the plans.</i></p> <p><i>Regarding access and pedestrian safety, there is considered to be minimal risk to pedestrians as most access would be by staff access, with patron access via the main entry.'</i></p>	<p>Refer to the <i>Officer's Comments</i> section of the report.</p>
	<p>The proposed development shortfall of car spaces also does not appear to have considered the adjoining lunch bar tenancy and staff employed, nor have parking facilities been factored in the for the vacant tenancy being the vacant warehouse mentioned within the development application. There is insufficient evidence to demonstrate that no substantial conflict will exist due to operational peaks and demands for each of the adjoining two tenancies and different land uses on which the proposed development is located. This further adds to the negative impact of parking on surrounding properties.</p>	<p><i>'The lunch bar is already approved by the City of Bayswater and are not subject of this development application.'</i></p>	<p>Refer to the <i>Officer's Comments</i> section of the report.</p>
	<p>The traffic impact assessment supplied by the independent contractor on behalf of Big Dons provided five-year crash history near the development site. Based on the information supplied they indicated that one crash was reported in the last five years, which resulted in property damage to Goongarrie Street. This figure is disputed for the following reason. On 22 November 2022 the Ordinary Council Meeting Minutes addressed a petition for speeding on Moojebing Street. The report to Council indicated there was a</p>	<p><i>'The traffic impact statement's crash history detail was measured in a five year period and confirmed only one crash reported in the last five years. The timeframe noted in the Council report is not the same 5 year period as per Main Roads WA crash reporting.</i></p> <p><i>Issues of road safety are beyond the control of the development and are the responsibility of the Local Government to address.'</i></p>	<p>Refer to the <i>Officer's Comments</i> section of the report.</p>

	total of 11 crashes along Moojebing Street, in last five-year period ending 2021. Three crashes being of medical severity, the remainder property damage. One crash occurred mid-way and the other 10 at intersections. Analysis of the traffic also indicated speeding as an issue and suggested future treatments will be delivered (i.e. speed humps, mini roundabouts) to address excessive speeding and improve the area. In this context, given the existing safety issues this application should be considered in a broader context when considering public interest.		
Amenity	The site is located on the edge of a residential area and is not suitable as an entertainment precinct, and the use will lead to other entertainment uses, adding to the stress in the area. The Tonkin Highway Industrial Estate is a better location for a microbrewery.	<i>'The subject site is within an industrial area and does not directly adjoin any residential zoned land.  The proposed development does not convert the area to an entertainment precinct.'</i>	Refer to the Officer's Comments section of the report.
	Public drinking has been observed during BBQ pick-up 'tailgate parties' associated with the lunch bar.	<i>'The operations of the lunch bar are approved and not subject to this application.'</i>	The lunch bar is not the subject of this application.
	AMWARA members have to clear up rubbish from the Moojebing Reserve car park after events associated with the lunch bar.	<i>'The operations of the lunch bar are approved and not subject to this application.'</i>	The lunch bar is not the subject of this application.
	Live music during events associated with the lunch bar are a disturbance to AMWARA members.	<i>'The operations of the lunch bar are approved and not subject to this application.'</i>	The lunch bar is not the subject of this application.
	The lack of toilet facilities at the lunch bar has created problems with customers using the Moojebing Reserve where there are no publicly accessible toilets.	<i>'The operations of the lunch bar are approved and not subject to this application.'</i>	The lunch bar is not the subject of this application.
Health	Food safety is not taken seriously by the owner.	<i>'The development will be subject to all relevant food safety standards and will be followed at all times.'</i>	The lunch bar is not the subject of this application. The micro-brewery will be required to comply with the relevant food safety and health regulations.
Advertising	The owner is advertising the development before obtaining permission, and making it seem smaller than what is being applied	<i>'This is not a relevant planning consideration.'</i>	This is not considered a relevant planning consideration of the application. The

	for.		application has been advertised by the City in accordance with the statutory requirements.
Safety and security	AMWARA has experienced a trespassing issue from the owner of the lunch bar.	<i>'This is not a relevant planning consideration.'</i>	The lunch bar is not the subject of this application.
	The proposed development will lead to drink driving problems.	<i>'This is not a relevant planning consideration. The development will be subject to relevant liquor licensing requirements.'</i>	Refer to the <i>Officer's Comments</i> section of the report.
Land use	A restaurant is an 'X' (not permitted) use in the general industry zone. A beer garden with food is a restaurant.	<i>'The development is proposed as a microbrewery, not a restaurant. The operation will not produce or serve food (other than beer) on site.'</i>	Refer to the <i>Officer's Comments</i> section of the report.
	<p>The proposed development is inconsistent with the intent of the General Industry zone and surrounding land uses.</p> <p>The design and rationale of the proposed change of use to 'microbrewery' including a beer garden with additional levels of entertainment will have negative impact to the amenity and the change of use lacks sensitivity to nearby residential areas. This is demonstrated through the artist impressions of the street front beer garden which looks to be visually out of character to what can be considered typical industrial land use and is potentially at odds with the existing neighbourhood, which is characterised by chemical manufacturing factories, spray painting and panel beating workshops, mechanical servicing workshops, building contractors, warehousing, and food storage industrial properties. Overall, the corner location and the proposed design make the development stand out making it substantially different from neighbouring warehouses and factories.</p> <p>Overall, parking and access issues will likely have a have a negative impact on neighbouring amenities and particularly the high-density residential properties</p>	<p><i>'Noted. The development is determined to be a 'Use not listed (microbrewery)' by the City's planning officers and is considered consistent with the intent of the relevant zone.</i></p> <p><i>The proposed reuse of an existing industrial building will revitalise the existing neighbourhood.</i></p> <p><i>Parking, traffic, noise and other amenity considerations have been addressed in responses to other submissions.'</i></p>	Refer to the <i>Officer's Comments</i> section of the report.

	<p>located in Moojebing Street and surrounds with increased street parking, increased traffic flows, security issues, antisocial behaviour, noise and pollution which can have a negative impact of the quality of life of neighbours and certainly does not meet the intended use of the zone.</p>		
	<p>The proposed development does not comply with minimum setbacks requirements for a corner lot in a Light Industry Zone with a two-street frontage, has also exceeded the maximum site coverage allowance, has failed to comply with the required minimum of 10% of total site area landscaping requirements which demonstrates that it is unable to meet with change of use requirements for development approval.</p>	<p><i>'The existing building only requires minor additions for provision of a bin store and storage areas. No substantial works are proposed requiring discretionary consideration.'</i></p>	<p>Refer to the <i>Officer's Comments</i> section of the report.</p>

ISSUE	NATURE OF SUPPORT	APPLICANT RESPONSE	OFFICER COMMENT
<p>Economic development</p>	<p>The proposal will support a local business which also supports local farmers, local produce and local employees.</p>	<p><i>'Comments supporting the development application and potential economic benefits from the proposed development are noted.'</i></p>	<p>Refer to the <i>Officer's Comments</i> section of the report.</p>
	<p>The proposed development will increase foot traffic and exposure for other business in the area.</p>		
	<p>The proposed development will provide economic benefit through construction companies involved in renovations, and maintenance services.</p>		
	<p>The existing business is already a tourist attraction, and the proposed enlarged development will provide a unique WA hospitality offering and brand and will create a food hub including a world class BBQ service. It will be a tourist attraction on a metropolitan-wide, state-wide, national and international level. Further economic spin-offs such as increased demand for accommodation can be expected.</p>		
	<p>The proposal will increase</p>		

	dining options and encourage residents to spend locally		
	The proposed development will create a hospitality venue (foodie mecca) in accordance with the City's Strategic Community Plan 2021 – 2031.		
	The business owner is committed to the patrons, the community and staff, and is committed to delivering top quality food and service.		
Community facility	The existing business already supports the local community, is family friendly and fosters community spirit. The addition of a microbrewery will further enhance this contribution of the facility to the local community.	<i>'Comments supporting the development application and community benefits from the proposed development are noted.'</i>	Refer to the <i>Officer's Comments</i> section of the report.
	The existing business already supports local arts and culture, and the proposed development will further enhance this with support to musicians and performers and it can be a venue for events such as weekend concerts and seasonal events.		
	Microbreweries provide an avenue for cultural expression through creation of distinct flavours and styles and could become a gathering place for beer enthusiasts, fostering a sense of community and encouraging social interactions.		
	The area currently lacks local facilities, and the proposed development will address this need.		
	Opening of new venues and eating/drinking venues in our area is great. We need more of this in our community. I am all for it.		
	Big Don's smoked meats is a wonderful addition to the amenities of Bayswater. The atmosphere here is amazing, it would be wonderful to see this business go from strength to strength, and opportunity to showing off how diverse and unique the city of Bayswater is. Something like this is a welcome addition, especially		

	given the plethora of fast-food options and service stations that seem to dominate the Perth food and drink scene. With this development BDSM is sure to become an even bigger favourite among locals and visitors alike.		
Social Impact	The proposed microbrewery is about quality and appreciation of beer, which attracts a mature crowd and will not lead to antisocial behaviour.	<i>'Noted.'</i>	Refer to the <i>Officer's Comments</i> section of the report.
Urban Environment	The proposed development will upgrade the site and the local streetscape which is currently an eye sore. It can also serve as a catalyst to the upgrading of the broader area which is currently an under-utilised part of the City.	<i>'Comments supporting the development application and benefits to the surrounding area are noted.'</i>	Refer to the <i>Officer's Comments</i> section of the report.
	The proposed development will complement the existing area.		
	The proposed development will lead to activation of the area after normal business hours and over weekends, thereby improving safety in the area.		
	The location of the proposed development in an industrial area will add to the diversity of uses in the area.		
	The proposed unique use is better than other standard uses such as a petrol station and a fast-food corporate chain.		
	The additional facility will serve to attract young professionals to move into the area.		
Noise	Noise disturbance will not be an issue since the proposed development is situated in an industrial area, with limited residential uses nearby.	<i>'Comments supporting the development application are noted.'</i>	Refer to the <i>Officer's Comments</i> section of the report.
Car Parking and Access	Concerns regarding car parking shortfall are not warranted given the proposed development will not operate every day and there is abundant street parking available.	<i>'Comments supporting the proposed development are noted and welcomed.'</i>	Refer to the <i>Officer's Comments</i> section of the report.
	The proposed development is well-located being close to public transport – Ashfield Station and high frequency bus		

	routes.		
	Public transport options as well as rideshare will address the car parking shortfall.		
Property Values	The proposed development will lead to increased property values in the area as a result of improved local amenity.	'Noted'	The possible increase in property values is not considered a relevant t planning consideration of the application.
Development approval	The City should be supportive of and not needlessly obstructive to the proposed development	'Noted'	The application is required to be assessed on its planning merits in accordance with statutory requirements.

**OFFICER'S COMMENTS**

Key Scheme Provisions	Required	Provided	Assessment
Minimum Setbacks:			
Front (Primary Street – Moojebing Street)	15m	6.7m	Variation
Side (Secondary Street – Goongarrie Street)	6m	1m	Variation*
Side (south-east)	10m	0m	Variation*
Rear	10m	14.4m	Compliant
Maximum Plot Ratio	0.50 (1,010.5 m <sup>2</sup> )	0.51 (1,038.6 m <sup>2</sup> )	Variation
Maximum Coverage	50%	49%	Compliant
Minimum Parking	55 car bays**	20 car bays	Variation
Minimum landscaping:			
Total	10% (202.1 m <sup>2</sup> )	5.9% (119 m <sup>2</sup> )	Variation*
Street Frontage Strip	2.0m wide	2.0m wide to corner truncation only	Variation*

\*Previously approved variation

\*\*Includes 25% dispensation in as per City of Bayswater Car Parking Dispensation Policy adopted by Council on 25 July 2023.

Appropriateness of Use

Concern has been raised in response to public advertising of the application that the brewing and selling of beer is not a permitted use in the general industrial zone given the proposal comprises a restaurant which is an 'X' (not permitted) use in terms of TPS 24. However, it is considered that the concept of the micro-brewery which specifically combines and integrates the brewing function together with the patrons' tasting is a unique use which is not listed in TPS 24 and should be considered on its own merits. Furthermore, a micro-brewery operates more like a tavern which is a 'D' (discretionary) use in the general industry zone and accordingly can be considered by the City.

The subject unit is currently vacant and the site is generally in a run-down state. It is considered the micro-brewery will provide additional local employment opportunities and contribute to the upgrading of the site and to the activation, vibrancy and safety of the area, particularly in the evening and on Saturdays. It is also considered that the proposed use will increase the public exposure and improve the viability of existing local businesses and further add to the mix of land uses and facilities available in the general industry area, to the benefit of local residents and the surrounding community more generally. It is considered that the upgrading of the current building including landscaping will enhance the streetscape of the area. In this regard a condition is included in the officer's recommendation requiring that windows, doors and adjacent areas fronting Moojebing Street shall maintain an active and interactive relationship with the street.

It is considered that the proposed micro-brewery will not unduly impact on the amenity of the area. The micro-brewery will be required to comply with liquor licensing requirements and with all relevant environmental health legislation including food, noise and ventilation requirements and further a waste management plan will be required. An acoustic assessment of the proposal undertaken by Acoustic Engineering Solutions concluded that the development would comply with the requirements of the *Environmental Protection (Noise) Regulations 1997* provided that the recommendations of the acoustic report are complied with, including the stipulated hours of operation. City officers are generally satisfied with the findings of the report however consider that the worst-case noise generation scenario may be too conservative and that a 1.8m high wall is required in the front setback area along the south lot boundary for noise attenuation purposes, unless the applicant can demonstrate that this measure is not required. It is further noted this wall will need to incorporate visually permeable material (such as transparent glass panels) within the front setback area.

In addition, detailed management plans that address the control of noise, parking, anti-social behaviour, litter and any other matters associated with the micro-brewery will be required to be implemented and maintained to the satisfaction of the City. Appropriate conditions regarding the above requirements are included in the officer's recommendation.

#### Traffic and Car Parking

A transport impact assessment (TIS) undertaken by Urbii for purposes of the proposed development concluded that the site has good connectivity with the existing road network and that there is good public transport coverage through nearby bus services and access to the rail network. The TIS recommended that a car parking management plan be developed and implemented, to manage the interaction of staff and visitors using tandem bays. The traffic analysis showed that the traffic generation of the proposed development is moderate and as such would have moderate impact on the surrounding road network. The findings of the TIS were supportive of the proposed development and City officers are satisfied with the findings.

There are 55 car parking bays required for the proposed micro-brewery and 20 bays are provided on site, resulting in a shortfall of 35 bays which represents a 63.6% variation to car parking requirements.

In terms of Clause 77D (2) of the deemed provisions of the *Planning and Development (Local Planning Scheme) Regulations 2015*, the City may vary minimum on-site car parking requirements provided the City is satisfied with respect to the following:

- (a) *That reasonable efforts have been made to comply with the minimum on-site parking requirement without adversely affecting access arrangements, the safety of pedestrians or persons in vehicles, open space, street trees or service infrastructure; and*
- (b) *That the lower number of car parking spaces would be adequate for the demands of the development, having regard to the likely use of the car parking spaces, the availability of off-site parking facilities and the likely use of alternative means of transport.*

Officers consider the configuration of the proposed 20 on-site car parking bays is acceptable. It is estimated that the existing on-street parking within 400m of the site can accommodate approximately 349 cars, 136 of which are within the industrial zone. Given the 2:00pm to 10:00pm public operating hours of the micro-brewery and that the peak period will be 5:00pm onwards when most businesses in the area will be closed it is considered adequate car parking is available for the proposed development. Further, an additional 36 car bays provided in the adjacent Moojebing Reserve are also available for public use. In addition, available alternative transport options including rideshare services, train and bus services and cycling are likely to reduce the need for car parking. In this regard it is proposed to provide 6 bicycle parking spaces on the subject site.

Given the above it is considered the proposed on-site car parking shortfall will not have any undue impact on the amenity of the surrounding area or on the operation of the surrounding roads. Appropriate conditions relating to the parking arrangements including the requirement for a car parking management plan which will address measures to inform patron and staff of on-site parking availability and use, parking and public transport available in the area, measures to encourage use of alternative transport methods as well as measures to manage car parking during peak periods are included in the officer's recommendation.

#### Front Setback

A minimum setback to Moojebing Street of 6.7m is proposed in lieu of 15m required. The existing building has a 9.2m street setback and it is proposed to provide a 44m<sup>2</sup> covered outside seating area at the front entry to the micro-brewery within the front setback area. Given the light open-sided nature of the structure and that it will provide detail articulation and interest to the building façade it is considered the proposal will enhance the existing streetscape character and the variation is accordingly supported.

#### Plot Ratio

A plot ratio of 0.51 (1038.6 m<sup>2</sup>) in lieu of 0.50 (1010.5m<sup>2</sup>) is proposed. This minor variation results from the proposed 51m<sup>2</sup> internal mezzanine storage level at the rear of the unit. Given this addition will not result in any external change to the existing building it is considered there is no impact of additional bulk on the amenity of the surrounding area and the variation is accordingly supported.

#### Landscaping

A total landscaping area of 5.9% (119m<sup>2</sup>) is proposed on the site in lieu of minimum 10% (202.1m<sup>2</sup>) required. While this represents an 83.1m<sup>2</sup> shortfall, there is currently only 3.4% (69m<sup>2</sup>) of existing landscaping, and it is considered that the additional 50m<sup>2</sup> landscaping area proposed which includes an additional 20m<sup>2</sup> to the front setback area, represents the maximum additional landscaping area which can be reasonably provided without compromising the feasibility of the proposed development. The applicant has indicated that seven trees will be provided on site including two in the front setback area. A detailed landscaping plan will be required and a condition in this regard is accordingly included in the officer's recommendation.

### **LEGISLATIVE COMPLIANCE**

City of Bayswater Town Planning Scheme No. 24.

### **RISK ASSESSMENT**

The following risks are considered to be relevant to Council's consideration of this application:

1. Council approves the development application in accordance with the Officer's Recommendation. The risks associated with this determination 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 determination 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 determination 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: Vibrancy

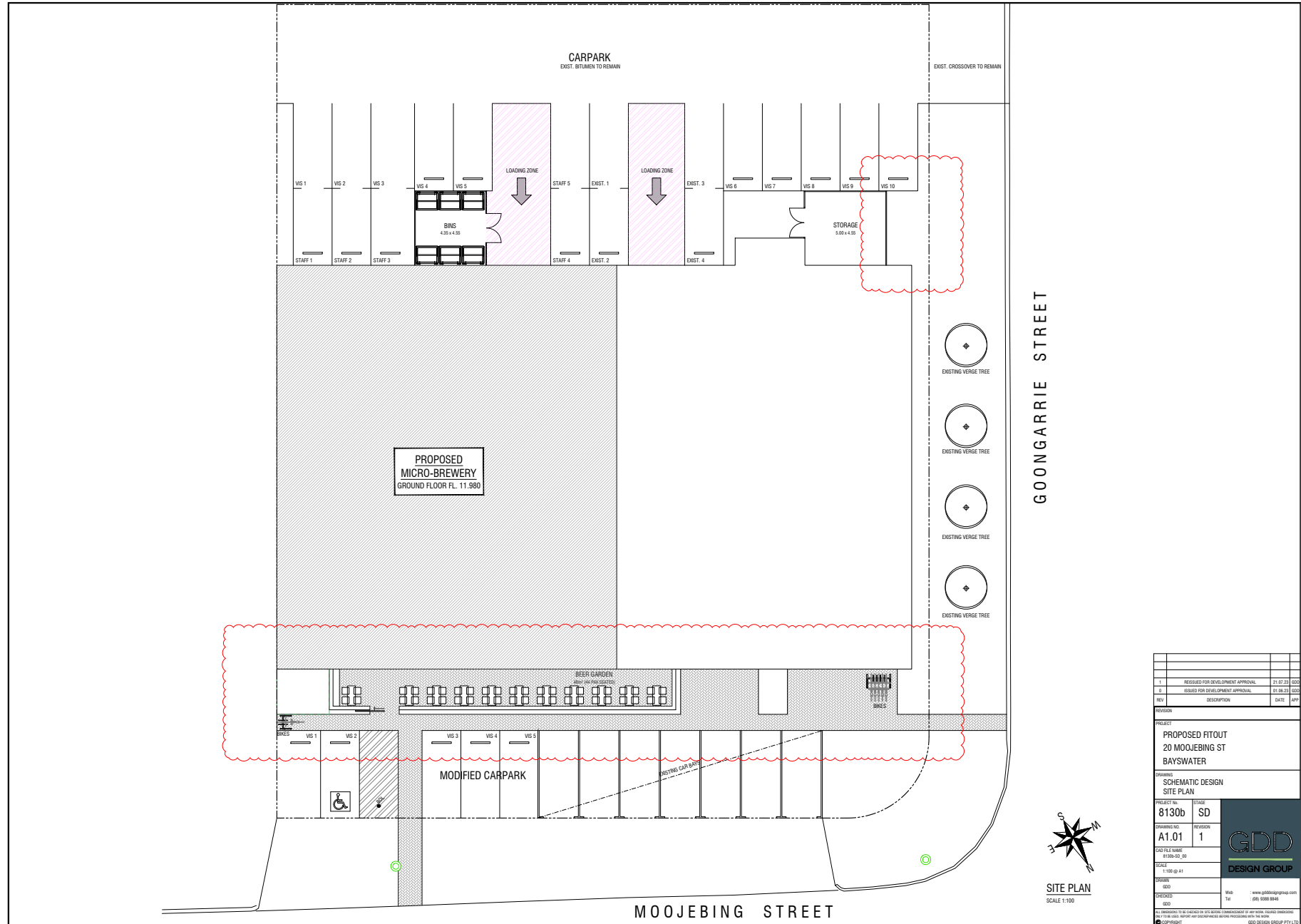
Goal V2: Encourage economic development across the City, and provide increased opportunities for people to live and work locally by facilitating new investment in the City.

Goal V4: Support businesses across the City to grow and thrive.

The proposed business to be established in existing vacant premises in the Bayswater general industrial area represents further economic development and investment in the City and will also provide additional local employment opportunities.

### **CONCLUSION**

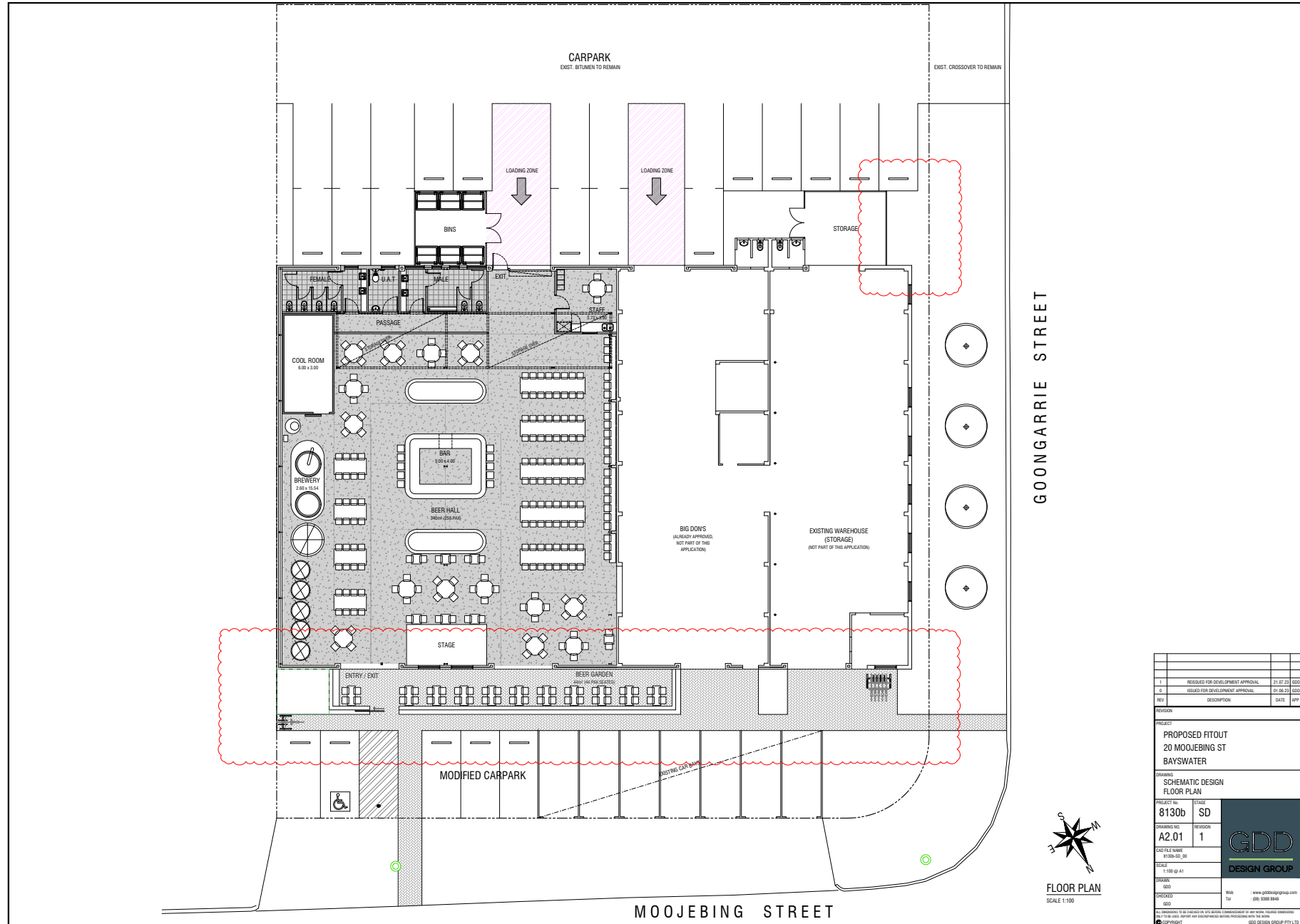
In light of the above assessment of the proposed development, the application is recommended for approval subject to the proposed conditions.



REV	DESCRIPTION	DATE	APP
1	ISSUED FOR DEVELOPMENT APPROVAL	21.07.23	GDD
2	ISSUED FOR DEVELOPMENT APPROVAL	20.08.23	GDD

PROJECT	PROPOSED FITOUT 20 MOOJEBING ST BAYSWATER		
DRAWING	SCHEMATIC DESIGN SITE PLAN		
PROJECT NO.	8130b	STAGE	SD
DRAWING NO.	A1.01	REVISION	1
CAD FILE NAME	8130b-01_00		
SCALE	1:100 @ A1		
DRAWN	GDD	Web	www.gddesigngroup.com
CHECKED	GDD	Tel	(08) 9388 8848
<small>ALL INFORMATION TO BE CHECKED IN THE ABSENCE OF THE CONTRACTOR BY THE CLIENT. THE CONTRACTOR IS NOT RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION PROVIDED TO THEM BY THE CLIENT. THE CONTRACTOR IS NOT RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION PROVIDED TO THEM BY THE CLIENT.</small>			
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REV	DESCRIPTION	DATE	APP
1	ISSUED FOR DEVELOPMENT APPROVAL	21.07.23	GDD
2	ISSUED FOR DEVELOPMENT APPROVAL	01.08.23	GDD

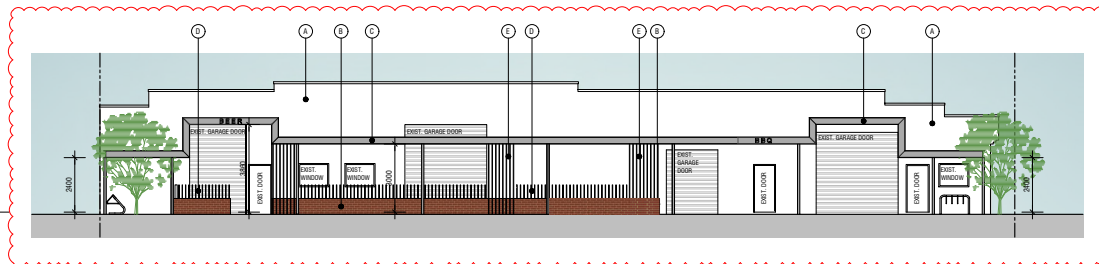
PROJECT	
PROPOSED FITOUT 20 MOOJEBING ST BAYSWATER	
DRAWING	
SCHEMATIC DESIGN FLOOR PLAN	
PROJECT NO.	STAGE
8130b	SD
DRAWING NO.	REVISION
A2.01	1
DRAWN	
GDD	
CHECKED	
GDD	
Web	www.gddesigngroup.com
Tel	(08) 9388 8846

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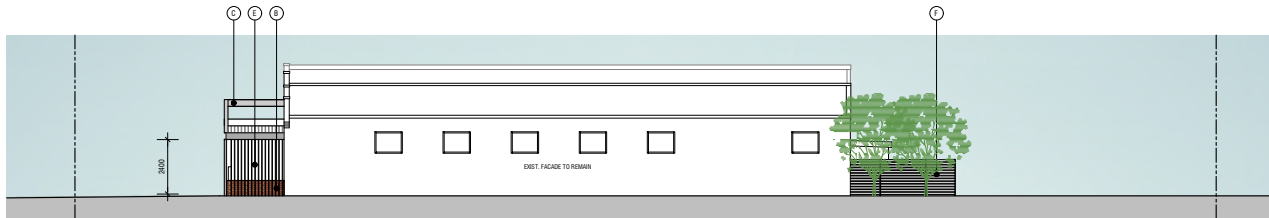


EXTERNAL LEGEND	
(A)	EXISTING FACE BRICKWORK PAINTED COLOUR: WHITE
(B)	AS SELECTED 1/4 FEATURE BRICKWORK LAD "STRETCHER BOND" COLOUR: MATT GREY
(C)	POWDERCOATED STEEL CANOPY COLOUR: MATT GREY
(D)	100% ALUMINIUM BALUSTRADE COLOUR: MATT GREY
(E)	POWDERCOATED VERTICAL LANDSCAPING COLOUR: MATT GREY
(F)	1800% ALUMINIUM PRIVACY SCREEN

00-GROUND (FL11 980)  
NORTH ELEVATION  
SCALE 1:100



00-GROUND (FL11 980)  
WEST ELEVATION  
SCALE 1:100



00-GROUND (FL11 980)  
EAST ELEVATION  
SCALE 1:100



REV	DESCRIPTION	DATE	APP
1	ISSUED FOR DEVELOPMENT APPROVAL	21.07.23	GDD
2	REVISED FOR DEVELOPMENT APPROVAL	20.08.23	GDD

PROJECT	
PROPOSED FITOUT 20 MOQUEBING ST BAYSWATER	
DRAWING	
SCHEMATIC DESIGN ELEVATIONS	
PROJECT NO.	8130b
STAGE	SD
DRAWING NO.	A3.01
REVISION	1
GDD DESIGN GROUP	
SCALE	1:100 @ A1
DESIGN	GDD
CREATED	GDD
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**MOTION**

**That Item 11.2 be brought forward for consideration before resuming the order of business.**

**Cr Elli Petersen-Pik Moved, Cr Sally Palmer Seconded**

**CARRIED UNANIMOUSLY: 10/0**

***For: Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik, Cr Dan Bull and Cr Giorgia Johnson.***

***Against: Nil.***

**10.4.2 Draft Community Safety and Crime Prevention Plan 2023-2027**

<b>Responsible Branch:</b>	Rangers and Security
<b>Responsible Directorate:</b>	Community
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	1. Draft Community Safety and Crime Prevention Plan [10.4.2.1 - 20 pages]
<b>Refer:</b>	Item 11.3: OCM 25.01.2022

**SUMMARY**

To provide Council with the draft Community Safety and Crime Prevention Plan 2023 – 2027 (CSCPP) and seek Council adoption of the CSCPP for public advertising.

**OFFICER'S RECOMMENDATION**

That Council adopts for public advertising the draft Community Safety and Crime Prevention Plan 2023 – 2027 as contained in Attachment 1 to this report.

*Cr Michelle Sutherland moved an alternative motion.*

*During debate, Cr Giorgia Johnson foreshadowed the officer's recommendation.*

**COUNCIL RESOLUTION**

That Council refers the draft Community Safety and Crime Prevention Plan 2023 - 2027 to the December 2023 Ordinary Council Meeting to enable the City to:

1. Conduct and clarify further work in relation to the plan clearly articulating more tangible outcomes that are aligned to Local Government responsibilities.
2. Recommend and provide guidance to Council on the purpose and objectives of a City-wide CCTV policy position.

**Cr Michelle Sutherland Moved, Cr Steven Ostaszewskyj Seconded**

**CARRIED: 9/1**

**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik and Cr Dan Bull.*

**Against:** *Cr Giorgia Johnson.*

**BACKGROUND**

At the Ordinary Council Meeting on 25 January 2022, Council resolved to consider allocating \$30,000 in the 2022/23 budget to engage a suitably qualified consultant to create the draft Community Safety and Crime Prevention Plan 2023 - 2027 (CSCPP). The previous four-year Community Safety and Crime Prevention Plan concluded in September 2021.

An amount of \$30,000 was subsequently approved as part of the 2022/23 budgetary process, and following an Expression of Interest process, Dr Terence Love of the Design Out Crime and CPTED Centre was appointed to consult with the community and to develop the draft plan.

Comprehensive community engagement was undertaken with a wide range of residents and ratepayers and key government, non-government and commercial stakeholders. Research and analysis of social, demographic, and crime data and analysis of City holdings informed development of the CSCPP, which aims to improve the quality of life of residents, ratepayers and visitors to the City by addressing safety and security issues relevant to the City.

## EXTERNAL CONSULTATION

Various engagement and communication methods were utilised to consult with the community and to encourage input into a community safety survey where community members and stakeholders could outline their safety and security issues in a transparent and inclusive way.

Community consultation was undertaken with the objectives of:

- Identifying issues of concern to people within the City.
- Encouraging collaboration and active participation amongst key stakeholders in the design and implementation of effective strategies to enhance quality of life and reduce crime.
- Ensuring the community was provided with an opportunity to provide information and that suggestions will be considered in development of the plan.

To achieve the objectives and maximise participation in the survey, promotional and engagement activities included:

- Placement of advertising material at libraries, community centres and other public places.
- Using online platforms including the City's social media pages, Engage Bayswater webpage and the City's website.
- Pop-up stalls at shopping centres, City events and public spaces.
- Canvassing of Committee's, groups, clubs and businesses.
- Hosting of a community forum themed 'a conversation about crime.'
- A workshop for representatives from State Government agencies to provide feedback
- A workshop for non-Government agencies, local businesses and groups to provide feedback.
- Briefing the City's executive and leadership groups and providing a survey which was completed by individual branch managers.
- Briefing to Councillors on 29 November 2022 seeking feedback on the community engagement strategy for the proposed CSCPP and subsequent briefing to Councillors on 10 August 2023, seeking feedback on the draft proposed plan.

The consultation resulted in responses from a range of stakeholders, including:

- Residents and Ratepayers
  - Approximately 50 community members attended the community forum in Noranda and shared lived experiences of crime with a panel comprising City officers, WA Police Officers and the State Coordinator of Neighbourhood Watch.
  - A community safety survey attracted 432 online and hard copy responses.
- Government Agencies
  - Representatives from State Government agencies attended a workshop and presented ideas, which overwhelmingly supported enhanced interagency collaboration and regular meetings. Agencies represented were: Crimestoppers, Department of Communities, Department of Education, Development WA, Neighbourhood Watch WA, Public Transport Authority, St John Ambulance and Western Australia Police Force (Bayswater Police, Morley Police, Mirrabooka District Office, Community Engagement Division).
- Non-government Organisations

- Three organisations (Chinese Neighbourhood Watch, Galleria Shopping Centre, and Nyoongar Outreach Service) attended and contributed their knowledge and experience in relation to safety and security partnerships and solutions.

#### Advertising CSCPP for Public Comment

Due to the Council caretaker period taking effect from 7 September 2023 until 21 October 2023, it is recommended the CSCPP is released for public comment over 21-day period from late October 2023 until mid-November 2023, providing community members with sufficient time to review and provide feedback on the draft plan.

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

The City works collaboratively with the Western Australia (WA) Police Force, State and local government stakeholders and the community to develop crime prevention and community safety programs which contribute to improving the quality of life for residents, ratepayers, businesses and visitors.

The WA Police Force is the primary criminal law enforcement agency in Western Australia and has responsibility for responding to, investigating and resolving criminal offences. The City plays an important support role, contributing to crime reduction by incorporating strategies to enhance the feeling of safety and security.

The City is also the organisation with primary responsibility for response, investigation and reduction of offences against the provision of a variety of local laws and some criminal legislation, including the *Dog Act 1976*, *Cat Act 2011*, *Litter Act 1979*, *Bush Fires Act 1954* and the *Graffiti Vandalism Act 2016*.

The City has developed this draft CSCPP (**Attachment 1**) based on feedback from community members and stakeholders and by analysing crime data, City information holdings and information from other sources including the Australian Bureau of Statistics. That attached plan appears in draft form only; however graphics, Mayor and CEO addresses and Elected Member page will be incorporated in the plan prior to the enhanced plan being publicly advertised. The structure and main details of the draft CSCPP are summarised below

#### Vision:

This plan aims to improve the quality of life within the City by making people feel safe and secure and by supporting WA Police and other agencies to reduce crime and anti-social behaviour.

#### Objectives:

- To guide Council decisions about maintenance and resourcing of community safety and crime prevention resources.
- To guide the City in ensuring resources address ongoing changes to technology, community safety and crime risks, community expectations and concerns in a cost efficient and equitable manner in line with the City's priorities and budgets.
- To ensure the City's crime prevention and community safety activities comply with legislation, standards and best practices in risk management.

#### Strategic Framework

The City's strategic framework, underpinned by the Strategic Community Plan 2021 – 2031 in concert with the Corporate Business Plan, Long Term Financial Plan and relevant City strategies and plans has guided the development of the plan, which is aligned to the three strategic themes of 'Community', 'Environment and Liveability' and 'Vibrancy'.

### Community and Stakeholder Consultation

Consultation and engagement were undertaken with a wide range of internal and external stakeholders including residents and ratepayers, businesses, government and non-government organisations and City officers.

The primary source of feedback, which informed development of this plan, was by way of a community safety survey which had 432 responses.

A detailed commentary on the engagement and consultation process is provided above under the heading of 'External Consultation.'

### Crime Statistics

Statistical data obtained from WA Police shows a trend of decreasing crime within the City for the majority of offences, with the exception of fraud, family related assaults and threatening behaviour offences which are increasing.

Whilst the statistics reveal a decrease, property related crime, in particular theft, is problematic within certain areas of the City and will be addressed by a number of the actions within this plan.

### Priorities 2023 -207 for City of Bayswater

Community and stakeholder consultation and the changing crime environment identified the following operational priorities to be addressed within the plan:

- Support ongoing reduction in fear of crime.
- Support improvements to social connectivity to reduce crime and fear of crime.
- Address the shift towards commercial and retail crime and new digital-physical crimes.
- Improve protection for City of Bayswater assets and infrastructure.
- Support for victims of crime.
- Improve the cost-effectiveness of the City's processes and systems.

### Operational Strategies and Plan for 2023 – 2027

25 operational strategies aligned to the City's strategic themes of 'Community', 'Environment and Liveability' and 'Vibrancy' have been developed, and form the measurable, tasking component of the plan. These actions will guide the City's response to community safety and crime prevention over the next four years.

Following a further review of achievable timeframes the following tasks scheduled for actioning in 2023/24 are now proposed to commence in the 2024/25 financial year:

- Action 1.1: Develop Safer Bayswater Community Safety and Crime Prevention Committee.
- Action 1.14: Investigate introduction of portable CCTV capability to enhance protection of City assets and improve community safety by providing ability to be agile and place resources at location of most need.
- Action 3.2: Conduct safety and security assessments of crime hot spots and implement measures to deter unlawful behaviour. The draft CSCPP has been amended accordingly.
- Action 3.4. Investigate and implement security measures to protect public art.

### Appendix

The survey questions that were asked in relation to fear of crime and connections with neighbours is included as an appendix in the draft plan.

Councillor Briefing 2 August 2023

City officers provided a briefing to Councillors on 2 August 2023, seeking feedback on the draft CSCPP and associated actions. Councillor feedback and the City’s responses appear below.

- Residents report an increase rather than a decrease in crime  
 Response: Official WA Police crime data shows a continual reduction of reported crime within the City over an extended period of time, which is consistent with findings elsewhere in Australia and globally. Despite the overall decreased crime rate the perception of crime increasing is being perpetuated.  
  
 There is evidence however that demonstrates some specific crimes remain problematic and are in fact increasing within the City. Of particular concern is the volume of thefts from motor vehicles, other stealing/fraud offending, family violence and threatening behaviour. Numerous actions within the CSCPP relate to developing and implementing timely and sustainable crime reduction strategies.
- Community members have reported difficulties reporting matters and are concerned about the lack of timely response to calls.  
 Response:  
 Action 1.4 sets out an intent to undertake a review of Ranger and Security service delivery during the 2024/25 financial year to measure effective and efficient service delivery and make adjustments where necessary.  
  
 Action 1.7 relates to educating the community to report matters to the correct agencies and will assist in ensuring tasks are allocated to correct organisations in the first instance where they can be triaged, prioritised and allocated appropriately ensuring timeliness of response is provided dependent on priority of the task.  
  
 Actions 1.13 and 1.14 relate to investigating the use of technology to enhance effective and efficient service delivery.
- With reference to key themes outlined on page 10 of the draft CSCPP that emerged from the community responses to the community survey, what tangible outcomes can the community expect?  
 Response: Each of the key themes is addressed by actions contained within the CSCPP as outlined in the attached table:

Key Theme	Related CSCPP Action
Enthusiasm for increased Ranger and Security services and faster responses	1.2 Consider funding and appointment of a Community Safety Officer to develop crime reduction strategies and reduce fear of crime, which may include conducting customer satisfaction evaluations.  1.4 Review Ranger and Security service delivery to ensure effective and efficient service delivery (rostering practices, task prioritisation, invest in visible assets that mitigate offending by their presence, measure and monitor response times).  1.7 Encourage residents to report matters to relevant agencies  1.13 and 1.14 Utilise portable CCTV and other visible assets to enhance protection and improve

	<p>safety</p> <p>3.2 Conduct safety and security assessments of hotspots and implement deterrent measures.</p>
<p>Concerns about hooning on roads and paths in a small number of specific locations</p>	<p>1.1 Develop Safer Bayswater Committee.</p> <p>1.3 Utilise appropriate physical and technological means to mitigate crime and improve safety (use of visible CCTV surveillance, traffic calming measures, interagency visible hotspot patrols).</p> <p>1.6 Encourage organisations to provide resources and awareness to ratepayers.</p> <p>1.14 Introduce portable CCTV capability.</p> <p>3.2 Conduct safety and security assessments of hotspots and implement deterrent measures (situation specific).</p>
<p>Concerns about crime risks inside and outside the home (day and night)</p>	<p>1.2 Consider funding and appointment of Community Safety Officer to develop strategies that reduce crime and reduce fear of crime.</p> <p>1.3 Develop and deliver crime prevention strategies (education, reduce perception of fear of crime).</p> <p>1.6 Encourage organisations to provide resources and awareness to community.</p> <p>1.14 Introduce portable CCTV capability.</p> <p>2.2 Undertake safety audits and implement appropriate design and lighting.</p> <p>2.3 Promote CPTED (natural surveillance).</p> <p>3.2 Conduct safety and security assessments of hotspots and implement appropriate mitigation measures.</p>
<p>Problems with neighbour relations</p>	<p>1.1 Develop Safer Bayswater Committee (Collaborative interagency problem solving and action)</p> <p>1.2 Funding of Community Safety Project Officer to develop partnerships, community engagement, support Safer Bayswater Committee (Central point for interagency response to issues)</p> <p>1.7 Encourage community to report to appropriate agencies (Education)</p>
<p>Subjectively perceived high crime risks at a small number of specific locations</p>	<p>1.1 Develop Safer Bayswater Committee (collaborative interagency problem solving and action).</p> <p>1.2 Consider funding and appointment of Community Safety Officer to develop partnerships, community engagement, support Safer Bayswater Committee (central point for interagency response to issues)</p>

	<p>1.3 Encourage community to report to appropriate agencies (education).</p> <p>1.7 Encourage community to report to appropriate agencies (education).</p> <p>1.14 Introduce portable CCTV capability.</p> <p>2.2 Undertake safety audits and implement appropriate design and lighting.</p> <p>2.3 Promote CPTED (natural surveillance).</p> <p>3.2 Conduct safety and security assessments of hotspots and implement appropriate mitigation measures.</p>
<p>Low levels of street lighting, particularly around train stations and walking routes</p>	<p>1.8 Develop Memorandum of Understanding with Public Transport Authority (PTA).</p> <p>1.9 Liaise with PTA to ensure adequate safety and security measures are in place.</p> <p>2.2 Undertake audits of public places.</p> <p>2.4 Investigate the purpose and viability of lockable public access ways.</p>
<p>Request for increased CCTV along with concerns about privacy and surveillance</p>	<p>1.1 Develop Safer Bayswater Committee</p> <p>1.2 Consider funding and appointment of Community Safety Officer to assess need for CCTV surveillance, explore alternate options.</p> <p>1.3 Develop, deliver and promote effective crime prevention strategies in line with changing context of the City utilising appropriate means.</p> <p>1.14 Investigate the introduction of portable CCTV capability.</p> <p>2.5 Conduct audit of City's CCTV assets to ensure effective and efficient use and placement.</p>
<p>Substantial gap between actual statistics of crime risks and resident concerns documented in survey</p>	<p>1.2 Consider funding and appointment of Community Safety Officer to develop strategies that reduce crime and reduce fear of crime</p> <p>1.6 Encourage Neighbourhood Watch and similar organisations to provide resources and awareness to ratepayers (education).</p>
<p>Differences between respondents proposed solutions and real-world evidence of effective crime reductions methods</p>	<p>1.2 Consider funding of Community Safety Officer to develop strategies that reduce crime and reduce fear of crime.</p> <p>1.6 Encourage Neighbourhood Watch and similar organisations to provide resources and awareness to ratepayers (Education)</p>
<p>Extensive assumptions about crime based on social media and similar</p>	<p>1.2 Consider funding and appointment of Community Safety Officer to develop strategies that reduce crime and reduce fear of crime</p> <p>1.6 Encourage Neighbourhood Watch and similar organisations to provide resources and</p>

	awareness to ratepayers (education).
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- Clarification needed why the City would like more survey responses in future surveys.

Response: Whilst 432 responses were received for the current community safety survey, which is almost three times the number received during the previous survey in 2016, it represents only about 0.6% of the total City population. The survey demonstrated underrepresentation from a number of demographic groups including the unemployed, people residing in rental properties and young people. Notwithstanding, this information has been invaluable and will enable the City to focus attention on underrepresented groups in future engagement.
- An issue with unsightly graffiti that is high up on some buildings within the City.

Response: Within the CSCPP, the City can apply for intermittently offered grants to remove graffiti and can work with businesses to remove the graffiti.

Action 1.2: Consider funding and appointment of a full time Community Safety Officer to monitor and apply for grant funding and work with businesses to encourage graffiti removal

Action 3.1: Support local business community by partnering with business associations to offer crime prevention training and awareness.

Action 3.3: Identify suitable areas and encourage placement of public art.
- What is the process for Councillors if they do not agree with content of the CSCPP or actions?

Response: Advise the City of the disagreed content and the reasoning, and the City will review the content.
- Does the City collaborate with organisations such as Orana House and 55 Central?

Response: The City does collaborate with the organisations mentioned in addition to other organisations that support the City’s objectives to be a safe and welcoming place.
- Does the City intend to promote successes and positive results achieved by the Rangers and Security Branch?

Response: The City will continue to promote successes and positive outcomes that demonstrate the commitment to supporting the local community in relation to community safety and crime prevention.
- What funding requests will be incorporated into the 2023/24 mid-year budget review?

Response: The majority of actions to be commenced in the current financial year can be accommodated within operational budgets already allocated. The following additional actions and associated funding is proposed to be sought as part of the 2023/24 mid-year budget review:

Action	Proposed 2023/24 Mid-year Budget Amount based on Delivery in April – June 2024	Total Budget 2023 - 2027
1.5 Ensure City officers are suitably trained and equipped to respond to and manage declared emergency situations	\$1,500	\$6,000
1.11 Attend festivals and events that celebrate the City’s multicultural and diverse community to develop	\$1,250	\$16,250

safety and security awareness and promote respect amongst different multicultural groups		
2.5 Conduct comprehensive audit and stocktake of City CCTV resources to ensure effective and efficient use and placement	\$15,000	\$15,000 (one-off action)

- How does the City intend to address street lighting that is ineffective due to tree canopies and poorly lit parks at night?

Response: Action 2.2 relates to conducting safety audits and assessments of public spaces and implement appropriate design and lighting improvements and Action 2.3 encourages the use of urban planning principals that prioritise natural surveillance, clear sightlines and the creation of vibrant, well patronised public spaces. There is an intent for this to be ongoing through the life of the CSCPP.

Councillor feedback was also received outside the briefing. The feedback and responses appear below.

- A page containing the details of all Councillors should appear on the CSCPP.  
Response: A page containing details of Councillors will be inserted in the CSCPP, and the draft plan has been amended to reflect this.
- An advisory committee involving Councillors is not necessary. A close relationship between the City and WA Police is required as the CSCPP involves mainly operational matters.  
Response: The Safer Bayswater Committee is recommended as a forum to improve community safety and crime prevention in the City of Bayswater, in a whole of community coordinated and collaborative way by promoting safety, managing risk, improving quality of life and reduce the fear of harm. Proposed membership of the group will include government and non-government organisations, community representatives and City officers and Councillors to ensure a holistic approach to identifying issues and developing sustainable solutions, in recognition that the root cause of many social and criminal issues are complicated and complex. Temporary members will be invited as necessary to address specific issues.
- Understand the City and police interact very different to the way it is in other areas such as the City of Perth and hoping action 1.10 will deal with this problem.  
Response: The City has a very strong relationship with WA Police which includes the daily exchange of information to enable intelligence led crime reduction strategies to be developed.  
The City represents broader local government with representation on the State Board of Neighbourhood Watch Western Australia which facilitates high level interaction with WA Police and development of strategies.
- Concerns about adding a new permanent FTE in our current financial situation.  
Response: Many of the operational actions outlined within this plan can be achieved with current resources. The City does not currently have resource capability to achieve some of the more strategic that require suitably skilled people to develop and deliver long term solutions to complex and complicated social and criminal issues.
- Not sure about the background behind action 1.11. Are there statistics showing there is more crime against different cultural groups.

A number of groups including the unemployed, people living in rental accommodation (including social housing), young people, and rough sleepers were under-represented in the recent community safety survey, but the underrepresented group were subjectively perceived as most likely being responsible for crime and safety issues by those who did complete the survey.

Engagement undertaken during this survey, supported research findings, that minority and vulnerable communities may lack understanding of issues that affect their quality of life and often have a mistrust of authority. This action is aimed at engaging with the vulnerable communities in a meaningful and sustainable way to develop trust and awareness to improve quality of life.

- Should include an action to provide subsidies for ratepayers to purchase CCTV, similar to what other local governments do.

The City plans to consider CCTV subsidies similar in nature to those offered by other local governments. This is in line with action 1.3 to “design, deliver and promote effective crime prevention and safety strategies in line with the changing context of the City utilising appropriate physical and technological means.”

**LEGISLATIVE COMPLIANCE**

Nil

**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.

Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Moderate
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	Acceptance of this plan is considered to represent generally a low risk to the City as the comprehensive consultation and engagement process undertaken to date has ensured the needs of the community have been considered.  Financial risk is considered moderate as budget allocations have not yet been considered for the estimated cost of implementing the plan.	

**FINANCIAL IMPLICATIONS**

The total estimated cost of the CSCPP is \$417,750 over four years which is detailed in the draft plan. It is expected that 15 of the 25 actions will be completed within operational budgets.

Timeframes are indicative only and may vary due to changing circumstances and the City of Bayswater annual business planning process, priorities and budgetary considerations at the time.

Costings are also indicative only and will require further refinement based on more details such as detailed design and procurement processes.

The following financial implications are applicable:

**Item 1:** Implementation of the Community Safety and Crime Prevention Plan 2023 - 2027  
**Asset Category:** New **Source of Funds:** Municipal  
**LTFP Impacts:** This is not an item listed in the LTFP  
**Notes:** N/A

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$)		INCOME(\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	25,000	62,750 (Total for life of plan)	330,000 (Total for life of plan, commencing in 2024/25)	Nil	N/A	N/A	Nil

**STRATEGIC IMPLICATIONS**

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

Theme: Community  
 Goal C1: Create safe and inviting places for people to come together.  
 Goal C4: Empower the community by helping them develop social connections.

Theme: Environment and Liveability  
 Goal E3: Improve the City's walking and cycling network and create safer streets.

Theme: Leadership and Governance  
 Goal L1: Engage the community in a meaningful way.  
 Goal L3: Provide good customer service.  
 Goal L4: Communicate in a clear and transparent way.

This plan impacts on a number of strategic themes and goal outlined in the City's Strategic Community Plan 2021 – 2031, and will encompass several of the City's diverse business areas to achieve outcomes to enhance the quality of life of and improve the community's sense of safety and security.

**CONCLUSION**

The City plays a vital role in making residents, workers and visitors feel safe within the City and as leaders within the community the City can foster collaboration and engagement and focus on education and the root causes of safety and security issues, to enhance quality of life and make the City a safe and welcoming place.

It is considered that the initial costs to implement this plan are high, however this will be offset in the long term through development of a safe, vibrant, healthy and resilient community which will attract investment and patronage.

In light of the above, it is recommended that Council adopts for public advertising the draft Community Safety and Crime Prevention Plan 2023 – 2027.

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# **Community Safety and Crime Prevention Plan 2023-2027**

Draft

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**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.*

**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.

4504 words total

**Table of Contents**

**Mayor’s Message** .....4

**CEO’s Message** .....5

Elected Member details page.....6

**Executive Summary** .....7

Introduction .....7

**Vision** .....8

**Objectives** .....8

**Strategic Framework**.....8

**Community and Stakeholder Consultation** .....10

**Crime Statistics** .....12

**Priorities 2023-2027 for City of Bayswater** .....13

**Operational Strategies and Plan for 2023-2027** .....14

**Actions: Community** .....14

**Actions: Environment and Liveability** .....17

**Actions: Vibrancy** .....18

**Appendix: Survey Questions on Fear of Crime and Connections with Neighbours**.....20

**Fear of Crime** .....20

**Community Connections with Neighbours** .....20

4504 words total

**Mayor’s Message**

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## **CEO's Message**

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**Elected Member details page**

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## Executive Summary

The City of Bayswater has an important role in helping the community to feel safe and secure along with protecting the City's assets and infrastructure.

Technology, community safety and crime risks and risks to the City's assets and infrastructure are changing continuously. In parallel are changes to community expectations and concerns also leading to changes in other City of Bayswater policies, strategies and plans.

This continuously changing situation requires the Community Safety and Crime Prevention Plan to be reviewed and updated periodically to reflect the changes.

To develop this new plan, the *Design Out Crime and CPTED Centre* was engaged to review community consultation data from the Community Engagement survey, undertake stakeholder consultations, review the current crime situation and best practice crime prevention and community safety practices to guide the development of the new Community Safety and Crime Prevention Plan.

The aims of the Community Safety and Crime Prevention plan are to provide a vision and framework for the City of Bayswater to:

- Provide quality services to improve community safety and crime prevention and protect the City's assets and infrastructure
- Align future decisions about community safety, crime prevention and protection of assets with changes in technology, crime risks, crime prevention approaches and community concerns and expectations
- Reduce residents' concerns about crime risks and improve quality of life for City of Bayswater residents, visitors and organisations
- Support businesses in reducing their crime risks to improve economic and social outcomes.

The objectives of the Community Safety and Crime Prevention Plan are:

- To guide Council decisions about maintenance and resourcing of Community Safety and Crime Prevention services in the City of Bayswater.
- To guide the City in ensuring the City's Community Safety and Crime Prevention resources address ongoing changes to technology, community safety and crime risks, community expectations and concerns in a cost-efficient and equitable manner in line with the City's priorities and budgets.
- To ensure the City's Community Safety and Crime Prevention activities are compliant with relevant legislation, standards, statutory requirements and current professional best practices in risk management relating to community safety and crime prevention.

## Introduction

The City of Bayswater is strategically located six kilometers north-east of Perth's CBD, covers a land area of 32.74 square kilometers and is home to a culturally diverse and vibrant community of 69,283 residents with a median age of 38 years (2021). The City includes four thriving town centres (Bayswater, Maylands, Morley and Noranda) three libraries, two community centres, 1,657 commercial premises, three recreation centres, 400 kilometers of road network, 320 km of footpaths, 123 playgrounds, and 181 parks ovals and open spaces covering over 380 hectares of green open space. In addition, the City is responsible for the

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management of 10.2 kilometers of Swan River Foreshore. The suburbs that fall within the City of Bayswater are Bayswater, Bedford, Dianella (partly), Embleton, Maylands, Morley, Mount Lawley (partly), and Noranda.

The City of Bayswater has an important role in helping the community to feel safe and secure. The City is committed to improving quality of life for everyone within the City and crime prevention and community safety are key aspects of quality of life. The City's role is central to this along with protecting the City's assets and infrastructure.

Technology, community safety and crime risks and risks to the City's assets and infrastructure are changing continuously along with community expectations and concerns. This Community Safety and Crime Prevention Plan reflects these changes. This plan is flexible and subject to change dependent upon changing annual business planning, budgetary and community expectations and priorities.

To develop this current plan, *Design Out Crime and CPTED Centre* was engaged to review community consultation data from the Community Engagement survey, undertake stakeholder consultations, review the current crime situation and best practice crime prevention and community safety practices to guide the development of the new Community Safety and Crime Prevention Plan.

## Vision

The Community Safety and Crime Prevention Plan 2023-2027 is based on the vision of the Strategic Community Plan 2017-2027 for the City to be "A place where community vision becomes reality".

## Objectives

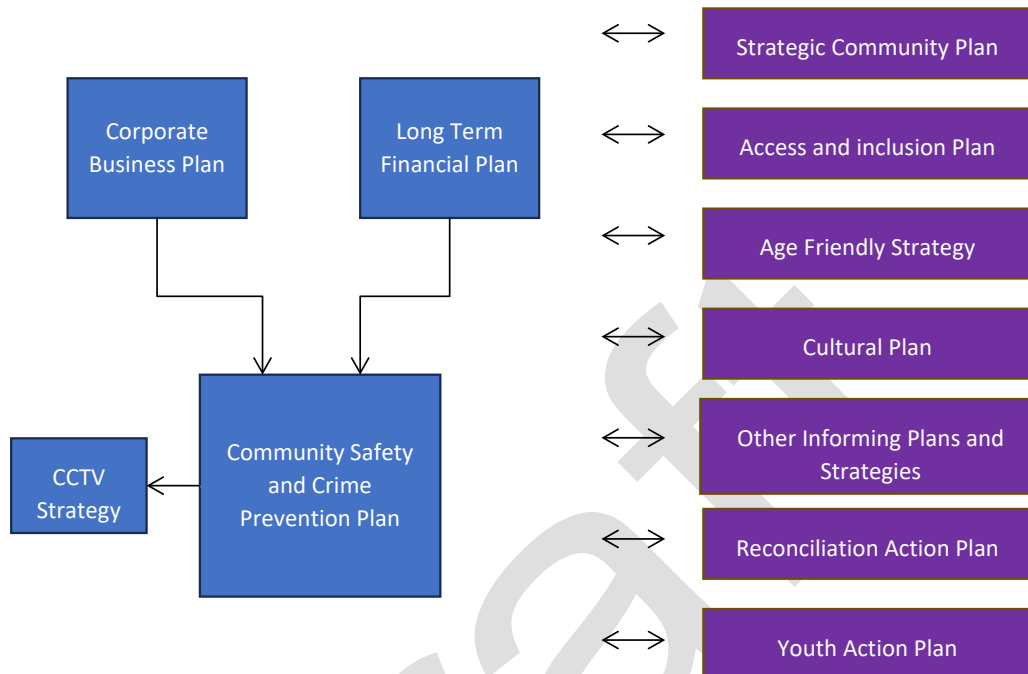
- To guide Council decisions about maintenance and resourcing of Community Safety and Crime Prevention services in the City of Bayswater.
- To guide the City in ensuring the City's Community Safety and Crime Prevention resources address ongoing changes to technology, community safety and crime risks, community expectations and concerns in a cost-efficient and equitable manner in line with the City's priorities and budgets.
- To ensure the City's Community Safety and Crime Prevention activities are compliant with relevant legislation, standards, statutory requirements and current professional best practices in risk management relating to community safety and crime prevention.

## Strategic Framework

The principal planning and strategic document that guides delivery of City of Bayswater services is the Strategic Community Plan 2017-2027. The Community Safety and Crime

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Prevention plan derives directly from the key elements of that plan along with the Corporate Business Plan, Long Term Financial Plan and related plans and policies as shown below.



Key aspects of the Strategic Community Plan addressed by this Community Safety and Crime Prevention Plan are:

- C1 Create safe and inviting places for people to come together
- C3 Maximise the use of the City's facilities and parks by all sections of the community
- C4 Empower the community by helping them develop social connections
- E3 Improve the City's walking and cycling network and create safer streets
- V3 Activate the City's town and Neighbourhood centres.
- V4 Support businesses across the city to grow and thrive
- S5 Integrated planning for parks that takes safety, lighting and multi-generational use into consideration
- S6 Focus on safety and security
- S9 Encourage sustainability and sustainable lifestyles with a focus on waste reduction, carbon reduction, education and maintenance of assets.
- S14 Strengthen social interaction, connectedness and build the capacity of the community
- S16 Support technological enhancements that improve the experience of the community.

To ensure the above objectives were fulfilled, community consultations and workshops with key stakeholders were undertaken and the following documents were reviewed:

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- City of Bayswater Strategic Community Plan 2021-2031
- City of Bayswater Strategic Risk Management Policy 2019
- City of Bayswater Access and Inclusion Plan 2020-2024
- City of Bayswater Local Homelessness Strategy 2021-2025
- City of Bayswater Innovate Reconciliation Plan 2021-2023
- WA Police Reported Crime Incident Statistics 2013-2023 (online)
- Australian Bureau of Statistics (ABS) Census 2016 and 2021
- ABS Crime and Justice statistics 2023
- ISO 22341: 2021; Security and resilience — Protective security — Guidelines for crime prevention through environmental design
- AIHW Family, Domestic and Sexual Violence report (03 Feb 2023)
- Australian Institute of Criminology (AIC) research reports (sundry)
- AS/NZS HB 167 Security Risk Management.

## Community and Stakeholder Consultation

In April 2022 the City held a forum called [A Conversation about Crime](#). The community was invited to share their concerns about crime and community safety. It was an opportunity for those who live, work and visit the City to share their experiences and talk with the City and WA Police about ways to address crime. Feedback and ideas captured during this initial engagement was used in development of the Community Safety and Crime Prevention Plan.

From November 2022 to April 2023, the City of Bayswater collected perceptions and concerns from the community relating to community safety and crime prevention. This was done primarily with an online survey using the City's Engage Bayswater website software, supported by pop-up events, social media and face to face conversations in which residents were encouraged to undertake the survey by the City of Bayswater.

The online community safety survey asked individuals about their safety concerns and their priorities for the City of Bayswater community safety and crime prevention services. In addition, demographic data was collected as was data about the level of social interactions with neighbours.

Alongside the community consultation activities, internal and external stakeholders were consulted including:

- City of Bayswater management across all operations and departments
- The City's Inclusion and Diversity Advisory Committee
- Elected Members
- A wide variety of external stakeholders from organisations operating in the City of Bayswater.

There were 432 responses to the Engage Bayswater community survey. This is 0.64% of City of Bayswater population of 69,283 persons. Demographically, the distribution of respondents was as follows:

- 23 responses 0-29 years old
- 304 responses 30-59 years old

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- 105 responses 60 years and older
- 62% of respondents were female.

The main cohort of respondents in the survey were aged 30-59 years, house owners and professionals or managers. Underrepresented in the survey are residents under 30 years; people renting their accommodation or with other accommodation arrangements; people with lower paid employment or unemployed; Aboriginal and Torres Strait Islanders people; people with a disability; and LGBTQI persons.

The demographic data was primarily collected by multi-choice question. Respondents were also asked to provide detailed comments explaining their answers about community safety and crime prevention. Respondents' comments were reviewed in detail to gain understanding of key concerns and priorities, to identify changes since the previous Community Safety survey, and whether specific responses were linked to particular groups.

From this detailed review of the data from the Engage Bayswater community safety survey emerged the following key themes in the responses:

- Enthusiasm for increased levels of Ranger and Security services and faster responses
- Concern about hooning on roads and paths in a small number of specific locations
- Concerns about crime risks inside and outside the home, during the day and at night
- Problems with neighbour relations
- Concerns about subjectively perceived high crime risks at a small number of specific locations
- Concerns about low level of street lighting, particularly around train stations and on walking routes
- Requests for increased CCTV along with concerns about privacy and surveillance
- Substantial gap between actual statistics of crime risk and respondents' concerns documented in survey
- Differences between respondents' proposed solutions and real-world evidence of what works and what doesn't to reduce crime
- Extensive assumptions about crime based on social media and similar.

On average participants reported much lower levels of fear than in previous surveys. In general, reported levels of 'fear of crime' have fallen around 20% since the Community Safety Survey findings reported in the previous Community Safety and Crime Prevention Plan and there is a belief that the City of Bayswater is a safe place. This included positive remarks that the information in the survey had increased appreciation to how safe residents are in the City of Bayswater. Only 2-5% of respondents reported feeling very unsafe. However, even this low proportion is considered to be of concern. The fear of crime data in the survey appears to be strongly influenced by a small number of respondents who are highly fearful in all circumstances.

Respondents reported higher levels of concern about crime risks at night compared to daytime. This is consistent with psychological and medical research findings that human levels of fear increase after sunset regardless of actual risk or location. In general, the survey indicated an average increase in 'fear' of around 30% after sunset.

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Respondents identified a small number of specific problem locations in the City of Bayswater in which incivilities occur more often and which they wish to be resolved. More generally, many respondents simply asked for increased levels of service from the City.

Respondents were asked about the numbers of neighbours they would communicate with about particular issues. The responses indicated social connectivity are typically very low in the City of Bayswater with median levels of social connection of only 1 - 3 persons for most activities and 4-8 persons for more superficial interactions (e.g., comments about the weather).

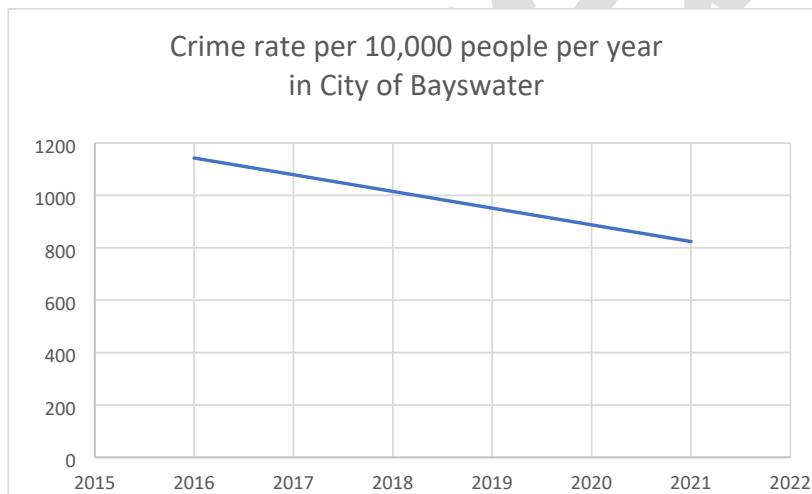
The main considerations of Internal and external stakeholders were:

- A focus is improving quality of life for residents, businesses, organisations and visitors to the City of Bayswater
- Improved interagency collaboration offers substantial mutual benefits to community safety and crime prevention (and quality of life)
- The City of Bayswater to be the integrating agency.

### Crime Statistics

Crime rates and trends for the City of Bayswater were calculated using WA Police Reported Crime Incident Statistics 2013-2023 and ABS census data.

In general crime risk in the City of Bayswater is low, and falling at around 3-10% per year with the major reductions in personal crimes such as burglary. This aligns with the long-term downward trend in global crime rates.



Crime in City of Bayswater is increasingly dominated by theft, fraud and property damage, mostly relating to shopping centres, businesses and civic infrastructure.

Changes in crime rates between 2016 and 2021 across the City of Bayswater are as follows:

4504 words total

City of Bayswater crime rate changes 2016-2021 for different crime types

Crime	Direction	Decrease 5 years	Increase 5 years	Change per year
Stealing	↓	36%		Down 9%
Dwelling burglary	↓	58%		Down 11%
Non-Family Assault	↓	4%		Down 1%
Property damage	↓	40%		Down 5%
Graffiti	↓	13%		Down 2%
Non-Dwelling Burglary	↓	53%		Down 10%
Fraud and related offences	↑		7%	Up 1%
Family-related assault	↑		14%	Up 3%
Non-family threatening behaviour	↑		25%	Up 5%

Above figures are from WA Police reported crime incident statistics for suburbs of City of Bayswater for census dates 2015 and 2021 using populations of those dates.

For 30,000 dwellings in the City in 2021 there were 437 burglaries. Criminologically, crime mostly occurs in a small number of locations and small number of victims. If a house has not been burgled in the last year, the potential burglary risk is very low.

Reporting of family violence (domestic violence) is increasing in the City of Bayswater. This is a significant issue, especially compared to the otherwise downward trend of crimes.

The increases in fraud and related crime rates are of concern, in part because there appears a transition from stealing to fraud, which is easier to undertake but potentially a bigger problem. The change is seen also in emergence of new digital-physical crimes associated with increased use of 'smart' environments, electronic devices, social media and AI-based systems. These new kinds of crime include online scams; burglary for car keys to defeat electronic anti-theft systems; use of phones and credit card to break into bank accounts; identity theft and associated frauds; increased corrupt activities; money laundering of crime proceeds; sale of illegal items; electronic devices used to enable retail theft; and new forms of electronic tools that can compromise security of assets.

Recorded rates of non-family threatening behaviour have increased. This increased recording of poor behaviours aligns with the general reductions in crime rates and associated changes in expectations.

The above changes in crime patterns presents significant community education opportunities to reduce crime and fear of crime and improve community safety.

### Priorities 2023-2027 for City of Bayswater

Crime statistics and consultations indicate the previous service trajectory of the City of Bayswater has been appropriate and effective under previous conditions. The City's crime rates are aligning with the global downward trends, and fear of crime in the City of Bayswater is reducing.

4504 words total

The above community and stakeholder consultation and changing crime environment present new operational challenges for 2023-2027:

- Support for ongoing reduction in fear of crime
- Supporting improvements to social connectivity to reduce crime and fear of crime
- Addressing the crime shift towards commercial and retail crime (theft, fraud, property damage) and new digital-physical crimes
- Improved protection for City of Bayswater assets and infrastructure
- Support for victims of crime
- Improvements to the cost-effectiveness of the City’s processes and systems.

### Operational Strategies and Plan for 2023-2027

Addressing the above changes in priorities requires additional operational strategies, including:

- Continue existing operational services provided by the City.
- Develop and deliver programs to reduce fear of crime across all social groups in City of Bayswater.
- Participate and initiate programs to improve social cohesion, social connectivity and social culture in the City of Bayswater to reduce crime and fear of crime.
- Train relevant staff in CPTED to provide CPTED audits and support for businesses, residents, and especially for victims of crime.
- Update and improve CCTV infrastructure to reduce crime and fear of crime and protect City of Bayswater assets and infrastructure. In particular, replacing existing cameras and the supporting IT systems to use the existing infrastructure effectively.
- Develop new interagency collaborations both within the City of Bayswater and with external agencies such as Transperth, the Department of Communities and Youth Agencies to improve service delivery, cost-effectiveness and outcomes.
- Review and revise current routine practical processes to identify potential efficiencies, benefits from use of AI, and improve cost effectiveness, e.g., reducing costs of providing CCTV footage to Police.
- Revise CCTV Policy and Strategies to align with needs of City of Bayswater, current criminological evidence, availability of new technologies, and current and upcoming laws.

### Actions: Community

Outcome 1: Create safe and inviting places for people to come together

Actions		Budget	Responsibility	Timeframe
<b>Foster a sense of belonging and promote community safety, the City of Bayswater will enhance community connection</b>				
1.1	Develop Safer Bayswater, Community Safety and Crime Prevention Committee	Part Operational plus \$1,000 per annum	Manager Rangers and Security (following adoption of committee by Council)	2024/25 – 2026/27

4504 words total

1.2	Consider funding and appointment of a permanent, fulltime community safety/crime prevention officer for the development and ongoing delivery of programs; to develop partnerships and community engagement; to support the Safer Bayswater Committee.	\$110,000 including on-costs per annum	Manager Rangers and Security	2024/25 – 2026/27
1.3	Develop, deliver and promote effective crime prevention and safety strategies in line with the changing context of the City utilising appropriate physical and technological means.	Operational	Manager Rangers and Security Manager Communications, Engagement and Customer Relations	2023/24 - 2026/27
1.4	Undertake review of Rangers and Security services to ensure effective and efficient service delivery in accordance with City's strategic objectives and operational plans.	To be determined	Manager Rangers and Security	2024/25
1.5	Ensure relevant City officers are suitably trained and equipped to respond to and manage declared emergency situations.	\$1,500 per annum	Manager Rangers and Security	2023/24 – 2026/27
<b>Develop partnerships with Neighbourhood Watch, Crime Stoppers and other organisations/programs that play a useful role in supporting community safety and reducing crime</b>				
1.6	Encourage Neighbourhood Watch and similar organisations to provide resources and awareness to ratepayers and encourage membership of community safety groups.	Operational	Manager Rangers and Security	2023/24 – 2026/27
1.7	Encourage residents to report suspicious activities and/or unusual behaviour to the relevant authorities including Crime Stoppers, Western Australia Police and the City of Bayswater Ranger and Security Service.	Operational	Manager Rangers and Security	2023/24 – 2026/27
1.8	Develop Memorandum of Understanding with Public	Operational	Manager Rangers and Security	2023/24 – 2026/27

4504 words total

	Transport Authority to strengthen information sharing and reinforce collaborative working relationship.			
1.9	Liaise with Public Transport Authority to ensure adequate physical safety and security measures are in place in the vicinity of current and future public transport hubs.	Operational	Manager Rangers and Security	2023/24 – 2026/27
1.10	Develop Memorandum of Understanding with Western Australia Police Force to strengthen information sharing and reinforce collaborative working relationship.	Operational	Manager Rangers and Security	2023/24
<b>Create a safe, inclusive and socially cohesive community:</b>				
1.11	Attend festivals and events that celebrate the City's multicultural and diverse community to develop safety and security awareness and promote respect amongst different cultural groups.	\$16,250 for 2023/24 \$5,000 per annum for 2024/25 – 2026/27	Manager Rangers and Security Manager Community Development	2023/24 – 2026/27
1.12	Collaborate with community groups and event organisers to support planning and management of multicultural events including implementation of appropriate safety and security measures, crowd management and emergency management preparation.	Operational	Manager Rangers and Security	2023/24 – 2026/27
<b>Enhance community safety and ongoing reduction in crime by maintaining appropriate, contemporary resources</b>				
1.13	Monitor and investigate the viability of utilising technology enhancements, including Artificial Intelligence to enhance protection of City assets and improve community safety.	Operational	Manager Rangers and Security	2023/24 – 2026/27
1.14	Investigate introduction of portable CCTV capability to enhance protection of City assets and improve	\$10,000 per annum	Manager Rangers and Security	2024/25 – 2026/27

4504 words total

	community safety by providing ability to be agile and place resources at location of most need.			
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**Actions: Environment and Liveability**

Outcome 2: Improve the City’s walking and cycling network and create safer streets.

Actions		Budget	Responsibility	Timeframe
<b>Support the City’s objectives to achieve a safe and secure environment and enhance quality of life.</b>				
2.1	Consider safety, security and Crime Prevention through Environmental Design (CPTED) when designing and installing public amenities such as shelter, seating and public toilets.	Operational	Manager Rangers and Security Manager Transport and Buildings	2023/24 – 2026/27
2.2	Undertake safety audits and assessments of public spaces and implement appropriate design and lighting improvements.	Operational	Manager Rangers and Security Manager Transport and Buildings	2023/24 – 2026/27
2.3	Promote the use of urban planning and design principles that prioritise natural surveillance, clear sightlines and the creation of vibrant, well patronised public spaces	Operational	Manager Rangers and Security Manager Property and Economic Development Manager Statutory Planning and Compliance	2023/24 – 2026/27
2.4	Investigate the purpose and viability of lockable public access ways	Operational	Manager Rangers and Security Manager Property and Economic Development	2023/24 – 2026/27
2.5	Conduct comprehensive audit and stocktake of City CCTV resources to ensure effective and efficient use and placement.	\$15,000	Manager Rangers and Security Manager Digital Solutions and Services	2023/24
2.6	Collaborate with relevant stakeholders and promote evidence- based alcohol and drug harm minimisation programs.	Operational	Manager Rangers and Security	2023/24 – 2026/27
2.7	Arrange training relevant of City officers in current	\$10,000	Manager Rangers and Security	2024/25

4504 words total

	CPTED risk-based principles in accordance with ISO 22341.			
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**Actions: Vibrancy**

Outcome 3: The community’s satisfaction with the City’s vibrant and active town centres.

No.	Additional CSCP Plan Actions	Budget	Responsibility	Timeframe
<b>Enhance the vibrancy of the community by linking local economy and business community to community safety and crime prevention</b>				
3.1	Support the local business community by partnering with business associations to offer crime prevention training and awareness.	Operational	Manager Rangers and Security Manager Property and Economic Development	2023/24 – 2026/27
3.2	Conduct safety and security assessments of crime hotspots and implement measures to deter unlawful behaviour	\$2,000 per annum	Manager Rangers and Security	2024/25 – 2026/27
<b>The integration of public art and design into the urban landscape can enhance the liveability and safety of communities and create a sense of place.</b>				
3.3	Identify suitable areas and encourage placement of public art.	Operational	Manager Rangers and Security Manager Community Development Manager Property and Economic Development	2023/24 – 2026/27
3.4	Investigate and implement security measures to protect public art.	\$500 per art piece per annum	Manager Rangers and Security Manager Community Development Manager Property and Economic Development	2024/25 – 2026/27

Notes:

1. Timeframes in the above table of actions are indicative only and may vary due to changing circumstances and the City of Bayswater annual business planning process, priorities and budgetary considerations at the time.
2. Costings in the above table are indicative only and will require further refinement based on more details such as detailed design and procurement processes.

4504 words total

Monitor and Review: The City will monitor the progress of actions and provide an annual report to Council on the outcomes. A final report will be provided in four years upon expiry of the plan.

Draft

4504 words total

## Appendix: Survey Questions on Fear of Crime and Connections with Neighbours

As part of the Community Safety and Crime Prevention Survey, respondents were asked to report their fear of crime situation and the number of people they would connect with in particular circumstances.

### Fear of Crime

To help participants more clearly identify and record their experiences, the survey used specific definitions of five different categories:

1. **Very safe:** You can always proceed with life easily. Any adverse experiences are limited e.g., rare incidents of seeing an argument between others, being beeped by another road user, etc. You have not been burgled or had your car broken into for at least 5 years.
2. **Safe:** Your life has been free from physical assault, burglary, car break-ins, etc. for at least 2 years. Adverse events are limited, e.g., occasional hooning outside your house, occasional noisy parties nearby or being shouted at by strangers.
3. **Medium Risk:** In the last 12 months you have had a single experience of burglary or car break-in, significant theft (more than \$100) and/or a superficial physical assault without bodily harm. Other adverse experiences might include frequent (multiple times a week) hooning outside your home, weekly experience of nasty comments shouted at you in the street by strangers.
4. **Unsafe:** In the last 12 months you have experienced at least one physical assault causing bodily harm or ongoing personal experience of physical and or emotional abuse and threats; or multiple burglaries or multiple car break-ins or thefts in the last 12 months.
5. **Very unsafe:** Frequent (daily, weekly) experience of serious assault and/or credible threats of death or bodily harm. Frequent theft of your belongings.

### Community Connections with Neighbours

Participants were asked to identify the number of people they regularly interact with at different levels.

Questions	0-3 people	4-8 people	9 or more people
How many neighbours do you smile and greet or chat about sports, school, work, the weather, etc.?			
How many neighbours' names do you know?			
How many neighbours do you discuss local crime and safety issues with?			
How many neighbours do you know well enough to speak with about personal issues?			
How many of your neighbours do you feel comfortable asking to keep an eye on your property while you're away?			

**10.4.3 Expression of Interest - Lease of Cafe at Bayswater Waves**

<b>Owner:</b>	City of Bayswater
<b>Responsible Branch:</b>	Recreation Services
<b>Responsible Directorate:</b>	Community
<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 - Bayswater Waves - Cover Letter [<b>10.4.3.1</b> - 12 pages]</li> <li>2. CONFIDENTIAL - Detailed Proposal - Bayswater Waves [<b>10.4.3.2</b> - 76 pages]</li> <li>3. CONFIDENTIAL - Whsmith-Bayswater - Cafe EOI letter [<b>10.4.3.3</b> - 5 pages]</li> <li>4. CONFIDENTIAL - EOI Bayswater Waves Cafe Twins PTY LTD [<b>10.4.3.4</b> - 2 pages]</li> <li>5. CONFIDENTIAL - Panel Assessment Summary [<b>10.4.3.5</b> - 3 pages]</li> </ol>
<b>Refer:</b>	Item 11.2: OCM 12.12.2017

**Confidential Attachment(s) in accordance with Section 5.23(2) of the Local Government Act 1995 (WA) -**

- (b) the personal affairs of any person;**
- (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.**

**SUMMARY**

Council consideration is sought on a proposed new lease for the café at the Bayswater Waves aquatic facility.

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

**That:**

- 1. Council accepts the offer from Twins Pty Ltd to lease the cafe at Bayswater Waves on Portion of Reserve 38313 Lot 12774 on Deposited Plan 193299 being the whole of the land comprised Certificate of Crown Land Title Volume LR3033, Folio 112, subject to:-**
  - (a) The following terms and conditions being applied to the lease:**
    - (i) 5-year term, plus an option of an additional 5 years at the sole discretion of the lessor and subject to a performance review to the satisfaction of the lessor.**
    - (ii) Annual rental of \$30,000 per annum indexed to the Perth consumer price index and reviewed annually in line with the City's annual budgeting process.**
    - (iii) All associated utilities, rates and levies to be paid by the lessee.**
    - (iv) Other reasonable lease terms and conditions considered applicable by the Chief Executive Officer.**
  - (b) The Minister for Lands WA giving consent to the lease of the café at Bayswater Waves to Twins Pty Ltd in accordance with point 1(a) above.**

- (c) The City giving public notice of the intention to lease the café at Bayswater Waves in accordance with point 1(a) above, pursuant to section 3.58 of the *Local Government Act 1995*.
2. If no submission is received at the conclusion of the public notice period, Council authorises the Chief Executive Officer to execute the lease of the café at Bayswater Waves to Twins Pty Ltd in accordance with point 1(a) above.
  3. If a submission(s) is received at the conclusion of the public notice period, the City to present a report to Council to further consider the lease of the café at Bayswater Waves having regard to the submission(s).

Cr Sally Palmer Moved, Cr Catherine Ehrhardt, Deputy Mayor Seconded

CARRIED BY EXCEPTION (EN-BLOC): 9/1

**For:** Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik and Cr Dan Bull.

**Against:** Cr Giorgia Johnson.

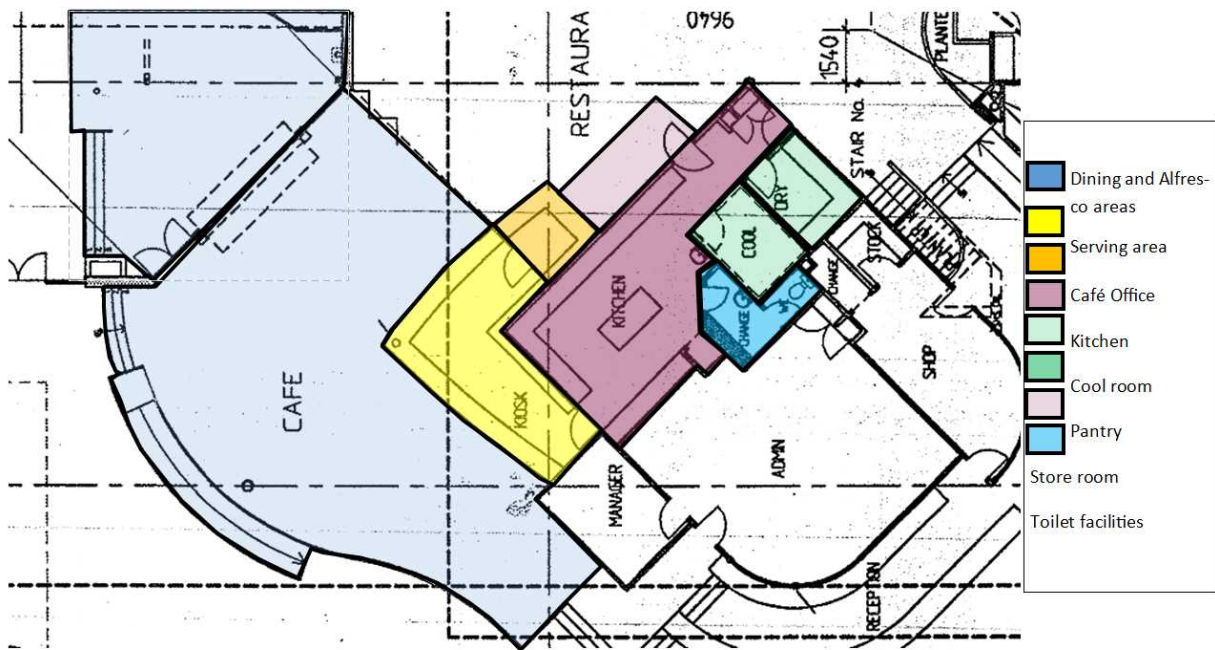
## BACKGROUND

The City of Bayswater is currently vested with care, control, and management over Reserve 38313, with the power to lease for any term not exceeding 21 years subject to the consent of the Minister for Lands. At Ordinary Council Meeting held 12 December 2017 Council granted final approval to the lease of the café at Bayswater Waves Aquatic Centre – Reserve 38313, 160 Broun Avenue, Morley to Benjamin and Fikreta Suhopoljac for a term of 5 years. In late 2019 consent was sought from the City and the Minister of Lands to have the lease transferred to Twins Pty Ltd for the remainder of the 5-year term.

The remainder of the 5-year lease term for the operation of the Bayswater Waves Café ended on 31 January 2023 which coincided with the commencement of the final stage of refurbishment works and the need to close the café area. The Wave pool and café areas are on schedule to reopen in October 2023, initiating the process to appoint a new lease holder.

The café at Bayswater Waves is centrally located in the facility, overlooking the indoor pools and has an area of approximately 310m<sup>2</sup>. The lease area is highlighted in Figure 3 below.

**Figure 1 – The Café Floorplan**



**EXTERNAL CONSULTATION**

On 7 July 2023 the City advertised an Expression of Interest (EOI) for the lease of the café at Bayswater Waves on Tenderlink with submissions closing 24 July 2023.

**OFFICER'S COMMENTS**

The City has run an EOI process to lease and operate the café at Bayswater Waves in preparation for the re-opening of the refurbished Wave pool and café area. More than five -years have passed since the last market rental valuation, so the City obtained a rental valuation in line with today's market from McGees Property. Using a direct comparison approach the rental amount has been determined to be \$30,000 net per annum, exclusive of GST and outgoings.

The City received three submissions (as contained in **Confidential Attachments 1-4**) expressing interest in the lease of the café at Bayswater Waves. The submissions were from:

- Good Sammy Enterprises
- WH Smith
- Twins Pty Ltd

These submissions were evaluated by a panel of City staff familiar with the Waves café facilities and operations. The process was conducted to avoid any actual, or perceived, conflict of interest with formal documented declarations made by panel members in relation to conflict of interest.

Mandatory selection criteria for the EOI process included:

1. The applicant's name, ABN, and the proposed Lessee's name (if different), proposed business structure, and contact details.
2. Statement of attendance, or approved waiver of requirement, at the Mandatory inspection by the applicant or representative.
3. A (maximum two pages) concise summary of the business concept, business plan, and financial overview.
4. The proposed use is consistent and required permits and approvals have been identified (and or sought).
5. Accepts the nominated Lease rental amount of \$30,000 as determined by the market valuation undertaken by Mc Gees Property on 9 June 2023.

