

# Minutes

## Ordinary Council Meeting

**23 May 2023**

*By signing these minutes I certify that they were confirmed at the Ordinary Council Meeting held on Tuesday, 27 June 2023 by resolution of Council*

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CR FILOMENA PIFFARETTI, MAYOR  
CHAIRPERSON

**Meeting Procedures**

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



Cr Dan Bull



Cr Elli Petersen-Pik



Cr Catherine Ehrhardt  
Deputy Mayor



Cr Michelle Sutherland



Cr Assunta Meleca



Cr Steven Ostaszewskyj



Cr Sally Palmer



Cr Josh Eveson



Des Abel,  
DCD



Doug Pearson,  
DMPCA



Kym Leahy,  
DCS



Luke Botica,  
DWI

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>	<p>When Council determines an application/matter that directly affects a person's rights and interests. The Judicial character arises from the obligations to abide by the principles of natural justice.</p> <p>Examples of Quasi-Judicial authority include town planning applications, building licenses, applications for other permits/licenses (e.g. under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</p>

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

#### **6.9 DEPUTATIONS**

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

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**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 23 May 2023.

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## **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.*

The Presiding Member, Cr Filomena Piffaretti, Mayor acknowledged the Traditional Custodians of the land, the Whadjuk people of the Noongar nation, and paid respects to Elders past, present and emerging.

## **3 Announcements From The Presiding Member**

Nil.

## **4 Attendance**

### Members

#### North Ward

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

#### Central Ward

Cr Assunta Meleca  
Cr Sally Palmer

#### South Ward

Cr Catherine Ehrhardt, Deputy Mayor  
Cr Elli Petersen-Pik

#### West Ward

Cr Dan Bull  
Cr Lorna Clarke  
Cr Giorgia Johnson

**Officers**

Mr Jeremy Edwards	Chief Executive Officer
Mr Des Abel	Director Community and Development
Mr Doug Pearson	Director Major Projects and Commercial Activities
Mr Luke Botica	Director Works and Infrastructure
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 Julie-Ann Gray	Manager Community Development
Mr Tom Stacey	Senior Project Manager Support

**Observers**

Press - 0

Public - 28

**4.1 Apologies**

Cr Steven Ostaszewskyj

**4.2 Approved Leave of Absence**

<b>Councillor</b>	<b>Date of Leave</b>	<b>Approved by Council</b>
Cr Assunta Meleca	1 May 2023 to 3 May 2023 inclusive	Ordinary Council Meeting 26 April 2023
Cr Assunta Meleca	15 May 2023	Ordinary Council Meeting 26 April 2023
Cr Catherine Ehrhardt, Deputy Mayor	24 May 2023 to 27 May 2023 inclusive	Ordinary Council Meeting 26 April 2023

**4.3 Applications for Leave of Absence****COUNCIL RESOLUTION****That Leave of Absence be granted as follows:****Cr Dan Bull from 12 June 2023 to 15 June 2023 inclusive;****Cr Catherine Ehrhardt, Deputy Mayor 12 June 2023 to 16 June 2023 inclusive;****Cr Sally Palmer 12 June 2023 to 16 June 2023 inclusive;****Cr Giorgia Johnson 3 July 2023 to 8 July 2023 inclusive;****Cr Michelle Sutherland 15 June 2023 to 18 June 2023 inclusive; and****Cr Michelle Sutherland 25 June 2023 to 8 July 2023 inclusive****Cr Sally Palmer Moved, Cr Assunta Meleca Seconded****CARRIED UNANIMOUSLY: 10/0**

**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik, Cr Dan Bull, Cr Lorna Clarke 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 Lorna Clarke	10.1.1	Impartial	The amendment refers to Minister John Carey who I know via the WA Labor Party and I know Dave Kelly MLA and Rachael Roberts who have both raised this issue with me.
Cr Lorna Clarke	10.2.1	Impartial	I am a member of the Bayswater Bowls Club, my husband's grandparents live in one of the City's aged care facilities and my son attends Bayswater Waves Swimming.
Cr Lorna Clarke	10.2.3	Impartial	I am a member of the Bayswater Bowls Club.
Cr Lorna Clarke	10.3.2	Proximity	A segment of Coode Street is mentioned in the maps along which my house is located.
Cr Lorna Clarke	10.6.1.2	Impartial	The motion directly refers to Minister John Carey and I know John via the Labor Party.
Cr Lorna Clarke	10.6.1.9	Impartial	The motion refers to Minister John Carey who I know via the Labor Party.
Cr Catherine Ehrhardt, Deputy Mayor	10.3.1	Financial	My husband owns property on Caledonian Avenue, which is identified for works in the implementation plan.
Cr Catherine Ehrhardt, Deputy Mayor	10.3.3	Proximity	Proposed cycle lane works on Railway Parade, where I reside.
Cr Elli Petersen-Pik	10.3.1	Impartial	My kids attend the Maylands Peninsula Primary School and I am a member of the school's board.
Cr Georgia Johnson	10.4.2	Impartial	My in-laws own property adjacent to this lane on the west side of York Street (City of Stirling).
Cr Dan Bull	10.1.1	Impartial	Gobba Lake is referred to in the current proposed local law which is opposite my house. However no decision amending Council's previous decision to include Gobba Lake in the local law is to be made by this decision.
Cr Dan Bull	10.3.2	Impartial	The proposed bike path goes past Hillcrest Primary School. I am a member of the Hillcrest Primary School Board.
Cr Filomena Piffaretti, Mayor	10.4.1	Impartial	The director of the applicant is known to me.



## 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

#### Joyce Nichols - Morley

**Item 10.4.1 - Proposed Telecommunications Infrastructure to Recreational Facility (Crimea Reserve) - Lot 9087, 2 McArthur Street, Morley**

#### Question 2

**What date and where was this development application advertised?**

#### Response 2

The application was advertised from 9 January 2023 to 30 January 2023 to landowners and occupiers within a 250m radius of the proposed infrastructure's location.

#### Harvey Tonkin - Noranda

#### Cleanaway Contract

#### Question 1

**Does Council have a penalty clause for the Cleanaway contract and has that ever been enacted? The answer provided to my written question (question 2) above didn't confirm if issues with the contractor's performance have been dealt with previously or if the contractor will only be held accountable from now on.**

#### Response 1

Mr Luke Botica, Director Works and Infrastructure, advised that City officers have regular meetings with the contractors to discuss matters that get raised and investigate to see whether they've failed to deliver under the contract terms.

Following this Council Meeting, the City's Coordinator Waste Resource Recovery contacted Mr Tonkin directly by telephone to discuss this matter further and answer any other associated questions.

## 6.2 Public Question Time

Public Question Time commenced at 7:06pm.

The following questions were submitted in writing:

**Nirmal Singh - Embleton**

### Question 1

**Regarding the topic “10.4.6 Proposed Change of Day of Annual Australia Day Citizenship Ceremony and Awards”, I ask**

**The RAC discussed the Council’s motion in its meeting dated 19 April 2023 and its meeting minutes are yet to be published. Without the published minutes, the City’s residents have no way to review the proceedings of the meeting and thereby are unable to properly appreciate the City’s present recommendations. Why shouldn’t the present City’s submissions be postponed till the minutes of RAC’s meeting dated 19 April 2023 are published on City’s website.**

### Response 1

The unconfirmed minutes of the 19 April 2023 Reconciliation Advisory Committee (RAC) Meeting were published on the City’s website on 28 April 2023.

### Question 2

**The RAC’s meeting agenda for 19 April 2023 identifies that the change of Australia Day events is not within the Terms of RAC. Why has the City in its present submission then incorporated RAC’s additional suggestion to incorporate Aboriginal cultural information, Welcome to Country, Aboriginal food and entertainment themes to the season which are not even within the topic for feedback?**

### Response 2

The City acknowledged clearly at the RAC meeting that a decision on the Australia Day Citizenship Ceremony is outside of the scope of the RAC Terms of Reference. The City collated feedback made at the meeting and incorporate the individual and/or consensus views into a report to Council in May 2023. As such, no decision was made at the RAC meeting in regard to the Australia Day Citizenship Ceremony.

### Question 3

**In its present submission, the City proposes to continue to acknowledge the significance of Australia Day public holiday and recognises this day as a day of national significance. If the present citizenship ceremony and other celebrations are held on another day, what would be the financial implication of holding similar events to maintain and recognise the significance of Australia Day as a day of national significance.**

### Response 3

Should Council decide to hold celebrations, such as the Community BBQ Breakfast for example on another day, the financial implications of holding a similar event would be low. The material costs would be maintained within the budget amount. The staffing cost variables to hold a similar event on a public holiday, weekend or evening, or during business hours indicate the difference to current costs would be low. The variation would be approximately \$668 at the most due to the higher staffing costs on a public holiday.

**Question 4**

**The Minister's media release allowed the councils to no longer hold a citizenship ceremony on Australia Day *due to higher operations costs involved in hosting ceremonies on a public holiday*. Wouldn't organising alternate events on Australia Day defeat the very purpose of moving our present Australia Day citizenship ceremonies and other celebrations?**

**Response 4**

The decision to hold celebrations on Australia Day at the City of Bayswater would not be determined based on higher operations costs, as the higher cost is low and regarded as minor and currently within the budget amount.

**Question 5**

**The City has taken the RAC's feedback of holding the Citizenship Ceremony and Awards after the Australia Day public holiday as the final decision and proposed to open community consultation *on programs that may impact their lives and livelihood*. Why is the City preemptively making the decision even before the residents give their feedback and the Council makes a final decision rather than provide both options to the residents, i.e. whether to move the Australia Day citizenship ceremonies or not?**

**Response 5**

The current recommendation is subject to broader community consultation, as this will assist Council to better understand community interest in the change of the day events. The outcome of the consultation will be referred back to Council for further consideration following public advertising.

**Question 6**

**Regarding Motion 11.3 on Sharing Promotional Activities Amongst Councillors, I ask**

**The motion calls for bringing forward the City's Communication and Social Media Policy for review prior to the 2023 Local Government Elections so as to include promotion of activities amongst Elected Members. What is the sudden significance of bringing forward the review of policy before the upcoming 2023 Local Government Elections?**

**Response 6**

This motion has been put forward by Cr Petersen-Pik for consideration by the Council. All of the City's policies are on a schedule for review. The Communications and Social Media Policy was last reviewed in 2018 and is due for review.

**Question 7**

**If this motion is carried, City's funds and resources will be used to promote the elected members at the very ripe time of the 2023 elections and to the direct disadvantage of other candidates who don't have access to City's funds. Why should the other candidates be put at a disadvantage through this policy change?**

**Response 7**

While the motion requests for the Policy to be reviewed prior to the 2023 Elections, it also specifically requests that any changes to the Policy are to be applied after the Elections. Therefore there would be no advantage for existing Councillors over other candidates in the 2023 Local Government Elections.

**Question 8**

**If this policy change is carried, it would put more financial burden on the City to continue including all Elected members in its promotional activities. In our current economic scenario of the City projected to be in deficit this financial year and economic hardship faced by city ratepayers, why should the ratepayers be burdened with additional expenses?**

**Response 8**

It is unlikely that changing the Policy so that promotional activities could be shared amongst Councillors would cost the City more as it would not increase the City's promotional activity. The policy change proposed in the motion would only provide a process to follow for determining which Councillor would attend a photo opportunity.

**Question 9**

**The Elected member's inclusion in City's promotional activities always carries the possibility of some members inadvertently being included more than other members, due to reasons like unavailability, avenues of promotion, etc. How would this create a harmonious and united Council rather than an unnecessarily divided Council?**

**Response 9**

The motion seeks for a process to be developed for sharing of photo opportunities between Councillors. Any process proposed would be developed with procedural fairness in mind, and would ultimately require the agreement of Council for the reviewed Policy to be adopted.

**Question 10**

**The City's website on the page on 'Live Stream Council Meetings' states that "*The City of Bayswater prohibits any reproduction, distribution, republication and/or retransmission of any video without the prior written consent of the City.*" Which specific clauses of which laws/regulations are being used to prevent ratepayers, resident and the wider public from using City's live-stream video?**

**Response 10**

The City of Bayswater Standing Orders Local Law 2021 restricts the use of electronic, visual or audit recording devices. These devices can only be used with the permission of the Presiding Member. The Council has previously resolved to allow the streaming and recording of meetings by the City only.

As the producers and owners of the live-stream and recording of Agenda Briefing Forums and Council Meetings, the City reserves all rights in relation to its copyright. This means that video, images and audio contained in a live stream or recording should not be altered, reproduced or republished without the permission of the City. The relevant legislation is the Copyright Act 1968.

The City is happy for ratepayers, residents and members of the wider public to share the link to the video recording, which is available on the City's website.

**Leon McGrath – Morley****Proposed Telecommunications Infrastructure to Recreational Facility (Crimea Reserve) - Lot 9087, 2 McArthur Street, Morley (OCM 26.04.2023, item 10.4.1)****Question 1**

**I refer to the decision to refuse the planning application for the proposed telecommunications infrastructure at Crimea Reserve, Morley (OCM 26.04.2023, item 10.4.1). Has the City of Bayswater received notice from Amplitel Pty Ltd (the Applicant) to appeal the decision to the State Administrative Tribunal?**

**Response 1**

The City has not received any notification that the applicant has lodged an appeal to the State Administrative Tribunal. The applicant has 28 days to lodge an appeal to the Tribunal which expires tomorrow, 24 May. However, the Tribunal could accept a late appeal at their discretion.

**Question 2**

**In Vodafone Hutchison Australia Pty Ltd v City Of Bayswater [2017] WASAT 130, a number of alternative sites were considered by Vodafone but were rejected for various reasons and Crimea Reserve remained the preferred site. Given that two network operators have now identified Crimea Reserve as the preferred location and noting the City's awareness of poor mobile coverage (OCM 26.04.2023, item 10.4.1), will the City of Bayswater work proactively to shortlist acceptable sites in the vicinity of Crimea Reserve?**

**Response 2**

The City's Local Planning Policy *Telecommunications Infrastructure* provides guidance to telecommunications carriers for the identification of sites and the design of proposed telecommunications infrastructure. City officers are also available to discuss and provide feedback regarding options and proposals in the vicinity of Crimea Reserve with carriers, however the determination as to whether a particular site is acceptable requires submission of a development application and will depend on the specifics of the proposal and its assessment against all relevant considerations including the *Telecommunications Infrastructure* policy.

**Question 3**

**Vodafone applied unsuccessfully in 2017 to recover its own legal costs from the City in the amount of \$112,125.13 (see Vodafone Hutchison Australia Pty Ltd v City Of Bayswater [2017] WASAT 130 (S)). The City of Bayswater's own legal costs were referred to at the 26 April 2023 council meeting. If the Applicant chooses to appeal the decision, from a financial perspective does the City of Bayswater expect to set aside ratepayer money to defend its decision?**

**Response 3**

The City already allocates funds in the budget to defend its decisions at the State Administrative Tribunal in case an applicant lodges an appeal to the Tribunal.

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

**David Dyke - Maylands**

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

**Question 1**

**If Council is to decide tonight (OCM 23 May) to defer the substantive decision regarding Clause 2.2 of the Local Cat Laws for one month and ask the JSCDL to reconsider their position, what actual detriment is there to the City of Bayswater?**

**Response 1**

Ms Amanda Albrecht, Manager Governance, Organisational Planning and Development advised that if Council were to defer this item by one month tonight, the Council would not meet, in full, the undertaking given to the JSCDL, which was that by 6 June 2023 the City will have amended its local law, as there is not another Council meeting scheduled before 6 June 2023.

In terms of what consequences that may have to the Council, there would potentially be reputational consequences, as Council has given an undertaking to the Committee of Parliament and it would not be following through on that undertaking.

**Question 2**

**Madam Mayor, I commend you speaking openly many times about how you support transparency in local government. In fact I recollect about the middle of last year you put forward a motion for transparency for tenders and then you supported Cr Petersen-Pik's motion for improved transparency in meetings.**

**Will you tonight, put these significant actions into practice and, in the name of Corporate Governance best practice to be open and honest (transparent), move an amendment to the Cat Law motion to de-classify the currently confidential legal advice and make it public?**

**Response 2**

Cr Filomena Piffaretti, Mayor responded that all members of this council try their best at all times to be transparent and open to the public, however in terms of making this legal advice public, would need to seek clarification from the CEO as to the implications that may have.

Mr Jeremy Edwards, Chief Executive Officer advised that Council has received confidential legal advice to enable them to make an informed decision and it would need to **remain** confidential until they make that decision because the decision is around the process that they will undertake with the Joint Standing Committee. However, once that decision has been made, Council could decide to make that legal advice public, but only once they've made that decision.

**Question 3**

**How many cats did the City of Bayswater Rangers trap in prohibited areas last week?**

**Response 3**

Mr Des Abel, Director Community and Development took the question on notice.

The following questions were submitted verbally:

**Harry Bouzidis - Noranda**

**Item 14.1.1**

**Preamble**

I have no idea who the person is that is being considered for the renaming of the park within the City of Bayswater but I'm sure they are worthy of your consideration.

**Question 1**

**My first question is in relation to confidential items, can you please define "personal affairs of any person"?**

**Response 1**

Ms Amanda Albrecht, Manager Governance, Organisational Planning and Development advised that, generally, personal affairs would be details relating to matters that are solely between that person and the City such as, that person's finances or debts, a contractual arrangement with that person or other personal matters such as medical history of that person, for example.

**Question 2**

**What personal affairs of a person are at risk of being exposed in the renaming of a park?**

**Response 2**

Ms Amanda Albrecht, Manager Governance, Organisational Planning and Development took this question was taken on notice.

**Ian Walters - Bedford**

**Question 1**

**Where are the questions that I raised at the last meeting?**

**Response 1**

Ms Amanda Albrecht, Manager Governance, Organisational Planning and Development responded that questions asked and answers given at last month's Council meeting would be contained in the minutes of that meeting.

Mr Jeremy Edwards, Chief Executive Officer advised that he has signed a personal letter to Mr Walters in response to those questions raised at last month's Council meeting and that he will follow this up as that letter should have been received by now.

**Rachel Roberts - Bayswater**

**Item 10.1.1**

**Question 1**

**Is the Council aware that the Joint Standing Committee for Delegated Legislation has no authority to disallow clause 2.2 of our current local law?**

Response 1

Ms Amanda Albrecht, Manager Governance, Organisational Planning and Development advised that the letter the City received from the Joint Standing Committee on Delegated Legislation (JSCDL) asked the Council to give an undertaking not to enforce clause 2.2, and to amend the local law to remove this clause and that Council subsequently gave that undertaking. The JSCDL also advised that they are able to recommend that a local law be disallowed as that is part of its function. So I believe that they are able to recommend to disallow local laws. However, they haven't in this case as the Council agreed to the undertaking to amend the local law.

Question 2

**My understanding is that the JSC has no authority to disallow clause 2.2, the only thing they can do is ask the legislative council to pass a disallowance motion.**

**Did the Council understand that when they received that letter to amend the local law, that the JSC were choosing to enter into negotiations with the Council rather than put a disallowance motion to the Legislative Council?**

Response 2

Cr Filomena Piffaretti, Mayor, confirmed that the Council have heard the question and would take it into consideration when considering the item.

Question 3

**I would like to encourage Council to enter into negotiations with the JSCDL as there has been new information received from legal advice that advises clause 2.2 does not breach the Cat Act.**

Response 3

Cr Filomena Piffaretti, Mayor advised that the Council has heard your comments and will take that into consideration.

**Kim Stokes - Maylands**

Question 1

**Does the Council have any concerns or reservations regarding the legal advice obtained by David Dyke?**

Response 1

Mr Jeremy Edwards, Chief Executive Officer replied that the item is before Council tonight to make a decision. Council is aware of that independent legal advice because it was presented prior to the Agenda Briefing Forum last week, so Council will take that into consideration tonight as part of their deliberations on the matter.



**Geoff Trott - Maylands****Question 1**

**Does the Council agree that going back to the JSCDL and ask them to reconsider their decision on their stance of clause 2.2, that it has a benefit regardless of what the outcome is and that it would add their voice to the already thousands of voices out there wanting the Cat Act 2011 overhauled as it is not fit for purpose and doesn't promote responsible cat ownership?**

**Response 1**

Cr Filomena Pifferetti, Mayor replied that Council will take that into consideration of the item this evening.

**Laurence Butler - Bayswater****Question 1**

**I recently received a letter from Parks and Gardens that said my verge was suitable for a tree. On Friday the 12th, I called the City to consult with them. The lady on the phone advised that someone would get back to me shortly. Nobody did. I rang again on Friday the 19th and spoke with a different lady explaining, again, my verge is pretty well fully planted out and with underground reticulation but I had picked a spot where a verge tree could go - the reply I received was that it's Council's verge and we will do what we want.**

**Does this mean the Council is going to come along and dig up my plants and reticulation when they want to?**

**Response 1**

Mr Luke Botica, Director Works and Infrastructure apologised for the customer service he received. The City endeavours to work with the residents in establishing best location for planting a verge tree.

**Question 2**

**There's supposed to be a meeting in two days time on traffic management planning. What is the point of doing a survey on traffic management when the obstacle courses are already being installed? In many cases (not all) there seems to be an eagerness to spend money where it is not required. What is the point of the survey when the decisions have already been taken?**

**Response 2**

Mr Luke Botica, Director Works and Infrastructure advised that the low-cost urban road safety program is engaging with residents to discuss locations and what is proposed for the traffic treatments. He urged Mr Butler to attend the meeting and provide his point of view so the City can take it into consideration.

Mr Doug Pearson, Director Major Projects and Commercial Activities added that there are two separate processes. There is the low-cost urban road safety program and there are also some temporary traffic calming works in association with the Bayswater Station works and the road closure of Railway Parade for 15 months. Those works are temporary only and will be removed two weeks after the opening of the link road.

**Public Question time closed at 7:28pm**

**7 Confirmation of Minutes****7.1 Ordinary Council Meeting - 28 March 2023****COUNCIL RESOLUTION****(OFFICER'S RECOMMENDATION)****That Council**

1. Authorises the Chief Executive Officer to make a correction to the minutes of item 10.6.4.2 of the Ordinary Council Meeting held on 28 March 2023 which were confirmed as a true and correct record at the Ordinary Council Meeting of 26 April 2023, as follows:

The Council Resolution, which is showing as being moved by Cr Elli Petersen-Pik and seconded by Cr Filomena Piffaretti, Mayor, be changed to show that it was moved by Cr Filomena Piffaretti, Mayor and seconded by Cr Catherine Ehrhardt, Deputy Mayor.

2. Notes the correction will be made through an annotation to the original confirmed minute, with a cross reference to the date of the Ordinary Council Meeting at which the correction was made

**Cr Catherine Ehrhardt, Deputy Mayor Moved, Cr Sally Palmer Seconded****CARRIED UNANIMOUSLY: 10/0**

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

**Against:** *Nil.*

**7.2 Ordinary Council Meeting - 26 April 2023****COUNCIL RESOLUTION****(OFFICER'S RECOMMENDATION)**

The Minutes of the Ordinary Council Meeting held on 26 April 2023 which have been distributed, be confirmed as a true and correct record, with the minutes of item 10.4.1 amended so the sentence "*Cr Elli Petersen-Pik foreshadowed an alternative motion*" reads "*Cr Elli Petersen-Pik foreshadowed an alternative motion to support the planning application with specific planning conditions*"

**Cr Sally Palmer Moved, Cr Catherine Ehrhardt, Deputy Mayor Seconded****CARRIED UNANIMOUSLY: 10/0**

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

**Against:** *Nil.*

## 8 Presentations

### 8.1 Petitions

#### **CR CATHERINE EHRHARDT, DEPUTY MAYOR DECLARED AN 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 the proposed cycle lane works on Railway Parade is where she resides. At 7:29pm, Cr Catherine Ehrhardt, Deputy Mayor withdrew from the Council Chambers and did not participate in consideration or voting on this item.*

#### **COUNCIL RESOLUTION**

Council noted and received a petition tabled by Cr Filomena Piffaretti, Mayor, containing 98 signatures from Paul Heatley, asking the City of Bayswater to address their opposition to the proposed extension of the cycle lane on Railway Parade from Maylands station through to Third Avenue.

Cr Josh Eveson Moved, Cr Sally Palmer Seconded

**CARRIED UNANIMOUSLY: 9/0**

**For:** Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Elli Petersen-Pik, Cr Dan Bull, Cr Lorna Clarke and Cr Giorgia Johnson.

**Against:** Nil.

*At 7:30pm Cr Catherine Ehrhardt, Deputy Mayor returned to the meeting.*

### 8.2 Presentations

Nil.

### 8.3 Deputations

The following deputations were heard at the Agenda Briefing Forum held on **Tuesday 16 May 2023**:

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

In relation to Item 10.1.1, Jo Bower submitted a written deputation in opposition to the officer's recommendation (refer page 12).

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

In relation to Item 10.1.1, David Dyke was in attendance, speaking in opposition to the officer's recommendation (refer page 12).

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

In relation to Item 10.1.1, Dave Kelly was attendance, speaking in opposition to the officer's recommendation (refer page 12).

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

In relation to Item 10.1.1, Rachel Roberts was in attendance, speaking in opposition to the officer's recommendation (refer page 12).

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

In relation to Item 10.1.1, Geoff Trott was in attendance, speaking in opposition to the officer's recommendation (refer page 12).

**6. 10.3.1 Safe Routes to School Implementation Plan**

In relation to Item 10.3.1, Paul Andrijich was in attendance, speaking in support of the officer's recommendation (refer page 88).

**7. 10.3.1 Safe Routes to School Implementation Plan**

In relation to Item 10.3.1, Charlotte Dudley submitted a written deputation in support of the officer's recommendation (refer page 88).

**8. 10.3.3 Local Bike Plan Review**

In relation to Item 10.3.3, Transition Town Bayswater submitted a written deputation in opposition to the officer's recommendation (refer page 116).

**9. 10.3.3 Local Bike Plan Review**

In relation to Item 10.3.3, Kate Bowker submitted a written deputation in opposition to the officer's recommendation (refer page 116).

**10. 10.3.3 Local Bike Plan Review**

In relation to Item 10.3.3, Courtney Babb submitted a written deputation in opposition to the officer's recommendation (refer page 116).

**11. 10.4.1 Proposed Partial Demolition of and Alterations and Two-Storey Additions to Office and Factory, and Alterations and Additions to Warehouse at Lot 99, 104-106 Beechboro Road South, Bayswater**

In relation to Item 10.4.1, Petar Mrdja was in attendance, speaking in support of the officer's recommendation (refer page 201).

**12. 10.4.2 Proposed Naming of Laneway within the Street Block Bordered by Crawford Road, Stuart Street, York Street and Alma Street, Maylands**

In relation to Item 10.4.2, Liz McQueen submitted a written deputation in opposition to the officer's recommendation (refer page 301).

**13. 10.4.2 Proposed Naming of Laneway within the Street Block Bordered by Crawford Road, Stuart Street, York Street and Alma Street, Maylands**

In relation to Item 10.4.2, Teresa Tholstrup submitted a written deputation in opposition to the officer's recommendation (refer page 301).

**14. 10.4.2 Proposed Naming of Laneway within the Street Block Bordered by Crawford Road, Stuart Street, York Street and Alma Street, Maylands**

In relation to Item 10.4.2, Alex Ellis submitted a written deputation in opposition to the officer's recommendation (refer page 301).

#### **15. 10.4.2 Proposed Naming of Laneway within the Street Block Bordered by Crawford Road, Stuart Street, York Street and Alma Street, Maylands**

In relation to Item 10.4.2, Peta Illich submitted a written deputation in support of the officer's recommendation (refer page 301).

### **8.4 Delegates Reports**

Nil.

### **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 and this item was subject to deputations.
- 10.2.1 An interest was disclosed.
- 10.2.3 An interest was disclosed.
- 10.3.1 A member wished to make a statement, this item was subject to deputations and an interest was disclosed.
- 10.3.2 A member wish to make a statement and an interest was disclosed.
- 10.3.3 A member wished to make a statement, this item was subject to deputations and an interest was disclosed.
- 10.4.1 A member wished to make a statement, this item was subject to deputations and an interest was disclosed.
- 10.4.2 A member wished to make a statement, this item was subject to deputations and an interest was disclosed.
- 10.4.3 A member wish to make a statement.
- 10.4.4 A member wish to make a statement.
- 10.4.6 A member wish to make a statement.
- 10.5.1 A member wish to make a statement.
- 10.6.1.1 Absolute Majority required.
- 10.6.1.2 A member wish to make a statement and an interest was disclosed.
- 10.6.1.5 A member wish to make a statement.
- 10.6.1.7 A member wish to make a statement.

**COUNCIL RESOLUTION**

That items 10.1.1, 10.3.1, 10.3.3, 10.4.1 and 10.4.2 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 Michelle Sutherland Moved, Cr Sally Palmer Seconded

**CARRIED UNANIMOUSLY: 10/0**

***For: Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik, Cr Dan Bull, Cr Lorna Clarke 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>	Simple Majority Required <b><i>ABSOLUTE MAJORITY REQUIRED for limb 1</i></b>
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Final- Copy-of- Keeping-and- Control-of- Cats- Local-Law 2022 as Gazetted [<b>10.1.1.1</b> - 13 pages]</li> <li>2. Proposed Draft Keeping and Control of Cats Amendment Local Law 2022 as advertised [<b>10.1.1.2</b> - 3 pages]</li> <li>3. Final as Amended Keeping and Control of Cats Amendment Local Law 2022 [<b>10.1.1.3</b> - 3 pages]</li> <li>4. Response back from Department on Amendment Local Law [<b>10.1.1.4</b> - 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

**CR LORNA CLARKE DECLARED AN IMPARTIAL INTEREST**

*In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Lorna Clarke declared an impartial interest in this item as she knows Dave Kelly MLA and Rachael Roberts who have both raised this issue with her and the amendment refers to Minister John Carey who she knows via the WA Labor Party. Cr Lorna Clarke 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 Gobba Lake is referred to in the current proposed local law, which is opposite his house. No decision amending Council's previous decision to include Gobba Lake in the local law is to be made by this decision. 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 2022* following an undertaking provided to the Joint Standing Committee on Delegated Legislation (JSCDL).

**ADDITIONAL INFORMATION**

Following the publishing of this item, the City sought legal advice in regards to this matter. That advice is now provided as Confidential Attachment 5 to this item.

**RECOMMENDATION IMPLICATIONS**

In light of the above, the officer's recommendation remains unchanged

**OFFICER'S RECOMMENDATION**

That Council:

1. Makes the proposed draft *Keeping and Control of Cats Amendment Local Law 2022* 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 4.

**ABSOLUTE MAJORITY REQUIRED**

2. Approves publication of the proposed draft *Keeping and Control of Cats Amendment Local Law 2022* in the Government Gazette.
3. Approves local public notice of the proposed draft *Keeping and Control of Cats Amendment Local Law 2022*.
4. Notes that the City will continue to advocate with the State Government for containment measures to be considered for inclusion in the next review of the *Cat Act 2011*.

**MOTION**

**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 6 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.**

**Cr Filomena Piffaretti, Mayor moved, Cr Josh Eveson seconded**

***Cr Dan Bull proposed the following amendment to the motion:***

**AMENDMENT**

**That limb 1 be amended to change the date from 6 June 2023 to 2 June 2023.**

***As the mover and seconder accepted the amendment, it became a part of the substantive motion.***

**COUNCIL RESOLUTION**

**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.**

**Cr Filomena Piffaretti, Mayor Moved, Cr Josh Eveson Seconded**

**CARRIED: 8/2**



**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Sally Palmer, Cr Josh Eveson, Cr Catherine Ehrhardt, Deputy Mayor, Cr Dan Bull, Cr Lorna Clarke and Cr Giorgia Johnson.*

**Against:** *Cr Michelle Sutherland and Cr Elli Petersen-Pik.*

## **REASON FOR CHANGE**

*The deferral of this item will allow time for the Mayor and CEO to seek further clarification from the JSCDL on whether or not it would be willing to consider the legal opinion presented by community members from Castledine Gregory (dated 5 May 2023) and the advice sent to the JSCDL from the Hon. John Carey, Minister for Housing; Lands; Homelessness and Local Government.*

## **BACKGROUND**

At the Ordinary Council Meeting on 28 February 2023 Council resolved to amend the City's *Keeping and Control of Cats Local Law 2022* and allow for public comment as follows:

*That Council:*

1. *Resolves to amend the City's Keeping and Control of Cats Local Law 2022 to include the changes requested by the Joint Standing Committee on Delegated Legislation.*
2. *Following the passing of the above resolution:*
  - (a) *Approves the proposed draft Keeping and Control of Cats Amendment Local Law 2022 once this has been amended to:*
    - (i) *Remove clause 2.2 "Cats in Other Places".*
    - (ii) *Remove item 2 of Schedule 2 (offence penalty).*
    - (iii) *Includes an additional area in Schedule 3, "Cat Prohibited Areas", being Bayswater Industrial Area, as approximately bordered by Collier Road, Beechboro Road South, the Bayswater Brook, Colwyn Road, Pearson Street, the boundary with Town of Bassendean and Tonkin Highway.*
  - (b) *Approves local public notice of the proposed draft Keeping and Control of Cats Amendment Local Law 2022, in accordance with section 3.12 of the Local Government Act 1995.*
3. *Requests the Mayor to write to the relevant State Minister advocating for an urgent review and amendment of the Cat Act 2011, to better protect wildlife.*
4. *Receives additional advice about further actions that the City can take to protect native wildlife.*
5. *Notes that following the passing of the above resolution, the Mayor is to give notice to the meeting of the purpose and effect of the proposed Keeping and Control of Cats Amendment Local Law 2022.*

<i>Purpose:</i>	<i>The purpose of the local law is to amend the City of Bayswater's Keeping and Control of Cats Local Law 2022.</i>
<i>Effect:</i>	<i>The effect of the local law is to remove clause 2.2 "Cats in Other Places", remove item 2 of Schedule 2 (offence penalty and include an additional area in Schedule 2 (offence penalty) and include an additional area in Schedule 3, "Cat Prohibited Areas", being Bayswater Industrial Area, as approximately bordered by Collier Road, Beechboro Road South, the</i>

	<i>Bayswater Brook, Colwyn Road, Pearson Street, the boundary with Town of Bassendean and Tonkin Highway.</i>
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The *Keeping and Control of Cats Local Law 2022* was gazetted, appearing in the Government Gazette on 7 October 2022 and is contained in **Attachment 1**. The local law came into effect on 21 October 2022, 14 days after being gazetted.

In accordance with s3.12(7) of the *Local Government Act 1995* (the Act), after gazettal the City provided an Explanatory Memoranda to the Joint Standing Committee on Delegated Legislation.

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

The JSCDL sent the City confidential correspondence dated 18 November 2022, requesting that Council commit to an undertaking to amend the newly created local law within six months.

As a result of this the JSCDL requested that the following undertakings be made by Council:

At the Ordinary Council Meeting of 6 December 2022 Council resolved on a confidential item regarding the undertaking from the JSCDL for the City to amend its *Keeping and Control of Cats Local Law 2022* as follows:

*“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, the City will disclose to the public that the amended local law will be presented to Council early in 2023 to be approved for public comment.”*

On 12 December 2022 the City wrote to the JSCDL in a letter signed by the Mayor, pursuant to s2.80(d) of the Act, confirming the undertakings and requesting that the JSCDL approve limb 3 of the resolution. The JSCDL has since advised officers from the City with a response from the Chair that the JSCDL has accepted the undertakings following its meeting on 15 February 2023.

A copy of the undertakings given by the City and agreed to by the JSCDL has been deemed to be public and has been placed on the JSCDL’s website.

## **EXTERNAL CONSULTATION**

Under section 3.16 of the *Local Government Act 1995* (the Act), the local government is to give local public notice stating that it proposes to review a local law. The Act requires a minimum six-week consultation (42 calendar days) period after the section 3.16 notice is published. The WA Local Government Association (WALGA) recommends 50 days to allow for weekends and public holidays.

## OFFICER'S COMMENTS

Council has made an undertaking to delete clause 2.2 "Cats in Other Places", which reads as follows:

- "(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 City was aware that it was possible that the JSCDL might disallow this clause on the basis that it was inconsistent with the head of power within the *Cat Act 2011*. However, Council resolved to include this clause following extensive community engagement and consultation which showed support for the inclusion of such a clause.

A letter was forwarded to the Minister for the Environment and Climate Change on 27 September 2022 regarding advocating for containment measures to be considered for inclusion in the *Cat Act 2011*. Following the Ordinary Council Meeting on 28 February 2023 a further letter has also been sent to the Minister for Local Government and the Minister for Environment and Climate Change on 24 April 2023, once again advocating for cat containment measures to better protect wildlife, requesting additional advice about further actions that the City can take to protect native wildlife, and seeking an urgent review of the *Cat Act 2011*. At the time of this report being finalised no response has been received.

An additional amendment has also been included within this local law for an additional area in Schedule 3, "Cat Prohibited Areas", being Bayswater Industrial Area, as approximately bordered by Collier Road, Beechboro Road South, the Bayswater Brook, Colwyn Road, Pearson Street, the boundary with Town of Bassendean and Tonkin Highway.

### Process to Amend a Local Law

Local laws are a form of delegated legislation, and therefore the process for making and amending local laws is similar to that of Acts of Parliament, with final approval being granted by JSCDL. To assist the process, preliminary comments are provided by the Department of Local Government, Sport and Cultural Industries (DLGSCI). As a result of the resolution made by Council on 6 December 2022, the City has made an undertaking to amend the current *Keeping and Control of Cats Local Law 2022*.

The Department has advised that local laws cannot be amended by an interim public notice, as once a local law is made it can only be changed by introducing a superseding local law. As a result, the process the City is required to follow to amend a local law is the same as introducing a new local law under section 3.12 of the Act:

- Local government resolves to initiate the amendment local law. The resolution is to include the purpose and effect of the local law.
- Local public notice provided for at least 6 weeks, identifying how the proposed local law can be viewed.
- Notification sent to the Minister as soon as possible after notice appears in the paper.
- After close of submissions, the local government is to consider submissions received and either make the local law as proposed or make amendments via absolute majority.
- After making the local law, the local government is to publish it in the Gazette and provide a copy to the Minister.

- Following gazettal, the local government is to provide local public notice which includes a summary of the purpose and effect of the local law and how it may be inspected or obtained.
- An explanatory memorandum is to be prepared by the City to the JSCDL, with a copy to the Minister.
- The JSCDL, in their review of the local law, can amend or repeal the local law.
- The local law will come into effect the 14th day after publication in the Government Gazette.

### Public Comment

The draft proposed *Keeping and Control of Cats Amendment Local Law 2022* 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 2022* 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 4**. No matters of concern have been identified and the minor edits have been included in **Attachment 3**.

A total of two submissions were received and they have both acknowledged the significant work of Councillors, Council Staff 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. Both of these submissions, however have requested that the City of Bayswater not to delete clause 2.2.

The City has received some recent advice from the Advisory Officer (Legal) of the JSCDL who has confirmed that giving an undertaking to a Parliamentary Committee is a serious matter and that any failure to comply with an undertaking may be reported to the Legislative Council for further action. The City therefore does not have any further discretion on this matter.

If the City was to make any further substantial changes to the amendment local law at this point this would need to be re advertised and the City would not be able to meet the six-month requirement of the undertaking, which is taken from the Ordinary Council Meeting of 6 December 2023 when Council resolved to accept the undertakings from the JSCDL.

The City also received some advice from the JSCDL confirming that a local government, when making an amendment local law, is not restricted to making only those amendments that satisfy committee undertakings. It may wish to take the opportunity to make other amendments, as in this case with the inclusion of the Bayswater Industrial Area as proposed Prohibited Site Number 43. The JSCDL will scrutinise the entire local law, not only those clauses which seek to satisfy undertakings.

With this advice received from the Department, and despite some initial concerns regarding the enforcement of the proposed Bayswater Industrial Area as a prohibited area, the City is recommending that this clause remains and is included in the final *Keeping and Control of Cats Amendment Local Law 2022* together with the deletion of clause 2.2 "Cats in Other Places" as previously resolved by Council.

### LEGISLATIVE COMPLIANCE

Section 3.12 of the Act sets out the procedure for making local laws, including public notices and gazettal. Section 3.17 of the Act sets out the procedure in which a local law may be amended or repealed.

## RISK ASSESSMENT

In accordance with the City's Risk Management Framework, the 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	Moderate
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	The officer's recommendation meets the legislative requirements for Council to amend and make the <i>Keeping and Control of Cats Amendment Local Law 2022</i> within six months as is required as part of the agreed undertaking. A moderate risk is identified for both Community and Stakeholder and Strategic Direction focused on any reputational damage to the City if it does not amend this local law as advised by the JSCDL.	

## 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 amend the *Keeping and Control of Cats Local Law 2022* and make the *Keeping and Control of Cats Amendment Local Law 2022* as per **Attachment 3** to comply with the undertaking requested by the JSCDL as well as including the Bayswater Industrial Area as a prohibited area. Any further amendments to the City's current local law are not recommended as these will mean the City will not be able to meet the requirement for the local law to be amended within the six-month period.

The City has been advocating through State Government for cat containment measures to be addressed as part of the review of the *Cat Act 2011* and will continue to do so.



**LOCAL GOVERNMENT ACT 1995**

**CAT ACT 2011**

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

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

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### 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;

*CFO* 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	Crimca 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)

17 September 2022

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**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**

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 2022**

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**

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 Gazetteal 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

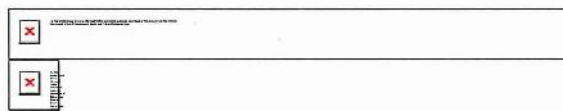
Department of Local Government, Sport and Cultural Industries  
140 William Street, Perth WA 6000  
GPO Box R1250, Perth WA 6844

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.*



**10.2 Corporate Services Reports****10.2.1 Financial Report for the Period Ended 30 April 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. Monthly Financial Statement Snapshot [<b>10.2.1.1</b> - 1 page]</li> <li>2. Executive Summary and Financial Activity Statement Significant [<b>10.2.1.2</b> - 6 pages]</li> <li>3. Financial Activity Statement [<b>10.2.1.3</b> - 2 pages]</li> <li>4. Net Current Asset [<b>10.2.1.4</b> - 1 page]</li> <li>5. Cash Backed Reserve Report [<b>10.2.1.5</b> - 1 page]</li> <li>6. Capital Acquisition and Non-Operating Grants Report [<b>10.2.1.6</b> - 14 pages]</li> </ol>

**CR LORNA CLARKE DECLARED AN IMPARTIAL INTEREST**

*In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Lorna Clarke declared an impartial interest in this item as she is a member of the Bayswater Bowls Club, her husband's grandparents live in one of the City's aged care facilities and her son attends Bayswater Waves swimming. Cr Lorna Clarke remained in the Council Chambers and voted on this item.*

**SUMMARY**

This report details the financial reports for the period ended 30 April 2023 including, Monthly Financial Statements with supporting information (**Attachments 1 to 4**), Cash Backed Reserve Report (**Attachment 5**) and Capital Acquisitions & Non-Operating Grants Report (**Attachment 6**).

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

That Council receives the financial reports for the period ended 30 April 2023 comprising:

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

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

**CARRIED UNANIMOUSLY: 10/0**

**For:** Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik, Cr Dan Bull, Cr Lorna Clarke 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.

At its meeting on 18 July 2022, Council adopted the Annual Budget for the 2022/23 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 2022/23 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 4**);
- Cash Backed Reserve Report (**Attachment 5**); and
- Capital Acquisitions & Non-Operating Grants Report (**Attachment 6**);

The Monthly Financial Statement Snapshot (**Attachment 1**) summarises total capital and operating expenditure. Details of the material variances are outlined in the Executive Summary and Financial Activity Statement Significant Variances Report (**Attachment 2**).

The Financial Activity Statement (**Attachment 3**) reports the financial position of the City to program level up to 30 June 2022. It is now being reported by Nature and Type following the amendments to the Financial Management Regulation in order to align to the Annual Budget. It discloses the current liquidity position of the City after adjustment for non-cash items (depreciation, provisions, etc.).

Due to the above change, the Statement of Comprehensive Income by Nature or Type Classifications is no longer provided due to its similarity with Financial Activity Statement (**Attachment 3**).

The City's net current assets are outlined in **Attachment 4** 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 5**).

The projects summarised in the Capital Acquisitions & Non-Operating Grants Report (**Attachment 6**) detail the capital (actual and committed) expenditure for the period ended 30 April 2023.

## LEGISLATIVE COMPLIANCE

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

## RISK ASSESSMENT

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

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 Local Government (Financial Management) Regulations 1996.	

## 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

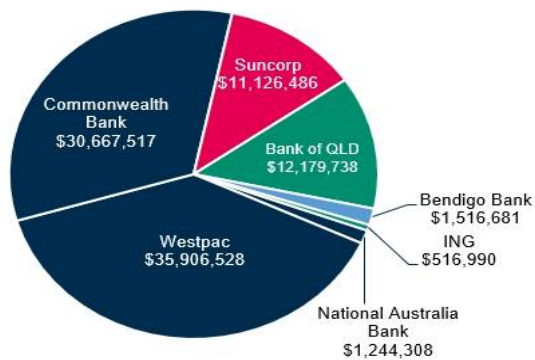
In light of the above, it is recommended that Council receives the financial reports for the period ended 30 April 2023.

# Monthly Financial Statement Snapshot

April 2023

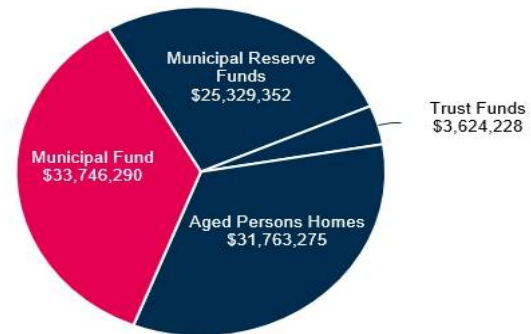
**Term Deposits by Bank**  
(refer to investment report)

■ A-1+ ■ A-1 ■ A-2



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

■ Restricted ■ Unrestricted



	Debtor				Trade Creditors
	Sundry	Infringement	Recreation	Total	
Total Outstanding	\$528,466	\$495,467	\$308,777	\$1,332,710	\$1,278,283
Not yet due	0%	0%	53%	12%	0%
Current	93%	6%	31%	46%	82%
Over 30 days	4%	6%	7%	6%	15%
Over 60 days	3%	88%	9%	36%	3%

Rates & Charges	
Collected	95.39%
Total Outstanding	\$3,064,694
Deferred Rates	\$1,044,860

Payment Options	YTD 2022/23	2021/22
Payment in Full	20,665	29,484 by 30/06/22
Instalment	8,346	212
Rates Smoothing	2,131	1,908
Arrangement	664	510
None Selected	1,584	1,219

## Capital

	Annual Budget	YTD Budget	YTD Actual	YTD % Spent
Expenditure	\$35,028,956	\$26,339,845	\$12,218,986	46%
	Annual Budget	YTD Budget	YTD Actual	YTD % Received
Revenue	\$11,827,498	\$5,753,182	\$2,696,851	47%

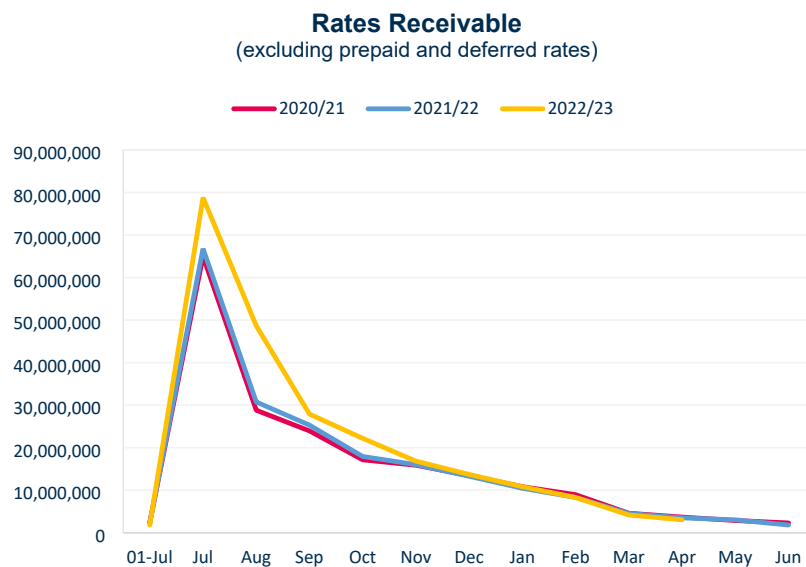
## Operating

	Annual Budget	YTD Budget	YTD Actual	YTD % Spent
Expenditure	\$98,109,039	\$73,369,229	\$67,305,827	92%
	Annual Budget	YTD Budget	YTD Actual	YTD % Received
Revenue *excludes rates	\$28,347,552	\$25,932,292	\$26,142,057	101%

## City of Bayswater Executive Summary for the period 1 July 2022 to 30 April 2023

### Revenue

The annual rate notices were issued on 29 July with the last rates smoothing instalment due on 14 April 2023. To date 20,665 (62%) properties have paid in full and just over 11,141 (33%) properties nominating a payment option. Currently, there are 1,584 (5%) properties where no payment option has been selected. To date 95.39% of the total rate revenue raised has been received.



### Debtors

Currently, there is a total of \$1.3m of outstanding debts of which \$528k relates to sundry debtors, 10% of which are not due yet; \$495k to Infringement debts and \$308k to Recreation debts.

### Capital

Capital revenue is recognised once the expenditure has been incurred. Revenue has not yet been realised for a number of projects, including Lightning pavilion (\$500k), Morley Noranda Club (\$500k), Street Lighting (\$200k), Coode St (\$116k) and Gibbney Reserve (\$187k).

The capital expenditure variance is due to projects related to building refurbishment/upgrades such as Lightning Park (\$500k) and Morley Noranda Recreation club (\$500k) that are yet to commence; Upper Hillcrest Reserve (\$200k) and Peninsula Hotel roof refurbishment (\$280k), anticipated to start in coming months. Civic Air Conditioner (\$230k) is lower than anticipated due to supply chain issues in the construction industry.

### Operating

Year-to-date operating revenue is 1% more in comparison to the year-to-date budget. This is due to interest rate increases and fees and charges being slightly more than anticipated.

Operating expenditure is 92% in comparison to the year-to-date budget. Expenditure on materials and contracts are below budget for projects in areas such as Mayland Underground Power (\$2.7m), Information Services (\$437k); Strategic Planning and Place (\$437k) and Building Maintenance (\$568k) due to contractor shortages resulting in delayed maintenance. Employee costs are lower than expected (\$976k) due to staff vacancies.