6. Addresses the draft terms in the Heads of Agreement.

The below table summarises the evaluation of the submissions received in relation to the EOI’s qualitative criteria. Qualitative scores are an average of the panel scores for each criterion.

Criterion	Description	Good Sammy Enterprises	WH Smith	Twins Pty Ltd
<b>Business Concept 40% weighting</b>	Proposed use of the space e.g. food and beverage concept and how your business contributes to or compliments the activation and enjoyment of customers of the Bayswater Waves Aquatic Centre	26.6	29.3	32
<b>Business Plan and Financials 20% weighting</b>	Detailed overview of the proposed business including financial statements and cash flows that make your business viable under the agreed rental amount.	12	18.7	14.7
<b>Experience and Personnel 40% weighting</b>	Details of relevant experience including previous operations and locations, number of key staff and experience and are you an investor or independent operator.	24	26.7	34.7
<b>Total Score</b>		<b>62.7</b>	<b>74.7</b>	<b>81.3</b>

Full details of the mandatory selection criteria and qualitative comments and scoring is provided in **Confidential Attachment 6**.

The aggregated result has Twins Pty Ltd with the highest score, therefore they are considered to be the preferred lessee/operator. As previous lessee they have established strong working relationships with staff and customers of the Bayswater Waves aquatic facility. It is considered that their relevant experience and familiarity with existing operations will continue to ensure that the café is run efficiently and to the standard expected by the City. The operator’s performance in the last tenancy was of the highest standard in both service and product offering. Their proposed menu is considered to meet the City's expectation that provides a wide range of options including some healthy options and the affordable pricing will meet the community's expectations.

**LEGISLATIVE COMPLIANCE**

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

**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.

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>	Twins Pty Ltd was assessed as having the highest score and accordingly considered as the preferred lessee/operator through the EOI process. They have previously operated the café at Bayswater Waves for 2.5 years and has built strong relationships with staff and patrons. Leasing the café to Twins Pty Ltd presents the least risk to the City and provides continued high levels of customer service.	

### FINANCIAL IMPLICATIONS

The following financial implications are applicable:

**Item 1:** Lease of Cafe at Bayswater Waves

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

**LTFP Impacts:** Nil.

**Notes:** The item is included in the LTFP

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$)		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	Nil	Nil	Nil	15,000*			Income: 15,900

\* Whilst the annual rental is proposed at \$30,000 the café will not be available to lease until the current refurbishment of Bayswater Waves has been completed in December 2023. It is expected that the café will operate for 6 months this financial year with pro-rata rent of \$15,000.

### STRATEGIC IMPLICATIONS

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

Theme: Community

Goal C1: Create safe and inviting places for people to come together.

Theme: Vibrancy

Goal V4: Support businesses across the City to grow and thrive.

### CONCLUSION

Based on the information above the City's preferred lessee/operator for the cafe at Bayswater Waves is Twins Pty Ltd. Their submission clearly indicates the capacity and ability to operate a café that aligns with the City's goals with strengths in customer service and supporting the operations of the wider facility.

Accordingly, it is recommended that Council accepts the lease offer from Twins Pty Ltd subject to the proposed terms and conditions, consent to the lease being given by the Minister for Lands, and the City giving public notice of the intention of this lease. It is further recommended that if no submission is received at conclusion of the notice period, the Chief Executive Officer be authorised to execute this lease, and if a submission(s) is received the matter be referred to Council for further consideration.

**10.5 Sub Committee Reports**

**10.5.1 Audit and Risk Management Committee - 7 August 2023**

**10.5.1.1 Project Eden Update**

<b>Responsible Branch:</b>	Digital Solutions and Services
<b>Responsible Directorate:</b>	Corporate Services
<b>Authority/Discretion:</b>	Information Purposes
<b>Voting Requirement:</b>	Simple Majority
<b>Attachments:</b>	1. PROJECT EDEN Tech One Migration ARC Briefing August 2023 [8.1.1 - 19 pages]
<b>Refer:</b>	OCM 26.07.2022 Item 14.1.1

**SUMMARY**

This report provides the Audit and Risk Committee with an update of Project EDEN, the upgrade of the City’s Enterprise Resource Planning (ERP) software.

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

**That Council notes the Project EDEN update as contained in Attachment 1.**

**Cr Catherine Ehrhardt, Deputy Mayor Moved, Cr Michelle Sutherland Seconded**

**CARRIED UNANIMOUSLY: 10/0**

**For: Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik, Cr Dan Bull and Cr Giorgia Johnson.**

**Against: Nil.**

**BACKGROUND**

The City’s Executive Leadership Team (ELT) endorsed the Digital Strategy 2021-2031 in January 2022. One of the key themes of the strategy is systems harmonisation.

The City’s ERP solution is rapidly approaching end of life with no new features from October 2023 and support for the on-premise hosted solution ceasing in October 2024.

At the Ordinary Council Meeting on 26 July 2022, Council authorised the Chief Executive Officer to continue its partnership with Technology One and on-board to the Software as a Service platform for the period 30 June 2022 to 30 June 2027.

A Council Briefing session was held on 30 May 2023 providing a detailed overview of the current status of the project and options to meet the funding requirements for FY23.

Following the commencement of the project, a project name of ‘Project EDEN’ was selected. As this is a significant project, having a project name allows the project to be easily referenced by staff and gives it a profile.

**EXTERNAL CONSULTATION**

Mr Cohen, founder of Cohesis, has been engaged as the Project Director and has been working with the Director Corporate Services, Digital Solutions Architect, Manager Digital Solutions and Systems and key staff to initialise the project, develop budget requirements and create the initial

briefing materials – including the attachment to this report. Mr Cohen will attend the Audit and Risk Management Committee to discuss the project.

**OFFICER'S COMMENTS**

The latest Project Eden Status Report can be found in attachment 1.

**LEGISLATIVE COMPLIANCE**

Nil.

**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.

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>	Please refer to Attachment 1 for detailed assessment of Project Eden’s Risks and Issues. Currently all are being managed and as such result in Low Assessment Outcomes in the above table.	

**FINANCIAL IMPLICATIONS**

Allocated funds for FY23/24 for Project Eden which includes the carry forward of funds from FY22/23 are \$1,658,601. Please refer to **Attachment 1** for a more detailed cost breakdown.

**STRATEGIC IMPLICATIONS**

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**

Project Eden is still in the early stages. A project status update is provided in **Attachment 1**. Further updates will be provided to the Audit and Risk Management Committee.



City of  
**Bayswater**

# Project Eden – ARC Briefing

Simon Cohen  
August 2023

## Contents

1. Program Status Overview
2. Timeline
3. Estimated Costs
4. Strategic Risks & Issues
5. Questions



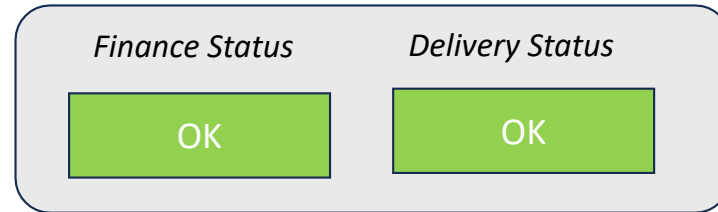
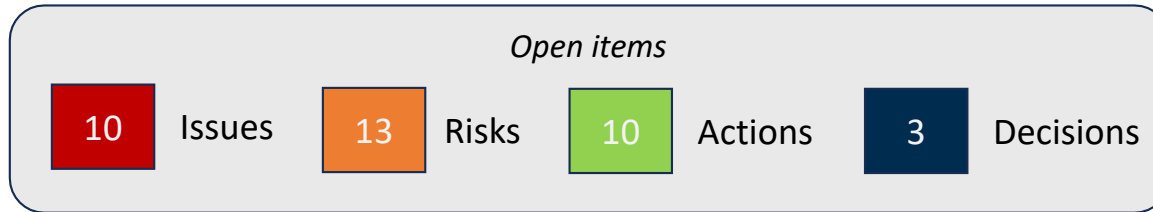
City of  
**Bayswater**

# 1. Program Status Overview

# 1. Program Status Overview



## Project Health Indicators



## Summary

- *Project was under budget for FY 22/23.*
- *Funding requirements for FY23/24 have been revised in accordance with Council Briefing request.*
- *Currently on track to meet End March timeline for Lift and Shift (the move from on-premise to cloud)*
- *Currently working through known open Issues (10) and Risks (13) which have been raised through the Eden Board and appropriate measures are being taken.*
- *We are also working through 3 Key Decisions.*

## 1. Program Status Overview

### *Headline Activities*

- ❖ The City have resolved a technical contractual dispute with Technology One which clears a pathway to the City signing off the SaaS (Software as a Service) Transition Plan.
- ❖ This is a document that triggers Technology One to deliver a test environment to the City.
- ❖ This will be a copy of the City's On-Premise Environment but hosted in the cloud.
- ❖ We will then need to recreate, reconfigure or change key integrations to work in this environment.
- ❖ We also need to arrange for all teams to perform initial testing and then UAT (User Acceptance Testing) on this environment.
- ❖ Training workshops are being scheduled to provide nominated staff with the information required to build appropriately detailed test plans.
- ❖ It is anticipated that these training sessions will commence and be completed in August.
- ❖ **Key focus is on resourcing and recruitment which is a key risk to project timelines.**



## 2. Timeline

## 2. High Level Timeline – Key Target Dates

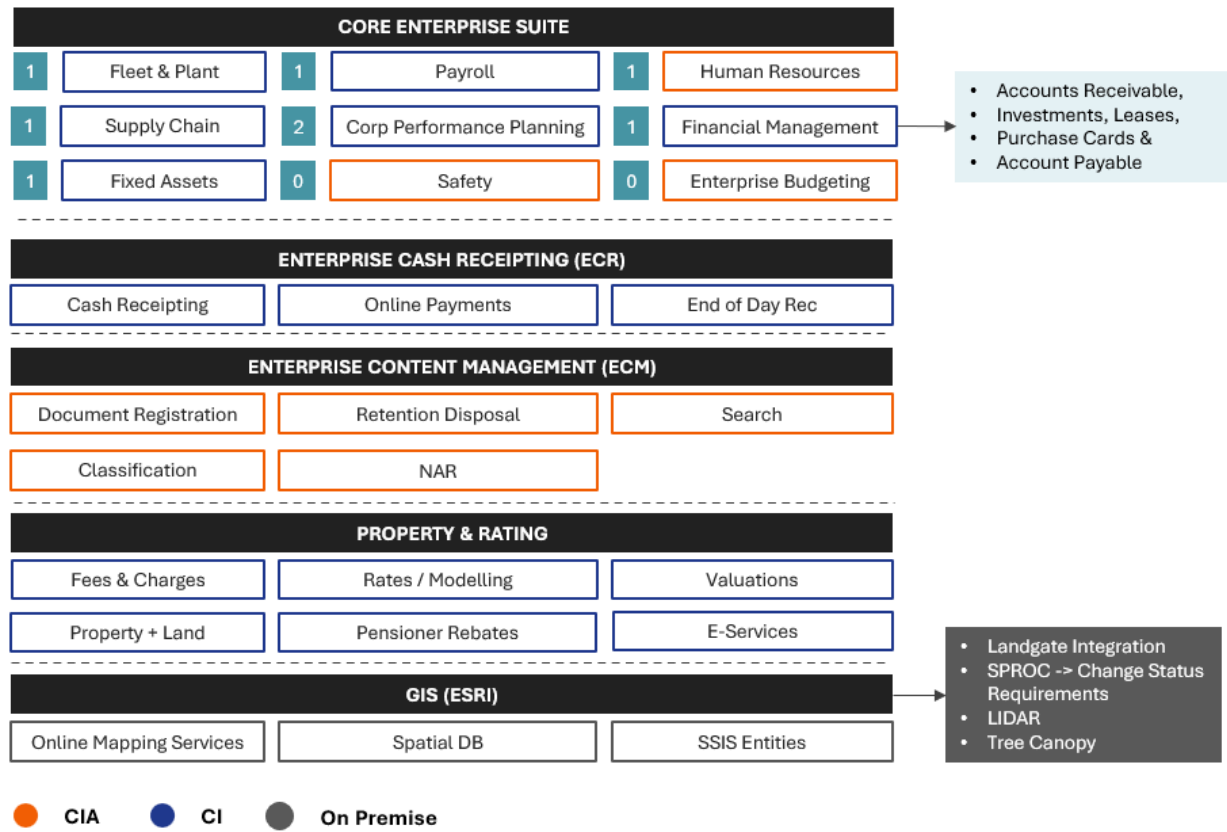


Task	Dependency	Considerations	Key Target Dates
Receive Environment from Technology One	Awaiting SaaS Transition Plan sign-off	Data will be from January 2023 – may need a further re-fresh.	31 July 2023
Complete Integrations to SaaS environment	Environment	<ul style="list-style-type: none"> <li>• SSIS – Banking Exports</li> <li>• SSIS – Pool Registrations</li> <li>• Animal Renewal Rollback</li> <li>• Journal Rollback</li> <li>• Experian QAS validation</li> <li>• Phoenix Financial Transactions</li> <li>• Crystal Reports</li> </ul>	30 September 2023
Internal Testing	Testing training for key users / SMEs	<ul style="list-style-type: none"> <li>• Introductory Workshops being arranged to provide nominated testers with testing guidance</li> </ul>	30 August 2023
Completion of Test Plans	Test Plan Creation Training	<ul style="list-style-type: none"> <li>• Resource Backfilling</li> <li>• Test Plan Management</li> <li>• Test Resourcing and Planning</li> </ul>	29 September 2023
Initial Integration Testing	Completion of Test Plans	<ul style="list-style-type: none"> <li>• Available Test and Backfilling Resources</li> <li>• Available Business Systems Analysts</li> <li>• Available Technical Support</li> </ul>	15 October – 15 December 2023
UAT	Integration Testing Fixes	<ul style="list-style-type: none"> <li>• Final UAT Testing</li> <li>• User Training</li> <li>• Comms</li> </ul>	20 January – 20 March 2024
Deployment	UAT	<ul style="list-style-type: none"> <li>• Latest data cutover</li> <li>• Support</li> </ul>	21 – 26 March 21 – 2023

# 2. Technology One - COB Ecosystem Overview & High-Level Approach



## TechOne Solutions



## Non-TechOne Solutions





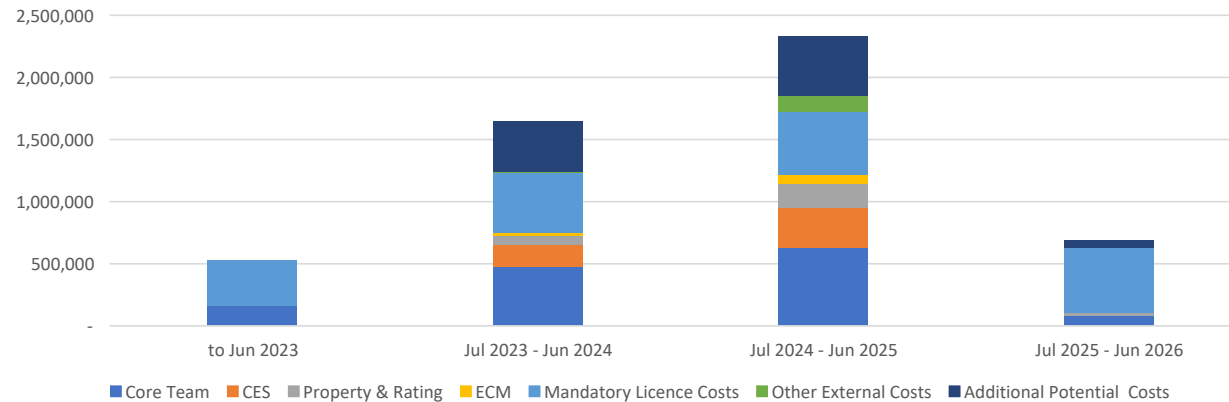
## 3. Estimated Costs

# 3. Estimated Costs – Latest Estimates



Excludes 10% Buffer	Life to Date	Yr2	Yr3	Yr4	Totals
Implementation Area	to Jun 2023	Jul 2023 - Jun 2024	Jul 2024 - Jun 2025	Jul 2025 - Jun 2026	
Core Team	161,794	477,184	626,833	79,921	<b>1,345,732</b>
CES		173,880	323,470	-	<b>497,349</b>
Property & Rating	-	72,708	197,514	22,759	<b>292,980</b>
ECM	-	25,045	66,016	-	<b>91,061</b>
Mandatory Licence Costs	365,605	487,016	506,497	526,757	<b>1,885,875</b>
Other External Costs	-	8,820	132,300	-	<b>141,120</b>
Additional Potential Costs		405,000	480,000	60,000	<b>945,000</b>
<b>Actual / Forecast</b>	<b>527,339</b>	<b>1,649,653</b>	<b>2,332,628</b>	<b>689,437</b>	<b>5,199,117</b>

EDEN - Revise Cost Forecasts



### 3. Estimated Costs – Commentary

- FY23/24 Budget totals \$1,658,601 -> \$1.286m Authorised budget plus C/F capital spend of \$372,601
- Enterprise Asset Management costs now included in scope. Prior forecasts had excluded EAM costs.
- Budget now includes likely additional licence costs included for integration tools (e.g. Boomi, DXP, Intelligent AP Automation)
- High-cost estimates for backfilling people required to assist in implementation activities (e.g. testing). This will be actively managed to reduce costs where possible.
- Estimated costs have increased by ~\$100k but still within Pre-set Contingency limits.
- Significant chance of cost estimates fluctuating (up and down) as we are negotiating:
  - Resourcing shortages
  - High demand for skilled people (elevating salary demands)
  - Technology roadmap development
  - Enterprise Asset Management Procurement.



City of  
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## 4. Strategic Risks & Issues

## 4. Risks & Issues - Identification

A significant amount of preparatory work has been performed over the past 6-9 months providing significant insight into some of the Risks and Issues that need to be resolved to support a successful migration.

**Risks** will be following the following naming convention: **EDEN-Rnnn**

- EDEN-Risk nnn
- Where nnn is the ID number.

**Issues** will be following the following naming convention: **EDEN-Innn**

- EDEN-Issue nnn
- Where nnn is the ID number.

# 4. Risks



Program Area	Risk ID	Risk Description	Details	Date Raised	Probability	Impact	Frequency	Mitigation Actions	Status	Target Due Date	Action Own	Date Last Reviewed	Column1
Scoping & Requirement Gathering	EDEN-R0001	Lack of scope clarity	There are many moving parts to the target solution (e.g. GIS) which have knock-on effects to downstream systems and processes	1-Nov	High	High	Medium	Early Engagement with Technology One. Regular PM meetings and engagement between SC and PJ	In Progress	Ongoing	Project Director / Digital Solutions Architect / Director Corporate Services	18-Jul	Done
Costs & Budgets	EDEN-R0002	Contractual clarity / potential for total cost escalation	Understanding is that the migration is like-for-like migration but as the on-prem solution is being readied for various integrations it is unclear at what point and how much additional Tech One consulting & licences will be required.	1-Nov	High	High	Medium	Early Engagement with Tech One to determine what is Out of Scope.	In Progress	Ongoing	Project Director & Digital Solutions Architect	18-Jul	
Communications	EDEN-R0005	Lack of internal alignment	Concerned that branches would (pro-) actively support the implementation by allocating resources and helping to meet pre-requisite tasks. Also concern that branches would continue to try and implement non-core solutions without considering the impact on the overall strategy.	1-Nov	Medium	High	Medium	Project Board & ELT Updates. Updates released via comms and Engagement and direct engagement from SC to Managers	In Progress	Ongoing	Project Director	18-Jul	

## 4. Risks - continued

Program Area	Risk ID	Risk Description	Details	Date Raised	Probability	Impact	Frequency	Mitigation Actions	Status	Target Due Date	Action Own	Date Last Reviewed	Column1
Costs & Budgets	EDEN-R0007	Risk that the Council do not approve funding	The ELT have been made aware of the projected costs and these have been incorporated into the Long Term Financial Plan but this still needs to be formally approved.	12-Jan	High	High	Medium	Communication with ELT has already happened. Funding incorporated into the LTFP and this Risk will be highlighted to the Audit & Risk Committee (Feb 2023)	Open	30/06/2023	Project Director / Director Corporate Services	18-Jul	
Technology One	EDEN-R0008	Tech One - Contract Risk	Concern as to whether Technology One be able to provide appropriate resourcing when needed	7-Mar	High	High	Low	Weekly meetings scheduled with Tech One PM - although in the lift and shift phase most of the actions are on us.	Open	Ongoing	Project Director	18-Jul	
Change Management	EDEN-R0009	Lack of consideration for Internal Training	Concern that insufficient training will be provided to users and that there will be poor attendance of the sessions that are provided.	7-Mar	High	High	High	Tech One will provide PowerUser Training for the "lift and shift", have advised users test business processes. Training can be recorded. This training will need to be captured and re-purposed for the wider user base.	Open	Ongoing	Project Director & Digital Solutions Architect	18-Jul	

## 4. Risks - continued

Program Area	Risk ID	Risk Description	Details	Date Raised	Probability	Impact	Frequency	Mitigation Actions	Status	Target Due Date	Action Own	Date Last Reviewed	Column1
Change Management	EDEN-R0010	Poor rates of adoption of the technology (Change Management)	Low levels of existing IT Capability along with the significant amount of system and process change means a strong Change Management Program is required	7-Mar	High	High	High	SC to continue to work with Shonie to drive engagement	Open	Ongoing	Project Director / Senior Community Engagement Advisor	18-Jul	
Costs & Budgets	EDEN-R0011	Probability of Cost / Time Overruns	Concern that existing estimates may be inaccurate.	24-May	Medium	High	Medium	Continual management and review of required project resources.	Open	Ongoing	Project Director	18-Jul	
Testing	EDEN-R0012	Testing Training timeline	Concern that Teams will not be able to meet the training timelines	30-Jun	High	High	Medium	Simon engaging with Managers	Open		Project Director	18-Jul	
Testing	EDEN-R0013	Testing Quality	Concern that users will not test to the required level of Quality	30-Jun	High	Medium	High	Training sessions to be arranged for nominated testers. Managers to be engaged	Open	30/09/2023	Project Director	18-Jul	

## 4. Issues

Program Area	Issue ID	Issue	Description	Date Raised	Impact	Mitigation Actions	Owner(s)	Comments	Issue Status	Target Resolution Date	Date resolved
Strategy	EDEN-I0002	City has fragmented views on application requirements.	Culture is for branches to often source their own non-core software or to not engage with IS thus preventing alignment on the wider picture.	1-Dec	HIGH	ELT to adopt Cloud Strategy Framework - currently in review with DCS	PROJECT BOARD		In Progress	30/08/2023	
Strategy	EDEN-I0003	Desire to incorporate move to Tech One e-invoicing likely to be considered additional scope.	Needs to be considered as part of wider EA landscape	1-Dec	HIGH	Determine whether e-invoicing is included within the scope of the contract and if not determine likely cost / contractual options	PROJECT BOARD		In Progress	30/09/2023	
3rd Party Vendor (Non Tech One)	EDEN-I0004	Banking Migration – Chart of accounts – new bank control account maybe required.	Needs further investigation. It is also related to eServices module which is ideally required to be in place before we "lift" to the cloud.	1-Dec	HIGH	Determine Banking migration timeline and schedule COA work as needed. Where possible plan ahead.	Digital Solutions Architect / Manager Financial Services	This in progress with Stuart and Richard	In Progress	30/08/2023	
3rd Party Vendor (Non Tech One)	EDEN-I0005	Onboard merchant account with integrations to Tech One (Australia Post Securepay, CBA Bpoint, WestPac, Nab Transact, PayPal classic)	Needs further investigation. It is also related to eServices module which is ideally required to be in place before we "lift" to the cloud.	1-Dec	MEDIUM	Tech One have provided details of compatible merchant integrations. Task for Finance / IS to determine optimal finance (cost and transaction clearing efficiency) and technical solution.	Digital Solutions Architect / Manager Financial Services	This in progress with Stuart and Richard	In Progress	TBC	
Internal Resourcing	EDEN-I009	Allocation of Internal Test Resources	Significant internal resources required across all branches to test the new environment	12-May	HIGH	Comms prepared to be sent to Managers, along with questionnaire to determine resource gap.	Project Director	Need to understand the level to which internal resources can be freed up for testing and how many additional people will be required to backfill.	In Progress	25/05/2023	

## 4. Issues - continued

Program Area	Issue ID	Issue	Description	Date Raised	Impact	Mitigation Actions	Owner(s)	Comments	Issue Status	Target Resolution Date	Date resolved
Internal Resourcing	EDEN-I010	Richard's Availability	Richard trying to hand-off BAU tasks so that he can focus on EDEN.	24-May	HIGH	Richard to prepare handover notes and onboard additional staff to cover	Digital Solutions Architect	This is in progress but slow due to general resourcing constraints within the business unit	In Progress	30/07/2023	
Decision Making / Requests for Information	EDEN-I011	SaaS Transition Plan Sign-off	Significant internal delay in getting the STP signed off. Have escalated to Program Board and RVD directly.	10-Jul	HIGH	Richard needs to review and sign	Digital Solutions Architect	Just needs to be completed	In Progress	18/07/2023	
Internal Resourcing	EDEN-I012	Difficulty in attracting appropriately qualified resources at the estimated pay bands - due to market conditions and incorrectly assessed pay bands	City competing wth other LG's for skilled resources. Current pay scale assessment too low to attract required talent	18-Jul	HIGH	Increase pay band and add Critical Skills Allowance. Change Job adverts to state "Negotiable"	Manager People, Culture & Safety		In Progress	31/08/2023	



City of  
**Bayswater**

# 5. Questions

**10.5.1.2 Internal Audit - Regulation 17 Review**

<b>Responsible Branch:</b>	Governance and Organisational Planning and Development
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority
<b>Attachments:</b>	1. CONFIDENTIAL REDACTED - Regulation 17 Review [8.2.1 - 31 pages]

**Confidential Attachment(s) in accordance with Section 5.23(2) of the Local Government Act 1995 (WA):**

**REASON FOR CONFIDENTIALITY**

- (f) a matter that if disclosed, could be reasonably expected to —
- (ii) endanger the security of the local government’s property;

**SUMMARY**

As part of the 2022/23 Audit Program, the Regulation 17 Review was completed.

In a report prepared by the City’s internal auditors, six audit observations were identified and nine recommendations made.

Management responses and anticipated timeframes for corrective action against the nine recommendations have been provided and are presented to Council for consideration and approval.

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

**That Council:**

1. **Endorses the Regulation 17 Review report, including management agreed actions as presented in the Confidential Attachment 1.**
2. **Notes that agreed actions are entered into the City’s Audit Log Register for progress reporting.**

**Cr Sally Palmer Moved, Cr Catherine Ehrhardt, Deputy Mayor Seconded**

**CARRIED BY EXCEPTION (EN-BLOC): 9/1**

**For: Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik and Cr Dan Bull.**

**Against: Cr Giorgia Johnson.**

**BACKGROUND**

Under the *Local Government (Audit) Regulations 1996*, a review conducted under Regulation 17 is required not less than once every 3 financial years.

This review requires the Chief Executive Officer (CEO) to review the appropriateness and effectiveness of the local government’s systems and procedures regarding risk management, internal control and legislative compliance. The CEO is required to present the findings of this review to the Audit and Risk Management Committee (ARMC), and to the Council.

The Department of Local Government, Sport and Cultural Industries (DLGSC) Operational Guidelines – *The appointment, function and responsibilities of audit committees* (Guidelines) Appendix 3 - provides guidance on issues that should be considered for inclusion in the CEO's review of risk management, internal control and legislative.

The Regulation 17 review was last performed in 2020, 16 findings required management action, the final outstanding agreed action was implemented quarter 4 2022/23.

**EXTERNAL CONSULTATION**

The Regulation 17 Review is performed in consultation with the City’s outsourced internal auditors William Buck.

**OFFICER'S COMMENTS**

As part of the 2022/23 Internal Audit Program, endorsed by the ARMC, the City’s internal auditors, William Buck were engaged to perform the Regulation 17 Review on behalf of the CEO. The audit focused on the current controls in place to ensure the City achieves the following business objectives:

- The City has appropriate internal policies, procedures and processes in place to regularly assess the appropriateness, effectiveness and efficiency of internal controls.
- A risk management framework is in place and being used which is supported by appropriate policies, procedures, processes and systems ensuring that the strategic, corporate and operational risks are timely identified, systematically evaluated, treated, regularly reviewed and reported.
- Appropriate processes are implemented within the City to ensure that legislative compliance requirements are timely identified and roles and responsibilities for managing compliance are clearly defined and communicated.
- Processes to ensure compliance with internal control, risk management and legislative compliance.
- Reporting structures to ensure instances of potential and actual non-compliance with legislation are escalated to management, the Audit and Risk Management Committee and Council.
- Management solutions identified in the previous Internal Audit Report Regulation 17 have been implemented.

In their report ‘Regulation 17 Review’ (**Confidential Attachment 1**) William Buck’s internal auditors rated the City’s overall control effectiveness as ‘Improvement Required’. However, noted:

*“The City has commenced reforming its governance framework in the areas of risk management, compliance and internal controls. Whilst the review identified areas of improvements, we observed the City has made a commitment to transform governance with the objective of improving transparency and corporate culture”.*

Six audit findings and nine recommendations were presented. A summary of the observations requiring management consideration and the associated risk rating are as follows:

#	Key Finding	Risk Rating
1	Policy Review	Low
2	Recommendations from Internal Audit Reports	Medium
3	Risk Register	Medium
4	Business Continuity Plan	Medium
5	Compliance Audit Return Non-Compliances	Medium

6	Monitoring Legislative Compliance	Low
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Management considered the auditor’s report and note that of the nine recommendations, six relate to findings previously identified, with actions currently recorded and reported against in the Audit Register, these findings have been updated as – works in progress, no further action.

For the remaining three findings, management have documented the agreed action intended to address the audit findings.

**LEGISLATIVE COMPLIANCE**

*Local Government (Audit) Regulations 1996*

**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.

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>	The Regulation 17 Review was completed as per the 2022/23 Annual Audit Program several recommendations are included in the auditor’s report for corrective action as necessary. Proposed timeframes for implementation take into consideration the level of risk to the City and resource capacity.	

**FINANCIAL IMPLICATIONS**

The delivery of this audit was within the budgeted 120 hours, at a total cost of \$14,400.00.

**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**

Actions in-progress will be entered into the City’s Audit Log Register to monitor progress by management to implement agreed actions in response to audit recommendations. Status of implementation will be reported to the Audit and Risk Management Committee on a quarterly basis.

Actions deemed complete by management follow a close-out process. The City’s Internal Audit function will follow-up and obtain evidence that audit actions have been implemented by management before recommending close-out to the Audit and Risk Management Committee.

**10.5.1.3 Quarterly Performance Report - Internal Audit Function Q4 2022/23**

<b>Responsible Branch:</b>	Governance and Organisational Planning and Development
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority
<b>Attachments:</b>	1. Audit Function Dashboard - Quarter 4 [8.3.1 - 3 pages] 2. CONFIDENTIAL REDACTED - Audit Register [8.3.2 - 2 pages]

**Confidential Attachment(s) in accordance with Section 5.23(2) of the Local Government Act 1995 (WA):**

- (f) a matter that if disclosed, could be reasonably expected to —
  - (ii) endanger the security of the local government’s property;

**SUMMARY**

This report provides the Audit and Risk Management Committee (ARMC) an update on the Audit Function for Quarter 4 (April to June) 2022/23.

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

That Council:

1. Notes the progress of the 2022/23 Audit Plan.
2. Notes the status of the Implementation of Audit Actions (Audit Register) as presented in the Confidential Attachment 2.

Cr Sally Palmer Moved, Cr Catherine Ehrhardt, Deputy Mayor Seconded

**CARRIED BY EXCEPTION (EN-BLOC): 9/1**

**For:** Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik and Cr Dan Bull.

**Against:** Cr Giorgia Johnson.

**BACKGROUND**

The Quarterly Performance Review – Audit Function was last reported for Quarter 3 (January to April) 2022/23 to the ARMC at their meeting on 8 May 2023.

This report provides the ARMC an update on the 2022/23 Audit Plan and Audit Function – Implementation of Recommendations for Quarter 4 (April – June) 2022/23.

**EXTERNAL CONSULTATION**

Nil

**OFFICER'S COMMENTS**

**2022/23 Audit Plan**

The ARMC endorsed the IA Plan for 2022/23 at the September 2022 meeting. The IA Plan identifies three (3) projects for this financial year. The Projects include:

- Regulation 17 Review – Audit complete – presented 7 August 23
- Compliance Audit Return - Audit complete – presented 7 March 23
- Customer complaint handling, escalation and resolution – Audit complete – presented 6 December 22

**Audit Function – Implementation of Audit Actions (Audit Register – Confidential Attachment 2)**

Implementation of audit actions from internal and external reports continues to be monitored by the Executive Leadership Team (ELT) prior to reporting to the ARMC. The ELT report includes all actions, ARMC includes actions by exception (overdue and complete).

Q4 reporting period opened with 71 actions and closed with 28 actions.

Status	No.
Period Open	71
Actions Added	16
Actions Complete	59
<b>Period Close</b>	<b>28</b>

The below table depicts the status of actions by audit.

Audit Name	Original Actions	Previously Closed	Closed this Period	Open	Overdue	Not Yet Due
City Property Leasing	-	-	2	2	2	0
Corporate Record Keeping & Performance Reporting	-	-	3	1	1	0
Finance	-	-	5	2	2	0
Financial Sustainability	-	-	12	4	4	0
Regulation 17 Review	-	-	1	0	0	0
Tender Evaluation & Procurement	-	-	3	4	4	0
Payroll Reconciliation	-	-	1	1	1	0
OAG IS 2020	-	-	-	1	0	1
OAG Financial 2020	-	-	1	0	0	0
<b>2022/23 Audit Reporting</b>						
Swimming Pool Inspections	13	12	1	0	0	0
Customer Services Complaints/Compliments	3	0	0	3	0	3
Financial Sustainability 2022	12	0	6	6	3	3
OAG IS 2021	17	11	4	2	1	1
OAG Financial 2021	6	2	3	1	1	0
OAG IS 2022	12	0	12	0	0	0
OAG Financial 2022	6	0	5	1	0	1
<b>Total</b>	<b>69</b>	<b>25</b>	<b>59</b>	<b>28</b>	<b>19</b>	<b>9</b>

**New Actions**

This quarter sixteen (16) new actions have been added to the Audit Register from previously completed audits as follows:

- OAG Financial Report

- OAG IT Report

**Overdue Actions**

This quarter the number of overdue actions decreased; this is due to the number of actions closed by management.

	Qtr. 1	Qtr. 2	Qtr. 3	Qtr. 4
Number of overdue actions	46	51	38	19

Of the 19 actions overdue, seven (7) are **not progressing as intended**, the Executive Leadership Team will be working with action owners to address these items. Actions not progressing as intended are as follows:

Audit Name	Rating	Action	Days Open
City Property Leasing	High	<b>Agreed Action:</b> Develop a property management framework which replaces the existing policy to include the other types of leases identified and other if necessary. The framework would also include key terms for each type of lease. The Framework would expand on the existing policy to include other types of leases as identified in the audit.	808
	High	<b>Agreed Action:</b> Develop a process for determining the fair market value (suggested that it be included in the property management framework) and is to include the process for new lease valuations and process for rent review valuations.	808
Payroll Reconciliation	Moderate	<b>Re-opened - Agreed Action:</b> IT and PCS to work together to define business requirements for what is deemed as an acceptable level of detail to be reviewed.	206
Tender Evaluation and Procurement	High	<b>Agreed Action:</b> As part of the management of contracts, the City will consider a set of performance requirements for contracts. Contract Managers will be required to monitor contracts against these performance requirements.	570
	Moderate	<b>Agreed Action:</b> Develop Procurement Plan to assist in the management of the risks associated with procurement.	570
	High	<b>Agreed Action:</b> A management guideline will be developed to ensure that there is a consistent approach to this process.	570
	High	<b>Agreed Action:</b> Continue to develop the process for ensuring that contractors meet their WHS obligations.	570

**Complete Actions**

59 actions were completed by management this quarter. As part of the annual Audit Log process, evidence of the completed action will be reviewed by the auditors.

	Qtr. 1	Qtr. 2	Qtr. 3	Qtr. 4
Number of complete actions	20	7	25	59

**LEGISLATIVE COMPLIANCE**

Nil

**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>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>	Receiving updates on the Implementation of Recommendations reduces the City’s risk exposure by providing Council with up-to-date information about the City’s progress against agreed actions.	

**FINANCIAL IMPLICATIONS**

Nil

**STRATEGIC IMPLICATIONS**

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

Theme: Leadership and Governance

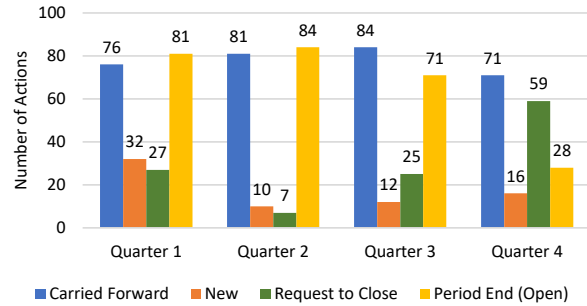
Goal L4: Communicate in a clear and transparent way.  
Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

**CONCLUSION**

Actions arising from the City’s internal and external audits are recorded and monitored within the City’s Implementation of Recommendations Audit Register. Progress on the implementation of actions is reported on a quarterly basis to the ARMC.

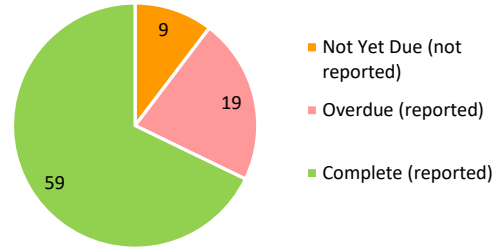
## Audit Function Dashboard – All Actions – Quarter 4

### Status of Actions by Quarter



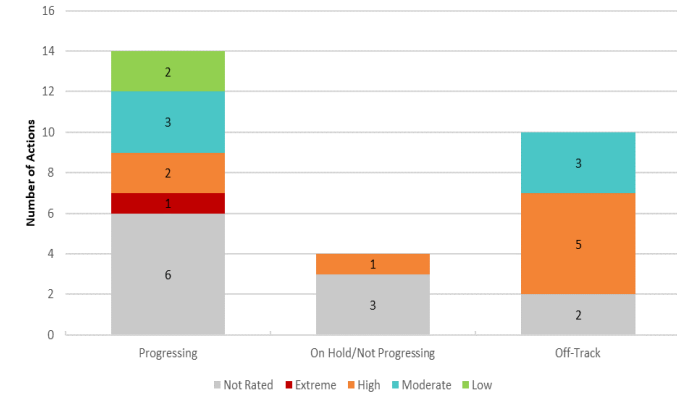
Q4 opened with 71 actions, 16 new actions added, 59 actions closed. Closing the period with 28 open actions.

### Status of Actions Qtr. 4 (87)

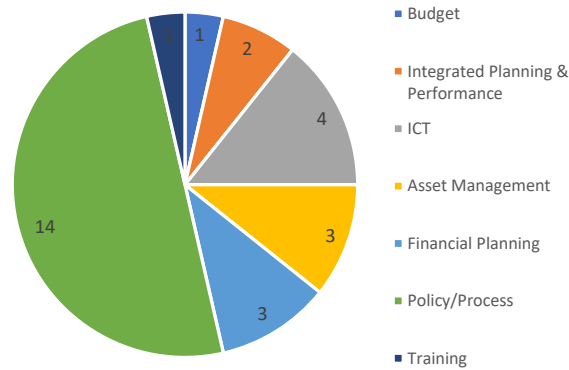


87 actions managed during Q4 reporting. Management closed 59 actions this quarter, leaving 28 actions open, open actions made up of Overdue and Not Yet Due actions. 19 actions are Overdue and 9 actions Not Yet Due.

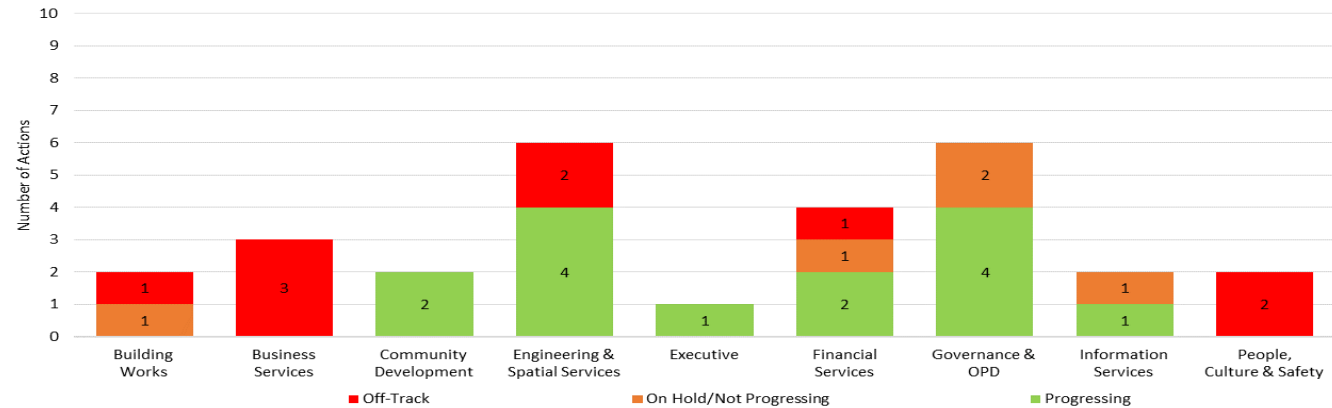
### Open Actions by Risk Rating (28)



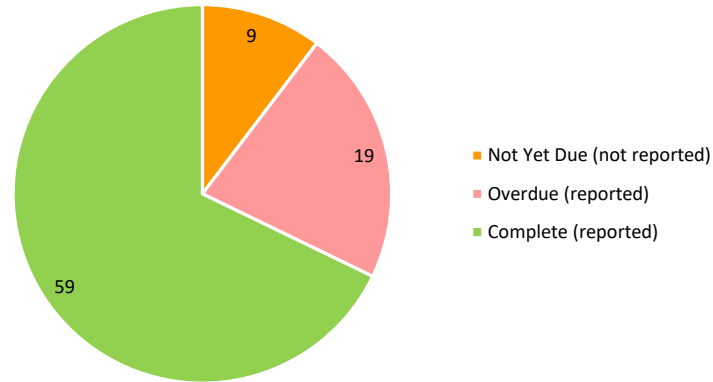
### Open Actions by Type (28)



### Open Action Status by Branch (28)

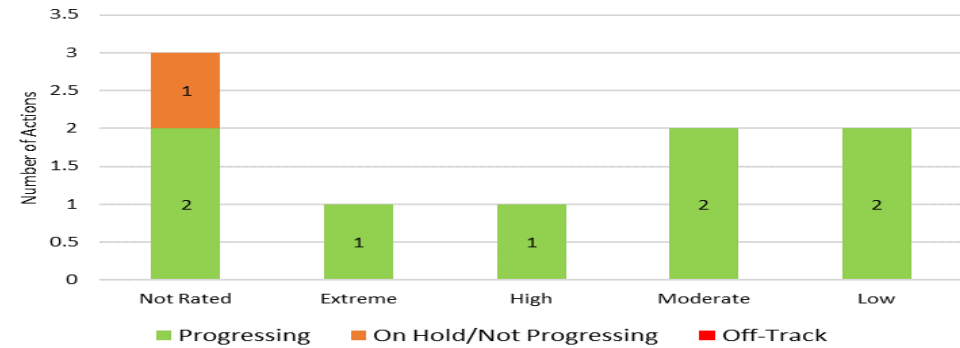


## Audit Function Dashboard – Not Yet Due – Quarter 4

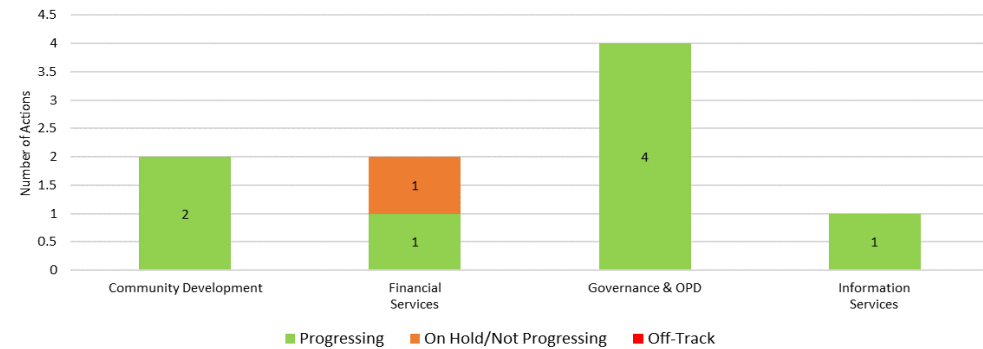


There are 9 actions Not Yet Due at the end of Q4 reporting. As depicted in the graphs, most actions are progressing as intended.

### Status of Actions Not Yet Due (9)



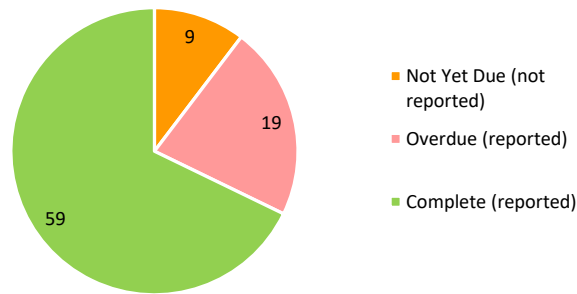
### Not Yet Due Actions by Branch (9)



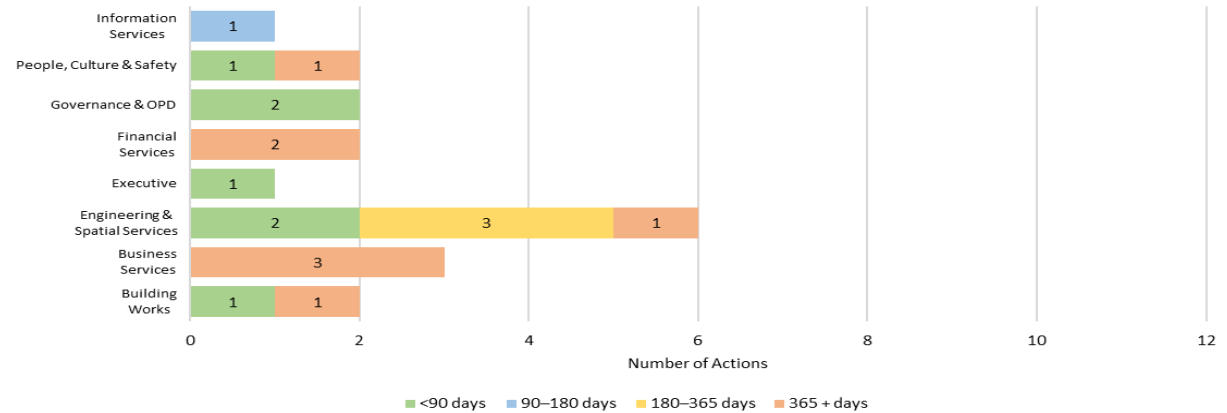
## Audit Function Dashboard – Exception – Quarter 4

There are 19 actions overdue at the end of Q4 reporting.

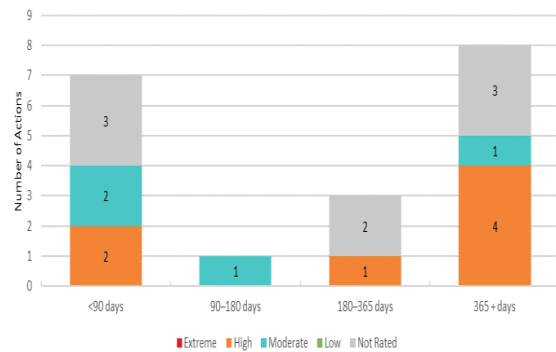
59 actions have been marked as complete this quarter. Details on actions by exception (overdue and complete) is provided in Attachment 1 – Implementation of Recommendations.



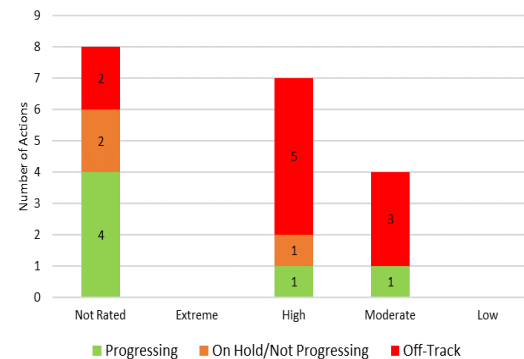
### Overdue Actions (days) by Branch (19)



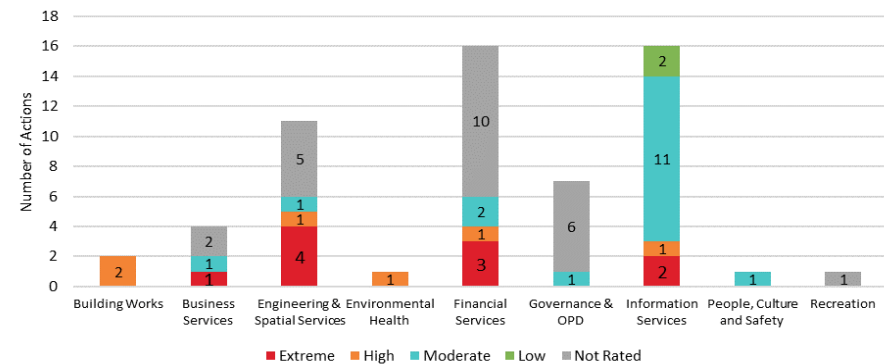
### Overdue Actions (days) by Risk Rating (19)



### Status of Overdue Actions (19)



### Complete Actions by Branch (59)



**10.5.1.4 Appointment of ARMC External Persons**

<b>Responsible Branch:</b>	Governance and Organisational Planning and Development
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority
<b>Attachment</b>	<ol style="list-style-type: none"> <li>1. CONFIDENTIAL REDACTED - EOI Mr Cox [8.4.1 - 7 pages]</li> <li>2. CONFIDENTIAL REDACTED - EOI Ms Brazil [8.4.2 - 6 pages]</li> </ol>

**Confidential Attachment(s) in accordance with Section 5.23(2) of the Local Government Act 1995 (WA):**

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

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

**SUMMARY**

The Audit and Risk Management Committee’s (ARMC) Terms of Reference sets out the committee membership.

Currently, the ARMC has two external members appointed to the committee. The appointment period for both members was for a two-year term, continuing until the next ordinary elections day (21 October 2023).

ADDITIONAL INFORMATION (issued as an addendum on 4 August 2023)

Since the drafting of the Committee report, Ms Jillian Brazil has resigned from her role as external member on the ARMC, effective immediately. We wish Ms Brazil all the very best and thank her for her efforts during her time.

Previously Ms Brazil had requested a one-year term, and to ensure an orderly rotation it was recommended Mr Cox be offered an additional two-year term. As Ms Brazil has resigned, and to ensure the City maintains continuity, it is recommended Mr Cox be offered a one-year term and expressions of interest are called for one suitably qualified and experienced external member to the Committee for a two-year term. It is recommended that the two-year position be advertised as a one-year term may restrict the number of applications due to the short timeframe.

RECOMMENDATION IMPLICATIONS

In light of the above the officer’s recommendation has been updated as follows:

**OFFICER'S RECOMMENDATION**

That Council:

1. Staggers the terms for external members on the Audit and Risk Management Committee (ARMC), to ensure an orderly rotation and continuity of membership despite changes to Council's elected representatives.
2. Offers the current external member of the ARMC, Mr Andrew Cox a further one-year term reflecting the staggered approach.
3. Authorises the Chief Executive Officer to seek Expression of Interests to appoint one suitably qualified and experienced external member to the Committee for a two-year term.

4. Notes that the Council will still have to confirm the appointment of external members to the Audit and Risk Management Committee following each election, regardless of the term offered.
5. Notes the resignation from Ms Jillian Brazil, and requests the CEO to write to Ms Brazil thanking her for her service.

**COUNCIL RESOLUTION  
(COMMITTEE RECOMMENDATION)**

**That Council:**

1. **Staggers the terms for external members on the Audit and Risk Management Committee (ARMC), to ensure an orderly rotation and continuity of membership despite changes to Council's elected representatives.**
2. **Authorises the Chief Executive Officer to seek Expression of Interests to appoint two suitably qualified and experienced external members to the Committee for a one-year term and two-year term.**
3. **Notes that the Council will still have to confirm the appointment of external members to the Audit and Risk Management Committee following each election, regardless of the term offered.**
4. **Notes the resignation from Ms Jillian Brazil, and requests the CEO to write to Ms Brazil thanking her for her service.**

**Cr Sally Palmer Moved, Cr Catherine Ehrhardt, Deputy Mayor Seconded**

**CARRIED BY EXCEPTION (EN-BLOC): 9/1**

**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik and Cr Dan Bull.*

**Against:** *Cr Giorgia Johnson.*

**BACKGROUND**

The *Local Government Act 1995* (the Act) requires that all local governments establish an audit committee. The City's Audit and Risk Management Committee meets the requirements of the the Act, in which it plays a key role in assisting a local government to fulfil its governance and oversight responsibilities in relation to financial reporting, internal control structure, risk management systems, legislative compliance, ethical accountability and the internal and external audit functions.

The Act requires that an audit committee is to consist of a minimum of 3 elected members. In addition to elected members, a local government may appoint one or more persons who are external to the Council.

The Department of Local Government, Sport and Cultural Industries (DLGSC) Operational Guidelines – *'The appointment, function and responsibilities of audit committees'* (Guidelines) advises if the local government wishes to appoint one or more persons other than elected members to the committee, which is recommended, it should ensure that they have the requisite knowledge and skills to provide benefit to the committee.

It is recommended that the appointment of external persons be made by Council by way of a public advertisement and be for a maximum term of two years. However, there is no maximum number of terms an external member may serve.

The ARMC's Terms of Reference sets out the committee membership. Currently, the ARMC has two external members.

In November 2021, an Expression of Interest for two external members was publicly advertised, and 12 responses were received. At the 25 January 2022 OCM, Council approved the ARMC's recommendation and appointed Ms Jillian Brazil and Mr Andrew Cox for a two-year term.

As per section 5.11 of the Act, where a person is appointed as a member of a committee, the person's membership of the committee continues until (a) the term of the person's appointment as a committee member expires; or (d) the next ordinary elections day.

### **EXTERNAL CONSULTATION**

Advice and information on the timeline for the Local Government Reform changes to be implemented and the term of membership was sought from the DLGSC.

### **OFFICER'S COMMENTS**

The term of the current external members, Ms Brazil and Mr Cox expires on 21 October 2023 (at the next ordinary election day in accordance with the Act).

Ms Brazil and Mr Cox attended their first ARMC meeting in February 2022. Since this time both members have proven they meet the criteria set out for the external member and have contributed positively to the City's ARMC.

The Guidelines advise the maximum term for external members is two years (due to the requirement to appoint at each Ordinary election) and recommend seeking expressions of interest every two years. However, as there is no legislated maximum to the number of terms an external member can serve, Council has the option to:

- a) Offer the current external members an additional term; or
- b) Advertise for expressions of interest (EOI) for suitably qualified and experienced persons to join the City's ARMC as an external member.

The Department's guidelines recommend that the terms of the appointment of external members should be arranged to ensure an orderly rotation and continuity of membership despite changes to Council's elected representatives. As the Committee has two external members this can be achieved by staggering the terms of appointment of these two members.

Council has the option to either offer Ms Brazil and Mr Cox an additional term or advertise for EOI. Should Council's decision be to not offer the current external members an additional term and seek EOI, the appointment of the external members will be made following the ordinary elections in October 2023.

Considering the above, and the extensive experience, knowledge and positive contribution Ms Brazil and Mr Cox have provided over their 20-month term it is recommended both members be offered an additional term. **Confidential Attachments 1 and 2** detail the knowledge and skills that Ms Brazil and Mr Cox bring to the committee.

Ms Brazil has indicated that she will only be available for a further 12-month period.

Mr Cox has indicated that he would be available to fulfil another 2-year term.

In the future, to ensure continuity of at least one external member at all times, Council may consider staggering external members terms. As external members terms come to an end at the

ordinary election in accordance with the Act, Council may extend (re-appoint) one member at the ordinary election and seek expressions of interest (EOI) for the other member.

As depicted in the table below (*Table 1: Staggered Approach*) each election year one member is considered for re-appointment and one members term expires and the position is refilled through the EOI process. To be re-appointed Council would be required to consider the members knowledge, skills and benefit provided to the ARMC over their previous term. After considering this, Council may decide not to re-appoint and would therefore advertise for EOI.

This would result in two new members being sought through the EOI process, resulting in no continuity of membership.

Table 1: Staggered Approach

	2023*	2024	2025*	2026	2027*	2028	2029*
<b>Member 1</b>	Re-appoint for 2 years		EOI		Re-appoint for 2 years		EOI
<b>Member 2</b>	Re-appoint for 1 year	EOI	Re-appoint for 2 years		EOI		Re-appoint for 2 years

\*election year.

For the 2023 proposed scenario, as Ms Brazil has indicated she is only available for an additional 12-month term, Member 1 would be Mr Cox and Member 2 Ms Brazil.

**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.

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>	The recommendation ensures the City’s processes support continuity of membership and that external members have the experience and leadership skills needed to be trusted independent advisors of the ARMC.	

**FINANCIAL IMPLICATIONS**

Previously, legislation prevented a meeting fee being paid to an external person and only allowed for the reimbursement of expenses. The City currently provides external members reimbursement of expenses based on \$250.00 per meeting.

The introduction of the Local Government Amendment Bill 2023 has included new provisions to allow the Salaries and Allowances Tribunal to inquire into and determine the fees and expenses and reimbursements payable to independent committee members.

No such determination has yet been made. However, the City may need to adjust its payments to external members following the determination.

### **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**

A recommendation to stagger the terms and appointment of external members to manage the continuity of membership despite changes to Council's elected representatives has been provided to the ARMC.

The ARMC has the option to recommend Council offer Ms Brazil and Mr Cox an additional term or advertise for Expressions of Interest for suitably qualified and experienced persons to join the City's ARMC as an external member.

Based on the extensive experience, knowledge and positive contribution Ms Brazil and Mr Cox have provided over their 20-month tenure of the ARMC it is recommended both members be offered an additional term aligning with the staggered approach shown in *Table 1*.

If agreed to by the Council, both members will be advised that these terms will be dependent on re-appointment to these positions following the election.

**10.5.1.5 Strategic Risk and Risk Appetite**

<b>Responsible Branch:</b>	Governance and Organisational Planning and Development
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority
<b>Attachments:</b>	1. Strategic Risks [8.5.1 - 1 page] 2. Risk Appetite [8.5.2 - 1 page] 3. 2022/23 JLT Public Sector Risk Report [8.5.3 - 23 pages]

**SUMMARY**

Following the update and implementation of the Risk Management Framework, the strategic risk review process was completed.

Through a series of risk workshops facilitated by RiskWest, the draft Strategic Risk Register and Risk Appetite has been produced.

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

**That Council:**

- 1. Notes the Strategic Risks as contained in Attachment 1 to this report; and**
- 2. Endorses the Risk Appetite in accordance with the Risk Management Framework - proposed as contained in Attachment 2 to this report.**

**Cr Dan Bull Moved, Cr Josh Eveson Seconded**

**CARRIED UNANIMOUSLY: 10/0**

**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik, Cr Dan Bull and Cr Giorgia Johnson.*

**Against:** *Nil.*

**BACKGROUND**

Following the update and implementation of the Risk Management Framework, the strategic risk review process was completed.

As part of the development of the draft strategic risk register, the risk appetite statements, and approach were reviewed. The current risk appetite statements were developed in early 2019.

**EXTERNAL CONSULTATION**

A consultant from RiskWest facilitated the strategic risk process with the Executive Leadership Team (ELT).

The Chief Executive Officer and Coordinator Risk Management, met with Mr Gary Okely, Head of JLT Public Sector, Pacific and Mr James Sheridan, CEO LGIS, to discuss the JLT Report and the survey process.

## OFFICER'S COMMENTS

### Strategic Risk

As per the Risk Management Framework (Framework) strategic risks are generally risks that may affect or are created by the City's business strategy and/or strategic outcomes, they may require or force a change to the strategic direction of the organisation.

Strategic risks can threaten or provide increased opportunity through appropriate mitigation strategies (controls) for the organisation to achieve its strategic outcomes (through operational outputs/objectives). Strategic risks can be internal or external.

With the Council adopted Framework in place, the strategic risk review process was completed.

Following a series of risk workshops facilitated by RiskWest, the draft Strategic Risk Register and Risk Appetite has been produced.

Follow-up meetings with Directors were held to finalise risk controls and rate the risk against the draft appetite.

The twelve risks assessed by ELT are not dissimilar to those presented in **Attachment 3** 2022/23 JLT Public Sector Risk Report (JLT report).

The JLT report which provides insight from 197 senior local government executives throughout Australia; with 19% of local governments in Western Australia responding.

As presented in the JLT report, the City's risks align with other WA local governments. Financial sustainability, cyber security, human resources, asset & infrastructure, and business continuity are the top 5 risk concerns for WA. WA is the only state to see human resources ranked high on the list.

### Risk Appetite

In accordance with the Risk Management Framework – Roles and Responsibilities, Council is to review the appropriateness of risk appetite.

As part of the development of the draft strategic risk register, the risk appetite statements, and approach were reviewed. The current risk appetite statements were developed in early 2019.

As part of the ELT strategic risk workshops the Directors were taken through an exercise to review and updated the risk appetite approach. This process explored the impact of risk against the consequence categories to determine the level of risk/impact may be accepted and what will not be accepted.

From there draft Risk Appetite Statements have been structured in line with impact of consequence categories. Broadly the City has a balanced (medium) appetite for controlled risks that may impact the City's finances, reputation and stakeholder relations or delivery of service. There is limited (low) appetite for controlled risks that may impact the WHS of people, the environment and/or the governance of the City.

### Continuous Improvement

The attached draft Strategic Risk Register and Risk Appetite are both starting points, it is expected the risks and appetite will evolve over time as the risk processes mature. In due course, strategic risk indicators will be developed.

Risk indicators are a way to measure the risk and are mostly used in two ways: as early warning signs of potential problems and as ongoing performance measures.

It is intended the information from the risk indicators will support the development of the risk tolerance levels which are intended to support the risk-based decision-making process.

Strategic risks will be managed by the ELT, once risk indicators have been defined high level reporting against the strategic risks with indicators will be reported as part of the quarterly process through ELT to the ARMC. On an annual basis, as part of the Business Planning Process, a deep dive risk review is performed and reported to the ARMC.

**Council Report Templates**

Pending finalisation and noting of the Risk Appetite by Council, the Risk Management Framework and Committee and Council report templates will be updated. To simplify the process and to strategically align the officer's recommendation to risk, it is proposed the risk component of all ELT, Committee and Council report be updated as follows;

**Current Template**

**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.

Risk Category	Adopted Appetite	Risk	Risk Assessment Outcome
Strategic Direction	Moderate		[INSERT]
Reputation	Low		[INSERT]
Governance	Low		[INSERT]
Community and Stakeholder	Moderate		[INSERT]
Financial Management	Low		[INSERT]
Environmental Responsibility	Low		[INSERT]
Service Delivery	Low		[INSERT]
Organisational Health and Safety	Low		[INSERT]
<b>Conclusion</b>	[INSERT COMMENTS]		

**Proposed Updated Template**

**Risk Management Considerations**

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Low
Reputation and Stakeholders	Medium	Low
Service Delivery	Medium	Low
Environment	Low	Low
Governance and Compliance	Low	Medium
Strategic Risk	SR 07 Unethical or inadequate council governance and decision-making.	

The intent of the risk management component in reports will be to articulate the potential impact/s should the officer's recommendation not be approved.

*Example: A report on Council meeting dates is presented to Council, the officer recommendation is to endorse the meeting dates.*

If Council does not accept the officer's recommendation of the set meeting dates, it is 'possible' that there would be a 'moderate' governance and compliance impact on the City, resulting in a medium risk.

Substituting the current 'Conclusion' section with a new 'Strategic Risk' section will require the officer to align the recommendation to the strategic risk it is supporting and/or mitigating.

Using the example above, the recommendation to accept the set meeting dates, ensures we met our compliance and regulation obligations; therefore, it is supporting SR 07 Unethical or inadequate council governance and decision-making.

**LEGISLATIVE COMPLIANCE**

Nil

**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>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	Low
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	The City's risk management arrangements continue to be reviewed and improved to provide an integrated and consistent approach across the City for the identification, assessment and treatment of risks. The development of the Strategic Risk Register and update of the Risk Appetite will support the delivery of the City's business strategy and strategic outcomes.	

**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 L2: Plan and deliver projects and services in a sustainable way.  
Work together to deliver the best outcomes for the community by managing our resources in a financially sustainable way.

**CONCLUSION**

That Council notes the Strategic Risks and endorses the appropriateness of the Risk Appetite in accordance with the Risk Management Framework.

**CITY OF BAYSWATER - STRATEGIC RISK**



Inability to plan, provide and support socially connected, healthy and safe neighbourhoods.

Risk Rating: **MEDIUM**



Failure to strategically plan, deliver and maintain infrastructure and assets.

Risk Rating: **MEDIUM**



Council plans, decision making process and/or activities fail to invest in the management, protection and improvement of its natural environment.

Risk Rating: **MEDIUM**



Inability to work collaboratively to engage and partner with the stakeholders to promote and advocate opportunities to live and invest.

Risk Rating: **MEDIUM**



Inability to manage stakeholder expectation through early and ongoing engagement.

Risk Rating: **MEDIUM**



City does not have the adequate financial capacity to deliver planned services and maintain assets.

Risk Rating: **MEDIUM**



Unethical or inadequate governance and/or decision-making.

Risk Rating: **HIGH**



Business model fails to support an integrated and responsive delivery of services, facilities and infrastructure (Including leadership, structure and processes).

Risk Rating: **HIGH**



Inability to develop and maintain a competent, capable and culturally aligned workforce.

Risk Rating: **LOW**



Failure to prevent, prepare, respond and recover to incidents, emergencies or major disruptions impacting operations.

Risk Rating: **MEDIUM**



Lack of modern, integrated and secure digital environment.

Risk Rating: **MEDIUM**



Failure to provide staff safety and support health and wellbeing.

Risk Rating: **MEDIUM**

City of Bayswater - Risk Appetite

Impact	Appetite Rating	Appetite Statement	Council will not tolerate
Workplace, Health and Safety	Low (ALARP)	<p>LIMITED appetite for work practices, actions or inactions that compromise the wellbeing and safety of people including staff, contractors, volunteers and community.</p> <p>There is a commitment to a healthy and safe work environment.</p>	<ul style="list-style-type: none"> <li>• Behaviours that are deliberate and willingly disregard the City's values and WHS policies and procedures.</li> <li>• Practices that knowingly compromise staff wellbeing, workplace, or community safety.</li> <li>• Activities and unsafe work environments that result in reasonably foreseeable and preventable fatalities, harm, serious injuries, or illnesses to the community and/or workers</li> </ul>
Financial (moderate)	Medium	<p>BALANCED appetite for financial risks relating to the delivery of strategic initiatives, major projects and the delivery of our critical services.</p> <p>There is a commitment to an efficient and financially sustainable organisation.</p>	<ul style="list-style-type: none"> <li>• Poor financial decision-making and significant loss of discretionary revenue.</li> <li>• Inadequate spend and resource planning (short term and longer-term outlook).</li> <li>• Significant foreseeable variations in project expenditure, including contract price due to aspects of the project within the City's control</li> <li>• Poor planning and prioritisation of asset renewal and replacement spending across the City.</li> </ul>
Reputation and Stakeholders (moderate)	Medium	<p>BALANCED appetite for reputation risk associated with the delivery of our core services or internal management activities.</p> <p>There is a commitment to honest and transparent engagements and decision making.</p>	<ul style="list-style-type: none"> <li>• Intentional activities and behaviours that result in damaged relationships and misaligned priorities.</li> <li>• Decision-making that is not open, honest, and transparent and does not align with the City's Strategic Community Plan.</li> <li>• Lack of consultation / engagement with key interest groups and stakeholders.</li> <li>• Actions by Councillors or workers bringing the Council into disrepute.</li> </ul>
Service Delivery (moderate)	Medium	<p>BALANCED appetite for unforeseen delays in strategic deliverables and/or major disruptions to critical business functions. Council is committed to the execution and embedment of the City's strategic and operational goals.</p> <p>BALANCED appetite for technology risks that cause major disruption to key service delivery, implementation of new and digital transformation changes in the effort to deliver on strategic outcomes.</p> <p>There is a commitment to improving the City's systems and processes in an ever-changing environment, whilst ensuring information is securely managed.</p>	<ul style="list-style-type: none"> <li>• Failure to demonstrate commitment to deliver services to our community and workers.</li> <li>• Failure to plan and respond to a major disruption ensuring continuity of critical business functions.</li> <li>• Service delivery disruption or delay because of people risks, which include workforce capability and capacity constraints</li> <li>• Behaviours that deliberately disregard the City's ICT Policies and Processes.</li> <li>• Systemic failure to implement and maintain, with-in the City's control, the systems and services which adequately protects sensitive and confidential data and information.</li> <li>• Infrequent and incomplete testing of the City's Disaster Recovery Plan(s).</li> </ul>
Environmental (minor)	Low	<p>LIMITED appetite for activities that lead to environmental degradation and/or that opposes the City's sustainability goals.</p> <p>There is a commitment to embed the City's sustainability goals.</p>	<ul style="list-style-type: none"> <li>• Failure to support and embed the City's sustainability goals.</li> <li>• Reasonably foreseeable and preventable activities, within the City's control, that result in irreversible environmental damage, threatens biodiversity, including extinction of flora and fauna.</li> </ul>
Governance and Compliance (minor)	Low	<p>LIMITED appetite for fraud and misconduct risks, and any breaches in legislation, regulation, professional standards, or bribery.</p> <p>LIMITED appetite for poor information security that exposes the City to cyber threats that could lead to loss of critical and/or personal data.</p> <p>There is a commitment to good governance.</p>	<ul style="list-style-type: none"> <li>• Corrupt or fraudulent conduct by Councillors and/or workers.</li> <li>• Systemic failure to maintain or implement effective systems, processes and controls which adequately protect the City from fraudulent activity.</li> <li>• Deliberate failure to comply with legal obligations (Government Directions or orders) or a reckless breach of policies including Code of Conduct.</li> <li>• Deliberate and sustained failure to comply with the requirements of the State Records Act 2000.</li> <li>• Deliberate unauthorised/inappropriate distribution, or loss of sensitive or confidential information.</li> <li>• Poor information security that exposes the City to cyber threats that could lead to loss of critical and/or personal data.</li> </ul>



# JLT Public Sector Risk Report

JLT Public Sector is your trusted expert in the design and delivery of risk solutions for governments and their communities.

Our solutions are built on knowledge and expertise across advice, protection, claims, risk and insurance service areas and our clients are our number one priority.

Our experience in the sector and in product innovation create risk solutions for stronger local, state and federal governments and more resilient communities for the future.

**Acknowledgement of Country**

In the spirit of reconciliation, JLT Public Sector acknowledges the Traditional Custodians of country throughout Australia and their connections to land, sea and community. We pay our respect to their Elders past and present and extend that respect to all Aboriginal and Torres Strait Islander peoples today.

**The 2022/23 JLT Public Sector Risk Report highlights the unpredictability of events that are arising, the indescribable effects that are coming out of these and how Local Governments are at the coal face of these events.**

# NOTE FROM **GARY OKELY**

## Welcome



Through 2019 to 2021, Australia experienced disruption and impacts from bushfires, cyclones and the pandemic. During 2022 the impact of La Nina brought new challenges for Local Government, with flood events impacting across four different states.

This fifth edition of the Risk Report charts the significant challenges that local government leaders identify, the interconnectivity of the risks on their radar and, as we see herein, the potential of a domino effect.

197 Council CEOs and General Managers contributed to the JLT Public Sector Risk Survey, providing their perspective on the greatest risks for the sector at this time. Local Government insights provide the basis of this report and we again incorporate our observations and knowledge of the industry to comment on these risks.

Unprecedented flooding events across the country and multiple local government areas leaving little to no time for communities to recover and prepare for the next event. These extraordinary events elevated the challenges that governments at all levels are facing, compounding the complexities and not allowing time for solutions to be

developed and executed to provide support and protection to their communities.

Additionally, the attacks on Optus and Medibank Private brought to the forefront the serious impact cyber criminals can have on organisations holding personal data. These incomparable attacks where the community were effected highlighted how organisations are cyber reliant and at the same time cyber vulnerable and continuous management of cyber security is so vital.

As different events unfold, the interconnectivity of risk and the domino effect of these risks on government and the community is clear.

Thank you to all the CEOs and General Managers who participated in the survey. Your contribution is a vital attribute of the JLT Public Sector Risk Report.



**GARY OKELY**  
Head of JLT Public Sector, Pacific



**1**

**Financial Sustainability**

The perennial 'number one risk' for the sector. Financial constraints to invest in the future and manage community expectations, being a common theme. The underlying factors varying greatly across the sector.



**2**

**Cyber Security**

With two major attacks on organisations gaining personal client data, the focus is on how to protect constituent data.



**3**

**Assets & Infrastructure**

With the major disaster and catastrophic events in 2022 – the impact on aged infrastructure is a serious concern.



**4**

**Business Continuity**

The events of the past three years have impacted Business Continuity. This has a domino affect to Council servicing the community.



**5**

**Disaster & Catastrophe**

Continuing floods in the same regions has showcased disasters and catastrophes never seen in Australia. Communities have not been able to recover before a major event has occurred again.



**6**

**Climate Change**

Climate Change is affecting councils specifically through disaster and catastrophe. The unpredictability makes it difficult to develop and implement new policies and programs.



**7**

**Statutory & Regulatory Requirements**

The continued shifting of responsibility to Local Government along with new regulations, does not incorporate resources to equip Councils to maintain requirements.



**8**

**HR Management**

Attracting and retaining professional staff due to not having the financial capacity to meet the market.



**9**

**Waste Management**

The ability to manage waste and meet community expectations surrounding managing waste environmentally are a concern for Council.



**10**

**Ineffective Governance**

Linking to Financial Sustainability, the inadequacy of financial controls. Concerns around misconduct or challenges from employees or elected members lead this.



**TOP  
10 RISK**

Page 717

# TABLE OF CONTENTS

10	Executive Summary	16	Financial Sustainability	29	Statutory/Regulatory Requirements
12	Overview 2022	18	Cyber	30	Human Resource Management
13	The movement of the top five risks 2018-2022	20	Assets & Infrastructure	32	Waste Management
14	Risk Rankings 2018-2022	22	Business Continuity	34	Ineffective Government
15	The ranking of the 12 risks	24	Disaster and Catastrophe	35	Reputation
39	The Key Risk Indicator Report Methodology	27	Climate Change/Adaption	36	Pandemic
41	Highest Risks by State				
43	Glossary				
43	References				



# EXECUTIVE SUMMARY

In 2022, local governments and communities continued to be impacted by unprecedented natural hazard events that quickly escalated to disaster status.

Data indicates the devastating floods that swept through south-east Queensland and northern New South Wales in late February and early March 2022 caused \$5 billion in insured damages. Rated the third most costly extreme weather event in Australia's history, the 2022 east coast flood is now the most costly flood event in Australian history.

While climate change is described as the cause for delivering such an intense period of natural disasters, lack of local knowledge, inability to prepare, inadequate resources to respond and access to contemporary data results in a country that is unable to cope. Lack of capacity and capability across all levels of government to prepare, respond and protect communities against the impacts of natural disasters continues to overwhelm local governments and devastate communities.

The JLT Public Sector Risk Report (Risk Report) highlights all of the above. The key "risks" that keep a CEO/GM up at night, continue to highlight financial sustainability, climate change, disaster/catastrophic events, cybercrime and governance. The extremity of the flow-on effects of these circular risks are at the coal face for local governments.

The Risk Report provides a measure for the maturity of local government's strategic risk profile. CEOs and GMs recognise the risks and the underlying reasons why they are ranked as set out in the Report.

The 2022 events, off the back of previous disasters, continue to focus the lens on financial sustainability. While climate change continues to be a key risk, the risk of impacts of disaster/catastrophic events on communities here and now has understandably leap frogged climate change in the list.

The 2022 survey responses include feedback that highlights the need to understand what makes a council vulnerable and how investment in mitigating the impacts of hazard events will support vulnerable communities.

Local government has been confronted with a myriad of issues as impediments from the pandemic have lifted. Across Australia, Federal and State Government elections have transpired and caused a shift in the political landscape. Globally the economic fallout caused by Covid-19, impacted and continues to impact tourism, aviation, health, building and government sectors. These occurrences have further been affected by chain of supply issues, the Russian-Ukrainian War and inflation, contributing to a domino effect on increase of costs across the local government sector.

The Report highlights concerns for the emerging risks CEOs and GMs continue to face at an executive level. Ability to oversee and ensure compliance with good governance highlights the value of measuring sustainability (ESG).

The interconnectivity for these risks continued to be acknowledged in this year's report, with the top six contributing to the overall key risk - financial sustainability.

The findings of the survey also demonstrated a domino effect. As one risk is impacted by an event, it falls and topples into the next risk creating a circular list of key risks, all impacting on each other.

The survey responses recognise the domino affect disasters and catastrophes have on assets & infrastructure, in particular ageing and/or inadequate infrastructure. Outside of disasters, the survey indicated issues around the cost of upgrade or betterment of infrastructure and the ability to appropriately manage assets as an ongoing concern.

In response to disaster events, compounded in some situations with successive disaster events, there is an identified need to have in place effective business continuity plans. The survey results established the interconnection between the event and sustainability of business continuity plans, extending to information technology capabilities.

Compounding the issues for local government is the heightened awareness and reality of what a cyber-attack can mean for a council organisation; in particular the risk of exposure of personal information of the community.

The major and public attacks on Optus, Medibank and Latitude brought to the forefront the vulnerability of public facing organisations in relation cyber security.

While appropriate risk transfer (insurance) is important, the importance equally lies in risk mitigation. The Australian Cyber Security Centre's Annual Cyber Threat Report said "critical infrastructure networks are being increasingly targeted" with the "rapid exploitation of critical public vulnerabilities"<sup>1</sup> becoming the norm.

The Risk Report has cyber risk remaining at ranking number two - demonstrating CEOs and GMs continue to recognise that maturing the strategic risk reduction framework aligned with strategic plans and informed budgets is paramount to successful ongoing business.

Local Government is the pillar of its community. To be able to better support communities, councils need financial and resource support to have in place effective strategic plans, budgets and risk reduction initiatives that are able to contemplate unforeseen and unpredictable events.

The annual contribution by CEOs and GMs in responding to the Risk Survey enables JLT Public Sector to deliver powerful information and data that gives the Risk Report integrity and continue to provide valuable insight into the thoughts and views of the sector's leaders as strategic and financial considerations continue to mould the key risk framework of local government in Australia.

<sup>1</sup> Australian Government, ACSC Annual Cyber Threat Report, Australian Signals Directories et al

# OVERVIEW

## 2022

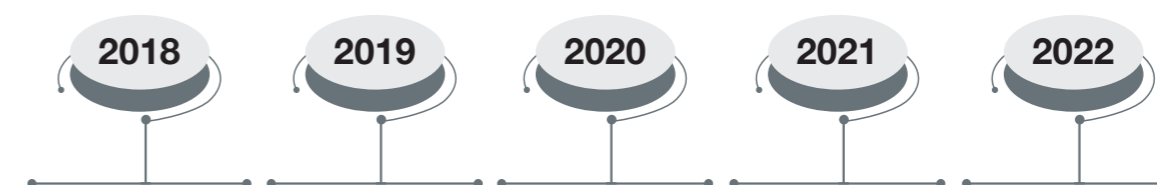
The 2022 Survey provides compelling insight of local government executives from across the country. There are certainly similarities in the risks that concern the sector, but the underlying reason behind the concerns can vary, depending on the State, geography (metro and regional) and the local regulatory environment.

This year, JLT Public Sector interviewed the CEOs of two Councils, asking for insights they have in particular risks within the survey. This provided deeper information into what Councils are facing within these risks. We thank Troy Green of Tweed City Council and Glenn Pattison of Casey City Council for contributing to this year's Risk Report.

We made changes to how Councils responded to the survey. Rather than choosing the leading reason for why they selected a risk, we gave the opportunity for respondents to rank the underlying reasons driving their perception of the risk. Using these findings, along with the historic data, we hope this report continues to help Councils consider how they approach risks, consider their vulnerabilities and shape their frameworks.

# THE MOVEMENT OF THE TOP FIVE RISKS 2018-2022

The following diagram maps the movement of top risk rankings from 2018 to 2022. This diagram demonstrates how risks have shifted and in particular how business continuity has become a focus for Local Government – reaffirming the importance of councils' understanding their risks and vulnerabilities and working to put mechanisms in place through their risk framework.



**As different events unfold, the interconnectivity of risk and the domino effect of these risks on government and the community is clear.**

**GARY OKELY**  
CEO, JLT Public Sector



# RISK RANKINGS 2018-2022

2018	2019	2020	2021	2022
Financial Sustainability	Financial Sustainability	Financial Sustainability	Financial Sustainability	Financial Sustainability
Theft, fraud and/or crime	Cyber Security	Assets & Infrastructure	Cyber Security	Cyber Security
Reputation	Reputation	Disaster or Catastrophic	Asset & Infrastructure	Asset & Infrastructure
Statutory & regulatory Requirements	Natural Catastrophes	Cyber Security	Disaster or Catastrophe	Business Continuity
Environmental Management	Climate Change/Adaption	Reputation	Reputation	Disaster or Catastrophe
Asset & Infrastructure	Asset & Infrastructure	Business Continuity	Business Continuity	Climate Change/Adaptation
Natural Catastrophes	Statutory & regulatory Requirements	Waste Management	Climate Change/Adaptation	Statutory & regulatory Requirements
Cyber Security	Ineffective governance	Statutory & regulatory Requirements	Impact of Pandemic	HR Management
Business Continuity	Business Continuity	Climate Change/Adaptation	Statutory & regulatory Requirements	Waste Management
Ineffective Governance	HR/WHS Management	HR/WHS Management	Ineffective Governance	Ineffective Governance
HR/WHS Management	Environmental Management	Ineffective Governance	Waste Management	Reputation
Errors, omissions or civil liability exposure	Errors, Omissions or Civil Liability Exposure	Theft, fraud & crime threats (including social media)	HR/WHS Management	Impact of Pandemic
	Theft, fraud and Crime	Errors, omissions or civil liability exposure	Civil Liability Claims	
	Terrorism	Terrorism	Terrorism	

## THE RANKING OF THE 12 RISKS

The two major cyberattacks on Optus and Medibank Private in Australia in 2022 contributed to continuing concerns about Cyber Security and the Breach of Data keeping Cyber Security top of mind in local government.

With the ongoing effects of devastating events of 2019, 2020 and 2021, the destructive floods of 2022 held influence on how risks impact local government. The impact of floods in New South Wales, Victoria and Queensland has maintained concerns around business continuity, disaster and catastrophic events continuing to be in the sights of Council.

Highest Ranking by respondents - Ranked 14



This report demonstrates that Councils are recognising the interconnectivity of risks and the domino effect they have on each other. Even with particular risks moving within the ranks, they know the impact of one risk will have a chain reaction across a number of others.

**FINANCIAL SUSTAINABILITY**

**1**

**“**

**One of the biggest issues with the national disaster relief is liquidity.**

**TROY GREEN**  
CEO, Tweed City Council

<sup>1</sup> LG Professionals Australia, Local Government Professionals 2020-21 Pre-Budget Submission, December 2019  
<sup>2</sup> Australian Local Government Association, 2021 National State of the Assets Report

The evolving local government risk environment continues to present council executives with challenges in developing and resourcing business plans that enable the delivery of the organisation's strategic direction.

Catastrophic events, many being weather related, continue to dominate the local government landscape. The new post-Covid work environment and community expectations provide Executives with challenges and opportunities; and the ever changing exposure to cyber related crime has challenged Local Government like no other time in history.

Since 2018, Financial Sustainability has been ranked by Risk Survey respondents as the number one concern they face. While councils benefit from the relative stability of annual Council rates which increase modestly most years, it is the escalating cost of meeting community expectations with maintaining and modernising public living spaces and key public assets - including ageing assets - which presents executive teams with major planning and budgetary hurdles year-on-year.

There are certainly similarities in the type of financial challenges faced by metro and regional councils across Australia. Not only are they navigating the ongoing cost shifting from state to local governments but also a disproportionate allocation of needed Federal Assistance Grants (FAGs). The ever increasing impost of compliance across all aspects of local government additionally makes recruiting appropriately experienced staff in a competitive jobs market an ongoing challenge.

Competition for talent across the country increase intensely and a common theme is that local government has lost both talent and capacity in recent times as employees are attracted to the private sector. The general consensus is councils are a great platform for developing skilled talent due to the breadth and diversity of operations, services provided. This is further exacerbated in regional areas where talent attraction and retention has always been difficult.

Local government in most states is also responsible for the care and maintenance of many critical state-owned assets which are leased to councils. The arrangements were often cast years ago when the assets were in reasonable conditions either through rates or grants to maintain the assets in line with community or regulatory expectations. An example is jetties and wharves which are extremely expensive to maintain and replace but are seen as a critical asset to a town's tourism and local economy. If closure was to occur, the impacts would be far-reaching with broad financial implications for the community and its visitors.

Financial sustainability and the underlying risks can vary depending on the geographic location and demographic mix of each community. This report endeavours to unpack some of these challenges.

Weather-related events continue to rate as one of the biggest risks councils face, compounded by the continual moving responsibilities on from federal and state jurisdictions to local government with minimal to no financial support for these transferred responsibilities.

The impacts that have occurred across the past three years are not well supported financially through the FAGs. In 1996, 1% of Commonwealth taxation revenue was committed to FAGs but by 2017 this had dropped to only 0.55%<sup>1</sup>. This is despite population growth, increased responsibilities, along with the surge in disasters, catastrophes and the pandemic.

“One of the biggest issues with the national disaster relief is liquidity,” says Troy Green, of Tweed City Council. “The process after a disaster places a great deal of strain on the financial position of local government.” In some cases, councils are drawing down on limited unrestricted cash reserves to pay for the immediate requirements of day to day expenses and rebuild the community after a disaster. In some instances, it can take years before the money is reimbursed as per the guidelines.

“Disaster impacts all capital works programs,” continues Mr Green, “focus is completely on rebuild and programmed capital works are impacted. This affects financial sustainability of council and conversely our ‘Fit for the Future’ asset renewal and maintenance ratios.”

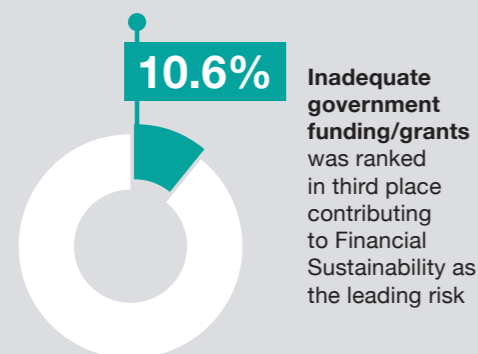
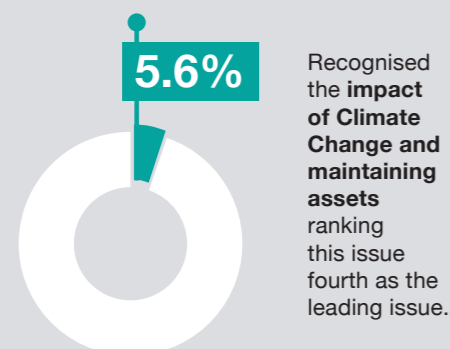
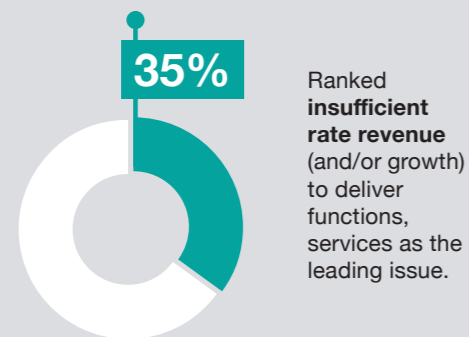
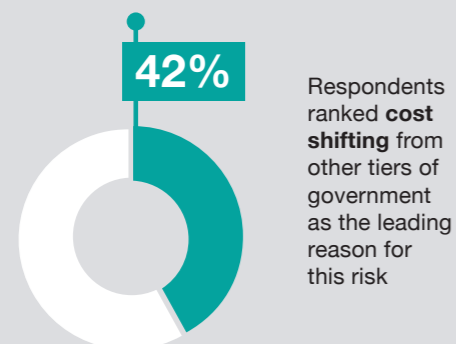
The largest concern is that there is cost shifting moving from other governments with no increased funding to local government to assist. 41.62% of respondents of the risk survey ranked cost shifting as the leading issue underpinning Financial Sustainability which impact councils. This was followed by 35.53% of respondents ranking insufficient rate revenue or growth to support the delivery of services.

In many instances, local government is managing infrastructure and assets built after the second-world war and delivered during the Australia Boom. Today, this sector manages physical assets valued at \$523B.

With the four highest-ranking concerns for councils associated with assets, it is little surprise these impact on the sector's Financial Sustainability outlook.

As noted in 2021, councils continue to be limited in how they can increase revenue in order to deliver operational requirements. This provides considerable pressure to meet the demand and expectations of the community. Rate pegging continues to impact Councils and with such constraints in place, grant funding stagnating, the ability for Councils to maintain Financial Sustainability is minimal placing a burden on how local government can maintain services to the community.

**Financial Sustainability survey results**



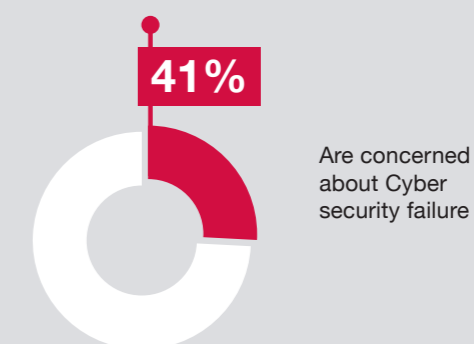
The frequency and sophistication of malicious cyber-attacks against organisations is increasing. This increase affects online services at all levels of government, within businesses and the community due to the increasing dependency on the internet and hybrid working models. These circumstances provide greater opportunity for cyber-criminals to exploit vulnerabilities within the broad range of technology being used in society.

With COVID19 fast-tracking how work, school and engaging with people and organisations, take place virtually solutions were quickly developed using technology. Councils were no different and needed to respond and reshape how services could be delivered online and from the home environment where possible.

Over 43% of Councils listed their leading concern underlining the issue of Cyber Security as not knowing their vulnerability of IT infrastructure and their proactive ability to manage cyber security. The second ranking issue at 25% was their concern on cyber security failure. These two are supported by the fact that when ranking what underpins this risk, Local Government is not confident it is not aware of potential attacks and how they would respond.

Cyber has also been affected by the disaster and catastrophes in 2022 impacting business continuity.

Troy Green of Tweed City Council noted, "This has led to the need to look at how we manage and deliver our services differently. When we lost access to our services during the floods and the NBN was taken out, we couldn't be as effective or efficient. This has led us to evaluate our BCP and look at moving everything to the Cloud. By moving our core applications to software as a service (SAAS), our services will continue, in any event, as our people can work from any location. By looking at outsourcing to the Cloud, we are outsourcing our cyber risk as well as addressing the business continuity aspect with the added benefit we have our data in a secure vault, backed by Tier 1 vendors".



The Australian Cyber Security Centre reported in its 2022 Annual Cyber Threat Report, there were over 76,000 cybercrime reports in the 2021/2022 year, an increase of nearly 13% on the previous year. This was attributed to state sponsored cybercrime incidents, Australia's prosperity attracting cybercriminals, evolution of ransomware attacks and the rapid exploitation of critical public vulnerabilities.<sup>3</sup>

Through the work JLT Public Sector has performed in partnership with our Council clients, it is clear that basic cyber-controls such as email filtering, web security, managing secure system configurations and keeping secured, encrypted and tested backups is relatively commonplace. However other controls require a renewed focus including endpoint detection and response, privileged access management and multifactor authentication to enhance the sector cyber-security posture.

The Allianz Risk Barometer found Cyber as the highest issue that organisations globally are facing and second in Australia. This was pipped by Business Interruption.<sup>4</sup>

<sup>3</sup> <https://www.cyber.gov.au/sites/default/files/2022-11/ACSC Annual Cyber Threat Report 2022>

<sup>4</sup> Allianz Global Corporate & Specialty, Allianz Risk Barometer 2022

Councils are responsible for approximately one third of Australia’s public sector owned assets and infrastructure. The most recent estimated value of this portfolio exceeds \$523 billion annually and costs over \$35 billion to manage.<sup>7</sup>

Figure 1 depicts the split over a range of asset classes. The Australian Local Government Association (ALGA) estimates that of the total portfolio under council control, nearly three of every 100 assets require replacement and one in 10 assets require urgent attention. The cost of this is considerable, with estimates for replacing infrastructure in poor condition sitting in the order of \$51 billion and those in fair condition ranging up to \$138 billion.<sup>6</sup>

To put this into perspective, the cost of replacing the assets in poor condition exceeds the total annual revenue available to local government.

It should be noted, those estimates were compiled before the surge in inflation over the course of 2022 and into 2023 and do not directly account for the cost to councils to adequately manage and maintain the remaining components of the total infrastructure portfolio.

This clearly has significant implications for councils and highlights the strong interconnectedness between asset management and the underlying financial sustainability of the sector. This has a domino effect with significant implications for liability exposures associated with local government operations.

Further, it is recognised that this is potentially not just a liability matter, but could possibly incorporate property as assets in poorer condition are more vulnerable to loss. This in turn has implications for continuity of operations, reputation among the community as custodians of assets.

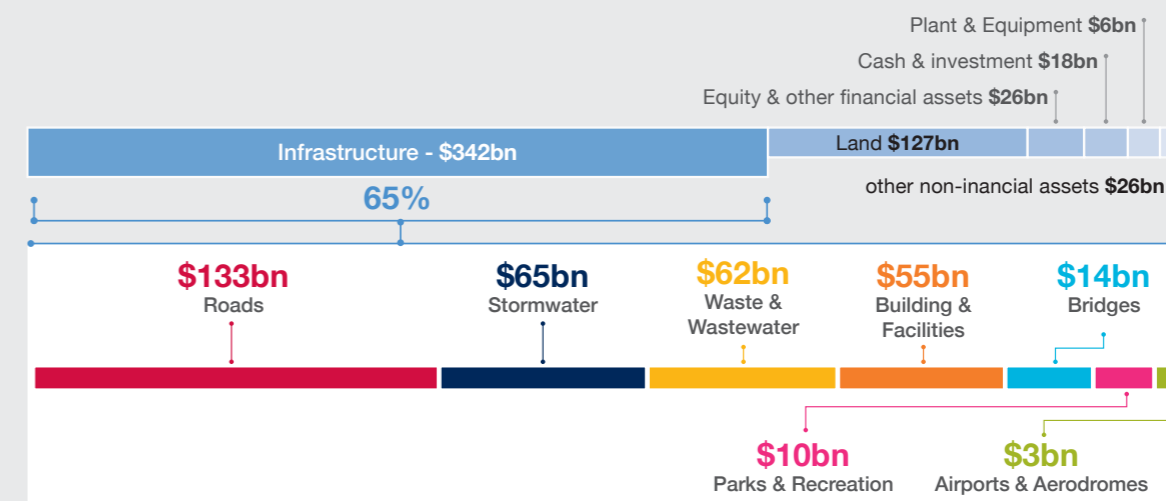


Figure 1: Value of financial & non-financial assets control by local government (June 2020)<sup>6</sup>



“Such assets have a shorter renewal cycle” says Glenn Pattison, CEO of City of Casey. “While in recent years efforts have been made to increase the funding envelope for this asset class, other pressures on the capital program, along with a need to move developer contribution funds into project delivery creates a tension between the new and renewal requirements.”

This underlines the imperative for a substantial expansion to the funding that is available to councils from other tiers of government to support asset management. These funding mechanisms include financial assistance grants and other targeted infrastructure funding programs such as the Commonwealth road black spot funding, various disaster risk reduction funding programs and disaster recovery funding that supports building back better and the development of resilient infrastructure.

It also highlights the importance of the need for dependable and mature data that is capable of supporting informed and robust planning and decision-making that reflects the fundamental and determinative interrelationship between asset management planning and financial sustainability.

The impacts from the profound socio-demographic shifts arising from the COVID-19 pandemic are also likely to have significant implications for asset and infrastructure management into the future. This is from interregional migration and population shift, changes in infrastructure demand and utilisation, skilled and affordable contractor, and the ability of councils to attract and retain skills and capacity within their workforce.

With the 2022 survey providing the opportunity for councils to provide specific rankings of issues underlying a risk, Figure 2 demonstrates the national overview of each issue underlying this risk. The leading concern by a significant number of points is the capacity to finance the assets further magnified by the significant funding required due to the supply chain issues and inflation.

Figure 2 highlights that councils do not believe they have the capacity to finance the management of infrastructure assets and this is the biggest risk driver across the sector. This is exacerbated by inflation and supply chain disruption and disaster impacts. These, along with betterment in recovery were identified and are seen as interrelated and compounding factors.

Equal second place of underlying issues to management of assets and infrastructure is the cost of upgrading or betterment of repairing these. For example, councils are finding assets have shorter lifecycles and the funds to deliver new assets is not achievable.

For example, City of Casey has concerns surrounding open space assets such as playgrounds and sports fields.

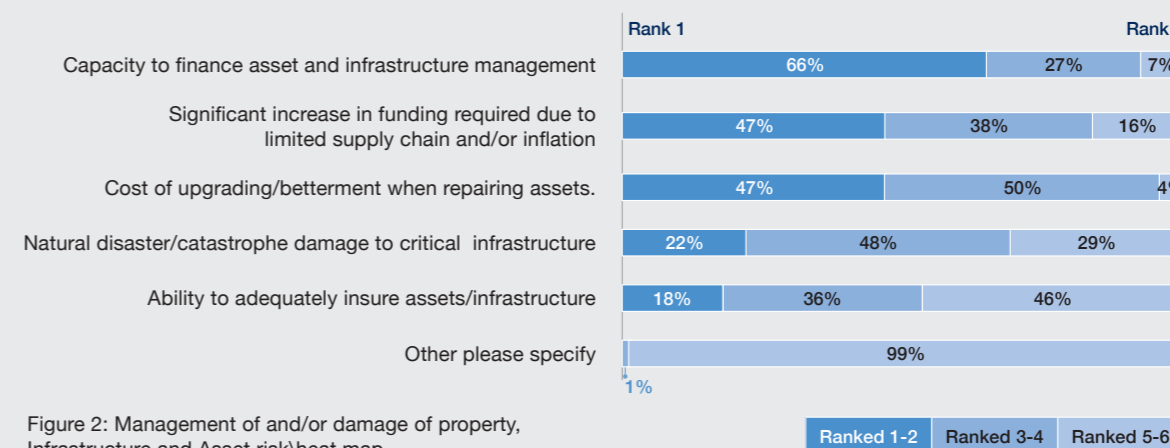


Figure 2: Management of and/or damage of property, Infrastructure and Asset risk\heat map

<sup>6</sup> Australian Local Government Association, 2021 National State of the Assets Report  
<sup>7</sup> Source ALGA, 2021

With the events of the past three years, local governments have turned their attention to business continuity and the consideration of short, medium and long-term steps they need to take help their communities navigate uncertainty during an event. Well-crafted and implemented business continuity plans typically aim to quickly and efficiently restore normal service through the actions of staff and the executive.

Unsurprisingly, business continuity awareness has moved up two spaces in 2022 from sixth to fourth position.

The substantial devastation and effects of the 2022 floods across Australia has moved the destruction of council assets/infrastructure due to an insured peril and to the second highest issue underpinning the Business Continuity risk. Widespread global volatility impacting supply chains, labour costs and inflation, has created a perfect storm impacting asset and business interruption declared values. We have seen a surge in valuation activity from proactive councils seeking to ensure their declared values reflect the reality of replacement under current market conditions; a task which cannot be overlooked when planning for business continuity.

**There is a linkage between disaster and catastrophic events and the domino effect on councils' Business Continuity plans, impacting processes which in some cases are compounded by unplanned IT outages; each being part of the interconnectivity of risks.**

Respondents demonstrated an active interest in processes to respond to unplanned outage of IT / social media / telecommunications, which has become a focus for councils. IT resilience is a growing challenge for local government, and the financial impact of unplanned outages and security breaches is increasing.

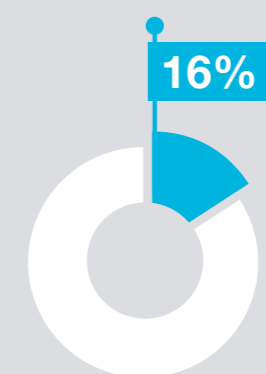
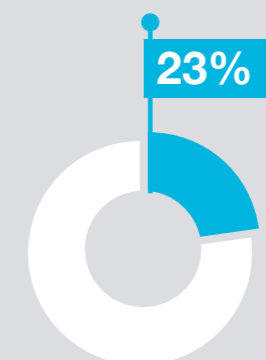
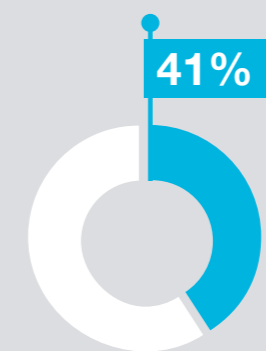
Failure to align IT security capabilities with councils' strategic goals and appetite for risk, including the integration of operational disaster recovery plans into the strategic business continuity plans may expose vulnerabilities to the continuity of services and should be a priority of local government.

Finally, councils recognise that the development of community resilience plans and processes to mitigate the impact on council services and functions need to be addressed. Councils forced to distil critical and operational choices with the executive during the pandemic escalation must now ensure business continuity plans allow for a triaged approach to the continuity of services. This needs to be delivered in an orderly manner and in a way that communicates with affected communities with compassion and transparency.



## BUSINESS CONTINUITY

4





# DISASTER AND CATASTROPHE



5

It comes as no surprise the impacts from disasters and catastrophic events on councils and their communities and features highly, rounding out the top five in the 2022 survey.

In the shadow of the 2019/20 Black Summer bushfires, followed by severe weather wrought by a return to La Nina conditions in 2020/21 across most of Australia, councils were already stretched and exhausted by the continued impacts of the COVID-19 pandemic. Councils were then having to brace for a second conservative La Nina in 2021/22.

Yet it was an earthquake that sounded the bell of things to come when it centred in Mansfield, Victoria, in September 2021. Tremors were felt in Tasmania and into New South s magnitude 5.9 event caused damage to a number of homes and commercial buildings.

South Australia and Victoria were first hit by widespread severe weather, with strong winds, lightening and hail causing extensive and catastrophic damage to agriculture, buildings and community infrastructure in late October 2021.

The unforeseen three weather systems which combined to cause flooding across the east coast of Australia in February 2022, with the most severe flooding experienced in South East Queensland as well as Central and Northern New South Wales, brought communities under extreme stress. Flooding impacts occurred in more than 70 local government areas and

caused damage of over \$5 billion in insured losses according to the Insurance Council of Australia – the third costliest weather event in Australia’s history.

Saturated catchments and widespread flooding from ongoing rain events continued into 2023. This included the Hawkesbury-Nepean which experienced its worst flooding in nearly 50 years in July, then the Murray-Darling where unprecedented flooding in November devastated Forbes and surrounding towns in Central West NSW before impacting downstream communities in the months that followed.

Unsurprisingly, disaster hazards occupy the most attention of councils, however emergency response, event predictability, funding, community awareness and planning aspects of disaster management were identified as high concern by respondents as indicated by Figure 3.

Glenn Patterson, CEO of City of Casey Council agree councils are working to reduce climate change risks through long-term planning, ensuring this is reflected in policies and planning controls.

“It is important that government responses are informed by accurate data and science, and that collaboration occurs between all levels of government, community and industry to effectively address mitigation and adaption”.

The impact of the events of 2022 and 2023 are well seen in how they connect with other risks. The roll on effect from these events is seen throughout this report from the financial implications, to the impact on technology, as well as business continuity programmes unable to survive reoccurring events.

Since 2020, it is estimated that there have been over \$12 billion in claims. These events come at a significant additional economic impact, with Treasury estimating a \$5billion cost on the national economy due to the 2022 disasters through crop losses, mining and construction delays, supply chain disruption and increased inflationary pressure. The events of 2021/22 are a stark reminder of how Councils must continue to focus on understanding vulnerabilities, improving systems, and building community and organisational capacity to reduce risk and strengthen resilience.

“The hidden cost of a catastrophic event, which is hard to factor, is the emotional cost” stated Troy Green of Tweed City Council. “Staff are working ridiculous hours to manage operations of Council as well as responding to the immediate effects of a disaster. The community doesn’t have the lens over all aspects of what is involved in a disaster and eventually, Council employees are at the end of multiple complaints each day. The emotional impact on Council staff during such events can impact morale. One of the hidden effects of a disaster is in trying to obtain additional skilled human resources to assist those agencies undertaking recovery deal with the additional demands placed upon them over an extended period of recovery.”

The results of the survey, as shown in figure 4 demonstrate that the immediate response to manage assets and infrastructure during a disaster and catastrophic event. What all councils across remote, rural, regional, metropolitan and city are equally concerned about is if their emergency management response plans can be effectively implemented and is the community aware of the response plans are.

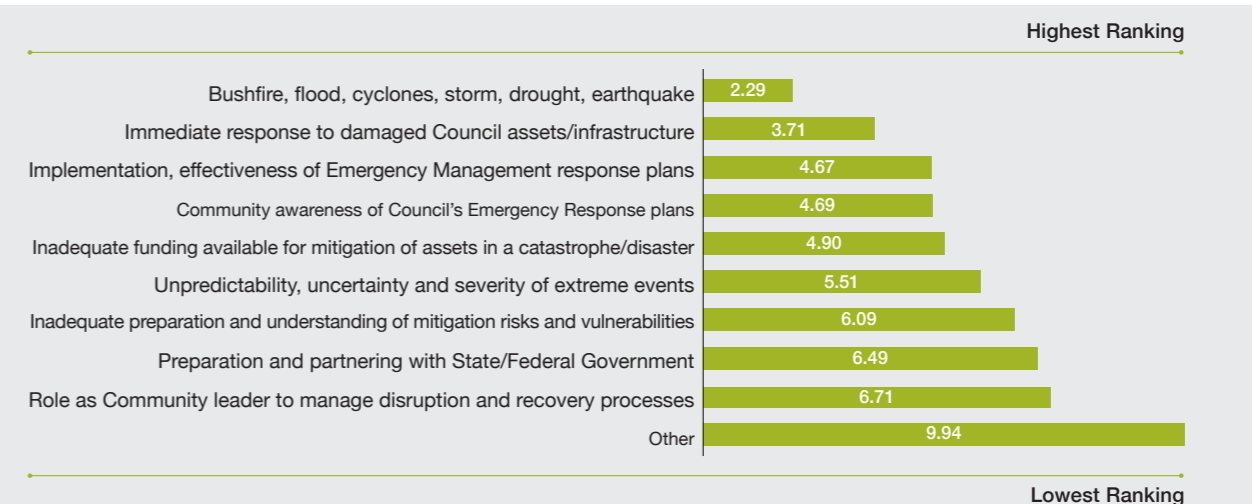


Figure 4: Disaster/Catastrophic Event Average Ranking of underlying concerns 1 to 10

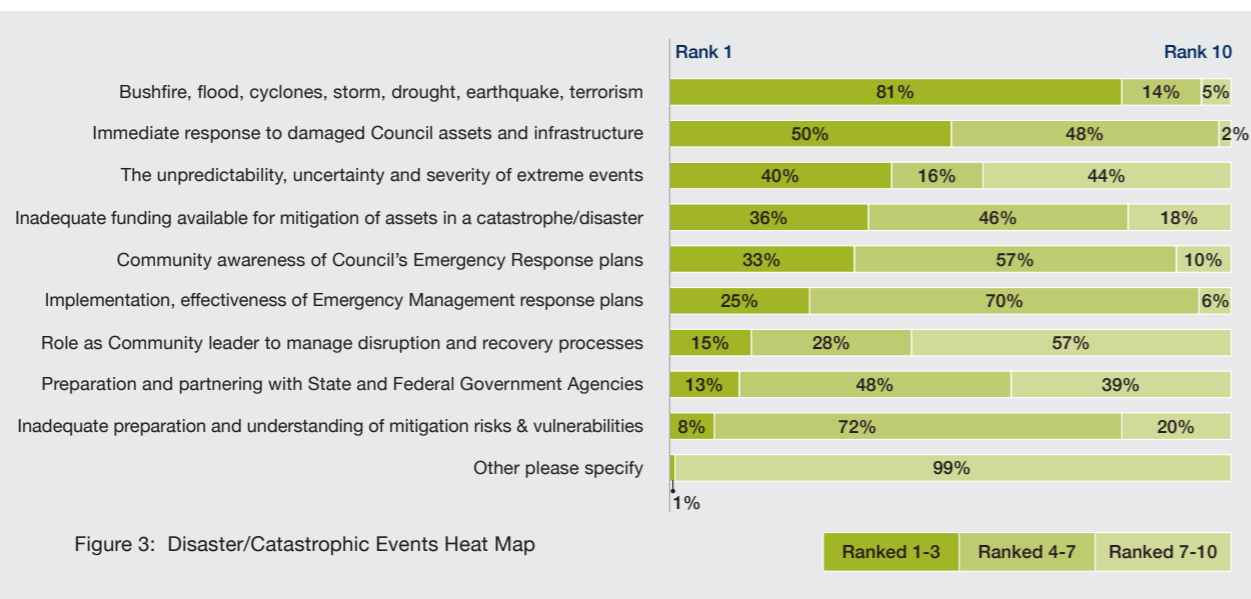


Figure 3: Disaster/Catastrophic Events Heat Map



The unpredictability of disasters coupled with La Nina and the Negative Indian Ocean Dipole in the second half of 2022 have contributed considerably to the impact of catastrophic events. This layered over the events of 2019 through 2022 has applied pressures to all councils with more significant impacts on those communities who have had the effects of multiple events over this time period.

The annual Bureau of Meteorology and CSIRO State of the Climate Report<sup>9</sup> draws on the most recent national and international climate research, encompassing observations, analyses and future projections. The report notes associated changes in weather and climate extremes—such as extreme heat, heavy rainfall and coastal inundation, fire weather and drought—have a large impact on the health and wellbeing of our communities and ecosystems.

These changes are happening at an increased pace with the past decade seeing record-breaking extremes leading to natural disasters; as well as having a growing impact on the lives and livelihoods of all Australians. These, combined with chronic, periodic and local stressors, will compound local communities' vulnerability to such disasters.

The 2022 risk survey results show all states/territories, and in NSW in particular, have been effected substantially by four major flood events in 2022. The time required to identify, investigate and assess the damage and then work through what needs to be rebuilt is considerable. In some cases, a number of communities have not had the time to work through this process before another major flood event occurred.

The effort to ensure that infrastructure and the community reduce their vulnerability is important as this will contribute to better preparedness in the future.

As noted above, though this example represents primarily NSW, all states and territories are concerned that the ability to procure insurance is not achievable or the cost of doing so is unsustainable to pay. This is very much at the forefront of councils affected by multiple events across a short period of time.

The basic premise is that natural hazards only lead to disasters if they intersect with a community that is exposed, un-prepared and vulnerable. Disasters are increasingly exceeding the capacity and capability of councils and local communities to respond to and recover, thus making it necessary to invest more and smarter in disaster risk mitigation.

Mitigating the risk of disaster requires identifying and understanding the direct and indirect cause

and effect of vulnerability. Exploring how local community values influence 'vulnerability' needs to be properly understood and calculated. Local government decisions effecting a community's ability to build resilience are the result of multiple, cumulative, non-linear processes by which local community values, tensions and trade-offs are able to be effectively managed.

Respondents continued to identify assessment of predicted climate change impacts on their community functions and activities as the key issue they face within this risk. The need to develop strategic policies informed by credible knowledge of climate change impacts and supported by robust risk reduction is the reason this risk in sixth position.

The 2022 State of the Climate Report has projected that Australia will continue to be affected by increasing temperatures with more heat extremes, a decrease of cool seasons and dangerous fire seasons.

In accord with the National Disaster Resilience Strategy, the Australian Government is looking at a broader policy and framework engaging with local government in order to support the development of skills and expertise to build resilience in the community.

The creation of a vulnerability profile of local government, as the community leader, will assist in understanding and identifying how it can influence the capacity of a local community to prepare for, absorb and recover from a natural hazard event while building resilience.

The transition of resilience from a descriptive concept to a series of accepted values, able to be integrated into a strategic plan, attracts challenges while providing opportunities.

Achieving resilience will not be an outcome. Resilience is an ongoing course that will mature and evolve as the risk environment of local government continues to be influenced by varying factors.

Governments are encouraged to commit to specific funding programs to enable local governments to invest in and undertake essential mitigation programs. These will help reduce the exposure of communities to the impacts of natural disasters enabling the ongoing maturity of community resilience.

A resilient community is better prepared for, more able to respond, and able to recover from a natural disaster event. Increasing community resilience will create a more attractive environment for the insurance industry to maintain affordable and appropriate insurance and/or risk solution products.

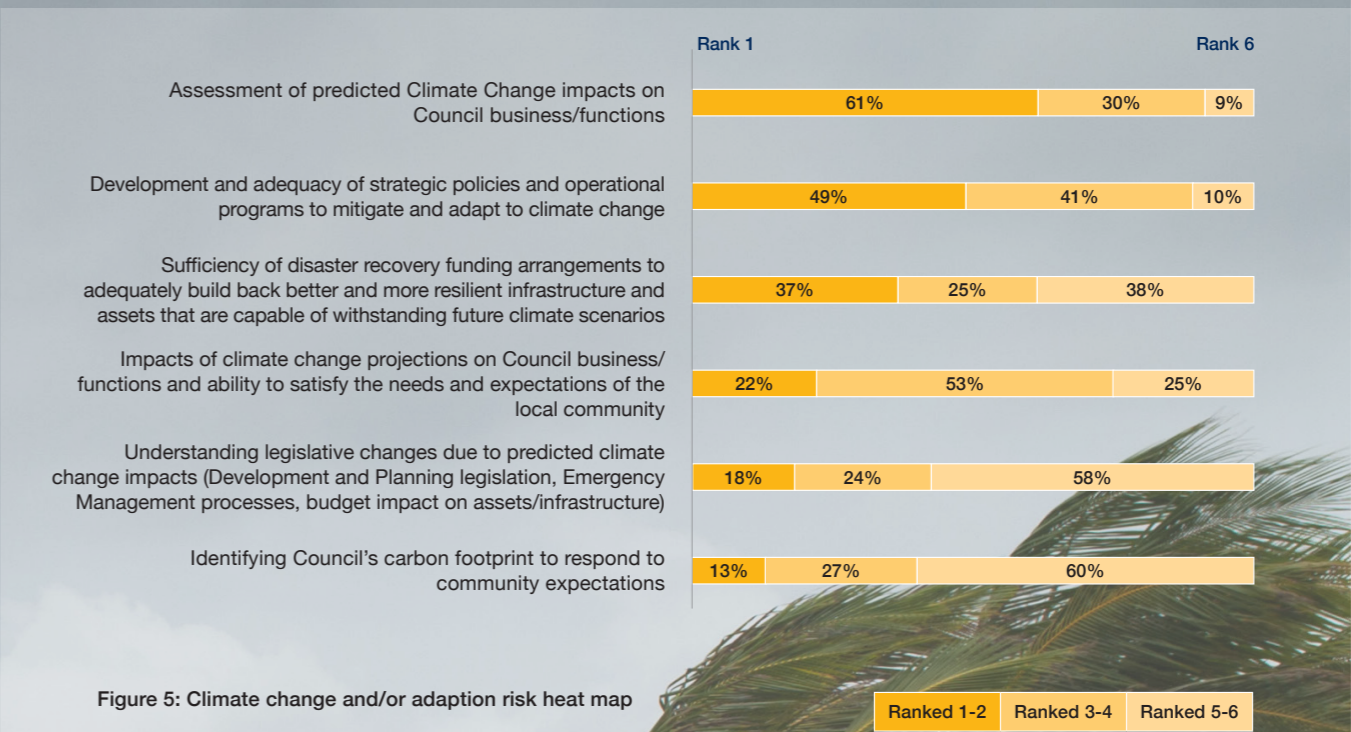


Figure 5: Climate change and/or adaption risk heat map

Ranked 1-2   Ranked 3-4   Ranked 5-6

6

CLIMATE CHANGE/ADAPTION



<sup>9</sup> Bureau of Meteorology and CSIRO State of the Climate Report



“

**It is important that government responses are informed by accurate data and science, and that collaboration occurs between all levels of government, community and industry to effectively address mitigation and adaption.**

**GLENN PATTERSON**  
CEO, City of Casey Council



## STATUTORY & REGULATORY REQUIREMENTS

7



Local governments across Australia are operating in an environment of increased statutory and regulatory requirements. The driving forces behind this trend include ongoing cost shifting mechanisms from other tiers of government, increasing governance and accountability requirements, which have come about as a result of integrity and accountability related legislative reform.

Respondents have indicated that this area is significantly influencing their organisation's risk profile as evidenced by the movement in risk ranking in this year's report from ninth in 2021 to sixth in 2022.

Local governments may see these risks manifest in a number of ways including:

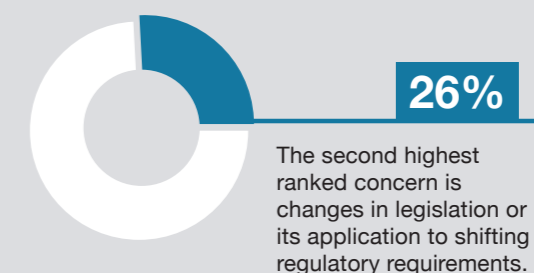
- An increase in litigation and claims activity as a result of non-compliance activity (including governance and accountability matters against councillors and officers), which in turn connects to the risk of Ineffective Governance.
- Financial sustainability implications as a result of local governments needing to provide additional services and functions to communities that were previously the responsibility of other tiers of government. This connection with the leading risk, places further pressure on organisations already stressed from a resourcing perspective.

Increased exposure to additional fines and penalties for non-compliance and the additional cost associated with compliance management.

- Increased risk shifting from state/territory government agencies to local government, including complexity around Planning and Development regulations and obligations, and
- Increased community complaints and adverse audit findings resulting in risk to reputational damage.

The key challenges identified in managing and controlling this risk include access to appropriately qualified staff which links with the seventh ranked risk – Human Resources. This is further exacerbated by the sheer pace of legislative change and cost shifting mechanism from other tiers of government as they too grapple with financial sustainability pressures.

There is a continuing focus by individuals, stakeholders, interest groups and regulators on corporate governance structures and decision-making processes across all levels of government. This is particularly in the areas of environmental, social and governance matters, which we anticipate will continue to drive the ever changing and expanding legislative agenda facing local governments in the coming years.





“  
**We need to shift from traditional and reactive sourcing to a strategic and proactive approach.**

**GLENN PATTERSON**  
 CEO, City of Casey Council

8  
**HUMAN RESOURCE MANAGEMENT**

The Australian Local Government Association (ALGA) reported in September 2022 that “around nine in ten Australian councils are now experiencing skill shortages – an increase of 30% in four years and two thirds of councils have had local projects impacted or delayed as a result”.<sup>10</sup>

The Local Government employment profile is complex, with low unemployment rates creating a skills shortage across many key roles with this challenge further compounded for regionally located Councils. The complexity of council service delivery and the challenge of meeting regulatory obligations and community expectations makes it very difficult for councils to appropriately resource their organisations.

The age profile of Local Government is also significantly geared towards the more senior age brackets, creating workplace efficiency and transition to retirement challenges. The clear distinction in roles and responsibilities of ‘outside’ and ‘inside’ workers presents hurdles such as how to overcome a transition for workers to a more labour intensive role.

Governments in general were not set up for a work from home arrangement prior to the pandemic and being able to sustain this and manage performance is proving difficult.

Councils have started to develop Employee Value Propositions (EVPs) to source, attract, recruit and retain staff.

“Local Government needs to identify what can be offered through benefits, remuneration and career development”, states Glenn Patterson, CEO of Casey City Council. “We need to shift from traditional and reactive sourcing to a strategic and proactive approach”.

Mr Patterson continues that “to retain talented staff, local government must uplift culture and implement future focussed, new ways of working. We need a



Figure 6: Human Resources Average Ranking of underlying concerns 1 to 8

Consistent feedback in the 2022 Risk Survey showed local government in general needs to consider how it can compete in the low-unemployment environment and better position local government as an industry of choice for new graduates. This can also be said of the challenge to attract the best leadership talent to help overcome succession challenges for senior positions.

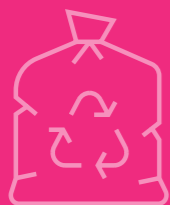
There is minimal differences in rankings between meeting market costs and being able to manage employee productivity which is supported by the fact councils face challenges when it comes to managing a remote workforce.

robust, employee centred approach that actively engages employees throughout their work lifecycle”.

With minimal ability to influence operating revenues through rate increases and being primarily reliant on federal assistance and grants, councils are financially constrained in being able to effectively resource and attract the best talent to the organisation.

Further compounded by the heavy media scrutiny around Council spending and the public access to Executive remuneration.

<sup>10</sup> ALGA, News & Events



9

# WASTE MANAGEMENT

The 2018 National Waste Report noted that “Australia generates more waste than the average Western economy”.<sup>11</sup> Local Government manages approximately 26% of Australia’s waste via self-management or specialised services and kerbside, dispatched and recycled material.

Over 9.7 million tonnes of waste is collected and managed nationally each year costing around \$3.5 billion.

In 2020, an Action Plan was put in place for better waste management practices. An 80% recovery rate target across all waste streams by 2030. Further requirements within this report include halving organic waste to landfill and phasing out unnecessary plastics by 2025. These targets put pressure on Councils with minimal financial support to achieve this.

Concerns for financial capacity to meet these requirements is reflected in the results of the 2022 Public Sector Risk Survey. Waste Management moved up two places in the rankings from 2021. The cost and ability to effectively manage waste was ranked as the number one reason for this concern. This accounted for 68% of Councils ranking this as number one.

Councils are under increasing pressure to repurpose, build, fund and educate residents around the changing requirements. Waste management is a high-risk activity with significant losses sustained in the industry, every year. The most obvious risk posed is environmental contamination.

Clean up expenses, fines and damages, increased costs, are all further potential outcomes. Overarching these operational hazards is the significant reputational risk to mitigate environmental harm whilst innovating to create a circular economy, in a climate of increased environmental sensitivity.

The increased focus on reducing waste to landfill creates opportunities but also opens the door to new risks such as:

- Maintenance run-off of older facilities and monitoring of legacy landfill which will create a burden to balance sheets as well as regulatory changes.
- Increased costs to manage
- Stockpiling because of insufficient, suitable infrastructure and limited demand in the domestic market.

Waste facilities have evolved from past models of landfill-only operations to sophisticated waste management solutions including refuse recovery, recycling, and energy generation.

This change in pace around waste management creates opportunities in the waste-2-energy space, potentially opening the door to new revenue streams for local government. Whilst these opportunities appear attractive, a move into this space will change the profile of local government waste management activities and the implications of this are something that Councils ought to thoroughly consider when planning for and evaluating these opportunities.

There are a number of local government projects underway across Australia directly engaged in W2E, investigating W2E solutions and developing solutions to cater for the waste generated from these plants.



Figure 7: Waste Management Average Ranking of underlying concerns 1 to 5

<sup>11</sup> Parliament of Australia, Waste Management & Recycling, Budget Review 2020-21 Index

# 10 INEFFECTIVE GOVERNMENT

Governance within a local government encompasses all the structures, systems and processes by which it is controlled and operated, and the organisation as whole, and its people, are held to account. Effective governance processes and practices (including enterprise risk management) within local governments are critical to their success and meeting the needs of the communities they serve.

While ineffective governance remains in 10<sup>th</sup> position, failure to initially set up and maintain appropriate governance structures, and then appropriately apply and monitor them is the key feature in the continued increase of claims in Public and Professional Liability, Council and Officers, and Fidelity/Crime covers.

The largest issue council executives identified this year relating to ineffective governance is the inadequacy of financial controls. While previously ranked at the bottom of the underlying governance sub issues, respondents ranked this as the leading issue for ineffective governance. The driving forces behind this movement may be linked to the increasing budgetary pressures in a challenging operating

environment of inflationary pressures, supply chain issues, and workplace planning difficulties.

Challenges from managing elected member and or employee behaviour/misconduct and challenges with managing Council meetings, efficiently and effectively were ranked closely being the adequacy of financial controls. The driving forces behind these sub groups emerging as priorities for a large number of councils likely include the integrity related legislative reform agenda across the country.

In the procurement of contractors, facilities and events, councils need to ensure there is planning incorporating justification for engagement as well as the approach taken in how they go to the market to deliver services and events. The process must ensure sourcing is carried out transparently and the process is managed effectively. This can be particularly challenging in the current environment with pressures on supply chains and the labour market. Failing to undertake appropriate due diligence and get these critical processes right exposes councils to public liability claims, financial loss, and significant reputational damage.

# 11 REPUTATION

With the ranking of risks this year, councils have considered a number of issues around what effects local government. Reputation has been ranked 11<sup>th</sup> out of the 12 risks.

As the closest level of government to the community, councils are best in touch with their community needs and understand the best ways to ensure those needs are met.

Councils are responsible for providing a wide range of key services but, also have a legislative responsibility to provide governance and leadership for their local community through advocacy, sound decision making and action.

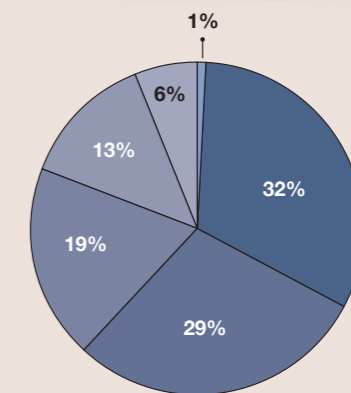
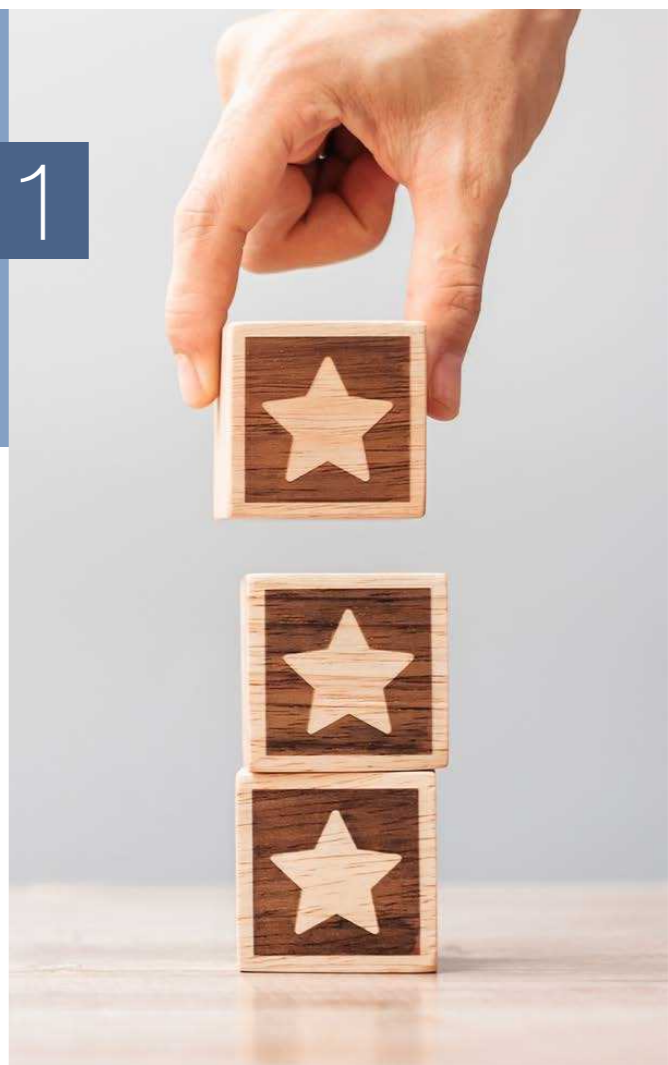
Councils are accountable to their local communities in the performance of their functions, the exercise of powers and the use of resources. Should there be any real or perceived failure in performance of these duties, there could be significant consequences to a council's reputation.

In 2022, councils have been under increased pressure to continue to provide essential services while supporting their local communities through a number of events that have occurred across 2022.

While councils have been seen in the community, advocating for their needs, council resources have been tested as well as stretched which in some circumstances has led to frustration in the community and potential impacts to a Councils reputation.

Local Government identified their biggest concern in the reputation category is their ability to administer council governance effectively. However, this was closely followed by the impact of failing to comply with or undertake legislative requirements as these change. While related to the shifting of responsibilities, changes of legislation and the inability to engage and maintain the right people to manage this through. This leads to the loss of community trust in elected members and administrative staff.

This year, with the ability for respondents to specifically rank their reasoning behind each risk, there has been movement in the specific number one ranked risks. The ability to administer council governance effectively moved to number one with the loss of confidence in elected members moving to number 2. It should be noted these remained extremely close.



- Ability to administer Council governance effectively
- Loss of community trust Elected Members
- Failure to comply with/undertake legislative requirements
- Loss of community trust in Council Administration
- Investigations by external government bodies
- Other please specify



Figure 8: Ineffective Government Concern Rankings



12

# PANDEMIC



The COVID-19 outbreak tested previous thinking about planning and responding to an evolving pandemic. It continued to impact organisations and communities in 2022. Though shut downs have eased, the third and fourth pandemic waves in conjunction with the first serious flu season in two years continued to see governments and business have employees work from home when needed. This reduced the capacity of local businesses being able to bounce back and thrive with people returning to work in metropolitan and regional cities.

Public sector pandemic planning had two key underlying assumptions:

- Phased approach to linear developing pandemic conditions in accordance with relevant health authorities declared phases.
- Focus on continuity of critical and core service deliverables associated with 40-60% workforce reduction and supply chain interruptions due to people being sick or caring for the sick.

The COVID-19 pandemic challenged all previous pandemic planning assumptions because there was:

- Rapid non-linear escalation;
- Global, national and state based border closure;
- Lock downs at various stages across the country;
- Mass vaccination responses to reduce transmission and protect vulnerable populations, along with;
- Technology advancements that facilitated communications (including misleading information);
- Work from home capabilities.

While the COVID-19 pandemic continues to have impacts, the lifting of border closures, lock downs and supply chain delays eased during 2022. The lessons learned over the past three years have changed pandemic planning and response for local government in many ways, not only addressing the risk but also realising opportunities. Today local government is adapting to:

- The return of visitors and workers to capital and major cities following a mass exodus during the pandemic.
- Some regional areas are experiencing increased community population, changed demographics and associated changes to service expectations.
- Different ways and evolving expectations for community services, events and engagement.
- The critical role local government plays in facilitating and delivering key health messages to their local communities.

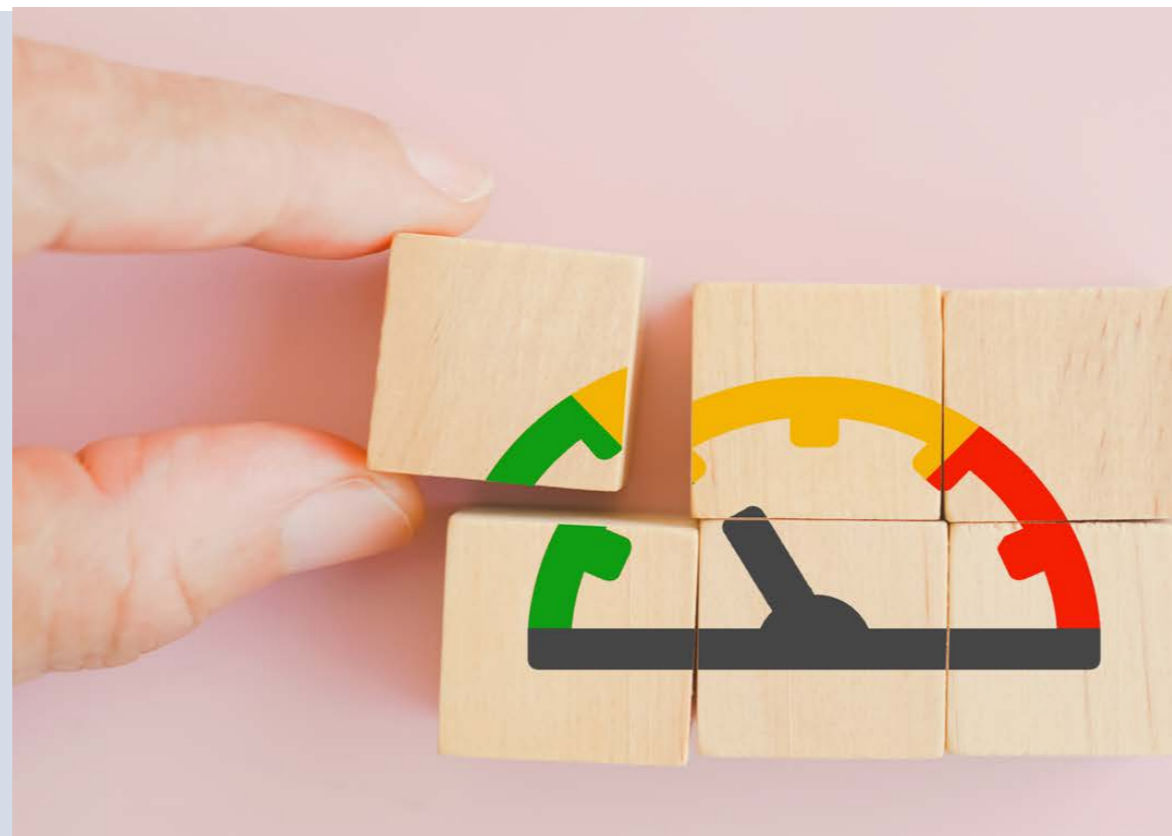
There have been high levels of demonstrated resilience at a whole of community and local government level with the proven ability to deliver continuity of critical and core services. This 'new normal' prepares us for future pandemic threats with recent monitoring of Foot and Mouth outbreak in Indonesia and reported Monkey Pox cases in Australia.

The 2022 JLT Risk Survey was carried out through September and October of 2022. Due to the continued events in October, November and December, the report has moved for release in March 2023. 197 CEOs and GMs participated in the questionnaire representing rural/remote, regional, metropolitan and city councils from across Australia.

**Reshaping the ranking of Risk**

The survey provides the view of CEOs and General Managers of local government and their perception of 12 key risks.

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 This year, we provided the opportunity for respondents to be more specific in ranking their risks. In the first instance, each risk was ranked in order of concern.  
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THE KEY RISK INDICATOR REPORT  
**METHODOLOGY**

The following explains the approach off the example of rankings.

**Risk Category:**

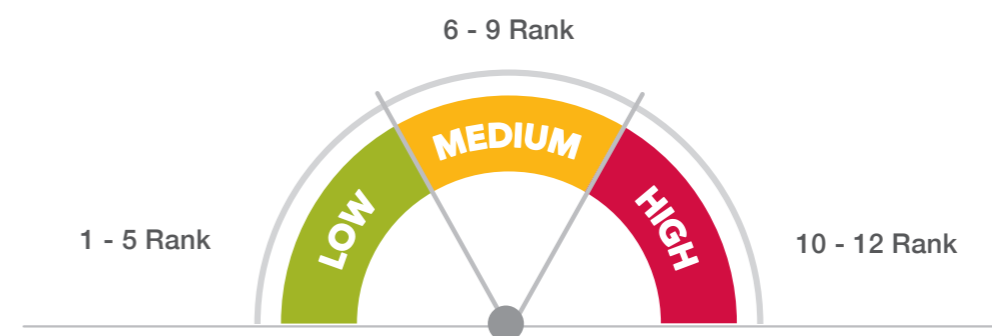
Business continuity planning and Community disruption

Risk Category	1	2	3	4	5	6
Destruction of Council assets/infrastructure due to natural and other disasters (bushfire, flood, extreme storms, terrorism, etc.)	40.61%	22.34%	14.21%	13.20%	9.14%	0.51%
Destruction of Council assets/infrastructure due to an insured peril (fire, storm, vandalism)	22.84%	31.47%	18.27%	15.74%	11.68%	0.00%
Process to respond to unplanned outages of IT/social media/telecommunications	16.24%	15.23%	14.21%	19.29%	34.01%	1.02%
Development of community resilience plans and processes to mitigate the impact of a loss of/reduced Council services and functions	11.17%	10.66%	38.07%	20.81%	19.29%	0.00%
Process to ensure clear, consistent communication with affected community/ies integrity of current business continuity plan and process	8.63%	19.29%	15.23%	30.96%	25.89%	0.00%
Other please specify	0.51%	1.02%	0.00%	0.00%	0.00%	98.48%

If we take business continuity risk category as an example, the highlighted column above sums to 100% and shows a breakup of all the risks ranked at number 1.

This sample shows 40.61 % of responders had Destruction of Council assets/infrastructure due to natural and other disasters (bushfire, flood, extreme storms, terrorism, etc.) ranked 1.

To identify high, medium and low risks we have bundled the rankings as follows.

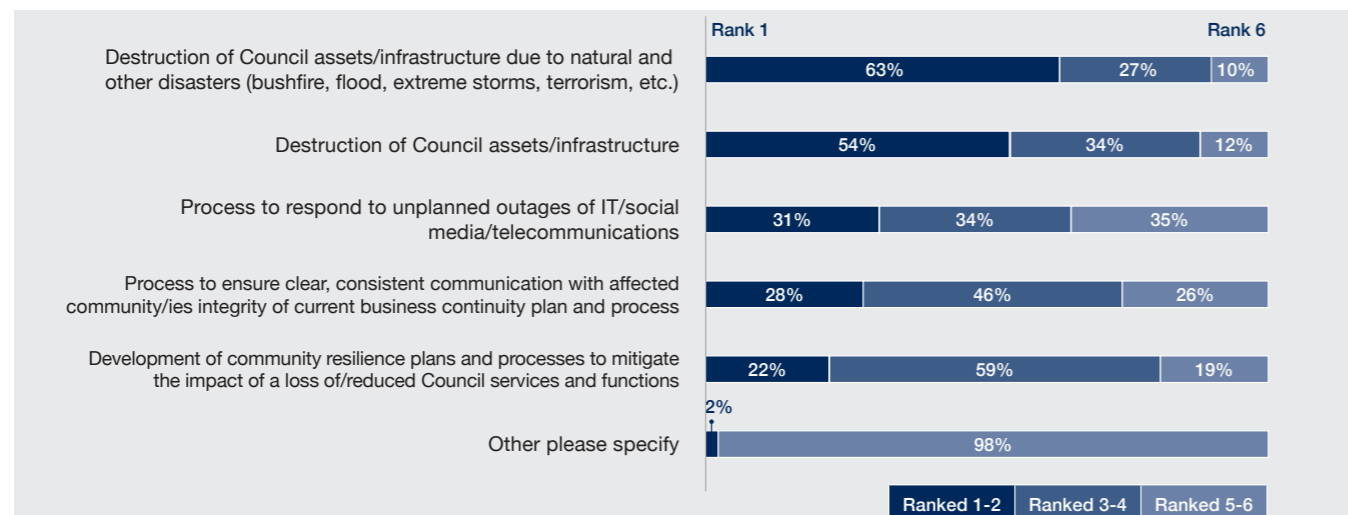


While the above key is true for the overall risk picture (1 to 12) there are tables showcasing the findings for the individual risk as a comparable risk map. In this instance, respondents were provided the opportunity to rank the underlying concerns within each risk.

The following example looks at Business Continuity Planning and Community Disruption. The underlying issue (Destruction of Council assets/infrastructure due to natural and other disasters (bushfire, flood, extreme storms, terrorism, etc.) has an average rank of 2.29

Destruction of Council assets/infrastructure due to an insured peril (fire, storm, vandalism) has an average rank of 2.62

This means when we average out all the rankings the responders placed these risks for business continuity (high, med, low) they averaged out to be fairly close, this is an example where people had differing opinions on the rank 1 risk for this category.



### Survey Respondents

197 local government CEOs and General Managers participated in the 2022 JLT Public Sector Risk Survey. Participants were from each state and territory – these also represented metropolitan, city, regional, regional city and rural/remote communities.

Participants ranked 14 risks from highest to lowest, drilling down further into the reasons behind each risk. We have presented the results of the top 12.

### State representation nationally

The 2022 Risk Survey had 197 respondents representing 37% of council CEO/GM's. Of this 37% the representation of State responses is in figure 9.

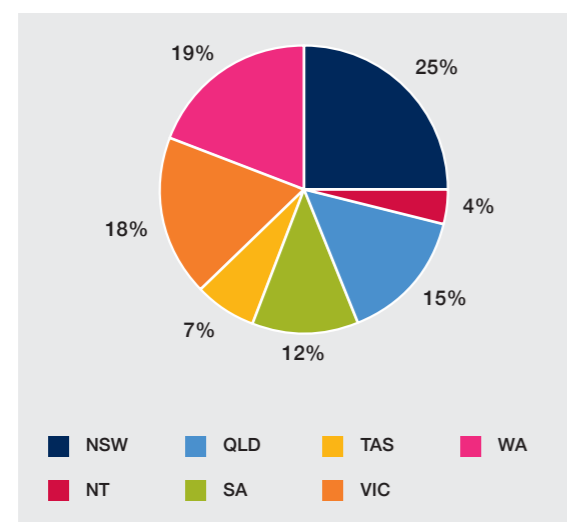


Figure 9: State respondent representation

### Regions

The representations within these charts consider small populations in remote Australia through to densely populated cities. Remoteness is based on the level of access to services. The following provides the breakdown of councils by region.

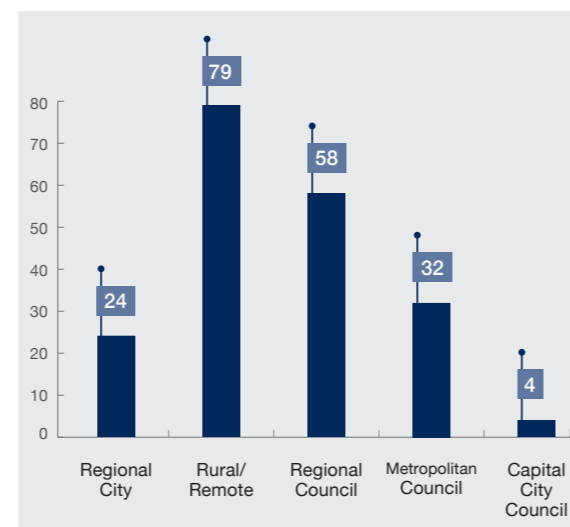


Figure 10: Regional Representation

## HIGHEST RISKS BY STATE

Table 1 shows the impact of varying events and how different States are identifying issues that effect them. For example, Financial Sustainability doesn't rank first across the board. In some cases Cyber Security is ranked first. In most states, the same risks are ranked somewhere in the top five.

### Top 5 Risks compered by state



**South Australia**



Cyber Security



Financial Sustainability



Asset & Infrastructure



Climate Change



Regulatory/Statutory Requirement

**Tasmania**



Cyber Security



Financial Sustainability



Disaster or Catastrophe



Climate Change



Business Continuity

**Western Australia**



Financial Sustainability



Cyber Security



Human Resources



Asset & Infrastructure



Business Continuity

**Queensland**



Financial Sustainability



Cyber Security



Disaster or Catastrophe



Business Continuity



Asset & Infrastructure

**NSW**



Financial Sustainability



Cyber Security



Disaster or Catastrophe



Business Continuity



Asset & Infrastructure

# GLOSSARY

Financial Sustainability		Financial Sustainability
Cyber Security		Cyber security / data breach / vulnerable IT infrastructure
Assets & Infrastructure		Management of and/or damage to ageing, property, assets infrastructure and assets
Business continuity planning		Business continuity planning and community disruption
Disaster / Catastrophic Events		Disaster or Catastrophic Events
Climate Change/ Adaptation		Climate Change and/or Adaptation
Human Resources		Implementation and maintenance of efficient, effective HR & WHS management systems
Statutory/ Regulatory requirements		Increased Statutory&/or Regulatory requirements
Waste Management		Waste Management Environment Management
Ineffective governance		Ineffective governance
Reputation		Reputation risks
Pandemic		Impact from infectious diseases/pandemic
Claims		Negligence causing civil liability claims against Council
Terrorism		Terrorism

# REFERENCES

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**10.5.1.6 Quarterly Performance Review - Risk Management Q4 2022/23**

<b>Responsible Branch:</b>	Governance and Organisational Planning and Development
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority
<b>Attachments:</b>	1. CONFIDENTIAL REDACTED - Quarterly Progress Report Risk Management Q4 2022/23 [8.6.1 - 7 pages]

**Confidential Attachment(s) in accordance with Section 5.23(2) of the Local Government Act 1995 (WA):**

**REASON FOR CONFIDENTIALITY**

- (f) a matter that if disclosed, could be reasonably expected to —
  - (ii) endanger the security of the local government’s property;

**SUMMARY**

This report provides an update to the Audit and Risk Management Committee (ARMC) on Corporate Risk Management activities during Quarter 4 2022/23.

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

That Council notes the Quarterly Performance Review – Risk Management Q4 2022/23 report as presented in Confidential Attachment 1.

Cr Sally Palmer Moved, Cr Catherine Ehrhardt, Deputy Mayor Seconded

**CARRIED BY EXCEPTION (EN-BLOC): 9/1**

**For:** Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik and Cr Dan Bull.

**Against:** Cr Giorgia Johnson.

**BACKGROUND**

This report provides the ARMC an update on Corporate Risk Management for Quarter 4 (April to July) 2022/23.

**EXTERNAL CONSULTATION**

Nil

**OFFICER’S COMMENTS**

**Strategic Risk**

The strategic risk update has been provided in a separate report.

**Operational Risk**

The operational risk review process has commenced and is progressing as intended. The process is facilitated over four individual workshops, each workshop runs for approximately 1 - 1.5hrs. Each branch identifies and assesses their service, compliance, integrity (fraud and misconduct) and business disruption (continuity) risks.

Once the process is complete across the organisation it is intended:

- Compliance risks will be used to build and manage the City’s Compliance Register.
- Integrity risks will be managed, monitored and audited as part of the City’s Integrity Strategy.
- Business Disruption risks will be collated and managed through Business Continuity Planning; and
- Service risks will align to the business planning process and will be monitored and reported as per the Risk Management Framework as part of quarterly reporting.

Whilst compliance, integrity and business disruption risks will be managed and monitored they will not form part of the quarterly process, rather an annual / biannual review process as per the informing document they support.

**Risk Reporting**

The risk reporting process is as per the Risk Management Framework. On a quarterly basis, risks outside of appetite and/or risks with unacceptable controls are reported to the ELT and ARMC as required. Information of the intended action management is taking to manage the risks is provided to ELT to support the decision-making process. Risks are then reported to the ARMC for information and acceptance as follows.

The below provides particulars on the different scenarios that will trigger a risk being reporting to ELT and ARMC.

**1. Outside of Appetite (table 1)**

Where the risk level is exceeds the Risk Appetite in any category, an appropriate treatment must be adopted. These risks and their treatment plan are reported the ELT and ARMC, frequency as per table 3 (monitoring and review) below.

IMPACT CATEGORY	RISK APPETITE			
	LOW	MEDIUM	HIGH	EXTREME
Workplace, Health and Safety	●			
Financial		●		
Reputation and Stakeholders		●		
Service Delivery		●		
Environmental	●			
Governance and Compliance	●			

**2. Risk Rating (table 2)**

The authority to make the decision to accept or tolerate a risk is determined the above Risk Appetite Criteria. Where a decision is taken to accept a risk that is above the target level, the reasons behind that decision are to be recorded in the risk register and approved by the ARMC. Risks rated high and extreme are reported to ELT and ARMC as frequently as per table 3 (monitoring and review) below.

IMPACT CATEGORY	RISK APPETITE			
	LOW	MEDIUM	HIGH	EXTREME
Workplace, Health and Safety		B/Manager	ELT	ARMC
Environmental		B/Manager	ELT	ARMC
Governance and Compliance		B/Manager	ELT	ARMC
Financial			ELT	ARMC
Reputation and Stakeholders			ELT	ARMC

Service Delivery			ELT	ARMC
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**3. Monitoring and Review (table 3)**

Risk Owners are to monitor risks in accordance with the requirements of the Risk Management Framework. Monitoring refers to the process of reviewing risks as part of the annual business planning and quarterly reporting process, the process includes obtaining assurance that the controls associated with risks are effective. Considering the information above, risks are reported to ELT and ARMC as per table 3 below.

RESIDUAL RISK RATING	CONTROL ACCEPTANCE	ACTION REQUIRED	REPORTING STATUS
EXTREME	Controls Unacceptable	Risk treatment plan considered	Quarterly Risk status report to ELT and ARMC
	Controls Acceptable		Quarterly Risk status report to ELT and ARMC
HIGH	Controls Unacceptable	Risk treatment plan considered	Quarterly Risk status report to ELT and ARMC
	Controls Acceptable		Bi-annual Risk status report to ELT
MEDIUM	Controls Unacceptable	Risk treatment plan considered	Bi-annual Risk status report to ELT
	Controls Acceptable		Annual Risk status report to ELT
LOW	Controls Unacceptable		Annual Risk status report to ELT
	Controls Acceptable		Annual Risk status report to ELT

**Quarter 4 Reporting**

The Operational Risk Register was distributed to the July Executive Leadership Team meeting to undertake a review of risks relevant to their portfolio for Quarter 4 2022-23 (Q4) period.

At the end of Q4 reporting, five branch risk registers (8 services) are complete, and two branches (6 services) are pending finalisation.

33 operational risks have been identified, 27 are service risks.

Of the 27 service risks, eight (8) have been reported as they are outside of appetite, 4 (four) of which are rated as high.

The detailed analysis of the Operational Risk Register review for Q4 is included within the Quarterly Progress Report Risk Management Q4 (**Confidential Attachment 1**).

**LEGISLATIVE COMPLIANCE**

Not Applicable

**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>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>	Receiving risk management quarterly reporting supports the ARMC assist the Council to fulfil its governance and oversight responsibilities in relation to risk management.	

**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 L2: Plan and deliver projects and services in a sustainable way.  
Work together to deliver the best outcomes for the community by managing our resources in a financially sustainable way.

**CONCLUSION**

This report provides the ARMC a quarterly update on the appropriateness and effectiveness of the City’s systems and procedures in relation to risk management, internal controls and legislative compliance through management and monitoring of risk.

**10.5.1.7 Internal Control Review - OAG Regulation of Air-handling and Water Systems**

<b>Responsible Branch:</b>	Governance and Organisational Planning and Development
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority
<b>Attachments:</b>	1. OAG Report 20 2022-23 Regulation of Air-handling and Water Systems [8.7.1 - 24 pages]

**SUMMARY**

An internal review of the City’s controls against the Office of the Auditor General performance audit *Report 20: 2022-23 Regulation of Air-handling and Water Systems* findings and recommendations has been completed.

The City was not selected to participate in this review, however, as a principal of good practice internal reviews are conducted to identify potential opportunities for improvement. One opportunity for improvement was identified by City Officers and will be monitored through the risk management process.

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

That Council notes:

1. The Office of the Auditor General (OAG) *Report 20: 2022-23 Regulation of Air-handling and Water Systems* as contained in Attachment 1; and
2. The outcome of an internal review of the City’s control environment against the OAG recommendations.

Cr Sally Palmer Moved, Cr Catherine Ehrhardt, Deputy Mayor Seconded

**CARRIED BY EXCEPTION (EN-BLOC): 9/1**

**For:** Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik and Cr Dan Bull.

**Against:** Cr Giorgia Johnson.

**BACKGROUND**

The Office of the Auditor General (OAG) conducts performance and finance audits that primarily focus on the effective management and operation of public sector programs and activities. These are independent audits which cover the compliance and/or operational activities of the State and Local Governments.

The attached Auditor General’s report Regulation of Air-handling and Water Systems tabled in Parliament April 2023. The audit assessed if the Department of Health and local government entities effectively regulate air-handling and water systems to minimise the risk of Legionella.

The City was not selected to take part in the audit, however, an internal review of the City’s control environment against the OAG recommendations has been performed.

**EXTERNAL CONSULTATION**

Nil

**OFFICER'S COMMENTS**

The OAG recommended local government entities develop ways to gather information on air-handling and water systems to feed into the central register and consider a risk-based monitoring/compliance process for systems in their areas.

The outcome of the review of the City's controls against the OAG recommendations, as presented in the table below, identified one process improvement.

<b>Local government entities, in consultation with Department of Health should:</b>		
<b>Recommendation</b>	<b>Controls in Place</b>	<b>Treatment Action</b>
a. develop ways to gather the information on air-handling and water systems in their areas that will support a central register	<p>Whilst this is not currently a legislative requirement for local governments, the City is in the process of compiling a register specifically for air-handling systems.</p> <p>The City has updated the website to include information for the community on their responsibilities in relation to cooling towers and air handling systems.</p>	No further action required.
b. consider introducing a risk-based monitoring/compliance process for air-handling and water systems within their jurisdiction.	<p>The City's public buildings are inspected on a risk basis. With the highest risk premises being inspected on a more regular basis.</p> <p>As a part of these routine public building assessments, inspections of air-handling and water systems within our boundary are inspected.</p>	No further action required.

<b>State and local government entities who own air-handling and water systems should:</b>		
<b>Recommendation</b>	<b>Controls in Place</b>	<b>Treatment Action</b>
a. develop risk management plans for the management of own air-handling and water systems	The City has a risk management framework which guides the risk assessment process.	Assess and risk rate City owned systems to guide inspection program. Continue to maintain systems as required by Australian Standards.
b. ensure that systems are operated and maintained in accordance with Australian/New Zealand Standard 3666, Air-handling and water systems of buildings – Microbial control.	<p>The City has an existing register of public buildings and cooling towers/ air handling systems are checked as a part of routine public building inspections.</p> <p>City cooling towers/air handling systems are managed as required by Australian Standards (AS).</p>	

**LEGISLATIVE COMPLIANCE**

Nil

**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>Risk Category</b>	<b>Adopted Risk Appetite</b>	<b>Risk Outcome</b>	<b>Assessment</b>
Strategic Direction	Moderate	Low	
Reputation	Low	Low	
Governance	Low	Low	
Community and Stakeholder	Moderate	Low	
Financial Management	Low	Low	
Environmental Responsibility	Low	Low	
Service Delivery	Low	Low	
Organisational Health and Safety	Low	Low	
<b>Conclusion</b>	The internal review of controls against OAG performance audits process supports the City’s risk management approach.		

**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 L2: Plan and deliver projects and services in a sustainable way.  
Work together to deliver the best outcomes for the community by managing our resources in a financially sustainable way.

**CONCLUSION**

The process of reviewing OAG reports against the internal control environment assists the City to perform efficiently and effectively.



Report 20: 2022-23 | 21 April 2023

**PERFORMANCE AUDIT**

# Regulation of Air-handling and Water Systems



**Office of the Auditor General  
Western Australia**

**Audit team:**

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National Relay Service TTY: 133 677  
(to assist people with hearing and voice impairment)

We can deliver this report in an alternative format for those with visual impairment.

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***The Office of the Auditor General acknowledges the traditional custodians throughout Western Australia and their continuing connection to the land, waters and community. We pay our respects to all members of the Aboriginal communities and their cultures, and to Elders both past and present.***

Image credit: Pedal to the Stock/shutterstock.com

WESTERN AUSTRALIAN AUDITOR GENERAL'S REPORT

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**Regulation of Air-handling and Water  
Systems**

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Report 20: 2022-23  
21 April 2023

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**THE PRESIDENT  
LEGISLATIVE COUNCIL**

**THE SPEAKER  
LEGISLATIVE ASSEMBLY**

### **REGULATION OF AIR-HANDLING AND WATER SYSTEMS**

This report has been prepared for submission to Parliament under the provisions of section 25 of the *Auditor General Act 2006*.

Performance audits are an integral part of my Office's overall program of audit and assurance for Parliament. They seek to provide Parliament and the people of WA with assessments of the effectiveness and efficiency of public sector programs and activities, and identify opportunities for improved performance.

This audit assessed if the Department of Health and three local government entities regulate air-handling and water systems to minimise the risk of Legionella.

I wish to acknowledge the entities' staff for their cooperation with this audit.

A handwritten signature in cursive script that reads "S Labuschagne".

SANDRA LABUSCHAGNE  
ACTING AUDITOR GENERAL  
21 April 2023

## Contents

Auditor General’s overview.....	5
Executive summary .....	6
Introduction .....	6
Background.....	6
Conclusion .....	8
Findings.....	9
Case numbers are low and there have been no outbreaks identified in WA .....	9
Gaps in the current Regulations reduce their effectiveness in minimising the public health risk.....	10
There is inconsistency in how owners maintain and test their air-handling and water systems.....	12
New regulations are likely to take some time, better guidance and education would help reduce risk in the interim .....	14
Recommendations.....	17
Response from the Department of Health .....	19
Response from the City of Joondalup.....	19
Response from the City of Melville .....	19
Response from the City of Perth.....	19
Response from the Department of Local Government, Sport and Cultural Industries ..	19
Audit focus and scope .....	20

## Auditor General's overview

In our community the growth of Legionella bacteria in air-handling and water systems can, in rare instances, result in a serious lung infection known as Legionnaires' disease.

In Australia's largest outbreak of Legionnaires' disease at the Melbourne Aquarium in 2000, 125 people were hospitalised and four died. In the investigation that followed, Legionella was found in the Aquarium's cooling towers.

Thankfully WA has not experienced an outbreak of Legionnaires' disease, however this doesn't mean that it can't or won't occur. While individual cases remain rare, the risk of an outbreak may increase as our infrastructure and population ages, the climate warms and new uses for water in our built environment emerge.

As members of the public we do not often see or have access to air-handling and water systems. In fact, many of us would be unaware of their existence. Yet we are entitled to expect that they are effectively managed to minimise public health risks.

Our audit found inconsistencies in how owners maintain and test their systems. It also found that the existing regulatory framework requires improvement. The Department of Health has recognised this and is developing new regulations for air-handling and water systems. However, legislative change can be a long process and Legionella risks remain in the interim. Rather than await new legislation, I encourage all State and local government entities that own these systems to maintain and test in accordance with standards.

The Department of Health and the local government sector should also work together to support property owners through education and awareness, particularly for vulnerable and high-risk settings such as hospitals and aged care facilities.

## Executive summary

### Introduction

This audit assessed if the Department of Health (Department) and three local government entities (LG entities) effectively regulate air-handling and water systems to minimise the risk of Legionella. To consider how well this public health risk is managed we also included a sample of State government entities who operate these systems.

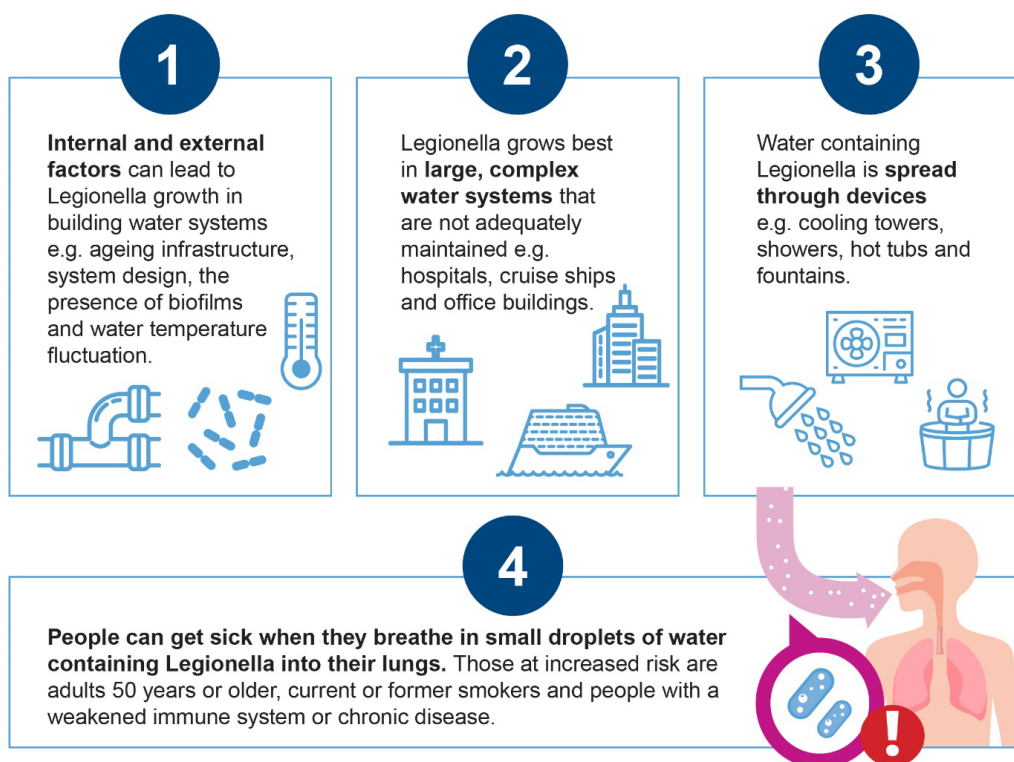
### Background

Air-handling and water systems circulate water through built environments. Common examples include:

- cooling towers and evaporative air conditioners – devices commonly used for air cooling in hotels, hospitals, shopping centres, office towers and universities
- warm water systems – plumbing systems that distribute water at warm temperatures (approximately 40°C) to reduce the risk of scalding, often found in hospitals and aged care settings.

Wet surfaces within these systems can support the growth of viruses, fungi and bacteria. The most concerning risk is the growth of *Legionella pneumophila* (*Legionella*) bacteria. These bacteria naturally occur in the environment but can proliferate in poorly managed systems. If water droplets containing these bacteria are inhaled, it can result in Legionnaires' disease (Legionellosis), see Figure 1.

Legionnaires' disease is a rare but potentially life-threatening lung infection. Symptoms include fever, muscle and joint pain, headaches, dry cough and shortness of breath. Older adults, current or former smokers and people with weakened immune systems are at an increased risk of infection.



Source: OAG based on US Centers for Disease Control and Prevention information

**Figure 1: Common sources and transmission of Legionella bacteria from water systems**

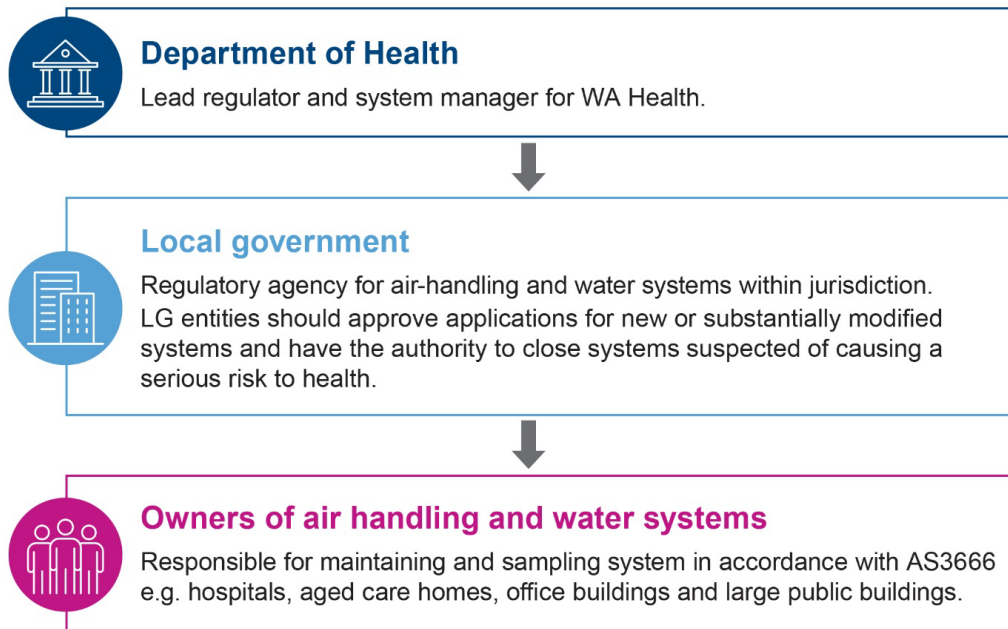
The Health (Air-handling and Water Systems) Regulations 1994 (the Regulations) detail the requirements for the design, installation, maintenance and operation of air-handling and water systems.

The Regulations are based on the Australian/New Zealand Standard 3666 titled *Air-handling and water systems of buildings – Microbial control* (the Standard). The Standard details minimum requirements for installing, operating and maintaining air-handling and water systems, with the aim of minimising health risks from viruses, fungi and bacteria.

We examined a selection of State and LG entities that have various responsibilities under the current Regulations (Figure 2):

- Department – lead regulator, as well as system manager for Health Service Providers (HSPs). HSPs are responsible for the delivery of health services within their local communities and manage infrastructure including air-handling and water systems in WA public hospitals.
- Three LG entities – the Cities of Joondalup, Melville and Perth were selected as they are enforcement agencies under the Regulations. All three LG entities also have buildings with air-handling and water systems within their boundaries and two are owners of cooling towers. The Department estimates the majority of LG entities in Western Australia (WA) have cooling towers or warm water systems within their boundaries.
- Three State entities that own and operate several different types of air-handling and water systems. Two HSPs, the North Metropolitan Health Service (NMHS) and WA Country Health Service (WACHS) were included as hospital settings are considered at

increased risk of Legionella due to their design and need to accommodate vulnerable populations. The other State entity selected was the Department of Local Government, Sport and Cultural Industries (DLGSC), who runs buildings open to the public, including museums, galleries and theatres.



Source: OAG

**Figure 2: Current regulatory framework for air-handling and water systems**

When administering regulation, it is important that the health of the community and a reasonable expectation of compliance is considered. A risk-based approach, that considers the consequences of an actual or potential event and the likelihood of occurrence is vital.

## Conclusion

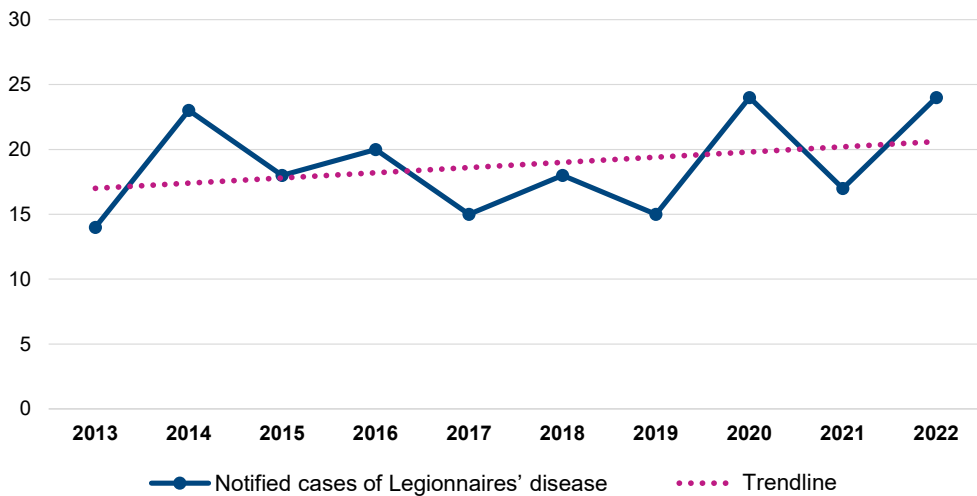
The number of notified cases of Legionnaires’ disease is relatively low in WA, and there has not been an outbreak as has occurred in other states. But exposure to Legionella from air-handling and water systems remains a public health risk with potentially serious consequences, particularly for vulnerable groups. The existing regulatory framework requires improvement to ensure it effectively minimises the risk. Gaps in the current arrangements result in limited monitoring and information so it is not clear if low case numbers are the result of good practice by system owners, environmental factors or both.

The Department completed a review of the current regulatory arrangements in 2021 and has recommended new legislation that would update the regulatory approach in WA and see the Department take on responsibility for high-risk settings and State-owned buildings. However, the legislation forms part of a broader reform program and may take some time to introduce and implement. The differences we observed in how owners monitor and maintain their systems demonstrate that better education and guidance from the Department’s public health unit is needed ahead of updated legislation.

## Findings

### Case numbers are low and there have been no outbreaks identified in WA

Legionnaires’ disease is an urgently notifiable disease and must be reported to the WA Chief Health Officer within 24 hours of confirmation. Historically WA has experienced low levels of the illness, with no outbreaks<sup>1</sup> identified since the introduction of the Regulations in 1994. Data provided by the Department indicates that a total 188 cases were reported over the last 10 years (2013-2022). In 2022, there were 24 cases, with a slight upwards trend noted in cases over the 10 years examined (Figure 3).



Source: OAG

Figure 3: Numbers of notified Legionnaires’ disease cases in WA over a 10-year period

Of the 188 cases in the past 10 years:

- 132 were suspected as being acquired in the WA community
- 46 were suspected to be acquired interstate or overseas
- five were suspected as being acquired in a WA hospital
- five were of an unknown source.

As with many notifiable diseases, the true number of cases may be higher as under diagnosis and under reporting may be present.

While the overall community risk posed by Legionella appears to be low, hospital and aged care settings are of particular concern. These facilities frequently feature both warm water systems and cooling towers in an environment that caters to highly vulnerable people who have increased susceptibility and likelihood of severe consequences from Legionnaires’ disease. Currently the Regulations do not provide specific guidance or particular focus on higher risk groups or settings.

<sup>1</sup> Two or more cases linked in time and place to a common source.

## **Gaps in the current Regulations reduce their effectiveness in minimising the public health risk**

### **Roles and responsibilities are fulfilled inconsistently by LG entities**

Roles and responsibilities for regulators and owners are articulated under the Regulations and the Standard. However, the Department acknowledges the Regulations are poorly applied across LG entities and concedes authorised officers within LG entities may not have the specialised skills and knowledge required for air-handling and water systems. In the absence of guidance, LG entities are waiting for the new regulations to provide clarity on what they should be doing.

Currently the main activity of LG entities relevant to air-handling and water systems is case investigation. The Department completes an initial case investigation and then requests assistance from LG entities to contact and attend sites that have been visited by a Legionnaires' disease patient and have an air-handling or water system onsite. The relevant LG entity then collects water samples from systems identified and submits these samples to the State laboratory for Legionella testing.

We examined a summary of investigation data for 37 community acquired cases investigated by the Department over a three-year period from 2020 to 2023. A potential source was identified in 10 of the cases, meaning approximately 70% had no known source identified. While determining a source is not always possible, we noted several examples of incomplete case investigations, with the Department citing a lack of participation or response from the LG entity involved. None of the investigations involved the three LG entities included in this audit.

### **The Department and LG entities do not have accurate records on the number, type and location of air-handling and water systems**

A key limitation of the current framework is the lack of accurate records detailing the type and location of air-handling and water systems. All three LG entities in our sample had registers for air-handling systems located within their boundaries but these were not complete or current. Having accurate and readily accessible system details is important for a timely and effective public health response to a Legionella outbreak.

Delays in identifying a contaminated system can mean that more individuals are exposed, particularly in busy public environments, as the system is not swiftly identified and decontaminated or shutdown. There is also a risk that Legionella can spread from a contaminated system to those within the surrounding area. Timely access to accurate details of systems within a nominated geographical area is therefore important.

Several attempts by LG entities to collate and maintain accurate records were evidenced, however activity has been sporadic and suffered from a lack of response from system owners. In 2017, the Department unsuccessfully attempted to determine the number of cooling towers and water systems within WA. It estimates there are approximately 3,000 sites fitted with a cooling tower and 400 vulnerable premises fitted with a warm water system, but the true numbers could be higher.

The Department has proposed a central register that it will collate and manage with input from LG entities who have systems within their boundaries. Details on the establishment and maintenance of the register are yet to be considered and its success will depend on timely submission of information. It is important that information on systems in higher risk settings (i.e. hospitals and aged care facilities) be prioritised for complete and accurate record keeping.

### **LG entities use the certified building licence process to assess and approve new or significantly modified systems**

The Regulations require LG entities to provide written approval to a person who proposes to install or significantly modify an air-handling or water system. However, the three LG entities were unable to demonstrate a consistent process for assessing or approving the installation of new or significantly modified systems that complied with the Regulations.

The Department has identified a lack of a prescribed format for submission and approval as one of the barriers to LG entities meeting this requirement. There may also be a lack of awareness about the requirement by industry and potentially limited technical expertise within LG entities. For example, the three LG entities did not inform potential owners/builders of their obligation to apply to install a new or significantly modified system via their website.

The three LG entities rely on the certified building licence process to confirm that a commercial development complies with the National Construction Code and its adopted standards.

The certified building licence process allows for assessment of system design and installation requirements by those with specialised technical expertise and is the Department's proposed arrangement for new regulations.

### **The limited monitoring and information required under current regulations reduces assurance on whether systems are being effectively maintained**

The existing regulatory framework does not require compliance monitoring activities by either the Department or LG entities. This means that information on how well owners are managing their systems is limited, and reduces the level of assurance on whether systems are being effectively maintained.

At present, the regulatory framework relies on self-regulation by owners. While self-regulation is common and appropriate in many sectors, the Department has assessed (including through public consultation) that as serious illness or death could eventuate from mismanagement of air-handling and water systems, a regulated approach is required.




The current Regulations enable but do not oblige LG entities to conduct inspections of air-handling and water systems within their jurisdiction. We found that two of the three LG entities do not conduct any or only limited monitoring activities. The third LG entity did conduct annual inspections of five cooling towers known to be in their jurisdiction, using an inspection template based on the Standard. Limited monitoring means the detection of non-compliance and use of enforcement powers are also limited. Under the current arrangements the first indicator of an issue is most likely to be the notification and subsequent investigation of a Legionnaires' disease case. More consistent risk-based compliance monitoring would move from a reactive to a more preventative approach.

The *Health (Miscellaneous Provisions) Act 1911* does not bind the Crown, meaning State government entities are not covered by the requirements of the current Regulations. New regulations under the *Public Health Act 2016* will require monitoring and compliance of all owners, including State government entities. However, it is reasonable to expect that managing the risk of Legionella in vulnerable facilities, particularly those owned by the State, should be prioritised while the new regulations are in progress.

## There is inconsistency in how owners maintain and test their air-handling and water systems

### Owners respond differently to detections that should produce a uniform response

The Standard sets out the minimum requirements for regular routine maintenance. Where these requirements are not practical (i.e. where systems need to be shutdown), the Standard provides an alternative approach based on regular testing and specifies the action to be taken in response to a detection of Legionella. Table 1 shows the control strategies as determined by the test result and the number of Legionella bacteria identified.

Legionella test result (cfu*/mL)	Required control strategy
 <b>Not detected (&lt;10)</b>	<ul style="list-style-type: none"> <li>System under control</li> <li>Maintain monitoring and treatment program</li> </ul>
 <b>Detected as &lt;1,000</b>	<ul style="list-style-type: none"> <li>Immediate decontamination (alternative or higher dose of biocide than usual)</li> <li>Review control strategy</li> <li>Re-test within 3-7 days of plant operation</li> <li>Assess if further remedial action is necessary</li> </ul>
 <b>Detected as ≥ 1,000</b>	<ul style="list-style-type: none"> <li>Immediate decontamination (chlorine-based biocide)</li> <li>Review control strategy</li> <li>Re-test within 3-7 days of plant operation</li> <li>Assess if further remedial action is necessary</li> </ul>

Source: OAG based on Department of Health information

\* colony forming units

**Table 1: Control strategies for the presence of Legionella**

We found the Standard was not consistently followed because different owners tested at different frequencies and took different actions in response to detections. Inconsistent application of the Standard does not align with best practice and reduces confidence that the risk from Legionella is effectively managed.