**City of Bayswater  
Financial Activity Statement  
Significant Variances  
for the period 1 July 2022 to 30 April 2023**

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

<b>Nature or Type</b>	<b>YTD Amended Budget \$</b>	<b>YTD Actual \$</b>	<b>Variance Positive/ (Negative) \$</b>
Operating grants, subsidies and contributions <ul style="list-style-type: none"> <li>Variances due to budget timing. It is anticipated to clear in coming months when grant income has been received.</li> </ul>	2,285,411	992,365	(1,293,045)
Fees and charges <ul style="list-style-type: none"> <li>Variance due to Bayswater Waves' swim school's enrolments and aquatics income higher than anticipated.</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>Peninsular and Embleton Golf Course participation is also higher than anticipated.</li> </ul>	21,045,113	21,923,850	878,736
Interest earnings <ul style="list-style-type: none"> <li>Variance due to interest rates being higher than anticipated, although this budget was increased during the mid-year review.</li> </ul>	1,817,669	2,368,921	551,252
Other revenue <ul style="list-style-type: none"> <li>Variance caused by the EMRC commission on the City's transfer centre, lease reimbursement and reimbursements for legal costs.</li> </ul>	743,073	848,207	105,135
Fair Value increment to financial assets through Profit and Loss <ul style="list-style-type: none"> <li>Immaterial variance.</li> </ul>	0	9,215	9,215
Profit/(Loss) on asset disposal <ul style="list-style-type: none"> <li>Proceeds will be received following the sale of plant and fleet items. It is anticipated that they will be disposed of in coming months.</li> </ul>	41,027	0	(41,027)
<b>Total</b>	<b>25,932,292</b>	<b>26,142,557</b>	<b>210,265</b>



Expenditure from operating activities

Program	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
<p>Employee costs</p> <p>Although updated as part of the mid-year review, Wages and Salaries expenditure is lower than budget due to:</p> <ul style="list-style-type: none"> <li>Shortage of staff across all of the city's operation, in particular, the casual operational staff and vacant full-time positions at Bayswater Waves, Waste Services, Parks and Gardens and Rangers and Security Services.</li> <li>Vacancies are high especially in several areas such as Communities amenities; Parks &amp; Gardens; Sustainable Environments and Engineering.</li> <li>Vacancies and sick leave have resulted in higher than anticipated agency staff expenses. Agency expenses are included in the material and contract line in the Financial Activity Statement.</li> <li>Vacancies have also resulted in annual leave and superannuation being under budget.</li> </ul>	(31,513,803)	(30,416,895)	1,096,908
<p>Material and contracts</p> <ul style="list-style-type: none"> <li>Expenditure is lower than budget due to projects in building maintenance including Bayswater Waves Operation (\$31k); Roxy Theatre (\$13k); Civic Centre (\$25k); Transfer Station (\$11k); Deschamp Reserve's Clubroom (\$15k); Mayland Interpretive Centre (\$16k), Air-conditioner replacement (\$18k) as a result of contractor supply issues.</li> <li>Strategic planning and Place projects expenditure, such as Morley Activity Centre streetscape (\$178k); Morley Station Precinct (\$90k); Bedford Precinct (\$45k); Local Planning Strategy/Town Planning Scheme (\$29k); Mayland Brickworks (\$34k) are lower than anticipated with the former recently subject to a Council workshop.</li> <li>Behind budget regarding additional FOGO (\$132k) expenditure which is fully funded from reserves.</li> <li>Maylands underground power is below budget (\$2.7m) due to delays from Western Power.</li> <li>Information Services (\$437k) - delaying invoicing of the annual software maintenance fee.</li> <li>Les Hansman Community Centre redevelopment (\$242k) and Skate BMX Parks strategy (\$43k) are yet to commence.</li> </ul>	(27,439,705)	(22,769,074)	4,670,631
<p>Utility charges</p> <ul style="list-style-type: none"> <li>The variance is due to budget timing.</li> </ul>	(2,834,267)	(2,722,372)	111,895
<p>Depreciation and amortisation</p> <ul style="list-style-type: none"> <li>Immaterial variance</li> </ul>	(9,920,227)	(9,952,365)	(32,137)

Program	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
Insurance expenses <ul style="list-style-type: none"> <li>Immaterial variance.</li> </ul>	(1,016,970)	(1,041,897)	(24,927)
Other expenditure <ul style="list-style-type: none"> <li>Allocated expenses expected to clear in coming months.</li> </ul>	(120,678)	(264,673)	(143,995)
Interest expenses <ul style="list-style-type: none"> <li>The variance is due to delays with the Maylands Underground Power project as loan interest has been budgeted for but not yet incurred.</li> </ul>	(228,901)	(138,552)	90,350
Profit/(Loss) on asset disposal <ul style="list-style-type: none"> <li>Asset disposal processing is outstanding due to delays the year-end audit.</li> </ul>	(294,678)	0	294,678
<b>Total</b>	<b>(73,369,229)</b>	<b>(67,305,827)</b>	<b>6,063,402</b>

#### Discontinued operations

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
<ul style="list-style-type: none"> <li>Variance due to budget timing and the quarterly finalisation of Aged Care accounts.</li> </ul>	1,940,427	1,217,094	(723,333)

#### Non-cash operating activities excluded from the budget

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
Non-cash operating activities <ul style="list-style-type: none"> <li>Movements in depreciation, aged liability adjustment and leave provision.</li> </ul>	10,206,598	9,552,122	(654,476)

#### Investing activities

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
Non-operating grants, subsidies and contributions	5,753,182	2,696,851	(3,056,331)

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
<ul style="list-style-type: none"> <li>Spending on Roads projects such as Coode St (\$116k) Street Lighting (\$294k), Benara Road (\$125k), Morley Dr path (\$130k) and Road Resurfacing - Wolseley Rd (\$183k) have not yet occurred.</li> <li>This is also the case for various Parks projects including Gibbney Reserve (\$187k), Cook Reserve LED (\$176k), Morley Noranda Club (\$500k), Lightning Park Pavilion (\$500k) and Morley Bowling (\$182k). Grant revenue is recognised as expenditure is incurred.</li> </ul>			
<p>Purchase of property, plant and equipment</p> <ul style="list-style-type: none"> <li>Expenditure is lower than the year-to-date budget for various projects including;                             <p>Waves refurbishment (\$5.1m) - tender awarded and in initial stage of works.</p> <p>Peninsula Hotel roof refurbishment (\$280k); Lightning Park's facility upgrades (\$500k) and Morley Noranda Recreation club upgrades (\$500k); Civic Centre air-conditioning (\$230k) are yet to begin.</p> <p>Wotton sewer (284k) is in the initial phase of tender.</p> </li> <li>The purchase of fleet is lower (\$1.2M) due to supply chain issues.</li> </ul>	(14,152,902)	(4,485,608)	9,667,294
<p>Purchase of construction and infrastructure</p> <ul style="list-style-type: none"> <li>In addition to the projects listed above under 'non-operating grants', expenditure is lower than the year-to-date budget for Roads projects such as Rokeford Way (\$113k), Crowhurst Way (\$114k), Benara Road (\$130k), Wolseley Road (\$102k) and Footpath and Local Bike Plan (\$170k) are in initial stage.</li> <li>Park development projects such as Birket Street reserve (\$135k), Feredy Street reserve (\$93k), Maylands Lakes restoration stage 2 (\$304k), Crimea Skate Park (\$100k); RA Cook reserve (\$176k); Morley Bowling club (\$181k), are either yet to commence or at an early stage due to supply issues.</li> <li>As the projects proceed to construction stage the variance will reduce further.</li> </ul>	(11,692,802)	(7,159,782)	4,533,020
<p>Purchase of intangible assets</p> <ul style="list-style-type: none"> <li>ERT implementation project is slightly behind budget.</li> </ul>	(494,141)	(423,737)	70,404
<p>Purchase of assets held for sale</p> <ul style="list-style-type: none"> <li>Variances due to budget timing.</li> </ul>	0	(149,859)	(149,859)
<p>Proceeds from disposal of assets</p> <ul style="list-style-type: none"> <li>Fleet items have yet to be disposed and others are in the process of disposal. Variance expected to reduce in coming months.</li> </ul>	1,112,000	848,409	(263,591)

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
Proceeds from self-supporting loans <ul style="list-style-type: none"> <li>Immaterial variance.</li> </ul>	1,329	1,330	1

#### Financing activities

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
Proceeds from loans <ul style="list-style-type: none"> <li>Loan applications have been approved by the Western Australian Treasury Corporation. Funds to be drawn down in June 2023.</li> </ul>	14,140,000	0	(14,140,000)
Repayment of borrowings <ul style="list-style-type: none"> <li>Variance due to loans which have been approved but yet to be drawn down.</li> </ul>	(426,028)	(143,693)	282,335
Payment for principal portion of lease liability <ul style="list-style-type: none"> <li>Immaterial variance.</li> </ul>	(126,595)	(116,946)	9,649
Transfer to reserves <ul style="list-style-type: none"> <li>Transfers to reserves are partially outstanding and will occur as a year-end process.</li> </ul>	(3,194,483)	(2,103,863)	1,090,620
Transfer from reserves <ul style="list-style-type: none"> <li>Transfers from reserves are outstanding and will occur as a year-end process.</li> </ul>	2,611,995	0	(2,611,995)
Rates <ul style="list-style-type: none"> <li>Interim rates are slightly less than expected.</li> </ul>	54,390,610	54,272,528	(118,082)

**City of Bayswater  
Financial Activity Statement  
for the period 1 July 2022 to 30 April 2023**

	Budget	Amended Budget	YTD Amended Budget	YTD Actual	Variance	Variance
	\$	\$	\$	\$	\$	%
<b>Net current assets at start of year - surplus/(deficit)</b>	7,405,952	8,321,133	7,405,952	12,612,756	5,206,804	70%
<b>Operating activities</b>						
<b>Revenue from operating activities (excludes rates)</b>						
Operating grants, subsidies and contributions	3,534,328	3,415,060	2,285,411	992,365	(1,293,045)	(57%)
Fees and charges	22,594,704	22,505,352	21,045,113	21,923,850	878,736	4%
Interest earnings	1,356,062	2,066,794	1,817,669	2,368,921	551,252	30%
Other revenue	821,431	980,422	743,073	848,207	105,135	14%
Fair value increment to financial assets through P&L	0	0	0	9,215	9,215	No Budget
Profit/(Loss) on asset disposal	41,027	41,027	41,027	0	(41,027)	(100%)
	28,347,552	29,008,655	25,932,292	26,142,557	210,265	1%
<b>Expenditure from operating activities</b>						
Employee costs	(39,305,686)	(38,482,572)	(31,513,803)	(30,416,895)	1,096,908	(3%)
Materials and contracts	(41,386,144)	(42,041,131)	(27,439,705)	(22,769,074)	4,670,631	(17%)
Utility charges	(3,387,856)	(3,393,356)	(2,834,267)	(2,722,372)	111,895	(4%)
Depreciation and amortisation	(11,853,404)	(11,853,404)	(9,920,227)	(9,952,365)	(32,137)	0%
Insurance expenses	(1,055,300)	(1,045,300)	(1,016,970)	(1,041,897)	(24,927)	2%
Other expenditure	(413,798)	(427,798)	(120,678)	(264,673)	(143,995)	119%
Interest expenses	(353,690)	(353,690)	(228,901)	(138,552)	90,350	(39%)
Profit/(Loss) on asset disposal	(353,161)	(353,161)	(294,678)	0	294,678	(100%)
	(98,109,039)	(97,950,412)	(73,369,229)	(67,305,827)	6,063,402	(8%)
<b>Discontinued operations</b>	1,506,368	1,807,684	1,940,427	1,217,094	(723,333)	(37%)

	Budget	Amended Budget	YTD Amended Budget	YTD Actual	Variance	Variance
	\$	\$	\$	\$	\$	%
<b>Operating activities excluded from budget</b>						
<b>Non-cash operating activities excluded from the budget</b>	12,216,778	12,216,777	10,206,598	9,552,122	(654,476)	(6%)
<b>Amount attributable to operating activities</b>	(48,632,389)	(46,596,163)	(27,883,959)	(17,781,298)	10,102,661	(36%)
<b>Investing activities</b>						
Non-operating grants, subsidies and contributions	11,827,498	12,472,785	5,753,182	2,696,851	(3,056,331)	(53%)
Purchase of property, plant and equipment	(16,770,092)	(17,124,969)	(14,152,902)	(4,485,608)	9,667,294	(68%)
Purchase and construction of infrastructure	(16,458,864)	(18,005,251)	(11,692,802)	(7,159,782)	4,533,020	(39%)
Purchase of intangible assets	(800,000)	(897,787)	(494,141)	(423,737)	70,404	(14%)
Purchase of assets held for sale	(1,000,000)	(1,000,000)	0	(149,859)	(149,859)	No Budget
Proceeds from disposal of assets	2,350,700	2,350,700	1,112,000	848,409	(263,591)	(24%)
Proceeds from self-supporting loans	1,329	1,329	1,329	1,330	1	0%
<b>Amount attributable to investing activities</b>	(20,849,429)	(22,203,193)	(19,473,334)	(8,672,396)	10,800,938	(55%)
<b>Financing activities</b>						
Proceeds from loans	14,140,000	14,140,000	14,140,000	0	(14,140,000)	(100%)
Repayment of borrowings	(571,259)	(571,259)	(426,028)	(143,693)	282,335	(66%)
Payment for principal portion of lease liability	(126,595)	(126,595)	(126,595)	(116,946)	9,649	(8%)
Transfer to reserves	(4,582,278)	(5,444,787)	(3,194,483)	(2,103,863)	1,090,620	(34%)
Transfer from reserves	6,231,340	6,411,387	2,611,995	0	(2,611,995)	(100%)
<b>Amount attributable to financing activities</b>	15,091,208	14,408,746	13,004,888	(2,364,503)	(15,369,391)	(118%)
<b>Budget deficiency before general rates</b>	(54,390,610)	(54,390,610)	(34,352,405)	(28,818,197)	5,534,208	(16%)
<b>Estimated amount to be raised from general rates</b>	54,390,610	54,390,610	54,390,610	54,272,528	(118,082)	(0%)
<b>Adjusted net current assets at the end of the year - surplus/(deficit)</b>	(0)	(0)	20,038,205	25,454,331	5,416,126	27%

**City of Bayswater  
Net Current Assets  
as at 30 April 2023**

<b>Municipal and Aged Persons Homes</b>	<b>Opening Balance</b>	<b>Closing Balance</b>
	<b>\$</b>	<b>\$</b>
<b>Current assets</b>		
Cash and cash equivalents	78,978,158	90,877,093
Trade and other receivables	6,522,437	8,730,676
Inventories	27,562,770	27,563,180
Prepayments	268,735	294,263
<b>Total</b>	<b>113,332,100</b>	<b>127,465,212</b>
<b>Current liabilities</b>		
Trade and other payables	(30,427,629)	(29,010,562)
Other financial liabilities at amortised costs	(288,925)	(145,231)
Lease liabilities	(136,150)	(31,764)
Provisions	(6,537,988)	(6,727,764)
Grant Liabilities	(2,185,686)	(1,927,448)
Contract Liabilities	(624,940)	(912,523)
Clearing accounts	(2,144)	86,044
<b>Total</b>	<b>(40,203,463)</b>	<b>(38,669,248)</b>
<b>Net current assets</b>	<b>73,128,637</b>	<b>88,795,964</b>
Restricted - Reserves	(44,149,826)	(46,253,689)
Cash backed employee provisions	1,578,638	1,626,240
Restricted - Aged Persons Homes	(18,335,469)	(18,858,211)
Current Portion of Lease Liabilities	103,181	(1,205)
Current Portion of borrowings	287,596	145,231
	<b>12,612,756</b>	<b>25,454,331</b>

**City of Bayswater  
Cash Backed Reserves  
for the period 1 July 2022 to 30 April 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	17,591,030	1,905,794	(1,098,110)	18,398,715	17,420,753	514,752	0	17,935,506
Aged Persons Homes - Prudential Requirements Reserve	2,914,732	0	0	2,914,732	2,916,560	72,271	0	2,988,831
Bayswater Bowling Club Capital Improvements Reserve	10,345	257	0	10,602	10,356	312	0	10,668
Bayswater Tennis Club Reserve	138,648	3,451	0	142,099	138,806	4,186	0	142,992
Bayswater Waves Aquatic Centre Reserve	122,247	5,515	0	127,762	338,974	10,674	0	349,647
Bore and Reticulation Reserve	9,945	248	0	10,193	9,957	300	0	10,257
Building Furniture and Equipment Reserve	144,867	3,607	0	148,474	145,035	4,373	0	149,408
Cash in Lieu - Public Open Space	575,026	15,285	(50,174)	540,137	493,523	304,518	0	798,041
City Buildings and Amenities Reserve	749,114	18,837	(50,350)	717,601	827,276	24,963	0	852,238
Civic Centre Reserve	63,568	1,583	0	65,151	63,694	1,921	0	65,615
Economic Stimulus Reserve	893,383	30,307	(507,521)	416,169	2,030,361	66,693	0	2,097,054
Emission Reduction Energy Plan Reserve	0	120,956	(49,033)	71,923	0	0	0	0
Eric Singleton Bird Sanctuary Reserve	1,225,789	30,517	0	1,256,306	1,227,148	37,003	0	1,264,151
FOGO Reserve	4,587,426	99,248	(768,555)	3,918,119	4,406,769	111,681	0	4,518,450
Footpath and Cycleway Reserve	45,553	677	(44,809)	1,421	50,386	1,542	0	51,928
General Waste Management Reserve	4,896,942	564,288	(1,723,345)	3,737,885	3,384,701	84,908	0	3,469,610
Golf Courses Reserve	1,461,498	36,386	0	1,497,884	1,463,217	44,122	0	1,507,339
Information Technology Reserve	212,713	5,383	0	218,096	220,622	6,710	0	227,332
Landfill Restoration Reserve	383,741	7,395	(150,000)	241,136	372,064	11,281	0	383,345
Les Hansman Community Centre Development Reserve	2,631,849	66,144	(250,000)	2,447,993	2,984,217	86,919	0	3,071,136
Long Service Leave and Entitlements Reserve	1,576,892	39,260	0	1,616,152	1,578,638	47,602	0	1,626,240
Major Capital Works Reserve	1,038,470	768,093	(1,538,163)	268,400	995,576	574,806	0	1,570,382
Maylands Lakes Reserve	4,730	118	0	4,848	4,735	143	0	4,878
Maylands Waterland Reserve	429,755	10,699	0	440,454	430,231	12,973	0	443,204
Morley City Centre Reserve	542,670	13,510	0	556,180	543,272	16,382	0	559,654
Morley Sport and Recreation Centre Reserve	503,140	12,527	0	515,667	503,717	15,189	0	518,906
Noranda Netball Courts Reserve	69,499	1,730	0	71,229	69,586	2,098	0	71,685
Plant and Works Equipment Reserve	2,752	68	0	2,820	2,756	83	0	2,839
Playground and Parks Reserve	49,241	1,245	0	50,486	51,029	1,539	0	52,568
River Restoration Reserve	78,791	1,461	(92,292)	(12,040)	121,516	3,664	0	125,181
Roads and Drainage Reserve	12,891	323	0	13,214	13,026	393	0	13,419
Senior Citizens Building Reserve	25,520	636	0	26,156	25,605	772	0	26,378
Strategic Land Acquisition Reserve	11,963	1,650,864	0	1,662,827	11,977	361	0	12,338
Streetscapes Reserve	196,167	4,180	(89,035)	111,312	216,208	6,571	0	222,779
Sustainable Environment Reserve	30,931	1,300	0	32,231	77,650	2,008	0	79,658
The RISE Reserve	224,903	7,270	0	232,173	371,562	11,204	0	382,766
Workers' Compensation Reserve	627,625	15,625	0	643,250	628,320	18,946	0	647,267
<b>Total</b>	<b>44,084,356</b>	<b>5,444,787</b>	<b>(6,411,387)</b>	<b>43,117,757</b>	<b>44,149,826</b>	<b>2,103,863</b>	<b>0</b>	<b>46,253,689</b>



**City of Bayswater  
Capital Acquisitions & Non-Operating Grants  
for the period 1 July 2022 to 30 April 2023**

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments
	\$	\$	\$	\$	\$
<b>Non-operating grants, subsidies and contributions - summary</b>					
1622 Buildings	(1,552,855)	(1,566,463)	(1,064,195)	(58,503)	0
1632 Furniture and equipment	(2,300)	(2,300)	(2,300)	(2,300)	0
1702 Roads	(5,859,079)	(5,865,285)	(1,954,256)	(1,143,173)	0
1712 Footpath	(332,830)	(286,820)	(294,488)	(70,570)	0
1722 Drainage	(21,826)	(21,826)	0	0	0
1732 Park development	(3,532,946)	(4,248,741)	(1,949,209)	(1,304,785)	8,448
1742 Other infrastructure	(525,662)	(481,350)	(488,734)	(117,520)	0
	<u>(11,827,498)</u>	<u>(12,472,785)</u>	<u>(5,753,182)</u>	<u>(2,696,851)</u>	<u>8,448</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	149,859	99,232
	<u>1,000,000</u>	<u>1,000,000</u>	<u>0</u>	<u>149,859</u>	<u>99,232</u>
<b>Purchase of property, plant and equipment</b>					
1622 Buildings	13,371,608	13,770,280	11,328,818	3,075,356	6,249,223
1632 Furniture and equipment	825,713	912,471	557,186	349,053	265,343
1652 Plant and equipment	<u>2,572,771</u>	<u>2,442,218</u>	<u>2,266,898</u>	<u>1,061,199</u>	<u>901,766</u>
	<u>16,770,092</u>	<u>17,124,969</u>	<u>14,152,902</u>	<u>4,485,608</u>	<u>7,416,332</u>
<b>Purchase and construction of infrastructure assets</b>					
1702 Roads	8,611,328	8,755,826	5,631,782	3,284,043	1,169,824
1712 Footpath	829,114	835,419	824,911	437,185	298,180
1722 Drainage	524,027	554,667	373,330	137,251	169,386
1732 Park development	5,566,411	6,885,850	3,963,158	2,762,063	623,341
1742 Other infrastructure	<u>927,984</u>	<u>973,489</u>	<u>899,621</u>	<u>539,238</u>	<u>122,106</u>
	<u>16,458,864</u>	<u>18,005,251</u>	<u>11,692,802</u>	<u>7,159,782</u>	<u>2,382,837</u>
<b>Purchase of intangible assets</b>					
1852 Intangible assets	800,000	897,787	494,141	423,737	58,432
	<u>800,000</u>	<u>897,787</u>	<u>494,141</u>	<u>423,737</u>	<u>58,432</u>
	<u>35,028,956</u>	<u>37,028,007</u>	<u>26,339,845</u>	<u>12,218,986</u>	<u>9,956,833</u>

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments
		\$	\$	\$	\$	\$
<b>Buildings</b>						
<b>Building major capital works</b>						
80474	Signage - renewal at various buildings	0	7,200	6,000	0	0
80596	Depot Offices Renovation	0	9,379	7,815	0	0
80800	Riverside Gardens Toilet Upgrade	0	0	0	8,083	9,920
80809	Depot Electrical Door Upgrade	0	0	0	286	0
80810	Depot Store Room Upgrades	27,030	27,030	0	1,266	0
80823	Bayswater Bowling Club - toilet upgrade	92,105	90,855	90,855	0	125
80824	Bayswater Waves - refurbishment	0	0	0	134,033	0
80827	Ellis House - new studio design	49,103	0	0	0	0
80829	Maylands Peninsula Hotel - roof restoration	280,296	280,296	280,296	0	0
80830	Maylands Yacht Club - flooring upgrade	8,413	8,413	8,413	9,863	0
80833	Morley Noranda Recreation Club - re Fridgeration unit renewal	46,065	46,065	46,065	50,952	0
80837	Paddy Walker Depot - improvements	105,302	219,702	73,352	2,037	8,950
80840	Upper Hillcrest Reserve - transportable changeroom	200,000	200,000	200,000	0	0
80841	Waste Disposal Facility - weighbridge	80,000	80,000	0	0	0
80975	Bedford Bowling Club - roof replacement	92,130	92,130	92,130	62,696	2,600
80982	Les Hansman Centre - roof upgrade	92,130	92,130	92,130	0	0
80984	Maylands Hall - roof renewal	57,581	57,581	57,581	50,936	93
80990	Pat O'Hara Rugby Club - roof renewal	28,791	28,791	28,791	31,126	0
81064	Lightning Park - facility upgrades	750,000	750,000	500,000	0	0
81065	Morley Noranda Recreation Club - facility upgrades	750,000	750,000	500,000	0	0
		2,658,946	2,739,572	1,983,428	351,279	21,688
<b>Building minor capital works</b>						
80360	Civic Centre - roof replacement and box gutter	103,646	103,646	103,646	30,313	34,580
80482	Wotton Reserve - sewer connection	284,416	284,416	284,416	0	0
80808	Depot Chemical Mixing Facility Upgrade	0	0	0	1,541	0
80844	Bayswater Community Centre - paving	0	5,000	4,166	0	0
80845	Bayswater Family Centre - floor renewal	0	8,000	6,666	0	1,773
80852	Maylands Yacht Club - roof renewal	0	2,428	2,024	0	0
80854	Morley Community Centre - bathroom upgrade	0	10,000	8,334	0	0
80953	Bayswater Morley Cricket Club - gazebo	15,000	15,000	15,000	15,000	0
80955	AP Hinds Reserve - electrical upgrade	94,786	46,490	46,490	0	22,704
80969	Maylands Yacht Club - bathroom renewal	10,237	10,237	10,237	12,164	0
80974	Waste Transfer Facility - fire suppression system	200,000	200,000	0	0	0
80977	Embleton Toy Library - renew electrical	26,487	26,487	26,487	0	17,185

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments
	\$	\$	\$	\$	\$
80978 Halliday House - security system renewal	8,637	8,637	8,637	0	7,500
80979 Hampton Park Infant Health - air-conditioner renewal	6,910	6,910	6,910	7,858	0
80980 Houghton Park Pavilion - flooring upgrade	57,581	45,581	45,581	18,333	14,767
80981 Jade Lewis Office - 96 Slade Street - renew roof	13,820	13,820	13,820	0	3,255
80983 Maylands Hall - air-conditioner renewal	80,614	80,614	80,614	88,744	0
80985 Maylands Sport & Recreation - box gutters renewal	11,516	11,516	11,516	9,245	0
80988 Morley Sport and Recreation Centre - LED light retrofit	75,000	0	0	0	0
80989 Pat O'Hara Rugby Club - new access ramp	5,758	5,758	5,758	3,457	1,412
80991 Maylands Golf Course - depot renewal	37,045	7,045	(30,000)	0	0
80992 Waste Transfer Station - upgrade office, showers & toilets	161,228	161,228	120,921	0	0
81057 Carramar Community Ctr - repoint ridge caps and roof tiles	11,516	11,516	11,516	0	6,316
81058 Environment House - reseal ridge capping and repoint roof	11,516	11,516	11,516	0	3,086
81059 Maylands Yacht Club - roof renewal	109,405	121,405	121,405	4,049	103,678
81060 Men Shed - 21 Raymond Avenue - expansion	34,549	34,549	34,549	28,607	16
81076 Maylands Sport and Recreation's Cool room	0	10,967	9,139	0	0
	1,359,667	1,242,766	959,348	219,313	216,271
<b>Aquatic facilities</b>					
80365 Bayswater Waves - refurbishment tender design	0	0	0	0	2,900
80861 Bayswater Waves - equipment renewal	87,120	87,120	57,040	74,619	0
80972 Bayswater Waves - upgrade roof access system	17,275	17,275	17,275	0	10,229
80973 Bayswater Waves - refurbishment	7,460,847	7,460,847	6,528,235	1,335,960	5,025,980
	7,565,242	7,565,242	6,602,550	1,410,580	5,039,109
<b>Community capital requests</b>					
80637 Bayswater Elderly Community Help Org - new accessible toilet	36,364	36,364	0	0	0
80959 Bayswater State Emergency Services - New Storage Shed	0	17,318	14,432	17,318	0
81070 Hillcrest Pre School - install wall and door	6,724	6,724	6,724	3,821	0
81071 Frank Drago Res - Bayswater Bowling Club - kitchen renewal	55,100	55,100	55,100	44,460	8,639
81073 Bayswater Family Centre - fence replacement	13,585	13,585	13,585	8,675	0
81074 Bayswater Family Centre - doorway upgrade	16,962	16,962	16,962	20,096	409
81075 Wotton Reserve - bar area flooring renewal	25,730	25,730	25,730	0	15,618
81078 Upper Hillcrest Reserve - storeroom refurbish	6,393	6,393	6,393	5,000	0
81079 Frank Drago Reserve - LED lighting upgrade	5,363	5,363	5,363	0	0
	166,221	183,539	144,289	99,370	24,666

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments
		\$	\$	\$	\$	\$
<b>Building upgrade</b>						
80860	The RISE - non-slip floor on balcony	15,000	0	0	0	0
		15,000	0	0	0	0
<b>Building new</b>						
80821	Waste Disposal Facility - hazardous household waste shed	18,000	11,117	11,117	12,605	30,389
		18,000	11,117	11,117	12,605	30,389
<b>Plant and equipment</b>						
80976	Civic Centre - renew air-conditioning	230,326	230,326	230,326	0	197,565
80987	Morley Noranda Recreation Club - renew cool room	172,744	172,744	172,744	172,922	0
80999	The RISE - Unplanned Capital	10,000	10,000	7,500	0	0
		413,070	413,070	410,570	172,922	197,565
<b>Sustainable environment</b>						
80936	Solar PV installation program	22,843	40,939	15,080	19,900	0
		22,843	40,939	15,080	19,900	0
<b>COVID-19 \$5m Stimulus Package Projects</b>						
80613	Morley Sport & Recreation Ctre - basketball court extension	450,000	492,761	235,635	68,263	1,128
80614	Bayswater Waves - Refurbish 25m pool, pool hall, plant room	290,000	729,879	656,565	482,741	635,639
80619	Energy Efficiency Projects	20,190	22,424	1,862	2,314	15,671
		760,190	1,245,064	894,062	553,319	652,437
<b>Water Facilities</b>						
80787	Bayswater Waves - Unplanned capital expenditure	50,000	45,735	33,235	17,445	15,835
		50,000	45,735	33,235	17,445	15,835
<b>Sport &amp; Recreation Facilities</b>						
80646	Grand Prom Self Cleaning Toilet - Upgrade external façade	85,251	73,073	73,073	93,859	0
80670	The RISE - Replacement of Air con units	115,163	115,163	115,163	124,765	0
80690	The RISE - Disability access ramp construction	112,015	0	(8,097)	0	0
80764	Lightning Park Recreation Centre - Spectator shelter	30,000	30,000	30,000	0	0
81096	The RISE - Hot water cystem	0	65,000	65,000	0	51,263
		342,429	283,236	275,139	218,624	51,263
Total Buildings		13,371,608	13,770,280	11,328,818	3,075,356	6,249,223

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments
		\$	\$	\$	\$	\$
<b>Furniture and equipment</b>						
<b>Community capital requests</b>						
81072	Bayswater Waves - storage and display cabinets	9,200	9,200	9,200	9,200	0
		9,200	9,200	9,200	9,200	0
<b>Furniture and equipment</b>						
80863	Bayswater Waves - replace dumbbells, rack	0	18,000	15,000	16,767	0
80997	The RISE - Function Equipment renewal	20,200	20,200	20,200	18,252	0
81000	Morley Library - Public Seating renewal	8,500	8,500	8,500	5,910	0
		28,700	46,700	43,700	40,929	0
<b>IT capital</b>						
80088	Virtual Infrastructure Server Replacement Program	127,595	127,595	0	0	116,512
80091	Workstation replacement program	72,995	72,995	0	44,825	32,128
81097	Embleton Room- Wireless Microphone system	0	35,000	0	0	23,878
81098	Council chamber upgrade	0	30,200	30,200	0	31,443
		200,590	265,790	30,200	44,825	203,962
<b>IT renewal</b>						
80067	Enhanced tree management	0	0	0	3,407	0
80387	General IT Equipment Replacement Program	58,140	58,140	0	2,040	9,435
80388	Plant Replacement Program - lge. format scanner and printer	22,000	22,000	22,000	2,488	0
80872	Spatial Virtual Machine hosts	71,442	75,000	74,406	71,442	0
80873	Spatial Virtual Machine storage	66,934	66,934	66,934	61,500	0
		218,516	222,074	163,340	140,877	9,435
<b>CCTV Renewal</b>						
80274	CCTV Infrastructure replacement program	28,841	28,841	0	0	31,507
80489	CCTV Servers - replacement	29,120	29,120	0	0	0
		57,961	57,961	0	0	31,507
<b>Plant and equipment</b>						
80874	City-wide - traffic counter program	15,735	15,735	15,735	2,230	0
80995	Bayswater Waves - Floor Scrubber	10,011	10,011	10,011	0	0
80996	Bayswater Waves - Health Club - Strength Equipment renewal	150,000	150,000	150,000	0	0
80998	The RISE - Sports Court Netting renewal	20,000	20,000	20,000	0	20,440

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments
	\$	\$	\$	\$	\$
81001 Spatial Services - Geodetic Surveying Equipment renewal	115,000	115,000	115,000	110,992	0
	310,746	310,746	310,746	113,222	20,440
Total Furniture and equipment	825,713	912,471	557,186	349,053	265,343
<b>Plant and equipment</b>					
<b>Plant and equipment</b>					
80257 Plant and Fleet Replacement Program	2,186,471	2,052,918	1,878,098	1,024,524	548,817
80956 New FTE Plant and Equipment	386,300	389,300	388,800	36,675	352,950
	2,572,771	2,442,218	2,266,898	1,061,199	901,766
Total Plant and equipment	2,572,771	2,442,218	2,266,898	1,061,199	901,766
<b>Roads</b>					
<b>Road construction</b>					
80198 Resurface Right of Ways	109,141	74,764	74,764	0	22,218
80245 Traffic management - general	84,861	115,840	110,676	53,909	43,777
80247 Traffic management - paving	20,980	20,980	20,980	23,538	0
80426 Design of slip lane at 60 Russell Street corner Walter Road	50,000	163,000	86,500	116,084	16,181
80960 Low Cost Urban Safety Design & Construction - Frank Drago	630,045	630,045	0	134,087	454,300
80961 Low Cost Urban Safety Design & Construction - Bayswater Wave	651,047	651,047	0	33,633	433,060
81063 Low Cost Urban Safety Program	1,332,204	461,484	0	852	0
81081 Low Cost Urban Safety Design & Construction-Weld Square	0	277,795	0	9,774	3,493
81082 Low Cost Urban Safety Design & Construction-Jubilee Reserve	0	538	0	0	0
81083 Low Cost Urban Safety Design & Construction-Shearn Park	0	166,828	0	57,027	2,801
81084 Low Cost Urban Safety Design & Construction-Maylands Strip	0	257,064	0	5,339	2,559
81085 Low Cost Urban Safety Design & Construction-Hillcrest	0	52,123	0	0	570
81086 Low Cost Urban Safety Design & Construction-Broadway Arboret	0	2,557	0	0	0
81087 Low Cost Urban Safety Design & Construction-Tonkin Business	0	5,034	0	0	0
81088 Low Cost Urban Safety Design & Construction-Maylands Peninsu	0	30,800	0	0	2,524
81089 Low Cost Urban Safety Design & Construction-Beaufort Park	0	18,954	0	0	748
81090 Low Cost Urban Safety Design & Construction-RA Cook Park	0	53,308	0	0	1,377
81091 Low Cost Urban Safety Design & Construction-Ashfield Flats	0	5,719	0	0	0
	2,878,278	2,987,880	292,920	434,242	983,609
<b>Road renewal</b>					
81020 Roads Program - Kerbing Renewal	10,490	10,490	10,490	0	0

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments
		\$	\$	\$	\$	\$
81021	Slip lane - 60 Russell Street corner Walter Road	1,085,694	1,085,694	1,085,694	0	0
81023	Road Resurfacing - Rokeford Way - Wylde to Boxhill	149,899	149,899	149,899	36,465	27,667
81024	Road Resurfacing - Boxhill St - Wylde to Cul-de-sac	100,912	100,912	100,912	48,607	0
81025	Road Resurfacing - Tillingdon Way - Boxhill to Wolseley	143,815	143,815	143,815	49,117	0
81026	Road Resurfacing - Cheam Place - Boxhill to Cooper	45,054	45,054	45,054	22,961	1,818
81029	Road Resurfacing - Cooper Rd - Wolseley to Lincoln	156,822	156,822	156,822	110,983	0
81030	Road Resurfacing - Crowhurst Way - Wolseley to McGilvray	172,033	172,033	172,033	57,242	31,433
81031	Road Resurfacing - Hollond Way - Lincoln W to Lincoln E	175,180	175,180	175,180	147,895	0
81032	Road Resurfacing - Lincoln Rd - McGilvray to Camboon	299,735	299,735	299,735	279,644	7,388
81035	Road Resurfacing - Robann Way - Lincoln to McGilvray	219,237	219,237	160,043	139,435	2,381
81036	Road Resurfacing - Brand Place - Lincoln to Cul-de-sac	68,184	68,184	68,184	55,096	1,185
81038	Road Resurfacing - Challenger Ave - Bottlebrush to Cassia	86,331	86,331	86,331	297	0
81039	Road Resurfacing - Vista Crt - Challenger to Cul-de-sac	10,804	10,804	10,804	0	0
81040	Road Resurfacing - Niagara Place - Challenger to Cul-de-sac	27,693	27,693	27,693	0	0
81041	Road Resurfacing - Doonside Place - Challenger to Cul-de-sac	14,686	14,686	14,686	0	0
81042	Road Resurfacing - Discovery Drv - Telstar to Wheatstone	40,910	40,910	40,910	148	0
81043	Road Resurfacing - Wentworth Grove - Discovery to Cul-de-sac	26,224	26,224	26,224	94	0
81044	Road Resurfacing - Fisk Place - Wentworth to Cul-de-sac	10,490	10,490	10,490	0	0
81045	Road Resurfacing - St George Grove - Discovery to Cul-de-sac	22,553	22,553	22,553	0	0
81046	Road Resurfacing - Wheatstone Drv - Solas Place to LGA Bdy	82,869	82,869	0	148	0
81047	Road Resurfacing - Brunel Place - Wheatstone to Cul-de-sac	27,063	27,063	0	0	0
81048	Road Resurfacing - Barnes Wy - Solas to Morley	104,898	104,898	0	0	0
81049	Road Resurfacing - Aussat Drv - Barnes to LGA Bdy	104,898	104,898	0	0	0
81050	Road Resurfacing - Cornwall Close - Barnes to Cul-de-sac	27,273	27,273	0	0	0
81051	Road Resurfacing - Todd Crt - Cornwall to Cul-de-sac	7,343	7,343	0	0	0
81052	Traffic Management - Wotton St - Cul-de-sac	15,735	15,735	15,735	0	0
81053	Arterial Roads - Benara Rd/Beechboro Rd - Intersection	146,857	146,857	146,857	16,337	1
81054	Arterial Roads - Broun Ave/Russell St - Intersection	73,429	73,429	73,429	81,248	3,842
81055	Arterial Roads - Coode St - Beaufort St to Walter Rd W	769,935	769,935	769,935	726,334	6,959
81056	Arterial Roads - Beaufort St - The Strand To Grand Prom	342,934	342,934	342,934	313,071	0
		4,569,980	4,569,980	4,156,442	2,085,122	82,676
<b>Roads to recovery</b>						
81022	Road Resurfacing - Wylde Rd - McGilvray to Cul-de-sac	132,624	132,624	132,624	126,506	0
81027	Road Resurfacing - Cooper Rd - Wylde to Wolseley	136,053	136,053	136,053	63,553	7,370
81028	Road Resurfacing - Wolseley Rd - McGilvray to Camboon	185,145	185,145	185,145	83,009	9,700
81033	Road Resurfacing - Ballan Court - Challenger to Cul-de-sac	11,539	11,539	11,539	0	0

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments
		\$	\$	\$	\$	\$
81034	Road Resurfacing - Viscount Rd - Lincoln to Cul-de-sac	25,490	25,490	25,490	32,218	5,696
81037	Road Resurfacing - Jennifer Rd - Robann to Morley	12,588	12,588	12,588	12,311	0
		503,439	503,439	503,439	317,596	22,766
<b>Black spot state</b>						
80748	Benara Road / Camboon Road	0	0	0	0	5,197
80881	Camboon Road & Wolseley Rd - install island/street lighting	110,000	117,122	117,122	130,434	0
80882	Walter Road West and Coode St - install right turn signal	129,700	129,700	129,700	28,967	3,005
		239,700	246,822	246,822	159,400	8,203
<b>Black spot federal</b>						
80883	Crimea St and Westlake Rd - splitter islands/street lighting	0	0	0	20,903	1,207
		0	0	0	20,903	1,207
<b>Base road grant</b>						
80317	Drainage kerb renewal	0	0	0	1,326	0
80318	Carpark Resurfacing Program	62,965	62,965	62,965	70,663	0
80518	Resurface - Gittos - Luderman/Cul-de-sac	0	0	0	614	0
		62,965	62,965	62,965	72,603	0
<b>Traffic management</b>						
80291	City-wide traffic implementation	0	0	0	0	275
80297	Traffic Management - Disability Access Committee	20,980	20,980	20,980	6,317	18,120
80752	Riverside Gardens - Carpark extension	0	16,731	13,943	260	0
		20,980	37,711	34,923	6,577	18,395
<b>Other road construction</b>						
80745	Clarkson to Tranby - Resurface Cycleway	39,887	46,711	45,573	40,560	14,196
80747	Towns Development Program - Various	0	0	0	970	0
80909	Baigup to Riverside Gardens - resurface cycleway	90,374	84,310	84,310	10,567	0
80912	Vernon Street, Noranda - Right of Way reconstruction	20,399	32,973	30,877	0	0
		150,660	163,994	160,760	52,097	14,196
<b>Arterial road construction</b>						
80707	Crimea Street, Morley	0	0	0	321	0
80913	Beaufort Str/Grand Promenade - 4-way intersection resurface	112,308	104,767	104,767	125,715	11,366
		112,308	104,767	104,767	126,035	11,366



	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments
	\$	\$	\$	\$	\$
<b>Other infrastructure construction</b>					
80801 Noranda Netball Court Carpark	29,766	4,200	0	0	4,149
80918 Hamilton Street Carpark - construction	17,000	48,944	43,620	5,257	13,433
80922 Verge Paving - paving of small areas under traffic	26,252	25,124	25,124	1,108	9,825
	73,018	78,268	68,744	6,366	27,408
<b>Metropolitan Regional Road Group Projects</b>					
80923 Widgee Road, Noranda - resurface	0	0	0	3,102	0
	0	0	0	3,102	0
Total Roads	8,611,328	8,755,826	5,631,782	3,284,043	1,169,824
<b>Footpath</b>					
<b>Other road construction</b>					
80910 Drake Street - Bay View Street - train station - new pathway	129,556	106,371	106,371	67,625	25,860
80911 Drake Street - Broun Avenue/Rothbury Road - new pathway	39,234	36,602	36,602	0	0
	168,790	142,973	142,973	67,625	25,860
<b>Footpath construction</b>					
80063 New footpath construction and Local Bike Plan	212,057	275,105	264,597	94,439	61,834
80431 Footpath - Bookham Street and Boag Place	40,939	27,406	27,406	36,974	980
80924 Crimea Street - Morley Drive to Fedders St - pathway	192,790	179,854	179,854	90,708	112,382
80926 Robann Way - Lincoln Road to Jennifer Road - pathway	66,425	61,968	61,968	74,744	0
80927 Timms Place - Halvorson Road to Morley Drive - pathway	47,411	47,411	47,411	69,505	2
80994 Crimea St - Fedders St to Deschamp Rd - new path	100,702	100,702	100,702	3,190	97,123
	660,324	692,446	681,938	369,561	272,320
Total Footpath	829,114	835,419	824,911	437,185	298,180
<b>Drainage</b>					
<b>Drainage construction</b>					
80248 Urban water sensitive design	192,542	215,987	212,079	1,070	0
80697 Nora Hughes Park - living stream	32,200	32,200	0	0	29,091
80928 City-wide - optimise drainage amenity	94,029	94,029	0	25,298	77,665
	318,771	342,216	212,079	26,368	106,755

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments
		\$	\$	\$	\$	\$
<b>Drainage renewal</b>						
80929	City-wide - drainage grates renewal	73,429	73,429	73,429	37,438	35,310
81080	Drainage Program - Upgrade	31,469	31,469	31,469	19,539	2,201
		104,898	104,898	104,898	56,977	37,511
<b>Sustainable environment</b>						
80993	Bowden St Res - Bayswater Brook & water design initiatives	50,000	50,000	0	0	6,878
		50,000	50,000	0	0	6,878
<b>Other infrastructure renewal</b>						
80704	Drainage Sump Fencing Program	50,358	57,553	56,353	53,906	18,242
		50,358	57,553	56,353	53,906	18,242
<b>Total Drainage</b>						
		524,027	554,667	373,330	137,251	169,386
<b>Park development</b>						
<b>Entry statement</b>						
80534	Bayswater Library/Bert Wright Sculpture	10,000	20,000	18,334	0	0
		10,000	20,000	18,334	0	0
<b>Other infrastructure construction</b>						
80916	Bardon Park - Malgamongup - signage	0	6,410	5,342	2,860	3,223
80919	Maylands Brickworks - signage	10,000	1,390	1,390	1,390	0
		10,000	7,800	6,732	4,250	3,223
<b>Park development construction</b>						
80040	Tree Planting	0	0	0	21	0
80242	Riverbank restoration	73,282	92,292	15,842	0	0
80757	Golf Course Development Program	0	0	0	0	970
80775	Dog Exercise Area - construction	7,993	7,993	7,993	0	0
80806	Mahogany Reserve Redevelopment	0	17,808	14,840	0	0
80930	Arbor Park - park redevelopment (Our Park - Our Place)	20,000	20,000	0	28,027	0
80931	Bert Wright Park - implement concept plan	47,996	78,729	73,607	26,968	0
80933	Gibney Reserve East - park redevelopment	368,871	371,410	371,410	437,766	467
80943	Claughton Reserve - excersie equipment	25,000	25,000	25,000	23,652	0
80970	Samphire restoration	0	0	0	2,400	19,846
81004	Birkett Street Reserve - redevelopment	185,224	185,224	135,213	0	94,390

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments
		\$	\$	\$	\$	\$
81005	Feredy Street Reserve - redevelopment	114,222	114,222	114,222	20,308	71,202
81007	Frank Drago - 2023 Womens World Cup upgrades	100,000	100,000	100,000	50,962	0
81009	Upper Hillcrest Reserve - cricket net fencing replacement	25,000	25,000	25,000	16,090	0
		967,588	1,037,678	883,127	606,194	186,875
<b>Sustainable environment</b>						
80269	Baigup Wetland Stage 1 - activity centre and interpretation	0	22,000	18,334	63,318	40,169
80273	Maylands Lakes restoration Stage 2	134,000	568,626	389,712	85,338	47,072
80622	Russell St Living Stream Link Agreement	10,000	10,000	0	0	0
80696	Arbor Park upgrade - Greening Australia project	53,961	53,961	0	0	0
81018	Arbor Park - stage 3	50,000	50,000	0	0	0
81061	Maylands Lakes bank renaturalisation & improve water quality	450,000	450,000	0	20,926	0
		697,961	1,154,587	408,046	169,582	87,241
<b>Tree management</b>						
81019	Riverside Gardens Urban Forest	650,000	650,000	0	0	0
		650,000	650,000	0	0	0
<b>Drink fountains</b>						
80380	Drinks Fountains Replacement Program	0	0	0	48	0
80971	Lake Bungana - drink fountain	15,000	15,000	15,000	15,173	0
		15,000	15,000	15,000	15,221	0
<b>Playground</b>						
81010	Kelvin Street/Sherwood Street Reserve - play space renewal	30,000	30,000	30,000	5,550	22,406
81011	Lower Hillcrest Reserve - play space renewal	60,000	60,000	60,000	0	0
81012	Waltham Reserve - rubber pitching base renewal	10,000	10,000	10,000	8,714	0
81013	Crimea Reserve - skate park surface renewal	100,000	100,000	100,000	0	100,000
		200,000	200,000	200,000	14,264	122,406
<b>Floodlights</b>						
81003	RA Cook Reserve - upgrade LED floodlights	264,000	264,000	264,000	88,000	0
81006	Upper Hillcrest Reserve - upgrade lighting	75,000	75,000	75,000	73,801	0
81067	Frank Drago Reserve - floodlight relamp	7,500	7,500	7,500	7,800	0
81068	Grand Prom Reserve - floodlight relamp	7,500	7,500	7,500	7,300	0
81069	Noranda Sporting Complex - Soccer - floodlight relamp	10,000	10,000	10,000	7,920	0
		364,000	364,000	364,000	184,821	0

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments
		\$	\$	\$	\$	\$
<b>Other infrastructure construction</b>						
80595	Hinds Reserve - construction of a multi-user access ramp	21,076	21,076	0	0	0
80940	Bayswater Morley Cricket Club - shade shelter	9,091	9,091	9,091	7,709	0
80941	Bedford Bowling Club - synthetic surface	232,373	0	0	0	0
80942	Lightning Swamp Bushland - limestone wall	0	80,000	66,666	75,185	0
80944	Morley Bowling Club - synthetic surface	272,727	195,334	195,334	13,516	0
80945	Natural Environment Improvement Program	0	29,299	24,415	33,902	0
80946	Wotton Skate Park and surrounding facilities	500,000	1,465,617	1,346,347	1,253,020	83,853
81062	Tranby House Reserve Foreshore - rehab and revegetation	1,000,000	1,000,000	0	0	0
		2,035,267	2,800,417	1,641,853	1,383,332	83,853
<b>Other infrastructure renewal</b>						
80753	Bore and Pump Maintenance Program	0	22,073	18,395	18,754	5,455
80755	Critical Asset Renewal Program	375,854	434,811	342,297	199,597	86,039
		375,854	456,884	360,692	218,350	91,494
<b>COVID-19 \$5m Stimulus Package Projects</b>						
80235	Bore and pump maintenance program	61,741	61,741	61,741	13,417	43,629
80364	Maylands Waterland redevelopment	179,000	117,743	3,633	152,633	4,620
		240,741	179,484	65,374	166,050	48,249
Total Park development		5,566,411	6,885,850	3,963,158	2,762,063	623,341
<b>Other infrastructure</b>						
<b>Street lights</b>						
80250	Street light upgrade	57,694	57,694	57,694	38,391	7,440
80805	Street Lighting Upgrades	356,312	277,358	277,358	166,131	12,166
80915	Decorative street light replacement	20,980	20,980	20,980	0	17,615
		434,986	356,032	356,032	204,522	37,221
<b>Other infrastructure construction</b>						
80917	Doyle Street and Linton Place - public access	20,000	20,000	20,000	5,943	7,282
81002	Bus Shelters - Upgrade program	15,735	15,735	15,735	0	0
		35,735	35,735	35,735	5,943	7,282

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments
		\$	\$	\$	\$	\$
<b>Sustainable environment</b>						
80935	Emmission reduction and rewable energy implementation	50,292	50,292	0	36,161	0
		50,292	50,292	0	36,161	0
<b>Floodlights</b>						
80939	RA Cook Reserve - floodlight renewal	50,000	33,000	33,000	17,000	0
		50,000	33,000	33,000	17,000	0
<b>Other infrastructure construction</b>						
80252	Bus shelters	20,991	20,991	20,991	12,466	15,478
80392	Maylands Town Centre - City-led infrastructure activation	15,000	15,000	15,000	0	0
80393	Bayswater Town Centre City-led Infrastructure Activation	10,000	21,407	19,505	0	0
80693	Bedford Shopping Precincts Regeneration Project	60,000	60,000	60,000	27,576	20,447
80954	Cloughton Reserve - passive lighting	0	14,427	12,023	11,598	0
80957	Morley Activity Centre - streetscape improvement (RAC Grant)	0	68,280	56,900	40,066	19,435
80967	Grand Prom - Shopping Precinct Regeneration (RAC Grant)	30,000	77,345	69,455	163,567	19,100
81066	Street light - LED replacement	200,000	200,000	200,000	0	0
		335,991	477,450	453,874	255,272	74,461
<b>COVID-19 \$5m Stimulus Package Projects</b>						
80617	Passive Light Replacement Program	20,980	20,980	20,980	20,340	0
80618	Town Centre Streetscape Works	0	0	0	0	3,143
		20,980	20,980	20,980	20,340	3,143
Total Other infrastructure		927,984	973,489	899,621	539,238	122,106
<b>Intangible assets</b>						
<b>IT capital</b>						
80870	ERP implementation	750,000	865,477	461,831	409,585	47,694
		750,000	865,477	461,831	409,585	47,694
<b>Software</b>						
80950	Website development for online bookings	50,000	32,310	32,310	14,152	10,738
		50,000	32,310	32,310	14,152	10,738
Total Intangible assets		800,000	897,787	494,141	423,737	58,432

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments
	\$	\$	\$	\$	\$
<b>Assets Held for Sale</b>					
<b>Aged care facilities</b>					
80799 Aged Care - Assets Held for Sale	0	0	0	149,859	99,232
	0	0	0	149,859	99,232
<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	0	0	0
Total Assets Held for Sale	1,000,000	1,000,000	0	149,859	99,232
<b>Total capital projects</b>	<b>35,028,956</b>	<b>37,028,007</b>	<b>26,339,845</b>	<b>12,218,986</b>	<b>9,956,833</b>

**10.2.2 Investment Report for the Period Ended 30 April 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>	1. Investment Register [ <b>10.2.2.1</b> - 1 page] 2. Investment Summary [ <b>10.2.2.2</b> - 1 page] 3. Investment Portfolio [ <b>10.2.2.3</b> - 1 page]

**SUMMARY**

This report presents the City's Investment Portfolio for the period ended 30 April 2023.

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

That Council receives the Investment Portfolio Report for the period ended 30 April 2023 with investments totalling \$93,158,247.78.

Cr Sally Palmer Moved, Cr Assunta Meleca Seconded

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

**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, 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 purpose of this report is for Council to note the Investment Portfolio detailed in **Attachment 1**.

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

The City's Investment Policy details the manner in which the City is to manage the investment portfolio ensuring:

- a high level of security;
- an adequate level of diversification to spread risk; and
- sufficient liquidity to meet all reasonably-anticipated cash flow requirements (ready access to funds for daily requirements).

The City's investment portfolio (**Attachment 1**) is spread across several financial institutions in accordance with the risk management guidelines as contained in the policy.

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

<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 30 April 2023 were \$93,158,247.78.

Of the total investment portfolio, \$55,537,782.09 is internally restricted and \$2,874,139.80 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 2022/23 operating and capital expenditure requirements.

**LEGISLATIVE COMPLIANCE**

Investment Policy applies. It is noted that the City currently has 14% 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.

<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>	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 30 April 2023 with investments totalling \$93,158,247.78.