The State and LG entities we reviewed were aware of the number of air-handling and waters systems they owned and were responsible to maintain. They all had asset registers that included these systems. Our sampled entities owned 87 air-handling and water systems, comprising 20 cooling towers and 67 warm water systems.

Two LG entities, DLGSC and the two HSPs were able to provide documented evidence for Legionella testing of the systems they owned. In the two HSPs who manage systems in high-risk settings, we found the frequency of testing varied depending on the hospital site. For example, the regularity of cooling tower testing varied from once a month to no testing within a two-year period.

Regular testing is important because it provides assurance and mitigates the risk of an outbreak. Results in the two HSPs showed:

- detection of Legionella was more common in warm water systems than cooling towers
- since July 2020 one HSP performed a total of 3,309 Legionella samples. An average of 4.6% of samples detected Legionella and required remedial flushing and/or thermal disinfection. Overall this percentage has declined over time. Where legionella was detected, the Department advised that 50% of those detections were borderline results (i.e. 10 CFU/ml)
- a total of four cooling towers samples showed a Legionella detection in the two-year period we reviewed
- the other HSP provided results for 803 water samples in 2022. These results showed Legionella was detected in 6.5% of the samples. While there is no evidence of any hospital acquired cases of Legionnaires' disease within this HSP, we found inconsistencies in record keeping including a lack of consistent remedial action. This indicates a need for greater management oversight across various sites.

#### **Case study 1: Example of HSP activity in Legionella management and prevention**

One HSP has invested significantly in the management of its on-site water systems. Initiatives include:

- the adoption of an overarching Water Quality Management Policy and Framework that defines the requirements and outcomes for effective onsite water management
- the development of site-specific Facility Water Safety Plans that detail the individual characteristics of systems and risks that are present at each site
- a risk-based monitoring and validation program
- the implementation of management software to record and document water monitoring activities.

A review of these initiatives undertaken by the Department indicated some area for improvement but in general found that the Water Quality Management System provided a reasonable risk-based framework for identifying and managing water quality risks.

#### **The Department is developing a universal water risk management framework and assessment tool for HSPs to encourage consistency and reduce risk**

In December 2021, the Department initiated a review of processes and procedures by HSPs to control Legionella. The review indicated there were varying strategies between HSPs to minimise and control Legionella in their water-based systems which could reduce the level of assurance and increase risk.

Following the completion of the review, work has started in the Department to develop a universal water risk management framework for Legionella control and a risk assessment tool for HSPs. The purpose of the risk assessment tool is to identify potential gaps and improvement opportunities within State owned health facilities. Six pilot hospital sites (three metropolitan and three regional) have been selected to trial the risk assessment tool.

The pilot program is scheduled for completion by July 2023 with the results to be presented to WA Health's Executive Committee. The implementation timeframe for the framework is yet to be established but the Department anticipates this work will benefit vulnerable settings, LG entities and the industry more broadly to standardise better practice, ensure consistency and reduce risk.

### **Aged care facilities have both warm water systems and vulnerable people, but little is known about how well their systems are managed**

Aged care facilities are a high risk due to a combination of warm water systems and vulnerable people but are mostly privately owned and operated with little known about how well systems are managed. The LG entities we spoke to have limited awareness of warm water systems within their jurisdiction. Larger aged care facilities may also feature the use of cooling towers.

The Department liaised directly with the Commonwealth Aged Care Quality and Safety Commission regarding its proposed new regulatory requirements. The Commission informed the Department that the Aged Care Quality Standards do not include specific requirements relating to air-handling and water systems. Accordingly, the Department intends to ensure that aged care facilities are captured by the new regulations but there is nothing to address the risk in the interim.

### **New regulations are likely to take some time, better guidance and education would help reduce risk in the interim**

#### **The Department has identified the need to update the regulatory framework**

In 2017 the Department started a review of the current Regulations. The review encompassed all subsidiary legislation under the *Health (Miscellaneous Provisions) Act 1911* and covered a wide range of public health risks such as asbestos, drinking water and public events. For air-handling and water systems the review included two consultations to seek the opinions and potential impacts of any proposed changes on industry, LG entities and other interested parties.

The review found that the Regulations have several limitations and are inconsistently administered by LG entities. Specifically, there is no requirement for air-handling and water system registration, no notification requirement when elevated levels of Legionella are detected and no requirements for maintenance and testing to be reviewed or checked. Further, in the event of non-compliance with the Regulations, enforcement options are limited and the maximum penalty is \$1,000.

A key purpose of the review was to determine the most effective options for managing the public health risk of air-handling and water systems into the future. Four options were considered:

- A. Deregulate to enable self-regulation and provide an industry guideline or code of practice.
- B. Develop equivalent regulations under the *Public Health Act 2016* and retain the status quo.
- C. Develop new regulations to manage the public health risk, with building requirements addressed by the Building Code of Australia.
- D. Manage the public health risk under occupational safety and health legislation.

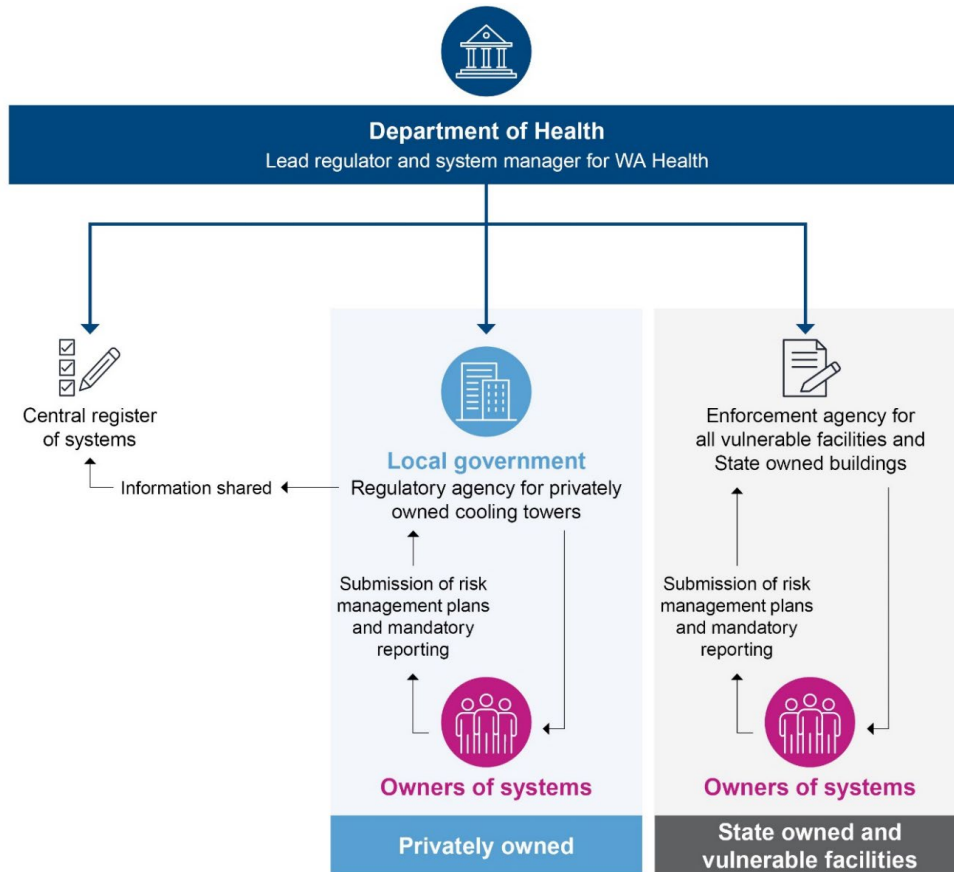
The Department and respondents who participated in the consultation strongly supported option C. This position was informed by a public health risk assessment undertaken as part of the consultation. The assessment classified the public health risk of death from Legionella as high and the risk of illness as medium. These classifications indicate that control measures are necessary to mitigate and manage the public health risk to the community.

**The Department has designed new regulations, but they will take time to enact and implement**

Following the outcome of the review the Minister for Health approved the drafting of new regulations. The Department has completed policy instructions to inform the drafting process. The proposed regulatory framework for air-handling and water systems is detailed in Figure 4.

Under the new regulations the Department intends to take responsibility for regulating hospitals (both public and private), aged care facilities and all State-owned buildings. LG entities will be responsible for privately owned cooling towers within their boundaries. Further changes include requiring or adopting:

- the responsible person where a cooling tower or warm water system is located, to register each system with the appropriate enforcement agency. A prescribed form for registration and certificates of approval will be introduced
- the installer of systems to certify that the system has been designed and installed in accordance with the applicable requirements of the Building Code of Australia, as a requirement of system registration
- mandatory risk management plans for all systems
- minimum maintenance and performance-based testing requirements for systems
- mandatory reporting requirements for specified Legionella detection limits in systems.



Source: OAG

**Figure 4: Proposed regulatory framework for air-handling and water systems**

The proposed changes align with arrangements in other jurisdictions such as Victoria. While an official timeframe has not been established, the Department had indicated that the proposed package of new environmental health regulations under the *Public Health Act 2016* may not be in place for at least two years. It has now advised that the individual regulations may be introduced separately based on priorities and risk.

#### **Improved education and guidance is needed ahead of updated legislation**

Currently the Department is conducting limited education or awareness activities relevant to air-handling and water systems as part of its oversight role. While the local government sector and the industry have been advised of the likely framework for the new regulations there is limited advice on how the public health risk should be minimised in the interim. This leads to a current holding pattern that awaits the implementation of the new regulations.

The Department has commenced preparations for the introduction of the new regulations. We reviewed planning documents that proposed engagement with LG entities and industry through training presentations, letters, updated web content and guidelines. However, these activities have no timeframe assigned. In the meantime, the Department should provide updated guidance to owners of systems particularly in vulnerable or high-risk settings to help ensure they adopt better practice.

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## Recommendations

1. The Department of Health, in consultation with local government entities should:
  - a. review current guidance to industry and local government entities in preparation for the adoption of the proposed new regulatory framework
  - b. develop and implement an education program to support and encourage system owners to achieve more consistent risk-based practice
  - c. establish and maintain a central register of air-handling and water systems within WA
  - d. consider splitting the implementation of the environmental health regulation package under the *Public Health Act 2016* to focus on areas of highest priority, including the air-handling and water systems regulations.

**Implementation timeframe:** July 2024

**Department of Health response:**

Recommendation supported.

The Department will review all current regulatory guidance material on the website for our co-regulators and industry and develop any information required which reflects the requirements for compliance with the Australian Standards that are at the core of best practice management of air handling and warm water systems currently and central to the proposed regulations being developed under the *Public Health Act 2016*. This approach will inform system owners and operators and other regulatory entities of what is proposed in the future and encourage transition to anticipated management practices that will provide more oversight.

The Department will develop guidance material and training to promote the proposed regulations and the expectations for future compliance to effect better risk-based management of systems.

The establishment of a central register was identified through consultation as a key requirement for the Department to undertake and manage to support implementation of new regulations. Considerations such as procurement of a suitable platform to host a register, how the information will be collected from third parties, how access to the registration information will be managed for the public and co-regulators and the cost for the register and staffing to maintain it, shall be factored into a forward work plan. In the meantime, the Department will inform co-regulators and industry of the intention to establish a register with the information that is likely to be required and the process to be adopted. In line with recommendations 1a and 1b, information relevant to these stakeholders about a proposed centralised register will be prepared in advance of any implementation.

**DLGSC response:**

The Department of Local Government, Sport and Cultural Industries is supportive of this recommendation.

2. Local government entities, in consultation with Department of Health should:
  - a. develop ways to gather the information on air-handling and water systems in their areas that will support a central register
  - b. consider introducing a risk-based monitoring/compliance process for air-handling and water systems within their jurisdiction.

**Implementation timeframe:** December 2024

**City of Joondalup response:**

Supported

**City of Melville response:**

Supported

**City of Perth response:**

Supported

3. State and local government entities who own air-handling and water systems should:
  - a. develop risk management plans
  - b. ensure that systems are operated and maintained in accordance with *Australian/New Zealand Standard 3666, Air-handling and water systems of buildings – Microbial control.*

**Implementation timeframe:** July 2024

**Department of Health response:**

Recommendation supported. Work by the Department is already underway.

**DLGSC response:**

The Department of Local Government, Sport and Cultural Industries is supportive of this recommendation. The development by the Department of Health of a universal water risk management framework for Legionella control and a risk assessment tool that can be adopted by all State and Local Government entities would support implementation of this recommendation.

**City of Joondalup response:**

Supported

**City of Perth response:**

Supported

## Response from the Department of Health

The Department has proactively commenced preparations for the implementation of a stronger regulatory process for air-handling and warm water systems. The Department will support stakeholders through the transition to effect better risk-based management of systems. Health System Providers are reviewing legislative requirements and developing quality assurance mechanisms and educational tools.

## Response from the City of Joondalup

The City of Joondalup appreciates the opportunity to participate in the Office of the Auditor General performance audit on the regulation of air-handling and water systems. The City acknowledges the public health risks posed by air-handling and water systems and supports the recommendations provided.

The City recognises its obligations as an owner of air-handling and water systems, to ensure that appropriate operational and maintenance activities continue to be performed to manage any risk to public health.

The City also understands the importance of its role in promoting public health and that local governments are typically well placed to engage with businesses to provide advice on legislative obligations and monitor for compliance.

The City looks forward to working with the Department of Health in the lead up to a new regulatory framework that will be introduced as part of phase 5 implementation of the *Public Health Act 2016* and is confident that new regulations and any associated guidance will provide improved and consistent management of air-handling and water systems.

The City acknowledges that a new regulatory framework is approximately two years away. The City is committed to implementing the recommendations to ensure that the current risks associated with air-handling and water systems are being addressed.

## Response from the City of Melville

We thank the Office of the Auditor General for the opportunity to participate in the Performance Audit which provide a valuable contribution to identifying opportunities for improvement.

## Response from the City of Perth

On balance, the City accepts and welcomes the audit findings. The City has a strong risk based community/environmental health programme. While oversight of air-handling and water systems attracts a lower risk profile than other enforcement responsibilities (e.g., food safety, aquatic facility safety, lodging house), opportunity for improvement is acknowledged. The City is committed to continuous improvement and looks forward to working with the Department of Health on this matter.

## Response from the Department of Local Government, Sport and Cultural Industries

The Department of Local Government, Sport and Cultural Industries (DLGSC) accepts the findings of this audit. DLGSC is supportive of improved practices regarding the Regulation of Air-handling and Water Systems that take a risk-based approach and are in line with the Australian/New Zealand Standard 3666 *Air-handling and water systems of buildings – Microbial control*. This includes the support of revised and/or new legislation to achieve this outcome.

## Audit focus and scope

The objective of this audit was to assess if the Department of Health and local government entities effectively regulate air-handling and water systems to minimise the risk of Legionella.

We based our audit on the following criteria:

- Are sound arrangements in place for the management and oversight of the Legionella risks for air-handling and water systems?
- Do entities that regulate air-handling and water systems effectively administer requirements?

As part of this audit we:

- reviewed documentation related to the regulation of air-handling and water systems
- analysed available data from the Department of Health, North Metropolitan Health Service, WA Country Health Service, Department of Local Government, Sport and Cultural Industries and three local government entities (City of Joondalup, City of Melville and City of Perth)
- interviewed key staff at audited entities
- visited sites to view air-handling and water systems in operation.

Individual cases of Legionnaires' disease were not examined in relation to their potential sources, action/s taken or the investigation outcome.

A different sub-species of Legionella (*Legionella longbeachae*) can be found in soils and compost products and can also result in illness. This audit did not include *Legionella longbeachae*.

This was an independent performance audit, conducted under section 18 of the *Auditor General Act 2006*, in accordance with Australian Standard on Assurance Engagements ASAE 3500 *Performance Engagements*. We complied with the independence and other ethical requirements related to assurance engagements. Performance audits focus primarily on the effective management and operations of entity programs and activities. The approximate cost of undertaking the audit and reporting was \$225,000.

**Auditor General’s 2022-23 reports**

Number	Title	Date tabled
19	Information Systems Audit – Local Government 2021-22	29 March 2023
18	Opinions on Ministerial Notifications – Tourism WA’s Campaign Expenditure	27 March 2023
17	Information Systems Audit – State Government 2021-22	22 March 2023
16	Opinions on Ministerial Notifications – Triennial Reports for Griffin Coal and Premier Coal	22 March 2023
15	Opinion on Ministerial Notification – Stamp Duty on the Landgate Building, Midland	8 March 2023
14	Administration of the Perth Parking Levy	16 February 2023
13	Funding of Volunteer Emergency and Fire Services	22 December 2022
12	Financial Audit Results – State Government 2021-22	22 December 2022
11	Compliance with Mining Environmental Conditions	20 December 2022
10	Regulation for Commercial Fishing	7 December 2022
9	Management of Long Stay Patients in Public Hospitals	16 November 2022
8	Forensic Audit Results 2022	16 November 2022
7	Opinion on Ministerial Notification – Tom Price Hospital Redevelopment and Meekatharra Health Centre Business Cases	2 November 2022
6	Compliance Frameworks for Anti-Money Laundering and Counter-Terrorism Financing Obligations	19 October 2022
5	Financial Audit Results – Local Government 2020-21	17 August 2022
4	Payments to Subcontractors Working on State Government Construction Projects	11 August 2022
3	Public Trustee’s Administration of Trusts and Deceased Estates	10 August 2022
2	Financial Audit Results – Universities and TAFEs 2021	21 July 2022
1	Opinion on Ministerial Notification – Wooroloo Bushfire Inquiry	18 July 2022

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Office of the Auditor General  
for Western Australia

**10.5.1.8 Quarterly Performance Review - Corporate - Qtr.4 - 2022/23**

<b>Responsible Branch:</b>	Governance and Organisational Planning and Development
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Information Purposes
<b>Voting Requirement:</b>	Simple Majority
<b>Attachments:</b>	1. Q4 Performance Review Corporate 2022/23 [8.8.1 - 18 pages]

**SUMMARY**

This report provides an update on the implementation of services, Corporate Business Plan actions, Informing Strategy actions, Corporate and Strategic Measures and the CEO KPIs for quarter 4 (April - June) 2022/23.

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

That Council notes the Quarterly Performance Review - Corporate Qtr. 4 (April - June) 2022/23 as contained in Attachment 1.

Cr Sally Palmer Moved, Cr Catherine Ehrhardt, Deputy Mayor Seconded

**CARRIED BY EXCEPTION (EN-BLOC): 9/1**

**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik and Cr Dan Bull.*

**Against:** *Cr Giorgia Johnson.*

**BACKGROUND**

Section 5.56 of the Local Government Act 1995 (WA) requires all local governments to effectively plan for the future. Regulations, Standards and Guidelines further explain this requirement and set out the framework for local government Integrated Planning and Reporting (IPR), comprising a ten-year Strategic Community Plan (SCP), a four-year Corporate Business Plan (CBP), supporting resource plans and regular reporting. The intent of the framework is to ensure the priorities and services provided by the City are aligned with community vision, needs and aspirations.

Under the Integrated Planning and Reporting Framework (IPRF), it is required that local governments report every year on their performance to their community. The measurement and reporting process not only demonstrates accountability to their community, but also provides an opportunity to assess in-year implementation progress, thus supporting achievement and continuous improvement.

This report supports the annual reporting process and continuous improvement. Quarterly reports are provided for the following:

- Services
- Corporate Business Plan actions
- Informing Strategies actions
- Corporate and Strategic Measures
- CEO KPIs

**EXTERNAL CONSULTATION**

No external consultation was undertaken to prepare this report.

**OFFICER'S COMMENTS**

The following information is current as at the end of June 2023 (the end of Q4).

**City Services**

Service reporting provides a high-level overview of how the service is progressing and assists in identifying improvements in service delivery and contribute towards achievement of our vision. There are currently 35 services reported against, as below:

Status of Implementation	No.
On-Track	35
Limited Progress	
On-Hold	
Off-Track	

**Corporate Business Plan (CBP) Actions – Q4**

The 4-Year Corporate Business Plan is the City's medium-term planning document that contains actions which have been developed in response to the vision, goals and outcomes of the City's Strategic Community Plan.

Monitoring and reporting against the Corporate Business Plan is undertaken through the quarterly reporting process. There are currently 24 actions management to provide progress reporting against.

Status of Implementation	No.
Complete or On-Track	21
Limited Progress	
On-Hold	3
Off-Track	

CBP Action	Status Q4 June 2023	Comment: Year 2022/23
<b>B1.1.2 Streetscape upgrade for Noranda</b> Develop and implement a streetscape upgrade plan for Noranda.	<b>On-Hold</b>	No funding has been allocated to this projected. The City intended to develop the plan as a part of the Noranda District Centre Precinct Plan, which was not funded in the 2022/23 budget. Accordingly, this project is not progressing at this time.
<b>B2.1.3 Parking Management Strategies for Town Centres</b> Develop remaining Parking Management Strategies for Town Centres.	<b>On-Hold</b>	Noranda is the only town centre without an endorsed Parking Management Plan. The City intended to develop the plan as a part of the Noranda District Centre Precinct Plan, which was not funded in the 2022/23 budget. Accordingly, this project is not progressing further at this time.

<p><b>B3.1.1 Structure Plans and built form policies for each town centre</b></p>	<p><b>On-Hold</b></p>	<p>Noranda is the only town centre without an endorsed Precinct Plan. The City requested a budget allocation to develop a Precinct Structure Plan for the Noranda Town Centre as a part of the 2022/23 budget process, however no funds were allocated.</p>
<p>Prepare a Structure Plan and built form policies for each town centre: Maylands; Morley; Noranda; Bayswater.</p>		<p>The City received funding for a precinct structure plan in the area surrounding the new Morley train station. The City and DPLH have appointed Hames Sharley to undertake the works and are currently in negotiation to ensure the project is delivered on budget.</p>

**Informing Strategies – Q4**

Progress of implementation of Council adopted plans and strategies actions during the quarter is provided by management. There are currently 24 plans and strategies and progress is reported as follows:

Status of Implementation	No.
Complete or On-Track	20
Limited Progress	3
On-Hold	1
Off-Track	

Strategy	Status Q4	Progress Comment: Quarter 4
Destination Marketing Strategy	On-Hold	Funds not allocated to implement this strategy in 2022/23. Accordingly, this strategy is not progressing at this stage.

**Corporate Business Plan (CBP) and Strategic Community Plan (SCP) Measures - Q4**

Reporting progress towards the achievement of the objectives in the Strategic Community Plan and the Corporate Business Plan is an integral part of the City's Integrated Planning and Reporting Framework. The City uses the Annual Report to inform the community of its achievements and progress. Quarterly progress reporting is collected, where possible, and used to assist in the development of the Annual Report. A copy of the quarterly report is attached.

**CEO Key Performance Indicators (KPI's) – Q4**

CEO KPI's are set by Council. There are 6 CEO KPI's with 10 deliverables for the 2022/23 year. Council will consider these at the CEO Review Committee. A copy is included in **Attachment 1**.

**LEGISLATIVE COMPLIANCE**

*Local Government Act 1995*

**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.

Risk Category	Adopted Risk Appetite	Risk Outcome	Assessment
Strategic Direction	Moderate	Low	
Reputation	Low	Low	
Governance	Low	Low	
Community and Stakeholder	Moderate	Low	
Financial Management	Low	Low	
Environmental Responsibility	Low	Low	
Service Delivery	Low	Low	
Organisational Health and Safety	Low	Low	
<b>Conclusion</b>	Accepting this progress report presents low risk and reduces risk long-term by keeping Council informed of progress against the Corporate Business Plan 2019-23 and Strategic Community Plan 2021-2031.		

**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 L2: Plan and deliver projects and services in a sustainable way.  
 Work together to deliver the best outcomes for the community by managing our resources in a financially sustainable way.

**CONCLUSION**

This report provides an update on the implementation of actions against the Strategic Community Plan (SCP), Corporate Business Plan (CBP), Service Plans and Council adopted Plans and Strategies for quarter 4 (April – July) 2022/23.

**SERVICE - PERFORMANCE REPORTING - QUARTER 4: APRIL - JUNE 2023**

SERVICES				<span style="color: green;">●</span> On-Track <span style="color: orange;">●</span> Limited Progress <span style="color: red;">●</span> On-Hold <span style="color: red;">●</span> Off-Track	Quarter 4
Branch	SCP	Service	Service Description	Performance Q4	Performance Comment: Quarter 4
Business Services	C4.1.1	<b>Aged Persons Homes</b>	To provide financial and operational oversight of the management agreements for the City's aged care sites until such time as they are divested. Sub-service/s for this service are: Aged Services	On-Track	<ul style="list-style-type: none"> <li>Department of Communities have approved the Deeds of Consent so the divestment can now occur in early 2023/24.</li> <li>Business Plan has been developed and released for public comment, closing 18th August.</li> </ul>
Engineering and Spatial Services	C1.1.1	<b>Asset Management and Mapping</b>	The provision of location-based services namely spatial, infrastructure assets, land/property and real time emergency management. Sub-service/s for this service are: Spatial Management Corporate Mapping Infrastructure Asset Management Land Tenure Management GPS Emergency Duress Systems	On-Track	<p>Infrastructure Asset Management: 5 Asset Management Plans were endorsed by ELT on 19 June 2023. Progressing asset expenditure reconciliation process. Progressing asset stocktake process. Progressing Master Data improvement project in preparation for new asset management system.</p> <p>Spatial Information Management: Keeping the GIS apps operational while still investigating the design and management arrangements of this system. Assisting with data integration investigation as well as identifying skills gap and training needs to manage existing GIS apps. Investigated purchase of new GIS printer in partnership with IS team.</p> <p>Surveying System: Completed a stocktake. Reviewed maintenance agreements and arrangements for annual servicing and license renewals.</p> <p>Digital Mobile Radio and GPS Enabled Emergency Duress System: Facilitate a stakeholder meeting on issues to come up with an improvement program. A report on issues to be investigate still needs to go to ELT for direction.</p> <p>Land Tenure: Meeting with Rates team on the City's property and rating database has requested a review and modification of processes used by Asset and Mapping team. This is still a work in progress with both teams focussed on resolving issues prior to TechOne system moving to the cloud.</p>
Environmental Health and Statutory Building	C1.1.1	<b>Building Approvals</b>	Provide assessment and processing of building permits within prescribed timeframes to ensure that buildings are constructed or demolished to required standards. Sub-service/s for this service are: Statutory Building	On-Track	<ul style="list-style-type: none"> <li>237 building permits were assessed.</li> <li>Swimming Pool inspections reached 674 out of 677 targeted inspections. The City's Pool Inspector was restricted access to the outstanding properties and further action is therefore being pursued.</li> </ul>
Building Works	C1.1.1	<b>Building Services</b>	To manage and maintain City owned buildings and associated infrastructure in line with the City's Asset Management Plan and lease agreements. Sub-service/s for this service are: Building Services and Maintenance	On-Track	<ul style="list-style-type: none"> <li>Approximately Customer requests for maintenance and repairs have been attended to and completed this financial year by internal in-house trades</li> <li>80% Capex projects completed due to availability of materials and increase in building costs</li> </ul>
Communications and Marketing	L3.1.1	<b>Communications and Marketing</b>	The purpose of the Communications and Marketing Branch is to provide high quality, external communications and marketing, including managing the City's brand. Sub-service/s for this service are: Strategy Development Media Management Social Media Communications / Publications Design and Marketing	On-Track	<ul style="list-style-type: none"> <li>Managed reputational risk around Financial sustainability audit, Bayswater Train Station construction issues, Bayswater Bridge farewell, Cleanaway strike, Maylands Brickworks, Drag Queen Storytime, Vaping reform, Australia Day event, Cat Local Law, Local Planning Strategy, Skate and BMX strategy.</li> <li>Prepared and implemented a communications plan regarding the adoption of the City's 2023/24 Budget including the preparation of the annual rates publication.</li> <li>Prepared and implemented a communications plan to promote the City's first Business and Investor Breakfast to increase awareness of investment opportunities within the City. This included the development of an investment prospectus.</li> <li>Developed and implemented promotional plans for the City's Plants to Residents and Waterwise Native Verge programs.</li> <li>Across 19 portfolio areas prepared 23 media releases, responded to 15 media enquiries, produced 55 Facebook posts, 47 Instagram posts, 23 LinkedIn posts and responded to 50 messages. Produced 1 Bayswater Beat, 6 e-newsletters and 7 CEO catch ups. Completed 146 design projects. Continued to manage the City's website. Developed and implemented an SLA with web developer Alyka.</li> </ul>
Community Development	C1.1.1	<b>Community Care and Aged Services</b>	Support aged and vulnerable providing programmes and connections at the Morley and Bayswater Community Centres and through collaborative partnerships. Sub-service/s for this service are: Community Centre Coordination Active Aging Programs Volunteers	On-Track	The Age Friendly Strategy will be completed in this quarter. There are plans to complete, engage, review and renew the strategy. The review of the Volunteers Management has improved operations and immunised risks, and centres are on track with operations.
Community Development	C1.1.1	<b>Community Development</b>	Facilitate, educate and enable community capacity building and services to communities, and in particular vulnerable and marginalised community members. Connect and support our local communities through advocacy and engagement. Sub-service/s for this service are: Access and Inclusion Reconciliation Youth Services Homelessness Community Grants Cultural Arts Community Bus	On-Track	The Community Development program continues to provide capacity building in communities, and in particular supports vulnerable and marginalised communities. Access and inclusion, youth services, grants, and cultural arts are progressing well. There will be a renewed focus to review homelessness plan. The community bus services will be reviewed aligned to community centres.
Community Engagement	L1.1.1	<b>Community Engagement</b>	Embedding a culture of engagement and building the organisation's capability in the practice of community engagement, as well as through the direct delivery of engagement initiatives. Sub-service/s for this service are: Community Engagement	On-Track	<ul style="list-style-type: none"> <li>Supported 22 projects across the organisation this quarter. Key projects included the Australia Day ceremony, Events Strategy, Crime and Safety Plan, Local Planning Strategy Advertising &amp; Feedback, Skate &amp; Bike Strategy, Local Road Safety Program.</li> <li>There were 11,100 visits to engage Bayswater - with 2,400 engaged visitors and 409 new registrations to the engagement portal.</li> <li>The team ran an IAP2 engagement training - with 17 City of Bayswater staff receiving essentials certification. The team trained 4 staff in the use of Engage Bayswater. The training checklist was updated with a series of common pitfalls.</li> <li>A new template for outcomes reporting was created, as well as a standardised template for hard copy surveys.</li> <li>CE Principal Staff undertook training in Change Management, Behaviour Change Interventions and Behaviour Change Economics to assist with process improvements planned for the 23/24 FY. CE Officer completed training in Engagement Methods and Engagement Planning.</li> </ul>
Community Development	C1.1.1	<b>Community Events</b>	Manage City led community events, support the planning and delivery of community led events within the City, as well as building capacity and relationships to expand community led events and cultural arts. Sub-service/s for this service are: City Led Events Community Led Events Grant Management	On-Track	Renewed focus on signature events, increase focus on income streams and sponsorship, cultural inclusions at events, community collaborations and innovations. Development of strategic intent and waste sustainability. Cutting red tape and review of grants enabling community led events for smaller localised events.

**SERVICE - PERFORMANCE REPORTING - QUARTER 4: APRIL - JUNE 2023**

SERVICES				<ul style="list-style-type: none"> <li>● On-Track</li> <li>● Limited Progress</li> <li>● On-Hold</li> <li>● Off-Track</li> </ul>	Quarter 4
Branch	SCP	Service	Service Description	Performance Q4	Performance Comment: Quarter 4
Rangers and Security	C1.1.1	<b>Community Safety</b>	Provide 24/7 compliance, enforcement, emergency management and security services to mitigate hazards and contribute to community safety. Sub-service/s for this service are: Community Ranger Security Services Parking Enforcement Emergency Management Call Centre/Administration	On-Track	<ul style="list-style-type: none"> <li>• Sought Expressions of Interest and contracted new service provider for impounding and disposal of abandoned vehicles. Operating procedures were concurrently reviewed and updated.</li> <li>• ELT approval was sought and provided to change the colour of Rangers and Security officers uniforms, to distinguish them from police.</li> <li>• Artificial intelligence CCTV cameras have been placed in Birkett Reserve, Bedford as part of a six month trial to deter anti-social behaviour.</li> <li>• Development of the Community Safety and Crime Prevention Plan 2023-2027 continues for presentation at the August 2023 OCM.</li> <li>• The City worked collaboratively with the City of Stirling to solve an ongoing issue of anti-social behaviour and petty theft on the border of the two districts.</li> <li>• CRM's: 2105, Infringements and warnings issued: 1636, Appeals processed: 199, CCTV requests for footage: 21. ECM's received: 1130</li> </ul>
Community Development	L3.1.1	<b>Customer Service</b>	Provides a front line, first point of contact for customers (both internal and external) wanting to engage with the City for a wide range of business purposes. Sub-service/s for this: External Customer Management Business Support	On-Track	<p>Customer services delivered this quarter include frontline services and business support. Key deliverables this quarter include:</p> <ul style="list-style-type: none"> <li>• Walk-in customers served - 7,638</li> <li>• Visitors signed in - 677</li> <li>• External telephone calls answered - 15,622</li> <li>• First call resolution of external telephone calls by Customer Service team - 30%</li> <li>• Landgate Electronic Advice of Sales checks processed - 486</li> <li>• Plan search request processed - 121</li> <li>• Payments receipted - 1,064</li> <li>• Waste service requests - 2,110</li> <li>• Tip passes issued - 1,621</li> <li>• Knowledge Management System records created - 245</li> <li>• Animal registrations and renewals processed - 177</li> <li>• Snap Send Solve requests processed - 248</li> </ul> <p>The number of Knowledge Management System records reached the 2,000 mark over the quarter. The number at the end of the quarter totalled 2,362.</p>
Parks and Gardens	L2.1.1	<b>Depot Administration</b>	Manage the city's depot assets in accordance with, asset management priorities and relevant industry standards. Sub-service/s for this service are: 1. Depot operations 2. Administration Support 3. Customer Request Management 4. Business Development and Improvement	On-Track	Services identified in branch plan are being delivered as planned.
Development and Place	V2.1.1	<b>Economic Development</b>	To encourage new development to occur and to support prospective and existing City businesses. Sub-service/s for this service are: Business Investment and Economic Growth	On-Track	<ul style="list-style-type: none"> <li>•The City has developed a City of Bayswater Investor Prospectus, to encourage development in the City. The prospectus is now available online.</li> <li>•The City held a sold out Business and Investor Breakfast on 12 May. Attendees heard from the City, Vicinity Centres, Development WA, Metronet and event sponsor - Businessplex.</li> <li>•The City is looking to hold more events, and has partnered with Property Council to sponsor an event in August 2023 to continue the promotion of the 'Open for Business Message'.</li> <li>•Additionally, the Director Community and Development met with a number of developers after the breakfast include Yaran, and TenGolf.</li> <li>•The City has received the draft market review and analysis of the Morley Activity Centre. The City is working with the consultant to finalise the document. Once completed the outcomes will be presented to Council.</li> <li>•The City has worked with a consultant to develop a high level business case on the importance of infill sewer in the Bayswater Industrial Area. This document will be used to continue to advocate for infill sewer.</li> <li>•The City has prepared a list of potential investors and local property owners. Further progress may be dependent on the consultant report referred to above.</li> </ul>
Engineering and Spatial Services	C1.1.1	<b>Engineering Services</b>	Provide and maintain road Infrastructure in accordance with relevant Engineering and Industry Standards. Sub-service/s for this service are: Engineering Design Engineering Administration Engineering Works	On-Track	<ul style="list-style-type: none"> <li>• LCURS Program progressing well with engagement stage 2 completed for 5 precincts being Weld Square, Shearn Park, RA Cook, Maylands Central, and Beaufort Park. Engagement 1 completed for 3 additional precincts being Whatley Crescent North, Maylands Peninsula and Hillcrest precincts. Construction of traffic treatments within Frank Drago and Bayswater Waves precincts are on track and awaiting line marking completion by Main Roads.</li> <li>• Conducted Safe Routes to School for 3 additional schools within the City, being Embleton Primary School, Camboon Primary School and Noranda Primary School. However, response rate received was very slow from all three schools. The City is working with the schools to improve its processes in terms of engagement and receive additional feedback.</li> <li>• A number of traffic management treatments were investigated, designed, and/or implemented across the City. Some are in response to resident enquiries, while others are in response to speed and volume data collection.</li> <li>• Audits of carparks conditions and compliance to current standards have been undertaken and are still ongoing.</li> </ul>
Environmental Health and Statutory Building	C1.1.1	<b>Environmental Health</b>	Monitor and manage public health and to ensure prescribed legislative requirements are being met. Sub service/s for this service are: Environmental Health	On-Track	227 food premises inspections were undertaken and 49 public buildings were assessed between April and June 2023.
Sustainability Environment and Waste	E4.1.1	<b>Environmental Sustainability</b>	Lead and manage the City's strategic, capital and operational programmes to protect, build resilience and improve the City's natural environment, liveability, urban form and sustainability for current and future residents of the City of Bayswater. Sub-service/s for this service are: Water Quality Monitoring Contaminated Sites Environment area maintenance Carbon reduction	On-Track	<p>The Environment Division has the following strategies to implement:</p> <ul style="list-style-type: none"> <li>• Waterwise Bayswater</li> <li>• Emissions Reduction and Renewable Energy Plan,</li> <li>• Local Biodiversity Strategy,</li> <li>• Urban Forest Strategy, Bayswater 10-year Foreshore Prioritisation</li> <li>• Environment and Liveability Framework.</li> </ul> <p>Significant progress has been made in the Environmental Sustainability Division particularly with regards to the Power Purchase Agreement, securing significant grants, restoring natural areas utilising community support, ongoing water monitoring program and support for community environmental initiatives through Environment house.</p>
Financial Services	L4.1.1	<b>Financial Services</b>	Provides overall strategic and operational responsibility and advice for the City's financial process and planning, budgets, rates and investments. Sub-service/s for this service are: Rating Service Accounting Services Cash Management	On-Track	A number of key documents were approved through either audit or Council in Q4, namely: <ul style="list-style-type: none"> <li>• Annual Financial Report (audit)</li> <li>• Annual Report (Council)</li> <li>• Annual Budget (Council)</li> <li>• Long Term Financial Plan (Council)</li> </ul>

**SERVICE - PERFORMANCE REPORTING - QUARTER 4: APRIL - JUNE 2023**

SERVICES				<span style="color: green;">●</span> On-Track <span style="color: orange;">●</span> Limited Progress <span style="color: red;">●</span> On-Hold <span style="color: red;">●</span> Off-Track	Quarter 4
Branch	SCP	Service	Service Description	Performance Q4	Performance Comment: Quarter 4
Governance and OPD	L4.1.1	<b>Governance and Council Support</b>	Provides support and guidance to the Executive, Council and City officers to support good governance and decision-making and legislative compliance. Sub-service/s for this service are: Council support and services Governance Policy Development	On-Track	<ul style="list-style-type: none"> <li>The LG Amendment Bill was passed on 11 May 2023. A report providing an update on the reform program was provided to the Audit and Risk Management Committee in May. A briefing for Council has been prepared and will be delivered on 4 July 2023.</li> <li>The key changes for the upcoming election includes the provisions for backfilling and optional preferential voting.</li> <li>The City is ready for the electoral reforms, with the Ward and Representation review accepted by the LGAB and the Minister.</li> <li>Other non-electoral reforms will be introduced through Regulations later in the year. Unfortunately the City is not able to do a lot to implement these in advance as the detail has not yet been released by the Department.</li> <li>The City has gone live with the new online petitions module released in June 2023.</li> <li>A range of governance policies have been updated and reviewed, including a new IPR policy, and amendments to the Senior Employees Conferences Policy, the Contact with Developers Policy, and the Elected Members issue of equipment policy.</li> <li>Preparations have commenced for the election, with work being completed on FAQs and the website. The WAEC has been appointed to conduct the election on behalf of the City of Bayswater.</li> <li>Councillor allowances have been updated in readiness for the implementation of the new SAT determination from 1 July 2023.</li> <li>The Cat Amendment Local Law has progressed, with work being completed to carry out the undertaking given to the JSCDL.</li> <li>The CEO Probation Review was completed in April 2023. Work is underway to prepare for the annual performance review in August 2023.</li> </ul>
People, Culture and Safety	L2.1.1	<b>People, Culture and Safety</b>	Provide support and solutions to ensure the City has adequate people capacity and capability to deliver quality services to the Community. We provide a legislative compliant workplace which is safe, engaging and rewarding. Sub-service/s for this service are: Human Resources Payroll Organisational Development Work Health and Safety	On-Track	<ul style="list-style-type: none"> <li>The City finalised the negotiation of two Industrial Agreements under the new Industrial Legislation. These documents are now with the Western Australian Industrial Relations Commission for registration.</li> <li>In addition the team have also implemented a new Work Health and Safety and Injury Management system to provide improved management and oversight of issues.</li> <li>Recruitment continues to remain high, due to high turnover, however a slight decrease has been realised.</li> <li>From a payroll perspective end of financial year processes have been run and all employees have received their payment summaries.</li> </ul>
Information Services	L4.1.1	<b>Information Services</b>	Support for the City's line of business applications, improved technologies and IT infrastructure. Ensure the City's data and information are secure, protected and highly available. Sub-service/s for this service are: Information Services Administration Information and Communications Technology Business Systems and Cyber Security	On-Track	<p>Services and projects identified in branch plan are being delivered as planned.</p> <p><b>Key deliverables this quarter include:</b></p> <ul style="list-style-type: none"> <li>Implementation of ASD essential 8 cyber security controls</li> <li>Implemented Microsoft Defender</li> <li>Implemented Sentinel, vulnerability management and threat prevention</li> <li>Successfully renegotiated Microsoft Licensing agreement</li> <li>Decommissioned and upgraded unsupported operating platforms</li> <li>1379 support requests</li> <li>Microsoft Exchange online project currently ongoing</li> <li>Undertaking of first phases of OneDrive implementation</li> <li>Core Firewall upgraded at Civic Centre</li> <li>Aiops implemented to fine tune firewall rules and policies</li> <li>Multifactor authentication on servers</li> <li>Privileged Access Management (Silverfort) implemented to meet security requirements</li> <li>Data Loss prevention implementation ongoing</li> <li>Consolidation of GIS server infrastructure across to the IT Comms Room</li> <li>Bayswater Waves network upgrades refurbishment on going project</li> <li>Project Eden implementation ongoing</li> <li>TechnologyOne ERP online services delivery and business-as-usual maintenance</li> <li>Disaster Recovery site upgrades</li> <li>Implementation of UPS at outstations to mitigate power surge or failures</li> <li>Network infrastructure upgrades to throughput and disaster recovery capabilities</li> <li>Backup data to AWS cloud project ongoing</li> <li>CCTV infrastructure maintenance</li> <li>Council chamber audio visual refurbishment</li> <li>Embleton room audio visual refurbishment</li> </ul>
Community Development	L3.1.1	<b>Library Services</b>	Provide vibrant, inclusive libraries that support community harmony, lifelong learning and creativity Provide City access and customer service in local areas. Sub-service/s for this service are: Library and Customer Service Administration Morley Public Library Bayswater Public Library Maylands Public Library	On-Track	<p>Libraries delivered this quarter include content collect, frontline services and programs. Key deliverables this quarter include:</p> <ul style="list-style-type: none"> <li>Items loaned – 88,740 (5.9% increase on 2022)</li> <li>Public PC sessions - 6,249 (4.8% decrease on 2022)</li> <li>WiFi sessions commenced – 5,672 (10% increase on 2022)</li> <li>New library memberships processed - 974 (16.6% increase on 2022)</li> <li>Activity session attendances - 4,706</li> <li>Corporate customer service - (rates payments, animal registrations/renewals, waste services etc) processed – 5,270</li> </ul> <p>New services/initiatives delivered</p> <ul style="list-style-type: none"> <li>Seed Library launch.</li> <li>Hi, Tech! Learn program extended to Bayswater and Maylands libraries.</li> <li>Monthly Noongar Language and Culture Workshops with Carol Foley, which continue to be very popular.</li> <li>Series of events across the three libraries celebrating Mental Health Week, National Recycling Week and International Women's Day.</li> <li>Harmony Week Intergenerational Taiko Drumming Workshop.</li> <li>Wheelchair and seated tai chi, a collaboration with the City's Health Promotion Officer.</li> <li>Ability for community to create their own membership online and borrow resources without having to visit a library and obtain a physical library card.</li> </ul> <p>General Comment</p> <ul style="list-style-type: none"> <li>Increased participation at the English Conversation Groups, facilitated by City volunteers, offered at Maylands and Morley libraries.</li> </ul>
Governance and OPD	L4.1.1	<b>Organisational Planning and Development</b>	Facilitates business planning, reporting and improvement within the organisation. Sub-service/s for this service are: Integrated planning Performance reporting Organisational improvement projects	On-Track	<ul style="list-style-type: none"> <li>Workshops were held with Councillors across Quarter 4 to progress the development of Service Plans, Project Plans and the Corporate Business Plan (CBP).</li> <li>Updated, fully costed Service Plans and Project Plans were presented at a Councillor Workshop on 4 April 2023. These Plans, together with Councillor feedback, were then consolidated into the first draft Corporate Business Plan 23/24 - 26/27, and were presented for discussion at a Councillor Workshop on 9 May 2023.</li> <li>Thereafter, a draft CBP 23/24 - 26/27 was prepared for consideration by the Council, with the CBP 23/24 - 26/27 being adopted, together with the Budget 23/24, by the Council at a special meeting on 21 June 2023.</li> <li>An Integrated Planning and Reporting (IPR) policy has been drafted, re-confirming the Council's commitment to the implementation of IPR at the City of Bayswater. This policy was endorsed at the June 2023 Policy Review and Development Committee, and will be submitted to Council for consideration in July 2023. A more detailed IPR management practice, setting out roles, responsibilities and time-frames to operationalisation this policy and guide the administration is being developed for consideration by the Executive Team.</li> <li>The Annual Report for 2021/22 was finalised in Q4 and was submitted to the ARC on 8 May and was accepted by the Council at their meeting on 23 May 2023. The Annual Meeting of Electors will be held on 10 July 2023.</li> <li>Quarterly performance reporting for Q3 was presented to the Audit and Risk Management Committee (ARMC) on 8 May 2023. Q4 reporting will be presented to the August ARMC meeting.</li> </ul>

**SERVICE - PERFORMANCE REPORTING - QUARTER 4: APRIL - JUNE 2023**

SERVICES				<span style="color: green;">●</span> On-Track <span style="color: orange;">●</span> Limited Progress <span style="color: red;">●</span> On-Hold <span style="color: red;">●</span> Off-Track	Quarter 4
Branch	SCP	Service	Service Description	Performance Q4	Performance Comment: Quarter 4
Parks and Gardens	E2.1.1	<b>Parks and Gardens</b>	Supporting our community by providing quality green spaces, protecting and enhancing the urban forest and considering the natural environment. Sub-service/s for this service are: 1. Park Infrastructure 2. Park Projects 3. Landscape Design 4. Sports Ground Maintenance 5. Parks Maintenance 6. Civic Gardens Maintenance 7. Streetscapes Maintenance 8. Tree Care 9. Spraying 10. Golf Course Maintenance 11. Irrigation	On-Track	Services and projects identified in branch plan are being delivered as planned.  Significant activities in 2022/23 included: <ul style="list-style-type: none"><li>Planted 3,000 trees which is the largest Tree Planting Program undertaken by the City.</li><li>Four park redevelopments completed as detailed in SCP Measures.</li><li>First Local Government in WA to use synthetic turf stitching technology on a sporting ground.</li><li>Hosted Women's U19 Cricket National Championship at Hillcrest Reserve.</li></ul>
Development and Place	V2.1.1	<b>Place Management and Town Centre Activation</b>	To improve the amenity, function, safety, economic effectiveness and visitation of public spaces and town centres in collaboration with community groups and businesses. Sub-service/s for this service are: Place Management Major Town Centre Events Town Centre Soft Activation	On-Track	<ul style="list-style-type: none"><li>The Reconnect Morley Project in partnership with RAC works have been completed. The City has submitted all the required acquittal documents.</li><li>The Bedford Rejuvenation RAC Project has been completed, with the City submitting all required acquittal documents. An opening event was held 17 June 23.</li><li>The Bert Wright Park upgrades are being completed and will be finalised in the next month.</li></ul> <ul style="list-style-type: none"><li>At its Ordinary Meeting held 26 April 2023 to reinstate \$15,000 for Maylands town centre - City-led infrastructure activations, City officers have been consulting with the Maylands Business Association (MBA) members, members of Creative Maylands, and other local business owners who have advised that they would be supportive of the following projects:<ul style="list-style-type: none"><li>Bike rack replacement</li><li>Planter box artwork</li><li>Interactive Mural artwork</li></ul></li></ul> <p>Due to the late reallocation of funds these projects were not finalised in 22/23 financial year, and the funds were carried forward. Works will be complete in the first quarter of 23/24.</p> <ul style="list-style-type: none"><li>The City is currently working with consultants Porter's to finalise the detailed design in accordance with the cross section adopted by Council at the 26 April 2023 Ordinary Council Meeting.</li></ul>
Development and Place	E1.1.1	<b>Planning Approval</b>	Ensure planning applications are assessed providing recommendations and approvals. Sub-service/s for this service are: Development approvals Subdivision referrals Design review panel assessments	On-Track	<ul style="list-style-type: none"><li>Numbers of development applications remain low to medium however planning officers are taking advantage of the slower pace to take longer periods of leave hence those officers remaining carry a greater workload.</li></ul>
Engineering and Spatial Services	L2.1.1	<b>Plant, Fleet and Equipment</b>	Manage the city's fleet and depot assets in accordance with, asset management priorities and relevant industry standards. Sub-service/s for this service are: Fleet, Plant and Equipment	On-Track	Services identified in branch plan are being delivered as planned.
Business Services	L2.1.1	<b>Procurement</b>	Ensure that the City's tendering and procurement meet the regulatory and policy requirements, and reflect sector best practice. Sub-service/s for this service are: Tendering Procurement Contract management	On-Track	<ul style="list-style-type: none"><li>Open Windows continues to be used and will be further developed to ensure the City can utilise the functionality effectively.</li><li>Key documents including guidance notes and procedures have been reviewed and updated improving key tasks such as contract management.</li></ul>
Project Services	C1.1.1	<b>Project Services</b>	Plans, develops, supports, implements and coordinates responses to major projects (State and City led) within the City. Responsible management of land and property in ownership or in the control of the City. Sub-service/s for this service are: State Projects City Projects Leisure Planning and Facilitation	On-Track	<ul style="list-style-type: none"><li>Preliminary meetings held with stakeholders to progress Hillcrest Reserve Needs Assessment.</li><li>Skate and BMX Strategy engagement completed.</li><li>Community Capital Request projects completed in conjunction with applicable clubs and community not for profits.</li></ul>
Recreation and Commercial Activities	C3.1.1	<b>Commercial Activities</b>	Responsible management of land and property in ownership or in the control of the City. Sub-service/s for this service are: Commercial Leases, Licences and Agreements	On-Track	<ul style="list-style-type: none"><li>The City has closely managed the agreement with BlueFit for the operations of the Morley Sport and Recreation Centre which has led to a final outcome suitable to both parties.</li><li>Commercial leases have been managed throughout the quarter with an EOJ process planned for the Bayswater Waves Cafe lease which is currently closed due to renovations.</li></ul>
Building Works	C3.1.1	<b>Property (Community)</b>	Responsible management of land and property in ownership or in the control of the City. Sub-service/s for this service are: Community Leases, Licences and Agreements	On-Track	Currently all lease renewals are up to date, however, still awaiting the return of only one Community lease for 2022/23, due to extended negotiations with current Lessee.
Business Services	L3.1.1	<b>Records Management</b>	To ensure that the City's electronic document management and record keeping systems are compliant with State Records legislation, audit recommendations and sector best practice. Sub-service/s for this service are: Records management	On-Track	The proposed digitisation project received budget approval for 2023/24 of \$12,000 for a first stage. This entails digitisation of the City's archived Building Licence Files dating back to the 1940's. This project will be phased in over four stages over the next four (4) years.
Recreation and Commercial Activities	C1.1.1	<b>Recreation Facilities</b>	Recreation Services facilitate recreation activities and programs for the community at Bayswater Waves, the RISE and Maylands Waterland. The service offering balances commercial operation with subsidised services not provided by the market to maximise social, health and financial outcomes to the City. Sub-service/s for this service are: Bayswater Waves The Rise Maylands Waterland	On-Track	<ul style="list-style-type: none"><li>The City has continued limited operations of <u>Bayswater Waves</u> during the refurbishment of the wave pool, main foyer and cafe through Q4. Participation and expenditure has remained within budgeted levels for the period.</li><li>The RISE has had strong participation through the quarter with record member numbers and strong participation in other programs.</li><li>The water features at <u>Maylands Waterland</u> were decommissioned for the Winter season in Q4 but the facility still had utilisation of the community kitchen for birthday parties.</li></ul>

**SERVICE - PERFORMANCE REPORTING - QUARTER 4: APRIL - JUNE 2023**

SERVICES				<span style="color: green;">●</span> On-Track <span style="color: orange;">●</span> Limited Progress <span style="color: red;">●</span> On-Hold <span style="color: red;">●</span> Off-Track	Quarter 4
Branch	SCP	Service	Service Description	Performance Q4	Performance Comment: Quarter 4
Governance and OPD	L4.1.1	<b>Risk Management and Audit</b>	Provides support and guidance to the Executive, Council and City officers to support good governance and decision-making and legislative compliance. Sub-service/s for this service are: Risk Management Internal Audit Insurance	On-Track	The Strategic Risk review process is complete. The Risk Appetite Statements have also been reviewed and updated.  Operational Risk reviews have commenced 27% are complete.  The 2022/23 Audit Program is complete and the audit log - implementation of actions is progressing.  Insurance services has commenced a review of the insurance policy and a review of the Ex-Gracia MP has commenced. The annual insurance renewal is complete.
Development and Place	E1.1.1	<b>Strategic Land-Use Planning</b>	To develop and review the local planning framework (scheme, policies, strategy, precinct plans) in accordance with State and Local requirements, providing parameters to Development Approvals and provide planning advice to community. Sub-service/s for this service are Local Planning Strategy/Town Planning Scheme	On-Track	The City received funding for a precinct structure plan in the area surrounding the new Morley train station. The City and DPLH have appointed Hames Sharley to undertake the works and are currently in negotiation to ensure the project is delivered on budget.  The draft LPS was advertised from 8 May to 19 June 2023. The City is currently reviewing the submissions and will present the outcome to Council once finalised.  Review of the State Government's Consistent Local Planning Schemes guidelines, and Car Parking Requirements for Non-Residential Parking.  Finalised the Payment in Lieu of Parking Plan.
Sustainability Environment and Waste	E4.1.1	<b>Waste Management</b>	To provide a quality waste collection and management service to residents and the community. To maximise recovery of waste to minimise landfill costs, emissions and environmental impact. Sub-service/s for this service are Collection Service Waste Education	On-Track	Total households with the FOGO service at the end of the quarter is 31,832, which exceeds the target number of 29,816. Ongoing support and education about FOGO is being provided to residents online and face to face at City events and facilities.  The waste education program is continuing to encourage residents to adopt correct waste sorting behaviours and overall sustainable habits. A review of the current School Recycling Program has been completed and the City will be engaging with schools and community groups.  The City's contract with Cleanaway has been renewed for another 5 years and the City will undertake a contract performance review in the 23/24 FY. The City is currently in discussions with Cleanaway to look at ways to improve the recovery of bulk waste, to support the Waste Strategy 2030 objectives and targets.

**CBP ACTIONS - PERFORMANCE REPORTING - YEAR 2022/23**

CORPORATE BUSINESS PLAN (2019 -2023) - ACTIONS				<ul style="list-style-type: none"> <li>● Complete</li> <li>● On-Track</li> <li>● Limited Progress</li> <li>● On-Hold</li> <li>● Off-Track</li> </ul>	Year 2022/23	
Branch	SCP	Title	CBP Action	Status June 2023	Comment: Year 2022/23	% Complete June 2023
<b>COMMUNITY</b>						
Project Services	C1.1.1	<b>Maylands Waterland redevelopment</b>	Implement the approved future option for the Maylands Waterland site.	Complete	Facility opened 1 July 2022 play space and public open space and waterplay splash pad opened October 2022.	100%
Project Services	C1.2.1	<b>Community Recreation Plan</b>	Develop and implement a Community Recreation Plan.	On-Track	Community Recreation Plan in place. Detailed progress provided in the annual report on Council adopted Strategies and Plans.	
Development and Place	C1.3.1	<b>CPTED in Town Centre developments</b>	Apply Crime Prevention Through Environmental Design principles in Town Centre developments.	Complete	CPTED principles are applied through projects as they arise particularly as a part of precinct planning and development application assessments.	100%
Business Services	C2.1.1	<b>Aged Care asset review</b>	Review of Aged Care assets.	On-Track	<ul style="list-style-type: none"> <li>• Department of Communities have approved the Deeds of Consent so the divestment can now occur in early 2023/24.</li> <li>• Business Plan has been developed</li> </ul>	80%
<b>ENVIRONMENT &amp; LIVEABILITY</b>						
Sustainability Environment and Waste	N1.1.1	<b>Environmental Liveability Framework (ELF) development &amp; implementation</b>	Develop and implement a City of Bayswater Environmental liveability framework including biodiversity, climate change and urban forest.	On-Track	<p>The Environment and Liveability framework has been developed and endorsed by Council. The framework has been created in consultation with the community and residents who are experts in their fields. The City is working to implement recommendations within the report. The report is broken into three broad themes:</p> <ul style="list-style-type: none"> <li>•The natural environment</li> <li>•The environment we create</li> <li>•Living in the environment.</li> </ul> <p>The plan is a high-level document and requires an implementation plan to deliver critical elements over the next 10 years. Progress has been made in delivering the following key elements:</p> <ul style="list-style-type: none"> <li>•Increase biodiversity and connectivity of natural areas by creating Nature Links through the City, by increasing native biodiversity in residential gardens and verges, parks and public spaces, median strips, cycle ways and drains.</li> <li>•Advocate the State Government to install underground power in all locations within the City to improve the liveability of the area.</li> <li>•Revegetate and restore all natural areas to improve biodiversity</li> <li>•Partner with local Noongar Whadjuk peoples to develop an overall approach for the protection and rehabilitation of natural areas in a respectful and sustainable way.</li> <li>•Transform the entire (all drains, sumps, waterbodies, wetlands and streams) into living streams.</li> </ul> <p>Further work is required to incorporate the framework into business units outside of the Environment branch.</p>	25%
Sustainability Environment and Waste	N2.1.1	<b>Waste collection practices &amp; FOGO</b>	Review waste collection practices, investigate and implement alternative waste treatment technologies including Food Organics and Garden Organics (FOGO).	On-Track	Total households with the FOGO service at the end of the quarter is 31,832, which exceeds the target number of 29,816. Ongoing support and education about FOGO is being provided to residents online and face to face at City events and facilities.	98%
Sustainability Environment and Waste	N2.1.2	<b>Waste education for community</b>	Deliver waste education to the community in partnership with other stakeholders.	On-Track	The waste education program is continuing to encourage residents to adopt correct waste sorting behaviours and overall sustainable habits. A review of the current School Recycling Program has been completed and the City will be engaging with schools and community groups to advertise our services.	75%
Development and Place	B1.1.1	<b>Streetscape upgrade for Morley &amp; Bayswater</b>	Develop and implement a streetscape upgrade plan for Morley and Bayswater.	On-Track	The City is currently working with consultants Porter's to finalise the detailed design in accordance with the cross section adopted by Council at the 26 April 2023 Ordinary Council Meeting.	50%
Development and Place	B1.1.2	<b>Streetscape upgrade for Noranda</b>	Develop and implement a streetscape upgrade plan for Noranda.	On-Hold	No funding has been allocated to this project. The City intended to develop the plan as a part of the Noranda District Centre Precinct Plan, which was not funded in the 2022/23 budget. Accordingly, this project is not progressing at this time.	0%
Development and Place	B2.1.3	<b>Parking Management Strategies for Town Centres</b>	Develop remaining Parking Management Strategies for Town Centres.	On-Hold	Noranda is the only town centre without an endorsed Parking Management Plan. The City intended to develop the plan as a part of the Noranda District Centre Precinct Plan, which was not funded in the 2022/23 budget. Accordingly, this project is not progressing further at this time.	0%
Development and Place	B2.1.4	<b>Bayswater Town Centre pedestrian friendly</b>	Investigate a pedestrian friendly shared place in the Bayswater Town Centre.	Complete	This will be implemented with Development WA and PTA as part of the redevelopment of the Bayswater Station and the surrounding precinct. The City is working with Evolve (Development WA and PTA's consultants) on detailed road and public realm design of these two agencies.	100%
Development and Place	B3.1.1	<b>Structure Plans and built form policies for each town centre</b>	Prepare a Structure Plan and built form policies for each town centre: Maylands; Morley; Noranda; Bayswater.	On-Hold	<p>Noranda is the only town centre without an endorsed Precinct Plan. The City requested a budget allocation to develop a Precinct Structure Plan for the Noranda Town Centre as a part of the 2022/23 budget process, however no funds were allocated.</p> <p>The City received funding for a precinct structure plan in the area surrounding the new Morley train station. The City and DPLH have appointed Hames Sharley to undertake the works and are currently in negotiation to ensure the project is delivered on budget.</p>	75%
Development and Place	B3.1.2	<b>Local Planning Strategy &amp; new TPS</b>	Develop and implement a Local Planning Strategy and develop a new town planning scheme.	On-Track	<p>In January 2023 the WAPC endorsed the modified draft LPS. Subject to Council adoption of the public advertising methodology relating to the LPS at the 26 April 2023 Ordinary Council Meeting, the advertising is scheduled to commence in May 2023.</p> <p>The draft LPS was advertised from 8 May to 19 June 2023. The City is currently reviewing the submissions and will present the outcome to Council once finalised.</p>	65%
Development and Place	B3.2.1	<b>Facilitate shopping precincts</b>	Facilitate the development of shopping precincts.	Complete	The City has finalised the Bedford Shopping Precinct Works. The works over the 5 precincts include - new murals, landscaping, alfresco spaces and street furniture.	100%
<b>VIBRANCY</b>						
Development and Place	E2.1.1	<b>Strengthen Morley City Centre</b>	Strengthen the Morley City Centre as a pedestrian friendly environment to meet the requirements of a Strategic Metropolitan Centre.	On-Track	The City is currently working with consultants Porter's to finalise the detailed design in accordance with the cross section adopted by Council at the 26 April 2023 Ordinary Council Meeting. The detailed designs aim to create an environment which is more pedestrian friendly.	75%

**CBP ACTIONS - PERFORMANCE REPORTING - YEAR 2022/23**

CORPORATE BUSINESS PLAN (2019 -2023) - ACTIONS				<ul style="list-style-type: none"> <li>● Complete</li> <li>● On-Track</li> <li>● Limited Progress</li> <li>● On-Hold</li> <li>● Off-Track</li> </ul>	Year 2022/23	
Branch	SCP	Title	CBP Action	Status June 2023	Comment: Year 2022/23	% Complete June 2023
Development and Place	E2.1.2	<b>Town Centre Activation Plans</b>	Implement Town Centre Activation Plans.	On-Track	<p>The Reconnect Morley Project in partnership with RAC works have been completed. The City has submitted all the required acquittal documents.</p> <p>The Bedford Rejuvenation RAC Project has been completed, with the City submitting all required acquittal documents. An opening event was held 17 June 23.</p> <p>The Bert Wright Park upgrades are being completed and will be finalised in the next month.</p> <p>at its Ordinary Meeting held 26 April 2023 to reinstate \$15,000 for Maylands town centre - City- led infrastructure activations, City officers have been consulting with the Maylands Business Association (MBA) members, members of Creative Maylands, and other local business owners who have advised that they would be supportive of the following projects:                      Bike rack replacement                      Planter box artwork                      Interactive Mural artwork                      Due to the late reallocation of funds these projects were not finalised in 22/23 financial year, and the funds were carried forward. Works will be complete in the first quarter of 23/24.</p>	90%
Development and Place	E2.1.3	<b>Public Art Strategic Plan</b>	Develop and implement a Public Art Strategic Plan.	On-Track	The City is developing the Strategy in house and a draft document is currently being prepared. It is anticipated the draft strategy will now be presented to Council in mid-late 2023, mainly due to other higher priorities.	20%
<b>LEADERSHIP &amp; GOVERNANCE</b>						
Community Engagement	L1.1.1	<b>Community Perception Survey</b>	Undertake a community perception survey every two years	On-Track	The Community Perception Survey was held during Q4 of this year. The consultant will present the report to managers / council in July/August 2023.	90%
Development and Place	L1.1.1	<b>Simplify Processes</b>	Investigate opportunities to simplify processes and reduce red tape in all areas of the City's business.	On-Track	Business processes and workflows are continually reviewed and updated to ensure efficiency gains are realised and that the customer service provided is of a high calibre.	
Information Services	L2.2.1	<b>Processes &amp; Systems</b>	Develop, review and implement processes and corporate systems to be more responsive to community needs and contemporary customer interaction.	On-Track	The City is Currently assessing a preferred payment gateway solution to progress the online services solutions in line with the City's digital transformation strategy. The Eden ERP project is progressing as per schedule.	75%
Governance and OPD	L3.1.1	<b>Elected Member Training</b>	Co-ordinate ongoing training programs for elected members.	On-Track	<ul style="list-style-type: none"> <li>•Cr Clarke completed the AICD Company Directors Course in April 2023 and is noted to go to the July OCM.</li> <li>•Cr Clarke completed the Economic Development Essentials for Elected Members course on 15 June 2023 (I have sent an email asking if she has a report for the OCM).</li> </ul>	100%
People, Culture and Safety	L3.1.2	<b>Staff Satisfaction Survey</b>	Undertake annual staff satisfaction surveys	On-Track	The next annual staff satisfaction survey is due in November 2023 and we are preparing for this survey now. However, due to recent organisational realignment and recent changes, the CEO has requested that this survey is undertaken in March 2024.	10%
All		<b>Industry Awards</b>	Number of industry awards applied and outcome	On-Track	Application was made for 8 awards and 5 were received: <ul style="list-style-type: none"> <li>• Finalist in LG Professionals Australia National Federation Awards</li> <li>• Finalist in AIMS WA Environmental Sustainability Awards</li> <li>• Finalist in IPAA WA Achievement Awards</li> <li>• EHA WA Certificate - "EH Team that has demonstrated a high level of service in the field of environmental health."</li> <li>• ESA Ecological Impact Award: Highly Commended</li> </ul>	
Governance and OPD	L3.1.3	<b>Implementation of Strategies</b>	Provide an annual report to on the implementation of approved strategies.	On-Track	Annual progress updates against all informing strategies and plans have been prepared and will be presented to the Audit and Risk Management Committee in August 2023. These reports will also be used as an input to business planning 2024/25.	100%

**INFORMING STRATEGIES - PERFORMANCE REPORTING - QUARTER 4: APRIL - JUNE 2023**

INFORMING STRATEGIES - ACTIONS			<ul style="list-style-type: none"> <li>● Complete</li> <li>● On-Track</li> <li>● Limited Progress</li> <li>● On-Hold</li> <li>● Off-Track</li> </ul>	<p>Quarter 4</p> <p>A high-level update of strategy actions implemented this quarter.</p>
Branch	SCP	Strategy	Status Q4	Progress Comment: Quarter 4
Community Development	C4.1.1	Access and Inclusion Plan	On-Track	The City progressed an additional ten actions this quarter, bringing the total actions delivered this year to 31 out of 54. 1.1b: Continued delivery of the Assisted Waste service to residents with mobility requirements. 1.2a: Purchased reusable outdoor access matting for use at large scale City events such as Avon Descent for attendees with mobility equipment and prams. 1.2a: Members of the City's IDAC Committee consulted on access and inclusion considerations in the planning of Maylands Street Festival 2023 (run by LACE). 2.3a: The City continued to audit several car parks within the City to ensure compliant ACROD bays. 2.4a: Engaged a consultant to undertake an audit of the Morley Town Centre crossing facilities. 2.4b: Construction of a median crossing on Broun Avenue, ACROD compliant ramps and an extended pedestrian pathway on McGilvray Avenue, Noranda. 3.1b: Continued to deliver City communications and marketing material in various formats, including closed captions, easy English and printed formats. 4.2b: Hosted Inclusion Solutions, who delivered a Social Inclusion Lunch and Learn for City staff. 4.2d: Links to NDS 'Ready to go Home' digital project collateral circulated to out stations and relevant service providers within the City 6.1a: Access and inclusion remained a priority within the planning and delivery of multiple ways in which to consult the community. 7.1a: Continued membership with Australian Network on Disability and utilised this to maximise employment impact in disability and diversity space.
CEO	L2.1.1	Advocacy Strategy	On-Track	Progress reported in CEO's KPIs
Community Development	C4.1.1	Age Friendly Strategy 2021-2025	On-Track	Priority 1 (2.1) Advertisement for volunteer bus drivers ongoing. Two expressions of interest received this quarter. Shuttle bus service offered for Seniors Information Expo. Priority 2 (5.2) Successful application for an intern from the McCusker Centre to record and showcase stories that celebrate ageing. Intern to work 1 day per week next quarter from 24 July to 20 October 2023. Priority 3 (5.5) Seniors Information Expo held 15 May at Morley Community Centre. 11 Community Service organisations provided information stalls. 4 City of City of Bayswater information stalls. 150 attendees. Age Friendly Ambassador pop-up stall held on World Elder Abuse Awareness Day at the Morley Galleria, resulting in 79 Service Directories for Older Adults and 50 Elder Abuse Awareness brochures handed to the public. Community Centre volunteers attended Parliament House to display the Purple Road project on World Elder Abuse Awareness Day. Priority 3 (5.5) Submitting an application for the Department of Communities Age Friendly Communities Connectivity Grant with the aim of capacity building the Age Friendly Ambassadors in order to support them to create opportunities for more face to face connections with CaLD residents.
Rangers and Security	C1.1.1	CCTV Strategy 2019-2028	On-Track	21 request for CCTV footage received. Artificial Intelligence portable CCTV system procured for six month trial and placed at Birkett Reserve, Bedford.
Sustainability Environment and Waste	E4.1.1	Collective Local Biodiversity Strategy	On-Track	Continued liaison with community groups, Development of reserve management plans, Collection of local provenance seed for use in revegetation projects, ongoing grant applications. This plan is due for review.
Community Engagement	L1.1.1	Community Engagement Strategy	On-Track	<ul style="list-style-type: none"> <li>• The number of projects across the organisation that require high levels of advice and support have increased - requiring more time given to that work area.</li> <li>• There are a lot of new staff who require additional support due to the low level of engagement knowledge - which has also increased time spent in this area.</li> <li>• The team do continue to support the organisation and undertake training - with engagement essentials delivered and staff trained on using engage Bayswater platform.</li> <li>• A number of branch projects have had some progress but have not been finalised - including stakeholder management and evaluation templates and reporting.</li> <li>• The team continue to ensure high level of engagement at the City, including the improvement of closing the loop to participants.</li> </ul>
Project Services	C1.1.1	Community Recreation Plan	On-Track	<ul style="list-style-type: none"> <li>• Changerooms Upper Hillcrest Reserve</li> <li>• Lighting Halliday Park</li> <li>• Develop Skate and BMX Strategy Citywide</li> <li>• Progress Needs Assessment Hillcrest Reserve</li> </ul>
Community Development	C4.1.1	Cultural Plan 2019-2024	Complete	The City has actioned all 26 actions of the Cultural Plan. During this quarter the City has prioritised progress to deliver on a range of temporary cultural experiences - pop ups, flash mobs and hands on experiences. The City delivered one flash mob activity during this period; the International Women's Day event with the surprise Menagerie Choir. The Reconciliation Week Storytelling and library sessions included hands on activities through the showcasing of Aboriginal artefacts, and increased number of community stallholders at events with more hands on activities available. The City has also progressed to expand the Community Arts Awards into a Festival and has established an Activate Arts Network, as well as collaborating proactively with arts community groups to build the program.
Development and Place	V2.1.1	Destination Marketing Strategy	On-Hold	Funds not allocated to implement this strategy in 2022/23. Accordingly, this strategy is not progressing at this stage.
Sustainability Environment and Waste	E4.1.1	Emission Reduction and Renewable Energy Plan	On-Track	The City is continuing to track its emissions using the Azility platform to monitor the City's emissions. The City is continuing to source its power from the WALGA PPA agreement providing 100% renewable energy for metered sites at considerable savings. One community battery secured through ARENA Funding and an additional application made for behind the meter systems for the four highest energy use sites in Bayswater. The City was successful in an application for EV chargers at Morley Sport and Rec Centre.

**INFORMING STRATEGIES - PERFORMANCE REPORTING - QUARTER 4: APRIL - JUNE 2023**

INFORMING STRATEGIES - ACTIONS			<ul style="list-style-type: none"> <li>● Complete</li> <li>● On-Track</li> <li>● Limited Progress</li> <li>● On-Hold</li> <li>● Off-Track</li> </ul>	Quarter 4 A high-level update of strategy actions implemented this quarter.
Branch	SCP	Strategy	Status Q4	Progress Comment: Quarter 4
Sustainability Environment and Waste	E4.1.1	Environmental Liveability Framework 2021-45	On-Track	The Natural area team have increased biodiversity and connectivity through revegetation. The City has undertaken planting days in winter 2023 and implemented the plants to residents program. A number of outstanding actions are required for the ELF as it is a long term high level strategy.
Development and Place	V2.1.1	Interim Economic Development Plan (currently taking place of the Economic/ Business Framework)	On-Track	<ul style="list-style-type: none"> <li>•The City has developed a City of Bayswater Investor Prospectus, to encourage development in the City. The prospectus is now available online.</li> <li>•The City held a sold out Business and Investor Breakfast on 12 May. Attendees heard from the City, Vicinity Centres, Development WA, Metronet and event sponsor - Businessplex.</li> <li>•The City is looking to hold more events, and has partnered with Property Council to sponsor an event in August 2023 to continue the promotion of the 'Open for Business Message'.</li> <li>•Additionally, the Director Community and Development met with a number of developers after the breakfast include Yaran, and TenGolf.</li> <li>•The City has received the draft market review and analysis of the Morley Activity Centre. The City is working with the consultant to finalise the document. Once completed the outcomes will be presented to Council.</li> <li>•The City has worked with a consultant to develop a high level business case on the importance of infill sewer in the Bayswater Industrial Area. This document will be used to continue to advocate for infill sewer.</li> <li>•The City has prepared a list of potential investors and local property owners. Further progress may be dependent on the consultant report referred to above.</li> </ul>
Engineering and Spatial Services	E3.1.1	Local Bike Plan	On-Track	The plan was subject to community feedback in May, 2023 and went to Council for endorsement the same month. While the plan is being rebranded for internal use, it's completion has been recognised by the Department of Transport who were co-sponsors. 100%
Community Development	C4.1.1	Local Homelessness Strategy	Limited Progress	1.2(b) – The City provided a Better Bayswater Grant to the value of \$4,932 ex ec GST to Orana House. The funding will be used to deliver a comprehensive eight-week program for women who have experienced intimate partner violence, as well as four standalone workshop sessions for diverse groups who meet the eligibility criteria (not-for-profit/vulnerable cohort).  1.2(f) - During Homelessness Week from 7 -11 August 2023 the City will deliver a pop-up stall at The Galleria to promote the Hub Connections program, and to help change community attitudes and behaviours toward people experiencing homelessness.  1.5(a) - The City of Bayswater has submitted an EOI for the Police Community Services Fund proposing a training program to support the development of an informed, resilient and connected community. The program will see the City partnering with a range of service providers to build capacity in internal frontline staff (Rangers, waste management, customer service and library staff) and the wider community (local businesses and community members).  1.5(b) - Three rangers and three Hub Connections volunteers attended Mental Health First Aid Training delivered by MIFWA. Seven City rangers attended Homelessness Knowledge Training for Frontline Staff delivered by Shelter WA.  1.5(c) - The City continues to recruit for the Hub Connections program with another two volunteers onboarded this quarter.  2.1(a) - The City has recently extended the MOU with Noongar Outreach for a four month period. Following this, the City will conduct an Expression of Interest process to procure delivery of outreach services for a three year period.  2.1(b) - During the quarter, the City emailed all relevant service providers and requested that information on Ask Izzy be updated if required. The City continues to provide a link to this resource on the website.
Development and Place	V2.1.1	Local Housing Strategy/ Local Planning Strategy 2012	N/A	The City has been focusing on the development of the Local Planning Strategy which supersedes the Local Housing Strategy. The City is no longer actively implementing this strategy.
Engineering and Spatial Services	C1.1.1	Low Cost Urban Road Safety Program (replacing Citywide Traffic Management Implementation Plan)	On-Track	Low-Cost Urban Road Safety Program (LCURSP) Ph.1 - Frank Drago (Bayswater) and Bayswater Waves (Embleton) treatments will be near complete in April, 2023. Still awaiting final signs & line marking by MRWA. 95%. Ph. 2.1 – Shearn Park, Weld Square & Maylands Central, second engagement (E2) completed May/June 2023. To Council in August for recommended treatment endorsement with tender and delivery prior to December 2023. 65% Ph. 2.2 - Beaufort Park & RA Cook E2 completed June 2023. To Council in August for recommended treatment endorsement and treatment commencement before the end of 2023. 60%. Ph. 2.3 – Hillcrest, Whatley Cres North & Maylands Peninsula E1 completed June 2023. E2 September, Council November and delivery early 2024. 40%. Ph. 2.4 – Hampton Square, along with Bassendean sharing Ashfield Flat, Broadway Arboretum and Tonkin Business Park engagement early 2024. 5%.
Development and Place	V2.1.1	Morley Activity Centre	On-Track	One of the actions in the Morley Activity Centre Plan is to develop detailed Streetscape upgrades. The City is currently working with consultants Porter's to finalise the detailed design in accordance with the cross section adopted by Council at the 26 April 2023 Ordinary Council Meeting.
Project Services	C1.1.1	Play Space Strategy 2019-29	Limited Progress	<ul style="list-style-type: none"> <li>• Birkett Reserve on hold due to antisocial behaviour.</li> <li>• Lower Hillcrest install pending equipment delivery due July 2023.</li> </ul>
Environmental Health and Statutory Building	C1.1.1	Public Health and Wellbeing Plan 2019-24	On-Track	The City continued to deliver a range of public health initiatives to the community.

**INFORMING STRATEGIES - PERFORMANCE REPORTING - QUARTER 4: APRIL - JUNE 2023**

INFORMING STRATEGIES - ACTIONS			<ul style="list-style-type: none"> <li>● Complete</li> <li>● On-Track</li> <li>● Limited Progress</li> <li>● On-Hold</li> <li>● Off-Track</li> </ul>	Quarter 4 A high-level update of strategy actions implemented this quarter.
Branch	SCP	Strategy	Status Q4	Progress Comment: Quarter 4
Community Development	C4.1.1	Reconciliation Action Plan	Limited Progress	1(a) The City has recently recruited a Whadjuk person for the role of Community Development Officer - Reconciliation to assist with implementation of the City's Reconciliation Advisory Plan (RAP) 2021 - 2023. 1(c) The Reconciliation Advisory Council continues to meet on a quarterly basis and provides valuable input and feedback to the City to support delivery of the RAP. 2(a) The City of Bayswater acknowledged National Reconciliation Week with an events. Approximately 50 Councillors, staff and community members attended flag raising ceremony at the Civic Centre. Attendees then enjoyed storytelling from along with traditional bush tucker and native inspired canapés. The group was also able to view inspiring cultural artefacts which were on loan from the McGuire family. The City libraries also delivered cultural learning sessions. The City also circulated Reconciliation Australia's NRW resources and reconciliation materials to staff. 1(e) The Project Services team delivered a workshop on 'Aboriginal Cultural Competence' to help community members understand Aboriginal culture and explore ways to make clubs more inclusive. 3(a) In celebration of the 2023 NAIDOC Week theme 'For Our Elders', the City recognised Elder for outstanding support and services to the Aboriginal community. The City delivered seven events in a weeks program including Yarning with Uncle Noel Nannup and Community Planting Day, Boodja Bush and Noongars, Noongars and Crafts, Noongar Bingo, Noongar Language and Culture Workshop, Bushwalk and Community Planting Day.
Community Development	C4.1.1	The Platform Youth Action Plan 2019 - 2023	On-Track	The City has partnered with local businesses to deliver a program of events during Youth Week for young people including: Skate Jam; K-Pop dance workshop; and Barista workshop. 3.4 - The City delivered a free Auslan workshop to provide young people with an opportunity to learn how to express themselves in more creative ways. 3.4 - The City launched and is currently accepting submissions for the Showcase in Pixels 2023 competition. Showcase in Pixels is the WA Local Government Association's (WALGA) annual exhibition of artwork representing local governments from all over Western Australia. 2.4 - The Youth Advisory Council returned and recommenced meetings. Four regular monthly meetings have been held since filling the role. The Youth Advisory Council now has 12 registered members. - 13 deliverables have been completed out of 14, with the final deliverable (2.3) on track to progress.
Development and Place	V2.1.1	Town Centre Activation Plans Bayswater Morley Maylands Noranda	On-Track	The Reconnect Morley Project in partnership with RAC works have been completed. The City has submitted all the required acquittal documents.  The Bedford Rejuvenation RAC Project has been completed, with the City submitting all required acquittal documents. An opening event was held 17 June 23.  The Bert Wright Park upgrades are being completed and will be finalised in the next month.  At its Ordinary Meeting held 26 April 2023 to reinstate \$15,000 for Maylands town centre - City-led infrastructure activations, City officers have been consulting with the Maylands Business Association (MBA) members, members of Creative Maylands, and other local business owners who have advised that they would be supportive of the following projects: • Bike rack replacement • Planter box artwork • Interactive Mural artwork Due to the late reallocation of funds these projects were not finalised in 22/23 financial year, and the funds were carried forward. Works will be complete in the first quarter of 23/24.
Development and Place		Town Centre Parking Management Plans for Bayswater, Maylands and Morley	On-Track	The Payment in Lieu of Parking Plan was adopted by Council at the 23 May OCM and is finalised.  The Payment in Lieu of Parking Policy and Parking Dispensation policies were advertised in February 2023 and will be considered by the Planning and Heritage Policy Review and Development Committee in July.
Sustainability Environment and Waste	E4.1.1	Urban Forest Strategy	On-Track	The City has been implementing the ongoing tree planting program. Officers are continuing to undertake spatial analysis to identify areas containing low canopy cover to direct future plantings. The City is continuing to conduct routine tree health assessments and incorporate adaptive management practices.
Sustainability Environment and Waste	E4.1.1	Waterwise Bayswater 2020-2030	On-Track	The City is continuing the development of Rudloc Urban Wetland and Bowden St Basin. From the plan there is a prioritised list of sites where drainage retrofits could improve ecological function, amenity and water quality.

**SCP & CBP MEASURES - PERFORMANCE REPORTING - QUARTER 4: APRIL - JUNE 2023**

STRATEGIC COMMUNITY PLAN (2021 - 2031) - MEASURES CORPORATE BUSINESS PLAN (2019 -2023) - MEASURES											Results	
Branch	Action Type	SCP	Title	SCP or CBP Measure	Frequency	Value	Qtr. 1	Qtr. 2	Qtr. 3	Qtr. 4	Comment Q4	TOTAL 2022-23
<b>COMMUNITY</b>												
Environmental Health and Statutory Building	CBPM	Community	<b>Public Health Plan</b>	Environmental Health - Number of targets achieved from the City's Public Health and Wellbeing Plan	Quarterly	No.	38	61	68	68	Of the 69 actions within the plan - 68 (98%) have been addressed. 38 (55%) are fully complete and require no further action, 30 (43%) have been actioned and are ongoing and 1 is no longer applicable due to a budget allocation reduction (provision of immunisation clinics).	<b>68</b>
Community Development	CBPM	Community	<b>Attendance at City managed events</b>	Number of attendees at City managed events	Quarterly	No.	7000	11,765	5,100	1990	There was only one Citizenship Ceremony in June for this quarter, with 90 people in attendance, this was due to lower numbers of conferrees for the months of April and May. The City partners with the RSL to deliver the Anzac Day services with over 800 in attendance. The City also delivered its Music in the Park event in Noranda with 400 estimated attendees. The City led two Age Firendly events this quarter, with 600 attendees; The Seniors Info Expo and Biggest Morning Tea	<b>25,855</b>
Community Development	CBPM	Community	<b>City's volunteers</b>	Number of volunteers in the City or percentage of residents who volunteer (Level of volunteerism by City residents (Volunteering WA))	Quarterly	No.	41	68	75	77	In the last quarter the City gained an additional two new volunteers and two volunteers retired. The City is actively advertising to recruit new volunteers.	<b>75</b>
Parks and Gardens	SCPM	Community	<b>Public/Play Space Development</b>	Parks and Gardens - Number of public/play spaces developed	Quarterly	No.	1	0	0	3	Feredy Reserve park redevelopment completed.  Kelvin Street Reserve redevelopment completed.  Frank Drago landscape enhancements and minor asset renewal works completed.  Final stage of Bert Wright Park redevelopment commenced.	<b>4</b>
Community Development	SCPM	Community	<b>Events and initiatives</b>	Community and Civic Events - The number of City-led events	Quarterly	No.	0	5	4	2	The City approved 3 external community events in this period, and provided community event grants to three community groups to deliver events including; Ellis House, Premier Perth Events, and the WA Science Fiction Foundation. The Community Centre delivered an increase of City led events including the Volunteer Recognition Sundowner, the Seniors Info. Expo and the Biggest Morning Tea.	<b>11</b>
Development and Place	SCPM	Community	<b>Annual Grant Program</b>	Number or grant applications/outcomes against the annual grant program to support community groups to lead community events and initiatives	Quarterly	No.	0	0	38	0	The City has worked with successful businesses to implement the majority of approved grants.	<b>38</b>
Community Engagement	SCPM	Community	<b>Satisfaction with the Facilities and Services (Community Perceptions Survey Data)</b>	Percentage of the community satisfied with facilities and services for older adults (Community Perceptions Survey Data)	Annual	%	77.2%				The Community Perceptions Survey is complete and the consultant will deliver the finding in July/ Aug with a presentation to managers / council. The results will be included in the Annual Report 22-23.	

**SCP & CBP MEASURES - PERFORMANCE REPORTING - QUARTER 4: APRIL - JUNE 2023**

STRATEGIC COMMUNITY PLAN (2021 - 2031) - MEASURES CORPORATE BUSINESS PLAN (2019 -2023) - MEASURES											Results	
Branch	Action Type	SCP	Title	SCP or CBP Measure	Frequency	Value	Qtr. 1	Qtr. 2	Qtr. 3	Qtr. 4	Comment Q4	TOTAL 2022-23
Community Development	SCPM	Community	<b>City's volunteers</b>	Community Care and Aged Services - The number of hours the City's volunteers contributed	Quarterly	Hours	7000	2000	6000	2000	The City is progressing to recruit more volunteers that will assist in increasing the volunteer hours for the Community Care and Aged Services. The volunteers will delivery volunteer led activities at the Community Centres including the Ambassador program.	1700
Community Development	SCPM	Community	<b>City-led programs</b>	Library Services - The number of City-led community programs connecting people to opportunities to participate	Quarterly	No.	26	32	26	27	Adult Programs - Number of programs (individual programs not number of sessions) - 16 - Program attendance – 1,140 Adult Program highlights for the quarter: - Author talk with West Australian author Amanda Bridgeman sharing ten lessons from ten years in publishing. - Hi, Tech! Discover Workshop – Best and Most Useful Smartphone Apps, highlighting popular apps to save time (and money). - Maylands Historical and Peninsula Association Lunchtime talk to commemorate ANZAC Day - Maylands at War: Local Stories of Personal Sacrifice - Children and Youth Programs - Number of programs (individual programs not number of sessions) - 11 - Program attendance – 4,097 Children and Youth Program highlights include: - Celebrated Pride Month with the City's 6th Drag Storytime. - Launch of grant funded 1001 Books before year one program. - Two new programs (Magic the Gathering and Give a Stich) commenced during the quarter. The sessions aim to young adults in activities that reduce their isolations and engage with	111
Community Development	SCPM	Community	<b>Libraries</b>	The number of visits to City-run libraries	Quarterly	No.	54,290	53,455	54,752	54,243	Bayswater Library - 13,828 visitations Maylands Library - 18,700 visitations Morley Library - 21,715 visitations All Libraries - 54,243 visitations (9% increase on 2021/2022)	216,740
Recreation	SCPM	Community	<b>Recreation Centres</b>	The number of visits to City-run recreation centres - Waves and The RISE	Annual	No.	Waves 139,081 RISE 50,053	Waves 179,733 RISE 59,394 MWL 1,065	Waves 191,231 RISE 38,495 MWL 1,200	Waves 125,810 RISE 44,471 MWL 285	Bayswater Waves has experienced reduced visitations mainly due to the current renovations of the facility limiting capacity. This situation is expected to continue into qtr. 1 and 2 of the new financial year. The decrease was expected and incorporated into the operating budget. Visitation at the RISE increased on the previous quarter driven by strong membership growth and reciprocal rights for Waves members. Maylands Waterland still had some utilisation but water features were not active for the quarter due to the winter season. Utilisation figures represent birthday party bookings.	Waves 636,575 RISE 173,251 MWL 2,550
Community Engagement	SCPM	Community	<b>Satisfaction with the City as a place to live (Community Perceptions</b>	Percentage of community satisfied with the City as a place to live (Community Perceptions Survey Data)	Annual	%	75%				The Community Perceptions Survey is complete and the consultant will deliver the finding in July / Aug with a presentation to managers / council.	
Community Development	SCPM	Community	<b>Annual Grant Program</b>	Number or grant applications/outcomes against the annual grant program to support community groups to lead community events and initiatives	Annual	No.	10	9	3	7	The City continued to deliver grants to community groups with 3 Community Event Grants and 4 Better Bayswater Grants. Priority given to community events and initiatives supporting; markets, entertainment in local suburbs, health and wellbeing, support to vulnerable people and community connection.	29

**SCP & CBP MEASURES - PERFORMANCE REPORTING - QUARTER 4: APRIL - JUNE 2023**

STRATEGIC COMMUNITY PLAN (2021 - 2031) - MEASURES CORPORATE BUSINESS PLAN (2019 -2023) - MEASURES										Results		
Branch	Action Type	SCP	Title	SCP or CBP Measure	Frequency	Value	Qtr. 1	Qtr. 2	Qtr. 3	Qtr. 4	Comment Q4	TOTAL 2022-23
Community Development	SCPM	Community	<b>City-led programs</b>	The number of City-led community programs connecting people to opportunities to participate	Quarterly	No.	23	30	23	33	The City continued to deliver programs with an increase in community participation through volunteering, increased community centre programing, and increase in Ambassador led activities in this quarter to deliver on Strategy priority areas.	<b>109</b>
<b>ENVIRONMENT &amp; LIVEABILITY</b>												
Engineering and Spatial Services	CBPM	Environment & Liveability (Built)	<b>Cycleways and Footpaths</b>	Engineering Services - Kilometres of cycleways and footpaths created or upgraded.	Annual	Kms				100%	1.2 km of Arterial and 1.12 km of Local roads were completed.	2.32 km of paths
Development and Place	CBPM	Environment & Liveability (Built)	<b>Town Centres - Structure Plans</b>	Progress towards implementing structure plans for town centres.	Quarterly	%	80%	80%	80%	80%	Noranda is the only town centre without an endorsed Structure Plan. The structure plan was not funded in the 2022/23 budget. Accordingly, this project is not progressing at this time.	
Community Engagement	SCPM	Environment & Liveability (Built)	<b>Satisfaction with the Footpaths and Cycleways. (Community Perceptions Survey Data)</b>	Percentage of the community satisfied with footpaths and cycleways. (Community Perceptions Survey Data)	Annual	%	73%				The Community Perceptions Survey is complete and the consultant will deliver the finding in July / Aug with a presentation to managers / council.	
Community Engagement	SCPM	Environment & Liveability (Built)	<b>Satisfaction with the Streetscapes and Building Design and Scale. (Community Perceptions Survey Data)</b>	Percentage of the community satisfied with streetscapes and building design and scale. (Community Perceptions Survey Data)	Annual	%	73.1%				The Community Perceptions Survey is complete and the consultant will deliver the finding in July/ Aug with a presentation to managers / council. The results will be included in the Annual Report 22-23.	
Sustainability, Environment and Waste	CBPM	Environment & Liveability (Environment)	<b>Environmental Strategies</b>	The number of environmental strategies developed and outcomes achieved.	Quarterly	No.	6	6	6	6	Waterwise Bayswater, Emissions Reduction and Renewable Energy Plan, Local Biodiversity Strategy, Urban Forest Strategy, Bayswater 10-year Foreshore Prioritisation and Environment and Liveability Framework. The outcomes of which are provided in the City's reporting platform.	<b>6</b>
Sustainability, Environment and Waste	CBPM	Environment & Liveability (Environment)	<b>Water Usage and Management</b>	Water usage and management	Annual	No.				2,276,385 kL (21/2022 Reporting period)	The City continued to implement the Bayswater Waterwise Strategy 2030 in Q4. The total water use for the City during the 2021/2022 reporting period was 2,276385 KL (potable and non-potable). This is the most up to date combined water use data for the City. The division will calculate water use as part of the Waterwise Council Submission in October 2023.	<b>2,276,385 kL (21/2022 Reporting period)</b>
Sustainability, Environment and Waste	CBPM	Environment & Liveability (Environment)	<b>Waste Targets</b>	Progress towards meeting State government targets for waste, particularly with regard to the introduction of Food Organics and Garden Organics (FOGO).	Annual	%	95%			98%	The City continued to implement the Waste Avoidance and Resource Recovery Strategy 2030. The total household adoption of FOGO is at 98%. Officers will continue to explore opportunities to implement FOGO system for multi unit dwellings.	<b>98%</b>
Parks and Gardens	SCPM	Environment & Liveability (Environment)	<b>Tree Canopy</b>	Parks and Gardens - Percentage of tree canopy cover - (working towards Council's aspirational target of 20% cover)	Quarterly	No.	3,000	0	0	0	Winter planting program commenced including engaging property owners.	<b>3,000</b>

**SCP & CBP MEASURES - PERFORMANCE REPORTING - QUARTER 4: APRIL - JUNE 2023**

STRATEGIC COMMUNITY PLAN (2021 - 2031) - MEASURES CORPORATE BUSINESS PLAN (2019 -2023) - MEASURES											Results	
Branch	Action Type	SCP	Title	SCP or CBP Measure	Frequency	Value	Qtr. 1	Qtr. 2	Qtr. 3	Qtr. 4	Comment Q4	TOTAL 2022-23
Sustainability, Environment and Waste	SCPM	Environment & Liveability (Environment)	<b>General Waste</b>	Waste Management -Tonnes of general waste to landfill per year (report by quarter)	Quarterly	Tonnes	3,693.64	3871.02	4,000	3,868.58	Waste in Q4 was consistent with previous quarters.	<b>15,433.24</b>
Sustainability, Environment and Waste	SCPM	Environment & Liveability (Environment)	<b>City-led Programs</b>	Environmental Sustainability - Number of City-led community programs connecting people to opportunities to participate	Quarterly	No.	7	10	10	16	Significant investment in community events including school education days, plantings days, frog stalk, night stalk, verge garden makeover at Bardon Park, plants to residents program.	<b>45</b>
Sustainability, Environment and Waste	SCPM	Environment & Liveability (Environment)	<b>Renewable Energy</b>	Environmental Sustainability - Percentage of renewable energy used for corporate operations.	Quarterly	%	54	54	54	54	The City has set a corporate renewable energy target of 100% by 2030 and a corporate greenhouse gas emissions reduction target of 100% by 2040 for its operations. Through the implementation of a power purchasing agreement through WALGA the City has achieved its target of 100% renewable electricity for the City's operations, excluding street lighting, by 2025.	<b>54</b>
Sustainability, Environment and Waste	SCPM	Environment & Liveability (Environment)	<b>River and Foreshore Health</b>	Environmental Sustainability - Number of projects that support river and foreshore health.	Quarterly	No.	1			6	The following projects took place over quarter 4 Bayswater Brook Water monitoring program Bowden St Wetland design Rudloc Reserve Urban Wetland concept designs Tranby Foreshore Reserve concept development Water Monitoring program Community education events Grant applications	<b>7</b>
Sustainability, Environment and Waste	SCPM	Environment & Liveability (Environment)	<b>Plants Planted in Natural Areas</b>	Environmental Sustainability - Number of plants planted in natural areas (bushlands, wetlands, river foreshore).	Annual	No.	89,310			89,310	Restoration activities were undertaken in line with recommendations within the Environment and Liveability Framework. Revegetation increases biodiversity and connectivity of natural areas by creating Nature Links through the City of Bayswater	<b>89,310</b>
Sustainability, Environment and Waste	SCPM	Environment & Liveability (Environment)	<b>Tree Canopy</b>	Environmental Sustainability - Percentage of tree canopy cover - (working towards Council's aspirational target of 20% cover)	Annual	%	14.55%			14.55%	The City implemented the Urban Forest Strategy in Q4 through ongoing planting program, maintenance and protection of tree assets. The measurement of tree canopy will occur in the 2023-2024 year to track progress. It is noted significant development continues on land not managed or owned by the City resulting in canopy loss.	<b>14.55%</b>
		<b>VIBRANCY</b>										
Development and Place	CBPM	Vibrancy	<b>Engagement Activities</b>	Number of engagement activities with the business community.	Quarterly	No.	0	4	2	2	Since the Breakfast briefing the City has meet with 2 businesses to discuss redevelopment opportunities.	<b>8</b>

**SCP & CBP MEASURES - PERFORMANCE REPORTING - QUARTER 4: APRIL - JUNE 2023**

STRATEGIC COMMUNITY PLAN (2021 - 2031) - MEASURES CORPORATE BUSINESS PLAN (2019 -2023) - MEASURES										Results		
Branch	Action Type	SCP	Title	SCP or CBP Measure	Frequency	Value	Qtr. 1	Qtr. 2	Qtr. 3	Qtr. 4	Comment Q4	TOTAL 2022-23
Development and Place	SCPM	Vibrancy	<b>Businesses Operating/ Employment Opportunities</b>	Number of businesses operating in the City	Annual	No.	2,125				An audit of the City's businesses was last undertaken in 2021.	
Development and Place	SCPM	Vibrancy	<b>Businesses Operating/ Employment Opportunities</b>	Number of employment opportunities in the City	Annual	No.					An audit of the City's businesses was last undertaken in 2021.	
Development and Place	SCPM	Vibrancy	<b>Events and initiatives</b>	Number of events and initiatives focused on town centres.	Quarterly	No.	3	6	12	2	The City held an opening event for the Grand Promenade works and is finalising the works at Bert Wright Park.	<b>23</b>
<b>LEADERSHIP &amp; GOVERNANCE</b>												
Financial Services	CBPM	Leadership & Governance	<b>Financial Health</b>	Financial Services - Financial Health Score (Department of Local Government, Sport and Cultural Industries)	Annual						The Department is currently re-developing this measure and so it is not currently measured.	
Community Engagement	CBPM	Leadership & Governance	<b>Participation in engagement</b>	Number of participants in community engagement	Quarterly	No.	7,800	10,500	8,800	11,100	This quarter saw 11,100 visits to engage (q4 of 21/22 saw 6,400 visits) and 409 new registrations to the site (100 for q4 in 21/22). This is due to an increase in the number of projects, the interest in projects such as Australia day and local traffic management, and improvements in promotion.	<b>38,200</b>

**CEO KPI - PERFORMANCE REPORTING - QUARTER 4: APRIL 2023 - JUNE 2023**

CEO KPI PROGRESS REPORTING - QTR. 3 - 2022/23				<span style="color: green;">●</span> On-Track <span style="color: orange;">●</span> On-Hold <span style="color: red;">●</span> Off-Track		
SCP Alignment	Title	Deliverable	Branch	Status Q4	Progress Comment: Q4	% Complete Q4
L2.1.1	Ensure ongoing Financial Sustainability	<b>Review the City's Long-Term Financial Plan.</b> • Draft LTFFP presented to Council at the February 2023 Budget Workshop. Financial overview provided November 2022. • Final LTFFP ready for Council endorsement by 30 June 2023.	Financial Services	On-Track	The Long Term Financial Plan (LTFFP) has been included in multiple council workshops from February through to June 2023. The LTFFP was endorsed by the Council at the June SCM.  Although the LTFFP requires further development it will continue to evolve as key asset management data and other strategies are updated and the LTFFP itself becomes a more sophisticated model.	100%
L2.1.1	Support Equitable Rating	<b>Review the City's rating system.</b> • Draft Rating Strategy presented to Council at the February 2023 Budget Workshop. • Final Rating Strategy adopted, and rates ready for advertisement by May 2023.	Financial Services	Off-Track	Differential rating has been part of the agenda during the 2023/24 budget workshops with an example provided as to how it may be used at Baywater. With the Landgate valuations being updated and provided in April/May 2023 this prevented any meaningful modelling to occur in a timely manner available for the 2023/24 budget. It was agreed at the workshops differential rating will be properly reviewed, developed and communicated as a lead up to the 2024-25 budget adoption process.	10%
V2.2.1	Review City Property Portfolio	<b>Progress the implementation of the City's Land Acquisition and Disposal Strategy.</b> • Ongoing implementation with quarterly progress updates to 30 June 2023.	Recreation and Commercial Activities	On-Track	<b>Lot 208 King William St</b> – A conditional offer was accepted for this landholding, however the due diligence investigations by the prospective purchaser, have revealed that the estimated cost of site remediation works associated with the contamination on the site make the proposed development unfeasible. Accordingly, the offer to purchase has been withdrawn.  <b>Les Hansman</b> - a confidential report was considered by Council in March 2023 in relation to a deed of variation of the contract of sale.  <b>Lot 39, 14 King William St</b> – Council considered a request from the Bendigo Bank for an extension of the lease on this property at the January 2023 OCM. The City is currently seeking a current market valuation for the property for referral to Bayswater Community Financial Services for consideration.	100%
L4.1.1	Lead improved organisational change	<b>Undertake an organisational review.</b> • Organisational Review completed and Improvement Plan developed and presented to Council.  <b>Develop and implement an Improvement Plan to ensure alignment and delivery capability of the City's outcomes, defined by Councils' strategic direction.</b> • Improvement Plan implemented, with quarterly progress reports to Council.	Governance and OPD	On-Track	During Q4, an organisational re-alignment was consulted on and implemented from 1 July 2023. The structural changes are intended to re-group functions and services to clearly articulate role and leadership responsibilities and accountabilities, with a focus on service delivery.  Following on from the Organisational Assessment, a draft Improvement Plan has been prepared. Many of the findings of the Organisational Assessment confirmed or aligned with findings of earlier organisational wide reviews (such as the Paxon Sustainability reviews, or the Workplace Culture survey). A copy of the Improvement Plan will be presented to Council as part of the CEO Annual Performance Review for noting.	95%

**CEO KPI - PERFORMANCE REPORTING - QUARTER 4: APRIL 2023 - JUNE 2023**

CEO KPI PROGRESS REPORTING - QTR. 3 - 2022/23				<span style="color: green;">●</span> On-Track <span style="color: orange;">●</span> On-Hold <span style="color: red;">●</span> Off-Track		
SCP Alignment	Title	Deliverable	Branch	Status Q4	Progress Comment: Q4	% Complete Q4
L4.1.1	<b>Lead improved organisational change</b>	<b>Review the City's approach to the implementation of the Integrated Planning and Reporting Framework to ensure the process is Council-led.</b> <ul style="list-style-type: none"> <li>• Council-led business planning and budget process to commence in November 2022.</li> <li>• Council Plan (Corporate Business Plan) and Annual Budget for 2023/24 ready for adoption by 30 June 2023.</li> <li>• Re-establish ongoing quarterly performance reporting against the Council Plan (Corporate Business Plan).</li> </ul>	Governance and OPD	On-Track	Service Plans and Project Plans were prepared for all services and projects. These have been fully costed, and used to prepare the Corporate Business Plan 2023/24 to 2026/27 which is fully integrated with the Annual Budget.  The Corporate Business Plan 2023/24 to 2026/27 and the Annual Budget 2023/24 were adopted by the Council at a Special Council Meeting held 21 June 2023.  Significant work has been undertaken to revise the City's approach to tracking progress against informing strategies and plans. These will now be tracked at an action level, with annual progress reports provided to the Audit and Risk Management Committee. It is proposed that the timing of these reviews is adjusted so that the annual progress reports can be fed into the annual business planning process (preparations commence in August/September each year).  The Annual Report 2021/22 was adopted by Council at its May Ordinary Council Meeting (following the receipt of the audited financial statements) and presented at the Annual Meeting of Electors held on 10 July 2023.  An Integrated Planning and Reporting (IPR) policy has been drafted, re-confirming the Council's commitment to the implementation of IPR at the City of Bayswater. This policy was endorsed at the June 2023 Policy Review and Development Committee, and will be submitted to Council for consideration in July 2023. The completion of this work will address one of the findings of the Paxon Financial Sustainability Review 2022.  A more detailed Integrated Planning and Reporting management practice has also been prepared for internal use. This document sets out, in more detail, the roles and responsibilities of different internal business partners in implementing IPR and the timelines that must be met.	95%
L4.1.1	<b>Lead sustained Council governance</b>	<b>Implement the LG Reforms to ensure ongoing compliance with legislative requirements.</b> <ul style="list-style-type: none"> <li>• Ward boundaries review completed and submitted to the LGAB no later than 14 February 2023.</li> <li>• All other reforms, as required by transition dates in legislation, with quarterly progress reports to Council.</li> </ul>	Governance and OPD	On-Track	The Council's ward and representation proposal has been accepted by the LGAB and the Minister, and the Orders have been gazetted. Changes for 2023 will include a decrease in the number of ward Councillors in the Central Ward, and a small boundary amendment. Changes for 2025 will include a decrease in the number of ward Councillors in the West Ward and the North ward, and a more major boundary adjustment between the West Ward and South Ward.  The LG Amendment Bill 2023 was introduced to Parliament in February 2023, and given royal assent in May 2023. The first tranche of changes to be proclaimed introduce Optional Preferential voting, public election of the Mayor, abolishment of wards for smaller local governments, changes to the number of Elected Members based on population. Other changes will be proclaimed or introduced through regulations later in the year.  A further update was provided to the Audit and Risk Management Committee and Council in May 2023. A briefing on Optional Preferential Voting and other key legislative changes was held on 4 July 2023.  The City has already implemented a number of the reforms, such as: <ul style="list-style-type: none"> <li>•livestreaming of Council meetings; and</li> <li>•publishing of CEO performance indicators and performance reports.</li> </ul>	100%

**CEO KPI - PERFORMANCE REPORTING - QUARTER 4: APRIL 2023 - JUNE 2023**

CEO KPI PROGRESS REPORTING - QTR. 3 - 2022/23				<span style="color: green;">●</span> On-Track <span style="color: orange;">●</span> On-Hold <span style="color: red;">●</span> Off-Track		
SCP Alignment	Title	Deliverable	Branch	Status Q4	Progress Comment: Q4	% Complete Q4
L4.1.1	Lead sustained Council governance	<b>Review and improve audit and risk management processes and reduce the number of outstanding audit actions that are older than 12 months.</b> <ul style="list-style-type: none"> <li>Review key audit and risk management processes by 31 Jan 2023.</li> <li>Implement process improvements identified through review by 30 June 2023</li> <li>Reduce overall number of outstanding audit items by 30 June 2023 with quarterly updates on progress to Council.</li> </ul>	Governance and OPD	On-Track	<p><b>Internal Audit</b> The Internal Audit Function continues to improve the overall service delivery of the function across the organisation. A number of key improvements to the internal audit process have been implemented during Q4 including:</p> <ul style="list-style-type: none"> <li>Completing the 2022/23 Annual Internal Audit Program consisting of three internal audit projects to an acceptable quality level</li> <li>Developing the Three Year Internal Audit Plan, including the 2023/24 Annual Audit Program.</li> <li>Attended 15 branch meetings and provide an update on the internal audit function and the role of internal audit within the City.</li> <li>Implemented an improved audit reporting process to the ARMC, which was acknowledged and published as an example of best practice by the Institute of Internal Auditors – Australia.</li> </ul> <p>The Co-ordinator Risk Management continues to work with action owners to reduce the number of outstanding actions on the Audit Register, of the 140 actions, 88 actions have been closed this year (54 during the last six months).</p> <p><b>Risk Management</b> A review of the Risk Management Framework and Policy has now been completed and approved by the ARMC and the Council. The Co-ordinator Risk Management has commenced working across the organisation to embed the risk management process, key activities include:</p> <ul style="list-style-type: none"> <li>Attending branch meetings to provide an update on the Risk Management Framework and process</li> <li>Holding a series of workshops with the ELT to develop the Strategic Risk Register</li> <li>Reviewing and updating the City's Risk Appetite Statement and approach</li> <li>Commencing the operational risk process. The risk assessment process is performed over three workshops. Five branches have completed the process with risk registers in place. A further three branches are underway.</li> <li>Implementing the risk management reporting process to inform and guide the decision making process.</li> <li>Developing a risk register dashboard.</li> </ul> <p>Once the operational risk reviews have been completed, the City's business continuity plan will be reviewed.</p> <p><b>Fraud and Corruption</b> The City's first Integrity Framework has been developed, with deployment commenced and evolving. The City provided the Public Sector Commission with a copy of the Framework for review. T</p> <p><i>An Integrity Action Plan is currently being developed to improve the City's maturity in this area.</i></p>	100%
V2.1.1	Lead economic development, advocacy and the development of future partnerships	<b>Identify new business attraction opportunities within the City.</b> <ul style="list-style-type: none"> <li>New Economic Development Strategy presented to Council by 30 June 2023.</li> </ul>	Development and Place	Off-Track	<p>The City (CEO and Directors) has held further meetings with developers, including TenGolf, Yaran and the Department of Education to promote development and investment within the City. There has been significant interest in the City owned properties near the Bayswater train station.</p> <p>The City has also been in discussions with the State Government about establishing a Problem and Opportunity Statement (POS) for the City owned care park on Coode Street and adjoin Department of Communities Land to encourage the development of affordable housing and care parking for the town centre.</p> <p>The City has completed the reviews on the car parking plans and payment-in-lieu of car parking and parking dispensation policies.</p> <p>At the OCM held April 2023 Council supported the indicative cross section for the Morley Streetscape Detailed Design work and the City's consultants are now progressing the detailed designs to be presented to Council once completed.</p> <p>The City hosted its first Business and Investor Breakfast on 12 May 2023. The event was sold out with over 100 businesses and investors attending. They were given updates on the progress of the Morley Galleria redevelopment from Vicinity, an update on development sites and support from the City, leasing opportunities under the new Bayswater train station from Development WA, and partnership opportunities from event sponsor Businessplex. To support the City's promotion of development opportunities within the City an Investor Prospectus which was provided to all attendees and is available online.</p>	75%
V2.1.1	Lead economic development, advocacy and the development of future partnerships	<b>Identify opportunities for future partnerships.</b> <ul style="list-style-type: none"> <li>Ongoing implementation with quarterly progress updates by 30 June 2023.</li> </ul>	Development and Place	On-Track	<p>The tender for consultants to develop the Morley Station Precinct Structure Plan went out for the period 22 April to 22 May 2023. Council considered the tenders at the June OCM and appointed Hames Sharley as the preferred consultant. The City and DPLH are now working with Hames Sharley to progress the PSP.</p>	100%
V2.1.1	Lead economic development, advocacy and the development of future partnerships	<b>Ensure advocacy is Council led through the development of an advocacy plan.</b> <ul style="list-style-type: none"> <li>Revised plan to be developed by 31 Jan 2023.</li> <li>Ongoing implementation with quarterly progress updates by 30 June 2023.</li> </ul>	CEO	On-Track	<p>Following liaison with Councillors and review of previous advocacy statements and the 2019 City Advocacy Strategy, the CEO reinvigorated the City's approach to identifying, progressing and monitoring advocacy and lobbying opportunities. Priorities and actions are now tracked in a live "Current Advocacy Projects" status spreadsheet that is discussed and monitored through the ELT and OLT (Organisational Leadership Team) meetings, and updated as required. A renewed Advocacy Strategy is being developed.</p>	

**10.5.1.9 Update on Local Government Reform**

<b>Responsible Branch:</b>	Governance and Organisational Strategy
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Information Purposes
<b>Voting Requirement:</b>	Simple Majority
<b>Attachments:</b>	Nil
<b>Refer:</b>	Item 10.6.1.9: OCM 23.05/2023 Item 10.6.2.1: OCM 31.01.2023 Item 10.1: SCM 11.10.2022 Item 11.4: OCM 20.09.2022 Item 10.2.9: OCM 22.02.2022 Item 10.2.1: OCM 7.12.2021

**SUMMARY**

This report provides an update on the reforms to the *Local Government Act 1995* and the implications for the City of Bayswater

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

That Council receives this update on the reform of the *Local Government Act 1995*.

Cr Sally Palmer Moved, Cr Catherine Ehrhardt, Deputy Mayor Seconded

**CARRIED BY EXCEPTION (EN-BLOC): 9/1**

**For:** Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik and Cr Dan Bull.

**Against:** Cr Giorgia Johnson.

**BACKGROUND**

In 2017, the McGowan Government announced it would be conducting the most significant and comprehensive reform of the *Local Government Act 1995* in two decades.

The review was conducted in two stages, with stage one including priority reforms and stage two comprising wide-ranging reforms. The majority of the stage one reforms have already been implemented.

In November 2021, the stage two reforms were released for public consultation. The submission period closed 25 February 2022, and more than 200 submissions were received.

The City also made a submission, which was endorsed by Council at its meeting of 22 February 2022.

The result was *Local Government Amendment Act 2023* (Amendment Act) which received Royal Assent on 18 May 2023.

The Amendment Act included the “tranche one reforms” being introduced as part of the State government’s local government reform program. These reforms were predominantly election related but do include some non-electoral reforms. Some of these changes come into effect immediately, and some will be introduced through regulations throughout the year.

Tranche 1 Electoral reforms include:

- Optional preferential voting
- Public election of the Mayor
- Removal of wards for smaller local governments
- Aligning the size of Councils (City of Bayswater will reduce to 9 Elected Members by 2025)
- Reforms to the owner/occupier role (to prevent sham leases)
- State-wide caretaker periods

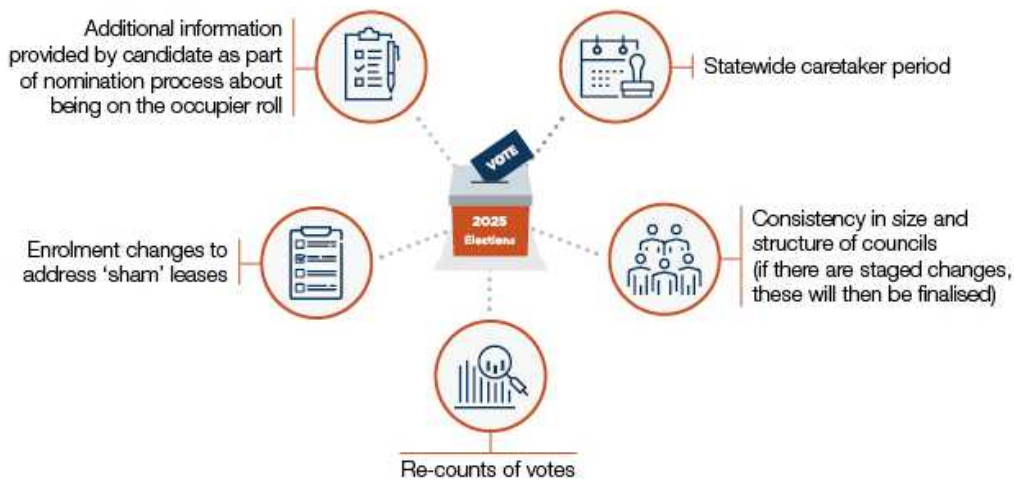
These reforms will be introduced through electoral regulations, with some being introduced for the 2023 Local Government Elections and some for the 2025 Local Government Elections.

The below graphics from the website of the Department of Local Government, Sport and Cultural Industries give a clear indication of when the electoral reforms will take place:

— **October 2023 Elections** —



— **October 2025 Elections** —



Tranche 1 Non-electoral reforms include:

The following reforms are already in effect:

- Increase in the number of electors required to call a special electors’ meeting (from 100 to 300 electors required).
- Compliance exemptions in an emergency, which allow the Minister to grant exemptions to apply to the Minister to not comply with certain provisions of the *Local Government Act 1995* in an emergency.
- Parental leave for Councillors. A council member is entitled to 6 months of parental leave beginning on the day on which the council member, or their spouse or de facto partner, gives birth, adopts or becomes a guardian or foster parent. The Act does not allow for the period of parental leave to be deferred to a later date.
- Restrictions on meeting participation due to gifts. Councils will be unable to allow a Council member to be present during discussions on matters in which they have disclosed an electoral gift, or gift that exceed \$1000 in value.

To be brought into effect through amendments to the regulations:

- Remuneration for independent members. It should be noted that this is already prescribed by the latest amendment to the regulations, however will come into effect later in 2024, following the relevant determination from the Salaries and Allowances Tribunal (SAT).
- Online registers. To ensure good record keeping and public visibility of these decisions it is proposed local governments keep public registers on matters such as leases, grants, sponsorship and goods and services contracts.
- Livestreaming and recording meetings. Band 1 and 2 local governments will need to live stream meetings of council. The City already livestreams and records its Council Meetings.
- Publishing of CEO KPIs and CEO Performance Review results. The State Government is proposing to introduce requirements to publish:
  - the CEO’s performance criteria
  - the report on the CEO’s performance against that criteria

- the CEO’s response to that report on their performance.  
Approval can be obtained to restrict certain matters from publication that may be sensitive.
- Communication agreement between Council and administration. A communications agreement in the State Government is the agreement between a Minister and the agency assisting them with their responsibilities. This agreement sets out how the Minister and agency will communicate with each other, how requests for information can be made and who in the agency a Minister and their staff may contact.
- Community engagement charter. Local governments will be required to establish a charter which sets out how it will engage with ratepayers and the community about the local government’s proposed policies, initiatives, and projects. A model charter will be published to assist local governments who wish to adopt a standard charter.
- Standardised Council meeting procedures. It is proposed that a uniform set of regulations will be made to ensure that local governments meetings all operate in a comparable way.
- One Council Plan. A council plan would replace some of the existing key plans of your local government. Instead, a council plan adopted by the council will set the high level priorities of the local government for the future.

**EXTERNAL CONSULTATION**

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

**OFFICER'S COMMENTS**

A number of reforms have recently come into effect when The *Local Government Regulations Amendment Regulations (No.2) 2023* (the Regulations) were gazetted on 30 June 2023. The majority of the regulations came into effect on 1 July 2023.

The changes prescribed by the regulations and their implications for the City of Bayswater are explored in the table below:

Change	Comment/Status for the City of Bayswater
<p><i>Changes to wards and representation</i></p> <p>The Regulations prescribe local governments into classes 1,2,3, and 4, which align with the four bands that local governments are placed in by the most recent Salaries and Allowances Tribunal determination.</p> <p>Introducing classes for local governments means that class 1 and 2 local governments will have popularly elected mayors and presidents. Class 3 and 4 local governments cannot be divided into wards.</p> <p>Classes for local governments will also be used for future regulation amendments, such as prescribing livestreaming and audio recording requirements for council meetings.</p>	<p>Under the Regulations the City of Bayswater is considered to be a Class 1 local government which means that it can be divided into wards and will have a popularly elected Mayor.</p> <p>The Council has already proactively implemented this proposed reform, and at the Special Council Meeting of 11 October 2022 resolved that public election of the office of the Mayor should take place at the 2023 Ordinary Council Elections.</p> <p>The City also conducted a Ward and Representation Review and on 15 May 2023 received a letter from the Local Government Advisory Board advising that the Minister for Local Government approved their recommendation and, would be implemented for the 2023 Local Government Elections.</p> <p>For 2023, there will be a minor change to the ward boundary between the North and Central Wards and the reduction of one Ward Councillor position.</p> <p>In 2025 there will be a more significant boundary</p>

Change	Comment/Status for the City of Bayswater
	change between West and South wards and the reduction of one ward Councillor position in the North Ward and one in the West Ward.
<p><i>Changes for the 2023 Elections</i> Section 80 of the <i>Local Government Amendment Act 2023</i> replaces first past the post voting with optional preferential voting as the voting method for all local government elections in Western Australia.</p> <p>The Regulations introduce a number of amendments to reflect this change to an optional preferential voting system and other election reforms:</p> <ul style="list-style-type: none"> <li>• procedures for local government chief executive officers to provide notice to candidates who are eligible to backfill a vacant office</li> <li>• amendments to the notice of declaration of election results to capture candidates who may be eligible to backfill</li> <li>• extending the election time period by 7 days to account for receipt of postal votes</li> <li>• increasing the length of candidate profiles</li> <li>• updates to candidate gift disclosures to account for the new backfilling provisions</li> <li>• new requirements for the destruction and deletion of copies of electoral rolls for unsuccessful candidates or council members who are no longer in office</li> <li>• changes to elected forms to account for optional preferential voting</li> <li>• an updated Local Government Candidate Induction course.</li> </ul>	<p>The extension of the election period by 7 days has meant that the City’s Caretaker Election Period (Caretaker Period) as per its <i>Election Caretaker Period Policy</i> will start one week earlier than anticipated (4pm, 7 September 2023) for the 2023 Local Government Elections. To accommodate for this change, Council cancelled its Ordinary Council Meeting that was scheduled for 12 September 2023 as it would have fallen within the Caretaker Period.</p> <p>The City has also been advised by the Western Australian Electoral Commission that the count for the 2023 Local Government Elections will likely take longer than for past elections. With this in mind, the Council has moved its swearing in ceremony from the Monday following Election Day to the Wednesday to account for possible delays.</p> <p>The City will work closely with its returning officer and use the WAEC’s software to assist with the count for the 2023 Local Government Elections to ensure it is meeting the new requirements.</p> <p>It should be noted that optional preferential voting will also be applicable to the elections for the Deputy Mayor and Committee Chairpeople.</p>
<p><i>Caretaker period for the 2025 elections</i></p> <p>The <i>Local Government Amendment Act 2023</i> included provisions for a statewide caretaker period for local government elections and restrictions on what local governments may do during that period.</p> <p>These Regulations amend the Local Government (Functions and General) Regulations 1996 to define a 'significant act' to set out what the restrictions are during the caretaker period.</p> <p>Part 5 (Caretaker Restrictions) will commence on 1 July 2024 so that the statewide caretaker period will be in effect for the subsequent 2025 local government elections.</p>	<p>The City already has a Caretaker Election Period Policy which has been in place since 31 May 2016. The Policy will need to be reviewed to ensure compliance with the Statewide Caretaker Restrictions.</p>

Change	Comment/Status for the City of Bayswater
<p><i>Remuneration for independent committee members</i></p> <p>The Regulations include new provisions that relate to the allowances and reimbursement of costs associated with council committee meeting attendance for independent committee members.</p> <p>These amendments follow the changes in the Local Government Amendment Act 2023 to provide for the payment for allowances and fees to independent committee members.</p> <p>The levels of these payments are to be determined by the Salaries and Allowances Tribunal.</p> <p>Regulation 7 (Payments to Independent Committee Members) will take effect later in 2024, following the relevant determination from Salaries and Allowances Tribunal.</p>	<p>The City is aware of this impending change to payments for independent committee members and will implement the change once Regulation 7 comes into effect.</p>

A second tranche of reforms is due to be introduced through a further Amendment Bill in early 2024, which will focus on the establishment of the new Local Government Inspector and the introduction of and local government monitors for early intervention.

**LEGISLATIVE COMPLIANCE**

*Local Government Act 1995*

*Local Government Amendment Act 2023*

*Local Government Regulations Amendment Regulations (No.2) 2023*

**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.

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>	Staying informed about the proposed reforms to the <i>Local Government Act 1995</i> will ensure Council is aware of any implications for the City early and can mitigate any associated risks accordingly.	

**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**

This report provides an update on the reforms to the Local Government Act 1995 and the implications for the City of Bayswater, which has already proactively begun implementation of some of the reform proposals.

**10.5.1.10 Annual Report on Council Approved Strategies 2022/23**

<b>Responsible Branch:</b>	Governance and Organisational Planning and Development
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Information Purposes
<b>Voting Requirement:</b>	Simple Majority
<b>Attachments:</b>	1. Council Adopted Strategies Progress [8.9.1 - 79 pages]

**CR DAN BULL DECLARED AN IMPARTIAL INTEREST**

*In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Dan Bull declared an impartial interest in this item as the Local Government Advisory Board has played an active role in implementation of part of the reform and he is the Chair of the Board. Cr Dan Bull remained in the Council Chambers and voted on this item.*

**SUMMARY**

The City undertakes an annual review of each of its Council approved Informing Strategies and Plans and provides a report on progress to the Audit and Risk Management Committee (ARMC). This report provides an update on the progress of Strategy and Plan actions to the end of financial year 2022/23, and also sets out the planned actions for 2023/24.

**OFFICER'S RECOMMENDATION**

That Council notes the annual progress report on actions in Council approved informing strategies and plans and the strategy and plan actions that will be implemented in 2023/24 as contained in **Attachment 1**.

**COUNCIL RESOLUTION**

**(COMMITTEE RECOMMENDATION TO COUNCIL)**

**That Council:**

- 1. Notes the annual progress report on actions in Council approved informing strategies and plans and the strategy and plan actions that will be implemented in 2023/24 as contained in Attachment 1.**
- 2. Requests that the Chief Executive Officer presents this report back to the next Audit and Risk Management Committee meeting in November 2023.**

**Cr Josh Eveson Moved, Cr Dan Bull Seconded**

**CARRIED UNANIMOUSLY: 10/0**

**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik, Cr Dan Bull and Cr Giorgia Johnson.*

**Against:** *Nil.*

**BACKGROUND**

An Informing Strategy or Plan is defined as a strategy or plan that has been endorsed by Council. The City’s strategies and plans are developed with significant user and/or community input and set out goals, objectives and actions in specific fields of work.

In previous years the City undertook an annual review of each of its Council approved informing strategies and plans and provided a report on progress to the Audit and Risk Management

Committee (ARMC). These reviews were spread out over the calendar year, with approximately 2-4 reported each quarter.

At the December 2022 meeting of the ARMC, feedback was received from the Committee regarding the practicality of the annual reporting on strategies and plans and a request was made to refine and re-focus future reporting.

## **EXTERNAL CONSULTATION**

No external consultation was undertaken to prepare this report.

## **OFFICER'S COMMENTS**

A review of the reporting process against Council endorsed Strategies and Plans has been conducted.

Council's endorsed strategies and plans form part of the Integrated Planning Framework and, as such, are clearly identified in the City's Corporate Business Plan. They provide a guide for the approach and clarify key actions for fields of work.

Council endorsed strategies and plans set priorities for specific areas of work and guide branches as they plan their services, projects and activities each financial year. However, the allocation of resources to these areas each year needs to be considered in the context of the City's broader priorities. This consideration occurs through the City's strategic and annual business planning processes.

As part of the review of the Council endorsed Strategies and Plans reporting process, managers have provided status updates against all the planned actions within each Strategy and Plan. This is discussed further below.

To establish the reporting process current and future years, Managers have identified the specific actions that have been resourced and will be progressed during 2023/24. These have been highlighted in yellow in the Council Adopted Strategies Progress Report (**Attachment 1**). Many actions within the plans and strategies refer to activities that are considered business as usual.

It is intended that as part of the quarterly reporting process only planned and resourced actions for the current financial year will be reported against. This reporting will be a summary progress update and will be provided to Council via the ARMC.

Annual reporting on the broader strategy and plan will be provided at the end of each financial year to support the decision-making process as part of the annual business planning process.

### **Annual Progress Report - Council Endorsed Strategies and Plans**

As well as reviewing the reporting process, management have undertaken significant work to establish the current progress of implementation of each strategy and plan.

The Council Adopted Strategies Progress Reports (**Attachment 1**) presents the annual status update by action in each strategy and plan.

The reports set out the actions, timeframes, status, broad resourcing and provide comments as appropriate. The reports have, to the extent possible, tried to match the structure and use the numbering of each strategy or plan, to provide a clear line of sight between the progress reports and the specific strategy or plan.

A table is provided below to provide a consolidated oversight of all Council approved Strategies and Plans, together with a summary of the status of actions. The table also identifies the percentage of total actions that are complete or on track.

Lead Service Area	Report No.	Council Adopted Strategy or Plan	% Complete or On-Track	Total Actions	Complete	On-Track	On-Hold	Off-Track	Not Yet Due	Dis-continued	
<b>COMMUNITY</b>											
01	Community Development	1	Access and Inclusion Plan 2020-2024	87%	54	16	31	4	1	2	
		2	Reconciliation Action Plan 2021-2023	80%	65	3	49	13			
		3	The Platform Youth Action Plan 2019-2023	100%	14	4	10				
		4	Local Homelessness Strategy 2021-2025	60%	38	2	21	9	2	4	
		5	Cultural Plan 2019-2024	100%	26	1	25				
02	Community Care and Aged Services	6	Age Friendly Strategy 2021-2025	100%	40	5	35				
06	Recreation Development	7	Play Space Strategy 2019-29	26%	109	17	11	2		79	
		8	Community Recreation Plan 2022-2032	49%	41	1	19			21	
09	Community Safety	9	CCTV Strategy 2018-2028	94%	18	8	9	1			
10	Environmental Health	10	Public Health and Wellbeing Plan 2019-2024	99%	69	38	30			1	
<b>ENVIRONMENT AND LIVEABILITY</b>											
16	Strategic Land-Use Planning	11	Morley Activity Centre Plan	74%	35	17	9	3		2 4	
18	Environmental Sustainability	12	Waterwise Bayswater Strategy 2020-2030	62%	42		26	16			
		13	Local Biodiversity Strategy (2008)	61%	36	5	17	7		7	
		14	Environmental Liveability Framework 2021-2045	25%	68	1	16	20	1	29	1
		15	Urban Forest Strategy 2021	55%	29	2	14	6	4		3
		16	Emission Reduction and Renewable Energy Plan 2021-2040	78%	41	2	30	8		1	
		17	Foreshore Area 10 Year Priority Plan	50%	16	2	6	8			
<b>VIBRANCY</b>											
21	Economic Development	18	Interim Economic Development Plan	47%	60	3	25	19		9 4	

Lead Service Area	Report No.	Council Adopted Strategy or Plan	% Complete or On-Track	Total Actions	Complete	On-Track	On-Hold	Off-Track	Not Yet Due	Dis-continued
22 Place Management	19	Destination Marketing Strategy 2021-2025	59%	70	28	13	28	1		
	20	Town Centre Activation Plans (Place Activation Plans "PAPS") • Noranda • Maylands • Morley • Bayswater	74%	23	1	16	3	3		
	21	Car Parking Management Plans for Morley Activity Centre	35%	20		7	12	1		
	22	Town Centre Parking Management Plans for Maylands	61%	44	12	15	5		9	3

The strategies and plans detailed below were previously identified for annual reporting or are identified in the Corporate Business Plan 2023/24 – 2026/27. Some of these are currently under review or in development and not yet completed and some could be considered more focused Service Programs, rather than broader City Strategies, thus have not been included in the reports. These are:

- **Advocacy Strategy and Land Acquisition and Disposal Strategy**

Both the Advocacy Strategy and the Land Acquisition and Disposal Strategy are currently being renewed. Actions in these areas are still progressing and are actively tracked and reported through, for example, the live “Current Advocacy Projects” status spreadsheet monitored by ELT and OLT and through regular reports to Council, including through the CEO KPI report.

- **Community Safety and Crime Prevention Plan and Local Bike Plan**

These Plans are currently being developed. The City of Bayswater Local Bike Plan was endorsed, with support for the development of an implementation plan at the Council meeting on 23 May 2023.

- **Low-Cost Urban Road Safety Program (LCURS) and Safe Route to Schools Program**

Both programs have been adopted by Council and although these are significant City programs, they are service programs rather than broader City Strategies. Program actions are and will be prioritised through capital works programming and the annual business planning and budgeting process. Regular reports are provided to Council on program progress and through quarterly services reports to ARC and Council.

It should be noted that the LCURS Program is administered through the State and has superseded the Citywide Local Area Traffic Management Study and subsequent Implementation Plan that was adopted by Council in 2019. The LCURS Program will produce similar outcomes to the City’s previous Plan albeit at a significantly accelerated timeframe.

**• Community Engagement Strategy**

This is not a Strategy with actions, but rather a guiding document to support quality community engagement practice at the City and is more in keeping with the ‘Community Engagement Charter’ that is proposed as part of Local Government Reform, for inclusion in the Act.

Once these Strategies and Plans have been developed and adopted by Council, actions will be prioritised through the annual business planning and budgeting process and implementation will be reported through quarterly and annual strategy reporting to Council.

**LEGISLATIVE COMPLIANCE**

*Local Government Act 1995*

**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>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>	Accepting this progress report presents low risk and reduces risk long-term by keeping Council informed of progress of the Council adopted Strategies and Plans.	

**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 L2: Plan and deliver projects and services in a sustainable way.  
 Work together to deliver the best outcomes for the community by managing our resources in a financially sustainable way.

**CONCLUSION**

This report provides an update on the progress of Strategy and Plan actions, to the end of financial year 2022/23, and sets out the planned actions for 2023/24. These reports will be a key input into business planning in 2024/25.

Report 1. CITY OF BAYSWATER: ACCESS AND INCLUSION PLAN 2020 - 2024													
Report on Action Progress to 2022/23 and Plans for 2023/24													
Outcome No.	Outcome (Disability Services Regulations 2004 Schedule 3 (r8))	Strategy No.	Strategy	Action No.	Implementation Plan Action Implementation Plan Actions	Planned Start Financial Year	Planned Finish: Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish: Financial Year	Action Status (end 22/23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24 Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified \$ for 23/24) ● Capital Project/ Program (\$)	Comment (if Applicable)
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.	1.1	Increase access and inclusion awareness with City engaged agents, contractors, local businesses and service providers.	a	Develop and share an information package for agents and contractors, including information on how to make services and events more accessible.	2021/22	ongoing	2021/22	ongoing	On-Track	Yes	Operating BAU	The City has developed a "Guide to Accessible Events" which is an information package for agents and contractors and includes information on how to make services and events more accessible and inclusive.
				b	Promote and maintain the City's assisted waste collection service to support the independence of eligible residents in their own homes	2021/22	ongoing	2020/21	ongoing	On-Track	Yes	Operating BAU	Assessed on referral to eligible residents
		1.2	Build partnerships to support people with disability to participate in their community	a	Embed information to improve access and inclusion into City documentation, including grants, donations, sponsorships and events. This includes providing accessible parking, public transport and alternative print.	2021/22	ongoing	2021/22	ongoing	On-Track	Yes	Operating BAU	The City uses a wide range of communication methods (hard copy and electronic formats) to promote services, and an alternate and preferred format upon request is provided, such as large print.
				b	Investigate hosting Easy English sessions for people with low literacy.	2020/21	ongoing	2021/22	ongoing	On-Track	Yes	Operating BAU	The City delivers ongoing English Conversation Group at the Morley and Maylands Libraries weekly, using volunteers
				c	Investigate and source funding for a business awareness program to improve access and inclusion, such as how to attract more customers by providing better access to businesses.	2020/21	ongoing	2021/22	ongoing	On-Track	Yes	Operating BAU	Upskiller Program continues year round
				d	Provide and promote information to sporting clubs and community groups to assist with the inclusion of people with disability	2020/21	ongoing	2021/22	ongoing	On-Track	Yes	Operating BAU	The City runs regular sporting club upskiller programs to assist inclusion of people with disability.
				e	Raise public awareness and understanding of people with disability by celebrating local achievements on 'International Day of People with Disability'	2020/21	ongoing	2020/21	ongoing	On-Track	Yes	Operating BAU	The City programs an annual event each year for International Day of People with Disability.
2	People with disability have the same opportunities as other people to access buildings and other facilities of the City of Bayswater	2.1	Improve building accessibility in the planning, design and construction phases.	a	Embed universal access considerations into the Project Management Framework, including procurement, approvals, and construction.	2020/21	2020/21	2020/21	2020/21	Complete	Yes	Operating BAU	
				b	Review and update City documentation to ensure agents and contractors are aware of their access and inclusion responsibility when providing goods and services to the public on behalf of the City. This will include contracts, service agreements, tenders, and decision-making frameworks.	2020/21	2020/21	2020/21	2020/21	Complete	No		Agent and contractor review conducted in 2020. City of Bayswater Accessible Events publication developed in 2021
				c	Engage accredited access consultants to conduct audits and prepare remedial action plans for upgrades to City buildings, including the pedestrian movement network to the nearest public transport infrastructure	2021/22	2021/22	no	no	On-Track	Yes		
				d	Allocate funds into the draft annual budget to address access barriers from audits to improve City owned buildings and facilities	2022/23	2021/22	no	no	Discontinued	No		Due to insufficient funds and COVID-19 this has not progressed.
				e	Advocate for sheltered parking over accessible bay facilities, in close proximity to Bayswater and Morley Community Centres.	2021/22	2021/22			On-Hold	Yes	Operating BAU	Engaging with Morbay to seek Cancer Council funding for 2023/24, due to no internal funds

Report 1. CITY OF BAYSWATER: ACCESS AND INCLUSION PLAN 2020 - 2024													
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Outcome No.	Outcome (Disability Services Regulations 2004 Schedule 3 (r8))	Strategy No.	Strategy	Action No.	Implementation Plan Action Implementation Plan Actions	Planned Start Financial Year	Planned Finish: Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish: Financial Year	Action Status (end 22/23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24 Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified \$ for 23/24) ● Capital Project/ Program (\$)	Comment (if Applicable)
				f	Develop a resource to ensure the community, builders and relevant stakeholders are informed of their rights and responsibilities to provide an accessible pedestrian environment.	2021/22	ongoing	2021/22	ongoing	On-Track	Yes	Operating BAU	
				g	Engage a consultant to design a customer service area at the Civic Centre that meets the needs of all employees and customers.	2021/22	2021/22	2021/22	2021/22	On-Hold	No		Customer Service improvements and contact centre re costed and included in the LTFP, and in alignment with Eden project.
		2.2	Improve the range of accessible restroom facilities.	a	Consult people with disability and relevant service providers to identify community need and location for a Changing Place facility within the City of Bayswater.	2021/22	2021/22	2021/22	2021/22	Complete	No		
				b	Investigate the feasibility of purchasing, hiring or building a Changing Place facility; and funding opportunities.	2021/22	2021/22	2021/22	2021/22	Complete	No		
				c	Investigate installing a supine change table (for an adult person laying face upwards) at the Bayswater Waves, in consultation with service providers and users.	2021/22	2021/22	2021/22	2021/22	Complete	No		
		2.3	Improve and promote accessible parking infrastructure.	a	Audit all City owned and managed accessible parking infrastructure to ensure all compliance with Australian Standards.	2021/22	ongoing	2020/22	2021/22	On-Track	Yes	Operating BAU	The City continues to monitor parking and other obstructions on footpaths and access ways and takes appropriate enforcement and education action.
				b	Prioritise a capital works program to upgrade City owned and managed designated accessible parking bays to Australian Standards.	2022/23	2023/24	2023/24	ongoing	On-Track	Yes	Operating BAU	Compliant with signage in prior years. Planned further investigation and register survey for report. Maylands is completed. Plans to do Bayswater, Morley and Noranda by July 2024.
				c	City owned and managed accessible parking bays are promoted and identified on City Spatial.	2022/23	2023/24	2023/24	ongoing	On-Hold	No		City Spatial is currently under review as part of the broader Eden Project
				d	Develop and promote an accessible parking resource, including information on use of bays, ACROD permits, and the reporting of access issues.	2023/24	2023/24	2023/24	ongoing	On-Track	Yes	Operating BAU	Currently upgrading of bays progressively. Unlikely to be complete in the next financial year
		2.4	Improve the pedestrian network accessibility within town centres.	a	Define and audit pedestrian network accessibility within the City's town centre precincts of Morley, Maylands and Noranda (Bayswater pending) e.g. kerb ramps, tactile ground surface indicators and creation of safe crossings.	2021/22	ongoing	2021/22	ongoing	On-Track	Yes	Operating BAU	Engaging a contractor to audits as part, and pending resource and budget.
				b	Implement a priority capital works program to improve the pedestrian network within the defined town centre precincts of Morley, Maylands and Noranda (Bayswater pending).	2022/23	2023/24	2023/24	ongoing	On-Track	Yes	Operating BAU	Implementation pending resource and budget.
				c	Investigate and source funding to develop and promote a 'City of Bayswater Access and Mobility Map' focusing on the Maylands, Morley and Noranda town centre precincts (Bayswater pending).	2023/24	2023/24	no	no	Discontinued	No		Considering mobility map within the Eden Project future outputs. Hard copies available on request

Report 1. CITY OF BAYSWATER: ACCESS AND INCLUSION PLAN 2020 - 2024															
Report on Action Progress to 2022/23 and Plans for 2023/24															
Outcome No.	Outcome (Disability Services Regulations 2004 Schedule 3 (r8))	Strategy No.	Strategy	Action No.	Implementation Plan Action Implementation Plan Actions	Planned Start Financial Year	Planned Finish: Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish: Financial Year	Action Status (end 22/23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24 Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified \$ for 23/24) ● Capital Project/ Program (\$)	Comment (if Applicable)		
		2.5	Improve accessibility in natural recreational environments.	a	Audit and prioritise high demand natural recreational environments to improve accessibility and wayfinding, including Lightning Swamp, Lightning Park, Claughton Reserve, Maylands Lakes, Baigup Wetlands, Bardon Park, Peninsula Farm, Berringa Park, and Eric Singleton Bird Sanctuary.	2023/24	2023/2024	2023/24	ongoing	On-Track	Yes				
				b	Prioritise remedial action plans to improve accessibility and wayfinding in natural recreational environments.	2023/24	2023/24	2023/24	ongoing	On-Track	Yes				
		2.6	Develop accessible design and inclusive play spaces to support social development for people with a range of disability.	a	Design and develop play spaces in line with the City's Parks and Play Space Classification Hierarchy; providing accessible infrastructure and play equipment in parks, including continuous accessible pathways, fountains, shelter, shade, and seating. Where possible and appropriate, engage education and disability service providers in the design of play spaces across the City.	2020/21	2023/24	ongoing	ongoing	On-Track	Yes	Operating BAU			
				2.7	Support people with hearing impairment to enhance engagement and participation.	a	Purchase portable hearing loops to support community consultations and meetings.	2020/21	2020/21	2021/22	2022/23	Complete	No		
						b	Consult with people with disability on the best locations for the hearing loops - Civic Centre, Council Chamber, recreation facilities, or libraries	2021/22	2022/23	2021/22	2022/23	Complete	Yes	Operating BAU	
		c	Investigate the feasibility of installing hearing audio loops at frontline customer service desks.	2021/22	2022/23	2021/22	2021/22	Complete	No						
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	3.1	Diversify accessible information and communication methods.	a	Provide the City's Access and Inclusion Plan in Easy English to encourage the participation of people with low literacy.	2020/21	ongoing	ongoing	2023/24	On-Track	Yes	Operating BAU	Available online and hard copy versions		
				b	Provide information in accessible formats on request for people with disability	2020/21	ongoing	ongoing	2023/24	On-Track	Yes	Operating BAU	Available online and hard copy versions		
				c	Showcase the City's Access and Inclusion Plan achievements using a range of communication methods, including video, graphics, large print and hard copy formats.	2020/21	ongoing	ongoing	2023/24	On-Track	Yes	Operating BAU			
				d	Educate the community on the importance of keeping footpaths and pedestrian pathways clear from obstruction.	2020/21	2023/24	ongoing	2023/24	On-Track	Yes	Operating BAU			
				e	Adopt an internal Written Style Guide that encourages staff to use plain English in all communications.	2020/21	2020/21	2020/21	2020/21	Complete	No				
		3.2	Review the accessibility of information in digital formats	a	Review the City's website in line with W3C Web Accessibility Guidelines and make improvements.	2022/23	2023/24	2022/23	2022/23	Complete	No				

Report 1. CITY OF BAYSWATER: ACCESS AND INCLUSION PLAN 2020 - 2024													
Report on Action Progress to 2022/23 and Plans for 2023/24													
Outcome No.	Outcome (Disability Services Regulations 2004 Schedule 3 (r8))	Strategy No.	Strategy	Action No.	Implementation Plan Action Implementation Plan Actions	Planned Start Financial Year	Planned Finish: Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish: Financial Year	Action Status (end 22/23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24 Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified \$ for 23/24) ● Capital Project/ Program (\$)	Comment (if Applicable)
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	4.1	Promote the City's commitment to access and inclusion in the Customer Service Charter	a	Provide and promote a range of options for community members to connect and communicate with the City.	2020/21	2021/22	2020/21	2020/21	Complete	No		
		4.2	Build disability confidence to enhance staff and community capacity.	a	Host an internal staff 'Access and Inclusion Upskiller Session' to increase staff awareness on how the City undertakes access appraisals for streetscapes, parks, and events.	2020/21	ongoing	ongoing	2023/24	On-Track	Yes	Operating BAU	
				b	Provide disability awareness and mental health training for staff, using specialist providers and people with lived experience.	2020/21	2022/23	2020/21	2022/23	Complete	No		
				c	Develop and implement an online City of Bayswater access and inclusion induction training program for staff and Councillors.	2020/21	2020/21	2020/21	2020/21	Complete	No		
				d	Support and partner with disability service providers to facilitate workshops aligned with the City's access and inclusion outcomes.	2020/21	2023/24	2020/21	2023/24	On-Track	Yes	Operating BAU	
e	Hold Customer Service Charter staff training, focusing on how to use the National Relay Service, the Translating and Interpreting Service, and ways to support people with disability to provide feedback.	2020/21	2020/21	2020/21	2020/21	Complete	No						
5	People with disability have the same opportunities as others to make complaints to the City of Bayswater.	5.1	Review and improve the City's processes to improve feedback mechanisms	a	Invite people with disability to be part of consultations to help the City improve customer service satisfaction levels	2020/21	2023/24	2020/21	2023/24	On-Hold	Yes	Operating BAU	Through a minor committee of Council
				b	Establish an online database, such as the Customer Relation Management System, to streamline the City's complaint and feedback processes to support consistent reporting of access and inclusion matters e.g. ECM, social media, phone, and feedback cards.	2022/23	2022/23	2023/24	2023/24	On-Track	Yes	Operating BAU	Through Eden Project
6	People with disability have the same opportunities as other people to participate in any public consultation by the City of Bayswater	6.1	Consider access and inclusion in the planning, design and delivery of public consultation	a	Embed access and inclusion in community engagement planning process.	2020/21	ongoing	2020/21	2023/24	On-Track	Yes	Operating BAU	Actively engaging with IDAC.
				b	Provide guidance and resources to support internal staff and external agents and contractors to facilitate accessible and inclusive consultations e.g. portable hearing loops, portable ramps and AUSLAN interpreters.	2020/21	ongoing	ongoing	2023/24	On-Track	Yes	Operating BAU	
		6.2	Expand the variety of consultation methods offered by the City.	a	Review the Community Engagement Framework and consider how to improve online engagements to better inform people with disability and improve public participation.	2020/21	2020/21	2020/21	2023/24	Complete	No		
				b	Monitor the diversity of people, including people with disability, engaging in public consultations by including questions to gauge the diversity of contributors.	2020/21	ongoing	2020/21	2023/24	On-Track	Yes	Operating BAU	

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7	People with disability have the same opportunities as other people to obtain and maintain employment with the City of Bayswater	7.1	Advance employment practices to increase the employment of people with disability	a	Join the Australian Network on Disability and take the Access and Inclusion Index Self-Assessment to maximise employment impact and contribute to a national benchmark	2020/21	2020/21	ongoing	ongoing	On-Track	Yes	Operating BAU	Ongoing
				b	Formalise a roadmap for improvement based on the annual Access and Inclusion Index Self-Assessment Comprehensive Report	2020/21	2020/21	2023/24	ongoing	On-Track	Yes	Operating BAU	
				c	Investigate and source funding to develop a mentoring program in partnership with a disability employment provider.	2021/22	2023/24	2021/22	2023/24	Complete	No		Complete
				d	Participate in employment expos that showcase how the City of Bayswater is a disability friendly and inclusive workplace	2021/22	2022/23	no	no	Off-Track	No		
		7.2	Continue to invest in building and promoting an inclusive workplace culture.	a	Review recruitment, employment practices and processes in consultation with a reference group, including staff with disability and employment providers, to increase representation and reduce unconscious bias	2021/22	ongoing	2021/22	ongoing	On-Track	Yes	Operating BAU	
				b	In consultation with staff, review workplace design and ergonomics to enable reasonable adjustments for staff with disability.	2021/22	ongoing	2021/22	ongoing	On-Track	Yes	Operating BAU	

Report 2. CITY OF BAYSWATER: RECONCILIATION ACTION PLAN 2021 - 2023													
Report on Action Progress to 2022/23 and Plans for 2023/24													
Pillar No.	Pillar	Action No.	Action	Deliverable No.	Deliverable Implementation Plan Actions	Planned Start Financial Year	Planned Finish: Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish: Financial Year	Action Status (end 22/23)	Planned Action 2023/24  Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)
1	Relationships	1	Establish and maintain mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.	a	Develop and communicate an Aboriginal and Torres Strait Islander engagement plan in consultation with local Elders to support a clear approach for engaging Aboriginal and Torres Strait Islander stakeholders.	2022/23	2022/23	no	no	On-Hold	Yes	Operating BAU	Due to staff changes this is yet to be progressed.
				b	Meet with local Aboriginal and Torres Strait Islander stakeholders to develop guiding principles for future engagement.	2021/22	2022/23	no	no	On-Hold	Yes	Operating BAU	Ongoing via Reconciliation Committee meetings
		2	Build relationships through celebrating National Reconciliation Week (NRW) and other days of significance.	a	Circulate Reconciliation Australia's NRW resources and reconciliation materials to City staff.	2021/22	2022/23	2022/23	ongoing	On-Track	Yes	Operating BAU	Four activities promoted to city staff and councillors, with evaluation and registered with Rec. Aust.
				b	Invite Reconciliation Advisory Committee members to participate in a range of external NRW events	2021/22	2022/23	2022/23	ongoing	On-Track	Yes	Operating BAU	Invitations extended via Reconciliation Officer
				c	Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW	2021/22	2022/23	2022/23	ongoing	On-Track	Yes	Operating BAU	Ongoing via Reconciliation Officer internal engagement
				d	Organise at least one NRW event each year and register all our NRW events on Reconciliation Australia's NRW website	2021/22	2022/23	2022/23	ongoing	On-Track	Yes	Operating BAU	Ongoing and registered on event calendar
				e	Raise awareness of the activities and events organised by the City to celebrate days of significance.	2021/22	2022/23	2022/23	ongoing	On-Track	Yes	Operating BAU	The NAIDOC Communications and Marketing Plan outputs reached 2,228 people and had 92 responses. The City raises awareness through the delivery of NAIDOC Week and Reconciliation Week through many activities for staff and communities.
		3	Promote reconciliation through our sphere of influence.	a	Implement strategies to engage our staff in reconciliation through: i. Host a lunch and learn session for staff focused on the four pillars of the RAP ii. Join the Reconciliation Film Club and host one annual reconciliation film screening iii. Create a 'reconciliation tool kit' for staff to refer to including references to films, books, podcasts and resources	2021/22	2022/23	2022/23	ongoing	On-Track	Yes	Operating BAU	
				b	Prepare a communication plan to promote the achievements, milestones and events of the City's Innovate Reconciliation Action Plan including online and traditional media. The Plan will target Noongar radio** as part of its public relations activities.	2022/23	2022/23	2022/23	ongoing	On-Track	Yes	Operating BAU	Not progressed with Noongar radio due to resource. Planning to include in promotional plan for 2023/24 year.
				c	Engage staff in the launch of the Innovate RAP to encourage conversation (i.e. Showcasing staff responses to actions they will take to progress reconciliation)	2021/22	2021/2022	2021/22	2021/22	Complete	No		
				d	Collaborate with external stakeholders to drive reconciliation outcomes. (i.e. schools, community groups, sporting clubs, and other likeminded organisations)	2021/22	2022/23	ongoing	ongoing	On-Track	Yes	Operating BAU	
				e	Explore opportunities to positively influence our stakeholders to drive reconciliation outcomes	2021/22	2022/23	ongoing	ongoing	On-Track	Yes	Operating BAU	City introduced a new category for the Community Art Awards; The Local Whadjuk Award (Acquisition). The new category seeks to; encourage the visibility, expression and preservation of traditional and contemporary Aboriginal cultures, communities, and identities through the arts; support the creation of significant works produced by local Aboriginal artists; enable opportunities for local Aboriginal artists, arts works and communities; and showcase the unique stories of Western Australia's First Nations peoples as part of the City of Bayswater Community Arts Awards.

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		4	Promote positive race relations through anti discrimination strategies.	a	Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions and future needs.	2021/22	2021/22	2021/22	2021/22	Complete	Yes	Operating BAU	Ongoing through OHS Committee review of policies
				b	Develop, implement and communicate a City of Bayswater Policy for Reconciliation	2022/23	2022/23	no	no	On-Hold	Yes	Operating BAU	Due to staff changes and low resources this has not proactively progressed
				c	Engage with Aboriginal and Torres Strait Islander staff and the Reconciliation Advisory Committee to consult on the City of Bayswater Policy for Reconciliation	2022/23	2022/23	2022/23	2022/23	On-Track	Yes	Operating BAU	ongoing
				d	Educate senior leaders on the effects of racism	2022/23	2022/23	2022/23	2022/23	On-Track	Yes	Operating BAU	The City ran an Aboriginal Culture Awareness and Knowledge workshop staff facilitated by Auspire. The Aboriginal Culture Awareness and Knowledge workshops covered topics including; unconscious bias, diversity within Aboriginal culture, key cultural protocols and effects of colonisation, and dispossession including the effects of racism.
2	Respect	1	Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning	a	Conduct a review of cultural learning needs within our organisation	2022/23	2022/23	2024/25	no	On-Track	Yes	Operating BAU	456 staff completed cultural training online module and auspire cultural training for Reconciliation Week. Subject to budget.
				b	Consult local Traditional Owners and/or Aboriginal and Torres Strait Islander advisors and the City's Reconciliation Advisory Committee on the development and implementation of a cultural learning strategy for Elected Members and staff	2022/23	2022/23	no	no	On-Hold	No		not progressed to date
				c	Develop, implement and communicate a cultural learning strategy for Elected Members and staff. Add the City's Reconciliation Action Plan to the new employee information pack and investigate options of inclusion in new employee inductions.	2022/23	2022/23	2022/23	2022/23	On-Track	Yes	Operating BAU	ongoing
				d	Provide opportunities for Reconciliation Advisory Committee members, Elected Members, Youth Advisory Committee members and all City staff to participate in formal and structured cultural learning.	2022/23	2022/23	2022/23	2022/23	On-Track	Yes	Operating BAU	ongoing
				e	Facilitate training opportunities for community groups and sporting clubs to attend Aboriginal and Torres Strait Islander cultural learning training	2022/23	2022/23	2022/23	2022/23	On-Track	Yes	Operating BAU	ongoing
				f	In collaboration with Whadjuk Noongar people, provide internal and external opportunities to learn more about Noongar language and build partnerships with external training organisations (i.e. inclusion of Noongar greetings in communications, where appropriate on social media platforms, corporate publications and oral communications)	2022/23	2022/23	2022/23	2022/23	On-Track	Yes	Operating BAU	
				g	Support City staff to attend the annual 'Danjoo Koornly Walking Together Social Impact' events series relevant to local government.	2021/22	2022/23	2021/22	2022/23	On-Track	Yes	Operating BAU	

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										<ul style="list-style-type: none"> <li>● Complete</li> <li>● On-Track</li> <li>● On-Hold</li> <li>● Off-Track</li> <li>● Not yet due</li> <li>● Discontinued</li> </ul>		<ul style="list-style-type: none"> <li>● Operating BAU</li> <li>● Operating Project (\$)</li> <li>● (with specified \$ for 23/24)</li> <li>● Capital Project/ Program (\$)</li> </ul>	
		2	Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols	a	Increase staff understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.	2021/22	2022/23	2021/22	2022/23	On-Track	Yes	Operating BAU	Reconciliation Rituals and Protocols management practice developed, and due for review in 2023/24
				b	Evaluate and communicate the City's Reconciliation Protocols and Rituals Management Practice	2021/22	2022/23	2021/22	2022/23	On-Track	Yes	Operating BAU	
				c	Develop a calendar of significant events and invite a Whadjuk Noongar Elder to provide a Welcome to Country or other appropriate cultural protocol at significant events each year	2021/22	2022/23	2021/22	2022/23	On-Track	Yes	Operating BAU	
				d	Continue to include an Acknowledgement of Country or other appropriate protocols at the commencement of important meetings	2021/22	2022/23	2021/22	2022/23	On-Track	Yes	Operating BAU	The City continues to implement a Welcome to Country or Acknowledgement of Country, as appropriate, at all City led events and civic ceremonies.
				e	Enhance Citizenship Ceremonies to educate new Australians through the delivery of a Welcome to Country and development of a cultural information package	2021/22	2022/23	2021/22	2022/23	On-Track	Yes	Operating BAU	The City engages with a local Elder to perform a Welcome to Country at the monthly Citizenship Ceremonies to promote the City's connection to local Aboriginal culture.
		3	Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week	a	Reconciliation Advisory Committee to participate in an external NAIDOC Week event.	2022/23	2022/23	ongoing	ongoing	On-Track	Yes	Operating BAU	Members of the Committee are made aware of and invited to external NAIDOC Week events.
				b	Review Human Resources policies and procedures to remove barriers to staff participating in NAIDOC Week	2021/22	2022/23	ongoing	ongoing	On-Track	Yes	Operating BAU	
				c	Promote and encourage participation in external NAIDOC events to all staff.	2021/22	2022/23	ongoing	ongoing	On-Track	Yes	Operating BAU	
				d	Seek opportunities throughout the year for the City to produce stories in Noongar language and videos in Noongar language to be shared during NAIDOC Week	2021/22	2022/23	ongoing	ongoing	On-Track	Yes	Operating BAU	
		4	Promote connection to the City's natural and built environment and focus on importance of native fauna	a	Identify endemic native plants to the area and continue with existing City native planting programs and restoration of original natural areas and establishment of nature links	2021/22	2022/23	ongoing	ongoing	On-Track	Yes	Operating BAU	
				b	Engage with local Elders and the South West Aboriginal Land and Sea Council who have knowledge in the area of native flora and fauna history, to better inform practices. E.g. Scar trees	2021/22	2022/23	2022/23	2022/2023	On-Track	Yes	Operating BAU	
				c	Identify and apply for funding to formally record Aboriginal sacred sites and sites of significance in the City of Bayswater	2021/22	2022/23	no	no	On-Hold	Yes	Operating BAU	The City promoted the connection to the City's natural and built environment and focussed on the importance of native fauna at a planning day with volunteers with the support of local Elders, and supports plans to preserve sites of significance ie. Scar Trees
				d	Consult local Elders and Aboriginal families and respective Aboriginal organisations to identify community need and prioritisation for the first naming and co-naming of City buildings, places and spaces, in alignment with Landgate's Aboriginal Dual Naming Guidelines, and planned City projects and upgrades	2021/22	2022/23	2022/23	2023/24	On-Track	Yes	Operating Project (\$)	Dual Naming Project commences 2023/2024
				e	Review the City's Naming Policy to include dual and renaming to Aboriginal names	2021/22	2022/23	2022/23	2024/25	On-Track	Yes	Operating Project (\$)	As above Dual Naming Project

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		5	Promote healing at local sites of significance to promote reconciliation	a	Collaborate with Traditional Custodians and share stories that will contribute to intergenerational healing	2021/2022	2022/23	2022/23	2024/25	On-Track	Yes	Operating Project (\$)	As above Dual Naming Project. Also has occurred in cultural awareness training, library and NAIDOC programs.
				b	Promote storytelling of sites of significance in the City of Bayswater in culturally acceptable ways, in consultation with Traditional Custodians.	2021/2022	2022/23	2022/23	ongoing	On-Track	Yes	Operating BAU	Has occurred in cultural awareness training, library and NAIDOC programs.
				c	Explore and seek funding to establish and facilitate local gatherings to support truth telling conversations at sites of significance	2021/2022	2021/2022	2022/23	2024/2025	On-Track	Yes	Operating Project (\$)	Dual Naming Project Plan involves Truth telling. Also has occurred in cultural awareness training, library and NAIDOC programs.
3	Opportunities	1	Appoint a dedicated 50D Reconciliation Community Development Officer or consultant, as required	a	Appoint a dedicated 50D Reconciliation Community Development Officer or consultant, as required, to assist with the implementation of the City's Innovate RAP 2021-2023.	2021/2022	2021/2022	2022/23	ongoing	On-Track	Yes	Operating BAU	Launch of plan was delayed, as was recruitment to fill the position, with further resources changes to fill the 50D position.
		2	Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development within the City's workforce.	a	Build an understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities through the establishment of a diversity champions' internal working group.	2021/2022	2022/23	2021/22	ongoing	On-Hold	No		Due to staff resourcing this is on hold.
				b	Engage with Aboriginal and Torres Strait Islander staff to consult on our recruitment, retention and professional development strategy, including peer mentoring.	2021/22	2022/23	2021/22	ongoing	On-Hold	No		Due to staff resourcing this is on hold
				c	Develop and implement an Aboriginal and Torres Strait Islander recruitment, retention and professional development strategy	2021/22	2022/23	no	no	On-Hold	No		Due to insufficient resourcing this is on hold
				d	Engage with external parties, employment agencies and training organisations to effectively reach Aboriginal and Torres Strait Islander stakeholders for employment and work placements	2021/22	2022/23	2022/23	ongoing	On-Track	Yes	Operating BAU	The City currently include all adverts on an Aboriginal and Torres Strait Islander employment page.
				e	Review the City's Human Resource and recruitment processes to remove barriers to Aboriginal and Torres Strait Islander participation in our workplace	2021/22	2022/23	2021/22	2022/23	Complete	No		This has been completed
				f	Increase the percentage of Aboriginal and Torres Strait Islander peoples within our workforce including; staff employment, school based traineeships and work experience placements.	2021/22	2022/23	2022/23	ongoing	On-Track	Yes	Operating BAU	Currently at 2%
				g	Identify opportunities to attract Aboriginal and Torres Strait Islander candidates through recruitment practices and policies	2022/23	2022/23	2022/23	ongoing	On-Track	Yes	Operating BAU	The City currently include all adverts on an Aboriginal and Torres Strait Islander employment page.
		3	Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.	a	Investigate Supply Nation membership	2021/22	2021/22	no	no	On-Hold	Yes		Currently investigating
				b	Utilise and communicate the Aboriginal Business Directory to increase supplier procurement.	2022/23	2022/23	2022/23	2022/23	On-Track	Yes	Operating BAU	Ongoing inclusion of procurement
				c	Implement a new Contract Management System, which will give the City greater reporting capability to help identify the participation rates of Aboriginal and Torres Strait Islander businesses.	2022/23	2022/23	2022/23	2022/23	On-Track	Yes	Operating BAU	
				d	Increase the number of commercial relationships with Aboriginal and Torres Strait Islander businesses.	2022/23	2022/23	2022/23	2022/23	On-Track	Yes	Operating BAU	
				e	Encourage and support Aboriginal and Torres Strait Islander community groups, clubs, and businesses to apply for community grant funding to deliver programs in the City of Bayswater	2022/23	2022/23	2022/23	2022/23	On-Track	Yes	Operating BAU	

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4	Governance	1	Establish and maintain an effective Reconciliation Advisory Committee to drive governance of the RAP.	a	Maintain Aboriginal and Torres Strait Islander representation on the Reconciliation Advisory Committee	2021/22	2022/23	2021/22	2022/23	On-Track	Yes	Operating BAU	Increased representation in 2022/23 year from 5 to 7 reps.
				b	Establish and apply a Terms of Reference for the Reconciliation Advisory Committee	2021/22	2022/23	2021/22	2022/23	On-Track	Yes	Operating BAU	Terms of Reference updated to reflect increased membership
				c	The Reconciliation Advisory Committee to meet at least four times per year to drive and monitor RAP implementation	2021/22	2022/23	2021/22	2022/23	On-Track	Yes	Operating BAU	
		2	Provide appropriate support for effective implementation of RAP commitments	a	Define resource needs for RAP implementation.	2021/22	2022/23	2021/22	2022/23	On-Track	Yes	Operating BAU	Resources insufficient, within the time period, to deliver actions. RAP extended.
				b	Engage our senior leaders and other staff in the delivery of RAP commitments.	2021/22	2022/23	2021/22	2022/23	On-Track	Yes	Operating BAU	
				c	Define and maintain appropriate systems to track, measure and report on RAP commitments.	2021/22	2022/23	2021/22	2022/23	On-Track	Yes	Operating BAU	Quarterly reports via the committee
				d	Appoint and maintain RAP champions from within the organisation, including representatives from senior management	2021/22	2022/23	2021/22	2022/23	On-Track	Yes	Operating BAU	Internal workforce inclusion and diversity committee has a Aboriginal and Torres Strait Islander Sub Committee to champion actions within organisation. ie NAIDOC Week and Reconciliation Week
		3	Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally	a	Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia	2021/22	2022/23	2021/22	2022/23	On-Track	Yes	Operating BAU	Completed annually
				b	Report RAP progress to all staff and senior leaders quarterly.	2021/22	2022/23	2021/22	2022/23	On-Track	Yes	Operating BAU	Reported via performance reporting and audit and risk reports.
				c	Publicly report our RAP achievements, challenges and learnings, annually.	2021/22	2022/23	2021/22	2022/23	On-Track	Yes	Operating BAU	Promoted via the City's annual report
				d	Investigate participating in Reconciliation Australia's biennial Workplace RAP Barometer	2021/22	2022/23	no	no	On-Hold	Yes	Operating BAU	Not progressed due to recruitment delays
		4	Continue our reconciliation journey by developing our next RAP	a	Register via Reconciliation Australia's website to begin developing our next Reconciliation Action Plan- Stretch	2022/23	2022/23	no	no	On-Hold	Yes	Operating BAU	Impacted by COVID pandemic, staff delays and insufficient time with a large volume of action

Report 3. CITY OF BAYSWATER: YOUTH PLATFORM ACTION PLAN 2019-2023													
Report on Action Progress to 2022/23 and Plans for 2023/24													
Theme No.	Theme	Outcome No.	What we will achieve (Outcomes)	How we will get there (Opportunities) Implementation Plan Actions	How we will know we have succeeded (Measurement)	Planned Start Financial Year	Planned Finish: Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish: Financial Year	Action Status (end 22/23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24 Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified \$ for 23/24) ● Capital Project/ Program (\$)	Comment (if Applicable)
1	Health and Wellbeing	1	Young people are offered services to support mental health.	Investigate suitable partnerships with local high schools that contribute to enhancing mental health.	Report on partnerships with high schools.	2019/20	2020/21	2019/20	2022/23	On-Track	Yes	Operating BAU	
		2	Young people in the City of Bayswater are more independent and prepared for the responsibilities of adulthood	Deliver How to Adult – Wellbeing and Life Skills workshops that enhance confidence and capability	Four workshops are delivered and a minimum satisfaction rating of 75% is received from participants.	2021/22	2021/22	2021/22	2021/22	Complete	No		The impacts of COVID-19 resulted in a significant drop in attendance for How to Adult workshops in 2020. As a result, the City's HTA workshops were suspended. The City will continue to deliver life-skills workshops for young people but they will not be branded as HTA workshops
		3	Young people are offered opportunities to participate in activities that enhance mental and physical health.	Deliver diverse activities at a range of venues across the City in partnership with local organisations	Number of partnerships established to deliver activities	2021/22	2021/22	2021/22	2021/22	On-Track	Yes	Operating BAU	
		4	Young people are connected with organisations that offer mental health services	Identify partnerships and promote organisations that improve mental health information and support.	Mental health services and programs are promoted through at least six social media posts per year	2019/20	2020/21	2019/20	2022/23	On-Track	Yes	Operating BAU	
2	Education and Employment	1	Young people in the City of Bayswater are more confident to manage their study workload.	Deliver study sessions for young people to assist them with study and school pressures.	Two study skills information sessions are delivered and a minimum satisfaction rating of 75% is received from participants.	2020/21	2020/21	2020/21	2022/23	Complete	No		In 2022 and 2023 Morley Library created a study hub on weekday afternoons. This was a comfortable space for students to relax, focus and prepare for their upcoming ATAR exams. There was free Wi-Fi, coffee, beanbags and snacks provided.
		2	Young people in the City of Bayswater are offered employment skills to increase their ability to gain work experience or employment.	Deliver How to Adult – Employable Me series to develop employment skills.	Four workshops are delivered and a minimum satisfaction rating of 75% is received from participants.	2019/20	2020/21	2019/20	2022/23	Complete	No		
		3	Employment opportunities are improved for young adults living in the City of Bayswater that are either underemployed or unemployed.	Establish partnerships with local businesses to deliver work experience, skill building, mentoring, etc.	Successful external grant application to implement the opportunity.					On-Track	No		The City plans to deliver this action in mid-late 2023
		4	City of Bayswater has a strong, diverse Youth Advisory Council (YAC)	Provide leadership training to develop the skills of the City of Bayswater YAC	80% of YAC members attended youth leadership training.	2019/20	2020/21	2019/20	2022/23	On-Track	Yes	Operating BAU	
Involve the YAC in the planning and delivery of City events, programs and facilities for young people.	100% of YAC members involved in the City's youth program, events or facility development.			2019/20	2020/21	2019/20	2022/23	On-Track	Yes	Operating BAU			

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3	Community Connection	1	Relationships are established with local high schools to inform the City of Bayswater's youth programming.	Provide the opportunity for high schools to meet with the City to share information, identify partnership and promotional opportunities	Meetings with local high schools are held twice a year.	2019/20	2020/21	2019/20	2022/23	On-Track	Yes	Operating BAU	
		2	Active membership in Eastern Metropolitan Regional Council, Youth Officer Group	Participate in quarterly meetings Eastern Metropolitan Regional Council.	Attend four meetings per year at Eastern Metropolitan Regional Council per year	2019/20	2020/21	2019/20	2022/23	On-Track	Yes	Operating BAU	
		3	Young people are engaged when decisions are made that affect them.	Ask young people for their ideas and opinions when the City is making decisions that affect them. (i.e. policy, facilities, strategies).	Number of opportunities offered to participate on committees, panels and forums (i.e. Engage Bayswater)	2019/20	2020/21	2019/20	2022/23	On-Track	Yes	Operating BAU	
		4	Opportunities are explored for young people to participate in actions that arise from a range of City strategies and plans (refer to page 3).	Encourage creative expression in young people.	Work with schools to involve all parts of the community in arts and culture	2019/20	2020/21	2019/20	2022/23	On-Track	Yes	Operating BAU	
			Increase appreciation of the cultural richness in our community	Number of opportunities to participate in actions that arise from the City's cultural plan and strategies.	2019/20	2020/21	2019/20	2022/23	On-Track	Yes	Operating BAU		

Report 4. CITY OF BAYSWATER: LOCAL HOMELESSNESS STRATEGY 2021-2025													
Report on Action Progress to 2022/23 and Plans for 2023/24													
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1	Preventing Homelessness	1.1	Establish a one-stop-shop community resource hub.	a	Establish a volunteer-run Library and Community Resource Hub to provide information, referral to services and educational sessions to people who are/or are at risk of homelessness.	2021/22	ongoing	2021/22	ongoing	Complete	Yes	Operating BAU	The Homelessness Hub was launched in 2022, and operates with volunteers, with four sessions per week
				b	Develop an Operational Management Plan for resourcing the Library Community Resource Hub in consultation with local service providers.	2021/22	2021/22	no	no	On-Track	Yes	Operating BAU	Homelessness Management Practice draft is pending engagement with stakeholders and approval from ELT.
	Goal: Contribute to building an informed, resilient an connected community.	1.2	Actively encourage changes in community behaviour to prevent family and domestic violence, substance misuse and trauma relapse	a	Foster respectful relationships and non-violent behaviour through the delivery of community training in partnership with professional training providers identified through the Library Community Resource Hub.	2021/22	ongoing	2023/24	ongoing	On-Track	Yes		The first year a substantive investment was made to train volunteer students that left after placements ended. The ongoing cost to train student volunteers requires a review as it is financially unsustainable.
				b	Encourage schools, community groups and sporting clubs to apply for City grants with a purpose to promote respectful relationships that address family and domestic violence.	2021/22	ongoing	ongoing	ongoing	On-Track	Yes	Operating BAU	Better Bayswater Grants promoted through the Vulnerable Persons Interagency Group.
				c	Investigate partnership opportunities with specialist health and local homelessness service providers to establish, deliver and promote a trauma relapse prevention program with an aim to reduce re-representation into crisis accommodation.	2023/24	2024/25	no	no	Discontinued	No		City has a funding agreement with Noongar Outreach for service provision, and partners with Orana House and 55 Central on shared training opportunities
				d	Collaborate with local high schools, relevant agencies and service providers to deliver programs that raise awareness in young people of how to connect to appropriate supports.	2021/22	ongoing	ongoing	ongoing	On-Track	Yes	Operating BAU	Ongoing through the Youth Advisory Council and Principals Network meetings.
				e	Establish a partnership with the Constable Care Foundation to educate children in local schools about the importance of personal safety and community safety.	2023/24	2024/25	no	no	Discontinued	No		On hold due to lack of budget and resources. Cost to enter program is \$40,000 annually.
				f	Partner with service providers and promote campaigns that positively influence, educate and help to change community attitudes and behaviours toward people experiencing homelessness.	2021/22	2024/25	2023/24	no	On-Hold	Yes		On hold due to lack of budget and resources
	1.3	Educate residents at risk of eviction on ways to maintain their tenancy	a	Increase resident knowledge on how to manage their tenancy through the delivery of the City's Community UpSkiller workshops in partnership with relevant stakeholders.	2022/23	2024/25	no	no	On-Hold	No		Project Services no longer continuing to target area.	
	1.4	Contribute to reintegrating people with lived experience of homelessness with the broader community	a	Work with employment agencies and homelessness service providers to identify community training opportunities and life skill programs for local people who are homeless or are at risk of homelessness.	2023/24	2024/25	2023/24	no	On-Track	Yes		Provision through grants	
			b	In partnership with crisis accommodation providers, investigate and apply for funding to address gaps in employment or life skills programs to increase the economic participation of people who are homeless or at risk of homelessness.	2023/24	2024/25	no	no	On-Track	Yes		Provision through grants	
			c	Investigate funding opportunities in collaboration with local crisis accommodation providers to co-design a physical health and wellbeing program utilising City recreational facilities to benefit people living in crisis accommodation.	2023/24	2024/25	no	no	On-Hold	No		On hold due to lack of budget and resources	
			d	Investigate the establishment of a Moorditj Yarning Friendship Group for women in the City of Bayswater.	2023/24	2024/25	2023/24	no	On-Track	Yes		Potential pending resourcing	

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		1.5	Increase the knowledge of City of Bayswater frontline staff and volunteers to better understand and respond to people experiencing homelessness	a	Co-design, develop and trial staff training packages in consultation with people with lived experience and local service providers.	2021/22	2024/25	no	no	On-Hold	No		On hold due to lack of budget and resources
				b	Prepare an annual training calendar to increase staff and volunteer knowledge and strengthen the City's ability to refer residents to appropriate support services.	2021/22	2024/25	2023/24	no	Off-Track	Yes		
				c	Recruit and train volunteers to deliver tailored responses that respond to people who are homeless or are at risk of homelessness.	2021/22	2024/25	2021/22	2022/23	On-Track	Yes		Training continuing for volunteers
		1.6	Assist to connect Aboriginal people with short term accommodation in the City of Bayswater, with social and housing support services	a	Work with relevant agencies and local service providers to identify ways the City can assist to connect Aboriginal people coming to the City of Bayswater from Country to access short-term housing and support services.	2023/24	2024/25	2023/24	ongoing	Discontinued	No		The provision of this service is via a service agreement with Noongar Outreach, and supported via grants such as the Better Bayswater grants and the International Women's Day grants.
2	Safety for People Experiencing Homelessness Goal: Keep people safe	2.1	Connect people experiencing homelessness to health, legal and social support services	a	Maintain funding of Nyoongar Outreach Services to deliver culturally assertive outreach case management services in the City of Bayswater.	2021/2022	2024/25	2021/22	2024/25	On-Track	Yes	Operating BAU	Subject to budget ongoing.
				b	Encourage local agencies to register and maintain information on Ask Izzy*, as a centralised tool to be promoted on the City's website.	2021/2022	2024/25	2021/22	2024/25	On-Track	Yes	Operating BAU	
		2.2	Optimise local public facilities and amenities to promote personal care, safety and wellbeing	a	Install a suitable storage locker facility at the Library Resource Hub for temporary storage of personal belongings to enable dignified connection with community or employment service providers.	2023/24	2024/25	no	no	On-Hold	No		On hold due to lack of budget and resources
	b			Investigate the extent of community need for providing shower / change room facilities in partnership with local service providers and advocate for service provision from a mobile service provider, as necessary.	2022/23	2022/23	no	no	On-Hold	No		On hold due to lack of budget and resources	
	c			Map information to promote the City's public toilet facilities, water refill stations, mobile recharge points and WI-FI hot-spots and make this information available in a range of accessible formats.	2022/23	2022/23	no	no	On-Hold	No		On hold due to lack of budget and resources	
		2.3	Foster community empathy to positively respond to people experiencing homelessness	a	Continue to promote local service providers that specifically support people at risk of or experiencing homelessness in the City's 'Caring for our Community' publication.	2021/22	ongoing	2021/22	2021/22	Complete	Yes		Reprints of publication occurring.
	b			Deliver training for local businesses through the City's Community UpSkiller program to increase awareness and effectively respond to people experiencing homelessness.	2021/22	2023/24	no	no	Discontinued	No		The focus on these workshops has changed, and this no longer aligns with the Community Upskiller program	
	c			Identify and widely promote inspiring local business champions delivering social initiatives that help to breakdown stigma and stereotypes for people experiencing homelessness.	2022/23	2024/25	no	no	Off-Track	No		On hold due to lack of budget and resources	
	d			Engage local homelessness charities to participate in the City's annual Christmas Food Appeal to support disadvantaged residents and families in the City of Bayswater.	2021/22	2024/25	2021/22	ongoing	On-Track	Yes	Operating BAU	Continued through events program	

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3	Exiting Homelessness	3.1	Encourage affordable and diverse housing through local controls, such as rates and planning	a	Offer rate exemptions for charitable housing service providers that are providing accommodation to people experiencing homelessness, in accordance with the Local Government Act.	2021/22	ongoing	ongoing	ongoing	On-Track	Yes	Operating BAU	Continued through application
				b	Investigate potential social/affordable housing options when considering future use of sites identified in the Land Acquisition and Disposal Strategy.	2021/22	ongoing	ongoing	ongoing	On-Track	Yes	Operating BAU	Considered through strategic planning
				c	Continue to promote and incentivise affordable housing as a part of the town planning scheme review, new developments and precinct plans in accordance with the draft local planning strategy.	2021/22	ongoing	ongoing	ongoing	On-Track	Yes	Operating BAU	Considered through strategic planning
				d	Invite relevant service providers to submit an expression of interest in vacant community leasing facilities, as they arise.	2021/22	ongoing	ongoing	ongoing	On-Track	Yes	Operating BAU	Considered through building and maintenance team
				e	Advocate to all tiers of government for increased affordable and social housing in the City of Bayswater.	2021/22	ongoing	ongoing	ongoing	On-Track	Yes	Operating BAU	Considered through Shelter WA and State Government networks
4	Exiting Homelessness	4.1	Monitor and respond to homelessness within the City of Bayswater	a	Advocate and work with local homelessness service providers to support funding applications that aim to improve service delivery in the City of Bayswater.	2021/22	ongoing	ongoing	ongoing	On-Track	Yes	Operating BAU	Continued to support funding applications through partnerships and letters of support
				b	Contribute to WALGA discussion papers and relevant submissions to inform State Government decision maker.	2021/22	2024/25	ongoing	ongoing	On-Track	Yes	Operating BAU	Annual survey participation via Shelter WA
				c	Partner with local service providers and other local government authorities in delivering Connections Week initiatives to gather information and add to the By-Name List with an aim to assist relevant agencies to provide housing and other supports to people experiencing homelessness.	2022/23	2024/25	no	no	On-Hold	No		On hold due to lack of budget and resources
				d	Utilise and enhance the City of Bayswater City Spatial online portal, as a systems tool to manage data relating to 'hot spot areas' when participating in Connections Week initiatives.	2021/22	2024/25	no	no	On-Hold	No		On hold due to review of City spatial and integration with the Eden Project
				e	Improve statistical reporting of people experiencing homelessness within the City of Bayswater using a centralised information system.	2021/22	2024/25	2021/22	ongoing	On-Track	Yes	Operating BAU	City has developed and maintained the Live Pro Knowledge Hub and uses Engage Bayswater to collect data on visitations at the Hub
				f	Coordinate inter-agency homelessness meetings to share knowledge, identify and address local service gaps and improve responses to end homelessness.	2022/23	ongoing	ongoing	ongoing	On-Track	Yes	Operating BAU	The Vulnerable Persons Interagency Group meets twice a year.
				g	Continue to be an organisational member of Shelter WA and attend relevant industry homelessness forums to keep up to date with contemporary trends across the sector.	2021/22	ongoing	ongoing	ongoing	On-Track	Yes	Operating BAU	The City continues membership of Shelter WA and subscribes to industry news

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Advocacy and Advisory	Commitments	1	Lobby for arts and culture organisations in the City of Bayswater.	On-Track	Yes	Operating BAU	Manager Community Development	2022/23: The City supported local arts and culture organisations through representation on groups, providing letters of support to accompany their grant applications, and promoting them with grants that were leveraged towards for government funding.
		2	Promote the city's cultural assets and events using a range of media platforms, including social media, City of Bayswater website and print media.	On-Track	Yes	Operating BAU	Manager Community Development	2022/23: The City's Events and Communications and Marketing teams worked together on a plan to promote our community events via multiple platforms, including; seasonal editions of the Bayswater Beat magazine direct to residents, the Civic Centre banner, an illuminated notice board on Broun Ave, social media, the City's website, marketing collateral (including banners, posters and bollard wraps throughout the City of Bayswater), and via on web listings such as Perth is OK, Perth Happenings, and Scoop. The City initiated a new "Activate Arts" network in communities and engaged with; Ellis House, Laneways Art Space, Claymate, Pippa McMannus, Dense Pepper, Rabble Books, IAct Studios, WA Ballet, Stop Being Boring, and Henry on Eight to include them in an online Arts, Culture and Music directory to develop a new Arts Festival.
		3	Seek grant funding and commitments to the delivery of infrastructure for cultural activities	On-Track	Yes	Operating BAU	Manager Community Development	2022/23: The City sought sponsorship and grants for the Avon Descent, Community Arts Awards, Carols by Candlelight, Bayswater Community Concert, Homelessness Hub Connectors program, Youth Week. For the City's event calendar, grants and sponsorship totalled \$79,823.