**City of Bayswater  
Investment Register  
Balance as at 30 Apr 2023**

Investment Number	Bank	Lodgement Date	Maturity Date	Rate %	Principal \$	Accrued Interest \$	Maturity Interest \$	Maturity Amount \$
200807	Commonwealth Bank	17/01/23	02/05/23	4.12	2,000,000.00	23,252.60	23,704.11	2,023,704.11
200831	Bank of Queensland	11/04/23	02/05/23	3.60	1,300,000.00	2,436.16	2,692.60	1,302,692.60
200792	Suncorp Bank	08/11/22	09/05/23	4.30	1,000,000.00	20,380.82	21,441.10	1,021,441.10
200779	Westpac Bank	05/10/22	16/05/23	4.00	2,055,000.00	46,617.53	50,220.82	2,105,220.82
200793	Suncorp Bank	08/11/22	23/05/23	4.30	860,000.00	17,527.51	19,857.75	879,857.75
200811	Commonwealth Bank	01/02/23	23/05/23	4.16	750,000.00	7,522.19	9,488.22	759,488.22
200774	Westpac Bank	13/09/22	30/05/23	3.99	2,208,775.89	55,292.62	62,536.19	2,271,312.08
200808	Commonwealth Bank	17/01/23	06/06/23	4.23	1,000,000.00	11,936.71	16,224.66	1,016,224.66
200812	Commonwealth Bank	07/02/23	06/06/23	4.23	500,000.00	4,751.51	6,895.48	506,895.48
200768	Westpac Bank	05/09/22	13/06/23	4.10	3,000,000.00	79,865.75	94,693.15	3,094,693.15
200775	Westpac Bank	13/09/22	13/06/23	4.05	1,610,000.00	40,909.44	48,769.77	1,658,769.77
200813	Commonwealth Bank	16/02/23	20/06/23	4.32	1,100,000.00	9,504.00	16,143.78	1,116,143.78
200769	Westpac Bank	05/09/22	27/06/23	4.10	3,000,000.00	79,865.75	99,410.96	3,099,410.96
200816	Commonwealth Bank	21/02/23	04/07/23	4.34	1,100,000.00	8,894.03	17,395.67	1,117,395.67
200817	Commonwealth Bank	21/02/23	11/07/23	4.34	1,771,934.93	14,326.94	29,496.65	1,801,431.58
200823	National Australia Bank	07/03/23	18/07/23	4.42	1,200,000.00	7,847.01	19,326.90	1,219,326.90
200825	Westpac Bank	17/03/23	25/07/23	4.59	2,700,000.00	14,939.51	44,139.45	2,744,139.45
200826	Westpac Bank	21/03/23	01/08/23	4.52	1,850,000.00	9,163.84	30,469.75	1,880,469.75
200827	Westpac Bank	28/03/23	08/08/23	4.52	1,700,000.00	6,947.18	27,999.23	1,727,999.23
200830	Suncorp Bank	04/04/23	15/08/23	4.48	1,623,934.25	5,182.35	26,509.73	1,650,443.98
200834	Westpac Bank	18/04/23	22/08/23	4.52	900,000.00	1,337.42	14,042.96	914,042.96
200835	Bendigo Bank	26/04/23	29/08/23	4.60	1,516,680.82	764.57	23,892.92	1,540,573.74
<b>Muni General Funds Total</b>					<b>34,746,325.89</b>	<b>469,265.46</b>	<b>705,351.86</b>	<b>35,451,677.75</b>
200790	Suncorp Bank	02/11/22	09/05/23	4.22	2,349,960.30	48,633.23	51,078.48	2,401,038.78
200785	Suncorp Bank	19/10/22	16/05/23	4.10	1,867,974.40	40,496.66	43,853.90	1,911,828.30
200799	Commonwealth Bank	13/12/22	06/06/23	4.15	3,152,320.10	49,461.20	62,722.53	3,215,042.63
200809	Commonwealth Bank	17/01/23	27/06/23	4.31	2,678,005.04	32,571.14	50,912.18	2,728,917.22
200814	Commonwealth Bank	15/02/23	18/07/23	4.46	5,495,192.98	49,688.59	102,734.51	5,597,927.49
200821	Commonwealth Bank	21/02/23	25/07/23	4.48	1,043,131.41	8,706.29	19,717.18	1,062,848.59
200828	Bank of Queensland	28/03/23	29/08/23	4.50	2,831,371.60	11,519.42	53,757.27	2,885,128.87
200836	Westpac Bank	25/04/23	26/09/23	4.61	5,296,947.82	3,345.06	103,027.81	5,399,975.63
<b>Muni Reserve Total</b>					<b>24,714,903.65</b>	<b>244,421.59</b>	<b>487,803.87</b>	<b>25,202,707.52</b>
200780	Westpac Bank	05/10/22	20/06/23	4.06	685,461.90	15,782.90	19,671.44	705,133.34
200822	ING Bank	28/02/23	08/08/23	4.50	516,989.56	3,888.04	10,261.89	527,251.45
200832	Bank of Queensland	11/04/23	14/11/23	4.80	1,053,260.03	2,631.71	30,056.87	1,083,316.90
200837	Westpac Bank	25/04/23	30/01/24	4.72	618,428.31	399.86	22,392.19	640,820.50
<b>Trust Specific Total</b>					<b>2,874,139.80</b>	<b>22,702.51</b>	<b>82,382.39</b>	<b>2,956,522.19</b>
200759	Westpac Bank	24/08/22	16/05/23	3.94	1,283,243.04	34,491.46	36,707.78	1,319,950.82
200781	Westpac Bank	05/10/22	06/06/23	4.06	1,104,507.43	25,431.51	29,977.24	1,134,484.67
200776	Westpac Bank	13/09/22	13/06/23	4.05	700,000.00	17,786.71	21,204.25	721,204.25
200800	Suncorp Bank	13/12/22	04/07/23	4.21	1,352,297.94	21,524.88	31,663.41	1,383,961.35
200815	Commonwealth Bank	15/02/23	15/08/23	4.57	1,711,599.65	15,858.32	38,788.60	1,750,388.25
200820	Commonwealth Bank	14/02/23	26/09/23	4.62	1,803,407.43	17,120.02	51,131.79	1,854,539.22
200824	Westpac Bank	17/03/23	17/10/23	4.79	1,140,000.00	6,582.64	32,015.57	1,172,015.57
200838	Bank of Queensland	27/04/23	28/11/23	4.70	1,472,435.80	568.80	40,764.28	1,513,200.08
<b>Aged General Funds Total</b>					<b>10,567,491.29</b>	<b>139,364.35</b>	<b>282,252.92</b>	<b>10,849,744.21</b>
200801	National Australia Bank	13/12/22	13/06/23	4.15	44,307.89	695.21	916.87	45,224.76
<b>Aged Mertome Gardens Total</b>					<b>44,307.89</b>	<b>695.21</b>	<b>916.87</b>	<b>45,224.76</b>
200802	Commonwealth Bank	11/01/23	30/05/23	4.19	1,091,951.64	13,663.16	17,423.66	1,109,375.30
200818	Commonwealth Bank	21/02/23	27/06/23	4.34	1,275,062.27	10,309.49	19,102.88	1,294,165.15
<b>Aged Prudential Requirements Reserve Total</b>					<b>2,367,013.91</b>	<b>23,972.65</b>	<b>36,526.54</b>	<b>2,403,540.45</b>
200746	Commonwealth Bank	09/08/22	02/05/23	3.74	1,095,044.12	29,621.99	29,846.40	1,124,890.52
200772	Westpac Bank	07/09/22	30/05/23	4.00	954,901.71	24,591.99	27,731.39	982,633.10
200782	Westpac Bank	05/10/22	20/06/23	4.06	4,036,241.21	92,935.28	115,832.38	4,152,073.59
200794	Suncorp Bank	08/11/22	11/07/23	4.35	2,072,319.37	42,726.68	60,508.89	2,132,828.26
200786	Westpac Bank	19/10/22	19/07/23	4.39	1,063,020.99	24,675.78	34,904.08	1,097,925.07
200819	Commonwealth Bank	21/02/23	01/08/23	4.48	3,099,867.59	25,872.43	61,256.78	3,161,124.37
200829	Bank of Queensland	28/03/23	03/10/23	4.60	3,979,928.17	16,552.14	94,798.62	4,074,726.79
200833	Bank of Queensland	11/04/23	14/11/23	4.80	1,542,742.19	3,854.74	44,025.21	1,586,767.40
<b>Aged General Reserve Total</b>					<b>17,844,065.35</b>	<b>260,831.04</b>	<b>468,903.75</b>	<b>18,312,969.10</b>
<b>Total</b>					<b>93,168,247.78</b>	<b>1,161,252.81</b>	<b>2,064,138.19</b>	<b>95,222,385.97</b>

**City of Bayswater  
Investment Summary  
Balance as at 30 Apr 2023**

**Investments By Maturity Date**

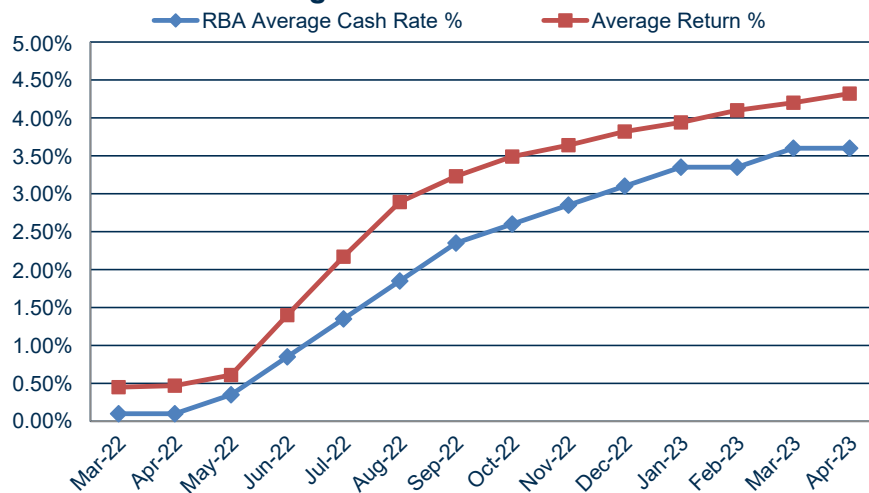
Maturity Dates	Principal	Portfolio %	Number of Investments
Less than 30 days	\$14,561,221.86	16%	10
Between 30 days and 60 days	\$28,141,535.08	30%	17
Between 61 days and 90 days	\$17,797,897.62	19%	9
Between 91 days and 180 days	\$27,970,726.89	30%	13
Between 181 days and 1 year	\$4,686,866.33	5%	4
<b>Total</b>	<b>\$93,158,247.78</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	\$1,244,307.89	1%	45%
A-1+	Westpac	\$35,906,528.30	39%	45%
A-1+	Commonwealth Bank	\$30,667,517.16	33%	45%
A-1	Suncorp **	\$11,126,486.26	12%	35%
A-2	Bank of Queensland	\$12,179,737.79	13%	30%
A-2	Bendigo Bank **	\$1,516,680.82	2%	30%
A-2	ING	\$516,989.56	1%	30%
<b>Total</b>		<b>\$93,158,247.78</b>	<b>100%</b>	

\*\* Fossil fuel free investment

**Average Return on Investment**



**City of Bayswater  
Investment Portfolio  
Balance as at 30 April 2023**

Source	Description	Total \$	Internally restricted \$	Externally restricted \$
Municipal	Investment - CoB General Funds	34,746,325.89	-	-
	Investment - CoB Reserve	24,714,903.65	24,714,903.65	-
	Investment - Trust	2,874,139.80	-	2,874,139.80
<b>Sub Total</b>		<b>62,335,369.34</b>	<b>24,714,903.65</b>	<b>2,874,139.80</b>
Aged	Investment - Aged General Funds	10,611,799.18	10,611,799.18	-
	Investment - Prudential Requirements Reserve	2,367,013.91	2,367,013.91	-
	Investment - Aged General Reserve	17,844,065.35	17,844,065.35	-
<b>Sub Total</b>		<b>30,822,878.44</b>	<b>30,822,878.44</b>	<b>-</b>
<b>Grand Total</b>		<b>93,158,247.78</b>	<b>55,537,782.09</b>	<b>2,874,139.80</b>

**10.2.3 List of Payments for the Month of April 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. Schedule 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. Summary of Corporate Credit Card Expenses [<b>10.2.3.3</b> - 1 page]</li> <li>4. Electronic Fund Transfers [<b>10.2.3.4</b> - 1 page]</li> </ol>

**CR LORNA CLARKE DECLARED AN IMPARTIAL INTEREST**

*In accordance with regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, Cr Lorna Clarke declared an impartial interest in this item as she is a member of the Bayswater Bowls Club. Cr Lorna Clarke remained in the Council Chambers and voted on this item.*

**SUMMARY**

This report presents the list of payments, comprising **Attachments 1, 2, 3 and 4** made under delegated authority for the month of April 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 April 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. Summary of Corporate Credit Card Expenses (**Attachment 3**); and
4. Electronic Fund Transfers (**Attachment 4**).

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

**CARRIED UNANIMOUSLY: 10/0**

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

**Against:** Nil.

**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 April 2023 are included in **Attachment 1**.

Payments drawn from the Aged Persons Homes Account for the month of April 2023 are included in **Attachment 2**.

Payments made via credit cards are included in **Attachment 3**.

All other payments of a direct debit nature made from the Municipal and Aged Persons Homes Accounts including bank fees; payroll payments; and other direct payment arrangements, are represented in **Attachment 4**.

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	BP000196-197 BP00199	
Direct Credits	DC000377-380	<b>\$5,233,713.90</b>
Electronic Fund Transfers (EFTs)	EF074748-074889, EF074893-075055, EF075058-EF075200, EF075202-EF075371	
<b><i>Aged Persons Homes</i></b>		
Electronic Fund Transfers (EFTs)	DC000381, EF074890-EF074892, EF075057 EF075201	<b>\$30,774.27</b>
<b><i>Credit Cards</i></b>		
Credit Card Transaction	29 March 2023 to 28 April 2023	<b>\$7,893.65</b>
<b><i>Direct Debit</i></b>		
Electronic Fund Transfers	1 April 2023 to 30 April 2023	<b>\$8,820,715.32</b>
	<b>Total</b>	<b>\$14,093,097.14</b>

The following payment was cancelled in April:

- BPay Account:
  - BP000198 - \$19,292.36

## 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 April 2023 comprising **Attachments 1, 2, 3 and 4.**

## City of Bayswater

### List of Payment - Municipal

for the period 1 April 2023 to 30 April 2023

Reference	Date	Creditor Name	Invoice details	Amount Paid
<b>Payments</b>				\$
BP000196	05/04/23	Water Corporation	Water usage charges	192.89
BP000197	13/04/23	Water Corporation	Water usage charges	33,132.30
BP000199	28/04/23	Water Corporation	Water usage charges	19,292.36
DC000377	05/04/23	Superchoice	Payroll Payment	187,153.34
DC000378	19/04/23	Superchoice	Payroll Payment	184,247.34
DC000379	05/04/23	Easisalary Pty Ltd	Payroll Payment	9,294.32
DC000380	19/04/23	Easisalary Pty Ltd	Payroll Payment	9,294.32
EF074748	03/04/23	Assunta Meleca	Councillor allowances and reimbursements	3,046.49
EF074749	03/04/23	Catherine Ehrhardt	Councillor allowances and reimbursements	4,999.85
EF074750	03/04/23	Daniel Bull	Councillor allowances and reimbursements	3,046.49
EF074751	03/04/23	Elli Petersen-Pik	Councillor allowances and reimbursements	3,046.49
EF074752	03/04/23	Filomena Piffaretti	Councillor allowances and reimbursements	12,238.72
EF074753	03/04/23	Galvins Plumbing Supplies	Building supplies and hardware	2,352.90
EF074754	03/04/23	Giorgia Johnson	Councillor allowances and reimbursements	3,046.49
EF074755	03/04/23	Joshua Eveson	Councillor allowances and reimbursements	3,046.49
EF074756	03/04/23	Lorna J Clarke	Councillor allowances and reimbursements	3,046.49
EF074757	03/04/23	Michelle Louise Sutherland	Councillor allowances and reimbursements	3,046.49
EF074758	03/04/23	Sally Palmer	Councillor allowances and reimbursements	3,046.49
EF074759	03/04/23	Steven George Ostaszewskyj	Councillor allowances and reimbursements	3,046.49
EF074760	05/04/23	3 Monkeys Audiovisual	Minor Equipment Purchase	2,617.00
EF074761	05/04/23	AlintaGas Sales Pty Ltd	Gas usage charges	429.00
EF074762	05/04/23	Andrew Choon Hoo Ong	Refund bond	184.58
EF074763	05/04/23	Award Contracting	Building maintenance and services	53.90
EF074764	05/04/23	BA Cooper	Refund facility hire bond	350.00
EF074765	05/04/23	Bayswater Junior Football Club	Refund facility hire bond	350.00
EF074766	05/04/23	Bayswater State Emergency Services	Emergency Services Levy	9,109.25
EF074767	05/04/23	Brenton Walker	Refund facility hire bond	80.75
EF074768	05/04/23	Brenton Walker	Refund facility hire bond	85.00
EF074769	05/04/23	Carers Association of WA	Refund facility hire bond	500.00
EF074770	05/04/23	CMM Carpentry Pty Ltd	Refund bond	1,400.00
EF074771	05/04/23	C-Wise	Parks & gardens materials	21,107.68
EF074772	05/04/23	Dan Little	Refund facility hire bond	170.00
EF074773	05/04/23	Ford M J T/AS Ford Building Co	Refund bond	1,400.00
EF074774	05/04/23	Galvins Plumbing Supplies	Construction and civil works tools and materials	1,176.29
EF074775	05/04/23	Inspired Homes	Refund bond	1,400.00
EF074776	05/04/23	Integro Homes	Refund bond	1,400.00
EF074777	05/04/23	Islamic Centre of WA	Refund facility hire bond	1,361.00
EF074778	05/04/23	Jackson McDonald	Legal expenses and court costs	1,434.40
EF074779	05/04/23	Kelyn Training Services	Staff training, development and support	1,350.00
EF074780	05/04/23	Kenneth A Stratton	Refund bond	1,400.00
EF074781	05/04/23	Lacrosse WA	Refund facility hire bond	350.00
EF074782	05/04/23	Lisa Skender	Refund bond	1,400.00
EF074783	05/04/23	Michael Roy Bradley T/A Little Veggie Patch	Marketing and promotional material	2,124.00
EF074784	05/04/23	Michelle & Gareth Carter	Refund bond	437.72
EF074785	05/04/23	Modal Pty Ltd	Staff training, development and support	957.00
EF074786	05/04/23	Moodie Outdoor Products Pty Ltd Moodie Outdoor	Parks & gardens materials	18,332.60
EF074787	05/04/23	Nguyen Thi Dinh	Refund bond	972.39
EF074788	05/04/23	North Beach Nominees T/AS Jag Demolition	Refund bond	1,435.00
EF074789	05/04/23	Nous Group Pty Ltd	Refund facility hire bond	500.00
EF074790	05/04/23	PAM Perth Trust Account	Refund rates overpayment	697.30
EF074791	05/04/23	Pedro M Turibaka	Refund bond	1,400.00
EF074792	05/04/23	Residential BuildingWA	Refund bond	1,400.00
EF074793	05/04/23	Sega Construction	Refund facility hire bond	1,200.00
EF074794	05/04/23	Synergy	Electricity charges (other than street lighting)	77,421.67
EF074795	05/04/23	Teong Tat Chuah	Refund bond	1,435.00
EF074796	05/04/23	Tony Gloria Merendino	Refund bond	81.80
EF074797	05/04/23	Traffic Calming Australia Pty Ltd	Traffic management	48,840.00
EF074798	05/04/23	Wesfarmers Kleenheat Gas Pty Ltd	Gas usage charges	5,768.81
EF074799	05/04/23	Zipform Pty Ltd	Printing and graphic design expenses	5,334.65
EF074800	04/04/23	A1 Locksmiths	Key / Lock Services	58.50
EF074801	04/04/23	Acclaimed Catering Pty Ltd	Functions and events catering expenses	4,401.10
EF074802	04/04/23	Adecco Australia Pty Ltd	Labour hire and temporary replacement	3,301.14
EF074803	04/04/23	Advance Vacuumed Gutters	Building maintenance and services	571.93
EF074804	04/04/23	AMS Technology Group Pty Ltd	Insurance excess	23,831.39
EF074805	04/04/23	ATC Work Smart	Trainee	500.00

<b>Reference</b>	<b>Date</b>	<b>Creditor Name</b>	<b>Invoice details</b>	<b>Amount Paid</b>
<b>Payments</b>				<b>\$</b>
EF074806	04/04/23	Australian Agribusiness (Holdings) Pty Ltd T/A Nut	Parks & gardens materials	1,430.00
EF074807	04/04/23	Australian Institute of Management WA HRD Ctr	Lt Awards and scholarships	295.00
EF074808	04/04/23	Australian Local Government Association Ltd	Conference expenses	895.00
EF074809	04/04/23	Avantgarde Technologies Pty Ltd	IT network maintenance	45,100.00
EF074810	04/04/23	Axiis Contracting Pty Ltd	Parks & gardens contract payments	47,677.43
EF074811	04/04/23	Backpackers FC Pty Ltd	Parks & gardens contract payments	110.00
EF074812	04/04/23	Battery King Australia Pty Ltd	Rise Materials & Consumables	367.40
EF074813	04/04/23	Bayswater Bowling & Rec Club	Garden Maintenance	7,129.80
EF074814	04/04/23	Blackwoods Atkins	Staff uniforms and protective equipment	124.05
EF074815	04/04/23	Boya Equipment Pty Ltd	Plant and vehicle parts and materials	486.53
EF074816	04/04/23	Boyan Electrical Services	Parks & gardens contract payments	2,285.82
EF074817	04/04/23	Bridgestone Aust Ltd	Plant and vehicle repairs	587.99
EF074818	04/04/23	Brownes Foods Operations Pty Ltd	Office stationery and consumables	177.66
EF074819	04/04/23	Bunnings Group Ltd	Minor Equipment Purchase	2,730.48
EF074820	04/04/23	Capital Recycling	Street Sweeping	2,541.00
EF074821	04/04/23	Charter Plumbing and Gas	Building maintenance and services	502.60
EF074822	04/04/23	Chin San Ang and Sannys Origami	Youth and seniors community activities	99.00
EF074823	04/04/23	City Dry Cleaners	Cleaning services	1,192.00
EF074824	04/04/23	City of Subiaco	Staff training, development and support	352.00
EF074825	04/04/23	Cleanaway Pty Ltd	Waste collection and hygiene services	446,906.80
EF074826	04/04/23	CNW Pty Ltd	Construction and civil works tools and materials	919.72
EF074827	04/04/23	Contra-flow Pty Ltd	Traffic management	2,618.14
EF074828	04/04/23	Data#3 Ltd	IT software/hardware upgrades & replacement	949.74
EF074829	04/04/23	David Gray & Co Pty Ltd	Environmental Health Services & Supplies	1,688.83
EF074830	04/04/23	Diana Kudsee	Youth and seniors community activities	150.00
EF074831	04/04/23	Dimoff Engineering	Building supplies and hardware	720.50
EF074832	04/04/23	Direct Communications	Plant and vehicle repairs	1,326.60
EF074833	04/04/23	E Fire & Safety	Building maintenance and services	154.00
EF074834	04/04/23	Eastern Metropolitan Regional Council	Waste collection and hygiene services	41,659.12
EF074835	04/04/23	Environmental Health Australia (WA) Inc.	Conference expenses	1,320.00
EF074836	04/04/23	Evenflow Irrigation	Parks & gardens reticulation repairs & upgrades	3,575.00
EF074837	04/04/23	Exbo Signage and Digital Pty Ltd T/A Bokay Signage	Minor Equipment Purchase	5,361.13
EF074838	04/04/23	Flexi Staff Group Pty Ltd	Labour hire and temporary replacement	6,752.90
EF074839	04/04/23	Fuel Distributors of WA Pty Ltd	Fuel and oil	25,388.39
EF074840	04/04/23	GFG Temporary Assist	Labour hire and temporary replacement	42,349.76
EF074841	04/04/23	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	9,677.86
EF074842	04/04/23	IPA Personnel Services Pty Ltd	Labour hire and temporary replacement	1,487.29
EF074843	04/04/23	Team Global Express Pty Ltd T/A IPEC Pty Ltd	Postage and courier charges	381.04
EF074844	04/04/23	IPWEA-WA Division	Memberships and subscriptions	330.00
EF074845	04/04/23	IRS Pty Ltd	Plant and vehicle parts and materials	60.65
EF074846	04/04/23	Jaycar Pty Ltd	Environmental Health Services & Supplies	299.00
EF074847	04/04/23	Judroc Pty Ltd T/A The Watershed Water Systems	Parks & gardens materials	44.93
EF074848	04/04/23	Kleenit Pty Ltd	Graffiti Removal	2,536.33
EF074849	04/04/23	KLMedia Pty Ltd T/A All Access Australasia	Library book stock and materials	86.70
EF074850	04/04/23	Main Roads Western Australia	Construction and civil works payments	32,492.16
EF074851	04/04/23	Major Motors Pty Ltd	Plant and vehicle parts and materials	23.30
EF074852	04/04/23	Maylands Bowling Club	Garden Maintenance	5,709.15
EF074853	04/04/23	McLeods	Legal expenses and court costs	7,553.70
EF074854	04/04/23	Mega Vision Australia Pty Ltd	Equipment hire	5,003.46
EF074855	04/04/23	Menchetti Consolidated Pty Ltd	Construction and civil works payments	22,366.80
EF074856	04/04/23	Michael Page International	Labour hire and temporary replacement	4,833.86
EF074857	04/04/23	Morley Mower Centre	Parks & gardens materials	73.92
EF074858	04/04/23	MPK Tree Management Pty Ltd T/A MPK Tree Serv	Parks & gardens tree pruning & assoc. services	4,487.54
EF074859	04/04/23	Ngala-Boodja/Aboriginal Land Care	Garden Maintenance	1,500.35
EF074860	04/04/23	Officeworks	OSH Equipment	955.66
EF074861	04/04/23	Paragon Constructions Solutions Pty Ltd	Aquatic maintenance and services	567,831.59
EF074862	04/04/23	Pave-Art	Construction and civil works payments	2,985.00
EF074863	04/04/23	Pool & Pump Service & Repairs Pty Ltd	Aquatic maintenance and services	2,799.09
EF074864	04/04/23	Prestige Property Maintenance Pty Ltd	Parks & gardens contract payments	423.50
EF074865	04/04/23	Pump Control Systems	Parks & gardens contract payments	2,443.08
EF074866	04/04/23	Quality Press	Youth and seniors community activities	7,637.30
EF074867	04/04/23	Rentokil Initial Pty Ltd	Parks & gardens plants and trees	2,604.78
EF074868	04/04/23	Repco	Plant and vehicle parts and materials	179.19
EF074869	04/04/23	reSPOKE	Construction and civil works payments	20,000.00
EF074870	04/04/23	Sonic Health Plus Pty Ltd	Medical services and materials	1,086.80
EF074871	04/04/23	St John Ambulance Western Australia Ltd	Office equipment operating charges	876.65
EF074872	04/04/23	Statewide Cleaning Supplies Pty Ltd	Cleaning supplies	1,223.78
EF074873	04/04/23	Stratco (WA) Pty Ltd	Building supplies and hardware	182.32
EF074874	04/04/23	Technology One Limited	Software Maintenance	13,547.22
EF074875	04/04/23	The O'Grady Family Trust T/A Efficient Site Service	Parks & gardens contract payments	2,816.00



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EF074876	04/04/23	TJ & RJ Sellick Pty Ltd T/A Lawn Doctor	Garden Maintenance	3,997.99
EF074877	04/04/23	T-Quip	Parks & gardens materials	271.25
EF074878	04/04/23	Trauma Clean WA	Waste collection and hygiene services	726.00
EF074879	04/04/23	Veolia Water Operations Pty Ltd	Garden Maintenance	2,244.00
EF074880	04/04/23	Verse Group Pty Ltd	Labour hire and temporary replacement	10,577.88
EF074881	04/04/23	VTP Engineering	Professional consultancy services	660.00
EF074882	04/04/23	WA Hino Sales and Service	Plant and vehicle parts and materials	1,048.56
EF074883	04/04/23	Wavesound Pty Ltd	Book purchases	691.02
EF074884	04/04/23	William Buck Consulting (WA) Pty Ltd	Audit services	528.00
EF074885	04/04/23	Woolworths Ltd (WA)	Staff Amenities	47.20
EF074886	04/04/23	Work Clobber	Staff uniforms and protective equipment	348.00
EF074887	04/04/23	Workpower Inc	Parks & gardens contract payments	3,227.70
EF074888	04/04/23	WPC Group Ltd	Labour hire and temporary replacement	11,354.59
EF074889	04/04/23	Zenien	Equipment purchases	4,385.70
EF074893	13/04/23	AlintaGas Sales Pty Ltd	Gas usage charges	1,310.30
EF074894	13/04/23	Chadson Engineering Pty Ltd	Aquatic chemicals and consumables	880.00
EF074895	13/04/23	Maylands Park Lottery Centre & Newsagency	Memberships and subscriptions	379.48
EF074896	13/04/23	Fremantle Press	Book purchases	6,560.46
EF074897	13/04/23	Lynne Giles-Evans	Refund of Grant	2,625.00
EF074898	13/04/23	Samuel Latella	Staff training, development and support	1,500.00
EF074899	13/04/23	Southern Cross Protection Pty Ltd-Petty Cash	Petty cash reimbursement	627.85
EF074900	13/04/23	Steven Furmedge	Refund bond	147.50
EF074901	13/04/23	Synergy	Electricity charges - Street lighting	110,750.77
EF074902	13/04/23	Telstra Limited	Office telephone and communication expenses	3,633.88
EF074903	13/04/23	Tony Gomez	Refund health centre memberships	395.62
EF074904	13/04/23	Triumph Homes	Refund bond	1,400.00
EF074905	13/04/23	Zara Segal	Cloth Nappy Rebate	67.80
EF074906	13/04/23	A1 Locksmiths	Key / Lock Services	490.00
EF074907	13/04/23	AAAC Towing Pty Ltd	Vehicle towing	330.00
EF074908	13/04/23	Acclaimed Catering Pty Ltd	Functions and events catering expenses	3,330.80
EF074909	13/04/23	Action Glass & Aluminium	Building maintenance and services	471.57
EF074910	13/04/23	ADT Security	Building maintenance and services	52.00
EF074911	13/04/23	ALS Library Services Pty Ltd	Book purchases	262.33
EF074912	13/04/23	Amalgam Recruitment	Labour hire and temporary replacement	863.58
EF074913	13/04/23	AMS Technology Group Pty Ltd	Equipment Maintenance	9,533.89
EF074914	13/04/23	Apex Drones Pty Ltd	Environmental services & supplies	3,000.00
EF074915	13/04/23	Aquamonix Pty Ltd	Garden Maintenance	6,543.90
EF074916	13/04/23	Arteil (W.A.) Pty Ltd	Environmental Health Services & Supplies	2,057.00
EF074917	13/04/23	ATC Work Smart	Trainee	117.48
EF074918	13/04/23	The Trustee for Auslan Services Trust	Youth and seniors community activities	308.00
EF074919	13/04/23	Australia Post	Postage and courier charges	1,416.11
EF074920	13/04/23	Australian Local Government Association Ltd	Conference expenses	895.00
EF074921	13/04/23	Australian Services Union	Payroll Payment	257.00
EF074922	13/04/23	Australian Taxation Office	Payroll Payment	278,559.00
EF074923	13/04/23	Auswest Displays	Functions and events site setup expenses	605.00
EF074924	13/04/23	Axiis Contracting Pty Ltd	Construction and civil works technical support	64,116.00
EF074925	13/04/23	Aztec Media Pty Ltd	Signage and banners	2,200.00
EF074926	13/04/23	Be Media Group Pty Ltd	Marketing and promotional material	3,355.00
EF074927	13/04/23	Blackwoods Atkins	Building supplies and hardware	552.00
EF074928	13/04/23	Boya Equipment Pty Ltd	Plant and vehicle parts and materials	1,572.00
EF074929	13/04/23	Boyan Electrical Services	Equipment Maintenance	14,289.88
EF074930	13/04/23	BP Australia Pty Ltd	Fuel and oil	1,842.38
EF074931	13/04/23	Broadspec Environmental Pty Ltd T/A L&D Consult	Environmental Health Services & Supplies	385.00
EF074932	13/04/23	Brownes Foods Operations Pty Ltd	Office stationery and consumables	177.66
EF074933	13/04/23	Bunnings Group Ltd	Aquatic chemicals and consumables	222.85
EF074934	13/04/23	Cat Haven	Animal supplies & services	816.75
EF074935	13/04/23	Child Support Agency	Payroll Payment	1,468.96
EF074936	13/04/23	Cleanaway Pty Ltd	Cleaning services	35,528.16
EF074937	13/04/23	Cleantex Pty Ltd	Staff uniforms and protective equipment	372.79
EF074938	13/04/23	Cleverpatch Pty Ltd	Youth and seniors community activities	598.31
EF074939	13/04/23	CNW Pty Ltd	Construction and civil works tools and materials	595.87
EF074940	13/04/23	COB - Sundowner Club	Payroll Payment	96.00
EF074941	13/04/23	Cohesis Pty Ltd	Professional consultancy services	7,764.24
EF074942	13/04/23	Contra-flow Pty Ltd	Traffic management	1,126.82
EF074943	13/04/23	Cospak Pty Ltd	Environmental Health Services & Supplies	997.90
EF074944	13/04/23	CSP Group Pty Ltd T/A Stihl Shop Osborne Park	Minor Equipment Purchase	1,338.65
EF074945	13/04/23	Dami Army Pty Ltd	Vehicle & plant hire	379.85
EF074946	13/04/23	Data#3 Ltd	IT software/hardware upgrades & replacement	2,673.22
EF074947	13/04/23	Department of Transport - Vehicle Search	Vehicle searches	1,862.20
EF074948	13/04/23	Direct Communications	Equipment Maintenance	1,496.22

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EF074949	13/04/23	DLF Co Pty Ltd	Parks & gardens contract payments	847.00
EF074950	13/04/23	E Fire & Safety	Building maintenance and services	334.13
EF074951	13/04/23	Eastern Metropolitan Regional Council	Waste collection and hygiene services	251,280.33
EF074952	13/04/23	Environmental Industries Pty Ltd	Garden Maintenance	5,175.66
EF074953	13/04/23	Epic Catering Services	Functions and events catering expenses	310.00
EF074954	13/04/23	Europcar WA	Insurance excess	2,000.00
EF074955	13/04/23	Evenflow Irrigation	Parks & gardens reticulation repairs & upgrades	10,758.00
EF074956	13/04/23	Exbo Signage and Digital Pty Ltd T/A Bokay Signage	Signage and banners	2,068.85
EF074957	13/04/23	FE Technologies	Software Maintenance	187.00
EF074958	13/04/23	Finespun Pty Ltd	Sitting Fee	467.50
EF074959	13/04/23	Flexi Staff Group Pty Ltd	Labour hire and temporary replacement	1,715.95
EF074960	13/04/23	Galaxy 42 Pty Ltd T/A Atturra Business Application	Software Maintenance	3,630.00
EF074961	13/04/23	Galleria Toyota	Plant and vehicle parts and materials	41.25
EF074962	13/04/23	Gazebos and Marquees	Aquatic maintenance and services	2,658.00
EF074963	13/04/23	GFG Temporary Assist	Labour hire and temporary replacement	60,203.28
EF074964	13/04/23	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	4,020.96
EF074965	13/04/23	Headset' Era	Minor Equipment Purchase	165.00
EF074966	13/04/23	Health Insurance Fund of WA	Payroll Payment	279.10
EF074967	13/04/23	Hospital Benefit Fund of WA	Payroll Payment	961.29
EF074968	13/04/23	ibookingsystems	Memberships and subscriptions	99.00
EF074969	13/04/23	Intelife Group Limited	Building maintenance and services	6,274.52
EF074970	13/04/23	Team Global Express Pty Ltd T/A IPEC Pty Ltd	Postage and courier charges	685.87
EF074971	13/04/23	Ixom Operations Pty Ltd	Aquatic chemicals and consumables	3,490.78
EF074972	13/04/23	Jaram Products Pty Ltd T/A Jaram Australia	Plant and vehicle parts and materials	1,019.00
EF074973	13/04/23	JB Hi-Fi Group Pty Ltd	IT software/hardware upgrades & replacement	17,790.00
EF074974	13/04/23	Kbest Marine T/A Taskers	Building maintenance and services	4,785.00
EF074975	13/04/23	Kleenit Pty Ltd	Graffiti Removal	398.20
EF074976	13/04/23	LJ Rex & S.M Rex T/A Quality Moss Rock Supplies	Parks & gardens materials	682.00
EF074977	13/04/23	Landgate	Gross rental valuation charges	666.30
EF074978	13/04/23	Landmark Engineering & Design Pty Ltd T/A Exterior	Building maintenance and services	411.07
EF074979	13/04/23	Leonie Helen Thompson T/A The Poster Girls	Publications	49.50
EF074980	13/04/23	Les Mills Australia	Memberships and subscriptions	1,572.00
EF074981	13/04/23	Linemarking WA Pty Ltd	Construction and civil works technical support	943.58
EF074982	13/04/23	Livepro Australia Pty Ltd	Software Maintenance	377.30
EF074983	13/04/23	M & B Sales Pty Ltd	Building supplies and hardware	302.75
EF074984	13/04/23	M A Lalli and Assoc Consulting Chartered Engineer	Building maintenance and services	990.00
EF074985	13/04/23	Maia Financial Pty Ltd	Recreation and gymnasium equipment	25,809.79
EF074986	13/04/23	Manheim Pty Ltd	Vehicle towing	55.00
EF074987	13/04/23	Marketforce Pty Ltd	Advertising public notices	370.48
EF074988	13/04/23	Marquee Magic	Equipment hire	955.00
EF074989	13/04/23	Masonry Management Services Pty Ltd	Environmental services & supplies	2,013.00
EF074990	13/04/23	Max J & Michelle J Laurent	Photography / Video Production	650.00
EF074991	13/04/23	Medic Aid WA	Medical services and materials	412.50
EF074992	13/04/23	Mellen Touring Pty Ltd	Youth and seniors community activities	495.00
EF074993	13/04/23	Menchetti Consolidated Pty Ltd	Labour hire and temporary replacement	1,094.75
EF074994	13/04/23	Michael Page International	Labour hire and temporary replacement	1,263.68
EF074995	13/04/23	Modern Teaching Aids Pty Ltd	Book purchases	410.09
EF074996	13/04/23	Move & Nourish with Kasse	Youth and seniors community activities	390.00
EF074997	13/04/23	MPK Tree Management Pty Ltd T/A MPK Tree Serv	Garden Maintenance	3,168.82
EF074998	13/04/23	Natural Area Holdings Pty Ltd	Garden Maintenance	5,698.88
EF074999	13/04/23	Nespresso Australia a Division of Nestle Australia	Office stationery and consumables	374.00
EF075000	13/04/23	Ngala-Boodja/Aboriginal Land Care	Garden Maintenance	4,000.00
EF075001	13/04/23	NOMA Pty Ltd	Civil works design and technical support	495.00
EF075002	13/04/23	Paragon Constructions Solutions Pty Ltd	Aquatic maintenance and services	11,741.65
EF075003	13/04/23	Paywise Pty Ltd	Payroll Payment	1,203.17
EF075004	13/04/23	Planning Institute of Australia	Staff training, development and support	335.00
EF075005	13/04/23	Pool Robotics Perth	Aquatic maintenance and services	1,289.95
EF075006	13/04/23	Porter Consulting Engineers	Professional consultancy services	5,060.00
EF075007	13/04/23	Promolab	Printing and graphic design expenses	932.25
EF075008	13/04/23	Pump Control Systems	Parks & gardens contract payments	1,131.50
EF075009	13/04/23	Quality Press	Signage and banners	1,650.00
EF075010	13/04/23	Trustee of Rawlinson Roberts T/A Rawlinsons Publ	Publications	860.00
EF075011	13/04/23	Reconciliation WA	Memberships and subscriptions	425.00
EF075012	13/04/23	Repco	Plant and vehicle parts and materials	402.98
EF075013	13/04/23	Robange Trading Pty Ltd T/A Fully Promoted Mori	Staff uniforms and protective equipment	488.29
EF075014	13/04/23	Royal Life Saving Society	Staff training, development and support	1,035.00
EF075015	13/04/23	Ruth Kilpatrick	Youth and seniors community activities	201.00
EF075016	13/04/23	Sigma Chemicals	Aquatic chemicals and consumables	242.00
EF075017	13/04/23	Solar Ban WA	Plant and vehicle parts and materials	330.00
EF075018	13/04/23	Southern Cross Protection Pty Ltd	Petty cash reimbursement	816.66

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EF075019	13/04/23	Sports Turf Technology Pty Ltd	Parks & gardens contract payments	1,435.94
EF075020	13/04/23	Sprayline Spraying Equipment	Parks & gardens materials	366.33
EF075021	13/04/23	St John Ambulance Western Australia Ltd	Office equipment operating charges	1,240.00
EF075022	13/04/23	Statewide Cleaning Supplies Pty Ltd	Cleaning supplies	528.26
EF075023	13/04/23	Syme Marmion & Co	Professional consultancy services	31,645.90
EF075024	13/04/23	Technology One Limited	Software Maintenance	4,515.74
EF075025	13/04/23	Terrestrial Ecosystems	Parks & gardens contract payments	5,417.50
EF075026	13/04/23	The Fruit Box Group Pty Ltd	Staff Amenities	83.70
EF075027	13/04/23	The Goods Australia	Cleaning supplies	1,387.67
EF075028	13/04/23	The Morley Veterinary Hospital	Animal supplies & services	189.95
EF075029	13/04/23	The Nappy Guru	Marketing and promotional material	400.00
EF075030	13/04/23	The O'Grady Family Trust T/A Efficient Site Service	Garden Maintenance	18,007.00
EF075031	13/04/23	The Trustee for Blackwood Services Unit Trust	Electrical Installation & Repair	2,559.69
EF075032	13/04/23	The Trustee for Rabblement Trust	Book purchases	1,197.14
EF075033	13/04/23	The Trustee for the Dzodzoz Family Trust	Parks & gardens plants and trees	12,273.25
EF075034	13/04/23	The Trustee for the Tiale Family Trust	Youth and seniors community activities	339.00
EF075035	13/04/23	Tool Kit Depot	Minor Equipment Purchase	3,597.00
EF075036	13/04/23	Toro Australia Group Sales Pty Ltd	Plant and vehicle repairs	1,420.84
EF075037	13/04/23	Totally Board Pty Ltd	Youth and seniors community activities	300.00
EF075038	13/04/23	T-Quip	Plant and vehicle parts and materials	361.05
EF075039	13/04/23	Trophy Warehouse	Donation	79.00
EF075040	13/04/23	Truck Centre (WA) Pty Ltd	Plant and vehicle parts and materials	1,069.56
EF075041	13/04/23	Turf Care WA Pty Ltd	Garden Maintenance	4,400.00
EF075042	13/04/23	Verse Group Pty Ltd	Professional consultancy services	4,851.00
EF075043	13/04/23	Viking Rentals	Cleaning services	323.95
EF075044	13/04/23	WA Hino Sales and Service	Plant and vehicle parts and materials	149.25
EF075045	13/04/23	WA Local Government Association	Staff training, development and support	330.00
EF075046	13/04/23	WA Premix	Construction and civil works tools and materials	32,712.35
EF075047	13/04/23	LGRCEU	Payroll Payment	880.00
EF075048	13/04/23	Wattleup Tractors	Plant and vehicle parts and materials	508.20
EF075049	13/04/23	WC Convenience Management Pty Ltd T/A WC Inr	Building maintenance and services	886.15
EF075050	13/04/23	Wesbar Vanquip Pty Ltd	Equipment purchases	7,760.00
EF075051	13/04/23	West Build Products Pty Ltd	Parks & gardens materials	1,286.72
EF075052	13/04/23	William Buck Consulting (WA) Pty Ltd	Audit services	264.00
EF075053	13/04/23	Winc Australia Pty Ltd	Office stationery and consumables	85.29
EF075054	13/04/23	Work Clobber	Staff uniforms and protective equipment	489.53
EF075055	13/04/23	Zenien	Equipment Maintenance	904.75
EF075058	19/04/23	Ornas Decorative Art	Refund miscellaneous	150.00
EF075059	19/04/23	Acurix Networks Pty Ltd	Software Maintenance	1,821.60
EF075060	19/04/23	Andrey Usikov T/A Bread Etc	Refund miscellaneous	500.00
EF075061	19/04/23	Bayswater Child Care Association	Refund rates overpayment	5,208.39
EF075062	19/04/23	Bayswater Morley Monarchs Softball Club	Refund facility hire bond	443.00
EF075063	19/04/23	Belvedere Builders	Refund bond	1,435.00
EF075064	19/04/23	Brad McIntyre	Refund rates overpayment	546.17
EF075065	19/04/23	Chelsea Beavington	Staff allowances and reimbursements	336.05
EF075066	19/04/23	Cheryl SusanneTucker	Youth and seniors community activities	999.00
EF075067	19/04/23	Christine Richardson	Refund bond	1,435.00
EF075068	19/04/23	City of Belmont	Refund Catering	514.80
EF075069	19/04/23	Daniella Mrdja	Refund bond	1,435.00
EF075070	19/04/23	Eastern Metropolitan Regional Council	Waste collection and hygiene services	51,399.87
EF075071	19/04/23	Ecovision Homes	Refund bond	1,400.00
EF075072	19/04/23	Endeavour Homes	Refund bond	1,400.00
EF075073	19/04/23	Frizelle Builders	Refund bond	1,400.00
EF075074	19/04/23	Giuseppe Brancato	Refund rates overpayment	262.37
EF075075	19/04/23	Glynn Richard Baker	Refund rates overpayment	1,560.78
EF075076	19/04/23	Heatley Sales Pty Ltd	Depot stores and consumables	685.30
EF075077	19/04/23	Hudards Construction	Refund bond	1,400.00
EF075078	19/04/23	Jackson McDonald	Legal expenses and court costs	302.50
EF075079	19/04/23	James Mathew	Refund facility hire bond	550.00
EF075080	19/04/23	Jessica & Adam Devereux	Crossover subsidy	170.23
EF075081	19/04/23	Jessica & Adam Devereux	Refund crossover	377.62
EF075082	19/04/23	Joshua Eveson	Refund facility hire bond	550.00
EF075083	19/04/23	Julie Butters	Refund facility hire bond	350.00
EF075084	19/04/23	Lisa Dunbar	Refund bond	500.00
EF075085	19/04/23	Luxury Living WA Pty Ltd T/a Status Resi	Refund bond	1,400.00
EF075086	19/04/23	Mardi Henderson & Sean Badart(Joint Offs	Refund rates overpayment	449.23
EF075087	19/04/23	New Era Homes	Refund bond	1,400.00
EF075088	19/04/23	Nichole L Williams	Refund facility hire bond	350.00
EF075089	19/04/23	North Beach Nomimees T/A Jag Demolition	Refund bond	1,435.00
EF075090	19/04/23	Novena Davidson	Refund rates overpayment	2,079.86

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
<b>Payments</b>				<b>\$</b>
EF075091	19/04/23	Office Fitout Professionals Pty Ltd	Refund bond	1,435.00
EF075092	19/04/23	Olivia Burmester	Cloth Nappy Rebate	100.00
EF075093	19/04/23	P & A Chemello Nominees Pty Ltd	Refund bond	1,435.00
EF075094	19/04/23	R Gaitan & S Zecevic	Crossover subsidy	170.24
EF075095	19/04/23	R Gaitan & S Zecevic	Refund crossover	377.63
EF075096	19/04/23	Redink Homes	Refund bond	1,400.00
EF075097	19/04/23	Refresh Waters Pty Ltd	Kiosk stock	94.00
EF075098	19/04/23	Residential Building WA	Refund bond	1,400.00
EF075099	19/04/23	Residential Building WA	Refund bond	1,400.00
EF075100	19/04/23	Residential Building WA Pty Ltd	Refund bond	617.70
EF075101	19/04/23	RSPCA WA	Refund facility hire bond	500.00
EF075102	19/04/23	Sally Strecker	Refund miscellaneous	45.04
EF075103	19/04/23	Sinisa Petkovic	Crossover subsidy	602.37
EF075104	19/04/23	Southern Cross Protection Pty Ltd-Petty Cash	Petty cash reimbursement	1,648.20
EF075105	19/04/23	Stephane Grace Shaw	Refund facility hire bond	6,700.00
EF075106	19/04/23	Stephanie Robertson	Refund bond	5,000.00
EF075107	19/04/23	TDT Developments	Crossover subsidy	640.25
EF075108	19/04/23	TDT Developments	Crossover subsidy	619.83
EF075109	19/04/23	Telstra Limited	Office telephone and communication expenses	6,752.40
EF075110	19/04/23	The Islamic Centre of West Australian In	Refund facility hire bond	1,350.00
EF075111	19/04/23	UFJ + N Gambitta	Refund bond	1,435.00
EF075112	19/04/23	Urban Resources Pty Ltd	Parks & gardens materials	3,150.71
EF075113	19/04/23	WAUNWA	Refund facility hire bond	1,000.00
EF075114	19/04/23	Wesley Community Services Limited	Refund facility hire bond	550.00
EF075115	19/04/23	AAAC Towing Pty Ltd	Vehicle towing	495.00
EF075116	19/04/23	Aha! Consulting	Professional consultancy services	880.00
EF075117	19/04/23	Allmark & Associates Pty Ltd	Library book stock and materials	165.00
EF075118	19/04/23	AMS Technology Group Pty Ltd	Building maintenance and services	346.50
EF075119	19/04/23	Apace Aid Incorporated	Parks & gardens contract payments	2,640.00
EF075120	19/04/23	Aquamoni Pty Ltd	Parks & gardens reticulation repairs & upgrades	23,720.40
EF075121	19/04/23	Arbor Centre Group Pty Ltd	Parks & gardens plants and trees	15,000.00
EF075122	19/04/23	Arbor West Pty Ltd T/A Classic Tree Services	Parks & gardens tree pruning & assoc. services	28,185.30
EF075123	19/04/23	Arboriculture Australia Ltd	Staff training, development and support	423.50
EF075124	19/04/23	Asphaltech Pty Ltd	Building maintenance and services	2,604.81
EF075125	19/04/23	ATCO Gas Australia	Gas usage charges	2,018.83
EF075126	19/04/23	Australia Post	Postage and courier charges	4,446.80
EF075127	19/04/23	Beaver Tree Services Australia Pty Ltd	Building maintenance and services	1,155.00
EF075128	19/04/23	Blackwoods Atkins	Staff uniforms and protective equipment	31.01
EF075129	19/04/23	Bolinda Publishing Pty Ltd	Library book stock and materials	2,310.00
EF075130	19/04/23	Bridgestone Aust Ltd	Plant and vehicle repairs	52.80
EF075131	19/04/23	Brownes Foods Operations Pty Ltd	Office stationery and consumables	177.66
EF075132	19/04/23	Bucher Municipal Pty Ltd	Plant and vehicle parts and materials	4,506.28
EF075133	19/04/23	Bunnings Group Ltd	Parks & gardens materials	725.46
EF075134	19/04/23	Capital Recycling	Cleaning services	435.60
EF075135	19/04/23	Carol Foley	Youth and seniors community activities	200.00
EF075136	19/04/23	Cleverpatch Pty Ltd	Youth and seniors community activities	415.16
EF075137	19/04/23	CNW Pty Ltd	Building supplies and hardware	526.49
EF075138	19/04/23	Contra-flow Pty Ltd	Traffic management	9,110.00
EF075139	19/04/23	CSP Group Pty Ltd T/A Stihl Shop Osborne Park	Minor Equipment Purchase	548.15
EF075140	19/04/23	Department of Biodiversity Conservation and Attr	Marketing and promotional material	410.00
EF075141	19/04/23	Devco Plumbing	Construction and civil works technical support	54,133.20
EF075142	19/04/23	Diana Kudsee	Youth and seniors community activities	370.00
EF075143	19/04/23	Direct Communications	Equipment Maintenance	757.85
EF075144	19/04/23	Elders Rural Services Australia Limited	Parks & gardens materials	721.60
EF075145	19/04/23	Europcar WA	Vehicle & plant hire	1,418.34
EF075146	19/04/23	Exbo Signage and Digital Pty Ltd T/A Bokay Signage	Building maintenance and services	1,247.70
EF075147	19/04/23	Finespun Pty Ltd	Professional consultancy services	467.50
EF075148	19/04/23	Full Circle Roof Plumbing	Building maintenance and services	39,748.50
EF075149	19/04/23	Garden Care West (WA)	Garden Maintenance	231.00
EF075150	19/04/23	Golden Age Health Products & Custom Built Sauna	Aquatic maintenance and services	425.00
EF075151	19/04/23	Headset' Era	Minor Equipment Purchase	500.50
EF075152	19/04/23	Hydra Storm	Engineering Works Materials	451.00
EF075153	19/04/23	Insight Urbanism	Printing and graphic design expenses	935.00
EF075154	19/04/23	Jason Green T/A Green Works	Painting services	3,000.00
EF075155	19/04/23	Jessica Wyld Photography Pty Ltd	Photography / Video Production	3,542.00
EF075156	19/04/23	Judroc Pty Ltd T/A The Watershed Water Systems	Parks & gardens materials	3,665.30
EF075157	19/04/23	Krisna Wardana	Staff Amenities	364.00
EF075158	19/04/23	Landgate	Market Valuation	525.75
EF075159	19/04/23	Linemarking WA Pty Ltd	Construction and civil works technical support	5,634.20
EF075160	19/04/23	Marawar Pty Ltd	Building maintenance and services	7,985.73

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EF075161	19/04/23	McInerney Ford	Plant and vehicle parts and materials	54.44
EF075162	19/04/23	McLeods	Legal expenses and court costs	26,973.78
EF075163	19/04/23	Mellen Touring Pty Ltd	Functions and events entertainment expenses	495.00
EF075164	19/04/23	Morley Mower Centre	Minor Equipment Purchase	341.12
EF075165	19/04/23	Officeworks	Minor Equipment Purchase	958.00
EF075166	19/04/23	Philip Gresley	Sitting Fee	700.00
EF075167	19/04/23	Pool & Pump Service & Repairs Pty Ltd	Aquatic maintenance and services	1,859.31
EF075168	19/04/23	Porter Consulting Engineers	Various Survey	9,658.00
EF075169	19/04/23	Prestige Property Maintenance Pty Ltd	Parks & gardens contract payments	32,521.31
EF075170	19/04/23	Pump Control Systems	Parks & gardens reticulation repairs & upgrades	222.75
EF075171	19/04/23	Quality Press	Signage and banners	214.50
EF075172	19/04/23	Repco	Plant and vehicle parts and materials	2,223.98
EF075173	19/04/23	reSPOKE	Furniture purchases	20,706.96
EF075174	19/04/23	Royal Life Saving Society	Staff training, development and support	159.00
EF075175	19/04/23	Rubek Automatic Doors	Buildings and events security expenses	341.00
EF075176	19/04/23	Same Day Mowing	Fire suppression and alarm monitoring	2,963.00
EF075177	19/04/23	Shred-X Pty Ltd	Building maintenance and services	66.40
EF075178	19/04/23	Sonic Health Plus Pty Ltd	Medical services and materials	675.40
EF075179	19/04/23	Southern Cross Protection Pty Ltd	Fees and charges	477.21
EF075180	19/04/23	Sports Turf Technology Pty Ltd	Parks & gardens reticulation repairs & upgrades	7,876.00
EF075181	19/04/23	Sportsworld of WA	Aquatic chemicals and consumables	1,104.40
EF075182	19/04/23	Sprayline Spraying Equipment	Plant and vehicle parts and materials	352.63
EF075183	19/04/23	St John Ambulance Western Australia Ltd	Medical services and materials	1,230.38
EF075184	19/04/23	Stratco (WA) Pty Ltd	Building supplies and hardware	312.22
EF075185	19/04/23	The O'Grady Family Trust T/A Efficient Site Service	Parks & gardens contract payments	6,644.00
EF075186	19/04/23	The Trustee for Gardner Family Trust	Plant and vehicle parts and materials	198.29
EF075187	19/04/23	The Trustee for McCartney Family Trust T/A Kerb	Garden Maintenance	2,904.41
EF075188	19/04/23	Tina Ackerman	Refund Catering	132.40
EF075189	19/04/23	Toro Australia Group Sales Pty Ltd	Plant and vehicle parts and materials	261.23
EF075190	19/04/23	Totally Workwear Malaga	Staff uniforms and protective equipment	620.40
EF075191	19/04/23	Turf Care WA Pty Ltd	Garden Maintenance	35,695.00
EF075192	19/04/23	Veolia Water Operations Pty Ltd	Garden Maintenance	2,524.50
EF075193	19/04/23	WC Convenience Management Pty Ltd T/A WC Inn	Building maintenance and services	2,243.41
EF075194	19/04/23	West Australian Newspapers Ltd	Memberships and subscriptions	144.00
EF075195	19/04/23	West Coast Turf	Garden Maintenance	15,994.00
EF075196	19/04/23	Westbooks	Book purchases	202.86
EF075197	19/04/23	Winc Australia Pty Ltd	Office equipment operating charges	888.85
EF075198	19/04/23	Woolworths Ltd (WA)	Office stationery and consumables	447.94
EF075199	19/04/23	Workpower Inc	Parks & gardens contract payments	5,865.34
EF075200	19/04/23	Zircodata Pty Ltd	Document management and archiving	272.49
EF075202	27/04/23	AlintaGas Sales Pty Ltd	Gas usage charges	502.00
EF075203	27/04/23	Arthur Slugworth Pty Ltd	Refund bond	1,400.00
EF075204	27/04/23	Avelinghomes Pty Ltd	Refund bond	1,400.00
EF075205	27/04/23	D McKeown	Refund bond	602.37
EF075206	27/04/23	D Mrdja	Refund bond	1,400.00
EF075207	27/04/23	Dale Alcock Homes Pty Ltd	Refund bond	1,435.00
EF075208	27/04/23	Dale Alcock Homes Pty Ltd	Refund bond	1,400.00
EF075209	27/04/23	Eastern Metropolitan Regional Council	Waste collection and hygiene services	124,128.97
EF075210	27/04/23	Elite Property Group (WA) Pty Ltd	Refund bond	1,400.00
EF075211	27/04/23	Hossein Ghaeni	Refund bond	500.00
EF075212	27/04/23	Imak Development	Refund bond	208.85
EF075213	27/04/23	JA & MD D'Alesio	Refund bond	593.64
EF075214	27/04/23	John Forrest Secondary College	Grants & funding	1,250.00
EF075215	27/04/23	M&M Goss	Refund bond	1,435.00
EF075216	27/04/23	Tangent Nominees Pty Ltd	Refund bond	972.39
EF075217	27/04/23	Telstra Limited	Office telephone and communication expenses	2,296.13
EF075218	27/04/23	The Family Inclusion Network WA Inc	Refund bond	500.00
EF075219	27/04/23	Urban Resources Pty Ltd	Parks & gardens materials	9,239.14
EF075220	27/04/23	WA Structural Consulting Engineers Pty Ltd	Parks & gardens reticulation repairs & upgrades	880.00
EF075221	27/04/23	Wesfarmers Kleenheat Gas Pty Ltd	Gas usage charges	12,599.63
EF075222	27/04/23	Western Australia Treasury Corporation	Loan repayments	212,137.03
EF075223	27/04/23	Zoe Elizabeth Kerbey	Community engagement framework	630.00
EF075224	27/04/23	A1 Locksmiths	Key / Lock Services	1,312.00
EF075225	27/04/23	Abaxa	Construction and civil works payments	660.00
EF075226	27/04/23	Abco Products	Office stationery and consumables	7,019.76
EF075227	27/04/23	Acclaimed Catering Pty Ltd	Functions and events catering expenses	880.00
EF075228	27/04/23	Action Glass & Aluminium	Building maintenance and services	1,028.50
EF075229	27/04/23	Adecco Australia Pty Ltd	Labour hire and temporary replacement	2,466.78
EF075230	27/04/23	Adelphi Tailoring Co	Staff uniforms and protective equipment	2,806.42
EF075231	27/04/23	ADT Security	Buildings and events security expenses	3,478.18