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	Opportunities	1	Actively encourage the provision of inclusive art and cultural activities by other organisations for people of all ages.	On-Track	Yes	Operating BAU	Manager Community Development	2022/23: The City supports organisations to plan for events in the City of Bayswater through the upskilling program and in-kind support with event application support. The City processed external event applications for 60 events during this period, and had approved 12 community events grants applications for events to be held later in 2022. City provided grants for the following cultural events; Vietnamese Women Cultural Festival Day, Chinese New Year, Cultural Performance & Dumpling Tasting and the Twilight. The City provides community grant funding to various organisations through the year to deliver cultural events.
		2	Support a diverse range of arts and culture activities to build a stronger community and meet community needs	On-Track	Yes	Operating BAU	Manager Community Development	2022/23: The City delivered a range of community events with arts and cultural activities including; Avon Descent, Community Art Awards, Carols by Candlelight, Community BBQ, Citizenship Breakfast, International Woman's Impact, Music in the Park, and the Evening in the Park events. The City provided grants to cultural events including; Vietnamese Women Cultural Festival Day, Chinese New Year, Cultural Performance & Dumpling Tasting and the Twilight Markets. The City sponsored the WA Symphonic Wind Ensemble Concerts. The City's School Banner Competition was delivered to ensure participation by local primary schools to enter the art competition. Entries are displayed at The RISE, with the winners awarded prizes, and displayed artwork on town centre street banners, and in the City's Christmas Cards. The City led a program of events in November 2022 to build stronger community relationships with the PrideFEST. The City has expanded on the Community Arts Awards into an Arts Festival, attracted more partners and sponsorship to build capacity in communities in developing a collaborative and innovation festival program. The City is leading the Rise Up Art Market and an Artist in Residence at The Rise.
		3	Advocate for the State Government to support cultural expression within the City of Bayswater, such as the provision of funding for arts and cultural facilities (hard infrastructure) that ties in with arts and cultural projects, programs and services (soft infrastructure)	On-Track	Yes	Operating BAU	Manager Community Development	2022/23: The City supports many cultural arts organisations with in-kind contributions and/or letters of support to accompany their applications for State Government funding including supporting Ellis House.

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Partner / Collaborate	Commitments	1	Encourage connections and networking opportunities between the City, arts and cultural workers and artists that live or work in the City of Bayswater	On-Track	Yes	Operating BAU	Manager Community Development	2022/23: The City has engaged with the Arts Community to activate arts within the community to strengthen networks, create ideas and work on collaborations connections. This includes sharing information, networking meet ups, and liaison with Ellis House, Laneways Art Space, Claymate, WA Ballet, Pippa McMannus, Dense Pepper, Rabble Books, IAct Studios, Stop Being Boring, and Henry on Eight, Art and Craft World.
		2	Continue to deliver cultural activities in partnership with others	On-Track	Yes	Operating BAU	Manager Community Development	2022/23: The Morley Library hosted a performance by Hungarian Folk Dance Group Keszkeno as part of Harmony Week celebrations. Indigenous illustrator and author, Helen Milroy, participated in the Children's Book Council of Australia Book Week 2022 launch event. A trial collaboration between Library Services and Umbrella Multicultural Village Hub for seniors to play "Go" an ancient Chinese strategic board game. The City partnered with Maylands business Rabble Books and Games to deliver five Drag Queen Storytime sessions. The City partnered with WA Multicultural Association to deliver the Evening in the Park event, and partnered with Aboriginal artists for the Music in the Park event. For Reconciliation Week in May, the City delivered a flag raising ceremony and storytelling by local Elders, including partnerships with local schools, local Aboriginal Elder group, and Air force Cadets. The City also delivered cultural learning in the libraries, tree planting and smoking ceremonies in reserves, partnered with the Department of Local Government, Sport and Cultural Industries in the 2023 Street Banner project.
		3	Work with the Office of Multicultural Interests and local groups to build cultural awareness through performance, activities and events.	On-Track	Yes	Operating BAU	Manager Community Development	2022/23: A City of Bayswater Ambassador represented the City on a reference group for the Office of Multicultural Interests to build and share awareness about the City's activities and events. The City liaises with the Office of Multicultural Interests to deliver the Evening in the Park event, with over 17 performance from diverse groups including: Russian, Siberian, Slavic, Filipino, Israeli, Chinese and Vietnamese. City Grant Sponsored cultural events included Vietnamese Women Cultural Festival Day, Chinese New Year, Cultural Performance & Dumpling Tasting and the Twilight
		4	Continue to facilitate the use of local libraries as venues for exhibitions and other cultural activities.	On-Track	Yes	Operating BAU	Manager Community Development	2022/23: The Maylands Library hosted a Noongar language and culture workshop run by Carol Foley, which is ongoing. The Morley Library hosted a performance by the Hungarian Fold Dance Group Keszkeno to celebrate Harmony Week. The City's libraries each hosted special events to celebrate National Reconciliation Week and NAIDOC Week.

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		5	Develop the capacity of local cultural groups and organisations through the provision of the City's Community Upskillers Program, grant funding and partnership opportunities	On-Track	Yes	Operating BAU	Manager Community Development	2022/23: The City delivered a number of face-to-face Community Upskiller sessions, including the; Community Upskiller Workshop - Grant Writing Workshops & Writing Successful Grant Applications, Webinar - Winning First Impressions and Interview Skills, Webinar - Conducting Better Meetings, Community Upskiller Workshop - Clubs Governance Enhanced, Community Upskiller Workshop -Difficult Conversations Made Easy, Community Upskiller Workshop - Club Management WA, Community Upskiller Workshop - Fist Aid Demonstrations, eLearning – How Much does it really cost, club financial planning.
	Opportunities	1	Explore greater use of technology to make cultural activities more interactive and accessible	On-Track	Yes	Operating BAU	Manager Community Development	2022/2023: The City showcased the Community Art Awards with an online catalogue. The City used technology to improve lighting up of the trees at City events. The City incorporated interactive technology to engage with the audience using Slido to smart phones at the International Women's Day panel discussions.
		2	Consider a range of temporary cultural experiences – self-paced, pop-ups, flash mobs, hands-on activities	On-Track	Yes	Operating BAU	Manager Community Development	2022/2023: The City delivered two flash mob activities in this period; the Volunteer Recognition event with surprise burlesque dancers and the International Women's Day event with the surprise Menagerie Choir. The Reconciliation Week Storytelling and library sessions included hands on activities.
		3	Explore adapting and repurposing unused spaces and creating cultural precincts.	On-Track	Yes	Operating BAU	Manager Community Development	2022/23:The City is planning to collaborate with community to activate unused spaces in Mt Lawley and Maylands for a new Arts Festival including The Rise Amphitheatre, WA Ballet building and the St John of God building.
		4	Explore our connections to our local Noongar culture	On-Track	Yes	Operating BAU	Manager Community Development	In support of the City's reconciliation journey, through the Innovate Reconciliation Action Plan 2021- 2023 under the pillar of 'Opportunity', the City aims to increase the social and economic inclusion of Aboriginal and Torres Strait Islander peoples. The City has built strong connections with the Aboriginal communities through the NAIDOC Week and Reconciliation Week events, the Welcome to Country presentations at Citizenship Ceremonies and community events.
		5	Work with schools to involve all parts of the community in arts and culture	On-Track	Yes	Operating BAU	Manager Community Development	2022/2023: The City of Bayswater partnered with Embleton Primary for the City's Reconciliation Week Flag Raising Ceremony. The City engaged with local schools to review the Chaplaincy Program, annual scholarships program, and engaged with 13 schools for the Christmas Banner Competition.

Report 5. CITY OF BAYSWATER: CULTURAL PLAN 2019 - 2024								
Report on Action Progress to 2022/23 and Plans for 2023/24								
Outcome Area	Commitment / Opportunity	Item No.	Item	Action Status (end 22/23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24  Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Action - Responsible Manager	Comment
Deliver	Commitments	1	Continue to deliver family events which are free or low cost, with entertainment for children.	On-Track	Yes	Operating BAU	Manager Community Development	Annually: Free community events are delivered including; Avon Descent, Community Art Awards, Carols by Candlelight, Community BBQ and Citizenship Breakfast, Music in the Park, Movie in the Park, and Evening in the Park. These events attract people of all ages and interests, and in particular school children and families. An estimated total of 7,000 attended these events. The City also supported free Community led events through; International Women's' Day grants, the Community Events Grants and Better Bayswater Grants.
		2	Optimise community use of buildings and facilities for the delivery of cultural activities and cultural services	On-Track	Yes	Operating BAU	Manager Community Development	Ongoing: Cultural activities were facilitated at various City venues through this period including the Civic Centre, Bayswater Community Centre, Morley Community Centre and the City's Libraries. The City sponsors the Symphonic Wind Ensemble (WASWE) to utilise the Morley Sport and Recreation Centre for rehearsals and instrument storage.
		3	Increase the City's awareness of changing resident needs, desires and interests	On-Track	Yes	Operating BAU	Manager Community Development	The City's Strategic Community Plan was developed with an array of community engagement opportunities. This plan is a key document capturing the changing needs and aspirations of the community.
		4	Continue to deliver activities and events that are valued by the community.	On-Track	Yes	Operating BAU	Manager Community Development	Annually: The City continues to offer free community events including the Avon Descent, Community Art Awards, The new Flourish Community Art Festival, Carols by Candlelight, Community BBQ and Citizenship Breakfast, , and Evening in the Park. It also provides an annual children's' and adults' program through the Libraries, and events for seniors through the community centres. The City partnered with multiple businesses and community groups across the City to hold the first PrideFest in 2021. The City also offers low cost activities for seniors through community centres.
		5	Link cultural experiences with social opportunities	On-Track	Yes	Operating BAU	Manager Community Development	Annually: The City's Evening in the Park and Music in the Park events are where cultural diversity aligns with social opportunities. In 2023, the event attracted lower attendance numbers due to the COVID 19 pandemic, but was very well received by community. The City also attracts many diverse cultures to celebrate the Carols by Candlelight event, and in 2022 the numbers have steadily increased post the COVID 19 pandemic. Ongoing: The Community Centres run weekly activities including bus outings, walking group, friendship group, Chinese and English Mah-jong. The libraries English Conversation Groups facilitated by City volunteers help people whose first language is not English to improve their fluency, make new friends; and have fun in a safe and welcoming social environment.
		6	Utilise open spaces, parks and the riverfront	On-Track	Yes	Operating BAU	Manager Community Development	The majority of the City's events are held in open spaces across the City. 2022/2023: The City supported six community led events through awarding of grants using the City's active and passive reserves.

Report 5. CITY OF BAYSWATER: CULTURAL PLAN 2019 - 2024								
Report on Action Progress to 2022/23 and Plans for 2023/24								
Outcome Area	Commitment / Opportunity	Item No.	Item	Action Status (end 22/23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24  Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Action - Responsible Manager	Comment
		7	Make way for new cultural initiatives when old practices no longer serve the community	On-Track	Yes	Operating BAU	Manager Community Development	The City events are reviewed annually and has been realigned to focus on iconic signature events, and civic events. Funds were allocated to building capacity for more community led localised events. The grants policy was also reviewed in 2022, and the policy updated twice to reflect the changing needs of community. I.e.. Grants for events to be opened all year round with greater flexibility to meet community needs.
	Opportunities	1	Explore new cultural experiences to appeal to a wide range of audiences	Complete	Yes	Operating BAU	Manager Community Development	2022/2023: The City introduced a new cultural experience with the Community Concert, and is supported by Lotterywest funding of \$20,000. The City introduced the new Whadjuk Art Prize at the Community Art Awards, and is exploring partnerships to deliver new cultural experiences at City led events. The City is incorporating more diverse cultural inclusions at its signature events.
		2	Use non-traditional spaces for cultural activities	On-Track	Yes	Operating BAU	Manager Community Development	Ongoing: The City continued to trial the use of a converted shipping container, outside The RISE, as a multi-use stage and exhibition space.
		3	Embrace spontaneity by cutting red tape where possible - recognising that people want to be more spontaneous about their activities	On-Track	Yes	Operating BAU	Manager Community Development	The City has streamlined the process for food truck permits and event applications, by reviewing the application process and removing, where possible, red tape including relaxing the requirement for event applications for events with under 100 people, and trialling the approval of a series of events. In 2023, the City updated the Grants Policy to open grants up all year round to embrace spontaneity and reduce red tape for community.

Report 6. CITY OF BAYSWATER: AGE FRIENDLY STRATEGY 2021-2025											
Report on Action Progress to 2022/23 and Plans for 2023/24											
Outcome Area No.	Outcome Area	Action No.	Action Implementation Plan Actions	Planned Start Financial Year	Planned Finish: Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish: Financial Year	Action Status (end 22 23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24 Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)
1	<b>Outdoor Spaces and Buildings</b> Goal: Outdoor spaces, toilets and public buildings are clean, accessible, well sign-posted and safe	1	Develop a Public Toilet Strategy for the City of Bayswater, to plan for upgrade, renewal and/ or removal of existing facilities, including design guidelines to address lighting, accessibility and compliance, and recommendations on funding for actions identified	2022/23	ongoing	2022/23	ongoing	On-Track	Yes	Operating BAU	The City completed extensive renovations of the Morley Community Centre's toilets, and accessible toilets were installed in line with the national standards. Assessment matrix of all City public toilets has been developed to identify priorities. All future renewals are identified in the capital works plans.
		2	Raise awareness of available public toilet facilities, opening hours and accessibility through promotion of the Australian Government's National Public Toilet Map and City of Bayswater's online mapping tool.	2022/23	ongoing	2022/23	ongoing	On-Track	Yes	Operating BAU	Completed initial upload and will continue to update as required.
		3	Continue to ensure the recreational and infrastructure needs of older people are supported through the City's Community Recreation Plan and Play Space Strategy.	2022/23	2022/23	2022/23	ongoing	On-Track	Yes	Operating BAU	Robert Thompson Reserve had new recreational fitness equipment installed to suit older adults.
		4	Continue to identify local safety hotspots through engagement with community members, local businesses and WA Police to ensure a targeted approach to community safety issues.	2021/22	2024/25	2022/2023	ongoing	On-Track	Yes	Operating BAU	The City's Rangers and Security team hosted a safety talk for older adults at the Bayswater Community Centre. The City of Bayswater Age Friendly Ambassador volunteers undergo training in Elder Abuse, and the Community Centres run regular workshops on safety, legal and Elder Abuse topics. The City's Age Friendly Ambassadors supported the WA Police community engagement team's stall on personal safety at Morley Galleria
		5	Continue to undertake safety audits of lighting, pathways and vegetation, and ensure reported graffiti is addressed in a timely manner.	2021/22	2024/25	2022/2023	ongoing	On-Track	Yes	Operating BAU	Connecting pathways at Kirkpatrick Reserve and Riverside Gardens Dog Park now enable safe access through the park. The City is developing a Crime and Safety Strategy to be delivered in 2023/24
		6	Explore opportunities to provide a program of activities for older adults in City parks and reserves in line with the City's Public Health Plan 2019-2024	2021/23	2022/23	2021/23	ongoing	On-Track	Yes	Operating BAU	The City continues to offer series of free 6-week outdoor fitness opportunities in a range of local parks, include a number of options for Seniors.
		7	Continuously improve the accessibility of the City's public open spaces and buildings in line with the City of Bayswater Access and Inclusion Plan.	2021/22	2024/25	2021/22	ongoing	On-Track	Yes	Operating BAU	The City's People Friendly Streets Project works to improve access to open space for people with disability. Accessibility improvements were made at Charles St Reserve, Riverside Gardens, Crimea Reserve, Maylands Waterland, and Kilpatrick Reserve including; interconnected pathways, modifications to picnic bench, wheelchair and pram friendly pathways.

Report 6. CITY OF BAYSWATER: AGE FRIENDLY STRATEGY 2021-2025												
Report on Action Progress to 2022/23 and Plans for 2023/24												
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2	Transportation Goal: Transport infrastructure and services that meet older people's needs are advocated for on behalf of the community	1	Review the City's existing Community Bus Hire Program and explore opportunities to maximise participation of older residents.	2023/24	2023/24	2023/24	2023/24	On-Track	Yes	Operating BAU	Planned review as part of broader Community Centre reviews and risk assessment.	
		2	Partner with Transperth to facilitate information sessions and network tours, e.g. Get on Board, to educate and improve the confidence of older adults to use public transport.	2021/22	2024/25	ongoing	ongoing	On-Track	Yes	Operating BAU	The City partners each year with Transperth to host two network tours aimed at connecting and improving local senior's confidence using public transport. The Get on Board tours incorporated travel on buses and trains, journey planning, concession entitlements, and safety and security.	
		3	Invite Public Transport Authority (PTA) representatives to inform and engage older residents on public transport concerns and projects.	2021/22	2024/25	ongoing	ongoing	On-Track	Yes	Operating BAU	PTA tours occur each year during Seniors Week or just after.	
3	Housing Goal: Information about aged care support services and housing options is communicated, to support those who wish to age in place	1	Actively promote the Government's Aged Care Guide Western Australia resource to raise community awareness of local housing, residential care options for older adults, and other initiatives to age in place.	2021/22	2024/25	2021/22	ongoing	On-Track	Yes		The City provides resources on Aged Care that are widely available at the City's community facilities. The Aged Care Guide is also promoted in the City's Service Directory for Older Adults	
		2	Facilitate a regular program of in-person sessions, in partnership with key agencies, to educate older people and their families on retirement planning, aged care support services and housing options.	2021/22	2023/24	2023/24	ongoing	On-Track	Yes	Operating BAU	Regular programming through the Community Centre Savvy Seniors Program and in consultation with centre volunteers and Ambassadors.	
		3	Promote existing accommodation and homelessness support options for older people in line with the City of Bayswater Homelessness Strategy.	2022/23	2022/23	2022/23	2022/23	On-Track	Yes	Operating BAU	Regular promotion through hub connector program and at City events.	
		4	Continue to partner with local agencies and Culturally and Linguistically Diverse (CaLD) groups to deliver regular My Aged Care information in the City's top three languages spoken within the City of Bayswater.	2021/23	2023/24	2021/22	ongoing	On-Track	Yes	Operating BAU	The City's Service Directory for Older Adults includes My Aged Care information. The Directory is available on the City website in Italian, Vietnamese and Chinese language and hard copies are available on request. The City has trialled a partnership with Umbrella for fitness class. The Libraries run English Conversation classes. Culturally Appropriate Care (PCAC) hosted two Dementia Awareness sessions at Maylands Library and Morley Community Centre to support CaLD older adults	
		5	Advocate for new housing design developments beyond legislative requirements, within the City of Bayswater, that support adaptable and accessible options for older adults to age in place.	2021/22	2024/25	2021/22	ongoing	On-Track	Yes	Operating BAU	The City hosted a Homelessness Forum supporting options for older adults to age in place, with advocacy support of the My Home project.	

Report 6. CITY OF BAYSWATER: AGE FRIENDLY STRATEGY 2021-2025											
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4	<b>Social Participation</b> Goal: Opportunities for social participation are accessible, affordable and inviting	1	Continue to facilitate free and low-cost activities and events at the City's community centres and libraries that connect and engage older people.	2021/22	2024/25	2021/22	ongoing	On-Track	Yes	Operating BAU	The Community Centre and libraries programs will be reviewed in 2023/24. The Community Centres offer monthly community bus outings, and regular; walking group, indoor bowls, line dancing, bingo, fitness low impact fitness classes, cards, Mah-jong, Friendlies social group, yoga, craft group, digital mentoring, access to low cost hairdressing and podiatry services. The Libraries offer eLearning sessions on a range of topics including; My Digital Health Record, Cloud Storage and Online Streaming Services. The Libraries host Book Club sessions, Writers' Workshops, Crochet Workshops, IT Tech sessions, and Ukulele Workshops.
		2	Continue to support and promote the City's volunteer Library Services delivery program to ensure it remains responsive to community needs.	2021/22	2024/25	2021/22	ongoing	On-Track	Yes	Operating BAU	The Library Services is planned for a review in the 2023/24 year.
		3	Facilitate a focus group with key stakeholders to investigate ways the City can better promote its community events to increase participation by older adults.	2021/22	2024/25	2021/22	ongoing	On-Track	Yes	Operating BAU	The City engages with the Age Friendly Ambassador volunteers at monthly meetings, where feedback on events and promotion is considered. The City runs bimonthly community centre volunteer meetings to seek feedback on program planning, operations and better ways to promote programs and events for older adults.
		4	Promote initiatives that assist older residents to get to know their neighbours and increase community safety, e.g. City's Community Grants program and Neighbourhood Watch Week.	2021/22	2024/25	2021/22	ongoing	On-Track	Yes	Operating BAU	The City Community Grants program continues, and has partnered with Neighbourhood Watch groups.
5	<b>Respect and Social Inclusion</b> Goal: Older people are valued, treated with respect and empowered to engage with all aspects of community life.	1	Continue to support the Age Friendly Ambassador network to provide feedback to the City at monthly meetings and be a voice for older adults on community issues.	2021/22	2024/25	2021/22	ongoing	On-Track	Yes	Operating BAU	The City engages with the Age Friendly Ambassador volunteers at monthly meetings and provide training and advocacy opportunities ongoing.
		2	Investigate opportunities to partner with local businesses and community groups to showcase stories that celebrate 'ageing' in the City of Bayswater.	2023/24	2023/24	2023/24	2023/24	On-Track	Yes	Operating BAU	The City partnered with local businesses and community groups to present a Seniors Expo for National Volunteer Week at the Morley Community Centre.
		3	Establish a monthly 'Chatty café' at the City's community centres to provide an opportunity for older adults to informally connect in a safe and welcoming space.	2022/23	2022/23	2022/23	ongoing	On-Track	Yes	Operating BAU	Regular Chatty Café sessions occur at Morley and Bayswater Community Centres.

Report 6. CITY OF BAYSWATER: AGE FRIENDLY STRATEGY 2021-2025											
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		4	Continue to provide support to vulnerable older residents in times of crisis, e.g. COVID-19 lockdowns, through the City's community care team.	2021/22	2024/25	2021/2022	2022/23	Complete	No		The lock downs have discontinued, and the community care team disbanded. The City developed the Vulnerable Communities Plan that was endorsed through the Local Emergency Management Committee. The plan aims to provide a guide to support vulnerable community members at a time of crisis.
		5	Support and actively promote initiatives that raise awareness of elder abuse and broaden the conversation in the community.	2021/22	2024/25	2022/23	ongoing	On-Track	Yes	Operating BAU	Elder Abuse information sessions occur each year at the Community Centres, with Age Friendly Ambassador volunteers trained to provide information and raise awareness.
		6	Continue to consult with local Aboriginal Elders to strengthen reconciliation and inclusive opportunities in the local community in line with the City's Reconciliation Action Plan.	2021/22	2024/25	2021/22	ongoing	On-Track	Yes	Operating BAU	The City has an established Reconciliation Advisory Group inclusive of local Aboriginal Elders.
6	<b>Civic Participation and Employment</b> Goal: Opportunities for older people to upskill, volunteer and gain employment are actively facilitated and promoted	1	Expand and promote the City of Bayswater's Link and Learn and Upskillers programs to support lifelong learning and assist older adults to gain skills for employment and volunteering opportunities.	2021/22	2022/23	2021/22	2022/23	On-Track	Yes	Operating BAU	The City hosted a Job Searching Tips and Tricks session which was promoted through the community centres program for older adults.
		2	Explore opportunities to partner and connect with Perth Metropolitan volunteer resource centres to link older adults with volunteering options.	2021/22	2022/23	2021/22	ongoing	On-Track	Yes	Operating BAU	The City partnered with Volunteering WA to host a Step into Volunteering Upskilling session. This session was predominantly attended by older community members. Post the event, one of the older attendees contacted the City to let them know she had obtained a voluntary role at Whiteman Park. The City partnered with the Bassendean Volunteer Resource Centre to access volunteers, training and partnership opportunities.
		3	Update the City's workforce plan to ensure the needs of ageing employees are considered and included.	2021/22	2022/23	2022/23	2022/23	Complete	No		The City has updated its draft Workforce Development Plan, and is pending internal review in preparation for the business planning process
		4	Continue to deliver a sustainable Digital Mentor program at the City's libraries through the Federal Government's Be Connected initiative to increase digital literacy in older adults.	2021/22	2022/23	2021/22	ongoing	On-Track	Yes	Operating BAU	The City continues to run one-to-one tech help sessions for older adults.  Five Beginner Computer Courses were run with adults learning basic technology skills. All computer classes are run from libraries and no longer occur in the community centres due to duplication of services.

Report 6. CITY OF BAYSWATER: AGE FRIENDLY STRATEGY 2021-2025											
Report on Action Progress to 2022/23 and Plans for 2023/24											
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7	<b>Communication and Information</b> Goal: Information on services, activities and events is communicated in both hard and electronic formats, with strategies implemented to reach people who may be isolated.	1	Continue to provide information in a range of formats, including hard copy as detailed in the City's Access and Inclusion Plan.	2021/22	2022/23	2021/22	ongoing	On-Track	Yes	Operating BAU	Digital information for older adults is available on the website and email by request. Hard copies of information are available at the City's three libraries and two community centres, on the information desk display and notices boards.  A notice board was installed at the Bedford RSL.
		2	Map and establish a localised network to improve the reach of information to older adults, for example, GPs, local businesses, aged care providers, and community and cultural groups.	2022/23	2024/25	2022/23	ongoing	On-Track	Yes	Operating BAU	The City's Service Directory for Older Adults is a comprehensive guide and source of information for residents.
		3	Continue to promote City services, programs and events through various communication mediums, including posters and flyers at libraries, Bayswater Beat, local newspaper, Have A Go News and the City's website.	2021/22	2024/25	2021/22	ongoing	On-Track	Yes	Operating BAU	The City promotes activities for older adults through; two Community Centres, the libraries, the Civic Centre, and through multiple social media channels and the City website. The City produces and distributes posters, flyers, and the Bayswater Beat magazine.  An audit of the flyers was completed to improve the Community Centre brand alignment with the corporate brand.
		4	Establish an information hub facilitated by volunteers at Bayswater and Morley community centres to provide a one-stop shop for community information for older adults.	2021/22	2024/25	2021/22	ongoing	On-Track	Yes	Operating BAU	The Bayswater and Morley Community Centre welcome desk is supported by volunteers who provide a one stop shop for community information for older adults. The City attends the Seniors Forum each year and provides show bags to older adults with information.
		5	Undertake a review of the Age Friendly Ambassador program, with the aim of refocusing and expanding the network to support more face-to-face connections with older and Culturally and Linguistically Diverse (CaLD) residents.	2021/22	2023/2024	2023/24	2023/24	On-Track	Yes	Operating BAU	Planned review for 2023/24 prior to recruiting new members.

Report 6. CITY OF BAYSWATER: AGE FRIENDLY STRATEGY 2021-2025												
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8	<b>Community Support and Health Services</b> Goal: Older people are better connected to health and community services.	1	Map out local community health and support services to better connect older residents and advocate for future needs.	2022/23	2022/23	2022/23	2022/23	On-Track	Yes	Operating BAU	Mapping exercise occurs as part of Age Friendly Ambassador volunteer induction and planning.	
		2	Expand the City's Service Directory for Older Adults to better promote and link residents to support services and provide in top three languages other than English spoken in the City.	2022/23	2022/23	2023/24	2023/24	Complete	No		The City's Service Directory for Older Adults includes My Aged Care information. The Directory is available on the City website in Italian, Vietnamese and Chinese language and hard copies are available on request.	
		3	Expand networks with relevant agencies to improve connection to services and to help distribute the Service Directory for Older Adults to socially isolated clients.	2022/23	2022/23	2022/23	2022/23	Complete	No		The City attends a Seniors Forum each year and has engaged in MOU's with networks who support older adults and distributes the directories through those networks.	
		4	Redevelop 'Older Adults' web pages on the City's website to link users to My Aged Care, NDIS and other Government funded initiatives.	2021/22	2021/22	2021/22	2022/23	Complete	No			
		5	Continue to deliver free annual health and wellbeing programs for older adults in line with the City's Public Health Plan 2019-2024 to improve older people's mental health, fitness and nutrition.	2021/22	2024/25	2021/22	2024/25	On-Track	Yes	Operating BAU	The City runs regular Health at Home Programs each year through the centres.	
		6	Explore opportunities to partner with diverse Aged Care service providers to link isolated residents to ongoing social support.	2023/24	2023/24	2023/24	ongoing	On-Track	Yes	Operating BAU	The City partnered with Hearing Australia to offer free hearing checks to older adults. The City has partnered with Umbrella to link isolated residents with social support. The City has also increased invitations for service providers to access the community centres with free information sessions for seniors.	

Report 7. CITY OF BAYSWATER: PLAY SPACE STRATEGY 2019-2029													
Report on Action Progress to 2022/23 and Plans for 2023/24													
Item No.	Park Name	Suburb	Classification	Dog off Leash exercise Area	Recommended Action Implementation Plan Actions	Planned Start Financial Year	Planned Finish: Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish: Financial Year	Action Status (end 22 23)	Planned Action 2023/24 Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)
<b>2019 / 20</b>													
1	Claughton Reserve	Bayswater	Regional	Y	Nature play with fairy trail	19/20	19/20	19/20	20/21	Complete	No		
2	Mills Avenue Park	Bayswater	Neighbourhood	Y	Natural Accessible play theme	19/20	19/20	19/20	20/21	Complete	No		
3	Nellie Tant Reserve	Bayswater	Pocket	N	Nature play theme	19/20	19/20	19/20	20/21	Complete	No		
4	Noranda Sporting Complex (athletics)	Noranda	District (sporting)	N	Play and exercise equipment	19/20	19/20	19/20	20/21	Complete	No		
5	Pat O Hara Reserve	Morley	District (sporting)	Y	Swingset and climbing structure with Modular goal added	19/20	19/20	19/20	20/21	Complete	No		
6	Waltham Reserve	Morley	Neighbourhood (sporting)	N	Swing and climb theme	19/20	19/20	19/20	20/21	Complete	No		
<b>2020 / 21</b>													
7	Alf Brooks	Bayswater	Pocket	N	Swing, climb and basketball	20/21	20/21		20/21	Complete	No		
8	Belstead	Noranda	Local	Y	Swing and climb theme	20/21	20/21		20/21	Complete	No		
9	Gus Weimer	Morley	Local	N	Natural play climb theme	20/21	20/21		20/21	Complete	No		
10	Mahogany Reserve	Morley	Local	N	Swing, climb and table tennis	20/21	20/21		20/21	Complete	No		
11	Stanbury Reserve	Morley	Pocket	N	play and exercise equipment	20/21	20/21		20/21	Complete	No		
12	Wattle Reserve	Morley	Neighbourhood	N	Swing, climb and exercise	20/21	20/21		20/21	Complete	No		
<b>2021 / 22</b>													
13	Gibbney Reserve	Maylands	District (sporting)	Y	Climb, nature play, swing and trampoline	21/22	21/22		21/22	Complete	No		
14	Riverside Gardens	Bayswater	Regional	Y	Incorporate into broader site concept plan	21/22		24/25	24/25	Not Yet Due	No		Developing with broader site concept plan
15	Maylands Waterland	Maylands	District	N	Natural play, climb, waterplay and explore	21/22	21/22			Complete	No		
16	Noranda Nook	Noranda	District (sporting)	N	Natural play, swing and table tennis	21/22	21/22			Complete	No		
17	York Reserve	Bedford	Pocket	N	Enhance natural shade through planting. Connectivity to play elements. Potential for sand play.	25/26				Not Yet Due	No		Equipment in good condition
<b>Future Implementation Plan (pg. 32...)</b>													
18	Bert Wright Park	Bayswater	Neighbourhood	N	Maintain	31/32				Not Yet Due	No		
19	Donald Way Reserve	Bayswater	Local	N	Maintain	26/27				Not Yet Due	No		
20	Flora Reserve	Bayswater	Local	N	Maintain	24/25		23/24	23/24	On-Track	Yes	Capital Project/ Program (\$)	Scoping design
21	Frank Drago Reserve	Bayswater	District (Sporting)	Y	Enhance (Reserve does not currently contain a play space; future development of the site may include play equipment)					Not Yet Due	No		

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22	Gobba Lake Park	Bayswater	Local	N	Maintain	23/24	23/24			On-Track	Yes	Capital Project/ Program (\$)	Scoping design
23	Gordon Reserve	Bayswater	Pocket	N	Maintain	32/33				Not Yet Due	No		
24	Halliday Park	Bayswater	Neighbourhood (Sporting)	Y	Maintain	32/33				Not Yet Due	No		
25	Hamilton Reserve	Bayswater	Pocket	N	Maintain	28/29				Not Yet Due	No		
26	Headley Place Reserve	Bayswater	Pocket	N	Maintain	24/25				Not Yet Due	No		Equipment in good condition
27	Hinds Reserve	Bayswater	Neighbourhood	N	Enhance (Site under investigation for potential bike trail)	30/31				Not Yet Due	No		
28	Houghton Park	Bayswater	District (Sporting)	N	Enhance (Site has potential for play variety e.g. nature play elements, adult exercise equipment. Outdoor multi-court.)	26/27				Not Yet Due	No		
29	Joan Rycroft Reserve	Bayswater	Neighbourhood (Sporting)	Y	Maintain	22/23				On-Track	Yes	Operating BAU	
30	Lower Hillcrest Reserve	Bayswater	Neighbourhood (sporting)	Y	Enhance. Dependent on sporting function. (Potential to develop into a nature play space to complement neighbouring Evans Place)	22/23	23/24			On-Track	Yes	Operating BAU	Swing, climb, ninja exercise theme
31	Upper Hillcrest Reserve	Bayswater	District (sporting)	Y	Maintain	32/33				Not Yet Due	No		
32	Norco Way Reserve	Bayswater	Pocket	N	Maintain	30/31				Not Yet Due	No		
33	Paterson Reserve	Bayswater	Local	N	Maintain	31/32				Not Yet Due	No		
34	Swan Lake Reserve	Bayswater	Local	N	Maintain	23/24				On-Track	Yes	Operating BAU	
35	Toowong Reserve	Bayswater	Local	N	Maintain	23/24	23/24			On-Track	Yes	Capital Project/ Program (\$)	Scoping design
36	Alan Lehmann Reserve	Bedford	Local	Y	Maintain	32/33				Not Yet Due	No		
37	Beaufort Park	Bedford	Neighbourhood	N	Maintain	31/32				Not Yet Due	No		
38	Birkett Street Reserve	Bedford	Local	N	Maintain Swing and climb theme	22/23	22/23	23/24	23/24	On-Hold	No		Redevelopment site experiencing anti social behaviour
39	Browns Lake Reserve	Bedford	Neighbourhood	N	Maintain	25/26				Not Yet Due	No		
40	Grand Promenade Reserve	Bedford	Neighbourhood (Sporting)	N	Maintain	27/28				Not Yet Due	No		
41	Gummery Reserve	Bedford	Local	N	Maintain	28/29				Not Yet Due	No		
42	RA Cook Reserve	Bedford	District	Y	Maintain	23/24	23/24			On-Track	Yes	Capital Project/ Program (\$)	Scoping design

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43	Broun Park	Embleton	Neighbourhood	Y	Enhance (Potential for engaging, nature-based play space to complement natural assets. Good location to attract families and children (adjacent to Bayswater Waves). Investigate a staged process of upgrading play space including pathway network and access from carpark and local streets; picnic, seating, BBQ; play nodes for 2-3 age groups.)	30/31				Not Yet Due	No		
44	Feredy Reserve	Embleton	Local	Y	Swing and climb theme	22/23	22/23		22/23	Complete	No		
45	McKenzie Reserve	Embleton	Neighbourhood	N	Maintain	32/33				Not Yet Due	No		
46	Ockley Square Reserve	Embleton	Pocket	N	Maintain	26/27				Not Yet Due	No		
47	Wotton Reserve	Embleton	District (Sporting)	N	Maintain	31/32				Not Yet Due	No		
48	Bardon Park (lower)	Maylands	District	Y	Enhance (Potential for substantial development to play space at the time of upgrade for improved accessibility and play opportunities to complement natural environment.)	22/23		24/25	24/25	Not Yet Due	No		Equipment in good condition
49	Bardon Park (upper)	Maylands	District	Y	Enhance (Potential for substantial development to play space at the time of upgrade for improved accessibility and play opportunities to complement natural environment.)	29/30				Not Yet Due	No		
50	Bath Street Reserve	Maylands	Local	N	Maintain	27/28				Not Yet Due	No		
51	Charles Reserve	Maylands	Local	N	Maintain	27/28				Not Yet Due	No		
52	Clarkson Reserve	Maylands	District	N	Enhance (Consider in broader planning of Maylands Peninsula.)	31/32				Not Yet Due	No		
53	De Lacy Reserve	Maylands	District (Sporting)	Y	Maintain	32/33				Not Yet Due	No		
54	Gibbney reserve West	Maylands	District (Sporting)	Y	Maintain	29/30				Not Yet Due	No		
55	Kelvin/Sherwood Reserve	Maylands	Pocket	N	Natural swing and climb theme	22/23	22/23		22/23	Complete	No		
56	Lake Bungana	Maylands	District	N	Maintain	31/32				Not Yet Due	No		
57	Margaret Reserve	Maylands	Pocket	N	Maintain	30/31				Not Yet Due	No		
58	Maylands Foreshore	Maylands	Regional / District	N	Enhance (Awaiting outcome of Maylands Waterland review (2019/20). Potential for BBQ, seating, picnic, play upgrade)					On-Hold	No		
59	Plowmans Park	Maylands	Local	N	Maintain	27/28				Not Yet Due	No		

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60	Puntie Crescent Reserve	Maylands	Pocket		Maintain	32/33				Not Yet Due	No		
61	Shearn Memorial Reserve	Maylands	Neighbourhood (Sporting)	Y	Maintain	29/30				Not Yet Due	No		
62	The RISE	Maylands	Neighbourhood	N	Maintain	25/26				Not Yet Due	No		
63	Abinger Reserve	Morley	Neighbourhood	Y	Enhance	28/29				Not Yet Due	No		
64	Allan Hill Park	Morley	Neighbourhood	N	Enhance	23/24		24/25	24/25	Not Yet Due	No		Equipment in good condition
65	Arbor Park	Morley	District	Y	Enhance	25/26				Not Yet Due	No		
66	Battersea Reserve	Morley	Neighbourhood	N	Enhance	23/24	23/24			On-Track	Yes	Capital Project/ Program (\$)	Scoping design
67	Boxhill Reserve	Morley	Local	N	Maintain	24/25				Not Yet Due	No		
68	Charlwood Reserve	Morley	Local	N	Maintain	26/27				Not Yet Due	No		
69	Chesney Reserve	Morley	Pocket	N	Maintain	33/34				Not Yet Due	No		
70	Crimea Park	Morley	District (Sporting)	Y	Maintain	29/30				Not Yet Due	No		
71	Crowhurst Reserve	Morley	Local	N	Maintain	27/28				Not Yet Due	No		
72	Emberson Reserve	Morley	District (Sporting)	N	Enhance	26/27				Not Yet Due	No		
73	Farnham Reserve	Morley	Local	N	Maintain	31/32				Not Yet Due	No		
74	Fedders Reserve	Morley	Pocket	N	Maintain	31/32				Not Yet Due	No		
75	FJ Beals Park	Morley	Neighbourhood (Sporting)	Y	Maintain	28/29				Not Yet Due	No		
76	Hampton Square Reserve	Morley	Neighbourhood	Y	Maintain	30/31				Not Yet Due	No		
77	Jakobsons Reserve (North)	Morley	Pocket	N	Maintain	24/25				Not Yet Due	No		
78	Kanimbla Reserve	Morley	Local	N	Maintain	25/26				Not Yet Due	No		
79	Kennedy Reserve	Morley	Pocket	N	Maintain	23/24	23/24			On-Track	Yes	Capital Project/ Program (\$)	Scoping design
80	Moses Saunders Park	Morley	Local	N	Maintain	26/27				Not Yet Due	No		
81	Newington Reserve	Morley	Neighbourhood	N	Enhance	31/32				Not Yet Due	No		
82	Peters Place Resercve	Morley	Neighbourhood	N	Enhance	26/27				Not Yet Due	No		
83	Rhodes Reserve	Morley	Local	N	Maintain	23/24	23/24			On-Track	Yes	Capital Project/ Program (\$)	Scoping design
84	Rudloc Reserve	Morley	Neighbourhood	Y	Enhance	28/29				Not Yet Due	No		
85	Russell Street Reserve	Morley	District	N	Enhance	32/33				Not Yet Due	No		

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86	Shadwell Reserve	Morley	Neighbourhood	Y	Enhance	33/34				Not Yet Due	No		
87	Silverwood Reserve	Morley	Pocket	N	Maintain	31/32				Not Yet Due	No		
88	Tom Cameron Park	Morley	Neighbourhood	N	Enhance	26/27				Not Yet Due	No		
89	Trewin Park	Morley	Local	N	Maintain	30/31				Not Yet Due	No		
90	Weld Square Reserve	Morley	Neighbourhood	Y	Enhance	31/32				Not Yet Due	No		
91	Bohemia Park	Noranda	Neighbourhood	Y	Maintain	33/34				Not Yet Due	No		
92	Bramwell Reserve	Noranda	Local	N	Maintain	33/34				Not Yet Due	No		
93	Corderoy Reserve	Noranda	Local	Y	Maintain	28/29				Not Yet Due	No		
94	Deschamp Reserve	Noranda	Neighbourhood	Y	Maintain	26/27				Not Yet Due	No		
95	Fitzpatrick Reserve	Noranda	Local	Y	Maintain	32/33				Not Yet Due	No		
96	Holden Reserve	Noranda	Local		Maintain	31/32				Not Yet Due	No		
97	Ivory Park	Noranda	Neighbourhood	Y	Enhance	23/24	23/24			On-Track	Yes	Capital Project/ Program (\$)	Scoping design
98	Kirkpatrick Reserve	Noranda	Neighbourhood	Y	Enhance	25/26				Not Yet Due	No		
99	Lighting Park Recreation	Noranda	Regional (Sporting)	N	Maintain	22/23		25/26	25/26	Not Yet Due	No		Equipment still in good condition
100	Logan Reserve	Noranda	Pocket	N	Maintain	31/32				Not Yet Due	No		
101	Luderman Park	Noranda	Neighbourhood	Y	Maintain	33/34				Not Yet Due	No		
102	McPherson Reserve	Noranda	Neighbourhood	N	Maintain	32/33				Not Yet Due	No		
103	Millerick Reserve	Noranda	Neighbourhood	Y	Enhance	27/28				Not Yet Due	No		
104	Nederpelt Reserve	Noranda	Local	N	Maintain	27/28				Not Yet Due	No		
105	Noranda Avenue Reserve	Noranda	Pocket	N	Maintain	32/33				Not Yet Due	No		
106	Noranda Sporting Complex (SE Corner)	Noranda	Regional/District (Sporting)	N	Maintain	30/31				Not Yet Due	No		
107	Robert Thompson Park	Noranda	Neighbourhood	Y	Enhance	24/25				Not Yet Due	No		
108	Sherbrook Reserve	Noranda	Local	N	Maintain	27/28				Not Yet Due	No		
109	Strutt Reserve	Noranda	Neighbourhood	N	Maintain	31/32				Not Yet Due	No		

Report 8. CITY OF BAYSWATER COMMUNITY RECREATION PLAN												
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								<ul style="list-style-type: none"> <li>● Complete</li> <li>● On-Track</li> <li>● On-Hold</li> <li>● Off-Track</li> <li>● Not yet due</li> <li>● Discontinued</li> </ul>		<ul style="list-style-type: none"> <li>● Operating BAU</li> <li>● Operating Project (\$ (with specified project \$ for 23/24)</li> <li>● Capital Project/ Program (\$)</li> </ul>		
Change room upgrades / redevelopments	1	Upgrade Upper Hillcrest Reserve change rooms	Additional transportable female friendly changerooms to be installed on site at Upper Hillcrest Reserve to support current sporting activities - Football and Cricket. Community Sport and Recreation Facility Funding approved through the Department of Local Government Sport and Culture to compliment grant funding received from the WA Football Commission and funding approved by the City	2023/24	2023/24			On-Track	Yes	Capital Project/ Program (\$)	Tender for additional changing facility to advertise from 1 July 2023.	
	2	Upgrade Noranda soccer change rooms at Noranda sporting complex	Provide additional accessible and inclusive change rooms for sporting clubs based on standards for Category 1 District Sporting Reserve.	(Short term 2022-2027)	2024/25	2023/24		On-Track	Yes	Capital Project/ Program (\$)	Liaising with clubs and federal department to confirm grant commitment during recent federal election.	
	3	Upgrade RA Cook Reserve change rooms	Retrofit existing to provide accessible and inclusive change rooms (EB sporting clubs based on standards for Category 1 District Sporting Reserve.	(Short term 2022-2027)				Not Yet Due	No			
	4	Upgrade Frank Drago Reserve change rooms	Retrofit existing to provide accessible and inclusive change rooms for sporting clubs based on standards for Category 1 District Sporting Reserve (and determined by FIFA requirements for Women's World Cup). Plan for future additional improvements including grandstand, clubroom, field works and public toilets, pending resource availability	(Short term 2022-2027)				Not Yet Due	No			
	5	Upgrade Crimea Park change rooms	Retrofit existing to provide accessible and inclusive change rooms for sporting clubs based on standards for Category 2 District Sporting Reserve.	(Short term 2022-2027)				On-Track	Yes		Public toilets being refurbished 2023/24.	
	6	Upgrade Wotton Reserve change rooms	Retrofit existing and provide additional accessible and inclusive change rooms for sporting clubs based on standards for Category 1 District Sporting Reserve. Plan for future works to public toilets and spectator area, pending resource availability	(Short term 2022-2027)				Not Yet Due	No			
	7	Upgrade Emberson Reserve change rooms	Retrofit existing to provide accessible and inclusive change rooms for sporting clubs based on standards for Category 2 District Sporting Reserve.	(Short term 2022-2027)				Not Yet Due	No			
	8	Upgrade Waltham Reserve change rooms	Retrofit existing to provide accessible and inclusive change rooms for sporting clubs based on standards for Category 2 District Sporting Reserve.	(Medium 2027-2032)				Not Yet Due	No			
	9	Upgrade Houghton Park change rooms	Retrofit existing and provide additional accessible and inclusive change rooms for sporting clubs based on standards for Category 2 District Sporting Reserve, based on current and future needs.	(Medium 2027-2032)				Not Yet Due	No			
	10	Upgrade Lightning Park change rooms	Retrofit existing to provide accessible and inclusive change rooms for sporting clubs based on standards for Category 1 District Sporting Reserve.	(Medium 2027-2032)				Not Yet Due	No			
	11	Provide additional Australian Rules football provision through upgrade to De Lacy Reserve and facilities	Pending requirement for additional Australian Rules football field, based on need. Retrofit existing changerooms to provide accessible and inclusive change rooms for sporting clubs based on standards for Category 2 District Sporting Reserve	(Medium 2027-2032)				Not Yet Due	No			

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Community recreation infrastructure	12	Develop recreation trails in natural areas	Where appropriate, to facilitate community use and enjoyment of nature; aligned with natural area management plans. Consider signage, cultural history, interpretation and dual place naming	(Medium 2027-2032)				Not Yet Due	No			
	13	Develop launch sites / jetties / fishing nodes in various locations	Improve access to the river / water-based activities e.g. kayaking, stand-up paddle board and fishing, in conjunction with government agencies, stakeholders and community	(Medium 2027-2032)				Not Yet Due	Yes		Installing accessible matting to Hinds Reserve and scoping masterplan options for Hinds / Riverside in conjunction with Department of Biodiversity Conservation and Attractions.	
	14	Develop a perimeter pathway program for reserves	Specific program to install pathways at larger reserves to assist accessibility, walking/jogging/cycling for fitness.	(Short term 2022-2027)				Not Yet Due	No		Subject to future budget consideration.	
Facility / infrastructure planning	15	Complete concept plan for Hinds Reserve and Riverside Gardens redevelopment	Concept plan to guide future developments and foreshore planning and design at Hinds Reserve and Riverside Gardens. Incorporate play space, recreation infrastructure and community buildings in a staged approach.	22/23	23/24			On-Track	Yes		Preliminary concept developed to inform community engagement.	
	16	Complete a Facility Development Plan for Clarkson Reserve	Potential to explore future facility options and community spaces in conjunction with clubs, stakeholders and community	22/23				Not Yet Due	No			
	17	Complete a Facility Development Plan for Grand Promenade Reserve	Potential to address ageing infrastructure, enhance and co-locate uses on site, activate spaces, develop outdoor multi-courts and other active elements.	(Medium 2027-2032)				Not Yet Due	No			
	18	Complete a Facility Development Plan for Upper and Lower Hillcrest Reserves	Consider potential for co-location, additional parking, and additional sporting uses. Considering the critical needs of clubs in effectively delivering their services to the community. Will consider potential for co-location, additional infrastructure and sporting mix of the reserve.	(Medium 2027-2032)	2023/24			On-Track	Yes	Operating Project (\$)	Developing a needs assessment through liaising with clubs other users and key stakeholders.	
	19	Develop Skate and BMX Plan	Develop / support a plan to guide locations of Neighbourhood level skate and bike nodes across the City, in conjunction with City's Skate and Bike Development Advisory Committee. The Strategy will identify the demand for skate, scooter and BMX infrastructure in the City, and guide planning for the future.	22/23	23/24			On-Track	Yes	Operating Project (\$)	First round of community engagement completed to inform draft strategy.	
	20	Develop bike facilities plan	Guide development of bike facilities including trails and pump tracks in appropriate locations, based on community input. Consider supporting infrastructure, pathways, access, parking and other active play elements.	(Short term 2022-2027)				Not Yet Due	No		Skate and BMX Strategy is being developed currently and that will inform a facilities plan.	
	21	Complete a Facility Development Plan for Halliday Park	Assess outcome of Bayswater Train Station, parking and current and future facility usage requirements.	(Medium - Long)				Not Yet Due	No			
	22	Complete a Facility Development Plan for Pat O'Hara Reserve	Determine future facility needs of rugby and Scouts once buildings reach the end of their usable life	(Medium 2027-2032)				Not Yet Due	No			
	23	Complete a Business case for Stage 2 Maylands Waterland works	Required to advocate for additional funds to develop remaining areas.	(Short term 2022-2027)				On-Track	Yes		Advocacy document prepared.	

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	24	Complete a Facility Development Plan for Hampton Square Park	Potential to rationalise buildings at the end of their useful life, based on community demand.	(Medium - Long)				Not Yet Due	No			
	25	Complete a Facility Development Plan for Houghton Park	Potential to upgrade / rationalise buildings and develop a rectangular sport facility, pending relocation requirements from other facilities.	(Short term 2022-2027)				Not Yet Due	No			
	26	Develop an exercise equipment plan	Guide locations for outdoor exercise equipment to be installed across the City, considering shade, access and other park infrastructure	(Short term 2022-2027)	2023/24			On-Track	Yes	Operating BAU		
	27	Develop a funding model for Stage 2 Bayswater Waves works	Important works to improve accessibility, asset management, functionality and aesthetics at Bayswater Waves.	(Short term 2022-2027)				Complete	No			
	28	Develop enclosed dog exercise areas plan	Investigate various appropriate locations across the City, based on established criteria and community feedback.	(Short term 2022-2027)				Not Yet Due	No			
	29	Develop a Public Toilet Strategy	Upgrade public toilets to support community use of parks and reserves.	(Short term 2022-2027)	2023/24			On-Track	Yes			
	30	Develop passive lighting criteria	Criteria and decision matrix to inform type and extent of lighting in parks to support night-time recreational use and community safety (aligned with Emissions Reduction and Renewable Energy Plan).	(Short term 2022-2027)				Not Yet Due	No			
	31	Complete a Facility Development Plan for Joan Rycroft Reserve	Potential to develop reserve and add change rooms if required in future for organised sporting use.	(Long Term 2032+)				Not Yet Due	No			
Business As Usual Actions	32	Club liaison and support	Assist clubs to maximise space in their buildings and investigate options for co-location, where appropriate, when facilities reach the end of their useful life.	Ongoing				On-Track	Yes	Operating BAU	Ongoing liaison with clubs, peak bodies and potential funders.	
	33		Implement a sport and recreation facility standards hierarchy to guide future facility upgrades and redevelopments. The hierarchy can be found in Part 2.	(Short term 2022-2027)	2023/24			On-Track	Yes	Operating BAU		
	34		Continue to provide seating, pathways and shade around community recreation infrastructure. Consult older people when planning and installing exercise equipment where appropriate.	Ongoing				On-Track	Yes	Operating BAU		
	35		Review the City's sports floodlight provision to transition to LED where practicable, in line with the ERRE. Review lux levels for sports training and competition as required	(Short term 2022-2027)				On-Track	Yes	Operating BAU		
	36		Develop a map of current and future locations to install exercise equipment, for community use and health promotion programs.	(Short term 2022-2027)	2023/24			On-Track	Yes	Operating BAU		
	37		Improve internal processes to centralise and manage communication with clubs and community groups	(Short term 2022-2027)	2023/24			On-Track	Yes	Operating BAU		
	38		Continue to provide education, information, support and skills development to clubs to improve facility management, governance and operations through the Upskiller Program and other opportunities.	Ongoing				On-Track	Yes	Operating BAU		
	39		Support clubs to positively influence community health and wellbeing by promoting healthy behaviours	Ongoing				On-Track	Yes	Operating BAU		
	40		Investigate and secure funding from the Department of Local Government, Sport and Cultural Industries through the EveryClub program.	(Short term 2022-2027)				On-Track	Yes	Operating BAU		

Report 8. CITY OF BAYSWATER COMMUNITY RECREATION PLAN											
Report on Action Progress to 22/23 and Plans for 2023/24											
Asset type	Action No.	Action Implementation Plan Actions	Detail	Planned Start Financial Year	Planned Finish: Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish: Financial Year	Action Status (end 22 23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24 Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)
	41		Encourage clubs to apply for funds for approved projects via the Community Sport and Recreation Facilities Fund (CSRFF), LotteryWest and other funding bodies.	(Short term 2022-2027)				On-Track	Yes	Operating BAU	

Report 9. CITY OF BAYSWATER: CCTV STRATEGY 2018-2028													
Report on Action Progress to 2022/23 and Plans for 2023/24													
Objective	Strategy No.	Strategy	Action No.	Implementation Plan Action Implementation Plan Actions	Planned Start Financial Year	Planned Finish: Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish: Financial Year	Action Status (end 22/23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24 Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)	
Deliver a safe Service Which Builds a Strong Sense of Community Safety	1	Establish Foundations and Use Contemporary Digital CCTV Technology	1	Review existing infrastructure to ensure compliance with relevant legislation	2018/19	2020/21	2018/19	2020/21	Complete	No		All current infrastructure is compliant and future works will be undertaken by qualified operators in compliance with legislation and procurement practices.	
			2	Adopt the WAPOL local Interpretation guide ANZPAA recommendations for CCTV systems as the minimum recommendations for use and installation of CCTV systems in the City of Bayswater	2018/19	2020/21	2018/19	2020/21	Complete	No		The ANZPAA guidelines were developed in 2014 and are now outdated. All infrastructure exceeds minimum legislative and Australian Standards requirements.	
			3	Develop minimum technical specifications for the technical standards in line with relevant industry standards. Technical specifications document includes a reasonable life expectancy for various elements of the CCTV system and suggest a plan for future upgrades based on industry standards and changing technology	2018/19	2020/21	2018/19	2020/21	On-Track	Yes	Operating BAU	Investigating upgrade of Milestone software to improve functionality and provide licence plate recognition search functionality.	
	2	Ensure Sustainability of Current and Future CCTV	1	Integrate CCTV based solutions with ICT systems and business processes where relevant and applicable.	2018/19	2020/21	2018/19	2020/21	On-Track	Yes		Currently liaising with CCTV consultants in order to achieve service level agreement and the possibility of integration with current relevant business processes.	
			2	Review replacement funding in the City's long term financial plan to ensure adequate funding is available at end of life for current systems	2018/19	2020/21	2018/19	2020/21	On-Track	Yes	Operating BAU	Additional funding sought to undertake maintenance to increase infrastructure beyond end of life expectancy. Much CCTV infrastructure can be utilised beyond end of life expectations.	
			4	Monitor developments in mobile and moveable/temporary CCTV	2018/19	2027/28	2018/19	2027/28	On-Track	Yes	Operating BAU	Ongoing monitoring of technology developments. CCTV camera trailer successfully trialled in 2022/23 and it is anticipated an action of the Community Safety Crime Prevention Plan will be to procure a portable CCTV unit in 2024/25. Plan to install mobile Licence plate recognition cameras in parking enforcement vehicle in 2023/24 pending funding.	
			7	In consultation with WAPOL and other stakeholders, install, maintain and regularly evaluate the City's CCTV camera surveillance system	2018/19	2027/28	2018/19	2027/28	On-Track	No		Ongoing liaison, consultation and risk assessments undertaken. Further additions to AP Hinds Reserve being planned for 2024/25. Additional infrastructure being installed under Tonkin Highway Bridge at Cloughton Reserve being funded by Tonkin Gap Alliance.	
			8	Maintain and operate CCTV systems in the City of Bayswater and other locations in accordance with relevant legislation	2018/19	2027/28	2018/19	2027/28	Complete	No		All installations undertaken in compliance with legislation, Australian Standards and procurement rules.	
	3	Ensure Appropriate Placement of CCTV Cameras	1	Review existing permanent camera locations for suitability and identify areas for future growth of the network with attention given in the short term to AP Hinds Reserve, Bayswater and Riverside Gardens, King William Street, Bayswater	2018/19	2020/21	2018/19	2020/21	On-Track	Yes	Operating BAU	Ongoing liaison, consultation and risk assessments undertaken. Further additions to AP Hinds Reserve being planned for 2024/25. Additional infrastructure being installed under Tonkin Highway Bridge at Cloughton Reserve being funded by Tonkin Gap Alliance.	
			2	Explore opportunities for temporary camera locations and consider the use of portable CCTV (e.g. Support the installation of portable CCTV	2020/21	2023/24	2020/21	2023/24	On-Track	Yes	Operating BAU	Ongoing monitoring of technology developments. CCTV camera trailer successfully trialled in 2022/23 and intend to request purchase in 2024/25 following adoption of Community Safety Crime Prevention Plan. Plan to install mobile Licence plate recognition cameras in parking enforcement vehicle in 2023/24 pending funding. CCTV cameras placed on all Rangers and Security vehicles and body cameras issued to staff.	
			4	Consider use of cameras for emergency management real time situational awareness.	2020/21	2023/24	2020/21	2023/24	Complete	No		Key emergency service agencies possess capability which can be utilised across agencies for emergency situations.	
			5	Set direction and priorities for the further installation and management of electronic surveillance.	2020/21	2023/24	2020/21	2023/24	On-Track	Yes	Operating BAU	Submissions will be made following outcome of actions in Community Safety and Crime Prevention Plan to be presented to Council in July 2023.	

Report 9. CITY OF BAYSWATER: CCTV STRATEGY 2018-2028													
Report on Action Progress to 2022/23 and Plans for 2023/24													
Objective	Strategy No.	Strategy	Action No.	Implementation Plan Action Implementation Plan Actions	Planned Start Financial Year	Planned Finish: Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish: Financial Year	Action Status (end 22/23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24  Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified \$ for 23/24) ● Capital Project/ Program (\$)	Comment (if Applicable)	
	4	Ensure Adherence to Relevant Legislations, Standards and Guidelines Covering CCTV	1	Develop effective procedures for the operation and maintenance of infrastructure.	2018/19	2020/21	2018/19	2020/21	Complete	No		CCTV strategy, policy and management practice in place.	
			2	Review the City's CCTV Management policy	2018/19	2018/19	2018/19	2018/19	On-Track	No		CCTV Management Policy reviewed in May 2018 and scheduled for review by Policy and Development Committee in June 2023.	
	5	Access to CCTV Footage / Connected CCTV Solution	1	Review the City's ability to provide access to the network of CCTV footage to WA Police and other emergency services as outlined in the Memorandum of Understanding and State CCTV strategy.	2018/19	2023/24	2018/19	2023/24	Complete	No		Footage can be provided by a variety of means including local agreement, under the provisions of legislation and freedom of information.	
	6	Collaboration and Accountability	2	Update the CCTV information located on the City's website to include links to relevant documents and CCTV locations within the City of Bayswater	2018/19	2020/21	2018/19	2020/21	Complete	No		In consultation with WA Police it was determined that it is not in the best interest of community safety and security to release the locations of the City's CCTTV cameras.	
			3	Ensure CCTV systems are effective and can be accessed by WA Police during an investigation. This will be achieved by ensuring the City of Bayswater system meets the ANZPAA recommendations for CCTV systems and complies with the variations as listed under the State CCTV strategy	2020/21	2023/24	2020/21	2023/24	Complete	No		Police regularly utilise City CCTV assets for investigation of offences.	
			4	Investigate if the City can collaborate with local businesses and private property owners for the installation of CCTV (temporary or otherwise) onto their property to be used as part of investigations	2023/24	2027/28	2023/24	2027/28	On-Hold	No			

Report 10. CITY OF BAYSWATER: PUBLIC HEALTH AND WELLBEING PLAN 2021 - 2025												
Report on Action Progress to 2022/23 and Plans for 2023/24												
Objective	Strategy No.	Strategy	Action No.	Implementation Plan Action Implementation Plan Actions	Planned Start Financial Year	Planned Finish: Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish: Financial Year	Action Status (end 22 23)	Planned Action 2023/24 Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)
Healthy and Sustainable Environments		Prepare for climate change	1	Continue to implement the City's Local Climate Change Adaption Action Plan	19/20	23/24			On-Track	Yes	Operating BAU	
		Prepare for significant emergency events affecting the community	1	Continue to develop and maintain the Local Emergency Management Arrangements (LEMA)	19/20	23/24			On-Track	Yes	Operating BAU	
			2	Continue to develop and review management plans for Emergency Risk Management (ERM).	19/20	23/24			On-Track	Yes	Operating BAU	
			3	Continue to develop and maintain the Local Recovery Plan (LRP).	19/20	23/24			On-Track	Yes	Operating BAU	
			4	Improve skills and knowledge for staff regarding emergency management.	19/20	22/23			Complete	No		
			5	Consult with the Local Emergency Management Committee (LEMC) as required.	19/20	22/23			Complete	No		As required
		Maintain public health standards within the community	1	Continue to manage risks associated with handling and disposal of asbestos.	19/20	23/24			On-Track	Yes	Operating BAU	
			2	Liaise with the Department of Health (DoH); Department of Water and Environmental Regulation (DWER) and Worksafe, as required, in regards to monitoring unsafe work practices.	19/20	22/23			Complete	No		
			3	Promote safe working practices with demolition contractors.	19/20	22/23			Complete	No		
			4	Liaise with DWER in regards to air quality issues where necessary.	19/20	22/23			Complete	No		
			5	Address risk factors associated with contaminated sites and remediation in accordance with the <i>Contaminated Sites Act 2003</i> .	19/20	23/24			On-Track	Yes	Operating Project (\$)	\$150,000 allocated from contaminated sites reserve, to facilitate works.
			6	Work in collaboration with the DWER.	19/20	22/23			Complete	No		
			7	Continue to regularly inspect food premises within the City of Bayswater to minimise the risk to public health.	19/20	23/24			On-Track	Yes	Operating BAU	
			8	Continue to provide food safety training seminars; and online food safety training for food handlers.	19/20	23/24			On-Track	Yes	Operating BAU	
			9	Continue to monitor, analyse and address noise pollution in accordance with statutory requirements.	19/20	23/24			On-Track	Yes	Operating BAU	
			10	Continue to provide free immunisation clinics at Child Health Clinics and Schools, including vaccines to protect against hepatitis B, diphtheria, tetanus, whooping cough, chickenpox and human papilloma virus.	19/20	23/24		22/23	Discontinued	No		Council resolved to cease providing the service.
	11		Liaise with the DoH and Allied Health Services to promote immunisation programs in the community.	19/20	22/23			Complete	No			
	12	Continue to offer the flu vaccination to City staff	19/20	23/24			On-Track	Yes	Operating BAU			
	13	Update and maintain a Pandemic Plan as required.	19/20	22/23			Complete	No				
	14	Continue to investigate and address potential risks associated with vector borne disease.	19/20	23/24			On-Track	Yes	Operating BAU			
	15	Continue to provide an allocation of rodent baits to residents to control rodent activity.	19/20	23/24			On-Track	Yes	Operating BAU			
	16	Continue to provide information about pest control on the City's website.	19/20	22/23			Complete	No				

Report 10. CITY OF BAYSWATER: PUBLIC HEALTH AND WELLBEING PLAN 2021 - 2025												
Report on Action Progress to 2022/23 and Plans for 2023/24												
Objective	Strategy No.	Strategy	Action No.	Implementation Plan Action Implementation Plan Actions	Planned Start Financial Year	Planned Finish: Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish: Financial Year	Action Status (end 22 23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24 Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)
Planning and Environment		Plan for better public health outcomes through future development	1	Review the City's Town Planning Scheme(s) including addressing the Local Housing Strategy and preparation of a Local Planning Strategy and a new town planning scheme(s).	19/20	23/24			On-Track	Yes	Operating Project (\$)	It is proposed that \$29,000 will be carried forward to facilitate the preparation of a new Town Planning Scheme, following the advertising of the Local Planning Strategy.
			2	Incorporate Heart Foundation Healthy Active by Design (HABD) and Western Australian Planning Commission (WAPC) Liveable Neighbourhoods guidelines into relevant planning strategies, plans and proposals.	19/20	23/24			On-Track	Yes	Operating Project (\$)	Consideration of these matters will be given during the review of the Town Planning Scheme (above).
			3	Maintain a high-quality fit for purpose green space.	19/20	23/24			On-Track	Yes	Operating Project (\$)	Consideration of these matters will be given during the review of the Town Planning Scheme (above).
		Encourage better waste management practices.	1	Promote waste minimisation (reduce, reuse and recycle) through a variety of sources including mail and the City's website and Facebook page	19/20	22/23			Complete	No		
			2	Conduct regular audits of waste collection services and recommend changes as required.	19/20	22/23			Complete	No		
			3	Continue to provide waste education to local primary schools.	19/20	23/24			On-Track	Yes	Operating BAU	
			4	Continue to work with waste collection contractors and processors to ensure efficient and effective collection and waste recycling practices to minimise waste going to landfill.	19/20	23/24			On-Track	Yes	Operating BAU	
			5	Engage with community groups and the general public to promote waste management and recycling with the City of Bayswater.	19/20	22/23			Complete	No		
	Promoting Health and Wellbeing		Encourage the community to live sustainable lifestyles through participation in physical activity.	1	Continue to implement the Local Bicycle Plan	19/20	23/24			On-Track	Yes	Operating Project (\$)
2				Lobby for safe, accessible public transport, including a rail connection between Morley and the City.	19/20	22/23			Complete	No		
3				Where possible, provide bicycle security areas and access to end of trip facilities.	19/20	22/23			Complete	No		
		Ensure the City's services and facilities are accessible and inclusive.	1	Provide information about the City's open spaces/walking/cycling etc. on the City's website to increase awareness and encourage use.	19/20	22/23			Complete	No		
			2	Implement actions of the Disability Access and Inclusion Plan (DAIP) and review/report in accordance with State Government requirements	19/20	23/24			On-Track	Yes	Operating BAU	
			3	Develop and implement a reconciliation action plan with support from the Aboriginal Advisory Committee.	19/20	23/24			On-Track	Yes	Operating BAU	

Report 10. CITY OF BAYSWATER: PUBLIC HEALTH AND WELLBEING PLAN 2021 - 2025													
Report on Action Progress to 2022/23 and Plans for 2023/24													
Objective	Strategy No.	Strategy	Action No.	Implementation Plan Action Implementation Plan Actions	Planned Start Financial Year	Planned Finish: Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish: Financial Year	Action Status (end 22 23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24 Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)	
		Encourage and support local programs and strategies to increase physical activity.	1	Encourage and support new sporting groups, agencies and clubs to establish in the City.	19/20	22/23			Complete	No			
			2	Provide community lease arrangements to a range of community and sporting groups; and investigate the potential to stipulate preference/ eligibility to activities/groups which promote a health benefit.	19/20	22/23			Complete	No			
			3	Provide access to parks and reserves to junior sporting clubs free of charge.	19/20	22/23			Complete	No			
			4	Liaise with sporting facilities and community venues to promote accessibility and affordability for the public, especially during off peak periods.	19/20	22/23			Complete	No			
		Reduce harmful alcohol use.		1	Provide information on support services, as required.	19/20	23/24			On-Track	Yes	Operating BAU	
				2	Collaborate with Department of Racing, Gaming and Liquor and WA Police (where required) to ensure licensed premises comply with legislative requirements.	19/20	22/23			Complete	No		
				3	Review Section 39 applications under the Liquor Licence Act.	19/20	23/24			On-Track	Yes	Operating BAU	
				4	Promote alcohol free areas within the City of Bayswater.	19/20	22/23			Complete	No		
		High quality town centres		1	Facilitate high quality town centres, high quality cycle and walk ways.	19/20	22/23			Complete	No		
				2	Install adequate street lighting.	19/20	22/23			Complete	No		
		Develop high quality streetscapes, which are well maintained and allow for safe pedestrian and vehicle movement		1	Develop strategic plans that include the design of streetscapes for each of the town centres.	19/20	23/24			On-Track	Yes	Operating Project (\$)	It is proposed that ~\$100,000 be carried forward to facilitate this work.
				2	Prepare a Structure Plan for each Activity Area (Morley Activity Plan; Maylands Activity Centre Urban Design Framework, Bayswater Town Centre Structure Plan).	19/20	23/24			On-Track	Yes	Operating Project (\$)	It is proposed that ~\$150,000 be carried forward to facilitate this work.
			Encourage the community to live healthier lifestyles.*	1	Deliver programs that promote healthy eating habits and exercise.	19/20	22/23			Complete	No		
			Support programs aimed at improving mental health.*	1	Partner with specialist organisations to deliver programs aimed at mental health.	19/20	22/23			Complete	No		

Report 10. CITY OF BAYSWATER: PUBLIC HEALTH AND WELLBEING PLAN 2021 - 2025													
Report on Action Progress to 2022/23 and Plans for 2023/24													
Objective	Strategy No.	Strategy	Action No.	Implementation Plan Action Implementation Plan Actions	Planned Start Financial Year	Planned Finish: Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish: Financial Year	Action Status (end 22 23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24 Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)	
Safe and Inclusive Community		Keep the City of Bayswater community informed of the positive outcomes of the plan.	1	Develop, promote and maintain online communication tools including the website, twitter, Facebook and other social media mechanisms.	19/20	22/23			Complete	No			
			2	Project Officer to work with Community Engagement Team to ensure a consistent approach across the City.	19/20	22/23			Complete	No			
	Enhance community interaction and public safety and reduce crime levels			1	Implement the City's Community Crime Prevention Plan 2017 - 2021 actions	19/20	23/24			On-Track	Yes	Operating BAU	
				2	Establish streetscapes which allow for community interaction in an urban environment.	19/20	22/23			Complete	No		
				3	Continue to provide 24/7 Security Watch Community Patrol.	19/20	23/24			On-Track	Yes	Operating BAU	
				4	Continue to provide Nyoongar Outreach Services.	19/20	23/24			On-Track	Yes	Operating BAU	
				5	Support external community safety programs.	19/20	22/23			Complete	No		
	Deliver community programs that encourage community interaction and participation.			1	Implement the City's Community Events Program.	19/20	22/23			Complete	No		
	Deliver events which are safe.			1	Continue implementation of the City's Events Management Guide in accordance with relevant legislation.	19/20	23/24			On-Track	Yes	Operating BAU	
				2	Develop partnerships with key community not-for-profit groups and organisations to enhance existing community services provided.	19/20	22/23			Complete	No		
				3	Support community groups to build their capacity, funding and resourcefulness through the City's annual training program.	19/20	22/23			Complete	No		
				4	Develop and implement a community grants program.	19/20	22/23			Complete	No		
	Facilitate initiatives which maintain and improve safety.			1	Undertake a City wide Local Area Traffic Management Study.	19/20	22/23			Complete	No		
				2	Pursue opportunities for funding initiatives aimed at improving road safety.	19/20	22/23			Complete	No		
	Plan and provide a range of community facilities and services to meet current and future needs.			1	Support federal and state initiatives which aim to reduce the risk of falls among older people and people with a disability	19/20	22/23			Complete	No		
				2	Implement the actions of the City's Aged Friendly Strategy 2017 - 2021.	19/20	23/24			On-Track	Yes	Operating BAU	
				3	Support and facilitate the Youth Advisory Council.	19/20	22/23			Complete	No		
				4	Implement the outcomes of the Senior Centre Review.	19/20	23/24			On-Track	Yes	Operating BAU	

Report 11. CITY OF BAYSWATER: MORLEY ACTIVITY CENTRE PLAN 2018								
Report on Action Progress to 22/23 and Plans for 2023/24								
Action No.	Action Implementation Plan Actions	Planned Start Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish: Financial Year	Action Status (end 22 23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24 Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)
<b>SHORT TERM ACTIONS (0 - 5) YEARS</b>								
1	Prepare Activity Centre Plan (in accordance with WAPC 'SPP 4.2 Activity Centres for Perth and Peel' and 'Activity Centre Plan Preparation Guidelines')	Short term	15/16	19/20	Complete	No		
2	Prepare Local Planning Policy and Scheme Amendment to TPS 24 to facilitate the Morley Activity Centre Plan, and revoke TPS 23 (revise City policies that reference TPS 23 and replace with Morley Activity Centre)	Short term	16/17	17/18	Complete	No		
3	Prepare and adopt a Local Housing Strategy	Short term	10.11	12.13	Complete	No		
4	Prepare Activity Centre - Transport and Accessibility Strategy	Short term	16/17	18/19	Complete	No		
5	Prepare Activity Centre - Economic Strategy	Short term	11.12	12.13	Complete	No		
6	Prepare Local Water Management Plan	Short term	11.12	13/14	Complete	No		
7	Initiate discussions with Galleria Shopping Centre on providing improved pedestrian connections across the site and between the shopping centre, bus station and surrounding streets	Short term	16/17		On-Track	Yes	Operating BAU	Galleria Shopping Centre has an approved development application to redevelop the site which includes upgrades to the pedestrian network. Vicinity's has recently announced its planned \$150 million upgrade of the Morley Galleria.
8	Prepare Activity Centre - Streetscape Enhancement Plan	Short term	18/19	20/21	Complete	No		
9	Prepare Activity Centre - Parking Infrastructure and Management Strategy	Short term	16/17	18/19	Complete	No		
10	Prepare a Public Open Space Strategy (as part of the forthcoming City of Bayswater - Local Planning Strategy)	Short term	18/19	19/20	Complete	No		
11	Prepare Activity Centre - Infrastructure Development Plan	Short term			Discontinued	No		A comprehensive infrastructure plan for the Morley Activity Centre is not considered necessary. Transport and parking have separate strategies and the State Government's Central Sub-regional Planning Framework (March 2018) outlines that services will be upgraded by the relevant service authorities as required.
12	Prepare Activity Centre - Developer Contributions Plan	Short term			On-Hold	No		Due to the cost to manage and implement a developer contribution framework, it is not considered feasible to implement at this time.
13	Prepare Activity Centre - Precinct Design Guidelines	Short term			Discontinued	No		Built form provisions have been incorporated in the TPS24 via a scheme amendment. Further design guidelines are no longer considered necessary due to the recent implementations of the State Government's Design WA – State Planning Policy 7.3 – R-Code Volume 2 – Apartments.
14	Prepare Activity Centre - Sustainable Development Policy	Short term	21/22	21/22	Complete	No		
15	Investigate options for the redevelopment of the Les Hansman Community Centre and adjoining road reserve (car park)	Short term	21/22		On-Track	Yes	Operating BAU	The City is in ongoing discussion with the Department of Planning, Lands and Heritage regarding the tenure of the adjoining road (car park).
16	Investigate options with Water Corporation to transform the Russell Street drainage basin (next to Bunnings) into a landscaped public park that also performs a drainage function. Investigate potential for drainage reserves to become green pedestrian links	Short term	17/18	18/19	Complete	No		
17	Investigate upgrading the Rudloc Road Open Drain and the Nora Hughes Open Drain two into living streams.	Short term	19/20		On-Track	Yes	Operating BAU	The City is currently working with the Water Corporation to investigate options to upgrade Rudloc Reserve drainage basin.
18	Advocate that the Morley Activity Centre be given a high priority in the State government's Urban Infrastructure Development Program	Short term			Discontinued	No		This program has changed to be a reporting program and does not drive or initiate infrastructure development.

Report 11. CITY OF BAYSWATER: MORLEY ACTIVITY CENTRE PLAN 2018								
Report on Action Progress to 22/23 and Plans for 2023/24								
Action No.	Action Implementation Plan Actions	Planned Start Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish: Financial Year	Action Status (end 22 23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24 Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)
19	Advocate for State government assistance to provide underground power lines throughout the Activity Centre	Short term			On-Hold	No		The City has been advised that Western Power is focusing on residential areas not town centres and that if the City wishes to progress underground power in the Morley Activity Centre, the City will be required to pay for all the designs and works.
20	Investigate Walter Road / Wellington Road intersection upgrades and/or realignment	Short term	16/17	18/19	Complete	No		
21	Implement streetscape upgrades and beautification to Russell Street as a matter of priority	Short term	21/22		On-Hold	Yes	Capital Project/ Program (\$)	The Morley Activity Centre Streetscape Plan was adopted by Council at the Ordinary Council Meeting held 24 March 2020, which included improvements to Russell Street. The City has appointed Porters Consulting Engineers to undertake the detailed design works for Russell Street.
22	Improve pedestrian access to Russell Street Bus Station, remove fences to improve amenity	Short term			Discontinued	No		Given the high volume of traffic in the bus station the Perth Transport Authority (PTA) have advised that the fences cannot be removed whilst ensuring safe access for pedestrians.
23	Plant street trees and landscaping throughout the Activity Centre in accordance with the Streetscape Plan	Short term	20/21		On-Track	Yes	Operating BAU	The City has planted trees along Rudloc Road and is investigating more locations as a part of the detailed design Streetscape Plan.
24	Upgrade and extend pedestrian footpaths throughout the Activity Centre in accordance with the Streetscape Plan	Short term	ongoing	ongoing	On-Track	Yes	Operating BAU	The Streetscape Plan identifies upgrades to footpaths. Small improvements are ongoing.
25	Advocate for the upgrading of local feeder bus services	Short term	22/23		On-Track	Yes	Capital Project/ Program (\$)	The City has partnered with the Department of Planning, Lands and Heritage on a precinct structure plan for the Morley train station area. This plan will include links to the Morley activity centre.
26	Investigate potential for bus priority intersections: a. Russell Street and Broun Avenue b. Russell Street and Walter Road c. Collier Road and Broun Avenue	Short term	16/17	18/19	Complete	No		
27	Investigate potential for bus lanes on Russell Street, Broun Avenue and Beaufort Street	Short term	16/17	18/19	Complete	No		
28	Advocate for potential for light rail to Morley Activity Centre	Short term	22/23		On-Track	Yes	Capital Project/ Program (\$)	The City has partnered with the Department of Planning, Lands and Heritage on a precinct structure plan for the Morley train station area. This plan will include links to the Morley activity centre including potential for light rail.