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EF075232	27/04/23	Advance Vacuumed Gutters	Building maintenance and services	343.17
EF075233	27/04/23	Aerometrex Limited	Memberships and subscriptions	8,800.00
EF075234	27/04/23	AFL Sports Ready Ltd	Labour hire and temporary replacement	22,618.41
EF075235	27/04/23	ALS Library Services Pty Ltd	Book purchases	507.13
EF075236	27/04/23	Amalgam Recruitment	Labour hire and temporary replacement	481.34
EF075237	27/04/23	AMS Technology Group Pty Ltd	Building maintenance and services	121.00
EF075238	27/04/23	Anton & Jo Pty Ltd T/A Bayswater News & Lotteries	Memberships and subscriptions	712.26
EF075239	27/04/23	Apex Drones Pty Ltd	Environmental Health Services & Supplies	3,000.00
EF075240	27/04/23	Aquion Pty Ltd	IT network maintenance	1,437.48
EF075241	27/04/23	ASB Marketing	Marketing and promotional material	5,500.00
EF075242	27/04/23	Ausark Education	Youth and seniors community activities	510.00
EF075243	27/04/23	APV Valuers and Asset Management	Asset Valuation Fees	6,361.30
EF075244	27/04/23	Australian Institute of Management WA HRD Ctr Ltd	Staff training, development and support	295.00
EF075245	27/04/23	Australian Services Union	Payroll Payment	257.00
EF075246	27/04/23	Australian Taxation Office	Payroll Payment	275,455.00
EF075247	27/04/23	Axiis Contracting Pty Ltd	Construction and civil works technical support	10,254.75
EF075248	27/04/23	Bavrix Pty Ltd T/A Custom Cars	Plant and vehicle parts and materials	363.00
EF075249	27/04/23	Bird, Children's Books & Arts	Youth and seniors community activities	418.00
EF075250	27/04/23	Boyan Electrical Services	Equipment Maintenance	87,421.40
EF075251	27/04/23	Bucher Municipal Pty Ltd	Plant and vehicle parts and materials	1,097.54
EF075252	27/04/23	Bunnings Group Ltd	Environmental Health Services & Supplies	8,346.72
EF075253	27/04/23	Capital Recycling	Street Sweeping	4,283.40
EF075254	27/04/23	CEI Pty Ltd T/A Raeco	Equipment purchases	6,501.00
EF075255	27/04/23	Chemistry Centre (WA)	Environmental testing and sampling	4,900.72
EF075256	27/04/23	Child Support Agency	Payroll Payment	1,468.96
EF075257	27/04/23	City of Stirling	Tipping Fee	45.00
EF075258	27/04/23	Cleanaway Pty Ltd	Cleaning services	482.90
EF075259	27/04/23	CNW Pty Ltd	Construction and civil works tools and materials	1,085.33
EF075260	27/04/23	COB - Sundowner Club	Payroll Payment	96.00
EF075261	27/04/23	Contra-flow Pty Ltd	Traffic management	11,742.55
EF075262	27/04/23	Corsign WA Pty Ltd	Signage and banners	1,388.75
EF075263	27/04/23	E Fire & Safety	Fire suppression and alarm monitoring	5,123.25
EF075264	27/04/23	Environment House Inc	Environmental services & supplies	3,300.00
EF075265	27/04/23	Epic Catering Services	Functions and events catering expenses	495.00
EF075266	27/04/23	Europcar WA	Vehicle & plant hire	6,745.20
EF075267	27/04/23	Fleet Fitness	Equipment Maintenance	350.35
EF075268	27/04/23	Flexi Staff Group Pty Ltd	Labour hire and temporary replacement	5,493.67
EF075269	27/04/23	Full Circle Roof Plumbing	Building maintenance and services	280.50
EF075270	27/04/23	Galvins Plumbing Supplies	Building maintenance and services	2,233.62
EF075271	27/04/23	GFG Consulting	Labour hire and temporary replacement	26,508.63
EF075272	27/04/23	GFG Temporary Assist	Labour hire and temporary replacement	11,977.90
EF075273	27/04/23	Grainne Wray	Youth and seniors community activities	240.00
EF075274	27/04/23	Grasstrees Australia	Parks & gardens plants and trees	765.00
EF075275	27/04/23	Harvey Property Group Pty Ltd T/A Django's	Minor Equipment Purchase	150.00
EF075276	27/04/23	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	5,905.52
EF075277	27/04/23	Health Insurance Fund of WA	Payroll Payment	288.95
EF075278	27/04/23	Heritage Way Pty Ltd	Parks & gardens materials	3,272.57
EF075279	27/04/23	Hospital Benefit Fund of WA	Payroll Payment	1,002.69
EF075280	27/04/23	Hydra Storm	Construction and civil works tools and materials	2,885.30
EF075281	27/04/23	Hydro Flow Pty Ltd	Building maintenance and services	1,516.90
EF075282	27/04/23	Hydroquip Pumps	Parks & gardens contract payments	10,487.36
EF075283	27/04/23	Instant Toilet & Showers Pty Ltd T/A Instant Products	Aquatic maintenance and services	3,289.00
EF075284	27/04/23	Intelife Group Limited	Building maintenance and services	4,280.76
EF075285	27/04/23	IWM (PBH) Pty Ltd T/A Perth Bin Hire	Waste collection and hygiene services	1,086.97
EF075286	27/04/23	John Martin Robley T/A Noranda Veterinary Clinic	Animal supplies & services	55.00
EF075287	27/04/23	Judroc Pty Ltd T/A The Watershed Water Systems	Parks & gardens materials	66,854.34
EF075288	27/04/23	Khmer Empire Pty Ltd	Functions and events catering expenses	45.00
EF075289	27/04/23	KLMedia Pty Ltd T/A All Access Australasia	Library book stock and materials	162.09
EF075290	27/04/23	Klopper & Davis Architects	Sitting Fee	467.50
EF075291	27/04/23	Landgate	Title Search	141.00
EF075292	27/04/23	Landmark Engineering & Design Pty Ltd T/A Exterior	Parks & gardens materials	2,149.40
EF075293	27/04/23	Leadsun Australia Pty Ltd	Construction and civil works tools and materials	4,394.50
EF075294	27/04/23	LGConnect Pty Ltd	Software Maintenance	24,832.50
EF075295	27/04/23	Linemarking WA Pty Ltd	Youth and seniors community activities	12,017.23
EF075296	27/04/23	Livepro Australia Pty Ltd	Software Maintenance	862.40
EF075297	27/04/23	Living Turf	Parks & gardens materials	21,516.00
EF075298	27/04/23	Local Government Professionals Aust WA	Youth and seniors community activities	5,935.00
EF075299	27/04/23	Lock, Stock & Farrell Locksmith Pty Ltd	Key / Lock Services	115.75
EF075300	27/04/23	Mader Contracting Pty Ltd	Labour hire and temporary replacement	8,415.00
EF075301	27/04/23	Maia Financial Pty Ltd	Lease and rental payments	1,940.04

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EF075302	27/04/23	Major Motors Pty Ltd	Plant and vehicle parts and materials	853.32
EF075303	27/04/23	Marketforce Pty Ltd	Signage and banners	377.36
EF075304	27/04/23	Martins Trailer Parts	Plant and vehicle parts and materials	25.26
EF075305	27/04/23	Masonry Management Services Pty Ltd	Environmental services & supplies	2,013.00
EF075306	27/04/23	McIntosh Holdings Pty Ltd	Plant and vehicle parts and materials	1,583.36
EF075307	27/04/23	McLeods	Fees and charges	21,381.08
EF075308	27/04/23	MDM Entertainment Pty Ltd	Library book stock and materials	144.66
EF075309	27/04/23	Miltom Pty Ltd T/A Classic Hire	Equipment hire	2,654.30
EF075310	27/04/23	Morley Mower Centre	Plant and vehicle parts and materials	106.60
EF075311	27/04/23	MPK Tree Management Pty Ltd T/A MPK Tree Serv	Parks & gardens tree pruning & assoc. services	6,846.20
EF075312	27/04/23	NEC Australia Pty Ltd	IT network maintenance	4,151.95
EF075313	27/04/23	Nestle Australia Ltd	Office stationery and consumables	126.50
EF075314	27/04/23	NextTech Learning Pty Ltd	Staff training, development and support	5,500.00
EF075315	27/04/23	Noise & Vibration Measurement Systems Pty Ltd	Staff training, development and support	1,265.00
EF075316	27/04/23	Officeworks	Minor Equipment Purchase	378.25
EF075317	27/04/23	One Plus One Solutions Pty Ltd	Memberships and subscriptions	1,868.90
EF075318	27/04/23	Paywise Pty Ltd	Payroll Payment	1,197.76
EF075319	27/04/23	Pirtek Malaga	Plant and vehicle parts and materials	4,044.19
EF075320	27/04/23	Product Recovery Industries Pty Ltd	Tipping Fee	3,767.50
EF075321	27/04/23	Pulse Locating	Vehicle & plant hire	4,950.00
EF075322	27/04/23	Pump Control Systems	Garden Maintenance	3,025.21
EF075323	27/04/23	Quantum Surveys Pty Ltd	Various Survey	3,696.00
EF075324	27/04/23	Quality Press	Printing and graphic design expenses	9,108.00
EF075325	27/04/23	R.K. Roach	Parks & gardens contract payments	1,738.00
EF075326	27/04/23	Relationships Australia Western Australia	Staff training, development and support	1,936.00
EF075327	27/04/23	Repco	Minor Equipment Purchase	883.21
EF075328	27/04/23	reSPOKE	Furniture purchases	12,000.00
EF075329	27/04/23	Rosmech Sales & Service Pty Ltd	Plant and vehicle parts and materials	2,099.35
EF075330	27/04/23	RTS Training	Staff training, development and support	60.00
EF075331	27/04/23	Safety Barriers WA Pty Ltd	Construction and civil works payments	2,727.34
EF075332	27/04/23	Sea Containers Australia	Building supplies and hardware	99.00
EF075333	27/04/23	Shred-X Pty Ltd	Document management and archiving	11.07
EF075334	27/04/23	Sonic Health Plus Pty Ltd	Medical services and materials	73.70
EF075335	27/04/23	South Metropolitan Tafe	Staff training, development and support	687.00
EF075336	27/04/23	Southern Cross Protection Pty Ltd	Fees and charges	1,904.24
EF075337	27/04/23	Specialist Trailer Builders Pty T/A OMB WA	Plant and vehicle repairs	1,991.00
EF075338	27/04/23	Specialized Cleaning Group Pty Ltd	Cleaning services	1,135.70
EF075339	27/04/23	St John Ambulance Western Australia Ltd	Staff training, development and support	130.00
EF075340	27/04/23	Statewide Cleaning Supplies Pty Ltd	Cleaning supplies	83.16
EF075341	27/04/23	Steve's Sand Sifting for Playground Services	Garden Maintenance	2,810.83
EF075342	27/04/23	Stratagreen	Parks & gardens materials	6,463.65
EF075343	27/04/23	Sunny Industrial Brushware Pty Ltd	Plant and vehicle parts and materials	1,807.96
EF075344	27/04/23	T J Depiazzi & Sons	Parks & gardens materials	7,231.84
EF075345	27/04/23	T Rogue Investments Pty Ltd	Building supplies and hardware	2,494.00
EF075346	27/04/23	Talis Consultants	Garden Maintenance	11,430.80
EF075347	27/04/23	Team Global Express Pty Ltd T/A IPEC Pty Ltd	Postage and courier charges	762.08
EF075348	27/04/23	Techworks Plumbing Pty Ltd Techworks Plumbing	Building maintenance and services	964.62
EF075349	27/04/23	The Florist Tree	Gifts and presentations	200.00
EF075350	27/04/23	The Goods Australia	Cleaning supplies	435.97
EF075351	27/04/23	The Nappy Guru	Marketing and promotional material	1,250.00
EF075352	27/04/23	The O'Grady Family Trust T/A Efficient Site Service	Parks & gardens contract payments	4,092.00
EF075353	27/04/23	The Trustee for Ardence Trust	Youth and seniors community activities	198.00
EF075354	27/04/23	The Trustee for Blackwood Services Unit Trust	Minor Equipment Purchase	694.76
EF075355	27/04/23	The Trustee for McCartney Family Trust T/A Kerb	Garden Maintenance	5,950.84
EF075356	27/04/23	The Trustee for Mcquoid Family Trust T/A Find Wi	Construction and civil works payments	550.00
EF075357	27/04/23	The Trustee for the Folan Family Trust T/A Inspire	Staff training, development and support	11,550.00
EF075358	27/04/23	Tool Kit Depot	Minor Equipment Purchase	449.30
EF075359	27/04/23	Total Packaging (WA) Pty Ltd	Animal supplies & services	8,053.76
EF075360	27/04/23	T-Quip	Plant and vehicle parts and materials	1,779.79
EF075361	27/04/23	Trustee for Cuddly Farm Unit T/AS Swan Valley Cu	Youth and seniors community activities	405.00
EF075362	27/04/23	Turf Care WA Pty Ltd	Garden Maintenance	3,751.00
EF075363	27/04/23	Unicone Soft Serve	Functions and events catering expenses	920.00
EF075364	27/04/23	Viking Rentals	Cleaning services	647.90
EF075365	27/04/23	WA Hino Sales and Service	Plant and vehicle parts and materials	346.06
EF075366	27/04/23	LGRCEU	Payroll Payment	902.00
EF075367	27/04/23	Wanneroo Agricultural Machinery	Plant and vehicle parts and materials	686.60
EF075368	27/04/23	Wilson Security Pty Ltd	Buildings and events security expenses	750.92
EF075369	27/04/23	Winc Australia Pty Ltd	Office stationery and consumables	2,700.85
EF075370	27/04/23	Work Clobber	Staff uniforms and protective equipment	321.60
EF075371	27/04/23	Workpower Inc	Garden Maintenance	3,003.61

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
<i>Payments</i>				\$
				5,233,713.90
<i>Cancelled Payments</i>				0.00
				0.00



## City of Bayswater

### List of Payment - Aged

for the period 1 April 2023 to 30 April 2023

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
<b>Payments</b>				\$
DC000381	14/04/23	Water Corporation		2,069.90
EF074890	05/04/23	Fresh Fields Management (Mertome Village) Pty L	Garden Maintenance	4,474.86
EF074891	05/04/23	Synergy	Electricity charges (other than street lighting)	245.63
EF074892	13/04/23	Fresh Fields Management (Mertome Village) Pty L	Management fee	9,854.44
EF075057	19/04/23	Fresh Fields Management (Mertome Village) Pty L	Management fee	9,854.44
EF075201	27/04/23	Burgess Rawson (WA) Pty Ltd	Lease and rental payments	4,275.00
				<hr/>
				30,774.27
<b>Cancelled Payments</b>				
				<hr/>
				0.00
				<hr/>
				0.00

**City of Bayswater**  
**Corporate Credit Card Transactions**  
**For the period: 29 March 2023 to 28 April 2023**

Date	Supplier	Description	Amount
<b>Chief Executive Officer</b>			
14/04/23	Qantas	Conference expenses	410.43
		<b>Card total</b>	<b>410.43</b>
<b>Director Community and Development</b>			
31/03/23	Dropbox	Software Maintenance	592.50
03/04/23	Amazon	IT network maintenance	543.90
03/04/23	Amazon	IT network maintenance	1.32
04/04/23	Qantas	Conference expenses	765.67
04/04/23	CreateSend	Memberships and subscriptions	273.90
05/04/23	Complete Office Supplies	Equipment purchases	1,270.50
11/04/23	Trello	Memberships and subscriptions	113.48
17/04/23	SP Yarnmarketplace	Staff uniforms and protective equipment	1,408.87
21/04/23	Department of Justice	Legal expenses and court costs	166.30
24/04/23	Kmart Australia Limited	Materials & Consumables	444.47
27/04/23	CBA Mindjet / Corel	IT network maintenance	524.70
28/04/23	Eventbrite	Marketing and promotional material	22.98
28/04/23	Australian Financial Securities Authority	Vehicle searches	2.00
		<b>Card total</b>	<b>6,130.59</b>
<b>Director Major Projects</b>			
30/03/23	West Australian Newspapers Ltd	Memberships and subscriptions	28.00
31/03/23	Linkedin Singapore Pte Ltd	Memberships and subscriptions	24.72
06/04/23	Sendgrid	Memberships and subscriptions	135.21
13/04/23	Meta Platforms Ireland Ltd T/A Facebook	Memberships and subscriptions	633.20
14/04/23	Creative Market Lads, Inc	Memberships and subscriptions	45.09
19/04/23	Hoo Hootsuite Inc	Memberships and subscriptions	658.90
24/04/23	LinkedIn Singapore Pte Ltd	Memberships and subscriptions	40.52
27/04/23	WANEWS	Memberships and subscriptions	28.00
28/04/23	LinkedIn Singapore Pte Ltd	Memberships and subscriptions	116.45
		<b>Card total</b>	<b>1,710.09</b>
<b>Director Corporate and Strategy</b>			
30/03/23	Zoom	Memberships and subscriptions	(518.26)
		<b>Card total</b>	<b>(518.26)</b>
<b>Director Works and Infrastructure</b>			
17/04/23	Department of Biodiversity, Conservation and Attractions	Fees and charges	155.00
21/04/23	Town of Cambridge	Parking Fees	5.80
		<b>Card total</b>	<b>160.80</b>
		<b>Grand Total</b>	<b>7,893.65</b>

**City of Bayswater**  
**Electronic Fund Transfers**  
**for the period 1 April 2023 to 30 April 2023**

<b>Date</b>	<b>Description</b>	<b>Amount</b>
		<b>\$</b>
<b>Municipal Account</b>		
05/04/23	NAB Transact Fee	0.20
05/04/23	NAB Bpay Batch Fee	0.21
05/04/23	NAB Transact Fee	8.70
05/04/23	NAB Transact Fee	70.10
05/04/23	NAB Transact Fee	221.90
05/04/23	Wages	904,978.45
06/04/23	NAB Bpay Batch Fee	192.89
11/04/23	New Term Deposit	3,896,002.22
13/04/23	NAB Bpay Batch Fee	11.34
18/04/23	New Term Deposit	900,000.00
19/04/23	Wages	891,179.58
21/04/23	NAB Account Fees	42.71
21/04/23	Wages	1,369.77
26/04/23	New Term Deposit	1,516,680.82
28/04/23	NAB Bpay Batch Fee	6.93
28/04/23	NAB Merchant Fee	60.00
28/04/23	NAB Merchant Fee	119.27
28/04/23	NAB Connect Fee Access & Usage	498.15
28/04/23	NAB Merchant Fee	760.18
28/04/23	NAB National BPAY Charge Fee	797.50
28/04/23	NAB Merchant Fee	843.95
28/04/23	NAB Merchant Fee	965.08
		<u>8,114,809.95</u>
<b>Aged Persons Homes Account</b>		
21/04/23	NAB Account Fees	0.30
18/04/23	Juniper NH Benefits	705,905.07
<b>Total</b>		<u><u>8,820,715.32</u></u>

**10.3 Works and Infrastructure Directorate Reports****10.3.1 Safe Routes to School Implementation Plan**

<b>Responsible Branch:</b>	Engineering Services
<b>Responsible Directorate:</b>	Works and Infrastructure
<b>Authority/Discretion:</b>	Information Purposes
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	1. Maylands Peninsula Primary School - Implementation Plan [10.3.1.1 - 14 pages]

**CR CATHERINE EHRHARDT, DEPUTY MAYOR DECLARED A FINANCIAL INTEREST**

*In accordance with section 5.61 of the Local Government Act 1995, Cr Catherine Ehrhardt, Deputy Mayor declared a financial interest in this item as her husband owns property on Caledonian Avenue which is identified for works in the implementation plan. At 7:58pm, Cr Catherine Ehrhardt, Deputy Mayor withdrew from the Council Chambers and did not participate in consideration or voting on this item. Cr Catherine Ehrhardt, Deputy Mayor remained out of the Council Chambers for consideration of the next item (item 10.3.3).*

**SUMMARY**

For Council to consider and endorse the attached implementation plan associated with the pilot 'Safe Route to School' program undertaken for Maylands Peninsula Primary School.

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

That Council:

1. Endorses the implementation plan as detailed in Attachment 1;
2. Considers the actions as part of the annual business planning process; and
3. Notes that community consultation will be undertaken to support any program implementation.

Cr Assunta Meleca Moved, Cr Michelle Sutherland Seconded

**CARRIED UNANIMOUSLY: 9/0**

**For:** Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Elli Petersen-Pik, Cr Dan Bull, Cr Lorna Clarke and Cr Giorgia Johnson.

**Against:** Nil.

**BACKGROUND**

The City's 'Safe Routes to School' program was adopted following Council's resolution at the Ordinary Meeting on 6 August 2019. The purpose of the project is to better connect schools within the City with their surrounding catchments, by improving conditions and facilities for pedestrians and cyclists along major access routes to and from schools. Maylands Peninsula Primary School was selected as the pilot for this project to determine the effectiveness of the program.

Following discussions with school representatives, an engagement survey for the Maylands Peninsula Primary School was undertaken between 5 April 2022 and 20 May 2022 through the City's Engage Bayswater platform. A report outlining the outcomes of the survey and action items was prepared and provided to Councillors in December 2022. A copy of the report was also published on the Engage Bayswater website and forwarded to the school for information.

At the Ordinary Council Meeting held on 31 January 2023, Council made the following resolution in regard to the Safe Routes to School project for Maylands Peninsula Primary School:

*“That Council requests the Chief Executive Officer to:*

- 1. Convert the recently published outcomes report for the ‘Safe Routes to School’ program undertaken for Maylands Peninsula Primary School into an implementation plan, by providing a list of detailed actions at specific locations along with estimated timeframes for implementation (subject to funding, required approvals etc), similar to other implementation plans published by the City (e.g. car parking management plans).*
- 2. Present the implementation plan to Council for consideration by the May 2023 Ordinary Council Meeting.”*

An implementation plan has been prepared and is presented to Council in accordance with the requirements of the Council resolution.

## **EXTERNAL CONSULTATION**

No external consultation has yet taken place since the conclusion of the school engagement survey. Where new added road traffic treatments are proposed these will be included as part of the LCURS Program which will include the relevant consultation process. Minor infrastructure such as pram ramp improvements will generally not require substantive consultation only advisory notification.

## **OFFICER'S COMMENTS**

The purpose of the produced outcomes report released in October 2022 is to summarise the survey results and provide an update on the program to date. All feedback was analysed, and relevant issues were forwarded to the appropriate City departments for information and inclusion in future implementation plans.

Feedback received from the survey outlined requests for:

- 35 separate requests to increase tree canopy along existing paths to provide shade to pedestrians.
- 43 requests for the provision of 18 new footpaths
- 23 requests for the maintenance of 18 existing footpaths and/or pram ramps along existing paths
- 22 requests for the widening of 10 existing footpaths
- Provision of 15 pedestrian priority crossings (signalised, zebra or wombat crossings). Note that some of those locations are within proximity of each other and may be amalgamated into a single location.
- Seven requests for the provision of five new bicycle paths
- 83 separate requests for provision of traffic calming devices and speed reduction at 39 locations
- Five requests for vegetation pruning to improve sightlines
- 11 requests to address illegal parking
- Two requests to improve lighting
- One request to provide a drinking fountain

For each of the categories above, there may be overlapping requests made by multiple individuals pertaining to a particular location. A detailed implementation plan has been provided in **Attachment 1** that accommodates the outcomes for all requests and outcomes. It should be noted that a treatment for each request has not necessarily been provided due to the scheduling of the Low Cost Urban Road Safety Program (LCURS), which will identify treatment types at certain locations subject to community consultation and Main Roads WA (MRWA) funding and approval.

Priorities are primarily determined by the volume of feedback received for a given request. With respect to the provision of new footpaths and path widening requests, both the number of requests received and the existence of pre-existing footpaths on one side of the roadway are taken into consideration, as well as the timing of the Maylands Underground Power project, in order to establish priorities and determine an implementation schedule. Consideration should also be given to the priorities of other footpaths in the City and associated funding received each financial year. Priority of a second path is also dependent on the road hierarchy where Local Distributors and District Distributor roads are generally prioritised over Access Roads.

Traffic calming treatments identified in the implementation plan will be considered as part of the LCURS program. Should these sites not be addressed during the LCURS program due to funding allocations, the City will review these sites and reconsider implementation under existing municipal traffic management funds.

Additional tree plantings within the Maylands Peninsula precinct are scheduled to take place between May and September 2023, pending consultation with local residents. However, it should be noted that a number of residents have expressed their unwillingness to have trees planted in front of their respective properties. As a result, the City may not be able to accommodate new tree plantings at certain requested sites.

## LEGISLATIVE COMPLIANCE

- *Traffic Management Criteria Policy*
- MRWA Speed Zoning Policy and Application Guidelines
- MRWA Low Cost Urban Road Safety Program Strategy and Implementation Framework
- Relevant Australian Standards and Austroads Guidelines
- *City of Bayswater Urban Trees Policy*
- *City of Bayswater Trees on Private Land and Street Verges Policy*
- *City of Bayswater Footpath 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.

Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Moderate
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Moderate
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	It is deemed that this option poses a moderate level of risk to both the community and stakeholders, as well as financial management. This is	

	primarily due to the potential requirement of additional funding to adequately cater to the high volume of requests that need to be fulfilled within a limited timeframe.
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## FINANCIAL IMPLICATIONS

Delivery of all listed items within the Implementation Plan will be subject to funding availability within each financial year.

Only items listed under Year 1 are committed at this stage as the funding has been included in the proposed Service Plan and Project Plan. Committed items also include items that can be funded under general maintenance costs within Year 1 for either design only, or design and implementation subject to consultation and third-party approvals.

Implementation of footpaths will require increased funding each financial year to ensure that all footpath requests have been addressed within a short timeframe. This may be challenging, considering the priority of footpaths elsewhere within the City and those associated with other schools. It should be noted that the City is also currently reviewing its pathway program.

The expected cost to implement traffic calming measures, if found warranted, may be funded by the existing traffic management fund, or otherwise be part of the LCURS program funded by MRWA. This will be initiated in Year 1 based on community consultation. It is expected that several sites of concern raised during the Safe Routes to School engagement will be addressed as part of the LCURS program. Those which do not meet the criteria for LCURS or were not raised as a major issue can be reassessed outside the program in the subsequent financial years.

Planting of additional trees in the vicinity of the school may be funded by the existing tree planting program.

Provision of pedestrian crossings may be funded through existing traffic management funds, subject to MRWA approvals.

Items that are scheduled beyond year 1 in the attached plan, are not committed to for funding at this stage, and will be subject to the City's business planning processes. They will need to be reviewed on a case-by-case basis and considered alongside competing priorities of other works within the City, as well as budget constraints for the given financial year. This may result in deferrals or delays in the delivery of some works. However, the implementation plan establishes a priority list with recommended timeframes that will be used and considered in the business planning process.

Additionally, allocation of funding may be influenced by various factors, including external funding sources, changes in community needs and priorities, and unexpected expenditure requirements. As such, the attached schedule of works and priorities may be subject to change each financial year.

## 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 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.

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**

Following Council's resolution at its Ordinary Meeting on 6 August 2019, the City initiated the Safe Routes to School Program, commencing with the Maylands Peninsula Primary School as the pilot to assess its effectiveness. Engagement with the school was concluded in May 2022 and an outcomes report highlighting the survey results was provided to Councillors in December 2022. The City is currently in the process of undergoing the community consultation for the LCURS program within the Maylands Primary School area which involves letter drops and drop-in sessions. This will allow the two programs to be formalised and complement each other.



TREE PLANTING REQUESTS																
CITY OF BAYSWATER: SAFE ROUTES TO SCHOOL IMPLEMENTATION PLAN																
Maylands Peninsula Primary School (as at April 2023)																
Item No.	Location	Request	Asset Category	Expenditure Type	Type of Works Request	Number of Request s	Third Party Approval Required	Potential Funding Source	Priority	Status	Draft Implementation Schedule					Notes
											2022/23	Year 1	Year 2-5	Year 6-10	Year 10+	
1	Darby St	Provision of shade	Vegetation	New	Tree Planting	1	No	Municipal	low	Completed	•					Completed late 2022 as part of the Green Dreams approach
2	Mephan St	Provision of shade	Vegetation	New	Tree Planting	6	No	Municipal	High	Completed	•					
3	Traylen Rd	Provision of shade	Vegetation	New	Tree Planting	1	No	Municipal	low	Completed	•					
4	Queen St	Planting of trees to deter illegal parking	Vegetation	New	Tree Planting	8	No	Municipal	High	Completed	•					
5	Kathleen Av	Provision of shade	Vegetation	New	Tree Planting	1	No	Municipal	low	In Progress		•				
6	Joseph St	Provision of shade	Vegetation	New	Tree Planting	2	No	Municipal	Medium	In Progress		•				
7	Hillside Cr	Provision of shade	Vegetation	New	Tree Planting	1	No	Municipal	low	In Progress		•				
8	Susan St	Provision of shade	Vegetation	New	Tree Planting	1	No	Municipal	low	Completed	•					Completed late 2022 as part of the Green Dreams approach
9	Peninsula Rd	Provision of shade	Vegetation	New	Tree Planting	1	No	Municipal	Low	In Progress		•				
10	Swan View Tce	Provision of shade	Vegetation	New	Tree Planting	1	No	Municipal	Low	In Progress		•				
11	East St	Provision of shade	Vegetation	New	Tree Planting	2	No	Municipal	Medium	In Progress		•				
12	Caledonian Av	Provision of shade	Vegetation	New	Tree Planting	2	No	Municipal	Medium	Completed	•					Completed late 2022 as part of the Green Dreams approach
13	Kelvin St	Provision of shade	Vegetation	New	Tree Planting	2	No	Municipal	Medium	Completed	•	•				Undertaken late 2022 as part of the Green Dreams approach. Additional planting opportunities along Kelvin St are being considered and scheduled
14	Falkirk Av	Provision of shade	Vegetation	New	Tree Planting	2	No	Municipal	Medium	In Progress		•				
15	Mt Prospect Cr	Provision of shade between Falkirk and Caledonian Av	Vegetation	New	Tree Planting	1	No	Municipal	Low	In Progress		•				
16	Gibney Reserve	Provision of shade around the Reserve	Vegetation	New	Tree Planting	1	No	Municipal	Low	Completed	•					Completed late 2022 as part of the Green Dreams approach
17	Sherwood St	Provision of shade	Vegetation	New	Tree Planting	1	No	Municipal	Low	Completed	•					
18	Ninth Av	Provision of shade	Vegetation	New	Tree Planting	1	No	Municipal	Low	In Progress		•				

NEW FOOTPATH REQUESTS

**CITY OF BAYSWATER: SAFE ROUTES TO SCHOOL IMPLEMENTATION PLAN**

**Maylands Peninsula Primary School (as at April 2023)**

Item No.	Location	Request	Asset Category	Expenditure Type	Type of Works Request	Number of Requests	Third Party Approval Required	Potential Funding Source	Priority	Status	Draft Implementation Schedule					Notes
											2022/23	Year 1	Year 2-5	Year 6-10	Year 10+	
19	Mephan St	Provision of a footpath on the southern side of Mephan Street	Pathways	New	New Footpath	13	No	Municipal	High	Not Started		•				A footpath from Ferguson ST to Kelvin St has been included in the 2023/24 Service plan subject to approvals
20	Darby St	Provision of footpath between Wholley Street and Goldmead Street	Pathways	New	New Footpath	1	No	Municipal	low	Not Started					•	
21	Gilbert St	Provision of a second path between Garratt Road and Rosher Pl	Pathways	New	New Footpath	5	No	Municipal	Medium	Not Started			•			Dependent on footpath priorities elsewhere within the City. Local Distributor and District Distributor roads have higher priority than Access Roads. Depending on the need, the priority to construct a footpath on roads that have none existing over those that have a footpath on one side of the road.
22	Traylen Rd	Provision of a second path	Pathways	New	New Footpath	3	No	Municipal	Medium	Not Started			•			
23	Queen St	Provision of a second path between Traylen Rd and Snell St	Pathways	New	New Footpath	1	No	Municipal	low	Not Started				•		
24	Kathleen Av	Provision of a second path	Pathways	New	New Footpath	1	No	Municipal	low	Not Started				•		
25	Joseph St	Provision of a second path on the other side of the road	Pathways	New	New Footpath	3	No	Municipal	Medium	Not Started			•			Dependent on footpath priorities elsewhere within the City. Local Distributor and District Distributor roads have higher priority than Access Roads. Depending on the need, the priority to construct a footpath on roads that have none existing over those that have a footpath on one side of the road.
26	Richard St	Provision of a second path	Pathways	New	New Footpath	1	No	Municipal	low	Not Started				•		
27	Hillside Cr	Provision of a second path	Pathways	New	New Footpath	1	No	Municipal	low	Not Started				•		
28	Hubert St	Provision of a second path	Pathways	New	New Footpath	3	No	Municipal	Medium	Not Started			•			Dependent on footpath priorities elsewhere within the City. Local Distributor and District Distributor roads have higher priority than Access Roads. Depending on the need, the priority to construct a footpath on roads that have none existing over those that have a footpath on one side of the road.
29	Susan St	Provision of a second path	Pathways	New	New Footpath	2	No	Municipal	Medium	Not Started			•			Dependent on footpath priorities elsewhere within the City. Local Distributor and District Distributor roads have higher priority than Access Roads. Depending on the need, the priority to construct a footpath on roads that have none existing over those that have a footpath on one side of the road.
30	Hillside Cr	Extension of the existing footpath to the De Lacy Reserve	Pathways	New	New Footpath	1	No	Municipal	low	Not Started					•	
31	Peninsula Rd	Provision of a second path between Foggerthorpe and Swan Bank	Pathways	New	New Footpath	1	No	Municipal	Low	Not Started					•	
32	Wall St	Provision of a second path	Pathways	New	New Footpath	1	No	Municipal	Low	Not Started					•	

NEW FOOTPATH REQUESTS																
CITY OF BAYSWATER: SAFE ROUTES TO SCHOOL IMPLEMENTATION PLAN																
Maylands Peninsula Primary School (as at April 2023)																
Item No.	Location	Request	Asset Category	Expenditure Type	Type of Works Request	Number of Requests	Third Party Approval Required	Potential Funding Source	Priority	Status	Draft Implementation Schedule					Notes
											2022/23	Year 1	Year 2-5	Year 6-10	Year 10+	
33	Swan View Tce	Provision of a second path between Wall St and Hillside Cr	Pathways	New	New Footpath	1	No	Municipal	Low	Not Started					•	
34	De Lacy Reserve	Extension of footpath to go around the reserve	Pathways	New	New Footpath	2	No	Municipal	Medium	Not Started				•		Dependent on footpath priorities elsewhere within the City. Local Distributor and District Distributor roads have higher priority than Access Roads. Depending on the need, the priority to construct a footpath on roads that have none existing over those that have a footpath on one side of the road.
35	Peninsula Rd	Provision of new path connectivity in the verge adjacent to Central Av	Pathways	New	New Footpath	1	No	Municipal	Low	Not Started					•	
36	Gibbney Reserve	Extension of footpath to connect to the school	Pathways	New	New Footpath	2	No	Municipal	Medium	Not Started					•	Dependent on footpath priorities elsewhere within the City. Local Distributor and District Distributor roads have higher priority than Access Roads. Depending on the need, the priority to construct a footpath on roads that have none existing over those that have a footpath on one side of the road.

PATH MAINTENANCE REQUESTS

**CITY OF BAYSWATER: SAFE ROUTES TO SCHOOL IMPLEMENTATION PLAN**

**Maylands Peninsula Primary School (as at April 2023)**

Item No.	Location	Request	Asset Category	Expenditure Type	Type of Works Request	Number of Requests	Third Party Approval Required	Potential Funding Source	Priority	Status	Draft Implementation Schedule					Notes
											2022/23	Year 1	Year 2-5	Year 6-10	Year 10+	
37	Joseph St	Improve path condition along Joseph Street near Sarah Street to eliminate any tripping hazards	Pathways	Maintenance	Path Maintenance	1	No	Municipal	low	Completed	•					Completed in October 2022
38	Mephan St	Improve path condition along the northern side of Mephan St to eliminate any tripping hazards	Pathways	Maintenance	Path Maintenance	1	No	Municipal	low	Completed	•					
39	Kathleen Av	Improve existing path condition to eliminate any hazards	Pathways	Maintenance	Path Maintenance	1	No	Municipal	low	Completed	•					
40	Traylen Rd	Improve existing path condition to eliminate any hazards	Pathways	Maintenance	Path Maintenance	1	No	Municipal	Low	Completed	•					
41	Queen St	Upgrade of the pedestrian ramps near Gibbney Reserve	Pathways	Upgrade	Path Maintenance	3	No	Municipal	Medium	Not Started		•				Brought into year 1 as low cost work can be accommodated under maintenance programs
42	Swan View Tce	Upgrade of the pedestrian ramps near Richard St	Pathways	Upgrade	Path Maintenance	2	No	Municipal	Medium	Not Started		•				
43	Queen St	Provision of path priority at the Gibbney Reserve crossover	Pathways	Upgrade	Path Maintenance	2	No	Municipal	Medium	Not Started			•			
44	Falkirk Av	Provision of a continuous footpath across crossovers	Pathways	Upgrade	Path Maintenance	1	No	Municipal	Low	Not Started					•	
45	Kelvin St	Provision of a continuous footpath across crossovers	Pathways	Upgrade	Path Maintenance	1	No	Municipal	Low	Not Started					•	
46	Guildford Rd	Provision of a continuous footpath across crossovers near the shopping precinct and The Rise	Pathways	Upgrade	Path Maintenance	1	No	Municipal	Low	Not Started					•	
47	Gilbert St	Improve existing path condition to eliminate any hazards	Pathways	Upgrade	Path Maintenance	1	No	Municipal	Low	Completed	•					Completed in October 2022
48	Caledonian Av	Improve existing path condition to eliminate any hazards	Pathways	Upgrade	Path Maintenance	1	No	Municipal	Low	Completed	•					
49	Kathleen Av	Improve path condition between Mt prospect Cr and Joseph St to eliminate any tripping hazards	Pathways	Maintenance	Path Maintenance	1	No	Municipal	Low	Completed	•					
50	Joseph St	Provision of a continuous footpath across crossovers	Pathways	Upgrade	Path Maintenance	1	No	Municipal	Low	Not Started					•	
51	Ferguson St	Improve path condition between Sherwood St and Mephan St to eliminate any tripping hazards	Pathways	Maintenance	Path Maintenance	1	No	Municipal	Low	Completed	•					Completed in October 2022
52	Queen St	Improve path condition along Gibbney Reserve to eliminate any tripping hazards	Pathways	Maintenance	Path Maintenance	1	No	Municipal	Low	Completed	•					
53	Swan View Tce	Provision of pedestrian ramps near Hillside Cr	Pathways	Upgrade	Path Maintenance	1	No	Municipal	Low	Not Started		•				Brought into year 1 as low cost work can be accommodated under maintenance programs
54	Susan St	Improve existing path condition to eliminate any hazards	Pathways	Upgrade	Path Maintenance	2	No	Municipal	Medium	Completed	•					Completed in October 2022

PATH WIDENING REQUESTS

**CITY OF BAYSWATER: SAFE ROUTES TO SCHOOL IMPLEMENTATION PLAN**

**Maylands Peninsula Primary School (as at April 2023)**

Item No.	Location	Request	Asset Category	Expenditure Type	Type of Works Request	Number of Requests	Third Party Approval Required	Potential Funding Source	Priority	Status	Draft Implementation Schedule					Notes
											2022/23	Year 1	Year 2-5	Year 6-10	Year 10+	
55	Peninsula Rd	Widening of footpath along Peninsula Road	Pathways	Upgrade	Path Widening	1	No	Municipal	low	Not Started					•	
56	Gilbert St	Widening of existing footpath between Garratt Road and Rosher Place	Pathways	Upgrade	Path Widening	2	No	Municipal	Medium	Not Started				•		Dependent on footpath priorities elsewhere within the City.
57	Queen St	Widening of existing footpath with pedestrian priority	Pathways	Upgrade	Path Widening	4	No	Municipal	Medium	Not Started				•		
58	Kathleen Av	Widening of existing footpath	Pathways	Upgrade	Path Widening	2	No	Municipal	Medium	Not Started				•		
59	Joseph St	Widening of existing footpath	Pathways	Upgrade	Path Widening	2	No	Municipal	Medium	Not Started				•		
60	Susan St	Widening of existing footpath	Pathways	Upgrade	Path Widening	4	No	Municipal	Medium	Not Started				•		
61	Peninsula Rd	Provision of a wider footpath near the Guildford Rd end	Pathways	Upgrade	Path Widening	1	No	Municipal	Low	Not Started					•	
62	Mephan St	Provision of a wider footpath on the approach to the school from Caledonian Av	Pathways	Upgrade	Path Widening	4	No	Municipal	Medium	Not Started				•		Dependent on footpath priorities elsewhere within the City.
63	Caledonian Av	Provision of a wider footpath between East St and Mephan St	Pathways	Upgrade	Path Widening	1	No	Municipal	Low	Not Started					•	
64	Ferguson St	Provision of a wider footpath between Sherwod St and Mephan St	Pathways	Upgrade	Path Widening	1	No	Municipal	Low	Not Started					•	

PEDESTRIAN CROSSINGS REQUESTS																
CITY OF BAYSWATER: SAFE ROUTES TO SCHOOL IMPLEMENTATION PLAN																
Maylands Peninsula Primary School (as at April 2023)																
Item No.	Location	Request	Asset Category	Expenditure Type	Type of Works Request	Number of Requests	Third Party Approval Required	Potential Funding Source	Priority	Status	Draft Implementation Schedule					Notes
											2022/23	Year 1	Year 2-5	Year 6-10	Year 10+	
65	Guildford Rd	Provision of a crossing across Guildford Road near Darby Street with the appropriate ramps and median storage	Traffic Management Devices	New	New Crossing	16	Yes	Municipal	High	In Progress	●	●				The City is currently gathering required information to build a business case to present to MRWA for the provision of a signalised crossing. Implementation of a crossing is subject to Main Roads Approval
66	Caledonian Av	Provision of a raised zebra crossing on Caledonian Av near Joseph Street for a safer crossing and traffic calming	Traffic Management Devices	New	New Crossing	6	Yes	Municipal	High	Not Started		●				Pedestrian priority crossings are subject to Main Roads approval considering speed, traffic gaps, pedestrian demand and traffic volume. Other forms of traffic calming may be considered as part of LCURS subject to consultation and funding
67	Kelvin St and Mephan St	Provision of a crossing at the Kelvin Street and Mephan Street intersection	Traffic Management Devices	New	New Crossing	4	Yes	Municipal	Medium	Not Started			●			
68	Kelvin St	Provision of zebra crossing on Kelvin Street near Queen Street	Traffic Management Devices	New	New Crossing	1	Yes	Municipal	Low	Not Started				●		
69	Kelvin St	Provision of pedestrian priority at the existing crossing adjacent to the school	Traffic Management Devices	Upgrade	Crossing Upgrade	6	Yes	Municipal	High	Completed	●					The crossing adjacent to the school access has been converted to a wombat crossing giving priority to the children
70	Peninsula Rd	Provision of a pedestrian priority crossing near Richard St	Traffic Management Devices	New	New Crossing	3	Yes	Municipal	Medium	Not Started			●			Pedestrian priority crossings are subject to Main Roads approval considering speed, traffic gaps, pedestrian demand and traffic volume. Other forms of traffic calming may be considered as part of LCURS subject to consultation and funding
71	Peninsula Rd	Provision of a pedestrian priority crossing near the East St roundabout	Traffic Management Devices	New	New Crossing	2	Yes	Municipal	Medium	Not Started			●			Pedestrian priority crossings are subject to Main Roads approval considering speed, traffic gaps, pedestrian demand and traffic volume. Other forms of traffic calming may be considered as part of LCURS subject to consultation and funding
72	Caledonian Av and Susan St	Provision of a pedestrian priority crossing or wide central pedestrian refuge islands to enable a safe crossing	Traffic Management Devices	New	New Crossing	7	Yes	Municipal	High	Not Started		●				
73	Queen St	Provision of a crossing near Gibbney Reserve	Traffic Management Devices	New	New Crossing	1	Yes	Municipal	Low	Not Started				●		
74	Kelvin St	Provision of a warden crossing near Susan St	Traffic Management Devices	New	New Crossing	2	Yes	Nil	Medium	Not City's Project						Children warden crossings are provided by the WA Police. Any applications for a new crossing must be made by either the School Principal, or President/ Secretary/ Chair of a recognised school/parent organisation, for example P&C or P&F. The City cannot submit applications for warden crossings on behalf of the school, however, the City is willing to support the application and assist in determining a suitable location.
75	East St	Provision of a pedestrian priority crossing near Falkirk Avenue	Traffic Management Devices	New	New Crossing	1	Yes	LCURS*	Low	Not Started		●				A dedicated crossing may not be warranted, however, there may be an opportunity to reduce traffic speed in the area through other traffic calming devices
76	Falkirk Av	Provision of a pedestrian crossing near the Coles crossover	Traffic Management Devices	New	New Crossing	1	Yes	LCURS*	Low	Not Started		●				
77	Ninth Av	Provision of a safe crossing between Guildford Rd and East St	Traffic Management Devices	New	New Crossing	2	Yes	LCURS*	Medium	Not Started		●				

PEDESTRIAN CROSSINGS REQUESTS																
CITY OF BAYSWATER: SAFE ROUTES TO SCHOOL IMPLEMENTATION PLAN																
Maylands Peninsula Primary School (as at April 2023)																
Item No.	Location	Request	Asset Category	Expenditure Type	Type of Works Request	Number of Requests	Third Party Approval Required	Potential Funding Source	Priority	Status	Draft Implementation Schedule					Notes
											2022/23	Year 1	Year 2-5	Year 6-10	Year 10+	
78	Guildford Rd	Provision of a warden crossing near Darby St	Traffic Management Devices	New	New Crossing	1	Yes	Nil	Low	Not City's Project						Children warden crossings are provided by the WA Police. Any applications for a new crossing must be made by either the School Principal, or President/ Secretary/ Chair of a recognised school/parent organisation, for example P&C or P&F. The City cannot submit applications for warden crossings on behalf of the school, however, the City is willing to support the application and assist in determining a suitable location.
79	Peninsula Rd	Provision of a pedestrian priority crossing near Kirkham Hill Tce	Traffic Management Devices	New	New Crossing	3	Yes	LCURS*	Medium	Not Started		•				A dedicated crossing may not be warranted, however, there may be an opportunity to reduce traffic speed in the area through other traffic calming devices
80	Garratt Rd	Provision of a pedestrian priority crossing	Traffic Management Devices	New	New Crossing	2	Yes	LCURS*	Medium	Not Started		•				

\* Tentative funding source subject to consultation and third party approvals

NEW PATH REQUESTS																
CITY OF BAYSWATER: SAFE ROUTES TO SCHOOL IMPLEMENTATION PLAN																
Maylands Peninsula Primary School (as at April 2023)																
Item No.	Location	Request	Asset Category	Expenditure Type	Type of Works Request	Number of Requests	Third Party Approval Required	Potential Funding Source	Priority	Status	Draft Implementation Schedule					Notes
											2022/23	Year 1	Year 2-5	Year 6-10	Year 10+	
81	Swan View Tce	Provision of a dedicated on road bike lane			New Path	1	Yes	Municipal	Low	Not Started					•	
82	Eighth Av	Provision of a dedicated bike lane from the train station to East St			New Path	1	Yes	Municipal	Low	Not Started					•	
83	Caledonian Av	Provision of a dedicated bike lane along the road			New Path	2	Yes	Municipal	Medium	Not Started				•		
84	Kelvin St	Provision of a dedicated bike lane along the road from Mephan St to the school			New Path	2	Yes	Municipal	Medium	Not Started				•		
85	East St	Provision of a dedicated bike lane along the road from Mephan St to the school			New Path	1	Yes	Municipal	Low	Not Started					•	



TRAFFIC CALMING DEVICES REQUESTS																
CITY OF BAYSWATER: SAFE ROUTES TO SCHOOL IMPLEMENTATION PLAN																
Maylands Peninsula Primary School (as at April 2023)																
Item No.	Location	Request	Asset Category	Expenditure Type	Type of Works Request	Number of Requests	Third Party Approval Required	Potential Funding Source	Priority	Status	Draft Implementation Schedule					Notes
											2022/23	Year 1	Year 2-5	Year 6-10	Year 10+	
86	Susan St	Provision of Traffic calming measures or speed reduction during school hours along Susan Street	Traffic Management Devices	New	Traffic Calming	2	Yes	LCURS*	Medium	Not Started		•				School zone speed reduction may not be warranted according to MRWA Speed zoning facility as the road does not have a frontage to the school. Traffic calming measures will be considered as part of LCURS subject to consultation and funding.
87	Darby St	Provision of traffic calming measures or speed reduction during school hours along Darby Street	Traffic Management Devices	New	Traffic Calming	1	Yes	LCURS*	low	Not Started		•				Extension of school zone speed reduction may not be warranted according to MRWA Speed zoning facility as the road does not have a frontage to the school. Traffic calming measures will be considered as part of LCURS subject to consultation and funding.
88	Peninsula Rd	Provision of traffic calming measures along Peninsula Road near East Street to increase awareness of shared zone and provide safer children crossings	Traffic Management Devices	New	Traffic Calming	2	Yes	LCURS*	Medium	Not Started		•				Stage 1 engagement scheduled for May 2023
89	Kelvin St and Stone St	Provision of traffic calming measure at the Kelvin Street and Stone Street intersection and consideration of a safer crossing	Traffic Management Devices	Upgrade	Traffic Calming	1	Yes	LCURS*	low	Not Started		•				
90	Kelvin St and Mephan St	Provision of a narrowed intersection to reduce speed and provide a safer crossing	Traffic Management Devices	Upgrade	Traffic Calming	6	Yes	LCURS*	High	Not Started		•				
91	Darby St and Mephan St and Rosher Pl	Provision of a narrowed intersection to reduce speed and provide a safer crossing	Traffic Management Devices	Upgrade	Traffic Calming	3	Yes	LCURS*	Medium	Not Started		•				
92	Mephan St and Rupert St	Provision of a narrowed intersection to reduce speed and provide a safer crossing	Traffic Management Devices	Upgrade	Traffic Calming	1	Yes	LCURS*	low	Not Started		•				Stage 1 engagement scheduled for May 2023
93	Mephan St and Ferguson St	Provision of a narrowed intersection to reduce speed and provide a safer crossing	Traffic Management Devices	Upgrade	Traffic Calming	4	Yes	LCURS*	Medium	Not Started		•				
94	Mephan St	Provision of traffic calming measures	Traffic Management Devices	New	Traffic Calming	1	Yes	LCURS*	low	Not Started		•				
95	Gilbert St and Rosher Pl	Provision of a narrowed intersection to reduce speed and provide a safer crossing	Traffic Management Devices	Upgrade	Traffic Calming	2	Yes	LCURS*	Medium	Not Started		•				Stage 1 engagement scheduled for May 2023
96	Queen St and Traylen Rd	Provision of a narrowed intersection to reduce speed and provide a safer crossing	Traffic Management Devices	Upgrade	Traffic Calming	3	Yes	LCURS*	Medium	Not Started		•				
97	Kathleen Av and Mt Prospect	Provision of a narrowed intersection to reduce speed and provide a safer crossing	Traffic Management Devices	Upgrade	Traffic Calming	3	Yes	LCURS*	Medium	Not Started		•				
98	Joseph St and Hubert Rd	Provision of a narrowed intersection to reduce speed and provide a safer crossing	Traffic Management Devices	Upgrade	Traffic Calming	2	Yes	LCURS*	Medium	Not Started		•				Stage 1 engagement scheduled for May 2023
99	Joseph St and Sarah St	Provision of a narrowed intersection to reduce speed and provide a safer crossing	Traffic Management Devices	Upgrade	Traffic Calming	1	Yes	LCURS*	low	Not Started		•				
100	Joseph St and Falkirk Av	Provision of a narrowed intersection to reduce speed and provide a safer crossing	Traffic Management Devices	Upgrade	Traffic Calming	3	Yes	LCURS*	Medium	Not Started		•				
101	Caledonian Av and Joseph St	Provision of traffic calming measures on the approach to the roundabout	Traffic Management Devices	New	Traffic Calming	6	Yes	LCURS*	High	Not Started		•				Stage 1 engagement scheduled for May 2023
102	Peninsula Rd and Richard St	Provision of a narrowed intersection to reduce speed and provide a safer crossing	Traffic Management Devices	Upgrade	Traffic Calming	2	Yes	LCURS*	Medium	Not Started		•				

TRAFFIC CALMING DEVICES REQUESTS																
CITY OF BAYSWATER: SAFE ROUTES TO SCHOOL IMPLEMENTATION PLAN																
Maylands Peninsula Primary School (as at April 2023)																
Item No.	Location	Request	Asset Category	Expenditure Type	Type of Works Request	Number of Requests	Third Party Approval Required	Potential Funding Source	Priority	Status	Draft Implementation Schedule					Notes
											2022/23	Year 1	Year 2-5	Year 6-10	Year 10+	
103	Hubert St and Susan St	Provision of a narrowed intersection to reduce speed and provide a safer crossing	Traffic Management Devices	Upgrade	Traffic Calming	1	Yes	LCURS*	low	Not Started		•				Stage 1 engagement scheduled for May 2023
104	Swan View Tce	Provision of traffic calming measures to deter rat running through the street	Traffic Management Devices	New	Traffic Calming	2	Yes	LCURS*	Medium	Not Started		•				Stage 1 engagement scheduled for May 2023
105	Richard St and Swan View Tce	Provision of a narrowed intersection to reduce speed and provide a safer crossing	Traffic Management Devices	Upgrade	Traffic Calming	3	Yes	LCURS*	Medium	Not Started		•				
106	Caledonian Av and Swan View Tce	Provision of a narrowed intersection to reduce speed and provide a safer crossing	Traffic Management Devices	Upgrade	Traffic Calming	1	Yes	LCURS*	Low	Not Started		•				
107	Seventh Av and East Street	Provision of a narrowed intersection to reduce speed and provide a safer crossing	Traffic Management Devices	Upgrade	Traffic Calming	2	Yes	LCURS*	Medium	Not Started		•				Stage 1 engagement scheduled for May 2023
108	East St	Provision of traffic calming devices to deter rat running through the area	Traffic Management Devices	New	Traffic Calming	2	Yes	LCURS*	Medium	Not Started		•				
109	East St and Ninth Av	Provision of a narrowed intersection to reduce speed and provide a safer crossing	Traffic Management Devices	Upgrade	Traffic Calming	1	Yes	LCURS*	Low	Not Started		•				
110	East St and Falkirk Av	Provision of a narrowed intersection to reduce speed and provide a safer crossing	Traffic Management Devices	Upgrade	Traffic Calming	2	Yes	LCURS*	Medium	Not Started		•				Stage 1 engagement scheduled for May 2023
111	Falkirk Av and Mt Prospect Cr	Provision of a narrowed intersection to reduce speed and provide a safer crossing	Traffic Management Devices	Upgrade	Traffic Calming	5	Yes	LCURS*	Medium	Not Started		•				
112	East St and Caledonian Av	Provision of a narrowed intersection to reduce speed and provide a safer crossing	Traffic Management Devices	Upgrade	Traffic Calming	1	Yes	LCURS*	Low	Not Started		•				
113	Caledonian Av and Mt Prospect Cr	Provision of a narrowed intersection to reduce speed and provide a safer crossing	Traffic Management Devices	Upgrade	Traffic Calming	1	Yes	LCURS*	Low	Not Started		•				Stage 1 engagement scheduled for May 2023
114	Kelvin St and Swan View Tce	Provision of a narrowed intersection to reduce speed and provide a safer crossing	Traffic Management Devices	Upgrade	Traffic Calming	1	Yes	LCURS*	Low	Not Started		•				
115	Caledonian Av	Provision of traffic calming devices	Traffic Management Devices	New	Traffic Calming	1	Yes	LCURS*	Low	Not Started		•				
116	Kelvin St	Extension of the existing 40km/hr school zone to south of Queen St	Traffic Management Devices	New	Traffic Calming	2	Yes	LCURS*	Medium	Not Started		•				The matter was raised with Main Roads who advised that extension of school zone speed reduction is not warranted as the signage is already at the furthest possible distance from the school. Traffic calming measures will be considered as part of LCURS subject to consultation and funding.
117	Queen St	Upgrade of the existing traffic calming devices to slow vehicles down as they seem to be ineffective for general traffic	Traffic Management Devices	Upgrade	Traffic Calming	5	Yes	LCURS*	Medium	Not Started		•				Stage 1 engagement scheduled for May 2023
118	McGann St	Provision of traffic calming devices to deter rat running through the area	Traffic Management Devices	New	Traffic Calming	1	Yes	LCURS*	Low	Not Started		•				
119	Gilbert St and Traylen Rd	Provision of a narrowed intersection to reduce speed and provide a safer crossing	Traffic Management Devices	New	Traffic Calming	1	Yes	LCURS*	Low	Not Started		•				
120	Mephan St	Reduction of the speed limit to 30km/hr	Traffic Management Devices	Upgrade	Traffic Calming	1	Yes	LCURS*	Low	Not Started		•				Speed reduction is under the authorisation of Main Roads and is only considered when other traffic calming devices are deemed ineffective.