Report 11. CITY OF BAYSWATER: MORLEY ACTIVITY CENTRE PLAN 2018								
Report on Action Progress to 22/23 and Plans for 2023/24								
Action No.	Action Implementation Plan Actions	Planned Start Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish: Financial Year	Action Status (end 22 23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24 Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)
<b>MEDIUM TERM ACTIONS (5-10) YEARS</b>								
29	Prepare a Masterplan for the use and development of the Morley Sport and Recreation Centre and Pat O'Hara Reserve	Medium Term	18/19	19/20	Complete	No		
30	Advocate for the provision of bus lanes on Russell Street, Broun Avenue and Beaufort Street	Medium Term	21/22		On-Track	Yes	Capital Project/ Program (\$)	The Morley Activity Centre Streetscape Plan was adopted by Council at the Ordinary Council Meeting held 24 March 2020, which included bus lanes on Russell Street. The City has appointed Porters Consulting Engineers to undertake the detailed design works for Russell Street which includes bus lanes. The City will advocate for the implementation of the detailed design outcomes.
31	Advocate for Rapid Transit Services to central Perth and Ellenbrook	Medium Term	15/16	18/19	Complete	No		
32	Advocate for the provision of bus priority intersections: a. Russell Street and Broun Avenue b. Russell Street and Walter Road c. Collier Road and Broun Avenue	Medium Term	21/22		On-Track	Yes	Capital Project/ Program (\$)	The Morley Activity Centre Streetscape Plan was adopted by Council at the Ordinary Council Meeting held 24 March 2020, which included bus lanes on Russell Street. The City has appointed Porters Consulting Engineers to undertake the detailed design works for Russell Street which includes bus lanes. The provision of bus lanes at intersections will be considered as a part of the detailed design.
33	Investigate new road and/or pedestrian connections: a. Rudloc Road with Collier Road b. Catherine Street c. Boag Place with Bookham Street d. John Smith Street with Collier Road	Medium Term	16/17	18/19	Complete	No		
34	Advocate for Rapid Transit Services to Edith Cowan University and Alexander Drive	Medium Term			Not yet due	No		In light of the Morley Ellenbrook line this has not been considered a priority and has not commenced.
35	Investigate John Forrest Secondary College for potential community use or access to the school ovals with the College and Department of Education and Training.	Medium Term			Not yet due	No		In light of John Forest Secondary College undertaking a significant redevelopment of the site, this has not yet commenced

Report 12. CITY OF BAYSWATER: WATERWISE BAYSWATER STRATEGY 2020 - 2030													
Report on Action Progress to 22/23 and Plans for 2023/24													
Theme No.	Strategy No.	Strategy	Action No.	Action Implementation Plan Actions	Planned Start Financial Year	Planned Finish: Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish: Financial Year	Action Status (end 22/23)	Planned Action 2023/24 Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)	
1. The Natural Environment	1	Build on the existing mechanisms for collaboration (established by the Bayswater Brook Action Plan) and continue to align influential champions to build broad support for practices that improve surface water and groundwater health, including management of impacts from the unsewered industrial area	1.1	Expand the Bayswater Brook Working Group into a Waterwise Bayswater Working Group with representatives from key stakeholders and responsibility for implementation of this strategy	2024	2030			On-Track	Yes	Operating BAU	Undertaken by catchment management officer as part of role	
			1.2	Undertake cost benefit analysis of options to reduce environmental impacts from the industrial area (including for sewerage) and develop a business case.	2024	2030			On-Track	Yes	Operating BAU	Undertaken by catchment management officer as part of role	
			1.3	Collaborate with local Aboriginal people to gather water stories and information to assist with the planning and management of the City's environmental assets.	2024	2030			On-Track	Yes	Operating BAU	Undertaken by catchment management officer as part of role	
			1.4	Continue to participate in the Water Sensitive Transition Network and Sub-Groups.	2024	2030			On-Track	Yes	Operating BAU	Undertaken by catchment management officer as part of role	
			1.5	Continue to support the Drainage for Liveability program	2024	2030			On-Track	Yes	Operating BAU	Implement Rudloc basin project	
	2	Expand monitoring to include groundwater health and develop a program of drainage retrofits, coordinated with asset renewal projects, that increase groundwater recharge and deliver biodiversity and cooling benefits (use vegetation)	2.1	Expand the monitoring program to include groundwater levels and quality	2025	2030			On-Track	Yes	Operating BAU	Implement Rudloc basin project	
			2.2	Develop a prioritised list of sites where drainage retrofits could improve ecological function, amenity and water quality, whilst maintaining or improving flood protection of infrastructure. This includes conversions to living streams, basin revegetation, roadside rain gardens, and car park retrofits	2024	2030			On-Track	Yes	Operating BAU	Undertaken by catchment management officer as part of role	
			2.3	Develop a methodology for identifying WSUD options that must be applied when undertaking road and car park asset upgrades.	2024	2030			On-Track	Yes	Operating BAU	Undertaken by catchment management officer as part of role	
			2.4	Identify foreshore restoration projects.	2024	2030			On-Track	Yes	Operating BAU	Undertaken by catchment management officer as part of role	
	3	Continue to improve raingarden and living stream designs, incorporating the achievement of multiple outcomes (including tree canopy) and actively share outcomes with broader networks	3.1	Audit existing rain gardens and living streams in the City and document good and bad outcomes including costs of construction and maintenance.	2025	2030			On-Track	Yes	Operating BAU	Undertaken by catchment management officer as part of role	
			3.2	Develop a practice note for (i) tree pits and raingardens and (ii) living streams that documents the design and construction process and key "success factors".	2025	2030			On-Track	Yes	Operating BAU	Undertaken by catchment management officer as part of role	
			3.3	Develop a program of installation of roadside raingardens	2025	2030			On-Track	Yes	Operating BAU	Undertaken by catchment management officer as part of role	
	2. The Environment We Create	4	Build understanding amongst urban planning, design and development professionals about their role in delivering water outcome	4.1	Actively promote (through City social media) good design outcomes across the City that reduce/reuse water and/or improve water quality and liveability	2025	2030			On-Track	Yes	Operating BAU	Undertaken by catchment management officer as part of role
				4.2	City staff to attend professional development training in WSUD opportunities and benefits.	2024	2030			On-Track	Yes	Operating BAU	Undertaken by catchment management officer as part of role
				4.3	Undertake a Council briefing on the role of water in underpinning the Environment and Liveability outcomes in the City	2025	2030			On-Track	Yes	Operating BAU	Undertaken by catchment management officer as part of role
4.4				Ensure future projects and council reports consider the actions of the Waterwise Bayswater Report.	2024	2030			On-Track	Yes	Operating BAU	Undertaken by catchment management officer as part of role	
5		Build capacity of planning, design, development and water professionals to create pathways for scoping and implementing solutions that improve urban and built form outcome	5.1	Prepare simple diagrams that depict WSUD solutions appropriate to low, medium and high density residential and commercial/industrial built forms.	2024	2030			On-Track	Yes	Operating BAU	Undertaken by catchment management officer as part of role	
			5.2	Promote early consultation with the City regarding new development to optimise the delivery of multiple outcomes appropriate to site context.	2024	2030			On-Track	Yes	Operating BAU	Undertaken by catchment management officer as part of role	
			5.3	Measure reductions in water use and heat benefits from park and facilities improvements and share information with the community and Council to ensure ongoing support.	2024	2030			On-Track	Yes	Operating BAU	Undertaken by catchment management officer as part of role	
			5.4	Host multi-disciplinary events to showcase exemplar projects that encourage networking and knowledge transfer	2024	2030			On-Track	Yes	Operating BAU	Undertaken by catchment management officer as part of role	
6		Implement trials and demonstrations of innovative urban and built form solutions that enable learning about how the elements of urban space can be integral parts of water management systems	6.1	Work with the METRONET team to ensure the Morley, Bayswater and Noranda stations and precincts incorporate WSUD.	2024	2030			On-Track	Yes	Operating BAU	Undertaken by catchment management officer as part of role	
			6.2	Support a building demonstration project and instigate an inter-disciplinary planning and codesign processes involving the community and clarify where and how the community can make choices and contribute to solutions.	2026	2030			On-Hold	Yes	Operating BAU	Undertaken by catchment management officer as part of role	
			6.3	Install alternatives to soak wells in new/upgraded City buildings (e.g. in-ground rain garden, raised wicking bed, buffer strips, rainwater tanks, pervious paving).	2026	2030			On-Hold	Yes	Operating BAU	Undertaken by catchment management officer as part of role	
			6.4	Release stories showcasing the alternatives including videos on "how to install".	2026	2030			On-Hold	No		Undertaken by catchment management officer as part of role	

Report 12. CITY OF BAYSWATER: WATERWISE BAYSWATER STRATEGY 2020 - 2030												
Report on Action Progress to 22/23 and Plans for 2023/24												
Theme No.	Strategy No.	Strategy	Action No.	Action Implementation Plan Actions	Planned Start Financial Year	Planned Finish: Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish: Financial Year	Action Status (end 22/23)	Planned Action 2023/24 Yes or No	Resources/ Budget 2023/2024	Comment (If Applicable)
									<ul style="list-style-type: none"> <li>● Complete</li> <li>● On-Track</li> <li>● On-Hold</li> <li>● Off-Track</li> <li>● Not yet due</li> <li>● Discontinued</li> </ul>			
	7	Consolidate and align policy and regulatory tools to strengthen the role of water in delivering quality urban and built form	7.1	Prepare a local planning policy for new development that describes outcomes and requirements for WSUD solutions appropriate to difference scales and site context	2027	2030			On-Hold	No		Undertaken by catchment management officer as part of role
	7.2		Prepare a procedure for City capital works (roads, buildings, parks) that integrates the consideration of water with other objectives.	2027	2030			On-Hold	No		Undertaken by catchment management officer as part of role	
	7.3		Initiate a life cycle costing data base to enable improved planning for maintenance of drainage assets, fit-for-purpose water supply infrastructure and other WSUD assets to assist the City to better forecast budgets for retrofit and management into the future.	2027	2030			On-Hold	No		Undertaken by catchment management officer as part of role	
3. Living in the Environment	8	Develop a narrative to increase community understanding of water's role in liveability outcomes beyond water efficiency including an emphasis on shared responsibility	8.1	Support State Government education of waterwise practices (Water for life campaign and Waterwise programs) by including articles and links in social media and the City's website.	2024	2030			On-Track	Yes	Operating BAU	Undertaken by catchment management officer as part of role
			8.2	Consider establishing local water awards for builders, businesses and homeowners.	2024	2030			On-Hold	No		Undertaken by catchment management officer as part of role
			8.3	Identify local natural areas where some management could be undertaken by the community and facilitate action by locals	2024	2030			On-Track	Yes	Operating BAU	Ongoing
			8.4	Ensure strong water narrative is included in activities associated with delivery of the City's Urban Forest Strategy.	2024	2030			On-Track	Yes	Operating BAU	Undertaken by catchment management officer as part of role
			8.5	Consider ways to actively promote and increase uptake of fit-for-purpose alternative water supply options, both with residents and in City-owned/operated assets. Options for promotion include provision of a greywater design and installation or rainwater tank maintenance workshops; sharing resident success stories and scheme water savings via the City's website or during a home open day events; or the use of subsidies.	2026	2030			On-Hold	No		Undertaken by catchment management officer as part of role
	9	Enhance existing platforms for connecting to enable the sharing of ideas about localised solutions and the role of the community	9.1	Use the City's website to report on targets for City water use – community, City parks and City buildings.	2026	2030			On-Hold	No		Undertaken by catchment management officer as part of role
			9.2	Engage with the community regarding use and function of the foreshore through preparation of a Foreshore Management Plan for the length of the Swan River foreshore.	2024	2030			On-Track	Yes	Operating BAU	Undertaken by catchment management officer as part of role
			9.3	Continue to support programs such as the Phosphorus Awareness Project, the Fertilise Wise Project and garden education programs to address behaviour change towards fertiliser use, water efficiency and the use of appropriate soil amendments	2026	2030			On-Hold	No		Undertaken by catchment management officer as part of role
	10	Gather knowledge about the City's water balance to identify different source/supply opportunities including reuse	10.1	1 Quantify use of rainwater, scheme water and groundwater, production of wastewater and generation of stormwater/export of groundwater spatially	2026	2030			On-Hold	No		Undertaken by catchment management officer as part of role
			10.2	Identify options for reuse spatially and quantify likely available volumes	2026	2030			On-Hold	No		Undertaken by catchment management officer as part of role
			10.3	Develop a protocol for retrofit of City buildings that includes improvements to water efficiency, water reuse, stormwater capture and treatment and establishment of green infrastructure and develop a program of building and facilities upgrades.	2026	2030			On-Hold	No		Undertaken by catchment management officer as part of role
	11	Develop guidance to empower actions by individual businesses and homeowners	11.1	Increase availability and access to waterwise plants and trees by working with nursery and landscape industry – scope ideas and develop options	2024	2030			On-Track	Yes	Operating BAU	Undertaken by catchment management officer as part of role
			11.2	Develop brochure(s) to demonstrate the value and process for downpipe diversions and rain gardens.	2026	2030			On-Hold	No		Undertaken by catchment management officer as part of role
			11.3	Develop additional material for the Light Industry Program that shows costs and benefits of better stormwater and water (re)use practices.	2026	2030			On-Hold	No		Undertaken by catchment management officer as part of role
11.4			Actively promote and consider rebates for grey water systems and rainwater tanks. This could involve greywater design and installation or rainwater tank maintenance workshops; sharing resident success stories and scheme water savings via the City's website or during a home open day events; or the use of subsidies.	2026	2030			On-Hold	No		Undertaken by catchment management officer as part of role	

Report 13. CITY OF BAYSWATER - LOCAL BIODIVERSITY STRATEGY (2008)					
Report on Action Progress to 22/23 and Plans for 2023/24					
Strategy	Action  Implementation Plan Actions	Action Status (end 22/23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24  Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)
<b>Protection and management of Local Natural Areas</b>	Increase the protection status of reserves by changing the vesting purpose to 'conservation' or similar.	Complete	Yes	Operating BAU	The City has listed all vegetation managed by the City as Natural Areas under management by the Sustainability, Environment and Waste division.
	Increase the protection status of reserves by amending the zoning of the Metropolitan Region Scheme.	On-Hold	No		Review with Strategic planning.
<b>Improved Reserve Management</b>	Formation of a Reserves Liaison Group within Council to coordinate management of reserves.	On-Track	Yes	Operating BAU	The team are currently optimising the management of reserves through the preparation of conservation plans.
	Develop a Reserves Action Plan to provide guidance in the management of all Council reserves	Complete	No		Natural Area Asset Management Plan complete.
	Conduct periodic reassessments of reserves to monitor their condition	On-Track	Yes	Operating BAU	Ongoing through natural area management program.
<b>Strategic Acquisition of Lands</b>	Acquisition of reserves via DPI purchase of land privately owned land along key foreshores and incorporation into reserve system.	On-Track	No		As land is developed along the Swan River it is Ceded to the City. This will occur on an as needed basis.
<b>Utilisation of the Current Local Planning Scheme and other Council Documents</b>	Encourage the correct use of current Local Planning Schemes and other Council documents which create benefits to biodiversity.	Complete	Yes	Operating BAU	The City is undertaking waterwise planting in reserves.
<b>Policy Development</b>	Develop a Local Planning Policy for biodiversity conservation	Complete	Yes	Operating BAU	The City has developed a verge garden policy.
	Develop a Native Vegetation in Reserves Policy.	On-Hold	No		The SEW Department has prepared a Natural Area Asset document. This can be developed in a preservation strategy.
	Develop a Landscaping with Local Plants Policy	On-Track	Yes	Operating BAU	The City is currently implementing a plants to residents program.
	Develop a Local Native Vegetation Preservation Policy	On-Hold	No		Vegetation currently protected under EP Act.
<b>Amendments to the Local Planning Scheme (Section 9.5)</b>	Consider amendments to the Local Planning Scheme during periods of review	On-Track	Yes	Operating BAU	Recommendations within Local Planning Strategy.
<b>Urban Development</b>	Ensure natural areas with high biodiversity value are included in the allocation of Public Open Space during subdivisions.	On-Track	No		All natural areas protected within the City of Bayswater.
	Promote tax concessions available to developers gifting natural areas.	On-Hold	No		Not applicable to COB

Report 13. CITY OF BAYSWATER - LOCAL BIODIVERSITY STRATEGY (2008)					
Report on Action Progress to 22/23 and Plans for 2023/24					
Strategy	Action  Implementation Plan Actions	Action Status (end 22/23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24  Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)
Private Land Conservation	Introduce a 'Plants to Residents' program providing locally endemic species to residents at a subsidised cost	On-Track	Yes	Operating BAU	Ongoing project
Education Programs	Ensure adequate education and awareness of biodiversity issues within both Council and the wider community.	On-Track	Yes	Operating BAU	The City provides ongoing education programs including night stalks, plant information sessions and verge garden makeovers
	Council staff undergo training in components of the Collective Local Biodiversity Strategy relevant to their role	On-Hold	No		Stakeholders will be engaged as part of ELF works.
Investigate Partnerships	Investigate opportunities for partnerships with other government departments and organisations to enhance biodiversity.	On-Track	Yes	Operating BAU	The City is working with DBCA, Water Corporation and Environment House to deliver programs.
Actions to Reduce Threats to Biodiversity	Ensure locally endemic species are utilised in Council landscaping.	On-Track	Yes	Operating BAU	Ongoing revegetation program
	Ensure ongoing weed control within reserves and include weed control as a major component of the Reserves Action Plan	On-Track	Yes	Operating BAU	Ongoing Reserve Management
	Develop a Weed Control Strategy.	On-Track	Yes	Operating BAU	The City is managing weeds within reserves through conservation plans and recommendations from floras
	Collect local provenance seed for use in revegetation projects.	On-Track	Yes	Operating BAU	The City has several nurseries collecting seed and using the species in revegetation programs
	Enhance natural areas within regional and local linkages by minimising threats to biodiversity and the revegetation of reserves	On-Track	Yes	Operating BAU	Nature Link Program
	Introduction of GIS software as a management tool including regular updates of the layers in use.	On-Track	Yes	Operating BAU	Mapping of Natural Areas complete. Ongoing weed mapping.
	Support the habitat project through the implementation of the Swan Helena Management Framework	On-Hold	No		The City is working with DBCA to update the Swan River protection strategy.
	Introduction of GPS/PDA systems allowing for immediate download of field data into GIS	On-Hold	No		The City is currently exploring natural area mapping utilising GPS.
	Support the introduction of the CarbonSMART program or similar.	Discontinued	No		Action on climate change managed through the ERRE Plan.
	Identification of KPIs for Action Plan implementation	Discontinued	No		The City will provide implementation plan in updated documents.
	Preparation and consideration of report on implementation and progress of High Priority actions	Discontinued	No		
	Preparation and consideration of triennial review and confirmation/updating of targets	Discontinued	No		
	Preparation and consideration of 5 year implementation report and establishment of new action plan	Discontinued	No		Biodiversity Strategy to be updated.
Resourcing Actions	Develop Councils' environmental service through employment of (or increased working hours) a Bushcare Officer.	Complete	Yes	Operating BAU	Natural Area Team have been hired and are an important part of the team.
	Develop Councils' environmental service through employment of an Environmental Planner.	Discontinued	No		Not required for COB
	Investigate the feasibility of introducing an environmental levy to raise funds for environmental programs	Discontinued	No		NA
	Submit grant applications for biodiversity projects as a Local Government or in partnership with community groups.	On-Track	Yes	Operating BAU	The team is applying for grants on an ongoing program.
	Cost Estimates	On-Track	No		Ongoing costs within operating budget.

Report 14. CITY OF BAYSWATER: ENVIRONMENTAL LIVEABILITY FRAMEWORK 2021-2045												
Report on Action Progress to 22/23 and Plans for 2023/24												
Pillar	Focus	Change required or Transformational Action	Change/ Action No.	Change Required / Transformational detail Action Implementation Plan Actions	Planned Start Financial Year	Planned Finish Financial Year	Actual Start Financial Year	Actual Finish Financial Year	Action Status (end 22/23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned action 2023/24 Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (if applicable)
The Natural Environment	Biodiversity	Changes required to achieve Strategic Vision	a	Review and expand the City's tree and plant planting programs	2023	2024	2023	NA	On-Track	Yes	Operating BAU	The tree planting program has been expanded in the 2023 Financial year.
			b	Review the 2008 Collective Local Biodiversity Strategy.	2024	2025			Not yet due	Yes	Operating BAU	The City will look to update the program inhouse.
			c	Review the City's Street Verges Policy and its requirements.	2023	2024			On-Track	Yes	Operating BAU	The City of Bayswater is offering a waterwise greening program to help residents create their own waterwise verge gardens.
			d	Review the use and design of public open space areas (see Parks and Green Spaces).	2023	2024	2023	NA	On-Track	Yes	Operating BAU	The Parks and Gardens team are identifying opportunities to hydro zone and create native gardens.
			e	Review City policy and practices relating to hardstand areas in public places, such as road reserves.					On-Hold	No		The City will review item and implement policy.
		Transformational actions	1	Increase biodiversity and connectivity of natural areas by creating Nature Links through the City of Bayswater, by increasing native biodiversity in residential gardens and verges, parks and public spaces, median strips, cycle ways and drains.	2023	2024	2023	NA	On-Track	Yes	Operating BAU	The City is delivering a number of projects to create nature links including the verge garden policy, urban wetlands, habitat restoration expanding natural areas and hydro zoning.
			2	Embrace nature as an integral part of the City of Bayswater's quality lifestyle through a 'Nature's Garden City' program, showing how it can improve health and wellbeing.					On-Hold	No		Officers will review what this looks like as a tangible delivery.
			3	Advocate the State Government to install underground power in all locations within the City to improve the liveability of the area.	2023	2028			On-Track	Yes	Capital Project/ Program (\$)	The Engineering department are delivering underground power from 2023/24 through capital and grant funding.
		Natural Areas, Bushlands and Wetlands	Changes required to achieve Strategic Vision	a	Review protection classification of all natural areas within the City of Bayswater in order to give these the highest classification possible in perpetuity	2023	2024			Complete	No	
	b			Review policy and guidelines relating to buffer zones and ensure these will result in on the ground changes to managing natural areas	2023	2024			On-Track	No		The City will continue to enforce buffers to wetlands.
	c			Review the City's bushfire risk mitigation options in line with its effect on biodiversity and natural areas.	2025	2025			On-Track	Yes	Operating BAU	The City will prepare a bushfire management plan.
	d			Develop management plans for all of the City's natural areas, inclusive of vegetation condition mapping and the following threats to biodiversity: - Dieback - Weeds - Introduced fauna - Climate change - Acid sulphate soil - Bushfire - Land clearing.	2024	Ongoing	2023		On-Track	Yes	Operating BAU	The City's Natural Area Officer will continue to develop management plans for the City's Natural areas.
	Transformational Action		1	Provide every household with access to a natural area that contains native species and ecological communities in a relatively natural state within a 10 minute walk (800 metres) of their home.	2023	2050	2023		On-Track	Yes	Operating BAU	Arbor Park Revegetation, Bowden Comp Basin Project, Rudloc Urban Wetland. Working with Parks and Gardens to identify future sites for revegetation.
2			Reduce the hard surface area of local road reserves (where appropriate) to create public open space with miniature nature parks.	2024	2050	NA	NA	Not yet due	No		The SEW division will be working with the engineering department to identify WSUD opportunities.	
3			Revegetate and restore all natural areas to improve biodiversity.	2023	2050	2023		On-Track	Yes	Operating BAU	The City's ongoing revegetation program is restoring degraded natural areas to improve biodiversity.	
		4	Partner with local Noongar Whadjuk peoples to develop an overall approach for the protection and rehabilitation of natural areas in a respectful and sustainable way.	2023	2050	2023		On-Track	Yes	Operating BAU	Natural Area Management is central to the Reconciliation Action Plan.	

Report 14. CITY OF BAYSWATER: ENVIRONMENTAL LIVEABILITY FRAMEWORK 2021-2045												
Report on Action Progress to 22/23 and Plans for 2023/24												
Pillar	Focus	Change required or Transformational Action	Change/ Action No.	Change Required / Transformational detail Action Implementation Plan Actions	Planned Start Financial Year	Planned Finish Financial Year	Actual Start Financial Year	Actual Finish Financial Year	Action Status (end 22/23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned action 2023/24 Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (if applicable)
	River Foreshore	Changes required to achieve Strategic Vision	a	Creation of a policy under the town planning scheme to recognise and minimise the landscape impact of development on the landscape values of the river and foreshores.	2024	2050	NA	NA	Not yet due	No		NA
			b	Advocate the State Government to purchase the necessary privately owned reserved land along the foreshore to achieve a continuous pathway for pedestrians and cyclists. The long-held objective under the State's Metropolitan Region Scheme is to build an uninterrupted dual use path along the river foreshores from the CBD to outlying metropolitan areas.	2024	2050	NA	NA	Not yet due	No		NA
			c	Creation of policy to ensure tree planting and management within the foreshore reserves provides suitable habitat and recognises the need for continuous rejuvenation as trees age and are lost to storm events and erosion	2024	2050	NA	NA	Not yet due	No		NA
			d	Creation of a policy to limit commercial uses in the foreshore reserves only to areas that have been identified as suitable through a strategic plan, such as a precinct plan	2024	2050	NA	NA	Not yet due	No		NA
			e	Development of a continuous dual use path running the length of the Bayswater foreshore reserves.	2026	2050	NA	NA	Not yet due	No		NA
		Transformational Action	1	Develop and implement a 'whole of River Foreshore Precinct Plan' including the hinterland that includes mitigation of climate change risks	2024	2050	NA	NA	On-Track	Yes	Operating BAU	The City is partnering with Bassendean, Belmont to develop a whole of river plan.
	Ground Water and Storm Water	Changes required to achieve Strategic Vision	a	Implement the Waterwise Bayswater Strategy through the incorporation of its action recommendations into Council's Corporate and Business Plans	2023	2050	2023		On-Track	Yes	Operating BAU	Currently developing implementation program. Current programs include Rudloc Basin, Bowden St.
			b	Review and update all Council groundwater and drainage management policies and design guidelines consistent with current Water Sensitive Urban Design practice.	2024	2050	NA	NA	Not yet due	No		NA
			c	Create a policy and education campaign to increase permeable landscaped areas on private land as part of new developments including driveways and car parking areas.	2024	2050	NA	NA	Not yet due	No		NA
			Transformational Action	1	Transform the entire catchment (all drains, sumps, waterbodies, wetlands and streams) into living streams accessible to the public, including lands vested with the Water Corporation	2023	2050	2023	NA	On-Track	Yes	Operating BAU
		2	Limit an increase in hard surfaces and increase the permeability of hard ground surfaces, where appropriate, to allow more water to permeate the soil, filter pollutants and recharge the water table.	2027	2050			Not yet due	No			
The Environment We Create	Parks and Green Spaces	Changes required to achieve Strategic Vision	a	Review the design and development of parks and associated buildings to consider needs based on changing population densities and housing types, demographics, and lifestyle changes		2050			On-Hold	No		To be reviewed within existing policies.
			b	Review City policies and practices that impact the City's streetscapes to ensure tree planting and landscaping is provided (where possible) instead of hard surfaces, including mandatory verge planting.		2050			On-Hold	No		Review as part of existing verge policy.
			c	Review City policies that manage the provision of trees and landscaping on private land to strengthen the protection and provision of trees and landscaping as part of new development		2050			On-Hold	No		This is an ongoing challenge and will be reviewed with strategic planning.
			d	Advocate that the State Government review their policy provisions relating to trees and landscaping on private land to increase their provision as part of new developments.		2050			On-Hold	No		On hold to review.

Report 14. CITY OF BAYSWATER: ENVIRONMENTAL LIVEABILITY FRAMEWORK 2021-2045												
Report on Action Progress to 22/23 and Plans for 2023/24												
Pillar	Focus	Change required or Transformational Action	Change/ Action No.	Change Required / Transformational detail Action Implementation Plan Actions	Planned Start Financial Year	Planned Finish Financial Year	Actual Start Financial Year	Actual Finish Financial Year	Action Status (end 22/23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned action 2023/24 Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (if applicable)
			e	Review the City's tree planting program to increase the number of trees planted per annum and prioritise the planting of endemic trees where possible		2050			On-Hold	No		Urban Forest strategy to be reviewed.
			f	Review the City's landscaping principles and practices to be more water-wise and to mitigate the impact of urban heat and reduce pollutants and nutrients		2050			On-Track	No		The City is exploring options to hydrazone.
			1	Develop a large, multifunctional park in the Morley city centre. For example, increasing Russell Street Park or changing Embleton Golf Course into a community park to increase the liveability and amenity of the City and demonstrate the City's environmental focus.		2050			Not yet due	No		The City will explore this opportunity.
				2	Plant one million trees in the City between now and 2050		2050			Not yet due	Yes	
	Sustainable Building Design	Changes required to achieve Strategic Vision	a	Create policy to incentivise development in line with sustainable building objectives.		2050			On-Hold	No		To be reviewed against planning policies.
			b	Subject to further investigation, this could include development bonuses such as increased building height or plot ratio					Off-Track	No		To be reviewed against planning policies.
			c	Amend town planning scheme provisions to improve and incentivise sustainable building outcomes, including developing an alternative way of achieving infill development that does not degrade but enhances urban forests and liveability		2050			On-Hold	No		To be reviewed against planning policies.
			d	Develop a Guide to Green Infrastructure – design, implementation and maintenance		2050			On-Hold	No		To be reviewed against planning policies.
			e	Requirement of biophilic design in new public buildings and inclusion of biophilic elements on any new development with a construction cost of \$1 million or greater that is a commercial, non-residential or mixed use development.		2050			On-Hold	No		To be reviewed against planning policies.
			f	The City should advocate for a 7 Star Green Star rating as a standard requirement for new builds in 2025, and higher beyond that time.		2050			On-Hold	No		To be reviewed against planning policies.
	Sustainable Transport	Changes required to achieve Strategic Vision	1	Develop a sustainable housing precinct as a demonstration of climate responsive building design, renewable energy technologies, energy storage, water recycling and alternative transport types		2050			On-Hold	No		To be reviewed with strategic planning.
				2	Develop a 'Bayswater alternative' to provide an alternative way of achieving infill development that does not degrade urban forests, ecosystem services and urban liveability		2050			On-Hold	No	
	Sustainable Transport	Changes required to achieve Strategic Vision	a	Develop a Walkability Strategy		2050			On-Hold	No		To be reviewed with engineering.
				b	Creation of an end-of-trip facility policy		2050			Not yet due	No	

Report 14. CITY OF BAYSWATER: ENVIRONMENTAL LIVEABILITY FRAMEWORK 2021-2045												
Report on Action Progress to 22/23 and Plans for 2023/24												
Pillar	Focus	Change required or Transformational Action	Change/ Action No.	Change Required / Transformational detail Action Implementation Plan Actions	Planned Start Financial Year	Planned Finish Financial Year	Actual Start Financial Year	Actual Finish Financial Year	Action Status (end 22/23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned action 2023/24 Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (if applicable)
		Transformational Actions	1	Increase the cycle network so residents are able to access a designated, continuous cycle way within a five minute cycle of their home; and extend specified and marked bicycle routes to connect all schools in the City		2050			On-Hold	Yes	Operating BAU	Implementation of the Bike plan
			2	Provide continuous footpath connections, inclusive of shade from trees, and safe pedestrian crossings within an 800m radius of all activity centres, aged care and schools		2050			On-Hold	Yes	Operating BAU	Implementation of the Bike plan
			3	Provide charging infrastructure at major activity centres to accelerate the uptake of electric vehicles	2024	2030			On-Track	Yes	Operating BAU	The City has applied for vehicle charging stations at Morley Sport and Recreational centre and the Bayswater Depot.
			4	Provide a high frequency sustainable transport link between our train stations and town centres through advocacy to the State Government.		2050			On-Hold	Yes	Operating BAU	Implementation of the Bike plan
	Precinct Design	Changes required to achieve Strategic Vision	a	Investigate ways to reduce barriers to the ongoing growth and development of the City's precincts.		2050			On-Hold	No		This item will need to be reviewed with strategic planning.
			b	Investigate ways to improve design quality in the City's precincts		2050			Not yet due	No		
			c	Investigate ways to limit housing and commercial growth in areas outside the City's precincts.		2050			Not yet due	No		
		Transformational Actions	1	Create '20 minute neighbourhoods' throughout the City, giving people the ability to walk to all services		2050			Not yet due	No		
			2	Limit residential infill in suburban areas to improve the viability of high quality, medium density development in activity centres. For instance, by making grouped and multiple dwellings a 'not permitted use' in suburban areas.		2050			Not yet due	No		
Living in the Environment	Climate Change Adaption	Changes required to achieve Strategic Vision	a	Climate Change Adaptation Plan	2024	2050	NA	NA	Not yet due	No	Operating BAU	NA
			b	Essential Services Climate Change Adaption Plan					Not yet due	No		
			c	Energy Efficiency in Built Environment Policy	2024	2050	NA	NA	Not yet due	No	Operating BAU	NA
		Transformational Actions	1	Advocate the Federal Government to require a 7 star energy rating for all new builds by 2025, with rating verified upon completion of build.		2050			Not yet due	No		
			2	Advocate the State Government to require all houses for sale to publish their energy star rating. - The City to provide information and grants as an incentive for people to make modifications to existing dwellings to improve their energy efficiency		2050			Not yet due	No		
			3	Develop a Climate Change Adaptation Plan.	2025	2050	NA	NA	Not yet due	No	Operating BAU	NA
	Sustainable Living	Changes required to achieve Strategic Vision	a	Sustainability Strategy A strategy to set targets, support the formal and informal partnerships with our community, and develop the mechanisms and pathways required to meet these targets	2025	2050	NA	NA	Not yet due	No	Operating BAU	NA
			b	Energy Efficiency in Built Environment Policy		2050			Not yet due	No		
		Transformational Actions	1	Create a demonstration project for a high-tech, circular food growing and water re-use project, as well as inclusion of a Whadjuk Noongar education space.	2025	2050	NA	NA	Discontinued	No	Operating BAU	NA
			2	Roll out of an app based technology that enables residents to monitor and reduce their carbon footprint in real time.		2050			Not yet due	No		
Energy and water use	Changes required to achieve Strategic Vision	a	Sustainability Strategy A strategy to set targets, support the formal and informal partnerships with our community, and develop the mechanisms and pathways required to meet these targets	2025	2050	NA	NA	Not yet due	No	Operating BAU	NA	
		b	Energy Efficiency in Built Environment Policy		2050			On-Hold	No		To be reviewed against planning policies	
	Transformational Actions	1	Provide a demonstration water recycling plant at Bayswater Waves, showcasing best practices in water efficiency, re-use and hydro zoning.	2025	2050	NA	NA	Not yet due	No	Operating BAU	NA	
		2	Provide the community with access to zero emission energy options (PPA, Greening the grid), such as a development of a solar or wind farm (at the Redhill waste facility, for instance).	2025	2050	NA	NA	Not yet due	No	Operating BAU	NA	

Report 15. CITY OF BAYSWATER: URBAN FOREST STRATEGY 2017											
Report on P Report on Action Progress to 22/23 and Plans for 2023/24											
Strategic Objective No.	Strategic Objective	Action No.	Actions that need to be taken Implementation Plan Actions	Planned Start Financial Year	Planned Finish: Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish: Financial Year	Action Status (end 22/23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24 Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)
1	Protection and retention of existing trees	1	Develop a significant tree register for trees on public land	2020	Ongoing	NA	NA	On-Track	Yes	Operating BAU	Ongoing
		2	Develop a significant tree register for trees on private land	2020	Ongoing	NA	NA	On-Hold	No		Ongoing
		3	Conduct routine tree health assessments to inform adaptive management practices	2020	Ongoing	NA	NA	On-Track	Yes	Operating BAU	Ongoing
		4	Review and develop tree protection guidelines and policies to manage requests for vegetation pruning for inappropriate reasons e.g. additional access to private blocks; to gain or retain views	2020	Ongoing	NA	NA	On-Hold	No		Ongoing
		5	Develop practices which embed the retention of trees as a high priority for all City public works	2020	Ongoing	NA	NA	On-Track	Yes	Operating BAU	Ongoing
		6	Develop a Management Practice to standardise the valuation of trees (e.g. Helliwell method) which enables the assessment of the economic, health and environmental contributions that trees make to the City	2020	Ongoing	NA	NA	On-Hold	No		Ongoing
		7	Review and consider potential policies and incentives available to encourage private landowners and developers to retain established trees and plant new trees.	2020	Ongoing	NA	NA	On-Hold	No		Ongoing
2	Increasing tree canopy cover	1	Undertake spatial analysis to identify areas containing low canopy cover	2020	Ongoing	NA	NA	On-Track	Yes	Operating BAU	Ongoing
		2	Ensure optimal planting conditions for new tree installations to maximise canopy growth including sufficient ground space	2020	Ongoing	NA	NA	On-Track	Yes	Operating BAU	Ongoing
		3	Conduct routine tree health assessments and incorporate adaptive management practices	2020	Ongoing	NA	NA	On-Track	Yes	Operating BAU	Ongoing
		4	Develop procedures which identify the need to retain adequate spaces for tree installation in municipal work projects	2020	Ongoing	NA	NA	On-Hold	No		Ongoing
		5	Develop, fund and implement an aspirational tree planting program to increase the canopy coverage from 13.2% to 20% over an eight year period. This plan will include: a. parks and streetscape plans; b. the development of town centre plans that include tree installation, specifying locations & species selection; c. the incorporation of the biodiversity corridors; and d. natural area & green space restoration plans	2020	Ongoing	NA	NA	On-Track	Yes	Operating BAU	Ongoing
		6	Encourage open spaces for tree installation in new developments	2020	Ongoing	NA	NA	On-Track	Yes	Operating BAU	Ongoing
		7	Promote the benefits of and encourage increases in canopy coverage on private land e.g. the 'Plants to Residents' program	2020	Ongoing	NA	NA	On-Track	Yes	Operating BAU	Ongoing
		8	Consider the possibility of a compulsory 'Verge Tree' policy	2020	Ongoing	NA	NA	Discontinued	Yes	Operating BAU	Ongoing

Report 15. CITY OF BAYSWATER: URBAN FOREST STRATEGY 2017											
Report on P Report on Action Progress to 22/23 and Plans for 2023/24											
Strategic Objective No.	Strategic Objective	Action No.	Actions that need to be taken Implementation Plan Actions	Planned Start Financial Year	Planned Finish: Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish: Financial Year	Action Status (end 22/23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24 Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)
3	Increasing tree species diversity	1	Review and develop recommended tree species lists most suitable for use in: - parks and streetscapes; - town centres; & - private land holdings (detailing benefits provided by individual species)	2020	2023	NA	NA	Complete	Yes	Operating BAU	Ongoing
		2	Monitor and identify existing and new tree species that perform well within the urban forest to inform future planting programs - providing amenity outcomes; & - providing biodiversity outcomes	2020	Ongoing	NA	NA	Complete	Yes	Operating BAU	Ongoing
		3	Conduct a tree audit of all public trees including species, age and health	2020	Ongoing	NA	NA	On-Track	Yes	Operating BAU	Ongoing
		4	Establish a standard for the percentage of any one family, genus and species that can be utilised in City's overall planting program	2020	Ongoing	NA	NA	Off-Track	Yes	Operating BAU	Ongoing
4	Achieving age diversity of trees	1	Undertake assessment of individual tree age and life expectancy (ULE)	2020	Ongoing	NA	NA	Off-Track	Yes	Operating BAU	Ongoing
		2	Develop a Post Mature Tree Replacement Program	2020	Ongoing	NA	NA	Off-Track	Yes	Operating BAU	Ongoing
		3	Develop a community program assisting residents to plan for the succession of established trees on private property	2020	Ongoing	NA	NA	On-Hold	Yes	Operating BAU	Ongoing
5	Inform and consult with the community	1	Continued community engagement to facilitate community input into future greening projects	2020	Ongoing	NA	NA	On-Track	Yes	Operating BAU	Ongoing
		2	Foster further research into urban forestry	2020	Ongoing	NA	NA	On-Track	Yes	Operating BAU	Ongoing
		3	Work with neighbouring Councils to enhance the urban forest in the greater Perth Metropolitan area	2020	Ongoing	NA	NA	On-Track	Yes	Operating BAU	Ongoing
		4	Establish health and wellbeing indicators to benchmark the function that the urban forest plays	2020	Ongoing	NA	NA	Discontinued	Yes	Operating BAU	Ongoing
		5	Partner with traditional owners to develop programs that increase awareness of the cultural significance of the land.	2020	Ongoing	NA	NA	Off-Track	Yes	Operating BAU	Ongoing
		6	Promote the health, economic and environmental benefits of trees and encourage increases in canopy coverage on private land	2020	Ongoing	NA	NA	On-Track	Yes	Operating BAU	Ongoing
		7	Develop a community tree care program for urban streets	2020	Ongoing	NA	NA	Discontinued	Yes	Operating BAU	Ongoing

Report 16. CITY OF BAYSWATER: EMISSION REDUCTION AND RENEWABLE ENERGY PLAN 2021 - 2040											
Report on Action Progress to 22/23 and Plans for 2023/24											
Short / Medium Term ERRE management	Action No.	Action Implementation Plan Actions	Action category	Planned Start Financial Year	Planned Finish Financial Year	Actual Start Financial Year	Actual Finish Financial Year	Action Status (end 22/23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24 Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)
Short Term (next 1-2 years from 2021)	S1	Work with Azility and retailers as required to incorporate all of the City's energy-using sites into their platform, so that accurate and timely reports of the City's energy use, cost and greenhouse gas emissions can be readily produced	Management of City of Bayswater's ERRE Plan	2022	2023	2022	2023	Complete	Yes	Operating BAU	Ongoing to ensure data is up to date.
	S2	Review the staff resources required to coordinate the implementation of the ERRE Plan to ensure that City of Bayswater's targets can be achieved, with consideration of internal and external and peer network engagement, management and reporting, capacity building and implementation of behaviour change measures	Management of the City's ERRE Plan	2022	2023	2022	2023	Complete	Yes	Operating BAU	Ongoing to ensure up to date
	S3	Establish accountabilities for achievement of the City's targets in key positions such as at executive and senior management levels, including in position descriptions	Management of the City's ERRE Plan	2022	2023	2022	2023	On-Track	No		
	S4	Establish a leadership group that brings together key stakeholders at executive, Major Projects and Operational Leadership (OLT), to provide strategic direction and governance	Management of the City's ERRE Plan	2022	2023	2022	2023	On-Track	No		
	S5	Review current funds available to implement efficiency and renewable energy projects, and compare this with ERRE Plan funding needs, through engagement with each functional area, to understand gaps in funding	Financing / funding of the Plan	2022	2023	2022	2023	On-Track	No		
	S6	Evaluate funding options available to the City to progress with measures that will help it achieve its targets, including grant, internal budgets, a Revolving Energy Fund (REF), borrowing and third-party offers such as onsite solar Power Purchasing Agreements (solar PPAs).	Financing / funding of the Plan	2022	2023	2022	2023	On-Track	No		On 26 October 2021 Council authorised the CEO to enter into a contract with Synergy, to transition the electricity supply for all of City of Bayswater operations to renewable sources as per sector wide terms negotiated by WALGA, through to April 2025. Savings from this program are being reinvested into initiatives to achieve ERRE targets.
	S7	Identify and scope current and planned grant funding opportunities at State and Commonwealth levels and track key sources regarding new grant opportunities. For example the Clean Energy Future Fund	Financing / funding of the Plan	2022	2023	2022	2023	On-Track	No		Officers are exploring opportunities including the community battery program and electric vehicle charging stations.
	S8	Plan and budget for new solar PV (and battery) systems in budget and business plan processes that are aligned with achieving the City's targets (e.g. as per the roadmap in the ERRE Plan)	Financing / funding of the Plan	2022	2023	2022	2023	On-Track	No		
	S9	Stay abreast of developments in mid-scale renewable energy generation in the WA market	Financing / funding of the Plan	2022	2023	2022	2023	On-Track	No		
	S10	Engage with peer Councils, representative bodies and others to include the identification of possible mid-scale RE (solar, wind, bioenergy / biomethane) opportunities that could be developed in future.	Financing / funding of the Plan	2022	2023	2022	2023	On-Track	No		
	S11	Continue to collaborate with WALGA and other local councils to develop the case for a renewable energy power purchase agreement that can meet part or all of the City's electricity demand. Subject to the outcome of this process participate in any subsequent market approach to determine if a PPA can be achieved at a price co	Financing / funding of the Plan	2022	2023	2022	2023	On-Track	No		
	S12	Stay abreast of PPA product development and deliver or continue to deliver internal advice and education to build literacy in and confidence in a renewable energy PPA as a key part of meeting the City's targets	Financing / funding of the Plan	2022	2023	2022	2023	On-Track	No		
	S13	Include information and data (if available) on tree planting and wetlands in reporting on ERRE Plan progress so that sequestration measures are part of the City's climate change response narrative	Sequestration	2024	2030			Not yet due	Yes	Operating BAU	The City will explore opportunities to utilise planting for offsets.
	S14	Work with Western Power and other stakeholders to progress City of Bayswater's case for lights in Bayswater to be upgraded to LED (nondecorative, smart control-enabled to be decided)	Sequestration	2024	2030	2024		On-Track	Yes	Operating BAU	The City is installing LED streetlighting as part of the LED replacement program.
	S15	Develop a short term implementation plan for energy efficiency initiatives, prioritising high return measures from the EMRC-funded energy audit program as well as planned building upgrades (as per the roadmap action plan)	Energy efficiency	2024	2030			On-Track	No		Sustainability Officer to develop the plan for implementation.

Report 16. CITY OF BAYSWATER: EMISSION REDUCTION AND RENEWABLE ENERGY PLAN 2021 - 2040											
Report on Action Progress to 22/23 and Plans for 2023/24											
Short / Medium Term ERRE management	Action No.	Action Implementation Plan Actions	Action category	Planned Start Financial Year	Planned Finish Financial Year	Actual Start Financial Year	Actual Finish Financial Year	Action Status (end 22/23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24 Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)
	S16	Plan and budget for new energy efficiency projects in budget and business plan processes that are aligned with achieving the City's targets (as per the roadman action plan)	Energy efficiency	2024	2030	2024		On-Track	Yes	Capital Project/ Program (\$)	The City will be installing solar, LED lights and grants for community battery.
	S17	Ensure best practice energy efficiency (and renewable energy generation or design provision) is incorporated into all capital works projects (for example Morley Sport and Recreation Centre and Maylands Waterland). Develop a design guide or standard for future projects	Energy efficiency	2024	2030	2024		On-Track	Yes	Capital Project/ Program (\$)	Best practice energy efficiency to be incorporated into all major projects.
	S18	Progress with the City's current approach that will achieve ~90% hybrid passenger vehicles, a small number of EVs and an optimised passenger / utility fleet size	Electric vehicles and plant	2024	2030	2024		On-Track	Yes	Operating BAU	The Environment branch will work with fleet to meet targets.
	S19	Use fleet fuel efficiency information to influence driver behaviour and inform vehicle needs	Electric vehicles and plant		2030			On-Hold	No		To be reviewed
	S20	Conduct research to identify the key areas, emissions sources, behaviours that will be most effective at reducing emissions sustainably	Behavioural change		2030			On-Hold	No		To be reviewed
	S21	Identify and plan the implementation of high priority systemic and behavioural changes that will yield the greatest benefit in emissions savings and staff engagement	Behavioural change		2030			On-Hold	No		To be reviewed
	S22	Review the City's procurement policy to align with best practice in sustainable procurement, and to specifically include the City's renewable energy and emissions reduction targets in evaluation criteria for supplier offers	Sustainable procurement		2030			On-Hold	No		To be reviewed
	S23	Review the City's current range of specifications used to procure services and equipment across operational and capital expenditure, and current awareness of and use of sustainability provisions of existing procurement. Progressively update specifications to align with best practice in sustainable procurement and the City's targets, and provide education / training to City staff	Sustainable procurement		2030			On-Hold	No		To be reviewed
Medium Term (to the end of CBP cycle)	M1	Continue to monitor and re-evaluate targets for the City for emissions reduction and renewable energy, including scale, timing and any interim targets	Management of City of Bayswater's ERRE Plan	2022	2023	2022	2023	On-Track	No		
	M2	Integrate the ERRE Plan and the City's targets into the Annual Budget and Corporate Business Plan process for all of the City's functional areas	Management of City of Bayswater's ERRE Plan	2022	2023	2022	2023	On-Track	No		
	M3	Implement suitable measurement and verification systems, including M&V of significant abatement projects such as LED streetlighting, large onsite solar PV projects and renewable energy PPAs, and annual analysis of the City's overall energy use and emissions from Azility	Management of City of Bayswater's ERRE Plan	2022	2023	2022	2023	On-Track	No		
	M4	Identify and develop training, induction and awareness materials, and solicit input that increases awareness, recognition and buy-in	Management of City of Bayswater's ERRE Plan	2022	2023	2022	2023	On-Track	No		
	M5	Stay abreast of grant funding and other incentive opportunities that can help to fund elements of the ERRE Plan. Aim to have 2 to 3 'shovel-ready' projects that the City would implement with grant funds.	Financing / funding of the Plan	2022	2023	2022	2023	On-Track	No		
	M6	Review and update the City's solar PV business cases and plans for rooftop, carport and battery energy storage systems, based on changes in technologies, costs and energy rates	On-site solar PV	2022	2023	2022	2023	On-Track	No		
	M7	Continue to stay abreast of developments in mid-scale renewable energy generation in the WA market, and engage with peer Councils, representative bodies and others on these opportunities, as well as emerging opportunities for bioenergy / biomethane	Mid-scale renewable generation	2022	2023	2022	2023	On-Track	No		
	M8	Participate in ongoing market approaches to secure or renew renewable energy PPAs through the City's energy procurement process	Renewable energy power purchasing	2023	2025	2023	2030	On-Track	No		The City's current PPA will finish 2025. The City will continue to identify the best renewable energy PPAs through the City's energy procurement process.
	M9	Continue to monitor the City's carbon footprint aligned with its net zero emissions boundary	Carbon offsets	2023	2025	2023	2030	On-Track	No		The City will continue to utilise Azility platform to monitor.
	M10	Collect data on both tree plantings and wetlands condition as part of overall data collection and reporting as part of the ERRE Plan	Sequestration	2023	2025	2023	2030	On-Track	No		City is exploring opportunities to implement sequestration .

Report 16. CITY OF BAYSWATER: EMISSION REDUCTION AND RENEWABLE ENERGY PLAN 2021 - 2040											
Report on Action Progress to 22/23 and Plans for 2023/24											
Short / Medium Term ERRE management	Action No.	Action Implementation Plan Actions	Action category	Planned Start Financial Year	Planned Finish Financial Year	Actual Start Financial Year	Actual Finish Financial Year	Action Status (end 22/23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24 Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)
	M11	Continue to work with Western Power and other stakeholders to progress the City's case for lights in Bayswater to be upgraded to LED (non-decorative, smart control-enabled to be decided), with a goal for implementation in the next Business plan cycle	Energy efficiency	2023	2025	2023	2030	On-Track	No		
	M12	Revise short-term energy efficiency plans every 1-2 years to schedule implementation of the next group of priority projects, and plan for these as part of the City's normal budget process	Energy efficiency					On-Hold	No		On hold in favour of 10 year implementation plan.
	M13	Develop or update plans for the City's fleet fuel transition to hybrid and electric vehicles across all vehicle categories	Electric vehicles and plant					On-Track	No		To be reviewed with fleet manager.
	M14	Develop a plan for EV charging infrastructure for the City's EVs as well as at community facilities (including potential increase in energy demand)	Electric vehicles and plant	2022	2030	2022	2030	On-Track	No		The City has applied for grants for EV charging stations at facilities.
	M15	Stay abreast of developments in electric technologies for heavier fleet, such as light trucks or buses. Continue to evaluate electric powered small plant devices as well as their charging infrastructure and charging practices	Electric vehicles and plant	2022	2030	2022	2030	On-Track	No		Continue to review opportunities for fleet.
	M16	Continue to trial and implement behavioural change initiatives in City of Bayswater to achieve sustained engagement and sustained emissions reduction	Behavioural change	2023	2030	2023		On-Track	No		Ongoing as part of the Sustainability Officer role.
	M17	Progressively update specifications to reflect the City's emissions and renewable energy targets, train staff and continue to collate examples of good practice that can be used in other procurement	Sustainable procurement		2030			On-Hold	No		To be reviewed
	M18	Review the City's procurement policy at regular intervals – e.g. 3 years	Sustainable procurement		2030			On-Hold	No		To be reviewed

**Report 17. CITY OF BAYSWATER: FORESHORE AREA 10 YEAR PRIORITY PLAN 2019**

**Report on Action Progress to 22/23 and Plans for 2023/24**

Item	Foreshore Area 10 year priority Plan	Planned Start Financial Year	Planned Finish Financial Year	Actual Start Financial Year	Actual Finish Financial Year	Action Status (end 22/23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24  Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)
1.1	Tranby House Reserve Timber Walling	23/24	25/26			On-Track	Yes	Capital Project/ Program (\$)	Concept Design part funded through Riverbank Grant (DBCA) of up to \$200,000. Implementation funded through Federal Grant (\$900,000).
2.1	Maylands Reserve Rock Revetment	N/A	N/A	N/A	N/A	Complete	No		Finalised
2.2	Maylands Reserve Natural Shoreline	N/A	N/A	N/A	N/A	Complete	No		Finalised
2.3	Tranby House Reserve North of Peninsular Farm-RETREAT (Relocate Footpath)	23/24	25/26			On-Track	Yes	Capital Project/ Program (\$)	Concept Design part funded through Riverbank Grant (DBCA) of up to \$200,000. Implementation funded through Federal Grant (\$900,000).
3.1	Hinds Park Block Wall	23/24	26/27			On-Track	Yes	Capital Project/ Program (\$)	Concept design part funded through Riverbank Grant (DBCA) \$83,000.
3.2	Hinds Park Natural Shoreline	23/24	26/27			On-Track	Yes	Capital Project/ Program (\$)	Concept design part funded through Riverbank Grant (DBCA) \$83,000.
4.1	Tranby Reserve-RETREAT (relocate Footpath & Remove Gazebo)	23/24	25/26			On-Track	Yes	Capital Project/ Program (\$)	Concept Design part funded through Riverbank Grant (DBCA) of up to \$200,000. Implementation funded through Federal Grant (\$900,000).
4.2	Riverside Gardens Beach	23/24	26/27			On-Track	Yes	Capital Project/ Program (\$)	Concept design part funded through Riverbank Grant (DBCA) \$83,000.
5.1	Claughton Reserve	25/26	27/28			On-Hold	No		Dependent on obtaining Riverbank Grant
6.1	Maylands Peninsula Golf Course Hole 5	27/28	29/30			On-Hold	No		
7.1	Berringa Park Riverwall and Spillway	23/24	27/28			On-Hold	Yes	Capital Project/ Program (\$)	Grant application (Riverbank Grant) to do concept design. Implementation works will be dependent on further funding as part of the park redevelopment.
7.2	Bardon and Berringa Park- RETREAT (relocate Yacht Club Tower)	25/26	27/28			On-Hold	No		Dependent on grant application to undertake concept design etc
8.2	Tonkin Hwy Bridge Abutment					On-Hold	No		Main Roads land currently under construction. Will liaise with Tonkin Gap Alliance.
9.1	Garrett Road Bridge					On-Hold	No		Current Department of Planning land-works dependent on land transfer to CoB.
10.1	Maylands Peninsula Golf Course- Western Shoreline	27/28	29/30			On-Hold	No		
10.1	Maylands Peninsula Golf Course Hole 14	27/28	29/30			On-Hold	No		

Report 18. CITY OF BAYSWATER: INTERIM ECONOMIC DEVELOPMENT STRATEGY 2022																
Report on Action Progress to 22/23 and Plans for 2023/24																
Obj. No.	Objective	Strategy No.	Strategy	Initiative No.	Initiative #	Initiative Implementation Plan Actions	Planned Start Financial Year	Planned Finish: Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish: Financial Year	Action Status (end 22/23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24 Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)		
1	Stimulate Development and Attract Investment	1.1	Investor and Developer Attraction Program 2022	1a		Awareness and Invitation Prospectus	22/23	Ongoing	22/23	ongoing	On-Track	Yes	Operating Project (\$)	<ul style="list-style-type: none"> <li>The City of Bayswater Investor Prospectus was completed in May.</li> <li>Additionally, the CEO held a meeting with ISPT Super Property as a potential investor to promote the 'Open for Business' message.</li> <li>The City hosted the inaugural Investor Briefing Breakfast in May. This inaugural briefing proposed to launch a series of Investor Briefings.</li> <li>The City has appointed a property consultant to undertake a current market review and analysis of the Morley Activity Centre. Some actions from the Interim Economic Development Strategy may be dependent on the outcome of the report.</li> <li>The City has been in contact with Property Council and UDIA to compare possible opportunities.</li> <li>The City has prepared a list of potential investors and local property owners.</li> <li>Further progress may be dependent on the report referred to above.</li> </ul>		
				1b		UVP Co-design Program	22/23	Ongoing	22/23	ongoing	On-Track	Yes	Operating Project (\$)			
				1c		UVP Prospectus	22/23	Ongoing	22/23	ongoing	On-Track	Yes	Operating Project (\$)			
				1d		Open for Business Promotional Program	22/23	Ongoing	22/23	ongoing	On-Track	Yes	Operating Project (\$)			
				1e		Target vacant and dormant sites	22/23	Ongoing			Not yet due	No			To commence once the analysis of Morley Activity Centre has occurred.	
		1.2	Complementary City improvements	1f		Morley Streetscape Design	22/23	23/24	22/23			On-Track	Yes	Capital Project/ Program (\$)	At the Ordinary Council Meeting held 26 April 2023, Council resolved as follows: <i>That Council endorses a Shared Path Option and an updated Cross Section for the Morley Activity Centre Streetscape Plan as depicted in Attachment 2 to this report, recommended by the City's consultant Porter Consultant Engineering, for Section 6 of the Morley Activity Centre Design Project, Russell Street (between Broun Avenue and Rudloc Road, Morley).</i>  The consultants continue to finalise the detailed design work.	
				1g		Morley Town Square	23/24					Not yet due	No			
				1h		BIA Streetscape upgrades	23/24	23/24					Not yet due	No		Detailed design needs to be finalised and funding sourced before the project can commence.
		1.3		Collaboration on City owned sites	1i		22 Russell Street EOI	22/23	22/23	22/23	22/23	Complete	No			
		2	Encourage Local Landowners to Develop or Divest	2.1	Improve land values through infrastructure upgrades	2a		BIA sewer infill pitch to WA Government	22/23	22/23	22/23	22/23	Complete			<ul style="list-style-type: none"> <li>The City presented the BIA sewer infill proposal to the Industrial Lands Steering Committee (ILSC) in May 2022.</li> <li>The Mayor and CEO have been advocating for the BIA infill sewer and discussing State Government assistance on the matter as a part of their meetings with Ministers and local members.</li> <li>Quotations have been sought from consultants for the preparation of a business case for submission to the State Government.</li> </ul>
2b						BIA infill sewer project business case	22/23	22/23	23/24			On-Track	Yes	Operating Project (\$)		
2c						BIA infill sewer project funding bid	22/23	22/23	23/24			On-Track	Yes			
2d						BIA infill sewer project implementation and capital cost recovery	23/24	23/24				On-Hold	No		Detailed design needs to be finalised and funding sourced before the project can commence.	
2e						BIA streetscape upgrade	23/24	23/24				On-Hold	No		Detailed design needs to be finalised and funding sourced before the project can commence.	
2f						Morley Activity Centre streetscape upgrades	24/25	25/26					Not yet due	No		

Report 18. CITY OF BAYSWATER: INTERIM ECONOMIC DEVELOPMENT STRATEGY 2022														
Report on Action Progress to 22/23 and Plans for 2023/24														
Obj. No.	Objective	Strategy No.	Strategy	Initiative No.	Initiative #	Initiative Implementation Plan Actions	Planned Start Financial Year	Planned Finish: Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish: Financial Year	Action Status (end 22/23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24  Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)
					2g	Lobby the WA Government re public transport links between train stations and Morley Activity Centre	22/23	Ongoing	22/23	ongoing	On-Track	Yes	Capital Project/ Program (\$)	The City has partnered with the Department of Planning, Lands and Heritage (DPLH) on the development of the Morley Station Precinct Structure Plan. As a part of the project the City has required that there are links between the Morley train station and the Morley Activity Centre. An update of this project was contained in a separate memorandum to Councillors on 12 April 2023. This work is ongoing.
		2.2	Encourage small lot amalgamations		2h	Morley Activity Centre target area bounded by Drake St, Walter Rd West, Russell St and Rudloc Rd.	23/24	ongoing			On-Hold	No		To commence once the analysis of Morley Activity Centre has occurred.
					2i	BIA south of Collier Rd	23/24	ongoing			On-Hold	No		To commence once the analysis of Morley Activity Centre has occurred.
		2.3	Incentivise target development models through planning incentives		2j	Investigate flexible planning quotas for parking, landscaping and other ancillary cost items	23/24	23/24	22/23	23/24	On-Track	Yes	Operating BAU	The City is currently reviewing car parking in the town / activity centres. At the Ordinary Council Meeting held 6 December 2022, Council considered the draft Payment in Lieu of Parking Plans which detail how cash-in-lieu of car parking funds can be used. The plans have now been advertised and are scheduled to go back to the Ordinary Council Meeting on 23 May 2023. Additionally, at the same meeting Council approved increased officer delegation to allow variations of up to 25% (up from 10%) to car parking requirements for development applications. The City intends to review the car parking and landscaping requirements as a part of the preparation of the new town planning scheme.
3	Stimulate New Enterprises and Attract Businesses to Relocate	3.1	New enterprise incubator hub		3a	Identify possible City facility to host a hub	23/24	23/24			Discontinued	No		Businessplex opened in the Morley Activity Centre in 2022. The purpose of the Businessplex is to provide support and spaces for new businesses. It is not considered necessary for the City to provide an additional facility when the private industry is providing it.
					3b	Pitch for funding from WA Government New Industries Fund to operate a hub	23/24				Discontinued	No		Businessplex opened in the Morley Activity Centre in 2022. The purpose of the Businessplex is to provide support and spaces for new businesses. It is not considered necessary for the City to provide an additional facility when the private industry is providing it.
					3c	Partner with Start-up WA to establish the hub	23/24				Discontinued			Businessplex opened in the Morley Activity Centre in 2022. The purpose of the Businessplex is to provide support and spaces for new businesses. It is not considered necessary for the City to provide an additional facility when the private industry is providing it.
					3d	Fund third party providers to offer new business training	23/24	ongoing	22/23	ongoing	On-Track	Yes	Operating BAU	The City has commenced discussions with the Small Business Development Corporation about the workshops they provide for businesses and opportunities to partner with them.
		3.2 and 4.2	Working from home policy		3e	Review existing policy and fees.	22/23	22/23	23/24	23/24	On-Track	Yes	Operating BAU	The City will review the policies as a part of the policy review schedule.
					3f	Establish outreach services through the incubator hub.	23/24				Discontinued	No		Businessplex opened in the Morley Activity Centre in 2022. The purpose of the Businessplex is to provide support and spaces for new businesses. It is not considered necessary for the City to provide an additional facility when the private industry is providing it.
					3g	Advocate for flexible planning controls for Cottage Industry	23/24	23/24			On-Hold	No		This will occur as a part of the review of the City's town planning scheme.
		3.3	Business relocation and attraction program, accommodated in new developments		3h	Propose rates concession – targeted business types	24/25				Not yet due	No		not yet scheduled to commence
					3i	Propose fee reductions – targeted business types	23/24				Not yet due	No		
					3j	Hold business relocation workshops	22/23	22/23			On-Hold	No		There has not been any demand for these workshop at this time.
					3k	Develop In-kind assistance packages – targeted business types	22/23	22/23			On-Hold	No		
		3.4	Partner with developers to attract customers		3l	Arrange inclusions in promotional prospectus	22/23	22/23	22/23	22/23	On-Track	Yes	Operating BAU	The City developed a City of Bayswater Investor Prospectus. Completed in May 2023.

Report 18. CITY OF BAYSWATER: INTERIM ECONOMIC DEVELOPMENT STRATEGY 2022														
Report on Action Progress to 22/23 and Plans for 2023/24														
Obj. No.	Objective	Strategy No.	Strategy	Initiative No.	Initiative #	Initiative Implementation Plan Actions	Planned Start Financial Year	Planned Finish: Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish: Financial Year	Action Status (end 22/23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24  Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)
					3m	Propose rates concessions for targeted customers	23/24				Not yet due	No		
		3.5	Support industry innovation clusters		3n	Engage with Development WA Innovation Team	22/23	ongoing	22/23	ongoing	On-Track	Yes	Operating BAU	The City has engaged with the Development WA team on the Bayswater Industrial Area Sewer proposal, and to promote the businesses within the Tonkin Highway Industrial Estate area.
					3o	Seek funding from New Industries Fund - DJTSL	22/23	22/23			On-Hold	No		The City does not have a program currently to seek funding for.
					3p	Advocate for the Wise Earth Innovation Hub (Bassendean Road)	22/23	ongoing	22/23	ongoing	On-Track	Yes	Operating BAU	The City has been in contact with the Earth Wise Innovation Hub to provide any local government assistance.
					3q	Advocate for Cut n Break robotics Innovation Hub (Wicks Road)	22/23	ongoing	22/23	ongoing	On-Track	Yes	Operating BAU	The City has been in contact with Cut n Break robotics Innovation Hub to provide any local government assistance. They are currently focused on seeking funding from the State Government. The City provided contact details of key personnel in the State Government who may be able to assist them.
4	4. Encourage an Increase in Live Local, Work Local and Consume Local	4.1	Connect students with local businesses		4a	Facilitate Traineeships and Apprenticeships for local students	22/23	ongoing	22/23	ongoing	On-Track	Yes	Operating BAU	The City has been in contact with Registered Training Organisations in the construction industry to discuss possibilities for connecting students.
					4b	Sponsor Student Internships with local innovative businesses during semester breaks	23/24	23/24			On-Hold	No		No funding has been allocated to this project.
		4.3	Encourage local business to support remote workers and Working from Home		4c	Update policy to enable mobile food and beverage vendors in local parks – trial project	22/23	22/23	22/23	22/23	Complete	No		
					4d	Roll out utilities and services across trial park sites	23/24	23/24			On-Hold	No		No funding has been allocated to this project.
					4e	Engage with business community to establish local delivery vendors	22/23	22/23			On-Hold	No		There has been no demand for this project at this time.
					4f	Consider flexible planning controls for Cottage Industry	22/23	23/24			On-Hold	No		This will occur as a part of the review of the City's town planning scheme.
		4.4	Common User Facilities to support micro businesses		4g	Explore options to establish a commercial kitchen CUF	23/24	23/24			On-Hold	No		There has been no demand for this project at this time.
					4h	Explore options to establish a Warehouse and logistics CUF	23/24	23/24			On-Hold	No		There has been no demand for this project at this time.
					4i	Explore options to establish a local technology CUF attached to the Incubator Hub	23/24	23/24			On-Hold	No		There has been no demand for this project at this time.
5	Activate major strategic plans in partnership with key stakeholders	5.1	Implement an Investor and Developer On track Attraction Program		5a	Implement an Investor and Developer Attraction Program	22/23	22/23	22/23	ongoing	On-Track	Yes	Operating Project (\$)	As detailed in objective 1 above.
					5b	Develop and distribute Promotional Prospectus	22/23	22/23	22/23	ongoing	On-Track	Yes	Operating Project (\$)	
					5c	Invite industry to participate in a Co-design process to establish a UVP for the Morley Activity Centre	22/23	22/23	22/23	ongoing	On-Track	Yes	Operating Project (\$)	
					5d	Identify specific development models to attract the target market population – live local and work local	22/23	22/23	22/23	ongoing	On-Track	Yes	Operating Project (\$)	

Report 18. CITY OF BAYSWATER: INTERIM ECONOMIC DEVELOPMENT STRATEGY 2022														
Report on Action Progress to 22/23 and Plans for 2023/24														
Obj. No.	Objective	Strategy No.	Strategy	Initiative No.	Initiative #	Initiative Implementation Plan Actions	Planned Start Financial Year	Planned Finish: Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish: Financial Year	Action Status (end 22/23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24 Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)
					5e	Create initial momentum with City owned redevelopment sites.	22/23	ongoing	22/23	ongoing	On-Track	Yes	Operating BAU	The City has sold 22 Russell Street to encourage it to be developed for a higher and better purpose.
		5.2	Consolidate General Industry into the BIA		5f	Facilitate Morley Activity Centre General Industry based business to relocate to the BIA	23/24	23/24			On-Hold	No		There has been no demand for this project at this time.
					5g	Facilitate General Industry based businesses adjacent to Wotton Reserve to relocate – METRONET Morley Station	22/23	23/24			On-Hold	No		There has been no demand for this project at this time.
					5h	Facilitate Maylands Outlier streets with General Industry based businesses to relocate to the BIA/Tonkin Highway Industrial Park (Sussex Street, Foundry Street and Caledonian Ave)	23/24	23/24			On-Hold	No		There has been no demand for this project at this time.
		5.3	Sustainable social housing developments		5i	Investigate options to attract Nightingale Housing project or similar to establish in the Morley Activity Centre	22/23	ongoing			On-Hold	No		To commence once the analysis of Morley Activity Centre has occurred.
					5j	Advocate with the Department of Communities to progress development on their vacant blocks within the Morley Activity Centre.	22/23	ongoing	22/23	ongoing	On-Track	Yes	Operating BAU	The City has had discussions with the Department of Communities about their sites across the City not just Morley. The majority of the discussion has focused on their site in the Bayswater town centre and the potential for the City to partner on some for a redevelopment with our adjoining car park.
					5k	Explore options to use vacant WA Government owned land to establish a My Home Project in the Morley Activity Centre.	22/23	ongoing	22/23	ongoing	On-Track	Yes	Operating BAU	The City met with the My Home team in September 2022. There was currently no land available in the Morley Activity Centre that they were interested in or that the City could provide them.
		5.4	METRONET Morley Station Concept Plan Activation		5l	Lobby for infill sewer upgrade in partnership with Development WA to support the northern section of the BIA.	22/23	ongoing	22/23	ongoing	On-Track	Yes	Operating BAU	As detailed in the BIA updated above.
					5m	Revise planning controls to restrict further general industry development and encourage a shift to mixed commercial and higher density residential in the northern section of the BIA.	23/24	23/24	23/24	23/24	On-Track	Yes	Capital Project/ Program (\$)	The City has partnered with the METRONET/DPLH on the development of the Morley Station Precinct Structure Plan. As a part of the precinct structure plan process the zoning of the area will be considered.
		5.5	Increase the population in an age friendly manner		5n	Target the aged care sector to locate new accommodation developments in the Morley Activity Centre.	24/25				Not yet due	No		Not yet scheduled to commence
					5o	Target early retirees and empty nesters with complementary accommodation developments across the Morley Activity Centre.	24/25				Not yet due	No		Not yet scheduled to commence

Report 19. CITY OF BAYSWATER: TOWN CENTRES DESTINATION MARKETING STRATEGY 2021 to 2025										
Report on Action Progress to 22/23 and Plans for 2023/24										
Market Segment	Action No.	Action Implementation Plan Actions	Planned Start Financial Year	Planned Finish: Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish: Financial Year	Action Status (end 22 23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24  Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)
<b>MAYLANDS - pg 25</b>										
<b>Leisure Visitor</b>	1	Launch Brand identity and develop supporting assets	21/22	21/22	21/22	21/22	Complete	No		
	2	Develop small Laneway activations	21/22	21/22	21/22	22/23	Complete	No		
	3	Develop a chalk pathway between the laneway precincts	21/22	21/22			On-Hold	No		This work was not identified as a priority and no resources (budget or staffing) have been allocated.
	4	City of Bayswater's website updated to include a "visit" tab on the home page	21/22	21/22	21/22	22/23	Complete	No		
	5	City of Bayswater's website updated to include an "Events" tab on the home page	21/22	21/22	21/22	22/23	Complete	No		
	6	Rich content for website developed to include Maylands' narrative and a more detailed history	21/22	21/22	21/22	22/23	Complete	No		
	7	Create a hashtag that represents Maylands' Brand #Imagine Maylands and promote on Instagram	21/22	21/22	21/22	21/22	Complete	No		
<b>Sub-segment: VFR; Arts and culture lovers; history buffs</b>	8	Walking trails – heritage, Indigenous and arts/murals - developed initially for the website as well as hard copy maps for distribution through the business operators	22/23	25/26	21/22	22/23	Complete	No		
	9	Collateral developed to include new images, videos and maps	21/22	21/22	21/22	22/23	Complete	No		
	10	Develop videos of Maylands people and businesses that represent the Brand values and promote through the website	2021-2022	21/22	21/22	22/23	Complete	No		This City developed a map of all the businesses which is available on the City's website and in hard copy.
	11	Tactical campaigns produced focussing on specific market segments notably hospitality and retail	21/22	ongoing			On-Hold	No		This work was not identified as a priority and no resources (budget or staffing) have been allocated.
<b>Families</b>	12	Tactical campaigns tied to specific times of the years, including school holidays (e.g. an Easter campaign, an Easter egg hunt through Maylands' laneways)	21/22	ongoing			On-Hold	No		This work was not identified as a priority and no resources (budget or staffing) have been allocated.
	13	Develop an updated tree canopy and streetscape plan for Maylands town centre	22/23	25/26			On-Hold	No		This work was not identified as a priority and no resources (budget or staffing) have been allocated.
<b>Sub-segments: Young professionals, retirees, families</b>	14	Create a marketing campaign promoting the health and well-being cluster of services	22/23	22/23			On-Hold	No		This work was not identified as a priority and no resources (budget or staffing) have been allocated.
<b>Emerging market segments (cycling and Indigenous tourism)</b>	15	Audit cycle pathways and create maps to enable cyclists to take full advantage of Maylands town centre and river frontage	21/22	ongoing			On-Hold	No		This work was not identified as a priority and no resources (budget or staffing) have been allocated.

Report 19. CITY OF BAYSWATER: TOWN CENTRES DESTINATION MARKETING STRATEGY 2021 to 2025											
Report on Action Progress to 22/23 and Plans for 2023/24											
Market Segment	Action No.	Action Implementation Plan Actions	Planned Start Financial Year	Planned Finish: Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish: Financial Year	Action Status (end 22 23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24  Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)	
Events visitation	16	Create an Indigenous walking trail with narrative of the history of first nation people living along the riverfront in Maylands	23/24	25/26			On-Hold	No		This work was not identified as a priority and no resources (budget or staffing) have been allocated.	
	17	Create a calendar of events and activations in partnership with community groups	21/22	ongoing			On-Hold	No		At the Ordinary Council Meeting held 21 August 2021 Council endorsed the Community Grants Review program. As a part of the review major and minor community events in the town centre were combined as "town centre events" with a recommended \$90,000 allocated each year.  No funds have been allocated as a part of the budget process.	
	18	Develop sponsorship criteria to assist the City in deciding which events to support financially (criteria should consider Brand alignment)	21/22	21/22	21/22	21/22	Complete	No		As a part of the Community Grants Review process.	
	19	Support events created and run by community groups through sponsorship and promotion through the City's distribution channels	21/22	ongoing	21/22	ongoing	On-Track	Yes	Operating BAU	The City promotes community events through social media and other channels. Through the Place Making Grants the City has funded a series of live DJ music sundowners, in the Maylands town centre.	
	20	Collaborate with LACE to launch and promote Street Festival through a range of promotional and distribution platforms	21/22	ongoing	21/22	ongoing	On-Track	Yes	Operating BAU	The City is currently in discussion with LACE about a proposed event in late 2023.	
	21	Develop a partnership with WAYJO and/radio station to stage laneway activations and/or major event	21/22	ongoing	21/22	ongoing	On-Track	Yes	Operating BAU	The City is currently in discussion with WAYJO about events in the town centre.	
	22	Explore opportunity to re-activate night markets on the lawn at The Rise	22/23	ongoing			On-Hold	No		This work was not identified as a priority and no resources (budget or staffing) have been allocated.	
	23	Develop a toolkit and deliver workshops on event operations for community groups	21/22	ongoing			On-Hold	No		This work was not identified as a priority and no resources (budget or staffing) have been allocated.	
Maylands Amenity	24	Develop a tree canopy and streetscape plan to enhance the visitor experience	22/23	ongoing			On-Hold	No		This work was not identified as a priority and no resources (budget or staffing) have been allocated.	
Relationships	25	Meet with major partners WA Ballet and WAYJO to identify at least one opportunity a year to join forces with them to leverage their activities	21/22	ongoing	21/22	ongoing	On-Track	Yes	Operating BAU	The City is currently in discussion with WAYJO about events in the town centre.	
	26	Work with developers such as ADC to leverage opportunities for PR and positioning Maylands as a vibrant place in which to live	22/23	ongoing			On-Hold	No		This work was not identified as a priority and no resources (budget or staffing) have been allocated.	
	27	Engage regularly with community groups to identify where the city can support the groups (this includes briefings and EDMs)	21/22	ongoing	21/22	ongoing	On-Track	Yes	Operating BAU	The City regularly works with the local community groups and provides support to their projects.	
<b>BAYSWATER - pg. 44</b>											
Leisure Visitor	28	Finalise Brand identity and assets	21/22	21/22	21/22	21/22	Complete	No			

Report 19. CITY OF BAYSWATER: TOWN CENTRES DESTINATION MARKETING STRATEGY 2021 to 2025										
Report on Action Progress to 22/23 and Plans for 2023/24										
Market Segment	Action No.	Action Implementation Plan Actions	Planned Start Financial Year	Planned Finish: Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish: Financial Year	Action Status (end 22 23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24  Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)
	29	City of Bayswater's website updated to include a "visit" tab on the home page.	21/22	21/22	21/22	21/22	Complete	No		
	30	City of Bayswater's website updated to include an "Events" tab on the home page	21/22	21/22	21/22	21/22	Complete	No		
	31	Rich content for website developed to include Bayswater's narrative, including a more detailed history	21/22	21/22	21/22	21/22	Complete	No		
	32	Create a hashtag that represents Bayswater's Brand #bayswaterhighst Promote on Instagram	21/22	21/22	21/22	21/22	Complete	No		
Sub-segment: Arts and culture lovers; history buffs	33	Walking trails – heritage, Indigenous and arts/murals - developed initially for the website as well as hard copy maps for distribution through business operators.	21/22	22/23	21/22	22/23	Complete	No		This City developed a map of all the businesses which is available on the City's website and in hard copy.
	34	Collateral developed to include new images, videos and maps	21/22	22/23	21/22	22/23	Complete	No		
	35	Develop videos of Bayswater people and businesses that represent the Brand values and promote through the website	21/22	22/23	21/22	22/23	Complete	No		
	36	Tactical campaigns produced focusing on specific market segments notably hospitality and retail	21/22	ongoing			On-Hold	No		This work was not identified as a priority and no resources (budget or staffing) have been allocated.
	37	Tactical campaigns tied to specific times of the year (e.g. school holiday promotions)	21/22	ongoing			On-Hold	No		This work was not identified as a priority and no resources (budget or staffing) have been allocated.
	38	Develop an updated masterplan for Bayswater town centre	22/23	24/25			On-Hold	No		This work was not identified as a priority and no resources (budget or staffing) have been allocated.
	39	Develop a heritage trail integrated with streetscaping such as planters and wayfinding	22/23	23/24			On-Hold	No		This work was not identified as a priority and no resources (budget or staffing) have been allocated.
Sub-segment:35 to 55 professionals, retirees, families	40	Create a marketing campaign promoting the people and stories of "Bayswater High Street."	22/23	22/23	22/23	22/23	On-Track	Yes	Operating BAU	The City promotes community events through social media and other channels. Through the Place Making Grants the City has funded a marketing campaign run by Future Bayswater in partnership with the local businesses to promote the people and stories of the Bayswater town centre.
Emerging market segments (cycling and Indigenous tourism)	41	Audit cycle pathways and create maps to enable cyclists to take full advantage of Bayswater town centre and river frontage	21/22	ongoing			On-Hold	No		This work was not identified as a priority and no resources (budget or staffing) have been allocated.
	42	Create an Indigenous walking trail with narrative of the history of first nations people living along the riverfront in Bayswater	23/24	25/26			On-Hold	No		This work was not identified as a priority and no resources (budget or staffing) have been allocated.

Report 19. CITY OF BAYSWATER: TOWN CENTRES DESTINATION MARKETING STRATEGY 2021 to 2025											
Report on Action Progress to 22/23 and Plans for 2023/24											
Market Segment	Action No.	Action Implementation Plan Actions	Planned Start Financial Year	Planned Finish: Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish: Financial Year	Action Status (end 22 23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24  Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)	
Events visitation	43	Create a calendar of events and activations in partnership with community groups	21/22	ongoing			On-Hold	No		At the Ordinary Council Meeting held 21 August 2021 Council endorsed the Community Grants Review program. As a part of the review major and minor community events in the town centre were combined as "town centre events" with a recommended \$90,000 allocated each year.  No funds have been allocated as a part of the budget process.	
	44	Develop sponsorship criteria to assist the City in deciding which events to support financially. Those criteria should consider Brand alignment	21/22	21/22	21/22	21/22	Complete	No		As a part of the Community Grants Review process.	
	45	Collaborate with Baysie Rollers to launch and promote the Baysie Music and Street Fest through a range of platforms	21/22	ongoing			On-Hold	Yes	Operating BAU	The City is in contact with the Baysie Rollers however, they have not expressed an interest in holding this type of event. The City will work with them or any other community group to hold a street festival or similar.	
	46	Support local community groups in running events that tell the stories of Bayswater's people and places	21/22	ongoing	22/23	ongoing	On-Track	Yes	Operating BAU	Through the Place Making Grants the City has funded a marketing campaign run by Future Bayswater in partnership with the local businesses to promote the people and stories of the Bayswater town centre.	
	47	Develop a toolkit and deliver workshops with community groups on event operations	21/22	ongoing			On-Hold	No		This work was not identified as a priority and no resources (budget or staffing) have been allocated.	
Bayswater Amenity	48	Develop a tree canopy and streetscape plan to enhance the visitor experience	21/22	ongoing			On-Hold	No		This work was not identified as a priority and no resources (budget or staffing) have been allocated.	
Relationships	49	Meet with major partners Evolve Bayswater and Development WA to identify a cooperative plan	21/22	ongoing			Off-Track	Yes	Operating BAU	The City had been working with Evolve on an activation plan. However there has been limited by-in from Evolve at this time.	
	50	Engage regularly with community groups to identify where the City can support the groups. This includes briefings and EDMs	21/22	ongoing	21/22	ongoing	On-Track	Yes	Operating BAU	The City regularly works with the local community groups and provides support to their projects.	
<b>MORLEY - pg. 63</b>											
Leisure Visitor	51	Develop the Brand identity and collateral – there is more to Morley	21/22	21/22	21/22	21/22	Complete	No			
	52	Develop small activations centred around Progress street	21/22	21/22	21/22	22/23	Complete	No		The City received a grant from RAC to introduce small activations along Progress Street, with pop-up spaces installed at King Hot Pot (in the car park) and in front of the Morley Library. The City also installed shaded seats to encourage people to linger on Progress Street.	
	53	Attract activations that utilise the carpark	22/23	22/23			On-Hold	No		This work was not identified as a priority and no resources (budget or staffing) have been allocated.	
	54	City of Bayswater's website updated to include a "visit" tab on the home page	21/22	21/22	21/22	21/22	Complete	No			

Report 19. CITY OF BAYSWATER: TOWN CENTRES DESTINATION MARKETING STRATEGY 2021 to 2025											
Report on Action Progress to 22/23 and Plans for 2023/24											
Market Segment	Action No.	Action Implementation Plan Actions	Planned Start Financial Year	Planned Finish: Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish: Financial Year	Action Status (end 22 23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24  Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)	
	55	City of Bayswater's website updated to include an "Events" tab on the home page	21/22	21/22	21/22	21/22	Complete	No			
	56	Rich content for website developed to promulgate More to Morley Brand	21/22	21/22	21/22	21/22	Complete	No			
	57	Create a hashtag that represents Morley's Brand #MoretoMorley. Promote on Instagram and Facebook	21/22	21/22	21/22	21/22	Complete	No			
Sub-segment: VRF	58	Highlight the variety of Morley's Asian food offerings including Coventry Village	21/22	25/26			On-Hold	No		This work was not identified as a priority and no resources (budget or staffing) have been allocated.	
	59	Collateral developed to include images, videos and map to demonstrate there is More to Morley	21/22	22/23	21/22	21/22	Complete	No			
	60	Develop videos of Morley people and businesses that represent the Brand values and promote through the website	21/22	22/23	21/22	21/22	Complete	No			
	61	Tactical and co-operative campaigns produced focussing on specific market segments notably hospitality and retail.	21/22	ongoing			On-Hold	No		This work was not identified as a priority and no resources (budget or staffing) have been allocated.	
Families	62	Tactical campaigns tied to specific times of the years, including school holidays	21/22	ongoing			On-Hold	No		This work was not identified as a priority and no resources (budget or staffing) have been allocated.	
Events visitation	63	Create a calendar of events and activations in partnership with community groups	21/22	ongoing			On-Hold	No		At the Ordinary Council Meeting held 21 August 2021 Council endorsed the Community Grants Review program. As a part of the review major and minor community events in the town centre were combined as "town centre events" with a recommended \$90,000 allocated each year.  No funds have been allocated as a part of the budget process.	
	64	Develop sponsorship criteria to assist the City in deciding which events to support financially. That criteria should consider Brand alignment	21/22	21/22	21/22	21/22	Complete			As a part of the Community Grants Review process.	
	65	Support events created and run by community groups through sponsorship and promotion through the City's distribution channels	21/22	ongoing	21/22	ongoing	On-Track	Yes	Operating BAU	The City promotes community events through social media and other channels.	
Morley Amenity	66	Develop a tree canopy and streetscape plan to enhance the visitor experience	22/23	ongoing			On-Hold	No		This work was not identified as a priority and no resources (budget or staffing) have been allocated.	
	67	Focus on Progress Street to create an obvious town square	21/22	23/24	21/22		On-Track	No		The City received a grant from RAC to introduce small activations along Progress Street, with pop-up spaces installed at King Hot Pot (in the car park) and in front of the Morley Library. The City also installed shaded seats to encourage people to linger on Progress Street.	

Report 19. CITY OF BAYSWATER: TOWN CENTRES DESTINATION MARKETING STRATEGY 2021 to 2025										
Report on Action Progress to 22/23 and Plans for 2023/24										
Market Segment	Action No.	Action Implementation Plan Actions	Planned Start Financial Year	Planned Finish: Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish: Financial Year	Action Status (end 22 23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24  Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)
Relationships	68	Meet with major partners to join forces with them to leverage their activities and develop co-operative marketing campaign	21/22	ongoing	21/22		On-Track	Yes	Operating BAU	The City regularly meets with Galleria/ Vicinity Centre staff to determine opportunities to partner.
	69	Work with developers and State government agencies to identify opportunities for attraction of investment	21/22	ongoing	22/23		On-Track	Yes	Operating BAU	The City has met with a number of developers to determine their interest in investing in the Morley activity centre. The City has also appointed a property consultant to undertake a current market review and analysis of the Morley Activity Centre. The consultant will speak with the development industry to understand any limitations in the Morley Activity Centre which prevents them from investing. The City held an inaugural Investor Briefing Breakfast in May 2023, attended by over 100. This inaugural briefing is proposed to launch a series of Investor Briefings.
	70	Engage regularly with community groups to identify where the city can support the groups. This includes briefings and EDMs	21/22	ongoing			On-Track	Yes	Operating BAU	The City regularly works with the local community groups and provides support to their projects.

Report 20. CITY OF BAYSWATER: TOWN CENTRE PLACE ACTIVATION PLANS									
Report on Action Progress to 2022/23 and Plans for 2023/24									
	Activation Priorities Implementation Plan Actions	Planned Start Financial Year	Planned Finish: Financial Year	Actual or Adjusted Start Financial Year	Finish date, Ongoing or Discontinued	Action Status (end 22 23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24 Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)
CITY OF BAYSWATER: NORANDA TOWN CENTRE PLACE ACTIVATION PLAN 2017									
1. Noranda	Better Communication of events and use of facilities / social clubs	2018/19			ongoing	On-Track	Yes	Operating BAU	The City has a strong relationship with the Morley Noranda Recreation Club (MNRC) and its sporting groups to use their facilities for community events throughout the year including to deliver more diverse events such as through the Pridefest in Bayswater.
2. Noranda	Better connections, wayfinding and landscaping	2018/19			ongoing	Off-Track	No		The City has upgraded the zebra crossing between the Noranda shopping centre and the Noranda Sporting complex to improve accessibility for pedestrians. Additionally, the City has undertaken upgrades to the round about to make movements for pedestrians and vehicles .
3. Noranda	Creation of a 'freely available' youth space, such as a basketball court, beach volleyball court or mini skate park	2018/19			ongoing	On-Track	No		A new 'freely available' youth nature play space created in the Noranda Nook park completed. This was created following a co-design process with local town team Noranda Vibes, Morley Noranda Rec club and engaging with the local community for comments. Since its opening the new space has hosted several city and community group led events to continue its activation. While acknowledged this is not a basketball court, beach volley ball court or mini skate park. The installation of a nature playspace was based on further consultation on what the community wanted in the space. The City will continue to look for opportunities for these types of uses.
4. Noranda	Installation of iconic sculptures in high profile locations.	2018/19			ongoing	Off-Track	No		No developments here due to high cost to deliver public artwork and no budget being allocated.
5. Noranda	Activation of blank edges of shopping centre (art, serving windows)	2018/19			ongoing	On-Track	Yes	Operating BAU	New artwork and public benches have been installed on blank edges outside shopping centre.
6. Noranda	Organisation of night time activities.	2018/19			ongoing	On-Track	Yes	Operating BAU	The City has held a number of night time events in Noranda such as Drag Bingo, and partnered with other groups such as Noranda Vibes to hold other events in the town centre.