TRAFFIC CALMING DEVICES REQUESTS

**CITY OF BAYSWATER: SAFE ROUTES TO SCHOOL IMPLEMENTATION PLAN**

**Maylands Peninsula Primary School (as at April 2023)**

Item No.	Location	Request	Asset Category	Expenditure Type	Type of Works Request	Number of Requests	Third Party Approval Required	Potential Funding Source	Priority	Status	Draft Implementation Schedule					Notes
											2022/23	Year 1	Year 2-5	Year 6-10	Year 10+	
121	Joseph St	Narrowing of the road to encourage other forms of transport	Traffic Management Devices	Upgrade	Traffic Calming	1	No	LCURS*	Low	Not Started		•				Brought to Year 1 as traffic calming devices may be considered and installed as part of LCURS
122	Hillside Cr and Hubert Rd	Provision of a narrowed intersection to reduce speed and provide a safer crossing	Traffic Management Devices	Upgrade	Traffic Calming	1	Yes	LCURS*	Low	Not Started		•				Stage 1 engagement scheduled for May 2023
123	Richard St and Hillside Cr	Provision of a narrowed intersection to reduce speed and provide a safer crossing	Traffic Management Devices	Upgrade	Traffic Calming	1	Yes	LCURS*	Low	Not Started		•				
124	Kelvin St	Improve sight line visibility for driveway along the road opposite the school	Traffic Management Devices	New	Traffic Calming	4	No	LCURS*	Medium	Not Started		•				

\* Tentative funding source subject to consultation and third party approvals

TREE PRUNING REQUESTS																
CITY OF BAYSWATER: SAFE ROUTES TO SCHOOL IMPLEMENTATION PLAN																
Maylands Peninsula Primary School (as at April 2023)																
Item No.	Location	Request	Asset Category	Expenditure Type	Type of Works	Number of Requests	Third Party Approval	Potential Funding	Priority	Status	Draft Implementation Schedule					Notes
											2022/23	Year 1	Year 2-5	Year 6-10	Year 10+	
125	Susan St	Pruning of vegetation on Susan Street to improve sight lines	Vegetation	Maintenance	Tree Pruning	1	No	Municipal	low	Completed	•					Completed in July 2022
126	Darby St	Pruning of overhanging branches	Vegetation	Maintenance	Tree Pruning	1	No	Municipal	Low	Completed	•					
127	Goldmead St	Pruning of overhanging branches	Vegetation	Maintenance	Tree Pruning	1	No	Municipal	Low	Completed	•					
128	Kelvin St	Pruning of overhanging branches near Swan View Tce	Vegetation	Maintenance	Tree Pruning	1	No	Municipal	Low	Completed	•					
129	Caledonian Av and Joseph St	Pruning of overhanging branches near Swan View Tce	Vegetation	Maintenance	Tree Pruning	1	No	Municipal	Low	Completed	•					

PARKING REQUESTS

**CITY OF BAYSWATER: SAFE ROUTES TO SCHOOL IMPLEMENTATION PLAN**

**Maylands Peninsula Primary School (as at April 2023)**

Item No.	Location	Request	Asset Category	Expenditure Type	Type of Works	Number of Requests	Third Party Approval	Potential Funding	Priority	Status	Draft Implementation Schedule					Notes
											2022/23	Year 1	Year 2-5	Year 6-10	Year 10+	
130	Kelvin St	Provision of frequent enforcement to deter illegal parking	Enforcement	Maintenance	Parking	5	No	Nil	Medium	In Progress	•					City Rangers monitor parking in the area from time to time and are available on a call basis following community and resident feedback
131	Kathleen Av	Provision of frequent enforcement to deter illegal parking	Enforcement	Maintenance	Parking	3	No	Nil	Medium	In Progress	•					
132	Hillside Cr	Provision of frequent enforcement to deter illegal parking	Enforcement	Maintenance	Parking	1	No	Nil	low	In Progress	•					
133	Hillside Cr	Provision of frequent enforcement to deter illegal parking	Enforcement	Maintenance	Parking	1	No	Nil	low	In Progress	•					
134	Caledonian Av	Provision of parking on one side of the street between East St and Mephan St			Parking	1	No	Municipal	Low	Cancelled						Due to the vertical alignment of the road, on street parking cannot be accommodates as it will result in sight line obstruction and may result in compromising the safety of pedestrians and motorists

MISCELLANEOUS REQUESTS																
CITY OF BAYSWATER: SAFE ROUTES TO SCHOOL IMPLEMENTATION PLAN																
Maylands Peninsula Primary School (as at April 2023)																
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											2022/23	Year 1	Year 2-5	Year 6-10	Year 10+	
135	Peninsula Rd and Richard St	Removal of the inverted U bars	Pathways	Upgrade	Miscellaneous	1	No	Municipal	Low	Not Started		•				Brought into year 1 as low cost work can be accommodated under maintenance programs
136	Swan View Tce	Removal of a light pole in the centre of the footpath near Richard St	Street Lights	Removal	Miscellaneous	1	Yes	Municipal	Low	Not Started		•				This pole may be relocated or removed as part of the Underground Power which will be commencing in Year 1
137	Kelvin St	Closure of the road near the school during pick up and drop off times	Road	Removal	Miscellaneous	1	Yes	Municipal	Low	Cancelled						This option is not feasible given the school parking in the vicinity, however, a wombat crossing has recently been constructed to provide priority to pedestrians
138	Mt Prospect Cr	Provision of street light near the Falkirk Av end	Street Lights	New	Miscellaneous	1	Yes	Municipal	Low	Not Started			•			Subject to approval from Western Power and the Underground Power works in the Peninsula which will be commencing in Year 1
139	Main Routes	Provision of drinking fountains along the main routes to school	Road Furniture	New	Miscellaneous	1	No	Municipal	Low	Not Started				•		
140	Railway Pde	Reopen the Caledonian Av crossing	Roads	Renew	Miscellaneous	1	Yes	Nil	Low	Cancelled						The closure of the railway crossing is a State Government project and cannot be reopened. An underpass exists near the Maylands train station which can be used as an alternative

**10.3.2 Drake Street Bike Path Design**

<b>Responsible Branch:</b>	Engineering Works
<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. Drawing 22-2-18-801 - Drake Street Bike Path Broun Avenue to Langley Road [<b>10.3.2.1</b> - 1 page]</li> <li>2. Drawing 22-2-18-802 - Drake Street Bike Path Langley Road to Beechboro Road [<b>10.3.2.2</b> - 1 page]</li> <li>3. Drawing 22-2-18-803 - Drake Street Bike Path May Street connection via Evans Place, Hester Street and Adelphi Street [<b>10.3.2.3</b> - 1 page]</li> </ol>
<b>Refer</b>	Item 10.3.5: OCM 23.06.2020

**CR LORNA CLARKE DECLARED AN PROXIMITY INTEREST**

*In accordance with section 5.60b of the Local Government Act 1995, Cr Lorna Clarke declared a proximity interest in this item as a segment of Coode Street is mentioned in the maps along which her house is located. At 8:59pm, Cr Lorna Clarke withdrew from the Council Chambers and did not participate in consideration or voting 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 the proposed bike path goes past Hillcrest Primary School and he is a member of the school's board. Cr Dan Bull remained in the Council Chambers and voted on this item.*

**SUMMARY**

To provide Council with an update of the Drake Street Bike Path design project and seek Council endorsement of the project, as requested by the Department of Transport.

**OFFICER'S RECOMMENDATION**

That Council endorses the Drake Street Bike Path designs (Drawing Nos. 22-2-18-801, 22-2-18-802 and 22-2-18-803 as included in Attachment 1), and advises the Department of Transport accordingly.

Cr Dan Bull Moved, Cr Georgia Johnson Seconded

*Cr Georgia Johnson proposed the following amendment:*

**AMENDMENT**

That a second limb be added to the motion as follows, and the motion renumbered accordingly:

2. Requests the CEO to explore a safe crossing at Broun Avenue as part of the Drake Street Bike Plan.

*As the amendment was accepted by the mover and seconder it formed part of the substantive motion.*

**COUNCIL RESOLUTION**

**That Council:**

- 1. Endorses the Drake Street Bike Path designs (Drawing Nos. 22-2-18-801, 22-2-18-802 and 22-2-18-803 as included in Attachment 1), and advises the Department of Transport accordingly.**
- 2. Requests the CEO to explore a safe crossing at Broun Avenue as part of the Drake Street Bike Plan.**

**Cr Dan Bull Moved, Cr Giorgia Johnson Seconded**

**CARRIED UNANIMOUSLY: 9/0**

**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, 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 9:06pm Cr Lorna Clarke returned to the meeting.**

**BACKGROUND**

At the Ordinary Meeting held on 23 June 2020, Council considered a report on the Local Road Safety Trial Reference Group and its recommendations for the City of Bayswater's Safe Active Streets Project. At this meeting, Council resolved as follows:

*"That Council:*

- 1. Notes the Minister for Transport; Planning's, response to the Local Road Safety Trial Reference Group's recommendations for the next phase of the City of Bayswater's cycling network.*
- 2. Supports in principle the alternate routes proposed by the reference group subject to further investigation.*
- 3. Notes that the City will submit a funding application for the provision of cycling facilities along Drake Street from Evans Place to Bayview Street."*

Limb 3 of the above resolution refers to the potential provision of a cycle path along Drake Street. Drake Street was identified as a cycling route as early as 2014, within the previous City of Bayswater Bike Plan. Following the above resolution, the City partnered with the Department of Transport to develop a safe cycling route, connecting the Bayswater Train Station with the Morley Activity Centre. The project aligns with the State Government's Long-Term Cycle Network Plan that aims to link parks, schools, community facilities and transport services, and make cycling a convenient and viable option.

The DoT and the City have committed \$80,000 each to the design and the City's contribution forms part of the current 2022/23 budget. In October 2022, the City formalised a high-level draft plan that allowed officers to engage with the community.

The proposed bike path will consist of two branches:

- The main branch will begin at the Bayswater Train Station and will proceed along Drake Street, past Hillcrest Primary School to Broun Avenue, and will effectively link the station to the Morley Activity Centre.
- A secondary branch will connect Drake Street to the existing bike boulevard/Safe Active Street that terminates at the May Street/Adelphi Street intersection in Bayswater, via a route along Evans Place, Hester Street and Adelphi Street.



Some of the benefits of this path are listed below:

- Commuters having a safe, direct route to the City via Bayswater Train Station.
- Children will be able to ride safely to school (Hillcrest Primary and John Forrest Secondary College).
- Residents who can ride directly to the Morley Activity Centre to access shops and restaurants.
- Creation of a link between the new Drake Street Bike Path and the City's existing Bike Boulevard via Evans Place.

The design of the new cycle path carefully considers a range of complex engineering issues, including the safety of cyclists and pedestrians, topography, existing trees, and the location of crossovers and power poles.

The following design parameters were applied to the design in addition to the applicable engineering design standards and guidelines:

- Path to be 2.5m minimum width, constructed from red asphalt, behind the kerb where possible.
- Alignment adjacent or on the side of parklands. It should be noted that an alignment adjacent to Halliday Reserve was not possible due to existing structures. It would also mean the loss of parking.
- Angled slow points to be replaced with speed cushions to allow the path to fit between existing trees and the road kerb.
- Bike path alignment and footpath alignment to be separate where possible to allow cyclists and pedestrians to safely traverse at the same time, while not having an adverse effect on existing vegetation.
- Where possible, designed in a way that parking capacity is not reduced for attendees to sporting activities on reserves.

The design of the Drake Street bike path has been finalised and community consultation completed. The following drawings (as included in **Attachment 1**) are now provided to Council for consideration and endorsement, as required by the Department of Transport:

- Drawing 22-2-18-801 - Drake Street Bike Path – Broun Avenue to Langley Road
- Drawing 22-2-18-802 - Drake Street Bike Path – Langley Road to Beechboro Road
- Drawing 22-2-18-803 - Drake Street Bike Path – May Street connection via Evans Place, Hester Street and Adelphi Street

## **EXTERNAL CONSULTATION**

Over a period of four days in December 2022, City officers visited properties on Drake Street, Evans Place, Adelphi and Hester Street to speak with the 196 adjacent residents in person. Where residents or property owners were not home, officers followed up with letters which included a link to and the opportunity to provide feedback. Consultation closed on 9 January 2023.

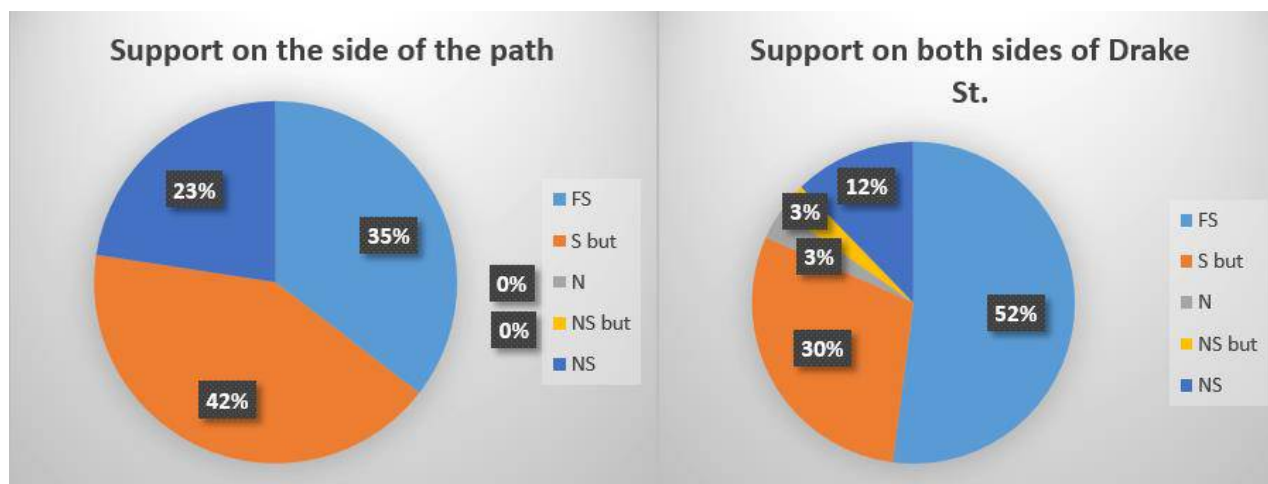
Of the 211 properties contacted (note that some properties that were outside of the area also added comment), the response overall was positive. The responses are categorised as follows:

- 82% of respondents were either fully supportive or partly supportive of the proposal;
- 15% were fully or partly against it; and

- 3% were neutral.

A breakdown of the results is detailed as per Table 1 and 2 below.

Table 1 – Community Consultation Pie Charts



<b>Key</b>	
FS	Fully supportive
S but	Supportive but has concerns
N	Neutral
NS but	Not supportive and has concerns
NS	Not supportive

Table 2 – Community Consultation chart

Drake Street Bike Path Design	No. of properties	Responses received	Fully supportive	Supportive but has concerns	Neutral	Not supportive and has concerns	Not supportive
On the side of the path	90	31	11	13	0	0	7
On the other side to the path	106	52	34	11	2	1	4
Total potential contact (including x 15, external of area)	211	98	51	29	3	3	12
			82%			15%	

## OFFICER'S COMMENTS

While the consultation received positive support overall, 42% responses from both 'supportive' and 'not supportive' residents expressed concerns about the path. These concerns have been relayed to the designer for consideration, and mainly centre on the following:

- The clash of cars exiting properties with bikes already on the path;
- Suggestions that Coode Street would be a better bike path;
- A preference for Drake Street as a Safe Active Street;
- The loss of parking within a narrowed street is a problem;

- The path:
  - “does not support vegetation”;
  - “is considered superfluous infrastructure, as cyclists can use the road and current footpath”; and
  - “is contrary to the City's Strategic Community Plan”;
- “The speed along Hester Street should be reduced”; and
- Is there a need for the path as “not many ride along here?”

Most of these concerns are addressed in the design achievements, however, not all concerns can be fully mitigated in a built environment. The design submitted reflects the best alignment, safety measures, environmental interaction and effect on the sporting surfaces.

It should be noted that there are no large mature trees to be removed in this project and construction will be carefully undertake near root structures.

In regards to the comments suggesting Coode Street would be a better bike path, this road currently carries 12,000 – 15,000 vehicles per day. Coode Street cannot supply the full link as the road separates to four lanes to provide entry to the schools and thus does not allow enough room for an on-road path. Plus the risks associated with riding (particularly families and children) along a road with such traffic volumes is considered undesirable.

The proposed alignment and design provides the following design achievements:

- To retain a greater majority of street trees, Hester Street and portions of Drake Street will be narrowed (except on bus routes). This will have the added effect of reducing speed where possible and give room for the bike path (7.4m existing reduced to 6.8m).
- A new protected crossing will be created on Coode Street/Hester Street intersection to allow a 2.0m median in the middle of Coode Street, wide enough for bikes.
- Increased median width along Coode Street to allow for safer crossing.
- The removal of on-road cycle lanes along Coode Street, from Hester Street to Haddrill Street will redirect the cyclists away from a four-lane undivided road section and onto a safer dedicated cycle path to Drake Street.
- Modified intersections will reduce the speed along Hester Street at both Lawrence Street and Paterson Street, to slow down traffic prior to the bend on Adelphi Street.
- Extra parallel parking will be added to the Hillcrest Primary School.
- There is no loss of parking for the sporting facilities.
- The option to create a memorandum of understanding with the Department of Education to utilise 1.0m of their land to widen the path between the school and angled parking bays, to eliminate the need to impact on parking and the road environment.
- Innovative design for Evans Place to become a pseudo-Safe Active Street and not lose the informal parking on the verge grass for Hillcrest reserve.
- The path pavement will be built from the City's recycled asphalt profilings from the City's resurfacing program as an environmental initiative to reduce the use of raw materials.

The challenge has been to design a safe cycling route across a mature landscape and infrastructure that does not readily allow for the construction of a dedicated cycle path. The design has managed to achieve this.

The estimated cost of the Drake Street Bike Path project is \$2,021,394. Funding has been applied for and the City has been successful in securing funding over a two-year period for 2023/24 and 2024/25.

## 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.

Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Moderate
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Moderate	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	The City is providing a dedicated path for cyclists through a mature built environment and where possible, mitigated the concerns of adjacent residents.	

## FINANCIAL IMPLICATIONS

The following financial implications are applicable:

**Item 1:** Construction of part of the bicycle path in 2023-2024

**Item 2** Construction of the remainder of the bicycle path in 2024-2025

**Asset Category:** New

**Source of Funds:** Contribution

**LTFP Impacts:** The City has been successful in seeking 50/50 funding for the construction of a \$2,021,394 project over two financial years as below.

**Notes:**

ITEM	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$) ANNUAL		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	1,262,998	1031	0	631,499	50	1,314,548	0
2	758,396	531	0	379,198	50	784,946	0

## STRATEGIC IMPLICATIONS

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

Theme: Environment and Liveability

Goal E3: Improve the City's walking and cycling network and create safer streets.

Theme: Vibrancy

Goal V3: Activate the City's town and neighbourhood centres.

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.

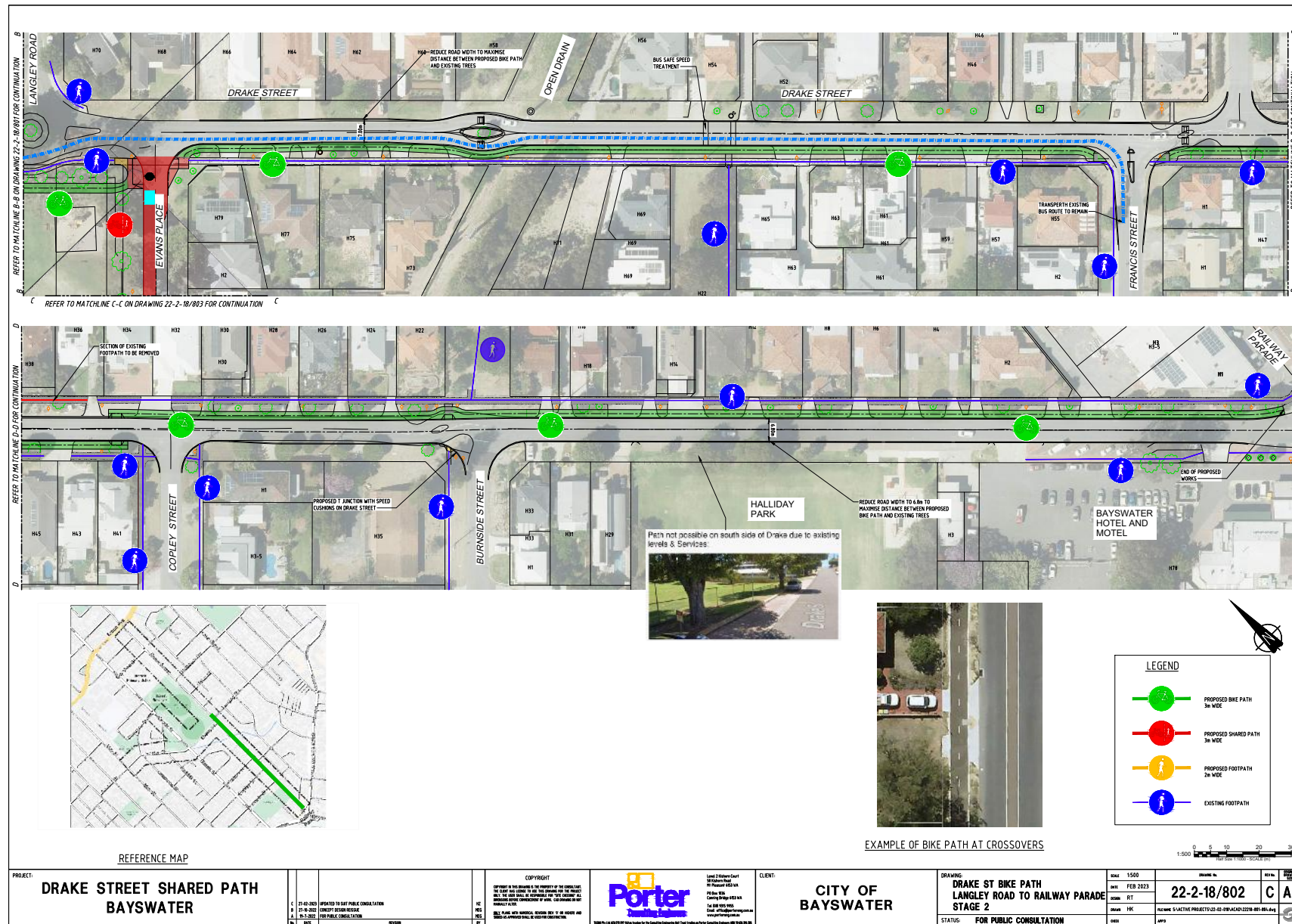
## **CONCLUSION**

Endorsing the Drake Street Cycle Path project supports the long-term cycle network vision for cycling in the City. It moves towards connecting major town centres and safe active streets and supplies safer cycling to schools in the area. The path provides a direct link to the newly state government train station currently under construction.

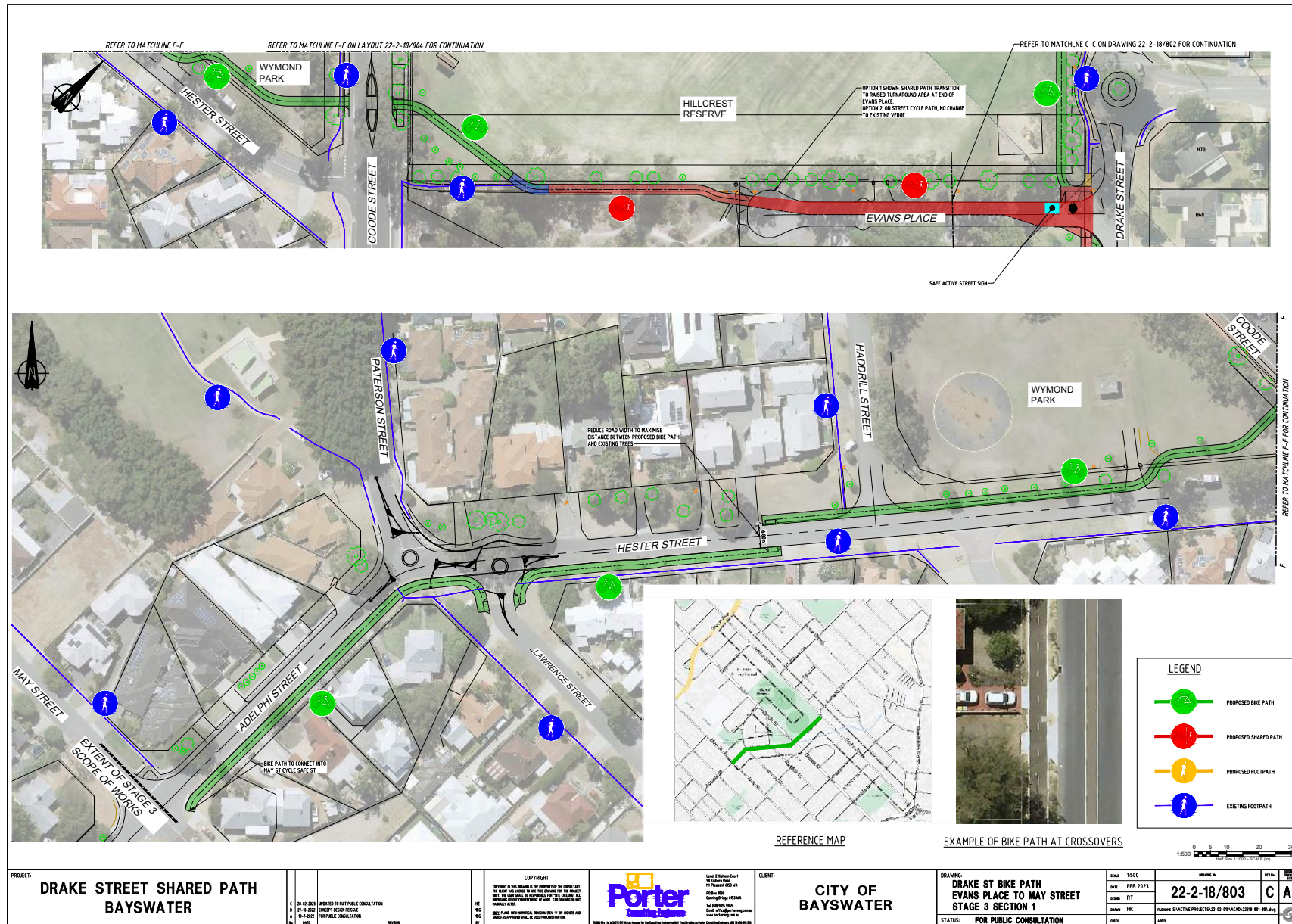
The City has been successful in its application for grant funding through the Department of Transport's WABN program. This has resulted in a commitment from Department of Transport for the funding of a section of path from May Street to Broun Avenue of \$631,499 forming part of the draft 23/24 Council Budget.













**10.3.3 Local Bike Plan Review**

<b>Responsible Branch:</b>	Engineering Works
<b>Responsible Directorate:</b>	Works and Infrastructure
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	1. Bayswater Bike Plan 2023 Draft Version 5.0 [ <b>10.3.3.1</b> - 70 pages] 2. Bayswater Bike Plan 2023 Abridged version [ <b>10.3.3.2</b> - 9 pages]
<b>Refer:</b>	Item 10.3.4: OCM 23.06.2020 Item 12.1.3: OCM 23.09.2014

**CR CATHERINE EHRHARDT, DEPUTY MAYOR DECLARED AN 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 the proposed cycle lane works on Railway Parade is where I reside. At 7:58pm, Cr Catherine Ehrhardt, Deputy Mayor withdrew from the Council Chambers and did not participate in consideration or voting on this item.*

**SUMMARY**

To seek Council's endorsement of the Local Bike Plan as prepared by consultants and as requested by the Department of Transport.

**OFFICER RECOMMENDATION**

That Council:

1. Endorses the City of Bayswater Local Bike Plan as included in Attachment 1, and as requested by the Department of Transport.
2. Supports the development of an implementation plan for the recommendations included in the Local Bike Plan, with projects to be considered as part of the annual business planning process; and
3. Notes that community consultation will be undertaken to support any program implementation.

Cr Josh Eveson Moved, Cr Sally Palmer Seconded

*Cr Georgia Johnson advised she would like to move an amendment.*

**PROCEDURAL MOTION**

That, in accordance with clause 11.7 of the *City of Bayswater Standing Orders Law 2021*, the meeting be adjourned for five minutes to allow time for Cr Georgia Johnson to put the amendment in writing.

Cr Filomena Piffaretti, Mayor Moved, Cr Elli Petersen-Pik Seconded

LOST: 3/6

**For:** Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca and Cr Elli Petersen-Pik.

**Against:** Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Dan Bull, Cr Lorna Clarke and Cr Georgia Johnson.

**AMENDMENT**

That limb 2 be amended as follows:

2. Supports the development of an implementation plan for the recommendations included in the Local Bike Plan, incorporating the feedback from the community consultation into the implementation plan with projects to be considered as part of the annual business planning process; and

Cr Giorgia Johnson Moved, Cr Dan Bull Seconded

LOST: 4/5

*For: Cr Elli Petersen-Pik, Cr Dan Bull, Cr Lorna Clarke and Cr Giorgia Johnson.*

*Against: Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Sally Palmer, Cr Josh Eveson and Cr Michelle Sutherland.*

*As the amendment was lost, Council returned to consideration of the Officer's Recommendation.*

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

That Council:

1. Endorses the City of Bayswater Local Bike Plan as included in Attachment 1, and as requested by the Department of Transport.
2. Supports the development of an implementation plan for the recommendations included in the Local Bike Plan, with projects to be considered as part of the annual business planning process; and
3. Notes that community consultation will be undertaken to support any program implementation.

Cr Josh Eveson Moved, Cr Sally Palmer Seconded

CARRIED: 7/2

*For: Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Sally Palmer, Cr Josh Eveson, Cr Dan Bull, Cr Lorna Clarke and Cr Giorgia Johnson.*

*Against: Cr Michelle Sutherland and Cr Elli Petersen-Pik.*

*At 8:28pm Cr Catherine Ehrhardt, Deputy Mayor, returned to the meeting.*

**BACKGROUND**

In 2019, the City applied for grant funding on a 50:50 basis with the Department of Transport (DoT) for the preparation of a new Local Bike Plan. In 2020, the City was advised of its success in gaining funding with the objective to continue the vision set out in 2014 Local Bike Plan, ensuring the City's cycling network is comprehensive, interconnected and cycle friendly.

In 2021, the City of Bayswater engaged Glen Flood Group Consultants to review the 2014 local bike plan, taking into consideration the changes that have taken place in the City since that time, including:

- Council's support of the Long-Term Cycle Network (LTCN) in 2020, with recommendations on how to connect State facilities to the local network;
- Upgrades to the City's cycling network, and new City projects creating cycling opportunities for the City;

- State Government projects which have and will continue to impact the Principal State Network. Projects include Gateway, NorthLink, Forresterfield Airport Link, Tonkin Gap, Bayswater Train Station Redevelopment and Morley Ellenbrook Line (MEL).

The consultant undertook an extensive analysis of the City's current cycling network and in line with the LTCN and consultation process, developed a Local Bike Plan based on current best practice and in accordance with DoT's current guidelines.

The consultant also undertook a workshop with the Council as part of the initial draft study prior to any formal public consultation. Consultation also featured heavily with the City's schools and the local cycling groups.

The resulting Local Bike Plan as shown in **Attachment 1** has undergone a number of reviews at officer level and in conjunction with DoT. The Plan provides for 32 recommendations.

## EXTERNAL CONSULTATION

### Community Consultation Phase 1

The City requested feedback to understand how current cycling patterns/paths are used by residents, commuters and visitors. The City conducted community consultation during May and June 2022 in the following ways: A survey, an interactive map, and a face-to-face drop-in session and invited comments from the community between 6 May and 21 June 2022. A total of 383 surveys were completed, 444 pins were dropped on the interactive map, and approximately 30 people attended the drop-in session.

The main concerns raised were as follows:

- The request for safer crossings on Guildford Road between Third Avenue and Grosvenor Road (16 comments)
- Closure of Caledonian Avenue level crossing and need to retain access for cycling via bridge or underpass (13 comments)
- Limited access onto the Perth to Midland Principal Shared Path (PSP) from the southern side of the railway line in Maylands (12 comments)
- Protected cycle lanes required on Railway Parade to Third Avenue (8 comments)
- Safety of Maylands Station underpass (8 comments)
- Protected cycle lane(s) required on East Street (5 comments)
- New path on Mephan Street needed to Maylands Peninsula Primary School (4 comments)

There were 18 comments made regarding the need for cycle lanes along King William Street, and about the safe crossing of Guildford Road at King William Street. Currently there are no lanes on King William Street as the City provided marked parking bays. Main Roads is in the process of investigating the intersection of Guildford Road at King William Street.

There were 150 comments in Maylands alone (including a portion of Bayswater, west of Garratt Road), and 93 comments in Bayswater, south of the railway line.

Five comments identified the need for an extension of the protected lanes in Railway Parade, from Maylands Station to the railway crossing at Third Avenue. This provides access to the PSP that leads to the Perth CBD.

Concern was raised that Railway Parade, where the speed limit is 60kph, does not have a cycle lane, which makes it dangerous for cyclists to mix with general traffic, especially when turning into side streets.

Various issues were mentioned by the community as being of a particular concern at the following locations:

1. The temporary PSP detour on Whatley Crescent – a road safety audit is recommended at this location.
2. The Hotham Street bridge connection onto Whatley Crescent (coming from Railway Parade and Grand Promenade).
3. Beechboro Road cycle lanes (no protection provided).
4. Crossing of Railway Parade and Guildford Road.
5. King William Street and Coode Street station area.

#### Community Consultation Phase 2

The consultant produced a draft plan which was open for public comment until 4 May 2023. An abridged version was also available to download, and contains recommendations, initiatives, projects to investigate, proposed locations for end-of-trip facilities and changes to the Long-Term Cycle Network.

The following summary tables were provided in the draft plan for community feedback.

Table 1	This contains 32 Bike Plan recommendations. Please note that recommendation No. 28 contains a further 15 initiatives.
Table 2	This contains four proposals to realign the Long-Term Cycle Network (produced in 2020).
Table 3	This contains 18 short term priority infrastructure projects.
Table 3.1	This contains seven short term priority infrastructure projects requiring further investigation.
Table 4	This contains proposed bicycle parking priority projects.
Conclusion	Page 69 of the Bike Plan.

There are a further 95 pages of supporting documents that have been used to inform the development of the draft Plan. These have not been included with the above documents.

Feedback for this phase included 145 visitors to the Engage Bayswater site, 44 contributors and 50 submissions, which have been considered in the plan.

The table below details the survey questions and responses:

	<b>Very Well/ Good</b>	<b>Well/Good</b>	<b>Moderately/ Acceptable</b>	<b>Minimally/ Poor</b>	<b>Not at all/ Very Poor</b>
Does the plan respond to future planning needs?	9	13	15	12	1
Does the plan provide good information?	7	11	10	8	4
Is the language used in the plan easy to understand?	5	16	10	5	2

Did the survey provide an opportunity to be involved?	4	11	15	7	2
Was it easy to provide feedback on the plan?	8	8	14	9	0
Did the survey allow the community enough time to respond?	3	14	18	5	0
Were the promotions of the draft plan for community feedback sufficient?	4	10	13	6	7

The main issues raised in the consultation review are as follows:

- The continuation of the protected cycle lane on Railway Parade from Maylands Station to Third Avenue.
- Sixth Avenue LTCN connection from Railway Parade to Edith Cowan University.
- The need for better maintenance over the existing path network.
- The priority of all the projects was seen as being too long.
- Define roads that can accommodate protected cycleways.
- The request for improved crossings of Guildford Road.
- Include path networks on green belts (open drains) within the City.
- 30/40km/h speed trials in neighbourhood cells with quality separated paths in roads > 50 km/h.
- Provide an implementation plan and delivery maps for the recommended works.

Where possible, issues have been addressed by City officers and the amendments are included in an abridged version of the Plan in **Attachment 2**.

## OFFICER'S COMMENTS

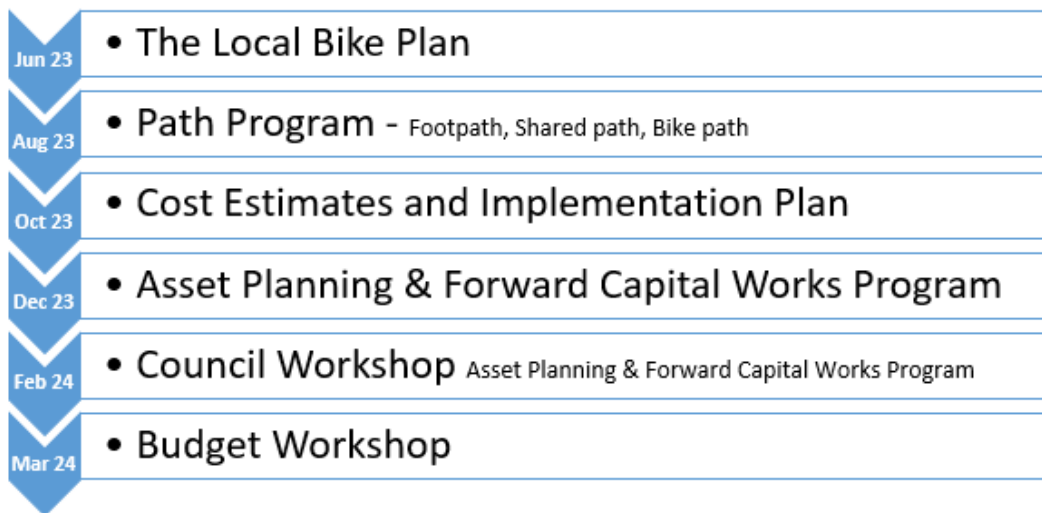
This is a comprehensive review of the Bike Plan and while there are still new major projects to be delivered, including the three train stations at Bayswater, Morley and Noranda, the document has been produced with the most up to date information from the 2021 Census survey.

While the local bike plan is a strategic forward plan it will now require an implementation plan that will provide broad based costs and will be dependent on anticipated future funding availability.

The plan enables the City to focus its resources in a timely manner that will provide a cycling network to the benefit of the community with goals and objectives.

### Next steps

An internal working group will progress the Bike Plan and feed into other documents as follows:



Changes have been made to the recommendations and projects based on feedback from the community review. It was clear that there was an expectation to progress infrastructure faster than what has been indicated in the plan however this is dictated by funding availability, whether municipal funding or grant funding.

The delivery of the LTCN was also raised. The LTCN is an aspirational blueprint to ensure local governments work together towards the delivery of a continuous cycle network. They are ambitious long-term plans with a vision for infrastructure out to 2050.

The LTCN identifies the function and route – primary, secondary, and local – rather than the form it should take. The built form of a path route is based on the characteristics of the environment including space availability, topography, traffic conditions (speed and volume), primary users and the progression of the infrastructure can be highly contentious.

Drake Street connection is the first major project supporting the LTCN, at a cost of \$2.02 M, over two years. This will be supported by DoT, who will be providing 50% of the funding. The City's will be expending nearly all of the path municipal funding on one project, over two years.

In that time, the City will be considering the implementation of many recommendations, initiatives, and other suggested short-term projects in the plan to feed into the pathway plan.

## 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.

Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Moderate
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low

<b>Conclusion</b>	The bike plan follows strategic direction and follows many of the community suggestions but with a five-year focus. Many suggestions will need consideration over a greater period and will be added into future documents.
-------------------	---

## FINANCIAL IMPLICATIONS

The financial implications are yet to be determined. Once bike paths are added to the general Path Program, cost estimates will be determined and an Implementation Plan developed. The Path Program will become part of the Asset Planning and Forward Capital Works Program.

## STRATEGIC IMPLICATIONS

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

Theme: Environment and Liveability

Goal E3: Improve the City's walking and cycling network and create safer streets.

Theme: Vibrancy

Goal V3: Activate the City's town and neighbourhood centres.

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

This Local Bike Plan (LBP) will provide the City with strategic focus of the cycling within the City and extending further than the broader LTCN. The LBP will provide the connectivity of the activity centres that aligns with the cross-boundary connections between councils.

The LPB contains 32 recommendations, 15 initiatives, four proposals to realign the LTCN, 18 short-term priority infrastructure projects and seven short-term priority infrastructure projects requiring further investigation. The LBP will feed into the New Path Program to allow the appropriate timing and coordination of new paths within the City.



# BAYSWATER BIKE PLAN 2023

## Draft Bike Plan

9 May 2023



[WWW.GFGCONSULTING.COM.AU](http://WWW.GFGCONSULTING.COM.AU)



## DOCUMENT CONTROL RECORD

<b>Prepared By:</b>	Daniel Storey & Robert Willis	<b>Approved By:</b>	
<b>Position:</b>	Associate Team Members	<b>Position:</b>	
<b>Signed:</b>		<b>Signed:</b>	
<b>Date:</b>	07/02/2023	<b>Date:</b>	

## REVISION STATUS

Revision No.	Description of Revision	Date	Approved
1	15% Draft Report to the City.	26/07/2022	Glen Flood
2	50% Draft Report to the City. (internal working copy only).	22/08/2022	Glen Flood
3	95% Draft Report to the City.	07/02/2023	
4	95% Draft Report to the City.	22/02/2023	
5	Draft Report to the City for endorsement	09/05/2023	

Recipients are responsible for eliminating all superseded documents in their possession.

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## ACKNOWLEDGEMENTS

### Traditional Owners

The City of Bayswater acknowledges the Traditional Custodians of the land where the bicycle network is being developed on and is used by and will be used by people belongs to the Whadjuk people of the Noongar Nation. The City of Bayswater pays its respects to elders past present and emerging.

#### Noongar Language

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

### Department of Transport Funding

This project was jointly funded by the Department of Transport and the City of Bayswater.



Department of  
Transport

## EXECUTIVE SUMMARY

The Bayswater Bike Plan (BBP) 2023 provides a review and replacement of the previous 2014 Local Bike Plan (LBP).

The City of Bayswater's cycling network has been expanded considerably since 2014 and serves a growing cycling community particularly prevalent in the southern parts of the City. The expansion has occurred primarily along the railway and highway reserve corridors, so much of the City's nearly 70,000 residents now live within a short 5-10 min cycling distance of these important routes. This presents an excellent opportunity for the creation of safer linkages to access these primary cycling routes. Together with enhanced education and promotion initiatives, this will hopefully lead to an increase in cycling levels, particularly in the north of the City where the present cycling uptake is about a quarter of the level in the south.

The BBP 2023 updates the direction forward for the City in terms of infrastructure development and promotional activities pertaining to cycling. The plan has sought to capitalise on the momentum of the primary cycling route implementation in recent years. By setting medium and long-term project priorities an action plan for infrastructure projects can be developed for further consideration. A number of supporting recommendations have been suggested to promote safety of cycling within the City.

At the same time, some dramatic changes to transport infrastructure have taken place associated with the State Government's METRONET project. There has been a major severance due to the closure of the Caledonian Avenue level crossing. It is expected with two additional train lines feeding into the existing Perth-Midland line at Bayswater Station there will be lengthy delays for movement.

**Figure 1 – Riding in the City of Bayswater**



Source: City of Bayswater.

The focus of the BBP 2023 is to accommodate people of all ages and abilities who ride a bicycle for either commuting or recreation purposes. Best practice research indicates that anywhere between 50% and 75% of any population will fall into this category. This will mean a greater focus on separation from traffic where practical and feasible with increased measures developed on streets where riders mixing with traffic is unavoidable. The potential for bike riders to make some journeys by bicycle throughout the week is expected to grow significantly.

Less than 10% of the population are likely to be confident riders who are often associated with the term “cyclist” and who ride at higher speeds and have greater experience dealing with traffic. These people are still the City’s customers, but they are only a portion of the type of rider that exists under the “all ages and abilities” framework. For this reason, the terminology in this plan refers to ‘people’ who ride or cycle (bike riders), which also humanises the activity.

#### Office of Auditor General Review (2021)

A review into cycling activities in the City was undertaken by the Office of Auditor General (OAG) as part of its *Viable Cycling in the Perth Area* report prepared in 2021. The BBP 2023 has sought to action the shortcomings identified in the OAG report, within the priority action plan and supporting recommendations also included in this summary. Further details are available within Section 4 of the main report.

#### Implementation of the Long-Term Cycle Network (LTCN)

The OAG report has called for further improvements to how paths are planned and delivered within the City of Bayswater. The City has now agreed on its road / path network forming part of the LTCN for Perth and Peel with the Department of Transport (DoT). The BBP 2023 will be the first review the City has undertaken since the LTCN was agreed upon and the first of many stages to implement the network proposed for completion by 2050.

An action plan has been prepared to implement the highest priority sections of the LTCN and should be reviewed every year through the City’s annual budget process. A more substantial review of entire City cycling network is recommended within 5 years being the commencement of 2027/2028 financial year.

Changes to the LTCN routes are suggested in the supported recommendations. Agreement with the DoT makes it possible for projects on these routes to be eligible for grant funding through the Western Australian Bicycle Network (WABN).

The protected cycle lane on Railway Parade local route which has been construction at the time of the review is considered a priority project because of the closure of the level crossing at Caledonian Avenue in April 2022.

#### Increasing Path Widths

There is currently 314 km of paths in the City (September 2022). These paths are of a varied standard, but many are only 1.2m wide, particularly in the older areas of the City. These paths were built for people walking and children cycling, not for the type of people who ride on footpaths today. With legislation changes, these paths are now legally able to be ridden on by adults as well as by e-Bicycles and e-Rideable devices, an emerging trend the City now has to consider.

One of the key recommendations of this review is to increase path width construction standards. The City will endeavour to implement the guidance provided in the State Government’s *Shared and Separated Paths* document prepared in September 2021 and the outcome of the OAG report.

The increased widths not only apply to new paths but will need to apply to path renewals. In some exceptional cases existing paths where the path is substandard in width and riding surface may require early intervention.

#### Improving Data Collection Processes

Improved data collection is required to determine if infrastructure expenditure is successful and should continue in the same manner or be refined for the future. The City will need to work with the DoT in this regard. Best practice data collection recommended include the *Super Tuesday* and / or *Super Sunday* counts coordinated by *Bicycle Network*<sup>1</sup>.

<sup>1</sup> <https://www.bicyclenetwork.com.au/our-services/transport-surveys-and-data/super-counts/>



### Greater Focus on Separation and an Increased Focus on Safety

A greater emphasis on safety was gained from the consultation phases of the BBP 2023, particularly in the discussions with internal staff of the City, and from the briefing with Mayor and Councillors. Safety was also mentioned in the online engagement with the community as a factor or reason why people do not ride to some destinations, such as *Bayswater Waves*.

Protected intersection treatments were recommended as a general safety improvement, with the majority of crashes involving bicycles occurring at intersections. Protected intersection treatments will be considered as part of bike network improvement proposals.

Missing path links on the path network will be prioritised on busier distributor roads, including where a path exists on the other side of the road, to reduce the demand for bike riders to cross to the other sides of roads to reach a path. Once missing links are completed, existing paths that are too narrow are recommended to be widened (likely in the medium to longer term).

Safe Systems is now an accepted philosophy towards road design adopted at a national level. Bicycle safety improvements are to align with Safe System approaches to Road Safety.

### Connections to Schools

There are 16 schools in the City, including one for children with special needs. Improvements in cycle routes to schools are considered as part of the BBP 2023, with a focus on continuing the roll out of *Safe Routes to Schools* program over the next four years. The roll out is suggested with at least one school from each Ward delivered per year. Education and behaviour change initiatives are recommended to be rolled out concurrently with the *Safe Routes to School* program and are centred on activating students' participation in *Constable Care* and *Safety School* programs.

### Enhanced Promotion of the Benefits of Cycling

Promotion is one of the high priority areas requiring attention from the City. A major focus should be to highlight to the community that the City's entire principal shared path (PSP) network is being completed (*some sections were still under construction as part of METRONET and Tonkin Highway Gap Project at the time of this review*).

The newly built 7km section of PSP in Reid Highway and Tonkin Highway from Alexander Drive to Broun Avenue provides excellent accessibility for the people of Noranda and Morley to the new train stations in their area, as well as the Swan Valley, Muchea and soon to be river foreshore areas of the City and other areas south of the Central Business District (CBD).

As the suburbs of Noranda and Morley have the lowest uptake of cycling, the focus of the 2023 Bike Plan is promotion of the network through wayfinding signage, events and other communication channels in these areas. This will complement the priority on connectivity of infrastructure to the PSPs in these areas.

### Supporting Priorities, Recommendations and Proposals

It is recommended that the City focus on five priority areas for implementation based on the analysis and findings of the opportunities and deficiencies, as well as through the community engagement process. The five priority areas are:

1. Path Widths - to provide a safer environment
2. Schools - where there is a focus of children safety and education of road rules
3. Train Stations - to support public transport where there is a concentration of movement
4. PSP Access - to encourage commuting to works and major activity centres
5. Green Network - to make the City attractive, cooler and be sustainable

These are discussed in more detail in Section 11 of the report.

- Table 1 lists a series of recommendations for the City to implement. These recommendations complement the Action Plan and encourage and promote cycling throughout.
- A list of proposals has been provided to realign the LTCN in certain areas of the City. These are provided in Table 2.
- A list of short-term priority projects to be implemented has also been developed in Table 3.
- A list of locations for bike parking, derived from the community engagement process, is provided in Table 4.

Table 1 – 2023 Bike Plan Recommendations

#	Recommendation	Page Ref.	Priority Term
1	Implement outstanding priority infrastructure projects from the 2014 Local Bike Plan: <ol style="list-style-type: none"> <li>River Foreshore path – Katanning Street to Ashfield Parade.</li> <li>King William Street <b>options</b> – Whatley Crescent to Hill Street.</li> <li>Rudloc Road – Drake Street to Russell Street.</li> <li>Coode Street / Broun Avenue protected intersection.</li> <li>Collier Road path -Beechboro Road South to Walter Road West.</li> </ol>	16	Medium
2	Improve wayfinding on the LTCN and supporting routes to major attractors.	17	Medium
3	<ol style="list-style-type: none"> <li>Collect and collate more bicycle data through permanent bike counters, temporary bike counters and <i>Super Tuesday</i> counts.</li> <li>Consider permanent counters on the Tonkin Highway PSP between Morley and Noranda Stations and the Reid Highway PSP near intersection with Malaga Drive.</li> </ol>	23	Medium
4	Incorporate the benefits of cycling into Public Health and Wellbeing Plan (future updates) to strengthen the case for investment in cycling to improve the health of City of Bayswater residents.	25	Short
5	Improve path width standards to align with Department of Transport and Office of Auditor General report recommendations.	27	Medium
6	Support the implement the Noranda Station cycling improvement plan by the Public Transport Authority.	35	Short
7	Support the implement the Morley Station cycling improvement plan by the Public Transport Authority <b>and link with the Morley Shopping precinct.</b>	35	Short
8	Review local area traffic management procedures to ensure they are adequately catering for cycling safety and are aligned with Department of Transport guidelines for safe cycling.	40	Medium
9	Review intersection treatments and standard designs to ensure they are adequately catering for cycling safety.	40	Medium
10	Consider reduced speed trials in parts of the City of Bayswater where there is congestion, pedestrian, and cycle movement, such as Bayswater Town Centre, Bedford North precinct, Maylands Town Centre, <b>Morley Town Centre</b> and Maylands North. This could be an interim trial with view towards 30km/h or 40km/h zones.	40	Medium
11	Undertake a healthy streets assessment within each of the City of Bayswater neighbourhoods.	40	Long
12	Assess streets which are wide enough to have protected cycle lanes for longer-term works planning consideration.	41	Medium



13	Adopt a minimum width of path in all circumstances to be 1.8m, with a preference for 2.0m as a minimum standard where space permits.	42	Medium
14	Adopt 2.0m minimum path widths in parks and open space with consideration to 2.5m paths near schools and major activity centres and where a warrant is justified.	42	Short
15	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.	43	Short
16	Commence targeted behaviour change initiatives within the neighbourhoods and communities of the City of Bayswater.	44	Medium
17	Develop a Walkability Plan to assist pedestrians and other vulnerable path users.	49	Short
18	The Noranda and Morley Regions to be a priority in a Walkability Plan to improve the path network and safety for pedestrian and path users with different abilities.	49	Short
19	Undertake additional engagement within neighbourhoods to determine cycling confidence levels and willingness to ride (Gellor classification).	50	Medium
20	Collate counts and data usage of e-Bike and e-Rideable usage within popular areas (mapping routes can be a separate exercise).	51	Long
21	Work with lead agencies such as the RAC to manage safety of traditional users of path networks in the City of Bayswater due to the increased use of e-Rideables.	51	Long
22	In the medium term, the City of Bayswater should consider a review of planning networks for e-Rideables.	52	Long
23	Discuss with the City of Stirling, Main Roads WA and the Department of Transport the need for possible alignment and design criteria for continuation of a cycle link along Railway Parade from Maylands Station to the Third Avenue railway crossing.	56	Medium
24	Request Main Roads WA to undertake a road safety audit of the Principal Shared Path detour on Whatley Crescent.	56	Short
25	Continue to monitor crash data annually and compare trends.	57	Medium
26	The City of Bayswater to identify Guildford Road crash locations with Main Roads WA.	58	Short
27	Develop a map of cycling and public transport facilities in the City of Bayswater ('Your Move' map).	59	Short
28	The City of Bayswater to consider potential initiatives and programs that could be used to promote cycling include: a. Support the Department of Transport Your Move Program for schools and the local community. b. Develop initiatives to educate students knowing the basic road rules and encourage School Safe Committees c. Utilise the Maylands Constable Care training facilities to enhance cycling skill training for students.	60	Short

	<p>d. Support Bike Week with initiatives that encourage the use of bike transport.</p> <p>e. Encourage Cycling to Work for breakfast at the city, local businesses and schools.</p> <p>f. Promote the use of e-Bicycles for staff to use during work hours.</p> <p>g. Promote end of trip facilities at workplaces including showers, change rooms and locker storage for bike users.</p> <p>h. Consider a <i>Workplace Travel Plan</i>, including large businesses within the City, to be less reliant on the motor vehicle when traveling to work.</p> <p>i. Provide bike racks at locations to support cycling such as coffee Cafes.</p> <p>j. Install bike service centers to help maintain bikes.</p> <p>k. Encourage and support bike groups and families to explore the city. e.g. Discovery Circuits.</p> <p>l. Promote bike trails to discover the City of Bayswater with maps showing points of interest.</p> <p>m. Hold an elected member bike ride with staff from the City of Bayswater and State Government agencies.</p> <p>n. Organise events that promote cycling throughout the City of Bayswater, e.g.: Sunset bike ride around the river.</p> <p>o. Support the Minimum Safe Passing laws.</p>		
29	Implement <i>Safe Routes to Schools</i> programs across all schools in the City of Bayswater over four years.	60	Short
30	Implement Station Access Strategies for the Mt Lawley, Maylands, Meltham and Bayswater Stations, in conjunction with the Public Transport Authority.	64	Short/ Medium
31	Develop a green pathway network connecting recreation areas utilising and aligning with water sensitive urban design principles.	65	Medium
32	Ensure the City of Bayswater streetscape program considers cycle network priorities.	65	Short

Table 2 – Proposals to Realign the Long-Term Cycle Network

Proposed Route Change	Priority Term
Realign LTCN around the Maylands Town Centre with Caledonian crossing removal: <ul style="list-style-type: none"> <li>Add Seventh Avenue Bridge to local route.</li> <li><del>Replace Kennedy Street with Sixth Avenue local route.</del></li> </ul>	Long
Add LTCN route to improve direct connectivity between Bayswater Town Centre and Bayswater Waves. <ul style="list-style-type: none"> <li>Add Priestly Street and Rothbury Road local route (via sections of McGregor, Sudlow and Maurice Streets).</li> </ul>	Long
Consider realigning LTCN around Morley Town Centre: <ul style="list-style-type: none"> <li>Lennon Street and Thorpe Street from Russell Street to connect to Smith Street.</li> </ul>	Long
Explore realignment of LTCN around Bayswater Town Centre <ul style="list-style-type: none"> <li>Add King William Street secondary route.</li> <li>Add Murray Street local route.</li> <li>Change Slade Street to local route.</li> </ul>	Long

These LTCN changes to long term was a direct reflection from community consultation in that these changes will take time to investigate and further community consultation before inclusion into an implementation plan.

Table 12.1 (page 65) - Short Term Priority Infrastructure Projects

#	Project	Suburb	LTCN	Strategic connections & Rationale
1	<b>Railway Parade protected cycle lanes or shared path</b> Central Avenue to Maylands Station	Maylands	Local	To be <b>discussed</b> with City of Stirling to Third Avenue where <b>an</b> adequate crossing exists
2a	<b>Mephan Street shared path</b> - Kelvin Street to Ferguson Street	Maylands	Local	Primary school (MPPS)
2b	<b>Ferguson Street shared path</b> - Mephan Street to primary school	Maylands	Local	Primary school (MPPS)
3	<b>Whatley Crescent shared path upgrade (south)</b> Seventh Avenue to Sixth Avenue	Maylands	Primary	Primary route (Rail Line PSP).
4	<b>McGilvray Avenue shared path</b> (east side) Malaga Drive to Benara Road	Noranda	Secondary	Noranda Town Centre Primary route (Reid Hwy PSP)
5	<b>Foreshore shared path</b> Katanning Street to Moojebing.	Bayswater	Secondary	Tonkin Hwy PSP Rail Line PSP at Ashfield Station.
6	<b>Hamersley Avenue shared path (south)</b> Abbey Street to Beechboro Road North	Noranda	Local	Primary School (Hampton Park) Tonkin Hwy PSP
7	<b>Beechboro Road North shared path (east)</b> missing link from Wheatstone Drive to Turon Street	Morley	Secondary	Kiara College
8	<b>Drake Street shared path</b> Beechboro Road South to Rothbury Road	Bayswater	Secondary	Bayswater Town Centre & Train Station Bayswater Waves Morley City Centre
9	<b>Demonstration Green living stream</b>	Bayswater	Non-LTCN	Neighbourhood link Green network
10	<b>Walter Road shared path or protected cycle lanes</b> Tonkin Hwy PSP to Collier Road	Morley	Secondary	Morley Train Station Morley City Centre.
11	<b>Swan View Terrace safe active street or protected cycle lanes</b>	Maylands	Secondary	Foreshore path
12	<b>Rothbury Street shared path (east)</b> Maurice Street to Drake Street	Bayswater	Local	Bayswater Town Centre & Train Station Bayswater Waves

13	<b>McGregor Street shared path (west)</b> Collier Road to Sudlow Street.	Bayswater	Local	Bayswater Town Centre & Train Station Bayswater Waves
14	<b>Timms Place shared path (east side)</b>	Morley	Secondary	City centre (Morley) Town centre (Noranda)
15	<b>Halvorson Road shared path (north)</b> Timms Place to Charnwood Street.	Morley	Secondary	City centre (Morley) Primary route (Tonkin Hwy PSP)
16	<b>Crimea Street shared path (east)</b> Halvorson Street to Fitzgerald Road including median island at Crimea Street.	Morley	Local	Primary route (Tonkin Hwy PSP) City centre (Morley)
17	<b>Bath Road shared path</b> Luminescent lighting.	Morley	Local	Neighbourhood link Green network
18	<b>Russell Street shared path (north side)</b>	Morley	Local	City centre (Morley) Primary route (Reid Hwy PSP).

Table 12.2 (page 67) - Short Term Priority Infrastructure Projects requiring further investigation

#	Project	Suburb	LTCN	Strategic connections & Rationale
1	<b>Seventh Avenue bridge connection (south)</b> investigate improvements and provide direct crossing	Maylands	Primary	Primary route (Rail Line PSP). Maylands upgrade area due to Caledonian Ave closure
2	<b>East Street protected cycle lanes</b> Investigate providing separation including options for uphill separation. (5 comments)	Maylands	Secondary / Local	Foreshore path Maylands Town Centre
3	<b>Crossings of Guildford Road</b> investigate improvements between Caledonian Avenue and Grosvenor Road	Maylands / Bayswater	Local / Non-LTCN	Access to the Foreshore path Primary School (MPPS). Main Roads working group
4	<b>King William Street</b> investigate improvements between Whatley Crescent and Guildford Road (include crossing of Guildford)	Bayswater	Secondary	Bayswater Town Centre
5	<b>Eighth Avenue pedestrianisation</b> Investigate options to pedestrianised and addition of cycling facilities.	Maylands	Secondary	Maylands Town Centre
6	<b>Crossings of Guildford Road</b> Investigate improvements between Third Avenue and Eighth Avenue	Maylands	Secondary / Non-LTCN	Access
7	<b>Caledonian Avenue – Whatley Cres. To Swan View Road</b> Investigate LTCN secondary route options	Maylands	Secondary/ LTCN	Maylands Town Centre to the river foreshore

Table 12.3 (page 68) – Bicycle Parking priority projects proposed from community feedback

#	Location	Project	LTCN	Priority Term
1	Whatley Crescent Between Eighth Avenue and Ninth Avenue.	Investigate options for additional bike parking required at facility attractors.	-	Short
2	Riverside Gardens water fountain (extension of Leake Street).	This would be a convenient location for a bike repair station as it is close to facilities.	Secondary	Short
3	In front of primary schools for short term parking.	The provision of public bike parking outside schools would make it easier for parents doing drop-off by bike.	-	Short
4	Walter Road south of Rosebery Street.	Many gyms in the area and no bike parking. I have to find a random pole to chain it to (Gym: Body Mbrace).	-	Short
5	Bayswater Primary School	Secure bike parking required for students.	-	Short
6	Galleria Morley	Bike racks at every entrance at the Galleria Morley.	-	Medium
7	Russell Street Rudloc Road to Catherine Street	There is no bike parking along Russell Street. If you are visiting any of these shops your only option is to lock bikes to signs. Install one decent rack on the verge every 100m so nobody has to walk more than 50m from where they left their bike.	Local	Medium
8	Rudloc Road South of Russell Street	Should have some racks to lock bikes to here.	Local	Medium
9	Marchant Way Near Marchant Reserve	Bike parking would be good along here.	-	Medium

The ultimate goal of these initiatives, programs, recommendations, and proposals is to build on the good work already undertaken with the 2014 Local Bike Plan. The items identified in this report will enable the City of Bayswater to continue to refine and develop its bicycle network into the future.

## 1. INTRODUCTION

The BBP 2023 provides an action plan for the City of Bayswater to coordinate improvements to its cycle network, building on the 2014 LBP, as well as establishing a vision for continuing the development and promotion of cycling within the City. A number of recommendations are listed in the report as the topic arises. These were tabled in the Executive Summary.

The BBP 2023 was developed between March 2022 to January 2023 by GFG Consulting and has incorporated substantial input from the community, as well as City administrative staff and councillors. Grant funding was made available from the Department of Transport (DoT) to assist the City in undertaking its development.

### 1.1 Background

The City last reviewed its cycle network in the 2014 LBP, which analysed the cycling network in considerable depth and provided a detailed engineering document to build upon. Of the 87 projects identified in the 2014 LBP, 38 were completed with others in the construction phase during the development of the BBP 2023. The completed projects now form part of the City's existing cycling network, and the remaining projects still outstanding have been considered in the review.

Since the development of the 2014 LBP, the City has upgraded its network and is going through a transformative phase due to METRONET projects. These include the Forrestfield Airport Link, the Bayswater Train Station redevelopment, and the Morley Ellenbrook line. Each of these projects bring new cycling opportunities to the City, as well as some challenges. Tonkin Gap and NorthLink WA major projects have also occurred since 2014 and a substantial path network has been constructed adjacent to the Reid and Tonkin Highways.

The most problematic areas identified in the 2014 LBP are listed below. As part of the development of the BBP 2023 updated comments have been made below each where there are outstanding matters:

1. Connectivity to the Morley City Centre.  
*Major attractor requiring access improvements.*
2. Guildford Road crossings  
*One crossing constructed 2015/2016 but overall presumed to still be an issue. Still outstanding, pending consultation but difficult to resolve;*
3. Bayswater Station  
*Major transformation happening and opportunity to address;*
4. Disjointed sections along the riverside shared path  
*Still outstanding;*
5. Disjointed sections on the Midland Rail Line PSP  
*Updated and now under reconstruction as part of METRONET;*
6. Discontinuity for north-south trips within Bayswater  
*Still appears to be some discontinuity. Tonkin Highway has addressed this movement on the eastern side of the City, and more east to west movement is expected with access to Tonkin Highway PSP, Morley and Noranda Train Stations, however no improvement on Coode Street, Beechboro Road South or Grand Promenade;*
7. Maintenance issues  
*Need to develop an online mapping tool for the community to report on maintenance and engage with the City; and*



8. Lack of suitable signage to facilitate wayfinding  
*Still outstanding. The need to improve wayfinding is supported by elected members.*

Recommendation 1
Implement outstanding priority infrastructure projects from the 2014 Local Bike Plan:
a) River Foreshore path – Katanning Street to Ashfield Parade.
b) King William Street <b>options</b> – Whatley Crescent to Hill Street.
c) Rudloc Road – Drake Street to Russell Street.
d) Coode Street / Broun Avenue protected intersection
e) Collier Road path -Beechboro Road South to Walter Road West.

Note that Drake Street is now preferred to Coode Street since the release of the 2014 LBP.

Recommendation 2
Improve wayfinding on the Long-Term Cycle Network and supporting routes to major attractors.

The City has expanded its boundaries and major changes to rules and regulations such as allowing cycling by people of all ages on footpaths and the use of e-Rideables has occurred. These can be found on the DoT website ([transport.wa.gov.au](http://transport.wa.gov.au)).

The BBP 2023 now considers the LTCN, which was adopted in June 2020. New path standards to accommodate the growing number of people walking and cycling have been required and the emergence of e-Rideable devices and e-Bicycles also has to be taken into consideration.

**Figure 1.1 – Railway Parade protected cycle lanes under construction (August 2022)**



**Source:** Rob Willis (GFG).

Originally intended to be updated in 2019, the DoT requested that local governments postpone completing a new bike plan until the LTCN across the metro area was adopted.

No sooner had the LTCN been agreed, a major audit of cycling infrastructure across the metropolitan area was undertaken by the Office of Auditor General (OAG) in 2021 (a previous review was undertaken in 2015). The OAG expanded their audit scope for 2021 to include local governments and the City of Bayswater was selected together with three<sup>2</sup> other local governments in the metropolitan area. It was deemed prudent to wait for this review to be completed before commencing a review of the 2014 LBP.

<sup>2</sup> The Cities of Cockburn, Kalamunda and Perth were also audited along with the Department of Transport, Main Roads Western Australia, and the Road Safety Commission.

These factors meant the City was unable to keep to its intended five-year timetable to update its bike plan.

The OAG report: *Viable Cycling in Western Australia*<sup>3</sup>, was released in December 2021, and identified some key deficiencies in the City's approach to cycling needing to be addressed. These deficiencies formed the catalyst for the City to commence a review of the 2014 LBP in 2022 and are outlined in Chapter 4.

Cycling to work data from the ABS 2021 Census shows that 1.2 % of people are cycling to work with 10.6% using public transport on the day of the census in the City of Bayswater. This is slightly down from the Census in 2016 believed to be due to residents working from home (7.5%) and the effects of Covid 19. This demonstrated the importance for the 2023 Bike Plan review to tailor its analysis and recommendations based on the unique locality and facilities of the City.

## 1.2. Objectives of the BBP 2023

The objectives of the BBP 2023 include:

1. Address deficiencies identified in the OAG Report 'Viable Cycling in Western Australia' (December 2021).
2. Align infrastructure recommendations with the LTCN as agreed with the State Government in June 2020.
3. Rationalise infrastructure spending as the City comes out of the economic challenges associated with COVID-19.
4. Develop a prioritised schedule of works for implementing cycling infrastructure.
5. Develop education and promotion programs that are tailored for the different parts of the City.

<sup>3</sup> <https://audit.wa.gov.au/reports-and-publications/reports/viable-cycling-in-the-perth-area/>

## 2. OVERVIEW OF THE CITY OF BAYSWATER

The City of Bayswater is a Perth metropolitan local government authority located to the north-east and mostly within a 10km radius of the Perth CBD. The City covers an area of approximately 34.6km<sup>2</sup> and has population of 69,283 (2021 Census).

**Figure 2.1 – City of Bayswater Location**



Source: City of Bayswater.

The City is home to four thriving town centres:

- Maylands
- Bayswater
- Morley
- Noranda

These town centres are unique in character and have their own Place Activation Plans. Ensuring the place centres are well connected to the cycling routes that surround the City is a large focus of the BBP 2023.

An additional 2km<sup>2</sup> was added to the City in July 2016 when the northern portion of Noranda was transferred from the City of Swan. Reid Highway now forms the City's northern boundary (west of Tonkin Highway).

The City is set over a 10-kilometre stretch of the Swan River, with 177 parks, ovals and open spaces, plus 123 playgrounds (380 hectares of green open space in total). The City maintains 360km of local roads and there are 314km of paths.

### 2.1 Demographics of the City

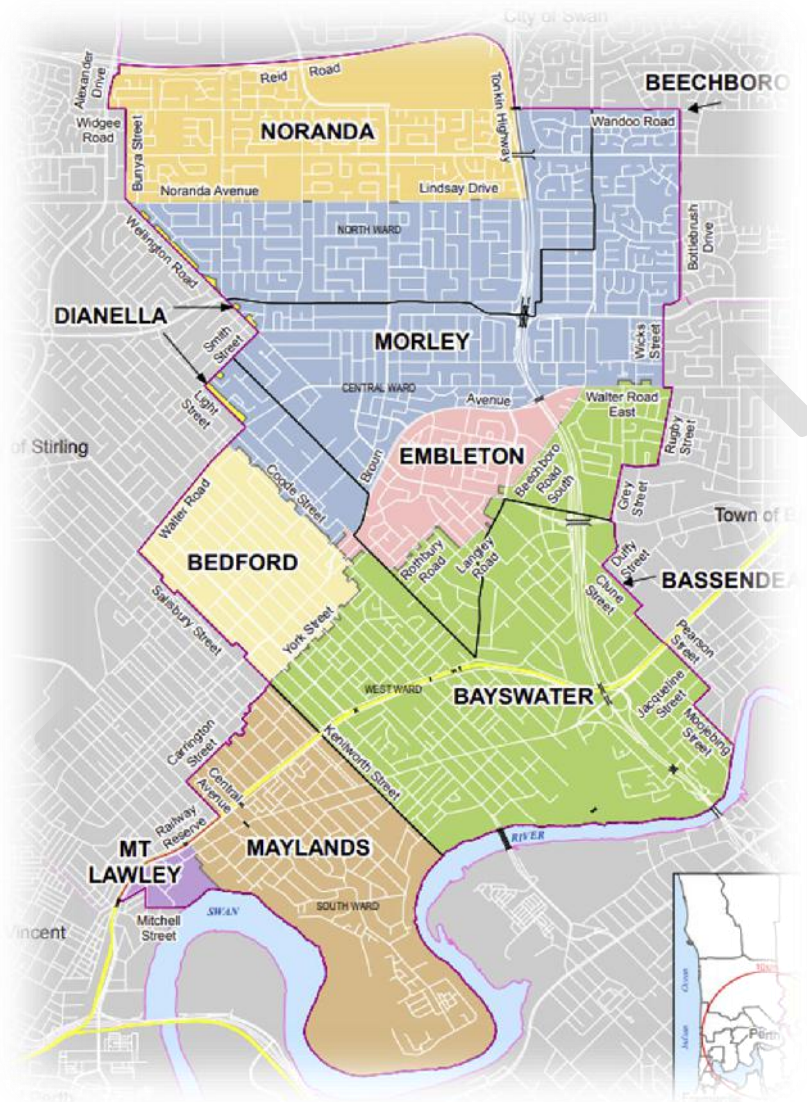
Some of the key demographic statistics of the City from the Australian Bureau of Statistics (ABS) Census 2021 include:

- A median age of 38 years (similar to Greater Perth average of 38)
- 6.5% are in primary school
- 5.3% are in secondary school
- 8.7% are in tertiary education (5.4% full-time)
- Number of persons per household 2.3 (lower than Perth average of 2.5)
- Average motor vehicle per dwelling 1.7 (lower than Perth average of 1.9)
- 6.6% of households have no car (Perth 4.9%)
- 53% of households have multiple cars (Perth 60%)
- Median household income \$1,739/wk. (Perth \$1,865)

## 2.2 Suburbs within the City

There are six suburbs within the City of Bayswater: Maylands, Bayswater, Morley, Noranda, Bedford and Embleton. The City also contains a significant portion of Mount Lawley and 'minor portions' of Dianella. This is represented below in Figure 2.2.

**Figure 2.2 – Suburbs within the City of Bayswater**



**Source:** City of Bayswater.

Every suburb has its own features, characteristics, and proximity to destinations that influence the demand for cycling. The City of Bayswater is bounded by the City of Swan in the north, the Town of Bassendean in the east, the Swan River and the City of Belmont in the south, and the Cities of Stirling and Vincent in the west.

### 2.3 Age Demographic Comparison

Data from ABS Census 2021 provides the follow breakdown

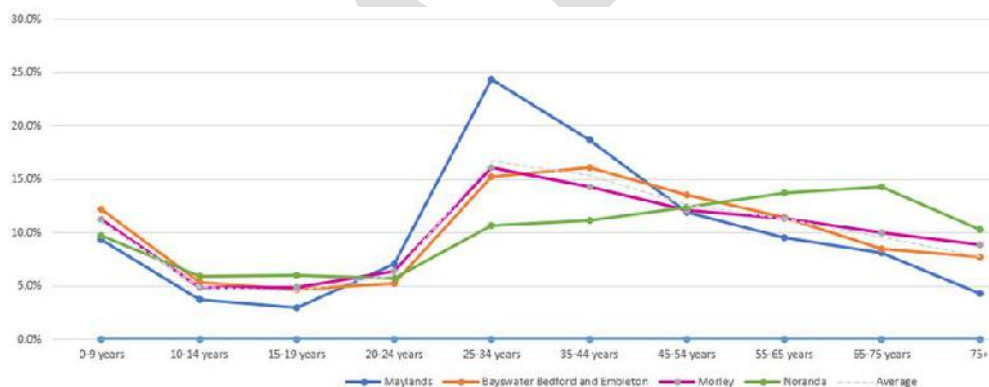
Table 2.1

Suburb	Average age	Area in km <sup>2</sup>	Number of people
Bayswater	39	9.83	15,288
Bedford	39	2.33	5,716
Embleton	37	1.71	3,600
Maylands	36	4.99	13,199
Morley	39	10.39	22,539
Noranda	45	4.93	8,002

Source: 2021 Census data.

The age difference between Noranda and Maylands is significant, showcasing the different demographics in the northern and southern parts of the City and the need to tailor infrastructure accordingly.

Figure 2.3 – Age breakdown within the City of Bayswater



Source: 2016 Census data.

Figure 2.3 above shows that Morley, Bayswater (which ABS have included Bedford and Embleton) follow similar trends in terms of age breakdown; only Maylands and Noranda are quite different in their age characteristic, with Maylands a large 25-34 age demographic (younger population), and Noranda a large 55-75 age group (older population). Indications show that young families are moving back to the Noranda and Morley areas.



### 3. VISION FOR CYCLING IN THE CITY OF BAYSWATER

A proposed vision for cycling in the City of Bayswater:

*To protect the safety of existing people who cycle in the City of Bayswater, and to make it so safe, attractive, and enjoyable that people want to ride around the City.*

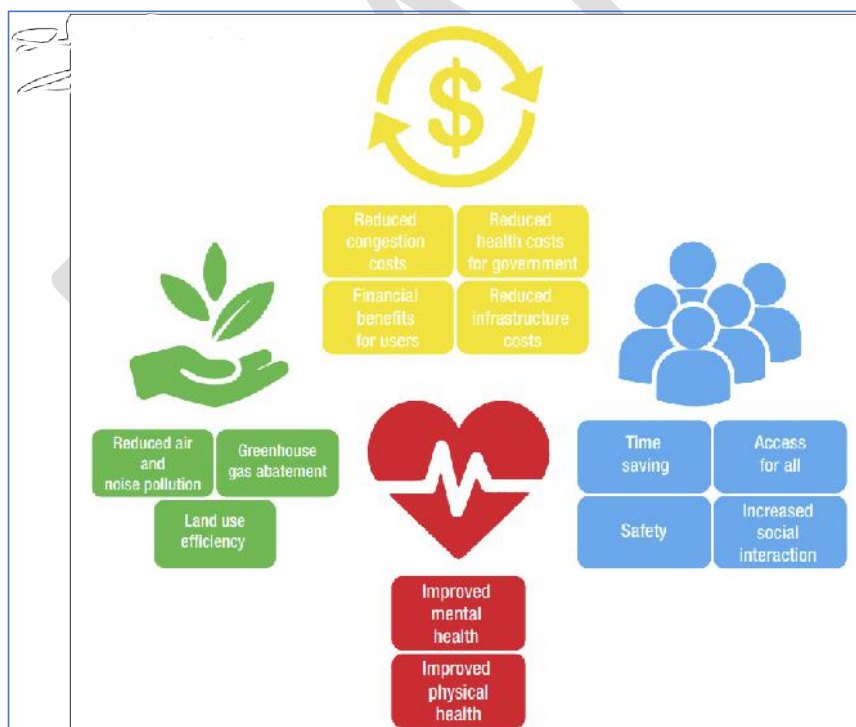
#### 3.1 Benefits of Cycling

The City now has a greater understanding of the benefits of cycling. Increased cycling will provide environmental, health and economic benefits to the community including:

- Reduced car use, resulting in less traffic congestion, demand for parking, carbon emissions, and neighbourhood noise, and improvements in air quality;
- Improved physical and mental wellbeing;
- Reduced household travel costs; and
- Increased foot traffic around businesses.

An active community will result in better connected safer, healthier, and happier residents and will make the communities of Bayswater a more vibrant place to live and visit. The benefits of cycling are summarised in Figure 3.1 below:

**Figure 3.1 – Benefits of Cycling**



Source: Western Australian Bicycle Network Plan (2017 update).

### 3.2 Improving Data Collection

More data is required to monitor increases in cycling use and to evaluate the success of investment in cycling infrastructure and cycling programs. There are more opportunities to monitor the levels of cycling within the City than just waiting for census data every five years. These include *Super Tuesday* and / or *Super Sunday* counts co-ordinated by *Bicycle Network* across the nation with volunteers.

Permanent counters could also be installed, and these are recommended on the Tonkin Highway PSP between Morley and Noranda Stations, and along the Reid Highway PSP near the intersection with Malaga Drive.

Recommendation 3	
a)	Collect and collate more bicycle data through permanent bike counters, temporary bike counters and <i>Super Tuesday</i> counts.
b)	Consider permanent counters on the Tonkin Highway PSP between Morley and Noranda Stations and the Reid Highway PSP near intersection with Malaga Drive.

Figure 3.2 – *Super Tuesday* Count Arrangement



Source: Bicycle Network

<sup>1</sup> <https://www.bicyclenetwork.com.au/our-services/transport-surveys-and-data/super-counts/>

## 4. INFLUENCING DOCUMENTS AND PLANS

The City has considered a vast number of plans and strategies which were necessary to inform the 2023 Bike Plan. These are a mixture of City prepared plans and external documents from the State Government and other agencies.

### 4.1 City of Bayswater Strategic Documents

#### Strategic Community Plan (SCP) 2021-2031

All of the City's strategies and activities sit within the SCP which is updated every two years and derived through extensive community consultation.

The SCP 2021-2031 adopted in May 2021 stipulates:

- Our town centres are connected with cycleways and shaded footpaths.
- We have created truly inclusive neighbourhoods where people of all ages and abilities can gather, experience and live.

SCP themes and priorities which relate to cycling that were identified as part of a series of engagement activities:

- To create safer streets to improve the City's walking and cycling network.
- Activate the City's town and neighbourhood centres.
- Create safe and inviting places for people to come together; and
- Maximise the use of the City's facilities and parks by all sections of the community.

#### Corporate Business Plan (CBP) 2019-2023

The CBP recommends the City to:

- Have a quality and connected built environment (aspiration);
- Have a connected community with sustainable and well-maintained transport (outcome);
- Advocate for safe and accessible public transport (strategy); and
- Partner with the Department of Transport to deliver strategic bicycle routes (action).

The strategic bicycle routes have since been developed as part of the LTCN. The vision is to create a comprehensive, safe, and connected cycling infrastructure network throughout the City that compliments the LTCN.

#### Public Health and Wellbeing Plan (PHWP) 2019-2024

The City is committed to the health and wellbeing of its community and its PHWP aligns with the 2023 Bike Plan.

Specifically, the following PHWP strategies support and provide a context for the Bike Plan:

- Encourage the community to live sustainable lifestyles through participation in physical activity
  - Action: continue to implement the local bicycle lane (this document)
  - Action: provide bicycle security areas and access to end of trip facilities
- Encourage the community to live healthier lifestyles.
  - Action: deliver programs that promote exercise
- Facilitate initiatives which maintain and improve safety
  - Action: pursue opportunities for funding initiatives aimed at improving road safety.



**Figure 4.1 – Public Health and Wellbeing Plan (PHWP)2019-2024**

Cycling has been demonstrated to bring health benefits to communities that embrace this mode of recreation and transport (refer to section 3.1). The PHWP outlines that diabetes, heart disease, respiratory illness, osteoporosis, and injury within adults is higher in the City than the state average<sup>4</sup>. A relatively high percentage of people within the City tend to have a fair or poor self-assessment of their health.

These are priority areas for the City to address and increased cycling participation will assist in this endeavour to improve community health.

Physical activity is important in maintaining good overall health and wellbeing; it helps us maintain a healthy weight as well as a healthy heart, mind and bones. Inadequate levels of physical activity can increase risk of developing some cancers, heart disease, other heart problems, arthritis, osteoporosis, diabetes, mental health problems, injury, kidney disease and obesity. Cycling is a physical activity where transport can be made while getting healthy.

Thirty five percent of people within the City do not get enough physical activity according to Physical Activity Research. Approximately 9% of people within the City of Bayswater do not have access to a motor vehicle in comparison to 6% in Western Australia. This provides another opportunity for cycling to address mobility.

The City's PHWP will be regularly monitored to ensure that priorities are aligned with the City's strategic documents. The implementation of the 2023 Bike Plan should become a mechanism for the implementation of the PHWP.

#### **Recommendation 4**

**Incorporate the benefits of cycling into Public Health and Wellbeing Plan (future updates) to strengthen the case for investment in cycling to improve the health of City of Bayswater residents.**

#### **Environment and Liveability Framework (ELF)**

The City of Bayswater is committed to being a liveable and sustainable City. In 2021 an ELF was prepared for the City, which provides an insight into how it can respond to the challenges and opportunities associated with climate change and growing urbanisation.

The ELF lists 12 themes and transformative actions. Increasing the cycle network is aligned with the transformative actions outlined below.

- 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.
- 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.
- Provide a high frequency sustainable transport link between our train stations and town centres through advocacy to the State Government.
- Create '20-minute neighbourhoods' throughout the City, giving people the ability to meet most of their daily needs within a 20-minute walk from home.

<sup>4</sup> WA Department of Health, 2014

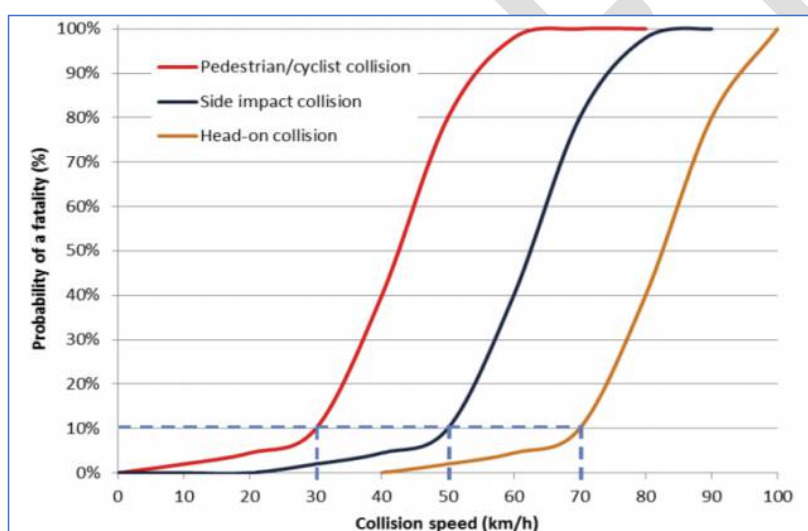
## 4.2 Safe System

The safety of constituents in the City is considered the paramount theme with which the 2023 Bike Plan aligns and therefore, improving cycling facilities to enhance user road safety is imperative.

Safety for people riding bicycles remains a major priority for road safety authorities within Western Australia.<sup>5</sup> Safety continues to be a reason that more people do not choose to cycle. Feedback from elected members and the community survey highlighted safety as one of the primary criteria to prioritise cycling infrastructure.

In the context of road safety, a person injured in a crash who requires hospital admission is defined as a serious injury, regardless of how quickly they recover. Across Western Australia, the 40% reduction target authorities set out in 2008 to achieve by the year 2020 was 60% for people riding bicycles. However, in 2016 there were 138 people killed or seriously injured on bikes. This number exceeds the target by nearly 2.5 times. The risk of death for a person riding a bicycle is 4.5 times greater than a car occupant (Stevenson, et al 2014).<sup>6</sup> This is represented in the Figure 3.5 below.

**Figure 4.2 – Comparison of collision speed v probability of a fatality**



**Source:** Adapted from Wramborg model for fatality probability.

The common problems for people on bikes are interaction with fast moving traffic; and lack of protection.

Vulnerable road user groups are treated as a distinct group of road users. A person riding a bike has a 90% chance of surviving a collision with a vehicle travelling at 30 km/h. However, the rate drops to less than 20% at 50km/h. Every 1.6 km/h reduction in speed on urban streets results in a 6% decrease in traffic fatalities (Sharpin, 2017).

<sup>5</sup> <https://www.wa.gov.au/system/files/2021-07/Cyclists-INFO-SHEET.pdf>

<sup>6</sup> Ibid

#### 4.3 Office of Auditor General (OAG) Report - City of Bayswater 2021

The following findings of the OAG report specific to City have substantially guided the direction of the 2023 Bike Plan:

1. The previous Bike Plan used cycling data from counters and community interaction.
2. The previous Bike Plan considered likely destinations, links to primary routes, evaluated existing paths and included cycling projects to be built.
3. The City has not continued to collect data to understand cycling changes in their communities and adjust priorities as needed.
4. Bayswater's bike plan has not been reviewed since it was developed in 2014 and does not consider changes to legislation allowing cycling on footpaths. In 2021, Bayswater received funding to review its bike plan in the near future. If plans are not periodically reviewed, they may not reflect changes in road and path networks or meet community needs
5. Bayswater's path widths of 2m were substantially narrower than the better practice of 2.5m outlined in Austroads as the desirable minimum width.
7. Shared path widths could not be assessed as the City's asset register did not separate shared paths from footpaths (note: report referred to dual use paths).
8. Nearly 1/3 of footpaths at Bayswater were 1.5m or less (Table 4.1). If City of Bayswater do not appropriately consider path widths, footpaths may not be fit for purpose, reducing cycling as a transport or recreational option, or increasing accidents.
9. Bayswater did not actively promote cycling to their communities despite identifying the need to do so in their Bike Plans.

**Table 4.1 – City of Bayswater path widths (City of Bayswater, 2022)**

	<1.2	1.3 - 1.9	2.0 - 2.4	2.5-2.9	3.0-3.4	>3.5	Total
<b>Asphalt</b>	170.00	726.60	2,105.83	3,433.59	11,087.83	1,711.77	19,235.62
<b>Concrete</b>	89,458.58	31,110.18	131,097.38	9,051.06	4,913.38	1,919.52	267,550.10
<b>Brick Pave</b>	3,974.16	1,177.17	4,894.36	3,732.73	6,190.77	6,180.35	26,149.54
<b>Other</b>	575.30	467.75	102.10	21.40	246.32		1,412.87
	94,178.04	33,481.70	138,199.67	16,238.78	22,438.30	9,811.64	314,348.13
Main Roads PSP					22,194.56		22,194.56
<b>TOTAL</b>					<b>44,632.86</b>		<b>336,542.69</b>

#### **Recommendation 5**

**Improve path width standards to align with Department of Transport and Office of Auditor General report recommendations.**

#### 4.4 Western Australian Bicycle Network (WABN) Plan

The Department of Transport objective is to enable people of all ages and abilities to ride. The most pertinent actions of the WABN Plan latest update (2017) which are relevant to the Bike Plan are:

- Long-Term Cycle Strategy for Perth (LTCN)
- Connecting Schools
- Connecting Stations
- Perth Bicycle Network Grants Program (now referred to as WABN grants)

The Department of Transport promotes the Activation, Consultation and Evaluation (ACE) delivery model to ensure built environment projects consider engagement and evaluation components throughout the project life cycle.

#### 4.5 The Long-Term Cycle Network (LTCN)

The vision for cycling described in the previous chapter is governed, to a large extent, by the LTCN which is the long-term cycling plan the City is working towards when implementing bicycle infrastructure.

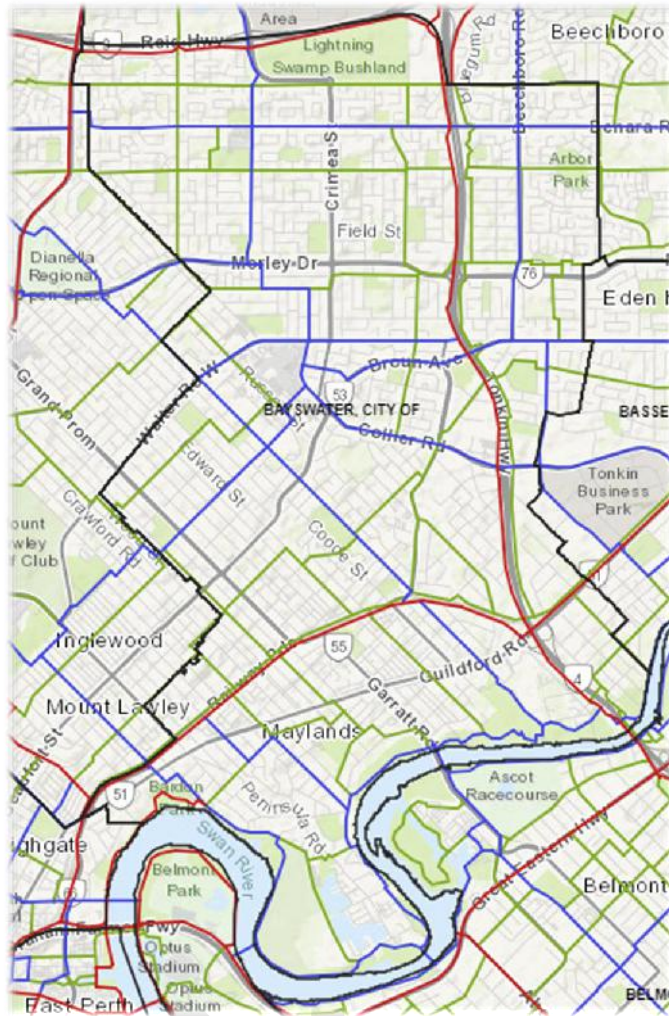
The introduction of the LTCN, a project led by the DoT in partnership with metropolitan local governments, was the first major cycle network review that the State Government had undertaken in 20 years and has had considerable influence on this Bike Plan.

The LTCN is an aspirational focus for the year 2050. It defines routes for people to cycle on that the City has prioritised for implementation. The LTCN is a metro-wide bicycle network and the City's component was developed through a series of conversations with the DoT from 2018 until it was adopted by Council at the June 2020 Ordinary Meeting.

Routes identified in the ultimate network map of the 2014 Local Bike Plan were considered in the LTCN discussions but were not necessarily still part of the LTCN (e.g.; Coode Street). The routes allow the State Government to release grant funding for cycling infrastructure at locations that have been determined to best realise their cycling potential.

The outcomes are now significantly geared towards implementation and activation of these routes.

Figure 4.3 – Long-Term Cycle Network in the City of Bayswater



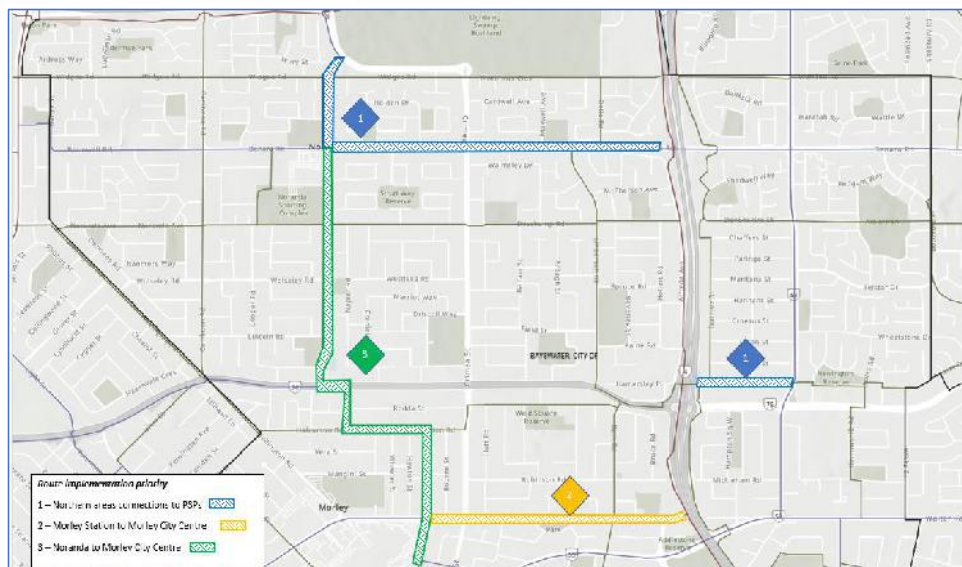
Source: Department of Transport

- Red routes represent the primary cycling network.
- Blue routes represent the secondary cycling network.
- Green routes represent the local cycling network.

The suggested order of implementation of LTCN routes in the short-term is shown in Figure 4.4 (north of Morley City Centre) and Figure 4.5 (south of Morley City Centre). The short-term for the purposes of this report is considered to be over the next five to 10 years. This will depend on other City priorities and the availability of external funding.



Figure 4.4 – LTCN Route Implementation Priority in the City of Bayswater (North)

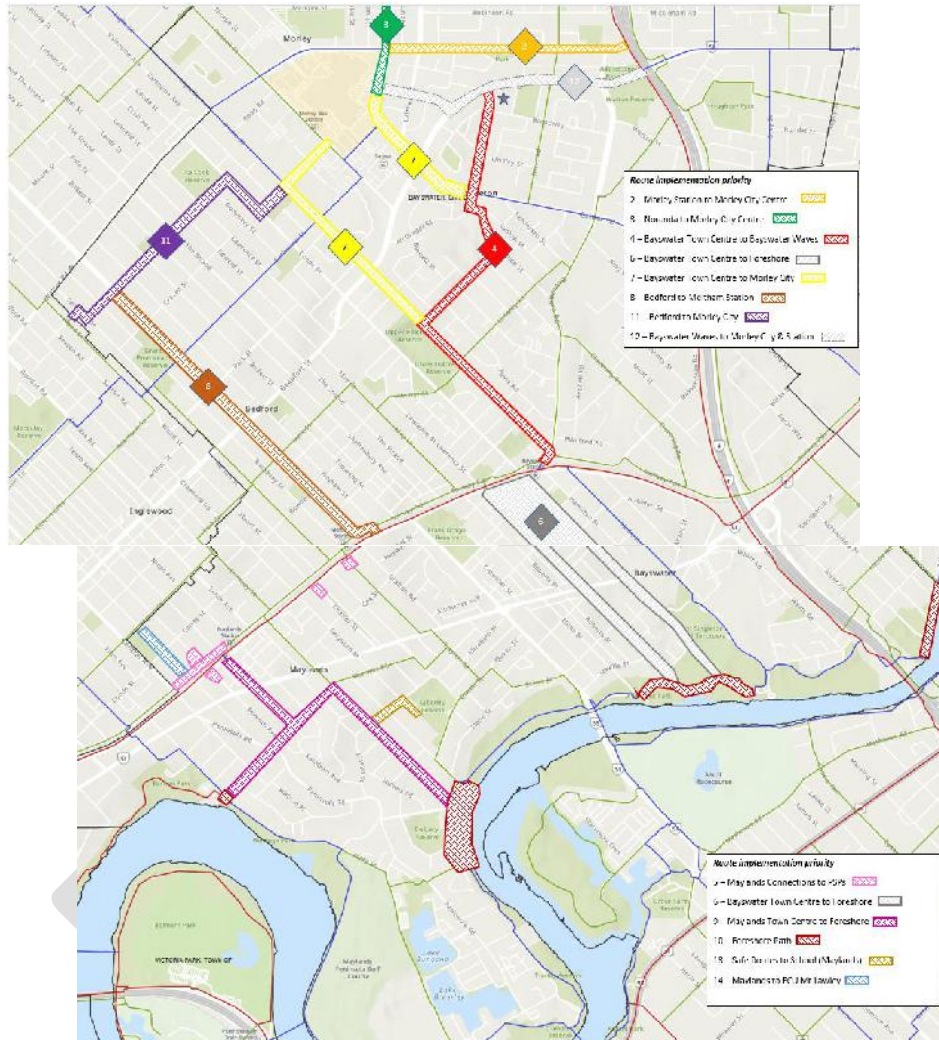


Source: City of Bayswater.

Priority routes in the North being:

1. **Connections to PSP network in northern areas (Noranda / North Morley):**  
McGilvray Avenue (eastern side), Hamersley Road (southern side) and improvements to Benara Road path (northern side); additional routes to be considered as part of the movement network plan to the new Morley-Allenbrook stations within the City (Flyt).
2. **Morley Station to Morley Town Centre:**  
Walter Road shared on road cycling facility.
3. **Noranda to Morley Town Centre:**  
Timms Place, Halverson Road and Charnwood Street.

Figure 4.5 – LTCN Route Implementation Priority in the City of Bayswater (Central)



Priority routes in Central City of Bayswater being:

4. **Bayswater Town Centre to Bayswater Waves:**  
Drake Street, Rothbury Road, Maurice Street, McGregor Street and Priestly Street (some of this direct route currently not classified as LTCN and recommended to be added).
5. **Connections to the Railway PSP in Maylands:**  
Railway Parade, Seventh Avenue, Charles Street and Grafton Road.
6. **Bayswater Town Centre to Bayswater Foreshore:**  
King William Street and Riverside Gardens path network.
7. **Bayswater Town Centre to Morley Town Centre:**  
Drake Street and Rudloc Road.

8. [Maylands Town Centre to Maylands Foreshore:](#)  
Eighth Avenue and East Street to Bardon Park.
9. [Maylands Town Centre to Edith Cowan University \(ECU\) Mt Lawley:](#)  
Railway Avenue and Sixth Avenue.
10. [Completing Foreshore Path missing link:](#)  
Complete path east of Katanning Street.
11. [Bedford to Morley City Centre:](#)  
Clement Street, Gummery Street and Catherine Street.

The action plan to implement the highest priority sections of the LTCN should be reviewed every year through the City's annual budget process. A more substantial review of entire City cycling network should be undertaken before the commencement of 2027/2028 financial year.

Changes to the LTCN routes are suggested in the supported recommendations. Agreement with DoT makes it possible for projects on these routes to be eligible for grant funding through the Western Australian Bicycle Network (WABN).

Protected cycle lanes on Railway Parade local route were under construction at the time of the review and are considered the number one priority project for implementation from the 2023 Bike Plan, as a result of the closure of the level crossing at Caledonian Avenue in April 2022.

Some of the recommended changes to the LTCN which need to be discussed with the DoT are listed in Table 4.2 below.

**Table 4.2 – Proposals to Realign the Long-Term Cycle Network**

Proposed Route Change	Priority Term
Realign LTCN around the Maylands Town Centre with Caledonian crossing removal: <ul style="list-style-type: none"> <li>Add Seventh Avenue Bridge to local route.</li> <li><del>Replace Kennedy Street with Sixth Avenue local route.</del></li> </ul>	Long
Add LTCN route to improve direct connectivity between Bayswater Town Centre and Bayswater Waves. <ul style="list-style-type: none"> <li>Add Priestly Street and Rothbury Road local route (via sections of McGregor, Sudlow and Maurice Streets).</li> </ul>	Long
Consider realigning LTCN around Morley Town Centre: <ul style="list-style-type: none"> <li>Lennon Street and Thorpe Street from Russell Street to connect to Smith Street.</li> </ul>	Long
Explore realignment of LTCN around Bayswater Town Centre <ul style="list-style-type: none"> <li>Add King William Street secondary route.</li> <li>Add Murray Street local route.</li> <li>Change Slade Street to local route.</li> </ul>	Long

### Function of Cycling Routes

Routes are designated by their function, rather than built form. Function considers the type of activities that take place along a route, and the level of demand (existing and potential). The built form of a route is based on the characteristics of the environment, including space availability, topography, traffic conditions (speed, volumes), primary users, and so on.



Figure 4.6 – Western Australian Cycling Network Hierarchy Function

1. PRIMARY ROUTE	2. SECONDARY ROUTE	3. LOCAL ROUTE
Primary routes are high demand corridors that connect major destinations of regional importance. They form the spine of the cycle network and are often located adjacent to major roads, rail corridors, rivers and ocean foreshores. Primary routes are vital to all sorts of bike riding, including medium or long-distance commuting / utility, recreational, training and tourism trips.	Secondary routes have a moderate level of demand, providing connectivity between primary routes and major activity centres such as shopping precincts, industrial areas or major health, education, sporting and civic facilities.  Secondary routes support a large proportion of commuting and utility type trips, but are used by all types of bike riders, including children and novice riders.	Local routes experience a lower level of demand than primary and secondary routes, but provide critical access to higher order routes, local amenities and recreational spaces. Predominantly located in local residential areas, local routes often support the start or end of each trip, and as such need to cater for the needs of users of all ages and abilities.

Source: Department of Transport.

### The form of Cycling Routes

The DoT has stipulated that regardless of the category of route, all routes can take a number of different forms and are designed to suit the environment in which they are located. These forms include:

- Bicycle only, shared and/or separated paths.
- Protected bicycle lanes (uni or bi-directional, depending on the environment);
- Safe active streets; and
- Quiet residential streets incorporating signage and wayfinding may be considered.

Principal Shared Paths (PSPs) are often built along primary routes. A PSP is a high-quality shared path built to the MRWA PSP standard which generally means the path will be 4m wide, have adequate lighting and be grade separated at intersections (where possible).

### Road Cycling Routes

The DoT has added a complementary network, which includes a category known as Road Cycling Routes which are designated routes for bike riders undertaking long distance rides in (predominantly) on-road environments, for training, sports or recreational purposes. It should be noted that the complementary network is largely under development, and this Bike Plan should be seen as a starting point to the discussion.

### 4.6 METRONET Projects

External pressures have been matched with momentum and opportunities that have occurred for cycling particularly with the announcement of and then the construction of METRONET Stage 1 in the very heart of the City. METRONET projects are significantly transforming the Bayswater Town Centre. Two new train stations as part of the Morley to Ellenbrook Line are currently being built as the BBP 2023 is being developed. This will mean there will be six train stations in the City, by far the most of any local government in Western Australia. The works associated with METRONET, clearly form the major connectivity focus for commuter cycling.

### Bayswater Station Upgrade

Bayswater Station will provide a connection point for three rail lines and is forecast to experience in the order of 81% growth in patronage by 2031. METRONET will connect Bayswater Station through integrated bus services and improved cycling and pedestrian movements.

Cycling improvements as part of the station upgrade were identified during stakeholder and community consultation in March 2018. It is recognised these improvements will need to be balanced with a station that fits within and complements the town centre. Some of the cycling improvements include:

- An elevated principal-shared path removing the pedestrian-cyclist interface, which is a cause of problems at train stations.
- A grade separated pedestrian connection to both sides of the town centre on Whatley Crescent – Beechboro Road South.
- Improved pedestrian phasing at King William Street-Whatley Crescent intersection.
- Underpass between Railway Parade and Whatley Crescent at Leake Street.

### Closure of Caledonian Avenue Level Crossing

On 15 April 2022, this important level crossing was closed in order for the Forrestfield-Airport Link to commence operations late in 2022. If it were retained, the boom gates would have needed to be down nearly four hours a day to accommodate the frequency of trains once the Airport Line opened and even longer with the Ellenbrook line.

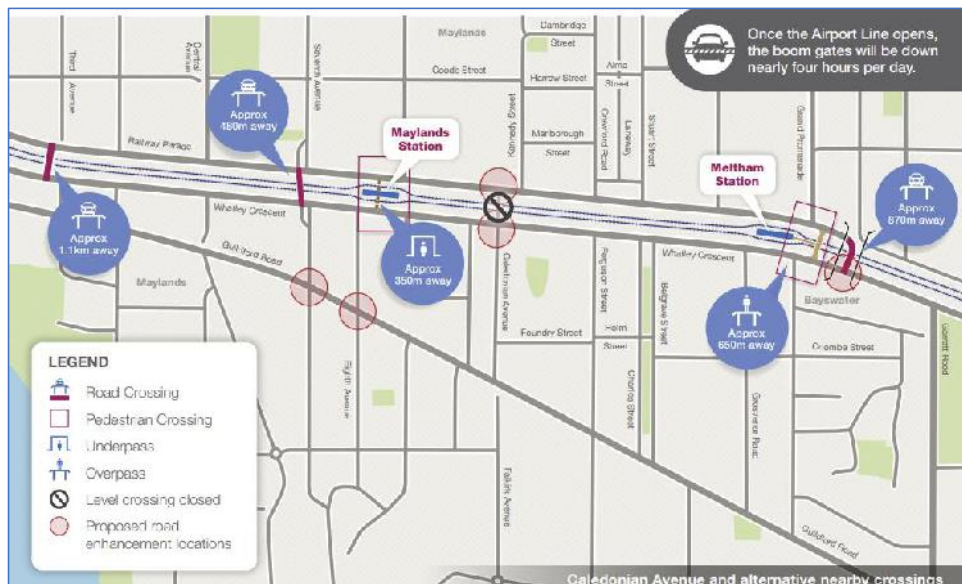
A budget of \$15 million was planned for improvements to the surrounding road network as part of the closure, as other alternatives such as sinking the railway line or grade separating the intersection were ruled out as unfeasible. These improvements were determined in consultation with the community and stakeholders and were particularly focused around access to Maylands Town Centre.