Report 20. CITY OF BAYSWATER: TOWN CENTRE PLACE ACTIVATION PLANS									
Report on Action Progress to 2022/23 and Plans for 2023/24									
	Activation Priorities Implementation Plan Actions	Planned Start Financial Year	Planned Finish: Financial Year	Actual or Adjusted Start Financial Year	Finish date, Ongoing or Discontinued	Action Status (end 22 23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24  Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)
CITY OF BAYSWATER: MAYLANDS TOWN CENTRE PLACE ACTIVATION PLAN 2017									
1. Maylands	A lush, green town centre	2018/19			ongoing	On-Track	Yes	Operating BAU	The City has planted new trees at the front of the RISE and installed planter boxes on Eighth Avenue.
2. Maylands	Improved Eighth Avenue	2018/19			ongoing	On-Track	Yes	Operating BAU	The City is working with Main Roads and the Healthy Streets Movement to undertake a Healthy Streets Assessments to identify improvements to Eighth Avenue which will improve the street for visitors and pedestrians. The City is installing new artwork on the planter boxes to create more interest and vibrancy along Eighth Avenue. The City has reconfigured the parking along Eighth Ave to increase turnover and provide greater access to parking bays.
3. Maylands	Public spaces around Eighth Avenue	2018/19			ongoing	On-Track	Yes	Operating BAU	Key public spaces around Eighth Avenue include the area in front of The RISE and the laneways connecting to Eighth Avenue. Improvements in front of The RISE was undertaken, with a new multi-use stage area, lighting, tree planting and shade umbrellas available to make the space for useable. Implementation of recommendations from the 'Secret Laneways Hidden Gems' engagement were also collaboratively implemented on Roxy and Greenslade Lane, with public art, lighting and greening appearing as part of this ongoing project. Collaborators included Roxy Lane Community Garden, Rabble Books and Games, LACE and Creative Maylands.
4. Maylands	Ease of movement and connectedness	2018/19			ongoing	On-Track	Yes	Operating BAU	The City is working with Main Roads and the Healthy Streets Movement to undertake a Healthy Streets Assessments to identify improvements to Eighth Avenue which will improve the street for visitors and pedestrians. The Laneway Activation focused on the Roxy Lane/Greenslade Lane and Lyric Lane. On these laneways, the intent has been to create more people-friendly shared spaces that are more comfortable to move through, and techniques that change the way the streets 'read' and encourage cars to slow down – including attracting more pedestrians, festoon lighting rather than street lighting and activity and visual stimulation at the laneway's periphery – have all been employed. Increased directional signage at key intersections to increase legibility and wayfinding has also been installed. The City has installed signage to direct people to off street parking to ensure easier access.
5. Maylands	Identity through art	2018/19			ongoing	On-Track	Yes	Operating BAU	The City has partnered with Maylands Business Association and other businesses to install art on the Eighth Avenue Planter boxes and a new mural within the town centre. The City collaborated with Roxy Lane Community Garden and LACE to engage an artist to paint the periphery of the community garden with images that show what the garden is about and to attract more community interest. Content was produced by the artist in collaboration with the garden to ensure it reflected their identity. Placemaking Seed Funding was also granted to another street art walk and several other murals in the town centre.
6. Maylands	Collaboration	2018/19			ongoing	On-Track	Yes	Operating BAU	The City has partnered with many groups on multiple projects across the town centre including Roxy Lane Community Garden, Rabble Books and Games, Creative Maylands and LACE, Maylands Business Association, RAC, WAYJO, Town Team Movements and individual businesses.

Report 20. CITY OF BAYSWATER: TOWN CENTRE PLACE ACTIVATION PLANS									
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CITY OF BAYSWATER: MORLEY TOWN CENTRE PLACE ACTIVATION PLAN 2017									
1. Morley	Streetscape enhancement	2018/19			ongoing	On-Track	Yes	Operating BAU	The City has engaged Porters consultants to developed detailed designs for the Morley Streetscape Improvements for Russell Street between Broun Avenue and Rudloc Road. The detailed designs will be shovel ready designs to improve accessibility to the Morley Activity Centre. The City received RAC Reconnect WA funding (\$250,000) to deliver public space improvements in three specific locations around the Progress Street precinct. All of the projects have been co-designed with the community. This project will introduced two new public spaces and improvements to the streetscape to improve walkability. The Morley Destination Marketing Strategy has a focus on creating a strong identity for the town centre and has various actions. One of the recent initiatives was the installation of the new town centre banners across the activity centre which has enhanced the streetscape.
2. Morley	Improve walkability around the town centre	2018/19			ongoing	On-Track	Yes	Operating BAU	The City has engaged Porters consultants to develop detailed designs for the Morley Streetscape Improvements for Russell Street between Broun Avenue and Rudloc Road. The detailed designs will be shovel ready designs to improve accessibility to the Morley Activity Centre. The City conducted a town centre walking audit in November 2021 with a stakeholder group of people with disability. The feedback from this audit identified 'quick win' opportunities for the City to consider over the next 2 years to implement, such as tactile indicators, pram ramp improvements and additions, signage, gradients etc. The RAC grant will also implement some wayfinding initiatives around the Progress Street precinct, such as signage, lighting, footpath stickers etc. One of the purposes of this project is to improve walkability of the town centre.
3. Morley	Engaging street life bursting with activities	2018/19			ongoing	On-Track	Yes	Operating BAU	The City received RAC Reconnect WA funding (\$250,000) to deliver public space improvements in three specific locations around the Progress Street precinct. All of the projects have been co-designed with the community. This project introduces two new public spaces and improvements to the streetscape to improve walkability.
4. Morley	Creation of an activation group	2018/19			ongoing	Off-Track	Yes	Operating BAU	The Morley Momentum (town team) is currently considered to be inactive due to lack of volunteers. The City has been contacting the former Chair to work with them when they are available. The City will now work with the existing members to support the town team identify its new strategic direction and priorities, including how to attract a large volunteer cohort. Additionally, the City will work with any other groups which are active within the town centre.

Report 20. CITY OF BAYSWATER: TOWN CENTRE PLACE ACTIVATION PLANS									
Report on Action Progress to 2022/23 and Plans for 2023/24									
	Activation Priorities Implementation Plan Actions	Planned Start Financial Year	Planned Finish: Financial Year	Actual or Adjusted Start Financial Year	Finish date, Ongoing or Discontinued	Action Status (end 22 23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24  Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)
CITY OF BAYSWATER: BAYSWATER TOWN CENTRE PLACE ACTIVATION PLAN 2017									
1. Bayswater	Streetscape enhancement and traffic calming	2018/19			ongoing	On-Hold	No		With the upgrade to the Bayswater train station, streetscape enhancement is currently on hold.
2. Bayswater	An entertaining and engaging town centre	2018/19			ongoing	On-Track	Yes	Operating BAU	The City led a large-scale mural on the laneway between Whatley Crescent and Hamilton Street, which was developed in collaboration with Baysie Rollers and the Laneway Art Space. A launch event was held between the laneway and the art space, and subsequently the City has installed lights over the laneway and it has become a valuable public space in the town centre. The City has installed a number of improvements to Bert Wright Park to make it more accessible and useable for the community. The City has provided a grant to Future Bayswater and Bayswater Traders Association for their "Shop Keepers of Bayswater" social media campaign. This campaign will promote the businesses within the town centre and help attract new visitors.
3. Bayswater	Clearly identifiable 'core values'	2018/19			Feb-22	Complete	No		In February 2020 the City finalised the Bayswater Town Centre Place Essence and Values document which identifies the core values for the Bayswater town centre. This has been used by the City, Metronet and Development WA in creating other documents / plans for the area.
4. Bayswater	Trucks diverted away from King William Street	2018/19			ongoing	On-Track	Yes	Operating BAU	Trucks are being diverted away from King William Street as a part of the changes to the road network with the upgrade to the Bayswater train station.
5. Bayswater	A 'green heart' at Bert Wright Park	2018/19			ongoing	On-Hold	No		At the Ordinary Council Meeting held 27 July 2021, Council endorsed the Bert Wright Park Concept Plan. The Baysie Rollers Garden has now been installed and the City has completed the other works. Due to the cost of construction the shade structure has not been completed and is on hold until the market is more affordable.
6. Bayswater	Greening along the train line	2018/19			ongoing	On-Hold	No		With the upgrade to the Bayswater train station, there is limited opportunity to enhance greening along the train line.
7. Bayswater	Collaboration	2018/19			ongoing	On-Track	Yes	Operating BAU	The City worked collaboratively with the Baysie Rollers, Future Bayswater, Bayswater Traders Association, Laneway ArtSpace, The Town Team Movement and individual businesses over a number of projects across the town centre.

**Report 21. CITY OF BAYSWATER: CAR PARKING MANAGEMENT PLAN FOR MORLEY ACTIVITY CENTRE 2017**

**Report on Action Progress to 2022/23 and Plans for 2023/24**

Action No.	Action Implementation Plan Actions	Planned Start Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish: Financial Year	Action Status (end 22 23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24 Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)
1	The City needs to change the approach to parking to reduce the trend in motor vehicle use and ownership. Travel demand management (TDM) technique should be introduced. This technique emphasises the movement of people and goods, rather than vehicles, and gives priority to more efficient travel and communication modes.	Urgent			On-Hold	No		Not commenced as there is currently sufficient parking in Morley.
2	Introduce a parking hierarchy	Urgent			On-Hold	No		Not commenced as there is currently sufficient parking in Morley.
3	All of the parking supply, allocation, administration and control at Bayswater is managed by a single authority. There should also be a parking reference group which includes representatives and major stakeholders.  Responsibilities may be vested in an existing business unit, or a department of traffic and parking or a special parking department or an autonomous parking authority.	Necessary			On-Hold	No		Not commenced as there is currently sufficient parking in Morley.
4	Optimise the use of existing parking resources before building new facilities.	Necessary			On-Hold	No		Not commenced as there is currently sufficient parking in Morley.
5	Conduct parking surveys regularly to support and justify triggers for change in parking controls.	Urgent			On-Hold	No		Not commenced as no budget has been allocated to undertake the surveys, further it is considered there is currently sufficient parking in Morley.
6	Introduce educational programs. The community need to understand that: 1. drivers cannot expect unlimited parking close to their destination 2. unlimited supply has environmental, social and economic drawbacks 3. parking needs to be sustainable 4. there is a cost for the provision of parking 5. parking users need to help to share the cost of parking infrastructure equitably net surplus from parking services are to be reinvested into improving access and transport infrastructure	Necessary			On-Hold	No		Not commenced as there is currently sufficient parking in Morley.
7	A wayfinding and parking signage package is to be developed which assists drivers to know where to look for parking and obtain the information quickly and without fuss. The system should be applied uniformly across the entire City equally to council and privately owned public car parking areas.	Urgent			Off-Track	No		Not commenced. Local business have disagreed with proposed changes.
8	Short term parking should be encouraged and enforcement should be improved. The City is to gradually introduce pay parking based on regular and comparative surveys of usage. Pay parking fees are to be structured to favour short-term users and encourage a high churn of spaces.	Desirable	18/19	ongoing	On-Track	Yes	Operating BAU	Regular enforcement occurs. Paid parking is not being considered at this time due to occupancy levels.
9	Where parking demand is high, the City should apply various parking restrictions to achieve a target peak occupancy rate (the average of the four highest hours in a day) of 85% for off-street parking in accordance with the Parking Framework in Figure 8.	Desirable			On-Hold	No		Not commenced due to current parking occupancy levels.
10	The City is to offer the provision and enforcement of pay parking in privately owned public car parks and to expand its enforcement resources as appropriate to provide this service. The City is to consider implementing a fee for these services. Enforcement does not need to be uniform across the MAC, but targeted to tackle problem areas.	Necessary	18/19	ongoing	On-Track	Yes	Operating BAU	The City has entered into parking agreements over private land where the land owner has requested it. The City will continue to promote this option to businesses. Given the current low level of parking agreements no fee has been introduced.

**Report 21. CITY OF BAYSWATER: CAR PARKING MANAGEMENT PLAN FOR MORLEY ACTIVITY CENTRE 2017**

**Report on Action Progress to 2022/23 and Plans for 2023/24**

Action No.	Action Implementation Plan Actions	Planned Start Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish: Financial Year	Action Status (end 22 23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24 Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)
11	The City needs to prioritise access for pedestrians, cyclists, public transport users and people with disabilities, and make the most of public transport infrastructure, balanced with the needs of the MAC road network, including the need to minimise congestion.	Necessary	19/20	ongoing	On-Track	Yes	Capital Project/ Program (\$)	Council has adopted the Morley Activity Centre Streetscape Plan which aims to prioritise the needs to pedestrians, cyclists and public transport users. The City is currently working on the detailed design for Russell Street between Broun Avenue and Rudloc Road.
12	The MAC's parking strategy is to be identified and coordinated with as part of an integrated transport strategy and the wider local government area. The parking strategy is to incorporate five sustainable parking principles: 1. Focus on people access not vehicle access 2. Provide efficient and effective alternatives to car access 3. Parking policy and strategy must support sustainable transport 4. The appropriate amount of parking for a centre will be well below the unconstrained demand for parking The provision of parking requires a demand management, not a demand satisfaction approach.	Necessary	19/20	ongoing	On-Track	Yes	Operating BAU	The City has developed car parking plans for Maylands and Bayswater which consider the identified principles. Additionally, these principles are reflected in the Morley Streetscape Plan and will be considered as a part of the detailed design. The City is currently preparing a City wide bike plan which also considers these principles.
13	All paid on-street parking be restricted to a maximum of 3P.	Necessary			On-Hold	No		Not commenced as paid parking has not been implemented and is not considered necessary and is not supported by the local businesses at this time.
14	All parking outside the core commercial centre but within a 500m straight line walk be free but subject to a 4P time restriction.	Urgent			On-Hold	No		The City investigated implementing these timeframes at the time the PMP was adopted. However there was significant opposition from the local business community. No further action has since been taken. With the impact of COVID 19 on the activity centre this has not been considered a priority.
15	All on and off-street parking time restrictions only be applicable between 8am-5pm, Monday to Sunday. This should be clearly stated on signs.	Urgent			On-Hold	No		The City investigated implementing these timeframes at the time the PMP was adopted. However there was significant opposition from the local business community. No further action has since been taken. With the impact of COVID 19 on the activity centre this has not been considered a priority.
16	Implement a parking permit scheme so that residents and visitors can easily be identified and exempt from time restrictions. This will help to improve the efficient use of on-street parking and increase effective compliance enforcement.	Necessary			On-Hold	No		Not commenced as at this time there are limited residential properties within the time restricted areas.
17	In order to achieve an appropriate level of parking supply in some precincts, mandatory maximum and minimum parking requirements will be necessary. Regulations relating to the provision of parking are to include measures to maximise the use of all non-resident parking for the public as shared parking, and the expansion of time limited and pay for parking to encourage turnover (churn) of bays.	Desirable			On-Track	Yes	Operating BAU	The State Government is currently undertaking a review of parking requirements within activity centres. The City is currently reviewing the information provided and will provide an update to Councillors in the coming months.
18	A maximum is to be set on the total supply of parking in the central core precinct. Additionally, parking maximums are to be established for residential and non-residential developments in other precincts.	Desirable	22/23	ongoing	On-Track	Yes	Operating BAU	The State Government is currently undertaking a review of parking requirements within activity centres. The City is currently reviewing the information provided and will provide an update to Councillors in the coming months.

Report 21. CITY OF BAYSWATER: CAR PARKING MANAGEMENT PLAN FOR MORLEY ACTIVITY CENTRE 2017								
Report on Action Progress to 2022/23 and Plans for 2023/24								
Action No.	Action Implementation Plan Actions	Planned Start Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish: Financial Year	Action Status (end 22 23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24 Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)
19	Where parking demand is high, the City should apply various parking restrictions to achieve a target peak occupancy rate (the average is four highest hours in a day) of 85% for off-street parking in accordance with the Parking Framework.	Necessary			On-Hold	No		
20	A cash-in-lieu fee for all projects is charged, but with a regular adjustment to the fee. The fee is to be based on a formula which takes into account the land value for each commercial centre set by the City every 2 years and the cost of construction.	Urgent	22/23	22/23	On-Track	Yes	Operating BAU	The City currently charges cash in lieu to all applicable applications with a car parking shortfall within the Morley City Centre. The City has recently reviewed the car parking dispensation and payment in lieu of parking policies and created a Payment in Lieu of Parking Plan which aligns with the State Government guidelines. These documents were advertised in February 2023 and will be presented to Council in the coming months.

Report 22. CITY OF BAYSWATER: MAYLANDS TOWN CENTRE CAR PARKING STRATEGY 2018								
Report on Action Progress to 2022/23 and Plans for 2023/24								
Action No.	Action Implementation Plan Actions	Planned Start Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish: Financial Year	Action Status (end 22 23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24 Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)
<b>General Recommendations</b>								
	Take a consistent approach to time restrictions for on street parking.	Short term	17/18	ongoing	On-Track	Yes	Operating Project (\$)	Commenced and on-going – as new signage is installed across the town centre.
	Mark unmarked parking bays.	Short term	17/18	ongoing	On-Track	Yes	Operating Project (\$)	Commenced and on-going. New bays are installed when identified
	Review the City's Town Planning Scheme No.24 and relevant policies to enable cash-in-lieu of parking funds to be collected more reasonably and utilised more broadly.	Short term	22/23	ongoing	On-Track	Yes	Operating BAU	At the December 22 Ordinary Council Meeting Council adopted for advertising the draft Payment in Lieu of Parking Plan which aligns with the State Government's guidelines and the Payment-In-Lieu of Parking Policy and Parking Dispensation policy for advertising. These documents were advertised in February / March 2023. The policies were considered and adopted by Council at the July 2023 OCM.
	Mark unmarked parking areas within clearway zones to clarify that these can be used for parking outside of clearway times at morning and afternoon peak periods.	Short term	17/18	17/18	Complete	No		
	Introduce wayfinding signage.	Short term	17/18	17/18	Complete	No		
	Remove 'No standing' or 'No parking' signage and replace with a solid line parallel to the kerb.	Short term	17/18	18/19	Complete	No		
	Encourage private car parking arrangements.	Medium Term	17/18	ongoing	On-Track	Yes	Operating BAU	Commenced and ongoing. The City continues to offer and encourage private parking arrangements with landowners.
	Develop standard signage in private car parks.	Medium Term	17/18	ongoing	On-Track	Yes	Operating BAU	The City continues to encourage private parking landowners to update their signage.
	Upgrade signage.	Ongoing	17/18	ongoing	On-Track	Yes	Operating BAU	Commenced and ongoing as new time restrictions are rolled out throughout the town centre.
	Provide infrastructure to support greater use of sustainable modes of transport.	Ongoing	17/18	ongoing	On-Track	Yes	Operating BAU	Commenced and ongoing. Bicycle rails were installed in various locations throughout the town centre. Additionally, the City is working to improve the laneways to make them more walkable.
	Improve enforcement of time limits in parking bays.	Ongoing	17/18	ongoing	On-Track	Yes	Operating BAU	The City has employed a parking officer to enforce time limits in parking bays across the City.
	Investigate opportunities to utilise technologies such as sensors and apps.	Ongoing			On-Hold	No		This action is not yet considered necessary.

Report 22. CITY OF BAYSWATER: MAYLANDS TOWN CENTRE CAR PARKING STRATEGY 2018								
Report on Action Progress to 2022/23 and Plans for 2023/24								
Action No.	Action	Planned Start Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish Financial Year	Action Status (end 22 23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24 Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)
<b>Zone 1 Recommendations</b>								
	Improve signage to existing off street public parking (Maylands Hall).	Short term			Complete	No		
	Implement an events parking permit for attendees of events over four hours.	Short term			On-Track	Yes	Operating BAU	Undertaken as a part of each event as required
	Investigate whether the basement car park of 168 Guildford Road could be available for public parking.	Short term			Discontinued	No		The City has approved redevelopment plan for 168 Guildford Road, which includes 485 car parking bays for residents of the development and visitors to the site.
	Upgrade signage along Ninth Avenue to indicate that on street parking is permitted.	Short term			On-Hold	No		
	Line mark bays along The RISE side of Ninth Avenue.	Medium Term			Not yet due	No		
	Introduce paid / ticketed parking for users of The RISE.	Medium Term			Not yet due	No		This action has not commenced. It is not considered necessary at this time.
	Investigate a decked parking structure over the existing parking at The RISE.	Long Term			On-Hold	No		This action has not commenced, it is identified as a long term action.
<b>Zone 2 Recommendations</b>								
	Introduce time restricted car parking along Central Avenue.	Short term			On-Hold	No		This action has not commenced. It is not considered necessary at this time.
	Modify 'No Parking on Road or Verge' signage to 'No Parking on Road or Verge (Residents excepted)' along Central Avenue.	Short term			On-Hold	No		This action has not commenced. It is not considered necessary at this time.
	Allocate 12 bays on Sixth Avenue as staff car parking for the WA Ballet Centre	Short term	17/18	17/18	Complete	No		
	Introduce time restricted car parking along Seventh Avenue.	Medium Term			Not yet due	No		This action has not commenced. It is not considered necessary at this time.
	Time restrict loading bays along Central Avenue and Sixth Avenue.	Medium Term			Not yet due	No		This action has not commenced. It is not considered necessary at this time.
	Introduce a 'drop off / pick up' zone outside the school on Seventh Avenue.	Medium Term			Discontinued	No		In 2019 the City approved a Development Application for 'Alterations and Additions to Educational Establishment (Bold Park Community School)' and a condition of approval was "The Seventh Avenue verge area is not permitted to be used for car parking purposes in association with the educational establishment". In light of this, this action is no longer required.
<b>Zone 3 Recommendations</b>								
	Introduce on street parking in the clearway zone, and formalise existing parking on Whatley Crescent (mark bays and add signage).	Short term	17/18	17/18	Complete	No		
	Formalise parking on the verge on both sides of Ninth Avenue near Whatley Crescent.	Short term	18/19	18/19	Complete	No		
	Advocate for the Public Transport Authority to formalise parking near the rail line.	Short term	17/18	ongoing	On-Track	Yes	Operating BAU	The City continues to advocate for the bays to be formalised as a part of regular meetings with the PTA.
	Establish a universal access bay in the central area of the town centre.	Short term	18/19	22/23	Complete	No		
	Investigate paid parking for on street parking facilities when capacity consistently reaches 85% at peak.	Medium Term			Not yet due	No		This action is not yet considered necessary.

**Report 22. CITY OF BAYSWATER: MAYLANDS TOWN CENTRE CAR PARKING STRATEGY 2018**

**Report on Action Progress to 2022/23 and Plans for 2023/24**

Action No.	Action Implementation Plan Actions	Planned Start Financial Year	Actual or Adjusted Start Financial Year	Actual or Adjusted Finish Financial Year	Action Status (end 22 23) ● Complete ● On-Track ● On-Hold ● Off-Track ● Not yet due ● Discontinued	Planned Action 2023/24 Yes or No	Resources/ Budget 2023/2024 ● Operating BAU ● Operating Project (\$) (with specified project \$ for 23/24) ● Capital Project/ Program (\$)	Comment (If Applicable)
	Formalise car parking behind shops on Eighth Avenue.	Medium Term	19/20	ongoing	On-Track	No		This is occurring as the shops are privately redeveloped. Two of the five car parking areas have been formalised.
	Investigate with owner of 66A Seventh Avenue potential to use / purchase vacant land for parking.	Medium Term	19/20	19/20	Complete	No		This land has been developed as car parking as a part of the Seasonal Brewing development.
	Modify private parking signage to indicate who is a 'Customer' (i.e. Customers of X only) and hours of operation.	Medium Term	19/20	ongoing	On-Track	Yes	Operating BAU	The City continues to encourage private parking landowners to update their signage.
	Relocate taxi bay (slightly up Eighth Avenue)	Long Term	21/22	22/23	Complete	No		
	Investigate options for decked parking within this zone (Zone 3).	Long Term			Not yet due	No		This action is not yet considered necessary.
<b>Zone 4 Recommendations</b>								
	Mark parking bays on Whatley Crescent where road width allows.	Short term	22/23	ongoing	On-Track	Yes	Operating Project (\$)	With the closure of the Caledonian Avenue railway cross over closing there is more room for parking along Whatley Crescent. The City is currently investigating options for increased parking.
	Formalise on street parking along Ninth Avenue.	Medium Term	18/19	18/19	Complete	No		
	Modify private parking signage to indicate who can authorise people to park in bays marked 'Authorised Parking'.	Medium Term	17/18	ongoing	On-Track	Yes	Operating BAU	The City continues to encourage private parking landowners to update their signage.
	Investigate the use of 207 Guildford Road for temporary overflow parking during events.	Medium Term			Discontinued	No		The land owner is not supportive of the land being used as overflow car parking as it would require the removal of the existing fencing which is required for safety reasons.
	Introduce line marking and time restrictions along George and Warnes Streets.	Medium Term			Not yet due	No		This action is not yet considered necessary.
<b>Zone 5 Recommendations</b>								
	Mark on street parking on Railway Parade where road width allows.	Short term	19/20	19/20	Complete	No		
	Remove 'No stopping' signage on Ninth Avenue and replace it with solid line painted on road.	Short term	18/19	ongoing	On-Track	Yes	Operating BAU	The City is undertaking a review of 'no stopping' signage across the City and replacing it with line marking. Ninth Avenue will be done as a part of this program.
	Update signage on Tenth Avenue.	Short term			Not yet due	No		This action is not yet considered necessary.
	Investigate suitability of introducing on street parking on the western side of Tenth Avenue, and introduce bays if suitable.	Short term			Not yet due	No		This action is not yet considered necessary.

**COUNCIL RESOLUTION - ADOPTION BY EXCEPTION**

That the recommendations relating to items: 10.2.2, 10.2.3, 10.3.5, 10.3.6, 10.3.7, 10.4.3, 10.5.1.2, 10.5.1.3, 10.5.1.4, 10.5.1.6, 10.5.1.7, 10.5.1.8 and 10.5.1.9 contained in the agenda be adopted by exception as per section 5.5 of the *City of Bayswater Standing Orders Local Law 2021*.

Cr Sally Palmer Moved, Cr Catherine Ehrhardt, Deputy Mayor Seconded

CARRIED: 9/1

***For: Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik and Cr Dan Bull.***

***Against: Cr Giorgia Johnson.***

**11 Motions of Which Previous Notice Has Been Given**

**11.1 Cr Catherine Ehrhardt - Proposed Sustainable Garden Themed Festival Event**

<b>Responsible Branch:</b>	Community Development
<b>Responsible Directorate:</b>	Community
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	Nil
<b>Refer:</b>	Item 10.4.5: OCM 26.04.2023

In accordance with clause 5.3(1) of the City of Bayswater's *Standing Orders Local Law 2021*, Cr Catherine Ehrhardt, Deputy Mayor raised the following motion:

**COUNCIL RESOLUTION**

**That Council request the Chief Executive Officer, to consider as part of the City's 2024/25 Community Events, a sustainable garden themed festival in 2024.**

**Cr Catherine Ehrhardt, Deputy Mayor Moved, Cr Assunta Meleca Seconded**

**CARRIED UNANIMOUSLY: 10/0**

**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik, Cr Dan Bull and Cr Giorgia Johnson.*

**Against:** *Nil.*

**MATERIAL FACTS**

In accordance with clause 5.3(3) of the City of Bayswater *Standing Orders Local Law 2021*, 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**

The City of Bayswater currently reviews and delivers the City's annual events each year endorsed by Council. This includes signature events including the; Avon Descent Finish Line Festival, Art Awards, Carols by Candlelight, Community Concert, and Community BBQ Breakfast. The City also delivers and supports other activities in partnership with community including the; ANZAC Day ceremonies, Annual Food Appeal, Citizenship Ceremonies, Education Scholarships, North of Perth Music Festival, WA Symphonic Wind Ensemble, and International Women's Day.

Events Service Planning

The City's annual events and activities aim to celebrate and integrate multiculturalism, arts and culture through maximising the use of reserves, encourage social connections and prevent social isolation through delivering events for, and with, the community.

The City has improved the way events are delivered to include building capacity and relationships to expand community led events and cultural arts experiences. To this end, the aim has been to:

- Focus on more significant events and reduce the number of smaller events;
- Boost funding for community led events;
- Introduce collaborative community arts and events workshops;

- Attract further sponsorship and partnership opportunities; and
- Seek to coordinate an extended Community Arts Award into a Festival program, with the arts community.

### Community Arts Festival

This year, the City has introduced the extension of the Community Art Awards from the Art Award Exhibition into a larger festival program, the 2023 Flourish Community Arts Festival. The program of more than 75 events and workshops is taking place in the City between 1 October and 30 November. The success of an expanded event model is yet to be fully demonstrated.

With the changes in the way the City is strategically planning events, with the expansion of the Community Art Awards, the idea of a festival event presents opportunity for community and business to be involved in owning content in a program, which enhances the experience, enrichment and engagement of attendees. There is a growing trend for collective impact events that are branded and designed collectively where community can benefit from the shared brand and infrastructure resource.

### Garden Awards/Environment and Sustainability Programs

The City has previously delivered an annual garden awards competition. Awards and promotion recognised residents with the best; water wise verge gardens, edible gardens, sustainable gardens, school gardens, open garden and sustainable street. The cost to the City was \$10,000.

Prior to the COVID-19 pandemic, the garden awards were a long-standing activity (40 years) in the City's events calendar. Over time, the competition declined to attract participations.

In the 2022 evaluation, the City suggested the consideration of another event focussed on the natural environment and broader community engagement every two years in partnership with community groups would be more appealing and attract renewed interest.

### Proposed Sustainable Garden Themed Festival 2024

The concept of a garden themed festival aligns with the evaluation of the previous garden awards event. The concept development is like that of the Community Art Awards, to build on strengths, with a focus on a broader on renew interest, and would deepen community partnerships that build on a signature event.

The City is known to be highly proactive in its sustainability theme of natural areas, urban gardens, verge, environment and liveability, and sustainability. The City currently delivers many sustainable themed events, programs and activities across the organisation, including:

- Community Planting Days at several City reserves;
- Nature Tours;
- Night Stalk Walks – frog finding;
- Environmental education packs;
- Bayswater Library Seed Library Drive and Collection;
- FOGO;
- Plastic Free July;
- Collaboration with volunteer 'Friends groups' on environmental projects;
- Partnership with Perth NRM in the Rewild program;

- Partnership with Department of Biodiversity and Conservation and Attractions (DBCA) in the Fishing Line Bin program;
- School education events (e.g. Catchment Activity Days, Planting Days);
- Citizen Science Projects (Turtle Trackers and Backyard Bird Count);
- Waste reduction and education;
- Research Projects with Curtin University;
- Funding and partnership support to Enviro House; and
- Water management practices in partnership with Water Corporation.

The City's strategies relating to environmental garden sustainability include:

- Environment and Liveability Framework;
- Water wise Bayswater Strategy;
- Local Climate Change Adaptation Action Plan;
- River Restoration 10-year plan;
- Emission Reduction and Renewable Energy Plan;
- The Collective Biodiversity Strategy in partnership through the Eastern Metropolitan Regional Council, (EMRC) with the City of Belmont and Town of Bassendean; and
- Edible Pocket Gardens Policy.

The City's activation plans relating to environmental garden sustainability include:

- Bayswater Town Centre Place Activation Plan theme – a green champion;
- Morley Town Centre Place Plan theme - attractive streetscapes; and engaging and interactive;
- Noranda Town Centre priority - better connections, wayfinding and landscaping; and
- Maylands Town Centre theme – green oasis and beautiful streetscapes.

## **LEGISLATIVE COMPLIANCE**

Nil.

## **FINANCIAL IMPLICATIONS**

Should the City consider the introduction of a Sustainable Garden Themed Festival in 2024, it is likely to require a seed funding costs, like to the Community Arts Awards, to cover items such as; infrastructure, branding, promotion and marketing, materials, contracts and staff resourcing. Should Council adopt the subject motion, a project plan would be developed to identify the associated costs, and included in the City's 2024/25 Community Events proposal to be presented to Council, as part of the annual business planning process, priorities and budgetary considerations.

## **STRATEGIC IMPLICATIONS**

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

- Theme: Community
- Goal C2: Celebrate multiculturalism, arts and culture by supporting local events and initiatives.
- Goal C3: Maximise the use of The City's Park and facilities by all sections of the community
- Goal C4: Empower the community by helping them develop social connections.

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.

Theme: Vibrancy

Goal V3: Activate the City's town and neighbourhood centres.

The subject motion aligns with the City's Strategic Plan through encouraging members of the community to come together for social connections, encourage local business opportunities in town centres and neighbourhoods, and promote and support environmental sustainability.

## **CONCLUSION**

In conclusion, the above comments are for Council consideration in terms of the subject motion.

**11.2 Notice of Motion - Cr Petersen-Pik - Proposed Alternative Use of Gibbney Reserve Pavilion for Out of School Hours Care**

<b>Responsible Branch:</b>	Transport and Buildings
<b>Responsible Directorate:</b>	Infrastructure and Assets
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required
<b>Refer:</b>	OCM: 07.12.2021 – Item 10.1.3 OCM: 27.07.2021 – Item 11.1

**CR SALLY PALMER DECLARED AN IMPARTIAL INTEREST**

*In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Sally Palmer declared an impartial interest in this item as she is the unpaid Chair of Bayswater Child Care Centres Inc. non-profit. Cr Sally Palmer remained in the Council Chambers and voted on this item.*

**CR ELLI PETERSEN-PIK DECLARED AN IMPARTIAL INTEREST**

*In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Elli Petersen-Pik declared an impartial interest in this item as his children attend the Maylands Peninsula Primary School and he is a member of the school board. Cr Elli Petersen-Pik remained in the Council Chambers and voted on this item.*

**CR DAN BULL DECLARED AN IMPARTIAL INTEREST**

*In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Dan Bull declared an impartial interest in this item as he is a member of the Management Committee of the Bayswater Child Care Association. Cr Dan Bull remained in the Council Chambers and voted on this item.*

*Please note this item was discussed following item 10.4.1 given that deputees for the item were present at the meeting.*

In accordance with clause 5.3(1) of the City of Bayswater's *Standing Orders Local Law 2021*, Cr Elli Petersen-Pik raised the following motion:

*“That Council:*

1. *Requests the Chief Executive Officer to:*
  - (a) *Advise Football West that Council intends to investigate options to lease the current pavilion in Gibbney Reserve to an out of school hours care (OSHC) provider, in light of the current significant OSHC pressures for Maylands Peninsula Primary School students and the useful location of the pavilion adjacent to the school, and being aware that the new State Football Centre has recently been opened.*
  - (b) *Offer Football West the option of a new 6-month lease for continued tenancy at the premises while investigations are undertaken.*
2. *Initiates an amendment to the City of Bayswater Town Planning Scheme No. 24 to:*
3. *Rezone the portion of Gibbney Reserve at 34 Mephan Street, Maylands, identified in Figure 1 of this report, from ‘Local Public Open Space’ to ‘Public Purpose – Community Uses’.*
4. *Amend the scheme maps accordingly.*

5. *Considers the proposed amendment to the City of Bayswater Town Planning Scheme No.24 to be 'standard' under the provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reasons:*
6. *The amendment does not result in any significant environmental, social, economic or governance impacts on land in the scheme area; and*
7. *The amendment is not a basic or complex amendment.*
8. *Upon finalisation of the scheme amendment documentation, notes that the documentation will be forwarded to the Department of Water and Environmental Regulation for assessment and the Department of Planning, Lands and Heritage – Heritage Directorate for comment.*
9. *Notes that upon the Notice of Assessment from the Department of Water and Environmental Regulation being received (and any issues raised being complied with), the proposed scheme amendment be advertised for public comment.*
10. *Notes that the proposed scheme amendment will be referred to Council for further consideration following public advertising."*

#### REASON FOR THE MOTION

*To commence a rezoning process to allow an OSHC service to operate near Maylands Peninsula Primary School - the second biggest public primary school in Perth - at a safe and convenient location, to address the concerns raised by the school and community members regarding the current and expected critical shortage in OSHC.*

***Cr Elli Petersen-Pik proposed a minor amendment to his motion, to amend the term of the lease extension from 6 months to 24 months. The amendment was accepted as minor by the Presiding Member.***

#### MOTION

**That Council:**

1. **Requests the Chief Executive Officer to:**
  - (a) **Advise Football West that Council intends to investigate options to lease the current pavilion in Gibbney Reserve to an out of school hours care (OSHC) provider, in light of the current significant OSHC pressures for Maylands Peninsula Primary School students and the useful location of the pavilion adjacent to the school, and being aware that the new State Football Centre has recently been opened.**
  - (b) **Offer Football West the option of a new 24-month lease for continued tenancy at the premises while investigations are undertaken.**
2. **Initiates an amendment to the City of Bayswater Town Planning Scheme No. 24 to:**
3. **Rezone the portion of Gibbney Reserve at 34 Mephan Street, Maylands, identified in Figure 1 of this report, from 'Local Public Open Space' to 'Public Purpose – Community Uses'.**
4. **Amend the scheme maps accordingly.**
5. **Considers the proposed amendment to the City of Bayswater Town Planning Scheme No.24 to be 'standard' under the provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reasons:**
6. **The amendment does not result in any significant environmental, social, economic or governance impacts on land in the scheme area; and**
7. **The amendment is not a basic or complex amendment.**

8. Upon finalisation of the scheme amendment documentation, notes that the documentation will be forwarded to the Department of Water and Environmental Regulation for assessment and the Department of Planning, Lands and Heritage – Heritage Directorate for comment.
9. Notes that upon the Notice of Assessment from the Department of Water and Environmental Regulation being received (and any issues raised being complied with), the proposed scheme amendment be advertised for public comment.
10. Notes that the proposed scheme amendment will be referred to Council for further consideration following public advertising.

Cr Elli Petersen-Pik Moved, Cr Catherine Ehrhardt, Deputy Mayor Seconded

#### **PROCEDURAL MOTION**

That this item be referred to the November 2023 Ordinary Council Meeting.

Cr Filomena Piffaretti, Mayor Moved, Cr Michelle Sutherland Seconded

CARRIED: 5/5

In accordance with section 5.21(3) of the Local Government Act 1995, as the votes were equally divided, the Presiding Member, Cr Filomena Piffaretti, Mayor, used her casting vote to carry the motion.

**For:** Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Josh Eveson and Cr Michelle Sutherland.

**Against:** Cr Sally Palmer, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik, Cr Dan Bull and Cr Giorgia Johnson.

#### **MATERIAL FACTS**

In accordance with clause 5.3(3) of the City of Bayswater *Standing Orders Local Law 2021*, 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.

##### Existing Lease of the Gibbney Reserve Pavilion

The Gibbney Reserve Pavilion is currently leased to Football West Limited on a lease term of 21 years expiring on 5 January 2024, with the current annual rental amount set at \$5,888. In 2003, Football West contributed \$80,000 to the redevelopment of the building, with \$60,000 of this amount provided under a loan contract. The lease agreement clearly states that this is a non-refundable payment.

Football West initially utilised the building as their primary administrative centre, and more recently as a training and education centre, following the relocation of their primary operations to West Perth in 2018. The building is primarily used for football training and educational sessions on weekday evenings and weekends.

Football West has recently contacted the City expressing an interest in renewing their lease of the Gibbney Reserve pavilion, upon expiration of the current agreement.

##### Request for OSHC Facility

On 24 June 2021, the Maylands Peninsula Primary School contacted the City, requesting the City's support in providing an OSHC facility in close proximity to the school's location, and identifying the Gibbney Reserve Pavilion as being a desirable location for this service. Following this correspondence, a Notice of Motion was raised at the Ordinary Council Meeting on 27 July 2021 – Item 11.1, where Council resolved as follows:

*“That Council requests the Chief Executive Officer to assist the Maylands Peninsula Primary School in finding a suitable location for a potential new Out of School Hours Care (OSHC) facility to operate adjacent to the school on Gibbney Reserve, and to provide at the November Ordinary Council Meeting a report with options including the possibility of finding an alternative storage facility for Football West so that the existing Pavilion might be able to be used by an OSHC service.”*

A subsequent report was considered by Council at the Ordinary Meeting on 7 December 2021, and Council resolved as follows:

*“That Council:*

- 1. Notes the Out of Hours School Care for Maylands Peninsula Primary School update report.*
- 2. Requests the Chief Executive Officer to advise Maylands Peninsula Primary School that the City will continue to explore options with Football West regarding their tenure and usage of the clubroom building at Gibbney Reserve, Maylands.”*

Following the above resolution, it was determined that given Football West’s use of the Gibbney Reserve Pavilion as a training and education centre, requiring both the use of the building, adjoining change rooms and the grounds, there were no suitable alternative locations within the City for re-location. Football West also confirmed their intent to continue their tenancy in the current location for the remainder of the lease term and would re-consider their use of the building upon expiration of the current lease.

#### Alternative Locations on Gibbney Reserve

In the report to Council on 7 December 2021, it was suggested that should the Gibbney Reserve Pavilion not be available for use as an OSHC facility, and that Council may wish to consider providing a portion of land on Gibbney Reserve to be developed by an OSHC provider. Two locations adjacent to the existing pavilion were suggested. It should be noted however, that Gibbney Reserve had previously been mistakenly referred to as ‘Crown Land’ however, City officers have since confirmed with the Department of Planning, Lands and Heritage that the land holding is in fact ‘Free Hold’ and owned by the City of Bayswater.

The construction of an additional building on the reserve would be subject to any required approvals being sought and a funding source being identified. Consideration should also be given as to how potential developments of the reserve may impact or disrupt the current sporting use of the reserve.

#### Land Use

Gibbney Reserve is zoned as Local Public Open Space, requiring any use of the land or the existing pavilion to be ancillary to the permitted land use. To ensure this requirement is met, the current lease restricts the use of the premises to the following activities – “office, store room and club room”. Any alternative use of the land or pavilion would require a development application in the first instance and is also likely to include other relevant conditions being met or addressed.

#### **OFFICER'S COMMENT**

The Notice of Motion requests the City to investigate options to re-lease the Gibbney Reserve Pavilion to an OSHC provider and undertake an Expression of Interest process to seek offers from such providers to lease the existing pavilion, including the requirement to re-develop the building to be fit for purpose.

As the existing building has been built for the purpose of sporting club rooms and storage, the current layout would not be appropriate to facilitate an OSHC centre and would require significant redevelopment to be considered fit for purpose. The existing building may also be viewed as

being larger than what would typically be required to operate an OSHC service and may be considered as an inefficient use of a City owned building.

The proposed use of the building may also contravene both the current permitted purpose of the building and the zoning of the land which is 'Local Public Open Space'. Under the City's Town Planning Scheme No. 24, an OSHC centre would likely be classified as an 'child care centre', which would have to be assessed during the development application process, to determine if it is consistent with the intent of the zoning. There are concerns that the nature of the use and the likely need to have additional fenced outdoor spaces dedicated for exclusive use of the OSHC may result in a loss of publicly accessible local open space, which would generally be inconsistent with the zoning.

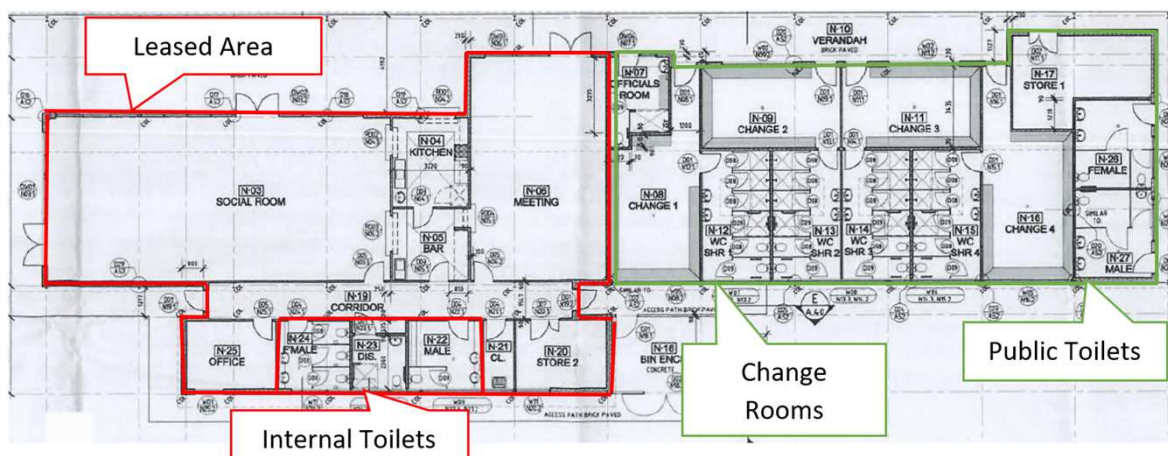
Furthermore, the following matters would need to be addressed:

- Car parking requirements and the use of car bays allocated for the reserve;
- A traffic assessment may be required, dependent on the scale of the operations;
- Fenced-off private outdoor play areas may be required, further reducing the land available for public open space;
- Building Code requirements and necessary upgrades to the building, such as toilet facilities, etc.;
- Any potential noise impacts may need to be addressed given the proximity to residential dwellings;
- A development application and approval;
- Building Permit approval; and
- A new Occupancy Permit being provided, including building certification and a site survey.

The existing change rooms and public toilet facilities, which form part of the overall building, will be excluded from the areas leased under any new tenancy agreements, and must remain accessible to members of the public and sporting groups hiring the grounds.

The below floor plan highlights the areas currently leased to Football West (shown in red) and the public toilet facilities and change rooms (shown in green), along with an aerial view of the site showing the building in relation to the reserve.

**Floor Plan of Pavilion**



Site Plan of Gibbney Reserve



It should be noted that the above floor plan of the building does not display the internal partition walls which have been installed in the 'social room' to form office spaces and storage areas.

Should the City undertake an EOI process to re-lease the pavilion, inviting submissions from OSHC operators, any submissions received will be assessed against the City's Community and Commercial Lease KPI's and Assessment Criteria. It is not guaranteed that an OSHC provider will score higher than other submissions which may be received and may better align with the current intended purpose of the pavilion and considered ancillary to the purpose of the reserve.

Any new leases will be in-line with the City's *Community Facility Lease and Licence/User Agreement Policy* (the Policy), where the key terms of the lease will be as per the applicable tenant category under the policy. For context, the below example outlines the key terms that would be applicable, should the pavilion be leased to either a commercial or not-for-profit OSHC provider, compared to a new lease with Football West for continued tenancy.

	Football West	Commercial Operator	Not-for-Profit Operator
Lease Term	2 – 10 years	To be negotiated	2 – 5 years
Annual rent	40% of Fair Market Value plus GST	100% of Fair Market Value plus GST	\$1,360 plus GST
Outgoings	Utility charges, waste collection charges and Emergency Services Levy	Utility charges, waste collection charges, Emergency Services Levy and Local Government rates (dependent on negotiated terms)	Utility charges, waste collection charges and Emergency Services Levy

As Football West is the existing tenant and has requested a new lease for continued tenancy of the premises, there is no requirement for the City to first undertake an EOI process to 'test the

market' should it be decided that a new lease be granted to Football West. Delegation EF-D11, granted to the City's Chief Executive Officer, states, in part:

*"(a) the delegation to enter into a new lease/licence/user agreement applies only to the continuation of the existing lessee/occupant of the premises..."*

Under this condition of the delegated authority, the City may enter into a new lease with Football West for continued tenancy of the Gibbney Reserve Pavilion without the need to undertake an EOI process, based on satisfactory performance under the City's *Community and Commercial Lease KPI's and Assessment Criteria*.

Delegation EF-D11 further states that:

*"...where an Expression of Interest or new lessee/occupant is recommended, these matters must be determined by Council."*

Given that Football West has indicated their interest in pursuing continued tenancy of the Gibbney Reserve Pavilion, they will require early commitments and decisions being made prior to the current lease expiry date, allowing them to seek alternative arrangements should a new lease not be offered. In making this determination, Council may wish to consider Football West's financial contribution of \$80,000.00 to the initial re-development of the pavilion in 2003.

Council may also wish to consider the following alternative options to support OSHC in the area:

#### Alternative Locations on Gibbney Reserve

As previously mentioned, the City has suggested two locations adjacent to the existing pavilion on Gibbney Reserve where the development of a new facility may take place, for the purpose of providing out of school hours care in the area. Council may wish to consider investigating the possibility of providing a portion of land under a 'ground lease' and seek EOIs from providers to construct a facility on this land. To facilitate this option, it is anticipated that the same approvals and processes required to re-develop the existing pavilion, will also be required to construct a new facility that would be fit for purpose. However, this use still would not be considered ancillary to the reserve purpose and there is a risk it may not receive planning approval.

#### Scheme Amendment

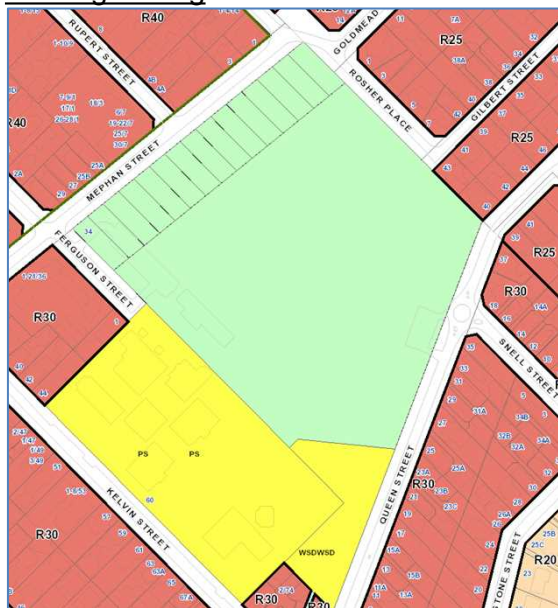
The areal below details the extent of the proposed rezoning to include the building and its curtilage, which equates to an area of approximately 2,200m<sup>2</sup> (65m x 34m). The area abuts the boundary with the Maylands Peninsula Primary School to provide access between the two sites.

Extent of Scheme Amendment

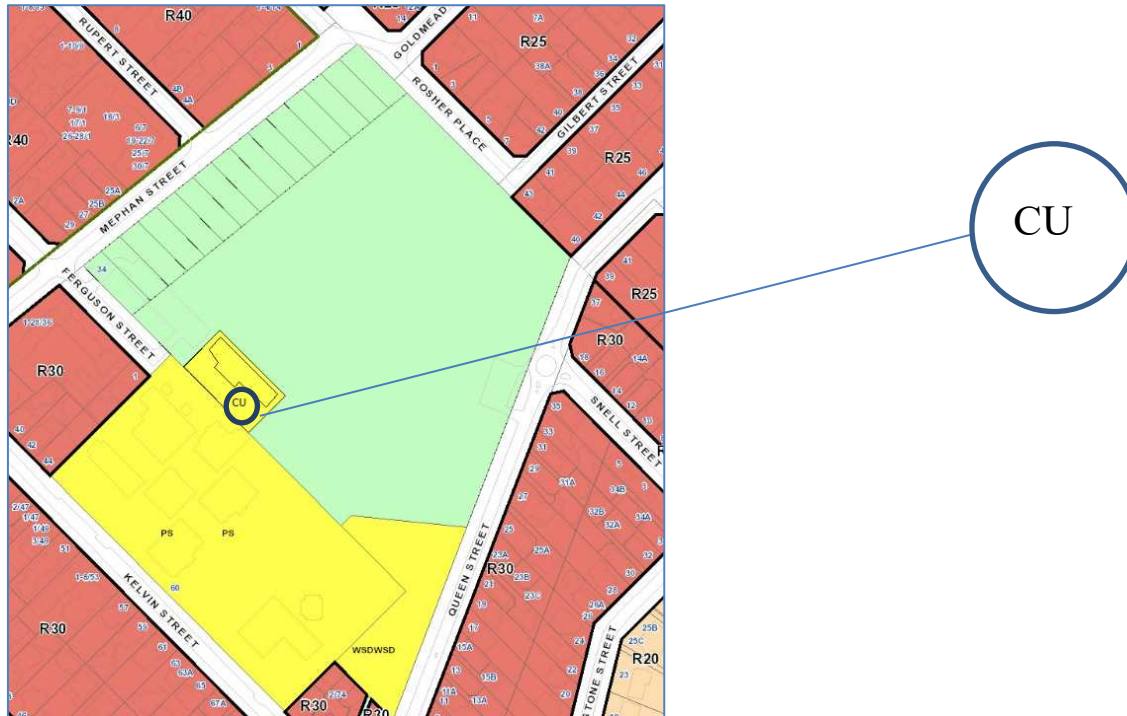


It would appear as an extension of the existing 'Public Purpose – Primary School' reserve, annotated with 'CU' as detailed in the proposed zoning map below.

Existing Zoning



Proposed Zoning



It is noted that spot rezonings (where one site, or a portion of a site is rezoned) are generally not considered to be good planning practice, and are generally unlikely to be supported by the Department of Planning, Lands and Heritage. To address this, thorough justification would need to be provided with the Scheme Amendment document, including detailed analysis of the supply of existing public open space within the area. Whilst the scheme amendment would not necessarily create a physical change to that area of the public open space reserve (unless a security fence is required to be erected for compliance with OSHC requirements), it would technically be a reduction to the amount of public open space within the locality. Whilst Maylands currently has a sufficient supply of public open space, a reduction may not be supported given the anticipated increases in density and population in the Maylands area will increase demand on public open space going into the future.

The proposed ‘Public Purpose – Community Uses’ would allow for other community uses to also occur within the building in the event that an OSHC service is not provided, subject to obtaining development approval.

Further Discussions with the Maylands Peninsula Primary School

Given the identified need for OSHC in the area and noting that providers commonly work with schools directly to deliver this service, Council may wish to consider further engagement with the Maylands Peninsula Primary School, in an effort to facilitate discussions around the potential use of existing space within the school grounds for the purpose of providing OSHC, and limiting any potential impacts on Public Open Space and sporting activities which currently take place on Gibbney Reserve.

**LEGISLATIVE COMPLIANCE**

- *Community Facility Lease and Licence/User Agreement Policy*
- City of Bayswater Town Planning Scheme 24

**FINANCIAL IMPLICATIONS**

The City has not allocated any funding for the investigation or development of OSHC in either the 2023/24 budget or the Long-Term Financial Plan.

Any costs associated with the redevelopment of the pavilion and required approvals would be borne by any potential OSHC operators.

The drafting of any new leases or associated agreements will be undertaken by City officers, with any additional costs such as legal fees being borne by the operator.

**STRATEGIC IMPLICATIONS**

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

Theme: Community

Goal C3: Maximise the use of the City's facilities and parks by all sections of the community.

**CONCLUSION**

The need for an OSHC service located close to the Maylands Peninsula Primary School has been noted by the City, however the proposed use of the Gibbney Reserve Pavilion to house such a service may not be considered as an appropriate use of the building or the land itself. Any applications to alter the permitted use are not guaranteed to be successful. Furthermore, an alternative use of the Gibbney Reserve Pavilion may have impacts on the intended sporting aspect of the reserve. Council may wish to consider alternative ways that the City can support provisions for an OSHC service to operate in the area.

**11.3 Notice of Motion - Cr Filomena Piffaretti, Mayor - Review of Intersection - Morley Drive and Ludlands Street, Morley**

<b>Responsible Branch:</b>	Transport and Buildings
<b>Responsible Directorate:</b>	Infrastructure and Assets
<b>Authority/Discretion:</b>	Review
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	Nil

In accordance with clause 5.3(1) of the City of Bayswater's *Standing Orders Local Law 2021*, Cr Filomena Piffaretti, Mayor raised the following motion:

**COUNCIL RESOLUTION**

**That Council authorises the Mayor to write to Main Roads WA requesting an urgent review of the intersection at Morley Drive and Ludlands Street, Morley, with regard to installing a slip lane to facilitate safer turns from Morley Drive into Ludlands Street, and any other measure that will increase the safety of this intersection.**

**Cr Filomena Piffaretti, Mayor Moved, Cr Michelle Sutherland Seconded**

**CARRIED UNANIMOUSLY: 10/0**

**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik, Cr Dan Bull and Cr Giorgia Johnson.*

**Against:** *Nil.*

**MATERIAL FACTS**

In accordance with clause 5.3(3) of the City of Bayswater *Standing Orders Local Law 2021*, 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.

Morley Drive and Ludlands Street intersection is situated within the Morley suburb, in the City of Bayswater. Morley Drive is a divided four-lane road and Ludlands Street terminates at Morley Drive. Ludlands Street is an undivided two-lane local access street. The classification and speed limit at each approach of the intersection is summarised in the table below:

Road Name	Approach	Road Hierarchy	Speed Limit	Responsible Authority
Ludlands Street	North	Access Road	50 km/hr	City of Bayswater
Morley Drive	East	Primary Distributor	70 km/hr	Main Roads
Morley Drive	West	Primary Distributor	70 km/hr	Main Roads

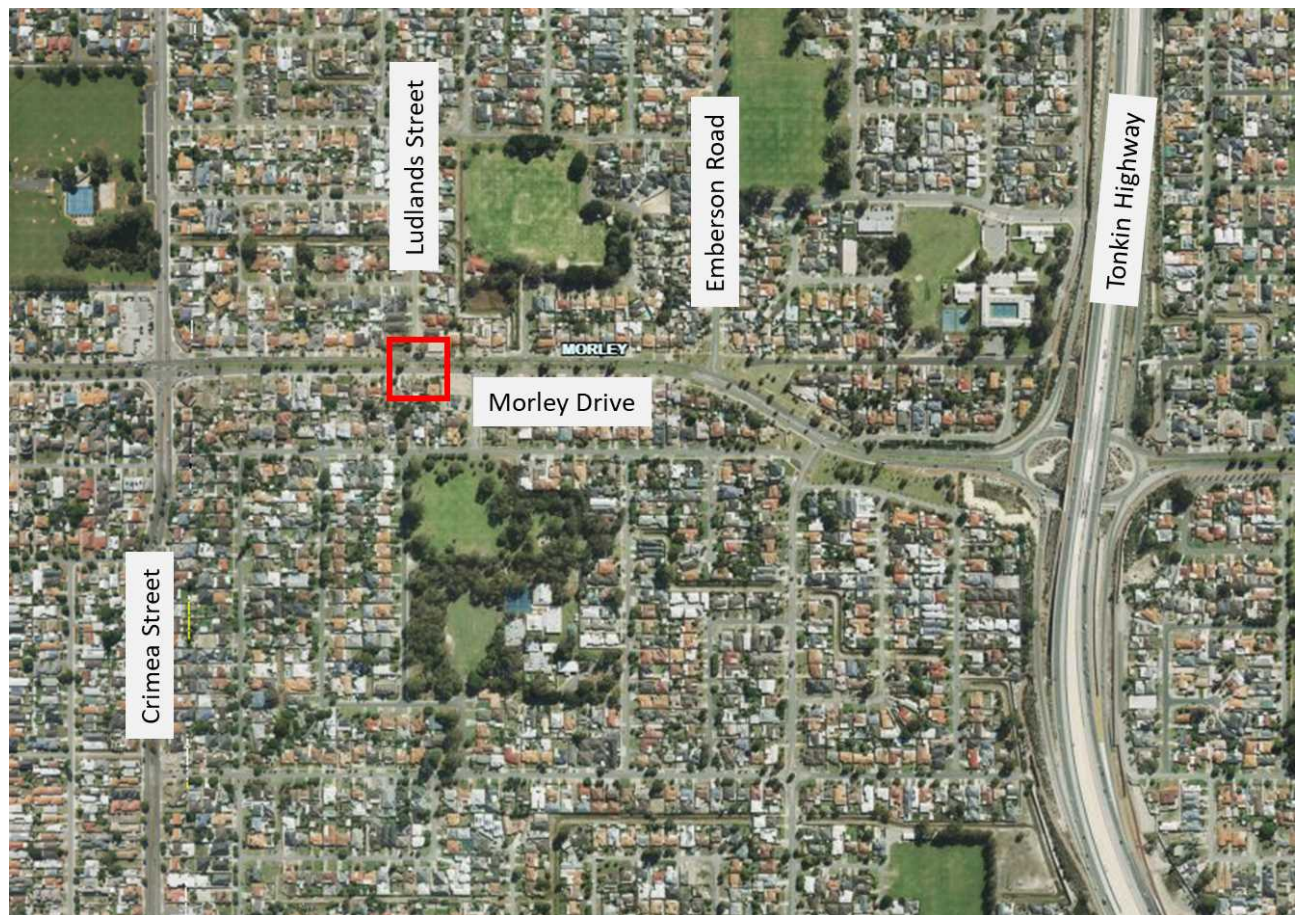


Figure 1: Location of the Ludlands Street and Morley Drive Intersection Relative to Morley Drive



Figure 2: Configuration of the Ludlands Street and Morley Drive Intersection

Concerns and enquiries from neighbouring residents have been raised with the City regarding the safety at this intersection. Crash data provided herein is sourced from Main Roads WA (MRWA) Crash Map application. This map relies on crashes that have been reported to the Police and subsequently provided to MRWA by the Police.

In the last five years period ending 31 December 2022, there had been one reported crash at the intersection. It involved a rear end collision on Morley Drive east for vehicles turning right into Ludlands Street. This crash was of property damage severity and occurred outside peak hours.

It should be noted that there is no crash data available after the 31 December 2022. However, a recent crash at the intersection is known to have occurred on 24 July 2023 at approximately 7:10pm. The crash is believed to involve a car and a motorcycle, with the motorcycle travelling along Morley Drive and collided at the Ludlands Street intersection. It is understood that the crash has caused serious injuries to the rider and passenger of the motorcycle, that required both individuals to be transported to the hospital.

### **OFFICER'S COMMENT**

Morley Drive is under the care and control of MRWA. Any improvements or modifications to the intersection, as well as any analysis required, are the responsibility of MRWA. As a result, the City needs to request MRWA to conduct any necessary investigations and involve the City in any audits or traffic assessments conducted.

The statistics indicate that there had been only one reported crash at the intersection which involved a rear end collision on Morley Drive east turning into Ludlands Street in 2020. The crash statistics are currently only available for the five-year period up to and including 31 December 2022. Any recent crash statistics will not be available until mid-2024 due to the data processing time by MRWA.

A local resident has advised that there have been a couple of accidents at the intersection in recent months, the last one being on Monday 24 July. Apart from the most recent accident, the City has been unable to confirm any additional accidents beyond the current crash data set. However, these accidents should feature in the next update of crash statistics which should be available in mid-2024. The one crash from 2020 will also still be included within the rolling five-year period – therefore, there should be potentially three or more crashes recorded since 2020.

It is also advised that a development application had been submitted to the City for 589 and 591 Morley Drive, on the northwest corner of the intersection. The proposed development includes a childcare centre, to accommodate 87 children and 13 staff.

As part of their comments, MRWA expressed support for the proposed development without any requirements to upgrade the existing road network. The only condition imposed by MRWA regarding access arrangements, is the closure of the two existing crossovers on Morley Drive, with the new access being provided through Ludlands Street instead.

The development application has undergone a comprehensive process, including assessment by the Development Assessment Panel (DAP), and attempts at mediation between the involved parties. However, due to a lack of agreement among the parties involved, the matter has escalated to a final hearing at the State Administrative Tribunal (SAT), which was scheduled to take place on Tuesday 22 August, Wednesday 23 August, and Monday 28 August 2023. The SAT have up to 90 days, and additional time if required, to make a decision on the development application.

Throughout the DAP, mediation, and SAT processes, the City has raised significant concerns about the safety at the intersection, primarily resulting from the anticipated increase in traffic due to the proposed development. The City's specific concerns are related to the high speed limit of 70 km/h on Morley Drive and the limited median storage, both of which contribute to an elevated risk of vehicle collisions at the intersection. It is anticipated that these matters will be addressed in the final hearing on the matter.

The City believes the size and configuration of the opening in the median on Morley Drive is lacking and could be investigated for improvement. It should be noted that the treatment for rear-end crashes, such as the one that occurred in 2020, is a right-turn slip lane as proposed in the Notice of Motion.

#### **LEGISLATIVE COMPLIANCE**

- Australian Standards and Austroads Guidelines
- Road Safety Audit Guidelines

#### **FINANCIAL IMPLICATIONS**

Upgrades and/or modifications to the intersection are the responsibility of Main Roads WA.

#### **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**

Morley Drive is a primary distributor road under the care and control of MRWA. Consequently, any investigation or upgrade falls under their responsibility. A serious crash has recently occurred at the intersection of Morley Drive and Ludlands Street. Additionally, a childcare centre is being proposed on the corner of the intersection which utilises Ludlands Street as its main access. With the current limited median storage, lack of turning pockets, and expected increase in the generated demand, there is a need to consider upgrading the intersection to improve the safety for all road users. It is recommended that the City urges Main Roads to take immediate assessment of the intersection and undertakes any required upgrades in liaison with the City.

**11.4 Cr Josh Eveson - Partnership with State Government to Address Limited Accessible Customer Parking and Shortage of Affordable and Diverse Housing in Bayswater Town Centre**

<b>Responsible Branch:</b>	Property and Economic Development
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	Nil

In accordance with clause 5.3(1) of the City of Bayswater's *Standing Orders Local Law 2021*, Cr Josh Eveson raised the following motion:

**COUNCIL RESOLUTION**

**That Council requests the Chief Executive Officer to:**

- 1. Approach the State Government to establish a collaborative approach to address the following in relation to the Bayswater town centre:**
  - Accessible customer parking to support local businesses and build vibrancy; and
  - Shortage of affordable and diverse housing.
- 2. Present a report to Council on the outcomes of the above discussion with the State Government to the December Ordinary Council Meeting.**

**Cr Josh Eveson Moved, Cr Catherine Ehrhardt, Deputy Mayor Seconded**

**CARRIED UNANIMOUSLY: 10/0**

**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik, Cr Dan Bull and Cr Giorgia Johnson.*

**Against:** *Nil.*

**MATERIAL FACTS**

In accordance with clause 5.3(3) of the City of Bayswater *Standing Orders Local Law 2021*, the Chief Executive Officer may provide relevant and material facts and circumstances pertaining to the notice of motion on such matters as policy, budget and law.

The State Government is currently constructing the new Bayswater train station which has resulted in a significant loss of commuter parking and changes to the traffic flow in the Bayswater town centre. Works on the train station and associated works are anticipated to be completed by end of 2024.

At the Ordinary Council Meeting held 3 September 2019 Council adopted the Bayswater Town Centre Short-term Parking Management Plan. The Plan was intended to include short-term actions to be implemented prior to construction on the new train station commencing. The actions were focused on ensuring that visitors to the town centre would have spaces to park in and that the bays were not being monopolised by commuters. The actions identified within the Plan were completed by the end of 2020 prior to works on the new train station commencing.

In June 2019, the Minister for Planning announced that the Midland Redevelopment Area would be extended to encompass precincts surrounding the new Bayswater and High Wycombe train stations, creating the METRONET East project area. The Bayswater project area was formally established in March 2020, in consultation with the City. As a part of the introduction of the

redevelopment area DevelopmentWA developed a new planning framework for the area and is responsible for its ongoing implementation and administration.

In January 2021 the State Government approved the Bayswater Town Centre Structure Plan, which provides the vision and objectives for development within the town centre. The structure plan was significantly modified from the City-led document which was submitted to the Western Australian Planning Commission (WAPC) in May 2018, prior to the announcement of the METRONET upgrades.

In March 2021, the State Government updated and adopted a suite of development policies for the METRONET East project area. The policies cover, green buildings, heritage places, sound vibration and attenuation, provision of public art, additional structure, signage, home based businesses, hosting public events and adaptable housing.

In May 2021 the State Government adopted the METRONET East Redevelopment Scheme, which sets out the boundaries of the project areas within the METRONET East Redevelopment area, the objectives of the scheme, the process for preparation and adoption of policies and design guidelines, the development assessment process and expectations, land use permissibilities, heritage protections, and the need for local development plans.

In March 2022 the State Government adopted the METRONET East Bayswater Design Guidelines. The design guidelines sets out general requirements for a number of development requirements including, character retention, deep soil areas and tree canopy, design quality, materials and finishes, carparking and end of trip facilities, landmark site redevelopment etc. Additionally, the design guidelines identifies six precincts across the town centre and identifies precinct specific requirements for building heights, open space and preferred land uses.

DevelopmentWA's suite of documents are now in effect and they are responsible for the assessment and approval of all development applications within the area. The City provides comments on any proposed development applications, however are not the final decision maker.

In 2020 the State Government established a Problem and Opportunity Statement (POS) program. A POSs provides industry the opportunity to work with the State Government to provide innovative solutions to focused problems. POSs are designed to attract high-level concept proposals in a manner similar to an expression of interest. POS processes are used when the desired outcome of the process is broadly defined and could benefit from an innovative solution from the private sector. Given a POS is issued publicly, it removes the need to assess an appropriate procurement pathway and justify exclusive negotiation. POS processes are released by the State Government periodically when suitable opportunities and challenges arise. Issue of a POS is discretionary for the State Government.

There have been eight POSs released to date, of those one is currently being advertised, two are currently being undertaken, one has been complete and four have been declined. The types of problems which have progressed are:

- Landgate Building - seeking innovative solutions to optimise the future use of the Landgate Building (1 Midland Square) and Landgate's future office accommodation within Midland.
- Carbon Farming for Conservation - Carbon farming service providers are invited to identify innovative, high-level and targeted concept proposals that optimise the carbon storage potential, while enhancing the associated co-benefits for biodiversity conservation and Aboriginal people.

## OFFICER'S COMMENT

### Car Parking in the Bayswater Town Centre

The Bayswater town centre is experiencing significant changes due to the construction of the new Bayswater train station. As a part of the construction of the train station 180 commuter bays were removed from the town centre (it is noted that an additional 200 new bays were constructed at the Ashfield and Meltham train stations to provide more commuter parking).

Given the significant disruption to the Bayswater town centre caused by the construction of the new Bayswater train station the City was intending to review the Bayswater Town Centre Short-term Parking Management Plan (PMP) once construction was complete and the final impacts were known. It is considered that making long term plans based on data collected during the construction phase would not be an accurate representation of how the town centre will be accessed and used once construction is complete. The PMP review aligns with the State Government's anticipated completion date and would allow for the final outcomes to be known.

The review would focus on options for new / increased parking within the town centre and options for implementation over the long term. These options could include underground parking, decked parking, stacked parking and any other innovative ways of increasing parking in limited space due to the anticipated significant cost of these types of development as a part of the review funding sources, including partnerships with the State Government and other relevant agencies would be explored.

### Affordable and Diverse Housing

DevelopmentWA's policies and design guidelines are limited in addressing housing issues. The policies specifically address adaptable housing (ageing in place) but not affordable housing. The design guidelines include affordable housing as an objective, however refers to the Residential Design Codes (R-Codes) which provides for a mix of dwelling types, or provision of affordable housing as a community benefit which could result in a development incentive.

One of the policies included for other redevelopment areas, including the Scarborough Redevelopment Area, is 'Affordable and Diverse Housing' policy. The purpose of the policy is to encourage greater diversity of housing types and to help ensure that there is a diverse range of affordable housing within the precinct. One of the objectives of the policy is:

*"To assist the Authority in achieving its target of 10-15% affordable housing across the Scarborough Redevelopment Area by requiring residential and mixed-use developments to include a minimum of 12% as affordable housing."*

The policy sets out minimum requirements for one and three bedroom dwellings, and affordable dwellings as a part of a development, and the ability to pay cash in lieu of providing diverse and affordable housing as part of a development.

During the consultation phase on the METRONET East policies the City recommended that they be updated to include the 'Affordable and Diverse Housing'. It was understood at the time that DevelopmentWA were reviewing the policy and that it may be included at a later time.

### Problem Opportunity Statement

The City has been in discussion with the Department of Planning, Lands and Heritage (DPLH) about a potential Problem Opportunity Statement (POS) relating to land within the Bayswater town centre. The DPLH has advised that are interested to work with the City to investigate the potential for a POS for the land. The POS would seek to realise the development opportunity of the land under the Bayswater Town Centre Structure Plan and DevelopmentWA design guidelines. It has the potential to act as a catalyst for town centre development and provide a contemporary built form response to the new Bayswater Station.

As a part of the partnership the City has the opportunity to include requirements for the development such as the provision of public parking and affordable and diverse housing. The City will continue to progress these discussions with the inclusion of public (customer) parking and diverse and affordable housing in the event this motion is supported.

#### **LEGISLATIVE COMPLIANCE**

Nil.

#### **FINANCIAL IMPLICATIONS**

Nil.

#### **STRATEGIC IMPLICATIONS**

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

Theme: Vibrancy

Goal V4: Support businesses across the City to grow and thrive.

Theme: Environment and Liveability

Goal V4: Maintain the identity and heritage of our neighbourhoods while supporting an increase in high quality density around transport nodes.

It is considered that a POS will help to identify opportunities for parking and housing diversity within the Bayswater town centre.

#### **CONCLUSION**

It is considered that a POS will provide an opportunity for operators within the relevant industries to identify innovative solutions to parking and housing issues within the Bayswater town centre.

**12 Questions From Members Without Notice****12.2 Question From Members Without Notice****Cr Dan Bull****Item 10.5.1.1 Project Eden****Question 1****Project Eden's moving to a cloud-based system, where are the servers located?****Response 1**

Ms Kym Leahy, Director Corporate Services took the question on notice.

**Cr Elli Petersen-Pik****Question 1****I noticed many of the trees that were removed in the last two years because they died, haven't been replaced and I was advised last year that they will be replaced during planting season. Can the City please confirm if this is still going to happen before the planting season ends?****Response 1**

Mr Luke Botica, Director Infrastructure and Assets responded that the planting season is still underway until early September, however he will can find out the specific details of those trees and when they'll be replaced.

**Cr Michelle Sutherland****Question 1****Could I please get an update in relation to the promised federal funding for Lightning Park, for the spectators shelter and also the upgrade of the change rooms redevelopment for Noranda soccer club that we were promised last federal election?****Response 1**

Mr Jeremy Edwards Chief Executive Officer advised that the City is still liaising with both of the clubs. The grant applications are due in October of this year and the City is working with both clubs in relation to these grants. We expect a decision by June 2024 and would then June 2025 that the projects would be completed.

**Cr Sally Plamer****Question 1****Following discussions in relation to the park at the corner of Lincoln Road and Mcgilvray Avenue in Morley, is there anything in the pipeline for the benches at the park?****Response 1**

Mr Luke Botica, Director Infrastructure and Assets took the question on notice.

**Question 2**

There was an issue at the Morley Noranda Rec Centre with guests parking where the staff need to park, and I wondered if the City could install some of those green and yellow parking signs for the staff?

**Response 2**

Mr Luke Botica, Director Infrastructure and Assets advised that the City can investigate the parking issue and request for signage.

**Cr Catherine Ehrhardt, Deputy Mayor**

**Question 1**

Following up on an email I sent through a while ago in relation to the new school bus area zone on Railway Parade next to Maylands train station, there's not much of a gap, maybe half a metre, which is planting opportunity, then next to that is concrete that used to be a bunch of flowering plums that were removed by the Water Corporation and two trees were also removed. My initial email enquired about providing seating and shade for the children that use that bus shelter as it gets quite hot in Summer, and is there also an opportunity to have a few more small trees or shrubs planted in that area?

**Response 1**

Mr Luke Botica, Director Infrastructure and Assets took the question on notice.

**Cr Steven Ostaszewskyj**

**Question 1**

I have a follow up question in relation to Weld Square and the bush land at the back of the primary school and the impact that area has on residents nearby. Can the City provide an update on how work is going with the school and other relevant stakeholders in management of that land?

**Response 1**

Mr Luke Botica, Director Infrastructure and Assets advised that the Manager of Parks and Environment is still having discussions on the matter but the City can provide a memorandum to Councillors with an update.

**Cr Filomena Piffaretti, Mayor**

**Question 1**

Along Benara Road there's a brick wall that is the back of a private property that faces Benara Road at the Della Road intersection, that is just brick and mortar and hasn't been finished and I'm receiving a lot of questions from residents asking whether the wall is allowed to be left in that condition?

**Response 1**

Mr Des Abel, Director Community and Development took the question on notice.

**13 New Business Of An Urgent Nature**

**COUNCIL RESOLUTION**

**That item 13.1 be dealt with as urgent business in accordance with section 5.4 of the *City of Bayswater Standing Orders Local Law 2021*.**

**Cr Dan Bull Moved, Cr Elli Petersen-Pik Seconded**

**CARRIED UNANIMOUSLY: 10/0**

***For: Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik, Cr Dan Bull and Cr Giorgia Johnson.***

***Against: Nil.***

**13.1 Urgent Business Item 13.1 - Publicly Publishing the Register of all City Assets**

<b>Responsible Branch:</b>	Assets
<b>Responsible Directorate:</b>	Infrastructure and Assets
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	Nil.
<b>Refer:</b>	Item 11.3: OCM 27.06.2023

**SUMMARY**

A Notice of Motion was presented to the Ordinary Meeting held on 27 June 2023, and Council resolved as follows:

*“That Council requests the Chief Executive Officer, for the purpose of improving transparency, to prepare a report to be considered at the Ordinary Council Meeting of August 2023, on the options and implications of publicly publishing the register of approximately 430 land and properties under the ownership, care and control of the City, which was presented to Council in June 2020 as a Confidential Attachment 3 to the report about the Land Acquisition and Disposal Strategy.”*

This report is presented to Council in accordance with the Council resolution.

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

**That Council requests the Chief Executive Officer to publicly publish the register of approximately 430 land and properties under the ownership, care and control of the City, limited to the following attributes:**

- **Suburb;**
- **Common Name;**
- **Address;**
- **Tenure;**
- **Land or Building;**
- **Lot/Reserve No.;**
- **Land Area;**
- **Town Planning Scheme No. 24 Zone;**
- **Metropolitan Region Scheme;**
- **Function; and**
- **Purpose.**

**Cr Elli Petersen-Pik Moved, Cr Sally Palmer Seconded**

**CARRIED UNANIMOUSLY: 10/0**

**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik, Cr Dan Bull and Cr Giorgia Johnson.*

**Against:** *Nil.*

## BACKGROUND

The City's land and buildings provide service to the community for the following purposes:

- the direct delivery of services by the City or City affiliated organisations;
- to facilitate the delivery of services by government and community organisations;
- recreational and sporting activity;
- some commercial business; and
- drainage, roads and parking.

These holdings are made up of a combination of fee simple (freehold) land and a significant number of reserves with various uses, such as recreation, drainage and education, through management orders or vested status.

The City developed the Land Acquisition and Disposal Strategy (LAADS) and associated Land Acquisition and Disposal Policy to identify and develop a plan to effectively manage land under the ownership, care or control of the City for the benefit of the community. The document guides the management of City land that can be leveraged for community benefit and financial return to support the services that the City provides to the community.

In considering the draft strategy and policy at the Ordinary Council Meeting of 23 June 2020, Council resolved as follows:

*"That Council:*

- 1. Adopts the draft Land Acquisition and Disposal Policy as contained in Attachment 1 to the report.*
- 2. Adopts the draft Land Acquisition and Disposal Strategy as contained in Attachments 2 and Confidential Attachments 3, 4 and 5 to this report.*
- 3. Notes that further reports will be referred to Council in relation to the implementation of land transactions contained within the Land Acquisition and Disposal Strategy."*

## EXTERNAL CONSULTATION

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

## OFFICER'S COMMENTS

The Council resolution from the Ordinary Meeting held on 27 June 2023 is requesting a report for Council consideration on the options and implications of publicly publishing the register of approximately 430 land and properties under the ownership, care and control of the City, for the purpose of improving transparency.

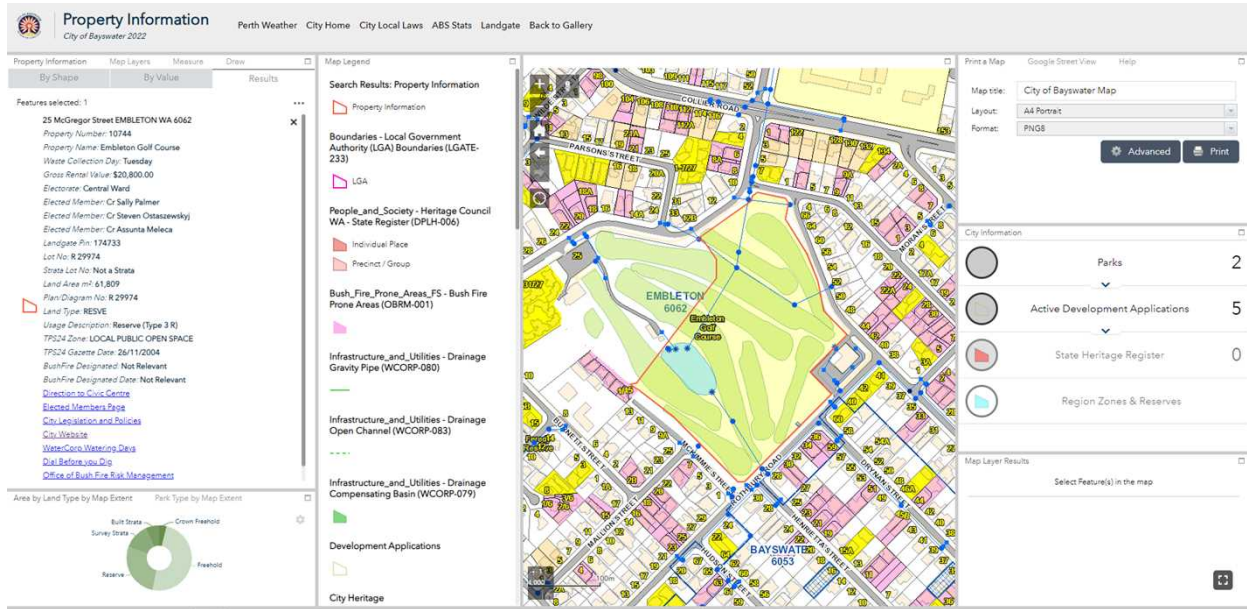
When the LAADS was adopted by Council in June 2020, Part 2 of the Strategy was included as a confidential attachment and is a confidential register of the City's land, building assets and their utilisation. This comprehensive list is a key element to understanding the nature of the assets and the issues and opportunities that they present.

Council has the option of using Part 2 of the Strategy as the basis of the register. However, similar concerns will still exist as when the matter was considered by Council in June 2020 – that is, the level of utilisation defined for each property could be perceived to imply that Council is considering repurposing or disposing of particular properties.

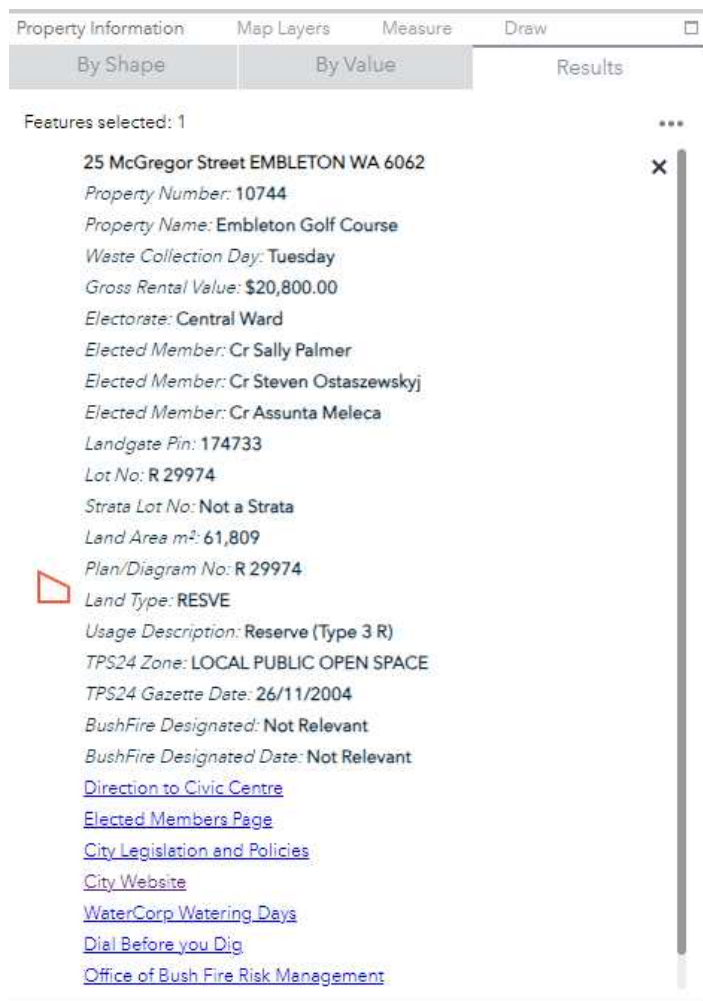
The City could however publish a register that simply lists the physical attributes and tenure of the land and properties under the ownership, care and control of the City. By doing this, the City would be listing information that is considered purely asset attribute data and removes any

information that could be used for strategic and decision-making purposes and effectively removes any sensitivities around the information that is contained in the LAADS information.

It should be noted that property information is already publicly available via the Property Information mapping App on the City’s website. The information provided relates to general attributes but does not include ownership details. This applies to all properties within the City of Bayswater’s boundaries. The following is a typical screenshot from the App:



The following shows the property information section of the App:



Although the App provides majority of the property information already, it does not provide the data in a single complete register, only by individual or group selections using the mapping selection tool. It is therefore suggested that a register could be made publicly available, similar to that provided in Part 2 of the Strategy, but with some information limitations.

The following register headings from Part 2 of the Strategy could form the public register headings:

SUBURB	COMMON NAME	ADDRESS <sub>2</sub>	TENURE	LAND OR BUILDING <sub>2</sub>	LOT/RESERVE	LAND AREA	TPS <sub>24</sub> Zone	TPS <sub>24</sub> ZONING	MRS	FUNCTION	PURPOSE
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The following register headings from Part 2 of the Strategy would not form part of the public register headings:

UTILISATION	USER 1	USER 2	NOTES
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**LEGISLATIVE COMPLIANCE**

The State Government is currently drafting new privacy legislation which will have implications for how personal information is managed, including the details of property owners.

The legislation would not apply to Crown land reserves being managed by the City.

**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.

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>	Most of the information to be made public under the proposed register is already available on the Property Information App on the City’s website, therefore the creation of a publicly available register is considered low risk. The information is currently available by selecting properties in the App; however, the proposed register would bring information on the City’s owned and managed land and properties into a single register.	

**FINANCIAL IMPLICATIONS**

The following financial implications are applicable:

**Item 1:** Creation and publishing of the register

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

**LTFP Impacts:** The tasks involved are considered administrative in nature and can be absorbed with existing resources.

**Notes:** There is a requirement to keep the information updated on the register.

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$) ANNUAL		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	\$2,000		\$500	-	-		\$2,000*
2							
3							

\* It should be noted that this work will be undertaken by existing officers.

**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**

A Notice of Motion was presented to the Ordinary Meeting held on 27 June 2023, and Council resolved to request a report for Council consideration on the options and implications of publicly publishing the register of approximately 430 land and properties under the ownership, care and

control of the City, for the purpose of improving transparency. This report has explored the matter and has suggested that the information be made publicly available in a limited format.

**COUNCIL RESOLUTION**

**That item 13.2 be dealt with as urgent business in accordance with section 5.4 of the *City of Bayswater Standing Orders Local Law 2021*.**

**Cr Sally Palmer Moved, Cr Josh Eveson Seconded**

**CARRIED UNANIMOUSLY: 10/0**

***For: Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik, Cr Dan Bull and Cr Giorgia Johnson.***

***Against: Nil.***

**13.2 Urgent Business Item 13.2 - Aged Care Asset Divestment Committee - 21 August 2023 - Outcome of Major Land Transaction**

<b>Responsible Branch:</b>	Financial Services
<b>Responsible Directorate:</b>	Corporate Services
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required

**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,*

**COUNCIL RESOLUTION**

**That the meeting be closed to the public and the recording be suspended.**

**Cr Dan Bull Moved, Cr Sally Palmer Seconded**

**CARRIED: 6/4**

**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Sally Palmer, Cr Josh Eveson, Cr Dan Bull and Cr Giorgia Johnson.*

**Against:** *Cr Steven Ostaszewskyj, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor and Cr Elli Petersen-Pik.*

*At 10:37pm, the meeting closed to the public and the live streaming was suspended.*

**COUNCIL RESOLUTION**

**(COMMITTEE/OFFICER'S RECOMMENDATION TO COUNCIL)**

**That Council:**

- 1. Notes that no public submissions were received for the Business Plan; and**
- 2. Receives a further update when settlement has been achieved with Juniper, which is likely to be after the local government election period.**

**Cr Dan Bull Moved, Cr Josh Eveson Seconded**

**CARRIED UNANIMOUSLY: 10/0**

**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik, Cr Dan Bull and Cr Giorgia Johnson.*

**Against:** *Nil.*

**COUNCIL RESOLUTION**

That the meeting be reopened to the public and the live stream be resumed.

**Cr Catherine Ehrhardt, Deputy Mayor Moved, Cr Josh Eveson Seconded**

**CARRIED UNANIMOUSLY: 10/0**

**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Steven Ostaszewskyj, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik, Cr Dan Bull and Cr Giorgia Johnson.*

**Against:** *Nil.*

*At 10:43pm, the meeting was reopened to the public and the live stream resumed.*

**14 Meeting Closed To The Public**

**14.1 Matters for Which the Meeting May be Closed**

**14.1.1 Matters for Which The Meeting May Be Closed**

**14.2 Public Reading of Resolutions that May be Made Public**

**15 Closure**

There being no further business to discuss, the Chairperson, Cr Filomena Piffaretti, Mayor, declared the meeting closed at 10:44pm.