Road improvements because of closing the Caledonian Avenue railway crossing includes:

- Protected bike lanes on Railway Parade between Meltham Station and Maylands Station.
- Traffic signals at Railway Parade and Whatley Crescent intersection (Hotham Bridge), with a new dedicated right-turn enabling vehicles to head towards Maylands.
- Intersection improvement treatments at Whatley Crescent and Caledonian Avenue.
- Traffic signals at Guildford Road and Seventh Avenue intersection.
- Improved pedestrian facilities at Guildford Road and Eighth Avenue.
- Speed restrictions and traffic calming in key town centre streets.
- Revitalisation planning for the Maylands town centre in partnership with the City of Bayswater (up to \$250,000). Some recommendations are made towards projects which favour cycling in section 10.4 of this report.

This is represented in Figure 4.7 below which shows Caledonian Avenue and alternative nearby crossings in the area.

Figure 4.7 – Caledonian Avenue and alternative nearby crossings



Source: Department of Transport.

#### 4.7 Morley and Ellenbrook Line (MEL) Stations

The Noranda and Morley Train Stations are being built within the City as part of the Morley to Ellenbrook Line (MEL). The State Government is considering connectivity to these train stations to reduce dependence on private vehicles. Projects which enhance the cycling network around these stations should be implemented, and where possible, utilise funding opportunities outside of municipal funds.

##### Recommendation 6

**Support the implement the Noranda Station cycling improvements by the Public Transport Authority.**

##### Recommendation 7

**Support the implement the Morley Station cycling improvements by the Public Transport Authority and link with the Morley Shopping precinct.**

#### 4.8 Tonkin Highway Gap Project and NorthLink WA

Tonkin Highway Gap project as well as the recently completed NorthLink WA extension of Tonkin Highway have transformed the eastern part of the City. These recently constructed projects have provided best practice cycling facilities connecting the railway stations and extending access to the Perth CBD. Both highways provide improved transport to and from the City of Bayswater.

#### 4.9 State Government Funding Priorities and Design Changes

Since the 2014 LBP was prepared, the DoT developed the *Safe Active Street* or *Bicycle Boulevard* program. The City was at the centre of the demonstration element of the program with the Leake Street Safe Active Street being one of the first trialled in the State.

The DoT has changed its approach from advocating for sealed shoulder type cycle lanes (i.e., edge line only). As a result, on-road cycling infrastructure is now geared towards protected on-road cycle lanes and bicycle boulevards. This change has major implications for funding of cycling infrastructure, as sealed shoulders, as well as minimum width shared paths, are no longer eligible for funding through its Western Australian Bicycle Network (WABN) grants program.

New guidance on the construction of shared and separated paths has been developed by the DoT (released 2020) which call for 2.5-3.0m path construction as a minimum. Individual local governments have discretion for path widths, but the new recommended path width is a requirement for eligibility for grant funding. Further information on path widths in the City is provided in Chapter 5.

#### 4.10 State Government Legislation Changes

##### Change to the Road Traffic Code to allow cycling on footpaths

Perhaps the most significant change occurred in 2016, when the Road Traffic Code 2000 was amended to allow anyone to cycle on footpaths. Before this, only people under the age of 12 could ride on footpaths and they were designed to accommodate pedestrians not adult cyclists. In effect, the entire footpath network of the City of Bayswater has now become a part of the bike network and its capacity to carry bicycle trips has to now be assessed.

##### Safe Passing Distance Legislation

Western Australian Road rules were amended in November 2017 to introduce specified minimum passing distance of a bicycle by a motorist. These distances are:

- 1.0m where speed limits are 60km/h or less; and
- 1.5m where speed limits are over 60km/h.<sup>7</sup>

#### 4.11 Other Changes and Events

Other important changes since 2014 that are considered in the BBP 2023 are:

- Emergence of e-Bicycles and e-Rideables (ongoing);
- Release of PTA station access strategies for the City's existing stations (2016);
- A portion of Noranda transferred from the City of Swan (2016);
- A new approach to 'Place' management adopted by the City (2017);
- Two further census periods have occurred providing updated context (2016, 2021).

Like many other organisations and agencies, the City is in the process of economic recovery following the Government's response to the COVID-19 pandemic. Therefore, investment into infrastructure needs to be only on what will bring about the best results for safer and increased cycling within the communities of Bayswater.

The impact of the pandemic and the Government's response to travel behaviour patterns is important, as it resulted in more work from home and meetings being held remotely online, reducing demand on the transport network.

<sup>7</sup> <https://westcycle.org.au/minimum-passing-distance-announced-summary>

## 5. CITY OF BAYSWATER CYCLING ENVIRONMENT

### 5.1 Journey to Work Mode Share

The following table shows the mode share of cycling to work within each of the main suburbs in the City of Bayswater from the 2021 Census.

**Table 5.1 – Journey to work mode share**

Suburb	Bikes	Total Trips	% (mode share)
Bayswater	159	6066	2.62%
Maylands	150	5632	2.66%
Morley	N/A	8696	N/A
Bedford	32	2200	1.45%
Embleton	N/A	1375	N/A
Noranda	N/A	3201	N/A
City ABS	436	28414	1.5%

**Source: ABS Census 2021** Note bike riders were not included for some suburbs

Within the City 21% were female bike riders and 79% male which is the same as in 2014

Comparing the proportion of bicycle riders versus car drivers provides an even greater understanding as to the current levels of cycling, as the objective is to transfer vehicle trips to cycling trips.

- Bayswater - 3.3%
- Maylands - 3.6%
- Morley
- Bedford - 1.8%
- Embleton
- Noranda
- City Average - 1.96%

These results show that there has been a decline in cycling since the Census 2014

Note: Some suburbs have not recorded any bike trips in the ABS 2021

Currently, the proportion of cycling to car trips is significantly higher in Maylands and Bayswater than in Bedford. Morley and Noranda. Bedford, Morley and Noranda are therefore the areas requiring improvement, and significant investment. At the same time, the larger numbers of people riding in these southern areas require protection, and the deficiencies in the cycling network in these areas are more clearly understood.

### 5.2 City of Bayswater Path Program

Paths within the City were built originally as precast slabs in the older areas. Slab displacement leads to potential danger for walkers and riders, particularly the elderly and those who may have a mobility impairment. Maintenance of these paths is a challenge for local governments, and the City implemented a footpath slab replacement program between 1999 and 2014 to replace the old slab network with in-situ concrete paths. This program is now completed.



The program aimed to reduce the liability associated with slab footpaths, as well as improving safety for pedestrians. The change to the Road Traffic Code meant that replacing slab paths would also benefit bike riders.

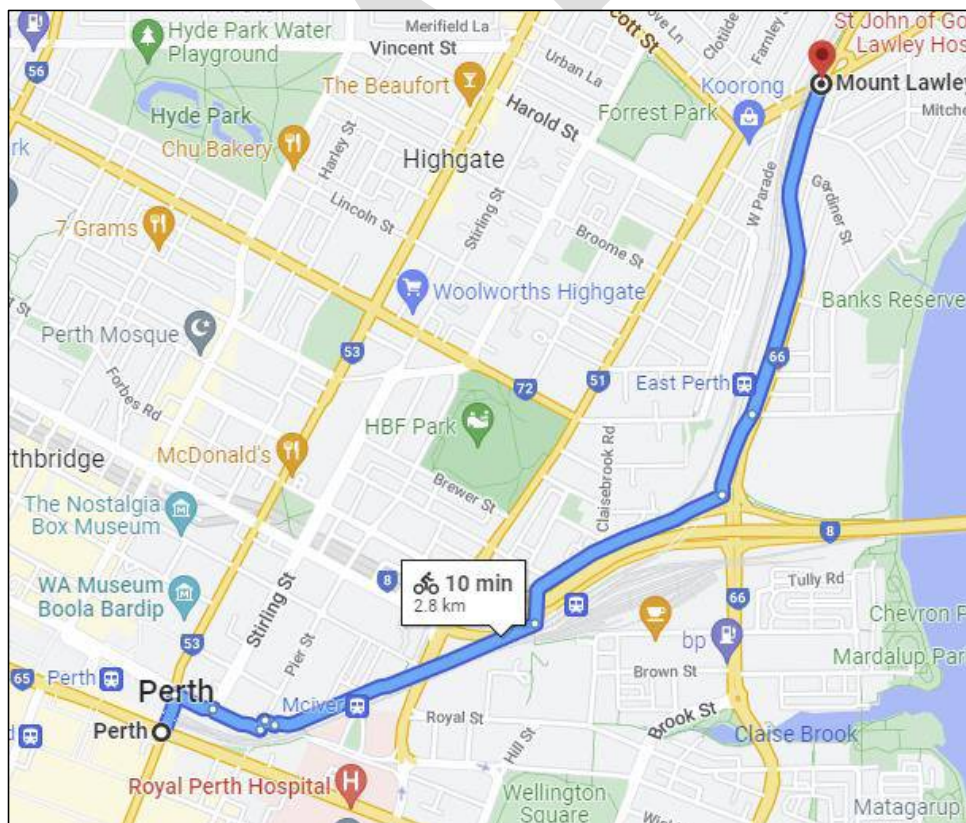
A footpath program was developed in 2015/2016, through analysing the road and footpath network across the City and targeting gaps that were identified. In 2016 Council considered a five-year footpath construction program and its corresponding weighted scoring criteria. Council endorsed the program in September 2016 and \$600k was allocated each year expanding the path network by an approximately 1.5 km/year. This expenditure allocation has not been maintained due to Budget pressures especially over the Covid 19 period.

### 5.3 Opportunities for the City of Bayswater

#### Proximity to the Perth CBD

A major opportunity for the City is its proximity to Perth, which at its closest point is just 5km or a 15-minute bike ride, at Mount Lawley subway. At its furthest point on Darwin Crescent in northeast Morley, the City is 14km or about a 45-minute bike ride from Perth CBD. Morley Galleria is about 10km or a 30-minute bike ride and Bayswater Town Centre 7km or a 20min bike ride. These distances are measured as a person on a bike would travel.

**Figure 5.1 – Cycle distance from Perth CBD**



Source: Google Streetview.

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Figure 5.1 highlights that a large portion of the City's approximately 70,000 people live within a convenient cycle distance to / from the Perth CBD, particularly its southern and western areas.

Considering the recent transition to more people wishing to work from home, this presents an excellent opportunity for cycle network development connecting the Perth CBD and public transport nodes along the way i.e., Train Stations.

### **Expansion of the Principal Shared Path (PSP) Network**

High-quality PSPs already connect or are soon to connect the Perth CBD with the majority of the City.

Significant work over the last years has occurred to complete the missing links of the PSP on the Perth to Midland Rail Line. In more recent years, the remaining section of PSP through the City along the railway line, was completed from the Bayswater Train Station to the Perth CBD along this transport route corridor. A further section is now under construction to extend this PSP network as part of METRONET Stage One.

The Tonkin Highway Gap project, also under construction, will expand the PSP network on the western side of the highway by a further 2 km in the City and will be fully grade separated. This PSP project will link the paths constructed in the Gateway WA and NorthLink WA projects.

Some sections of PSP have also been constructed along Tonkin Highway since the last Bike Plan, firstly as part of NorthLink, and then the Tonkin Highway Gap Project, effectively completing the path on the western side of the highway allowing for connectivity for City residents.

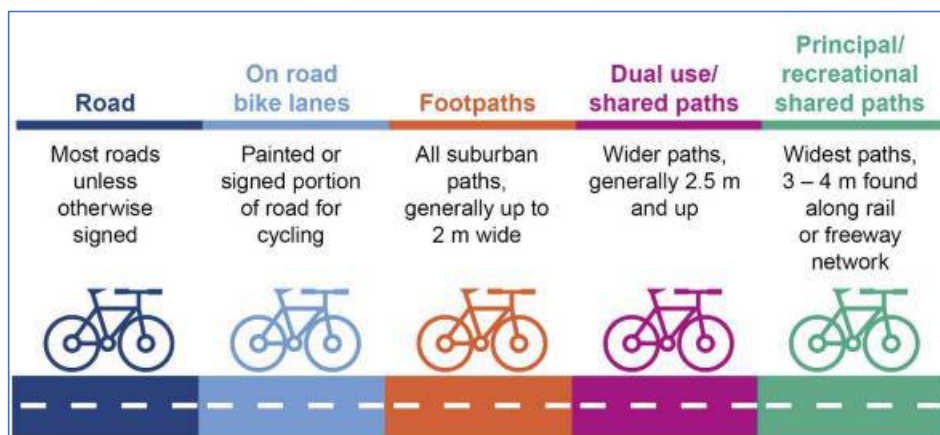
The border extension of Noranda to Reid Highway which has a PSP on the southern side already, means the primary cycling network within the City is largely constructed and accessible to people throughout. A focus of the 2023 Bike Plan is therefore to connect residents and businesses in the City to the expanded PSP network.

The border extension of Noranda to Reid Highway which has a PSP on the southern side already, means the primary cycling network within the City is largely constructed and accessible to the people throughout.

### **5.4 Design Standards for Cycling Facilities in the City**

This Bike Plan has been prepared with people of all ages and abilities in mind when it comes to riding a bike. The types of infrastructure where people of all ages and abilities ride are shown in Figure 5.5 below which has been taken from the OAG Report.

Figure 5.2 – Variable cycling infrastructure



Source: OAG Report Viable Cycling in the Perth Area (2021).

#### Mixed Traffic

There are numerous streets within the City, where traffic volumes are low enough to facilitate safe cycling on the carriageway. The safe passing legislation also mandates vehicles overtaking to provide at least a 1.0m clearance on streets 60km/h or less. However, discomfort for less experienced riders can sometimes exist where these streets intersect with busier roads in order to access their destination or at squeeze points in traffic management devices that do not have adequate bypass facilities.

#### Recommendation 8

**Review local area traffic management procedures to ensure they are adequately catering for cycling safety and are aligned with Department of Transport guidelines for safe cycling.**

#### Recommendation 9

**Review intersection upgrade treatments and standard designs to ensure they are adequately catering for cycling safety.**

As a general rule, streets with less than 1,500 vehicles per day or 150 per hour in morning and afternoon peak periods, do not necessarily require separate cycling infrastructure. However, streets with above 500 vehicles per day, and those around schools, should have at least one footpath, and streets with 1,500 vehicles per day, should have a path on both sides.

#### Recommendation 10

**Consider reduced speed trials in areas of the City of Bayswater where there is congestion, pedestrian and cycle movement, such as Bayswater Town Centre, Bedford North precinct, Maylands Town Centre and Maylands North. This could be an interim trial with view towards 30km/h or 40km/h zones.**

#### Recommendation 11

**Undertake a healthy streets assessment within each of the City of Bayswater neighbourhoods.**



### On road bike lanes

Bike lanes are typically applied where street traffic volumes are more than 1,500 per day and adequate space is available in the road reserve. In recent years, the State Government has indicated that sealed shoulders are considered inadequate for cycling, particularly with streets that have speeds of 60km/h or more. The City proposes to update its standard for cycling infrastructure on the road network from the 2014 LBP as outlined in Table 5.2 below.

**Table 5.2 – Standard of Facilities 2014 vs Standard Proposed 2022**

85 <sup>th</sup> % Traffic Speed	Standard of Facilities 2014	Standard Proposed 2022
Less than 40km/h	Ride in mixed traffic.	Ride in mixed traffic. Still need to consider traffic volume per hour. Sealed shoulders may be required in heavier volumes, e.g., around Bayswater Town Centre.
Less than 50km/h	Sealed shoulders or cycle lanes may be desirable but are generally not required.	Still need to consider traffic volume per hour. Sealed shoulders may be required in heavier volumes, e.g., around Bayswater Town Centre.
50km/h	Sealed shoulders may be desirable.	To consider buffered lines for bicycle lanes if volumes and type of vehicle are significant and car parking is required on street.
60-70km/h	Sealed shoulders should be provided with a minimum width of 1.5 m.	Depending on traffic volume and speed, cycling on these roads should be separated, either by a shared path, or protected on-road cycle lanes, potentially buffered lanes.
80km/h +	Sealed shoulders should be a minimum of 2.0m providing buffer for cyclists.	New standard should be shared path separated from the road (for 70km/h +).

Protected cycle lanes are to be explored in streets with speed limits of 60km/h or more. Adequate raised separation provides a better environment for people to cycle.

<b>Recommendation 12</b>
<b>Assess streets that require protected cycle lanes.</b>

As part of exploring the implementation of protected cycle lanes, the City should prioritise LTCN classified distributor roads, and also consider buffer strips at some locations as an interim measure (in lieu of no cycling provision).

### Shared Paths and Separated Paths

Shared paths should be a minimum of 2.5m at all times and should comply with the DoT's shared and separated path guidelines, which stipulates 3.0m is desirable for local and secondary routes, and reinforces the importance that paths be constructed through driveways.

Separated paths are necessary in areas of high pedestrian use and are a longer-term consideration for the river foreshore. Widths of separated paths should also be in accordance with the DoT's guidelines for shared and separated paths which stipulate of 4.0m width (2.2m for bike riders and 1.8m for pedestrians). It should be noted that the desirable width of 4.5m (2.5m for bike riders and 2.0m for pedestrians) should be applied where practical through popular areas such as Riverside Gardens and through Bardon Park. This comparison is detailed below in Figure 5.6.

Figure 5.2 – Comparison of Shared paths v Separated paths

Shared paths	
Minimum width	Desirable width
2.5m (local and secondary routes)	3.0m (local and secondary routes)
3.0m (primary route)	4.0m (primary route)
Separated paths	
Minimum width	Desirable width
4.0m*, where: 2.2m is provided for bike riders; and 1.8m is provided for pedestrians	4.5m*+, where: 2.5m+ is provided for bike riders; and 2.0m+ is provided for pedestrians

Source: Planning and Designing for Bike Riding in Western Australia guide: Shared and Separated Paths (2021).

### Footpaths

With the changes to the Road Traffic Code allowing people to ride on footpaths with bicycles, the City's footpath network now forms a component of the cycling infrastructure network and should therefore be adequately designed to cater for the types of bike riders likely to use it, unless it is signposted to prohibit use.

The City presently builds footpaths anywhere between 1.2-2.0m wide. There is a perspective by some property owners that larger paths may negatively impact the aesthetics of property frontages. In addition, decisions by the City to accommodate residents' requests may have compromised the safety of riders, particularly students wishing to cycle to school, and may have led to increased congestion of vehicles. Paths assessment during the 2023 Bike Plan review has shown widths of 1.2-1.5m to be inadequate and should be wider for all new infrastructure to improve safety for pedestrians, cyclists, wheelchairs, scooters, and those with a disability. This is expected to encourage greater path usage and make path usage safer.

#### Recommendation 13

**Adopt a minimum width of path in all circumstances to be 1.8m, with a preference for 2.0m as a minimum standard where space permits and separated where possible.**

Two-metre-wide footpaths will still mean a parent and child on a bicycle will likely have to ride single file when encountering another person walking or cycling on the same path, especially from the other direction. This can be problematic in a park where children can be expected to ride more freely as they develop new skills. It is recommended that council consider a minimum of 2.0m paths throughout recreational areas of parks and open spaces. In the vicinity of primary and secondary schools and where there is a major activity centre a path width of 2.5m be considered where a warrant is justified.

#### Recommendation 14

**Adopt 2.0m minimum path widths in parks and open space with consideration to 2.5m paths near schools and major activity centres where a warrant is justified.**

It is recommended that the focus be on upgrading paths <1.5m to 2.5m in school or town centre areas or build an additional path on the other side of the road (2.5m). Ensure all new paths constructed either by the City, or by developers are 2.0m minimum, or 2.5m in school or town centre areas (unless demand for wider paths is justified).

The City is in a unique position to directly communicate with communities to promote cycling growth. Implementing improvements associated with the 2023 Bike Plan, including crash data, would benefit with a committee made up of supporters for improving paths These will be the “drivers”, of the BBP 2023 within the City.

<b>Recommendation 15</b>
<b>Establish a <i>Bike Plan Implementation Advisory Group</i>, made up of elected members, staff and community members who support promoting cycling and safer improved paths and chaired by an elected member.</b>

## 6. CYCLING NEIGHBOURHOODS AND REGIONS

The City is made up of numerous communities to whom both individuals, families, friends and interest groups identify. People are often likely to identify with these communities or neighbourhood areas more than they do the City of Bayswater as a whole.

Separating into more local areas is convenient so users can focus on areas they are more concerned about. Separating the task into manageable sizes ensures infrastructure recommendations are effective and in line with community expectations, as well, seeing changes towards more cycling is more achievable and measurable. The City is 34.2km<sup>2</sup> and the ideal neighbourhood size is 1-2km<sup>2</sup>, meaning there are approximately 20 neighbourhoods. More than half of the elderly population of the City is in either Noranda or Morley.

The City has been separated into five regions for the purposes of the BBP 2023 to enable more detailed analysis and to take advantage of the unique opportunities and characteristics of each. They are:

- **North Region** (*Noranda & North Morley*) – all portions of the City north Morley Drive
- **Central Region** (all portions of *Morley* between Broun Avenue, Coode Street and Morley Drive)
- **East Region** (*Bayswater & Embleton* east of Coode Street)
- **South Region** (*Maylands* – south of the railway line)
- **West Region** (Bedford – all portions of the City west of Coode Street and north of the railway line)

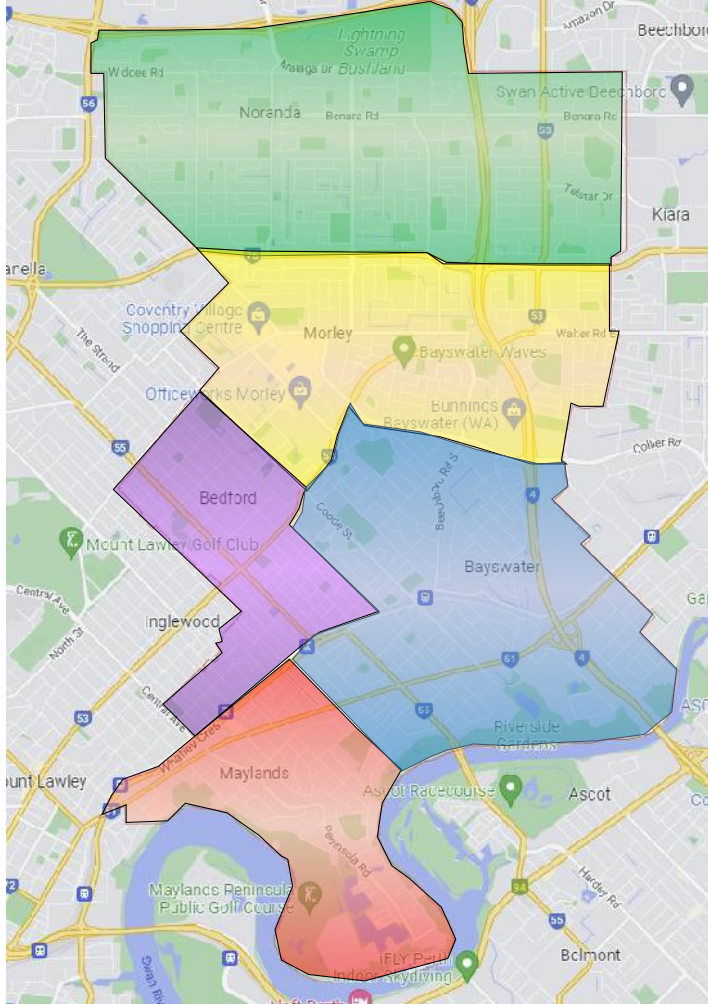
[Note: the 'Place' areas of the City have been *italicised*]

It is recommended to implement behaviour change and education programs within these areas, and potentially within individual neighbourhood and communities that form these areas (approx. 1-2km<sup>2</sup> in area is preferable to focus on smaller length and more consistent trips).

<b>Recommendation 16</b>
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<b>Commence targeted behaviour change initiatives within the neighbourhoods and communities of the City of Bayswater.</b>
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The City may also consider submitting improvements for funding in the *Low-Cost Urban Road Safety Program* (Main Roads WA) and aligning their selected neighbourhood boundaries.

**Figure 6.1 – Cycling Regions of the City of Bayswater**

Source: GFG Consulting

### 6.1 North Region (Noranda)

This region has an area of 5.0 km<sup>2</sup>; its population is approximately 8,002 (yet to be determined).

Priorities for the Northern Region are:

- Connections to primary routes: PSPs on Reid Highway and Tonkin Highway.
- Wayfinding / removal of old local bike route signage.
- Connection to schools: 3 senior high schools and 6 primary schools (note: some are just outside the region and in adjacent local government areas).
- Connections to Noranda Train Station.
- Morley Drive crossings.
- Priority footpath program.
- Develop green network between parks and recreation areas to combat urban heat island effect.

## 6.2 Central Region (Morley and Embleton)

This region has an area of 12.21km<sup>2</sup>; its population is approximately 26,139 (yet to be determined).

Priorities for the Central Region are:

- Connectivity between Morley Train Station and Morley City Centre.
- Connectivity between Bedford and Morley.
- Connectivity between Bayswater Waves and Bayswater Town Centre.
- Wayfinding / removal of old local bike route signage.
- Connection to schools: 3 senior high schools and 5 primary schools (note: some are just outside the region and in adjacent local government areas).
- Develop green network between parks and recreation areas to combat urban heat island effect.

## 6.3 East Region (Bayswater)

This region has an area of 9.83km<sup>2</sup>; its population is approximately 15,288.

Priorities for the Eastern Region are:

- Connectivity to Bayswater Town Centre and River Foreshore.
- Guildford Road crossings
- Bayswater Town Centre to Bayswater Waves (via Drake Street, Rothbury Road and McGregor Street).
- Protected cycle lanes on distributor roads where practical.
- Completion of Foreshore path network.
- End of trip facilities.
- Development of green network to connect parks, schools and places of interest

## 6.4 South Region (Maylands)

This region has an area of 10.5km<sup>2</sup>; its population is approximately 22,539.

Priorities for the Southern Region are:

- Connections to Perth CBD.
- Connectivity to Midland Rail Line PSP.
- Connections to ECU Mt Lawley campus.
- Connectivity to Maylands Town Centre and River Foreshore.
- Completion of Foreshore path network
- Upgrade of damaged surface

## 6.5 West Region (Bedford)

This region has an area of 4.5km<sup>2</sup>; its population is approximately 5,716.

Priorities for the Western Region are:

- Connectivity to Midland Rail Line PSP.
- Connections to ECU Mt Lawley campus.
- Connections to Perth CBD.
- Wayfinding / removal of old local bike route signage.
- Connection to schools: 1 senior high school and 2 primary schools (note: some are just outside the region and in adjacent local government areas).
- Reduced vehicle speeds.
- Ensure cycle friendly LATM.
- Develop green network between parks and recreation areas to combat urban heat island effect.

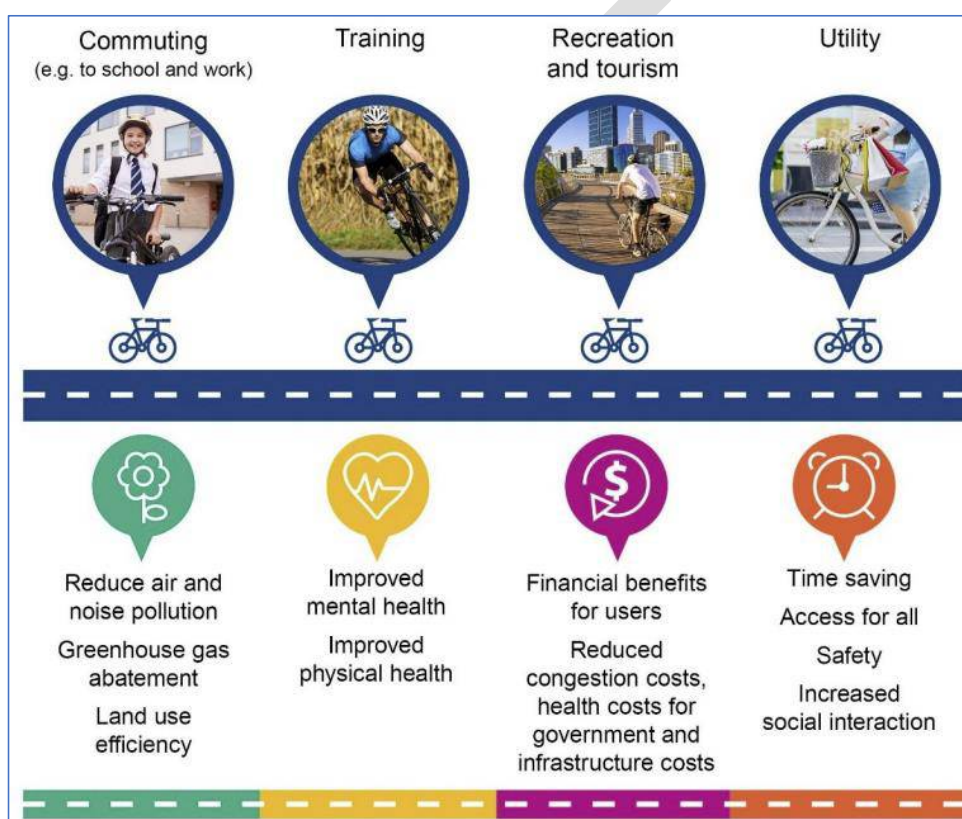


## 7. TYPES OF PEOPLE RIDING

There are many ways people who ride bicycles can be categorised. More importantly than how they are categorised, is recognising the fact that they need to be categorised. The needs for vulnerable school children learning to cycle with traffic is vastly different to an adult with years of experience riding on the roads.

The purpose of categorising is to ensure the network is designed to meet the needs and requirements of all types of users all ages and abilities. The four categories of rider outlined in the OAG Report are shown in Figure 7.1 below.

**Figure 7.1 – Categories of bike riders trip purpose**



Source: OAG Report 2021.

School children are an important consideration and can vary in confidence level and amount of experience cycling in the road network.

The scope of the Bayswater Bike Plan 2023 is focused on people cycling throughout the City. While there are overlaps between walking and cycling sharing some of the same infrastructure network, it is recommended that walking be addressed in a separate report. A Walkability Plan would focus on the path network and crossings for pedestrian and path users of various abilities.

**Recommendation 17**

**Develop a Walkability Plan for pedestrians and vulnerable path users to improve paths and crossing facilities.**

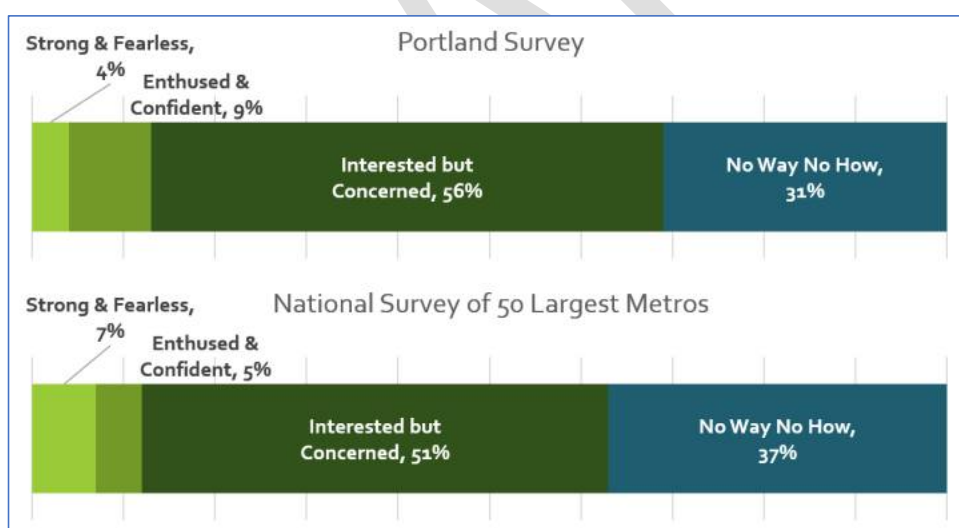
**Recommendation 18**

**That a Walkability Plan be implemented for the City to improve the path network and safety for pedestrian and path users with different abilities. Priority is suggested for town centres, main hubs and Noranda and Morley Regions where there is less paths and where new railway stations are proposed.**

### 7.1 Cycling Segmentation

While categorising people who ride has been occurring for over a century (Dill & McNeil, 2012), more recent data research has started to categorise communities by a cycling segmentation related to people's propensity to cycle. Roger Geller suggested a cycling segmentation during his work with the City of Portland in Oregon, USA that identified four types of bike rider, regardless of age. In actual fact it is the three categories that define a bike rider, with the fourth category representing those in the population who are against cycling. The point of recognising this is to note that no matter how much money is spent into improving cycling facilities, these people are not going to cycle and are likely to oppose it. The categories identified in Gellor's work are detailed below in Figure 7.2.

**Figure 7.2 – Categories of Gellor's work calibrated in the USA**



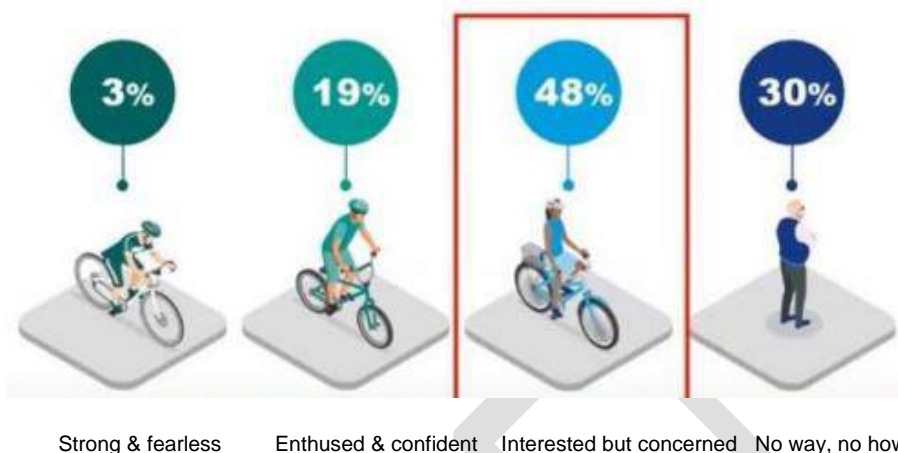
Source: [Understanding the "Four Types of Cyclists" | by Alta | Alta \(altaplanning.com\)](#)

The actual percentages are quite subjective and need to be considered in a local context setting. However, the point of this study is to show the large proportion of about half the population who are interested in cycling but concerned about safety. To encourage these people to ride requires a combination of additional investment in infrastructure and supporting promotional initiatives. This is further detailed in Figure 7.3 below.



**Figure 7.3 – Example of Cycling Segmentation in Australia**

Four general categories of comfort levels for cycling as transportation



Source: North Sydney Council

This approach is considered by bike practitioners as a best practice model for identifying the type and needs of existing and potential cyclists. This cycling segmentation should be explored in more detail within the City's neighbourhoods for furthering cycling development.

**Recommendation 19**

**Undertake additional engagement within neighbourhoods to determine cycling confidence levels and willingness to ride (Gellor classification).**

**7.2 Additional Riding Category Considerations in the City of Bayswater**

Important classifications within the City are as follows:

- School children – late primary school into high school
- University age (18-25)
- Commuter cyclists (work) – ranging from experienced, semi-experienced and novice
- Group riders – confident on the road network
- Casual riders – utility trips (non-work) e.g., shopping centres and community / sporting venues
- Casual riders – recreational trips (e.g., river)
- Elite riders; and
- Elderly riders

Note: the above includes e-Bicycles, scooters, and e-Scooters, but not gophers, or people with a wheelchair. These modes are considered in Walkability Plans.

### 7.3 e-Bicycles and e-Rideable Devices

Electric bikes (e-Bicycles) and electric rideable devices (e-Rideables) are a significant growth area since the 2014 LBP was prepared. More people are using e-Rideables for commuting and recreational purposes.<sup>8</sup>

Observations show their use in the City has increased and are particularly notable along the river foreshore. However, empirical evidence is lacking, and it is recommended that more accurate data be gathered.

#### Recommendation 20

**Collate counts and data usage of e-Bike and e-Rideable usage within popular areas (mapping routes can be a separate exercise).**

e-Bicycles and e-Rideables are governed by separate legislation. The laws that govern their use might differ, but their functionality on the path and road network is similar. Their impact on traditional bicycle and pedestrian users is important to consider.

#### Recommendation 21

**Work with lead agencies such as the RAC to manage safety of traditional users of path networks in the City of Bayswater due to the increased use of e-Rideables.**

### e-Rideables

Much of what defines an electric rideable device (e-rideable) is its small size and its limit to speed.

- An e-Rideable device is less than 125cm, 70cm wide and 135cm in size.
- An e-Rideable device is less than 25kg in weight.
- An e-Rideable device is not capable of travelling faster than 25km/h on level ground<sup>8</sup>.

Figure 7.4 – What is considered to be an e-Rideable device?



Source: Road Safety Commission

e-Rideable laws were enacted in December 2021 in Western Australia following a period of consultation with the community. These laws include who may ride them and what equipment is required, as well as where they can be ridden and what speeds they can operate at in various scenarios (how they can ride them).

A person must be 16 years or older to ride an e-Rideable device. Note that motorised scooters less than 200 watts in power are not considered to be an e-Rideable, are governed separately and can be ridden by children. Figure 5.4 details what constitutes an e-Rideable device.

<sup>8</sup> <https://www.wa.gov.au/organisation/road-safety-commission/erideables>

Table 7.1 – Where People can use e-Rideables

Type of Infrastructure	e-Rideable requirement
Footpaths	Maximum of 10km/h <sup>9</sup>
Shared Paths <sup>[1]</sup>	Maximum of 25km/h
Local Roads ≤50km/h without center lines	Maximum of 25km/h
Local Roads ≤50km/h with sealed shoulder	Maximum of 25km/h within the shoulder / bicycle lane.
Local Roads ≤50km/h with a center line without a sealed shoulder	Cannot ride (must seek alternative route).
Local roads >50km/h	Cannot ride
Road with multiple lane carriageways <sup>[2]</sup>	Cannot ride

<sup>[1]</sup> this includes bicycle only paths

<sup>[2]</sup> this includes one-way roads

Figure 7.5 – What is NOT considered to be an e-Rideable device?



Source: Road Safety Commission

#### Recommendation 22

**In the medium term, the City of Bayswater should consider a review of planning networks for e-Rideables.**

Equipment requirements are:

- Helmets (similar to bicycles).
- Lights and reflectors when riding at night.
- Mobile phones must not be used or touched when riding.
- Device must have no sharp protrusions.
- Bells or warning devices must be fitted and sounded when approaching pedestrians on footpaths.

People using e-Rideables are subject to the same drink and drug driving laws as motor vehicle drivers.

Further information can be obtained from the Road Safety Commission at [info@rsc.wa.gov.au](mailto:info@rsc.wa.gov.au).

<sup>9</sup> Road Traffic Code 2000 – part 3; Regulation 15

### e-Bicycles

An electric bike (e-Bike) has been fitted with a motor to provide assistance in propelling the bike when in motion.

- Power assistance must cut out at 25km/h. e-Bicycles which exceed 25km/h are automatically categorised as motorcycles.<sup>10</sup>
- Width requirements must not exceed 66cm including the rider and any load being carried (backpacks etc.).

<sup>10</sup> <https://acdcbikes.com.au/blogs/news/electric-bikes-law-a-comprehensive-legal-guide-to-e-bikes-in-australia-updated-for-2020>

## 8. COMMUNITY ENGAGEMENT ANALYSIS

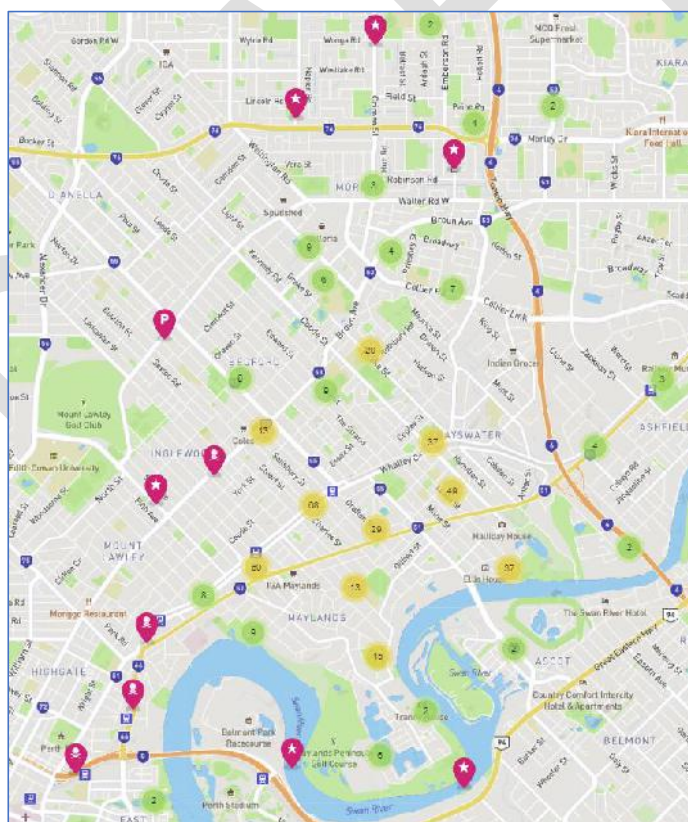
The City provided an opportunity for the community to comment on the current bicycle network through the online platform, *Engage Bayswater*. The purpose was to ensure the community was able to readily provide input to the priorities for the City's investment into cycling improvements. This is in line with the City's *Community Engagement Policy*.

The community consultation was carried out in the following forms:

1. A survey was made available online or in hard copy at the City of Bayswater Civic Centre and at City libraries in Morley, Maylands, and Bayswater.
2. An interactive map was provided for the community to let the City know about areas of concern, and/or to provide ideas for specific places.
3. A *face to face* was held at Riverside Gardens (along Bellevue Street edge) in Bayswater on Saturday 7 May 2022 between 9:00am and 12:00Midday, where many responses and worthwhile discussions were held with the City's consultant and administration staff.

The community was able to comment through the platform between 6 May and 21 June 2022. A total of 444 comments were received via dropping a pin on an interactive map as shown in Figure 8.1. In addition, 383 questionnaire surveys were completed.

**Figure 8.1 – Online Engagement Outcomes (pin on map exercise)**



Source: Engage Bayswater.

Of the 444 pin locators, some were for locations outside the City of Bayswater, and others mention multiple projects within the same comment. Other submissions referred to the same project at multiple locations by the same respondent. The most significant concerns are indicated in Table 8.1 (multiple comments by the same person on the same issue have been removed).

**Table 8.1 – The most significant concerns raised in online community engagement**

Item	# Separate Comments	Route(s)
Guildford Road crossings in Maylands	16	Various
Grade separated crossing at Caledonian Avenue	13	PSP Access
Limited access to PSP from southern side in Maylands	12	PSP Access
Protected cycle lane on King William Street	12	Bayswater Town Centre to Foreshore
Protected cycle lane on Railway Parade through to Third Avenue	8	PSP Access
Safety of Maylands Station underpass	8	-
Railway Parade crossing for temporary PSP detour	7	Perth-Midland Rail PSP
Protected cycle lane on Grand Promenade	6	Bedford to Meltham Station
Guildford Road crossing at King William Street	6	Bayswater Town Centre to Foreshore
Protected cycle lane on East Street, Maylands	5	Maylands Town Centre to Foreshore
Path separated from dog exercise area in Riverside Gardens	5	Foreshore Path
New path on Mephan Street, Maylands (southern side)	4	Safe Routes to School (Maylands PPS)

Eighteen comments were made for King William Street combining comments about the protected cycle lanes and crossing of Guildford Road.

There were 150 comments in Maylands alone (including a portion of Bayswater west of Garratt Road) and 93 comments in Bayswater south of the railway line.

The biggest concerns raised were:

- Guildford Road crossings between Third Avenue and Grosvenor Road (16 comments)
- Closure of Caledonian Avenue level crossing and need to retain access for cycling via bridge or underpass (13 comments)
- Limited access onto PSP from southern side in Maylands (12 comments)
- Protected cycle lanes required on Railway Parade through to Third Avenue (eight comments)
- Safety of Maylands station underpass (eight comments)
- Protected cycle lane(s) required on East Street (five comments)
- New path on Mephan Street needed to Maylands Peninsula primary school (four comments)

Community engagement (five comments) identified the need for an extension of the protected lanes in Railway Parade from Maylands Station to the railway crossing at Third Ave. This provides access to the PSP that leads to the Perth CBD. Concern was raised that cycling on Railway Parade (60kph) does not have a cycle lane which makes it dangerous mixing with general traffic, especially when turning into side streets.

As half of the 750m cycle route is within the City of Stirling there is a need to investigate the feasibility together with MRWA and the DoT.



**Recommendation 23**

Discuss with the City of Stirling, Main Roads WA and the Department of Transport **the need for possible alignment and design criteria for continuation of a cycle link along** Railway Parade from **Maylands** Station to the Third Avenue railway crossing.

Safety was mentioned by the community as being of a particular concern at the following locations:

1. The temporary PSP detour on Whatley Crescent – a road safety audit is recommended at this location.
2. The Hotham Street bridge connection onto Whatley Crescent (coming from Railway Parade and Grand Promenade).
3. Beechboro Road cycle lanes (no protection provided).
4. Crossings of Railway Parade.
5. Crossings of Guildford Road.
6. King William Street and Coode Street.

**Recommendation 24**

The City of Bayswater to request the Main Roads WA to undertake a road safety audit of the Principal Shared Path detour on Whatley Crescent.

## 9. ANNUAL CRASH REVIEW TRENDS

### 9.1 Crash Data Analysis

With crash reporting for bicycles, it is well understood that crashes involving only minor property damage are not reported. Main Roads Western Australia (MRWA) crash data was utilised to identify the level of safety for the existing facilities within the City of Bayswater. Table 9.1 shows a comparison of crash data from the most recent five years, together with the years analysed in the previous Bike Plan. There is a gap of three years, as described earlier, the Bike Plan had to be delayed accommodating the work on the long-term cycling network, and the OAG report.

**Table 9.1 – Reported Crash Comparison Across Bike Plan Periods**

Crash Data	Jan 2009 - Dec 2013	Jan 2017 - Dec 2021
Where Analysed	2014 Bike Plan	2023 Bike Plan
Total crashes	~6,000	~5,000
Total crashes per year	1,200	1,000 <b>(-200)</b>
Reported bike crashes	94	86 <b>(-8)</b>
Reported Bike Crashes per year (RBC)	19	17 <b>(-2)</b>
% Cyclists	1.4%	1.7% <b>(+0.3%)</b>
Fatal	0	1 <b>(+1)</b>
Hospital RBC (persons /year)	3.5 per year (17)	2 per year (10) <b>(-1.5)</b>
Medical	5.5 per year (28)	4 per year (21) <b>(-1.5)</b>
PDO	10 per year (49)	11 per year (54) <b>(+1)</b>
Intersections	10.5 per year (53)	8 per year (39) <b>(-2.5)</b>
T-intersections	6 per year (31)	TBC
Day Time	13.5 per year (67)	13.5 per year (68) (0)
Night Time	4 per year (21)	1.5 per year (8) <b>(-2.5)</b>
Dusk / Dawn / Not indicated	1 per year (6)	2 per year (10) <b>(+1)</b>
Dry	18 per year (88)	16 per year (80) <b>(-2)</b>
Wet	<1 per year (4)	1 per year (6)

Source: Main Roads Western Australia.

The number of reported crashes has reduced from 19 to 17 per year over the five-year average. This also coincides with an increase in the number of people cycling. However, the number of overall crashes has reduced even further by 200 per year. As a result, the percentage of overall crashes by people on bikes increased by 0.3% to 1.7%. This may indicate that the investment to improve the road network is resulting in a reduced number of crashes, but the investment on cycling infrastructure needs to be proportional.

It is encouraging to note that the number of severely injured (hospitalised) crashes reduced from 17 to 10 over the five-year timespan. Unfortunately, there has been one fatality in the last five years.

#### Recommendation 25

**The City of Bayswater to continue to monitor crash data annually and compare trends.**

Infrastructure provision including PSP construction has improved the quality and safety of the cycling environment.

The highest numbers of crashes continue to occur along Walter Road West and Beechboro Road, though the number of crashes is not statistically significant. This is detailed in Table 9.2 below.



Table 9.2 – Number of Bike Crashes

Location	2014 Bike Plan	2023 Bike Plan
	Jan 2009 - Dec 2013	Jan 2017 - Dec 2021
Walter Road West	5 (1 per year)	6 (>1 per year) <b>+1</b>
Beechboro Road South	3 (<1 per year)	4 (<1 per year) <b>+1</b>
Beechboro Road North	3 (<1 per year)	2 (<1 per year) -1
Railway Parade	3 (<1 per year)	4 (<1 per year) <b>+1</b>
Wellington Road	3 (<1 per year)	2 (<1 per year) -1
Guildford Road	2	6 (>1 per year) <b>+4</b>
Walter Road East	2	0
Grand Prom	2	1 (<1 per year) -1
McGilvray Avenue	2	0
Drake Street	2	2 (<1 per year)

**Recommendation 26**

The City of Bayswater to identify Guildford Road crash locations with Main Roads WA.

## 10. BEHAVIOUR AND EDUCATION

### 10.1 Education Programs Available

The Road Safety Commission (RSC), School Drug Education and Road Aware (SDERA) and the Royal Automobile Club WA (RAC) are lead agencies in relation to road safety education in Western Australia. This chapter highlights some of the education programs available for the City to support and resources to tap into.

Education schemes which are currently in place to address children include:

- *Road Safety Around Schools, Safe Routes to School and Walk Safely to School Day* are run by RoadWise, in partnership with the Road Safety Commission.
- *Smart Steps for Parents* run by School Drug Education and Road Aware (SDERA) with the aim to promote safe road use for parents to use with their children. The program is focused for very young children and is based on an intuitive learning process of safe road behaviours and cycling awareness on roads, cycle paths and on footpaths.
- *Around the Roads* is a program funded by RAC to teach pre-primary to year 6 children about road safety. Children become involved in various interactive activities which impress upon them different road safety themes such as bicycle safety and crash scene investigators.

Education schemes currently in place to address young adults include:

- *On the Roads* program funded by RAC teaches young adults about road safety from a driving perspective. Subjects include information about speeding, distractions, etc.
- *Keys for Life* program run by SDERA aims to promote positive driving attitudes for young people and their parents as part of their pre-driver education program. As part of their road safety package, they are reminded of how to share the road and to be courteous to other road users.

Education schemes currently in place to address seniors include:

- Community group programs aimed at the senior community. Towards Zero focuses on explaining the government's road safety strategy and what individuals can do as a road user to reduce trauma.

The Road Safety Commission hosts a variety of cycling safety information and runs continuous road safety television advertising. Recent campaigns include:

- *Might be a Mate* – aimed at increasing awareness of cyclist safety across the community
- *Must be a Meter* – aimed at reminding motorists of the recently introduced minimum passing distance law.

### 10.2 Initiatives and Programs to Promote Cycling

A recent survey of students cycling to school and cycling generally showed a decline in growth. There is a however feedback indicating an interest in sustainable transport and health being. Some schools are very keen in making cycling safer to ride to school.

General promotion of cycling throughout the City is essential and aligns with the OAG report recommendations outlined in Chapter 3. These initiatives and programs complement the infrastructure improvements recommended in the BBP 2023 and are a necessary component to improving the number of people cycling in the City.

The most important promotional initiative for the City to commence with is the development of a *Your Move* map promoted on the City's website.

#### Recommendation 27

**Develop a map of cycling and public transport facilities in the City of Bayswater ('Your Move' map).**

**Recommendation 28**

The City of Bayswater to consider potential initiatives and programs that could be used to promote cycling include:

- a) Support the Department of Transport Your Move Program for schools and the local community.
- b) Develop initiatives to educate students knowing the basic road rules and encourage School Safe Committees
- c) Utilise the Maylands Constable Care training facilities to enhance cycling skill training for students.
- d) Support Bike Week with initiatives that encourage the use of bike transport and include in the City's calendar of events/community development's events calendar.
- e) Encourage Cycling to Work for breakfast at the city, local businesses, and schools.
- f) Promote the use of e-Bicycles for staff to use during work hours.
- g) Promote end of trip facilities at workplaces including showers, change rooms and locker storage for bike users.
- h) Consider a Workplace Travel Plan, including large businesses within the City, to be less reliant on the motor vehicle when traveling to work.
- i) Provide bike racks at locations to support cycling such as coffee cafes.
- j) Install bike service centers to help maintain bikes.
- k) Encourage and support bike groups and families to explore the City of Bayswater. e.g. Discovery Circuits.
- l) Promote bike trails to discover the City of Bayswater with maps showing points of interest.
- m) Hold an elected member bike ride with staff from the City of Bayswater and State Government agencies.
- n) Organise events that promote cycling throughout the City. e.g.; Sunset bike ride around the river.
- o) Support the Minimum Safe Passing laws.

**10.3 Safe Routes to Schools**

Consulting with schools within the City has identified genuine interest in increasing bicycle education. *Safe Routes to Schools*, utilising the *Constable Care* training centre in Maylands and *Your Move*, with the Department of Transport, are initiatives that have support. Feedback identified a positive approach to working with the City.

Children walking and cycling are the most vulnerable road users. *Safe Routes to School* is an initiative to improve the safety of children supported by the Western Australian Local Government Association (WALGA) RoadWise branch.<sup>11</sup>

The Bayswater Council initiative for a city-wide *Safe Routes to School Plan* in February 2020 is commended. This will improve path and crossing infrastructure and improve safety and increase the number of children and parents walking, cycling and 'scooting' to school.

Maylands Peninsula Primary School (MPPS) was selected as a pilot school to be rolled out across the remaining 12 primary schools and four high schools.

**Recommendation 29**

Implement a staged *Safe Routes to Schools* program for all schools in the City of Bayswater over four years.

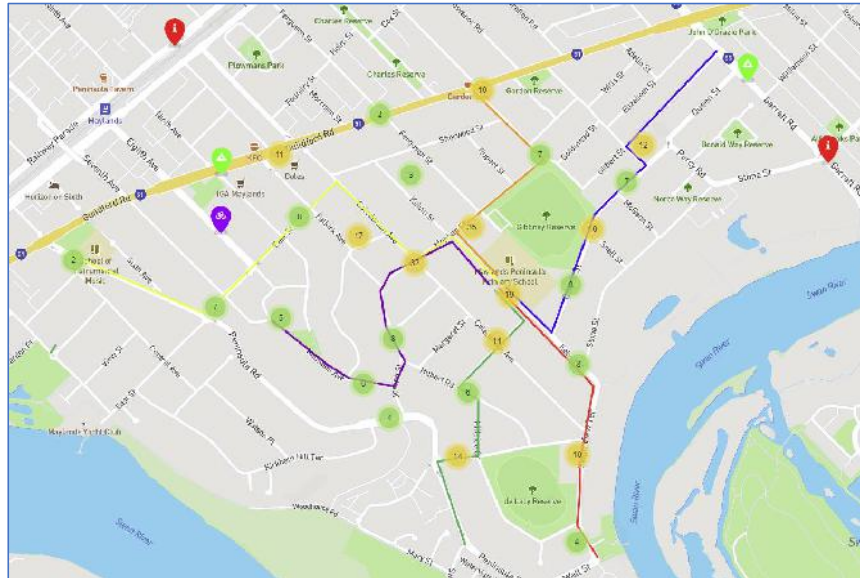
Feedback from the community was sought to provide comment on the routes, identify the hazards faced by parents and children alike during their commute to school and regarding additional infrastructure needed. This engagement took place through an online survey opened to the community from Tuesday 5 April to Friday 20 May 2022. There were 565 visits to the online survey with 281 responses provided. Of the responses:

- 157 suggested additional routes to be considered;
- 105 identified hazards; and

<sup>11</sup> <https://www.roadwise.asn.au/road-safety-around-schools.aspx>

- 19 requested new infrastructure.

**Figure 10.1 – Online Engagement Results for Maylands Peninsula Primary School**



**Source:** City of Bayswater.

Thirty-seven new requests added to the paths request register. Other requested items will be addressed via other funding programs such as the *Low-Cost Urban Road Safety Program*.

#### 10.4 Behaviour Change Initiatives for Schools

Cycling training and education of the basic road rules for Primary School Students which includes:

- The opportunity for Students to know some of the road rules and be street wise e.g. Look to the right, left and right again.
- Learn to ride a bike. School feedback indicate the number of students that lack skills.
- Motivation of parents and students to be involved and the importance of the City as an enabler.
- For example, Safe Routes to School committee could be established comprising teacher(s), parents, head students, City staff and potentially a councillor to chair.
- Health a fitness can be also included as a side benefit.

## 11. PRIORITY AREAS

It is recommended that the City focus on five priority areas for implementation based on the analysis and findings of the opportunities and deficiencies, as well as through the community engagement process. The five priority areas are:

1. Path Widths
2. Schools
3. Train Stations
4. PSP Access
5. Green Network

### 11.1 Priority Area 1: Path Widths

A distinction between footpaths and shared use paths still exists. Design standards are included in chapter 5 and increasing infrastructure widths to these standards are the number 1 focus for City to address, particularly in response to OAG Report.

<b>Path widths</b>	In summary, the increases in path widths are to be:
Schools	<ul style="list-style-type: none"> <li>• 2.5m min around schools (unless quiet streets not thoroughfare)</li> </ul>
Stations	<ul style="list-style-type: none"> <li>• 2.5m min on bus routes</li> <li>• 2.5m min around town centres</li> </ul>
PSP access	<ul style="list-style-type: none"> <li>• 2m min elsewhere</li> <li>• Living stream widths</li> </ul>
Green network	<ul style="list-style-type: none"> <li>• 2.5-3.0m on routes on long-term cycle network routes</li> </ul>

### 11.2 Priority Area 2: Schools

The safety of children travelling to and from their school is a priority consideration for the City. One of the priority areas for investment and promotion is the connection of people to the schools of the City of Bayswater by bicycle, and there is recognition within the City that much cycling begins at a young age. School students are not as experienced with cycling compared to adult cyclists, although the level of confidence gradually increases as children become older and more capable of cycling independently.

Path widths	There are 16 schools in the City of Bayswater, four of these are high schools, 12 are primary schools, and one is a special education school. There are also high schools outside the City with local intake area of City residents.
<b>Schools</b>	This Bike Plan has approached the assessment based on the residents in the City and the catchment areas, rather than the schools within the City themselves. This ensures every student's journey to school is catered for.
Stations	
PSP access	
Green network	This section is for general information on schools; schools within each of the neighbourhoods will be considered in further details.

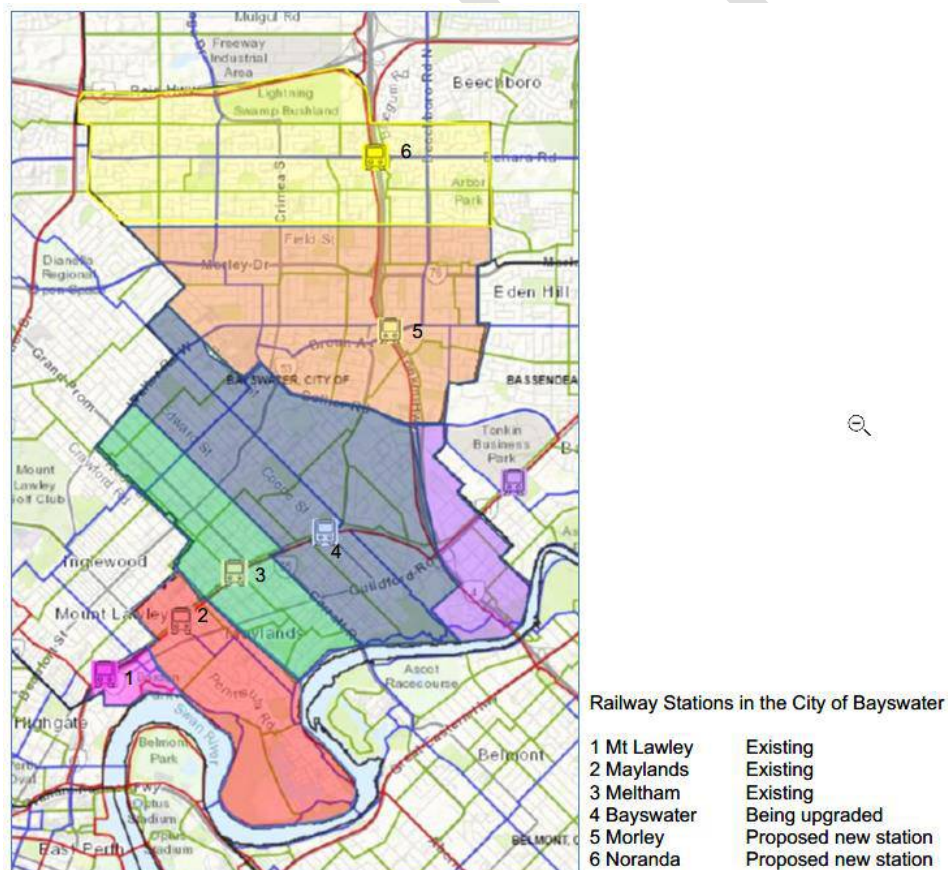


### 11.3 Priority Area 3: Train Station Access

Train Stations form a major part of the trip attractors within the City that have the potential to increase the number of trips made by bicycle through infrastructure investment and / or promotion. There are going to be six train stations in the City (Four are operational at the time of preparing this report).

Path widths	Train station connectivity for people to access on bikes has never been more important with the transformation coming to the area from METRONET Stage I, the Morley-Ellenbrook Line and Forrestfield-Airport Line.
Schools	
<b>Stations</b>	Access to the stations falls within the domain of the PTA who assess the travel behaviour patterns to each station, and who monitor the demand for improved parking capacity either for private cars or bikes, as well as feeder bus services. The PTA initiated the development of Station Access Strategies in 2016 as part of an overall Rail Station Access Improvement Program in order to meet access demands.
PSP access	
Green network	

Figure 11.1 – Indicative Train Station catchments



### Noranda and Morley Stations

The expansion of the train services through the METRONET's Morley-Ellenbrook Line (MEL) has a significant impact on landscape of transport within the City of Bayswater. The rail passes through the City to Perth airport with two new train stations constructed at Morley (Broun Avenue) and Noranda (Benara Road). Many movements will be made towards the two new train stations at Morley and Noranda. A lot of these new movements will be east west across Morley and Noranda, potentially reducing north south travel demand across the entire City. The City has been working closely with the METRONET team for the implementation of the stations and surrounding land use planning and catchment areas.

### Railway Station Access Strategies

The City of Bayswater also has four train stations on the Perth to Midland line in operation, with an additional station having its catchment area in the City of Bayswater. These stations are as follows:

- Mt Lawley
- Maylands
- Meltham
- Bayswater
- Ashfield (outside boundary)

The PTA has already prepared Station Access Strategies for each of these stations.

#### Recommendation 30

**Implement Station Access Strategies for the Mt Lawley, Maylands, Meltham and Bayswater Stations, in conjunction with the Public Transport Authority.**

The stations in the City of Bayswater were the group one stations selected first across the whole metropolitan network for access assessment in 2017 and 2018. This is detailed in Table 11.1 below.

**Table 11.1 – Station Access Strategies for the Future**

Station	Boardings (2016)	Cycling Boardings	Car access (2016)	Cycling Boardings (2031)	New Boardings (2031)	New Cycling Boardings	Time to Perth by Bike
Mt Lawley	345	3 (0.9%)	83 (24%)	20 (4.0%)	154	17* (11%)	9 min
Maylands	1,516	30 (2.0%)	410 (27%)	151 (6.0%)	999	121** (12%)	13 min
Meltham	524	5 (1.0%)	167 (32%)	54 (6.0%)	381	49** (12%)	16 min
Bayswater	1,833	18 (1.0%)	716 (39%)	254 (8.0%)	1,339	236** (17%)	20 min
Total	4,218	56 (1.3%)	1,376 (33%)	479 (6.8%)	2,873	423** (14%)	-

\* Most of these are expected within the City of Stirling

\*\* Many of these will be dispersed to MEL stations

Large portions of the mode share are walking (60-80%). The intention is to transfer trips to the stations from car to bicycle trips, it is not to transfer walking trips to bicycle, as walking is an active and sustainable mode.

Ashfield Station was conducted the following year to those above. As some of the catchment and bicycle routes are within the City of Bayswater, they have been considered in Table 11.2 below.

**Table 11.2 – Ashfield Station Access Strategies**

Station	Boardings (2017)	Cycling Boardings	Car access (2016)	Cycling Boardings (2031)	New Boardings (2031)	New Cycling Boardings	Time to Perth by Bike
Ashfield	606	3 (0.5%)	92 (15%)	60 (5.7%)	443	57* (13%)	28 min
Total (5 stations)	4,824	59 (1.2%)	1,468 (30%)	539 (6.6%)	3,316	480 (14.5%)	-

\* Many of these are expected within the Town of Bassendean

Alighting numbers may differ slightly from those above but the above provides an indication and routes are the same. Further information is available in Appendix G and from the Station Access Strategies which can be obtained from the PTA.

#### 11.4 Priority Area 4: PSP Access

Consultation with the community through the engagement process revealed connections to the PSP along the rail line as one of the key deficiencies to be addressed.

Path widths	An example is particularly evident around Seventh Avenue in Maylands. The closure of the Caledonian Avenue crossing has reduced the accessibility of the PSP but will be addressed in part by improved cycling infrastructure along Railway Parade.
Schools	
Stations	The enhanced primary cycle network along Tonkin Highway will need to ensure adequate connectivity, to open up the accessibility for residents in Noranda, Morley, Noranda and Bayswater in particular.
<b>PSP access</b>	
Green network	

#### 11.5 Priority Area 5: Green Network

The focus within the city is on recreation and physical activity for personal health.

Path widths	Develop a green network connecting recreational areas, particularly local parks to residents. This will target families on bikes, casual riders and e-rideable device users.
Schools	
Stations	This network is to connect with the City's Environment and Liveability Framework, Waterwise Strategies and Urban Forest Strategy
PSP access	Paths on this network could consider solar luminescent lighting inbuilt within the path
<b>Green network</b>	

<b>Recommendation 31</b>
<b>Develop a green pathway network connecting recreation areas utilising and aligning with water sensitive urban design principles.</b>

<b>Recommendation 32</b>
<b>Ensure the City of Bayswater Streetscape program considers cycle network priorities.</b>



## 12. PROJECTS

### 12.1 Prioritisation of Actions

Prioritisation for the Action Plan has been based on:

- Safety: (compliance)
- People and communities: (community requests, known demand)
- Strategic: (LTCN, Business Plan, Corporate Plan etc.)
- Connectivity: (missing links)
- Economic: (cost/value/feasibility)

Scores for prioritisation are based on the following term:

- Short term
- Medium term
- Long term

### 12.2 Short Term Priority Infrastructure Projects

Table 12.1 refers to the short-term priority construction projects within the City.

**Table 12.1 – Short term priority infrastructure projects**

#	Project	Suburb	LTCN	Strategic connections & Rationale
1	<b>Railway Parade protected cycle lanes or shared path</b> Central Avenue to Maylands Station	Maylands	Local	To be <b>discussed</b> with City of Stirling to Third Avenue where <b>an</b> adequate crossing exists
2a	<b>Mephan Street shared path</b> - Kelvin Street to Ferguson Street	Maylands	Local	Primary school (MPPS)
2b	<b>Ferguson Street shared path</b> - Mephan Street to primary school	Maylands	Local	Primary school (MPPS)
3	<b>Whatley Crescent shared path upgrade (south)</b> Seventh Avenue to Sixth Avenue	Maylands	Primary	Primary route (Rail Line PSP).
4	<b>McGilvray Avenue shared path</b> (east side) Malaga Drive to Benara Road	Noranda	Secondary	Noranda Town Centre Primary route (Reid Hwy PSP)
5	<b>Foreshore shared path</b> Katanning Street to Moojebing.	Bayswater	Secondary	Tonkin Hwy PSP Rail Line PSP at Ashfield Station.
6	<b>Hamersley Avenue shared path (south)</b> Abbey Street to Beechboro Road North	Noranda	Local	Primary School (Hampton Park) Tonkin Hwy PSP
7	<b>Beechboro Road North shared path (east)</b> missing	Morley	Secondary	Kiara College

	link from Wheatstone Drive to Turon Street			
8	<b>Drake Street shared path</b> Beechboro Road South to Rothbury Road	Bayswater	Secondary	Bayswater Town Centre & Train Station Bayswater Waves Morley City Centre
9	<b>Demonstration Green living stream</b>	Bayswater	Non-LTCN	Neighbourhood link Green network
10	<b>Walter Road shared path or protected cycle lanes</b> Tonkin Hwy PSP to Collier Road	Morley	Secondary	Morley Train Station Morley City Centre.
11	<b>Swan View Terrace safe active street or protected cycle lanes</b>	Maylands	Secondary	Foreshore path
12	<b>Rothbury Street shared path (east)</b> Maurice Street to Drake Street	Bayswater	Local	Bayswater Town Centre & Train Station Bayswater Waves
13	<b>McGregor Street shared path (west)</b> Collier Road to Sudlow Street.	Bayswater	Local	Bayswater Town Centre & Train Station Bayswater Waves
14	<b>Timms Place shared path (east side)</b>	Morley	Secondary	City centre (Morley) Town centre (Noranda)
15	<b>Halvorson Road shared path (north)</b> Timms Place to Charnwood Street.	Morley	Secondary	City centre (Morley) Primary route (Tonkin Hwy PSP)
16	<b>Crimea Street shared path (east)</b> Halvorson Street to Fitzgerald Road including median island at Crimea Street.	Morley	Local	Primary route (Tonkin Hwy PSP) City centre (Morley)
17	<b>Bath Road shared path</b> Luminescent lighting.	Morley	Local	Neighbourhood link Green network
18	<b>Russell Street shared path (north side)</b>	Morley	Local	City centre (Morley) Primary route (Reid Hwy PSP).

Table 12.2 – Short term priority infrastructure projects requiring further investigation.

#	Project	Suburb	LTCN	Strategic connections & Rationale
1	<b>Seventh Avenue bridge connection (south)</b> investigate improvements and provide direct crossing	Maylands	Primary	Primary route (Rail Line PSP). Maylands upgrade area due to Caledonian Ave closure
2	<b>East Street protected cycle lanes</b> Investigate providing separation including options for uphill separation. (5 comments)	Maylands	Secondary / Local	Foreshore path Maylands Town Centre
3	<b>Crossings of Guildford Road</b> investigate improvements between Caledonian Avenue and Grosvenor Road	Maylands / Bayswater	Local / Non-LTCN	Access to the Foreshore path Primary School (MPPS). Main Roads working group.
4	<b>King William Street</b> investigate improvements between Whatley Crescent and Guildford Road (include crossing of Guildford)	Bayswater	Secondary	Bayswater Town Centre
5	<b>Eighth Avenue pedestrianisation</b> Investigate options to pedestrianised and addition of cycling facilities.	Maylands	Secondary	Maylands Town Centre
6	<b>Crossings of Guildford Road</b> Investigate improvements between Third Avenue and Eighth Avenue	Maylands	Secondary / Non-LTCN	Access
7	<b>Caledonian Avenue – Whatley Cres. To Swan View Road</b> Investigate LTCN secondary route options	Maylands	Secondary/ LTCN	Maylands Town Centre to the river foreshore

### 12.3 Bicycle Parking

Community feedback from the Survey Engagement identified the need for bike parking at these locations in Table 12.2.

**Table 12.3 – Bicycle parking priority projects**

#	Location	Project	LTCN	Priority Term
1	Whatley Crescent Between Eighth Avenue and Ninth Avenue.	Investigate options for additional bike parking required at facility attractors.	-	Short
2	Riverside Gardens water fountain (extension of Leake Street).	This would be a convenient location for a bike repair station as it is close to facilities.	Secondary	Short
3	In front of primary schools for short term parking.	The provision of public bike parking outside schools would make it easier for parents doing drop-off by bike.	-	Short
4	Walter Road South of Rosebery Street.	Many gyms in the area and no bike parking. I have to find a random pole to chain it to (Gym: Body Mbrace).	-	Short
5	Bayswater Primary School	Secure bike parking required for students.	-	Short
6	Galleria Morley	Bike racks at every entrance at the Galleria Morley.	-	Medium
7	Russell Street Rudloc Road to Catherine Street	There is no bike parking along Russell Street. If you are visiting any of these shops your only option is to lock bikes to signs. Install one decent rack on the verge every 100m so nobody has to walk more than 50m from where they left their bike.	Local	Medium
8	Rudloc Road South of Russell Street	Should have some racks to lock bikes to here.	Local	Medium
9	Marchant Way Near Marchant Reserve	Bike parking would be good along here.	-	Medium

The ultimate goal of these initiatives, programs, recommendations, and proposals is to build on the good work already undertaken with the 2014 Local Bike Plan. The items identified in this report will enable the City of Bayswater to continue to refine and develop its bicycle network into the future.

### 13. CONCLUSION

The City of Bayswater is a proud community with a built framework of homes and streetscapes that shape its open residential lifestyle. Open frontages and space throughout the City provide for an excellent quality environment for cyclists.

Despite improvements made since the development of the 2014 LBP, there remains a lack of dedicated linked cycling infrastructure, continued reliance on the motor vehicle and many major intersections which create an intimidating road environment. These are some of the major barriers which hinder cycling within the community.

The BBP 2023 establishes a strategic vision for the continued development and promotion of cycling within the City and an action plan for immediate and longer-term improvements to the cycling network.

During the development of the BBP 2023, due consideration was given to improving cycling safety, linking communities and facilities, as well catering for the needs of all cyclists, regardless of their age, gender, experience, and reason for cycling. There is an opportunity for the City to contribute to the improvement in health and wellbeing of its community through identifying and developing safe cycle routes and promoting cycling opportunities to encourage the community to cycle more.

It is recommended that the City bicycle network consists of five neighbourhood regions, which traverse the City and provide access to various activity centres such as shopping centres, schools and the existing four railway stations. This enables greater focus to be applied to local cycling issues.

The local cycle network is equally important as the primary cycle network, in that it is where a culture of cycling develops by providing safe facilities for school children. Local routes must therefore provide the safest possible environment for cyclists by including safe off or on street facilities, safe crossings, and intersections, and consider safe traffic speeds.

There is an opportunity to share spaces, and to dedicate a cycle network within City infrastructure as plans for infill redevelopment and streetscape upgrades progress. The networks range from local cycle and secondary networks to primary cycle networks aimed at providing efficient through movement for commuter and recreational cyclists, as well as providing for the less experienced cyclists. There is also an opportunity to promote long distance primary cycle routes and use the existing local Maylands bicycle training centre.

Creating shared space environments is an option that can reinvigorate street spaces and lead to providing for increased pedestrian and cyclist activity. This will define the heart of the City of Bayswater as a liveable and enjoyable place that complements the open residential lifestyle it has to offer.

Increasing the awareness of cyclists on roads and providing safe infrastructure is a key objective. It is important that every street is considered as a bicycle route with the preservation of dedicated cycling routes and consideration of cycling needs with road improvements.

The City of Bayswater should, wherever possible, embrace the opportunity when road maintenance or resurfacing work is being planned, to install low-cost cycle facilities such as coloured sealed shoulders and appropriate line markings. It is worth noting that the inclusion of cycle facilities within bigger works projects does not significantly increase project budgets and take advantage of shared project overheads.

## ABRIDGED VERSION OF THE DRAFT LOCAL BIKE PLAN (APRIL 2023)

Table 1 – 2023 Bike Plan Recommendations

#	Recommendation	Page Ref.	Priority Term
1	Implement outstanding priority infrastructure projects from the 2014 Local Bike Plan: (a) River Foreshore path – Katanning Street to Ashfield Parade. (b) King William Street <b>options</b> – Whatley Crescent to Hill Street. (c) Rudloc Road – Drake Street to Russell Street. (d) Coode Street / Broun Avenue protected intersection. (e) Collier Road path -Beechboro Road South to Walter Road West.	16	Medium
2	Improve wayfinding on the LTCN and supporting routes to major attractors.	17	Medium
3	(a) Collect and collate more bicycle data through permanent bike counters, temporary bike counters and Super Tuesday counts. (b) Consider permanent counters on the Tonkin Highway PSP between Morley and Noranda Stations and the Reid Highway PSP near intersection with Malaga Drive.	23	Medium
4	Incorporate the benefits of cycling into Public Health and Wellbeing Plan (future updates) to strengthen the case for investment in cycling to improve the health of City of Bayswater residents.	25	Short
5	Improve path width standards to align with Department of Transport and Office of Auditor General report recommendations.	27	Medium
6	Support the implement the Noranda Station cycling improvement plan by the Public Transport Authority.	35	Short
7	Support the implement the Morley Station cycling improvement plan by the Public Transport Authority <b>and link with the Morley Shopping precinct.</b>	35	Short
8	Review local area traffic management procedures to ensure they are adequately catering for cycling safety and are aligned with Department of Transport guidelines for safe cycling.	40	Medium
9	Review intersection treatments and standard designs to ensure they are adequately catering for cycling safety.	40	Medium
10	Consider reduced speed trials in parts of the City of Bayswater where there is congestion, pedestrian, and cycle movement, such as Bayswater Town Centre, Bedford North precinct, Maylands Town Centre, <b>Morley Town Centre</b> and Maylands North. This could be an interim trial with view towards 30km/h or 40km/h zones.	40	Medium

11	Undertake a healthy streets assessment within each of the City of Bayswater neighbourhoods.	40	Long
12	Assess streets which are wide enough to have protected cycle lanes for longer-term works planning consideration.	41	Medium
13	Adopt a minimum width of path in all circumstances to be 1.8m, with a preference for 2.0m as a minimum standard where space permits.	42	Medium
14	Adopt 2.0m minimum path widths in parks and open space with consideration to 2.5m paths near schools and major activity centres and where a warrant is justified.	42	Short
15	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.	43	Short
16	Commence targeted behaviour change initiatives within the neighbourhoods and communities of the City of Bayswater.	44	Medium
17	Develop a Walkability Plan to assist pedestrians and other vulnerable path users.	49	Short
18	The Noranda and Morley Regions to be a priority in a Walkability Plan to improve the path network and safety for pedestrian and path users with different abilities.	49	Short
19	Undertake additional engagement within neighbourhoods to determine cycling confidence levels and willingness to ride (Gellor classification).	50	Medium
20	Collate counts and data usage of e-Bike and e-Rideable usage within popular areas (mapping routes can be a separate exercise).	51	Long
21	Work with lead agencies such as the RAC to manage safety of traditional users of path networks in the City of Bayswater due to the increased use of e-Rideables.	51	Long
22	In the medium term, the City of Bayswater should consider a review of planning networks for e-Rideables.	52	Long
23	Discuss with the City of Stirling, Main Roads WA and the Department of Transport the need for possible alignment and design criteria for continuation of a cycle link along Railway Parade from Maylands Station to the Third Avenue railway crossing.	56	Medium
24	Request Main Roads WA to undertake a road safety audit of the Principal Shared Path detour on Whatley Crescent.	56	Short
25	Continue to monitor crash data annually and compare trends.	57	Medium
26	The City of Bayswater to identify Guildford Road crash locations with Main Roads WA.	58	Short
27	Develop a map of cycling and public transport facilities in the City of Bayswater ('Your Move' map).	59	Short
28	The City of Bayswater to consider potential initiatives and programs that could be used to promote cycling include: (a) Support the Department of Transport Your Move Program for schools and the local community.	60	Short



	<ul style="list-style-type: none"> <li>(b) Develop initiatives to educate students knowing the basic road rules and encourage School Safe Committees</li> <li>(c) Utilise the Maylands Constable Care training facilities to enhance cycling skill training for students.</li> <li>(d) Support Bike Week with initiatives that encourage the use of bike transport.</li> <li>(e) Encourage Cycling to Work for breakfast at the city, local businesses and schools.</li> <li>(f) Promote the use of e-Bicycles for staff to use during work hours.</li> <li>(g) Promote end of trip facilities at workplaces including showers, change rooms and locker storage for bike users.</li> <li>(h) Consider a Workplace Travel Plan, including large businesses within the City, to be less reliant on the motor vehicle when traveling to work.</li> <li>(i) Provide bike racks at locations to support cycling such as coffee Cafes.</li> <li>(j) Install bike service centers to help maintain bikes.</li> <li>(k) Encourage and support bike groups and families to explore the city. e.g. Discovery Circuits.</li> <li>(l) Promote bike trails to discover the City of Bayswater with maps showing points of interest.</li> <li>(m) Hold an elected member bike ride with staff from the City of Bayswater and State Government agencies.</li> <li>(n) Organise events that promote cycling throughout the City of Bayswater, e.g.: Sunset bike ride around the river.</li> <li>(o) Support the Minimum Safe Passing laws.</li> </ul>		
29	Implement <i>Safe Routes to Schools</i> programs across all schools in the City of Bayswater over four years.	60	Short
30	Implement Station Access Strategies for the Mt Lawley, Maylands, Meltham and Bayswater Stations, in conjunction with the Public Transport Authority.	64	Short/ Medium
31	Develop a green pathway network connecting recreation areas utilising and aligning with water sensitive urban design principles.	65	Medium
32	Ensure the City of Bayswater streetscape program considers cycle network priorities.	65	Short



**Table 2 – Proposals to Realign the Long-Term Cycle Network**

Proposed Route Change	Priority Term
Realign LTCN around the Maylands Town Centre with Caledonian crossing removal: <ul style="list-style-type: none"> <li>• Add Seventh Avenue Bridge to local route.</li> <li>• <del>Replace Kennedy Street with Sixth Avenue local route.</del></li> </ul>	Long
Add LTCN route to improve direct connectivity between Bayswater Town Centre and Bayswater Waves. <ul style="list-style-type: none"> <li>• Add Priestly Street and Rothbury Road local route (via sections of McGregor, Sudlow and Maurice Streets).</li> </ul>	Long
Consider realigning LTCN around Morley Town Centre: <ul style="list-style-type: none"> <li>• Lennon Street and Thorpe Street from Russell Street to connect to Smith Street.</li> </ul>	Long
Explore realignment of LTCN around Bayswater Town Centre <ul style="list-style-type: none"> <li>• Add King William Street secondary route.</li> <li>• Add Murray Street local route.</li> <li>• Change Slade Street to local route.</li> </ul>	Long

**Table 3 - Short Term Priority Infrastructure Projects**

#	Project	Suburb	LTCN	Strategic connections and Rationale
1	<b>Railway Parade protected cycle lanes or shared path</b> Central Avenue to Maylands Station	Maylands	Local	To be <b>discussed</b> with City of Stirling to Third Avenue where <b>an</b> adequate crossing exists
2a	<b>Mephan Street</b> Kelvin Street to Ferguson Street	Maylands	Local	Primary school (MPPS)
2b	<b>Ferguson Street</b> Mephan Street to primary school	Maylands	Local	Primary school (MPPS)
3	<b>Whatley Crescent shared path upgrade (south)</b> Seventh Avenue to Sixth Avenue	Maylands	Primary	Primary route (Rail Line PSP).
4	<b>McGillvray Avenue shared path</b> (east side) Malaga Drive to Benara Road	Noranda	Secondary	Noranda Town Centre Primary route (Reid Hwy PSP)
5	<b>Foreshore shared path</b> Katanning Street to Moojebing.	Bayswater	Secondary	Tonkin Hwy PSP Rail Line PSP at Ashfield Station.
6	<b>Hamersley Avenue shared path (south)</b> Abbey Street to Beechboro Road North	Noranda	Local	Primary School (Hampton Park) Tonkin Hwy PSP
7	<b>Beechboro Road North shared path (east)</b> missing link from Wheatstone Drive to Turon Street	Morley	Secondary	Kiara College
8	<b>Drake Street shared path</b> Beechboro Road South to Rothbury Road	Bayswater	Secondary	Bayswater Town Centre & Train Station Bayswater Waves Morley City Centre
9	<b>Demonstration Green living stream</b>	Bayswater	Non-LTCN	Neighbourhood link Green network
10	<b>Walter Road shared path or protected cycle lanes</b> Tonkin Hwy PSP to Collier Road	Morley	Secondary	Morley Train Station Morley City Centre.
11	<b>Swan View Terrace safe active street or protected cycle lanes</b>	Maylands	Secondary	Foreshore path

12	<b>Rothbury Street shared path (east)</b> Maurice Street to Drake Street	Bayswater	Local	Bayswater Town Centre & Train Station Bayswater Waves
13	<b>McGregor Street shared path (west)</b> Collier Road to Sudlow Street.	Bayswater	Local	Bayswater Town Centre & Train Station Bayswater Waves
14	<b>Timms Place shared path (east side)</b>	Morley	Secondary	City centre (Morley) Town centre (Noranda)
15	<b>Halvorson Road shared path (north)</b> Timms Place to Charnwood Street.	Morley	Secondary	City centre (Morley) Primary route (Tonkin Hwy PSP)
16	<b>Crimea Street shared path (east)</b> Halvorson Street to Fitzgerald Road including median island at Crimea Street.	Morley	Local	Primary route (Tonkin Hwy PSP) City centre (Morley)
17	<b>Bath Road shared path</b> Luminescent lighting.	Morley	Local	Neighbourhood link Green network
18	<b>Russell Street shared path (north side)</b>	Morley	Local	City centre (Morley) Primary route (Reid Hwy PSP).

**Table 3.1 - Short Term Priority Infrastructure Projects requiring further investigation**

#	Project	Suburb	LTCN	Strategic connections & Rationale
1	<b>Seventh Avenue bridge connection (south)</b> investigate improvements and provide direct crossing	Maylands	Primary	Primary route (Rail Line PSP). Maylands upgrade area due to Caledonian Ave closure
2	<b>East Street protected cycle lanes</b> Investigate providing separation including options for uphill separation. (5 comments)	Maylands	Secondary / Local	Foreshore path Maylands Town Centre
3	<b>Crossings of Guildford Road</b> investigate improvements between Caledonian Avenue and Grosvenor Road	Maylands / Bayswater	Local / Non-LTCN	Access to the Foreshore path Primary School (MPPS)
4	<b>King William Street</b> investigate improvements between Whatley Crescent and Guildford Road (include crossing of Guildford)	Bayswater	Secondary	Bayswater Town Centre
5	<b>Eighth Avenue pedestrianisation</b> Investigate options to pedestrianised.	Maylands	Secondary	Maylands Town Centre

**Table 4 – Bicycle parking priority projects proposed from community feedback**

#	Location	Project	LTCN	Priority Term
1	Whatley Crescent Between Eighth Avenue and Ninth Avenue.	Additional bike parking required at facility attractors. Remove on street car bays and replace with parklets.	-	Short
2	Riverside Gardens water fountain (extension of Leake Street).	This would be a convenient location for a bike repair station as it is close to facilities.	Secondary	Short
3	In front of primary schools for short term parking.	The provision of public bike parking outside schools would make it easier for parents doing drop-off by bike.	-	Short
4	Walter Road South of Rosebery Street.	Many gyms in the area and no bike parking. I have to find a random pole to chain it to (Gym: Body Mbrace).	-	Short
5	Bayswater Primary School	Secure bike parking required for students.	-	Short
6	Galleria Morley	Bike racks at every entrance at the Galleria Morley.	-	Medium
7	Russell Street Rudloc Road to Catherine Street	There is no bike parking along Russell Street. If you are visiting any of these shops your only option is to lock bikes to signs. Install one decent rack on the verge every 100m so nobody has to walk more than 50m from where they left their bike.	Local	Medium
8	Rudloc Road South of Russell Street	Should have some racks to lock bikes to here.	Local	Medium
9	Marchant Way Near Marchant Reserve	Bike parking would be good along here.	-	Medium

The ultimate goal of these initiatives, programs, recommendations, and proposals is to build on the good work already undertaken with the 2014 Local Bike Plan. The items identified in this report will enable the City of Bayswater to continue to refine and develop its bicycle network into the future.

### 13. CONCLUSION

The City of Bayswater is a proud community with a built framework of homes and streetscapes that shape its open residential lifestyle. Open frontages and space throughout the City provide for an excellent quality environment for cyclists.

Despite improvements made since the development of the 2014 LBP, there remains a lack of dedicated linked cycling infrastructure, continued reliance on the motor vehicle and many major intersections which create an intimidating road environment. These are some of the major barriers which hinder cycling within the community.

The BBP 2023 establishes a strategic vision for the continued development and promotion of cycling within the City and an action plan for immediate and longer-term improvements to the cycling network.

During the development of the BBP 2023, due consideration was given to improving cycling safety, linking communities and facilities, as well catering for the needs of all cyclists, regardless of their age, gender, experience, and reason for cycling. There is an opportunity for the City to contribute to the improvement in health and wellbeing of its community through identifying and developing safe cycle routes and promoting cycling opportunities to encourage the community to cycle more.

It is recommended that the City bicycle network consists of five neighbourhood regions, which traverse the City and provide access to various activity centres such as shopping centres, schools and the existing four railway stations. This enables greater focus to be applied to local cycling issues.

The local cycle network is equally important as the primary cycle network, in that it is where a culture of cycling develops by providing safe facilities for school children. Local routes must therefore provide the safest possible environment for cyclists by including safe off or on street facilities, safe crossings, and intersections, and consider safe traffic speeds.

There is an opportunity to share spaces, and to dedicate a cycle network within City infrastructure as plans for infill redevelopment and streetscape upgrades progress. The networks range from local cycle and secondary networks to primary cycle networks aimed at providing efficient through movement for commuter and recreational cyclists, as well as providing for the less experienced cyclists. There is also an opportunity to promote long distance primary cycle routes and use the existing local Maylands bicycle training centre.

Creating shared space environments is an option that can reinvigorate street spaces and lead to providing for increased pedestrian and cyclist activity. This will define the heart of the City of Bayswater as a liveable and enjoyable place that complements the open residential lifestyle it has to offer.

Increasing the awareness of cyclists on roads and providing safe infrastructure is a key objective. It is important that every street is considered as a bicycle route with the preservation of dedicated cycling routes and consideration of cycling needs with road improvements.

The City of Bayswater should, wherever possible, embrace the opportunity when road maintenance or resurfacing work is being planned, to install low-cost cycle facilities such as coloured sealed shoulders and appropriate line markings. It is worth noting that the inclusion of cycle facilities within bigger works projects does not significantly increase project budgets and take advantage of shared project overheads.

**10.4 Community and Development Directorate Reports****10.4.1 Proposed Partial Demolition of and Alterations and Two-Storey Additions to Office and Factory, and Alterations and Additions to Warehouse at Lot 99, 104-106 Beechboro Road South, Bayswater**

<b>Applicant/Proponent:</b>	Urbanista Town Planning
<b>Owner:</b>	Gioacchino Lombardi
<b>Responsible Branch:</b>	Development and Place
<b>Responsible Directorate:</b>	Community and Development
<b>Authority/Discretion:</b>	Quasi-Judicial
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Development Plans [10.4.1.1 - 12 pages]</li> <li>2. Landscaping Plan [10.4.1.2 - 1 page]</li> <li>3. Heritage Impact Statement [10.4.1.3 - 65 pages]</li> <li>4. Local Heritage Survey Listing [10.4.1.4 - 4 pages]</li> <li>5. Perspective Image [10.4.1.5 - 1 page]</li> <li>6. CONFIDENTIAL REDACTED - Submission Location Map ( Confidential) [10.4.1.6 - 1 page]</li> </ol>
<b>Refer:</b>	Item 10.4.1: OCM 26.10.2021 Item 11.1.3: OCM 27.1.2015

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

**SUMMARY**

A revised planning application has been submitted for proposed partial demolition of and alterations and two storey additions to the heritage building (office), factory and warehouse additions to the existing factory building at Lot 99, 104-106 Beechboro Road, Bayswater. The property is listed on the City's Scheme Heritage List and Local Heritage Survey (LHS) as a Category 3 heritage place and is known as the former Lombardi Engineering Works. The application previously proposed to demolish the heritage building; however, the applicant has since reconsidered and is proposing to retain and add a two-storey addition to the heritage building.

One submission was received during community consultation which raised concerns in relation to landscaping and car parking. The application is being referred to Council for determination as significant car parking and landscaping shortfalls are proposed along with partial demolition of a heritage listed place that is beyond City officer delegation. The application is recommended for approval subject to conditions.

**ADDITIONAL INFORMATION**

Various matters raised by the applicant in relation to the development application for 104-106 Beechboro Road South, Bayswater have been addressed in the agenda report. However, there was a request submitted by the applicant that was inadvertently not included in the report.

This matter relates to a request from the applicant that the City's Percent for Public Art Policy requirement, to provide public artwork or alternatively pay cash in lieu of public artwork, be waived. The applicant believes that retention of the heritage building is superior to any public art contribution and retention of the building satisfies the purposes and objectives of the policy.

The officer's recommendation includes condition 7 as follows:

*"7. The owner, or the applicant on behalf of the owner, shall comply with the City of Bayswater policy relating to Percent for Public Art, and provide public art with a minimum value of 1% (\$10,000) of the estimated total construction cost of the development (\$1,000,000). Details of the*

*public art, including plans of the artwork, its cost and construction, and other matters relating to the artwork's on-going maintenance and acknowledgements in accordance with the City's Percent for Public Art Policy shall be submitted to, and to the satisfaction of the City prior to the submission of a building permit application."*

The policy states that public art:

*"shall not be seen as replacing the developer's responsibility to provide a high-quality development which positively interacts with the public realm, or to satisfy another condition of approval. Rather, the policy is a mechanism to further enhance a development's contribution to the public realm."*

The definition of public art within the policy does not include a heritage building. Public art is defined in the policy as an original artistic work that is created by a professional artist and located for public accessibility.

The City has consistently applied the public art policy requirement on developments that meet the \$1 million threshold including multiple industrial developments within the Tonkin Highway Industrial Estate and on developments where a heritage building is being retained such as the mixed-use development approved for the Lyric Theatre site at 43-53 Eighth Avenue, Maylands.

The premise of considering variations to TPS 24 requirements under clause 12 of the Regulations is to facilitate heritage conservation, and to still consider applying TPS 24 (and associated planning policy) provisions where they can reasonably be provided along with heritage conservation. In this respect it is considered the provision of public art will not affect the retention of the heritage building and that public art can reasonably be provided on site or met via the cash in lieu option.

#### RECOMMENDATION IMPLICATIONS

In light of the above, the Officer's Recommendation remains unchanged.

#### **OFFICER'S RECOMMENDATION**

That Council grants planning approval for partial demolition of and alterations and two-storey additions to office and factory, and alterations and additions to warehouse at Lot 99, 104-106 Beechboro Road South, Bayswater, in accordance with the application dated 1 July 2021 and the amended plans dated 19 April 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. An archival record of the building to be partially demolished shall be submitted to, and to the satisfaction of the City of Bayswater, prior to the submission of a demolition and/or building permit application. The archival record shall include digital photographs of the building (once vacated), including:
  - (a) general/overall photographs of the portion of the building to be demolished;
  - (b) photographs of each of the elevations;
  - (c) photographs of all of the internal rooms; and
  - (d) photographs of any special architectural features.

The photographs are to be saved in JPEG format and submitted to the City, with any alternative form of photographic record subject to the approval of the City.

3. Revised plan(s) addressing the following matters shall be submitted to, and to the satisfaction of the City of Bayswater prior to the lodgement of a building permit application, and not result in any greater variation to the requirements of the City's Town Planning Scheme 24 and the City's policies:
  - (a) Final elevations showing the detailing and treatment to the first-floor addition and east elevation of the former showroom building.



- (b) A detailed schedule of external finishes (including materials and colour schemes and details) for the heritage building, factory and warehouse addition.
  - (c) The detailed design of new openings and junctions of old and new components of the heritage building.
  - (d) Manoeuvring diagrams for heavy vehicle movements demonstrating that heavy vehicles can enter and exit the site in forward gear including waste truck access.
  - (e) Revised elevations and/or written certification demonstrating that the external surfaces of all new roofs are cool roofs in accordance with the City's Sustainability in Design Policy.
4. 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) Additional soft landscaping to be provided to passive areas of the lot except where it is demonstrated landscaping is not viable due to site functions.
  - (b) The location and species of all trees and shrubs to be retained or removed.
  - (c) The existing rose bushes located in the front setback area to be retained.
  - (d) The size and number of new plants to be planted.
  - (e) The location of any lawn areas to be established.
  - (f) Those areas to be reticulated or irrigated.
  - (g) All landscaping areas to have a minimum soil depth of 300mm.
  - (h) All trees located within the car parking area(s) as denoted on the approved plans to be provided with structural soil systems.
  - (i) A minimum of 30 standard trees to be provided within the lot.
  - (j) Trees to be provided at the rate of one tree per four car parking bays.
  - (k) All landscaping areas to be provided with non-mountable kerbing.

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.

5. Prior to the submission of a building permit, a traffic impact statement (TIS) prepared by a suitably qualified consultant that demonstrates the development will not result in an undue impact to traffic along Beechboro Road South is to be submitted to the satisfaction of the City of Bayswater.
6. An acoustic report (including a noise prediction model) is to be prepared by a suitably qualified acoustic engineer to ascertain the impact of the development on the surrounding premises, and this shall be submitted to, and to the satisfaction of the City of Bayswater prior to the submission of a building permit application. The recommendations of the report are to be implemented thereafter to comply with the requirements of the *Environmental Protection (Noise) Regulations 1997* at all times, to the satisfaction of the City of Bayswater.
7. The owner, or the applicant on behalf of the owner, shall comply with the City of Bayswater policy relating to Percent for Public Art, and provide public art with a minimum value of 1% (\$10,000) of the estimated total construction cost of the development (\$1,000,000). Details of the public art, including plans of the artwork, its cost and construction, and other matters relating to the artwork's on-going maintenance and acknowledgements in accordance with the City's Percent for Public Art Policy shall be submitted to, and to the satisfaction of the City prior to the submission of a building permit application.

Alternatively, the owner, or the applicant on behalf of the landowner, may opt to pay a cash-in-lieu contribution for the public art to the City of Bayswater in accordance with the provisions of the City's Percent for Public Art Policy, prior to the submission of a building permit application.

8. A construction management plan, detailing how the construction of the development will be managed to minimise the impact on the surrounding area, shall be submitted to, and to the satisfaction of the City of Bayswater, prior to the submission of a building permit application.
9. 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 maneuvering.
10. A car parking management plan, detailing how car parking associated with the uses will be managed to minimise the impact on the surrounding area, shall be submitted to, and to the satisfaction of the City of Bayswater, prior to the submission of a building permit application, and implementation thereafter to the satisfaction of the City.
11. 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.
12. A suitably screened refuse bulk bin area with a minimum area of 10m<sup>2</sup> shall be provided within the building to the satisfaction of the City of Bayswater. The bin area is to be provided with a permanent water supply and drainage facility for wash-down, and the bin area shall be accessible via a suitably constructed service road that will allow heavy vehicle movement.
13. The vehicle parking area shall be constructed in asphalt, concrete or brick paving, drained, kerbed and line-marked, together with wheel stops and suitable directional signs, and thereafter maintained, to the satisfaction of the City of Bayswater.
14. External material storage areas, with the exception of the external storage/laydown area denoted on the plans shall be screened to the satisfaction of the City of Bayswater. Details shall be submitted to, and to the satisfaction of the City of Bayswater, prior to the submission of a building permit application.
15. The use of reflective or obscure glazing is not permitted on ground floor windows and/or openings to the satisfaction of the City of Bayswater.
16. All external fixtures, such as television antennas (of a non-standard type), radio and other antennas, satellite dishes, external hot water heaters, air conditioners, and the like, shall not be visible from the street, or designed integrally with the heritage building and be located so as not to be visually obtrusive from the street to the satisfaction of the City of Bayswater.
17. All stormwater and drainage runoff produced onsite is to be disposed of onsite to the satisfaction of the City of Bayswater.
18. A 12-bay bicycle facility shall be provided at a location convenient to the entrances and within the approved development. Details of the design and layout of the bicycle parking facility, including weather protection and delineation from heavy vehicle movements shall be submitted to, and to the satisfaction of the City of Bayswater prior to the installation of such facility.
19. All vehicle crossings being upgraded, designed and constructed to the satisfaction of the City of Bayswater.
20. Prior to commencement of development, outdoor lighting plans shall be submitted to, and to the satisfaction of the City of Bayswater. The outdoor lighting is to be designed, baffled and located to prevent any increase in light spill onto nearby residential properties.
21. 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).
22. 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, to the satisfaction of the City of Bayswater.
  23. Walls, fences, vegetation and other structures are to be truncated or reduced to no higher than 0.75m within 1.5m of where the access leg/driveway meets the road reserve to the satisfaction of the City of Bayswater.
  24. 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 law other than the *Planning and Development Act 2005*. It is the responsibility of the applicant/owner to obtain any other necessary approvals, consents and/or licenses required under any other law, and to commence and carry out development in accordance with all relevant laws.
3. Kerbs, roadways, footpaths, open drains, stormwater pits, service authority pits and verge areas including any verge trees must be adequately protected, maintained and reinstated if required, during and as a result of carting and all works associated with this development.
4. This approval is not an authority to ignore any constraint to development on the land, which may exist through contract or on title, such as but not limited to an easement or restrictive

covenant. It is the responsibility of the applicant/owner to investigate any such constraints before commencing development.

5. This approval does not authorise any interference with dividing fences, nor entry onto neighbouring land. Accordingly, should you wish to remove or replace any portion of a dividing fence, or enter onto neighbouring land, you must first come to a satisfactory arrangement with the adjoining property owner. Please refer to the *Dividing Fences Act 1961*.
6. All stormwater systems are to be maintained within the property. Any stormwater connection discharging into the Water Corporation open drain at the rear of the lot are to be disconnected.
7. The Department of Water and Environmental Regulation advises that the development must comply with the *Environmental Protection (Noise) Regulations 1997* and the *Environmental Protection (Unauthorised Discharges) Regulations 2004* irrespective of whether the premises is prescribed or not.
8. In relation to Condition 3, the applicant is to refer to the recommendations of the Heritage Impact Assessment prepared by Stephen Carrick Architects dated 10 February 2023 for guidance.
9. In relation to Condition 4, the required landscaping is to comprise local native and drought tolerant species to reduce reliance on water and fertilisers. Recommended fire tolerant species include but are not limited to:
  - (a) *Cupaniopsis anacardiopsis*;
  - (b) *Melaleuca lanceolata*;
  - (c) *Eucalyptus sargentii*;
  - (d) *Elaeocarpus reticulatus*;
  - (e) *Hymenosporum flavum*; and
  - (f) *Tristaniopsis laurina*.
10. In relation to Condition 5, an amended development application may be required to be submitted to the City of Bayswater should the TIS recommend any modifications to the approved development.

***During debate on this item, Cr Lorna Clarke foreshadowed the officer recommendation.***

### **COUNCIL RESOLUTION**

**That Council grants planning approval for partial demolition of and alterations and two-storey additions to office and factory, and alterations and additions to warehouse at Lot 99, 104-106 Beechboro Road South, Bayswater, in accordance with the application dated 1 July 2021 and the amended plans dated 19 April 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. **An archival record of the building to be partially demolished shall be submitted to, and to the satisfaction of the City of Bayswater, prior to the submission of a demolition and/or building permit application. The archival record shall include digital photographs of the building (once vacated), including:**
  - (a) **general/overall photographs of the portion of the building to be demolished;**
  - (b) **photographs of each of the elevations;**
  - (c) **photographs of all of the internal rooms; and**
  - (d) **photographs of any special architectural features.**

The photographs are to be saved in JPEG format and submitted to the City, with any alternative form of photographic record subject to the approval of the City.

3. Revised plan(s) addressing the following matters shall be submitted to, and to the satisfaction of the City of Bayswater prior to the lodgement of a building permit application, and not result in any greater variation to the requirements of the City's Town Planning Scheme 24 and the City's policies:
  - (a) Final elevations showing the detailing and treatment to the first-floor addition and east elevation of the former showroom building.
  - (b) A detailed schedule of external finishes (including materials and colour schemes and details) for the heritage building, factory and warehouse addition.
  - (c) The detailed design of new openings and junctions of old and new components of the heritage building.
  - (d) Manoeuvring diagrams for heavy vehicle movements demonstrating that heavy vehicles can enter and exit the site in forward gear including waste truck access.
  - (e) Revised elevations and/or written certification demonstrating that the external surfaces of all new roofs are cool roofs in accordance with the City's Sustainability in Design Policy.
4. 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) Additional soft landscaping to be provided to passive areas of the lot except where it is demonstrated landscaping is not viable due to site functions.
  - (b) The location and species of all trees and shrubs to be retained or removed.
  - (c) The existing rose bushes located in the front setback area to be retained.
  - (d) The size and number of new plants to be planted.
  - (e) The location of any lawn areas to be established.
  - (f) Those areas to be reticulated or irrigated.
  - (g) All landscaping areas to have a minimum soil depth of 300mm.
  - (h) All trees located within the car parking area(s) as denoted on the approved plans to be provided with structural soil systems.
  - (i) Trees to be provided at the rate of one tree per four car parking bays.
  - (j) All landscaping areas to be provided with non-mountable kerbing.

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.

5. Prior to the submission of a building permit, a traffic impact statement (TIS) prepared by a suitably qualified consultant that demonstrates the development will not result in an undue impact to traffic along Beechboro Road South is to be submitted to the satisfaction of the City of Bayswater.
6. An acoustic report (including a noise prediction model) is to be prepared by a suitably qualified acoustic engineer to ascertain the impact of the development on the surrounding premises, and this shall be submitted to, and to the satisfaction of the City of Bayswater prior to the submission of a building permit application. The recommendations of the report are to be implemented thereafter to comply with the

requirements of the *Environmental Protection (Noise) Regulations 1997* at all times, to the satisfaction of the City of Bayswater

7. A construction management plan, detailing how the construction of the development will be managed to minimise the impact on the surrounding area, shall be submitted to, and to the satisfaction of the City of Bayswater, prior to the submission of a building permit application.
8. 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 maneuvering.
9. A car parking management plan, detailing how car parking associated with the uses will be managed to minimise the impact on the surrounding area, shall be submitted to, and to the satisfaction of the City of Bayswater, prior to the submission of a building permit application, and implementation thereafter to the satisfaction of the City.
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.
11. A suitably screened refuse bulk bin area with a minimum area of 10m<sup>2</sup> shall be provided within the building to the satisfaction of the City of Bayswater. The bin area is to be provided with a permanent water supply and drainage facility for wash-down, and the bin area shall be accessible via a suitably constructed service road that will allow heavy vehicle movement.
12. The vehicle parking area shall be constructed in asphalt, concrete or brick paving, drained, kerbed and line-marked, together with wheel stops and suitable directional signs, and thereafter maintained, to the satisfaction of the City of Bayswater.
13. External material storage areas, with the exception of the external storage/laydown area denoted on the plans shall be screened to the satisfaction of the City of Bayswater. Details shall be submitted to, and to the satisfaction of the City of Bayswater, prior to the submission of a building permit application.
14. The use of reflective or obscure glazing is not permitted on ground floor windows and/or openings to the satisfaction of the City of Bayswater.
15. All external fixtures, such as television antennas (of a non-standard type), radio and other antennas, satellite dishes, external hot water heaters, air conditioners, and the like, shall not be visible from the street, or designed integrally with the heritage building and be located so as not to be visually obtrusive from the street to the satisfaction of the City of Bayswater.
16. All stormwater and drainage runoff produced onsite is to be disposed of onsite to the satisfaction of the City of Bayswater.
17. A 12-bay bicycle facility shall be provided at a location convenient to the entrances and within the approved development. Details of the design and layout of the bicycle parking facility, including weather protection and delineation from heavy vehicle movements shall be submitted to, and to the satisfaction of the City of Bayswater prior to the installation of such facility.
18. All vehicle crossings being upgraded, designed and constructed to the satisfaction of the City of Bayswater.
19. Prior to commencement of development, outdoor lighting plans shall be submitted to, and to the satisfaction of the City of Bayswater. The outdoor lighting is to be designed, baffled and located to prevent any increase in light spill onto nearby residential properties.

20. 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).
22. 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, to the satisfaction of the City of Bayswater.
23. Walls, fences, vegetation and other structures are to be truncated or reduced to no higher than 0.75m within 1.5m of where the access leg/driveway meets the road reserve to the satisfaction of the City of Bayswater.
24. 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 law other than the *Planning and Development Act 2005*. It is the responsibility of the applicant/owner to obtain any other necessary approvals, consents and/or licenses required under any other law, and to commence and carry out development in accordance with all relevant laws.

3. Kerbs, roadways, footpaths, open drains, stormwater pits, service authority pits and verge areas including any verge trees must be adequately protected, maintained and reinstated if required, during and as a result of carting and all works associated with this development.
4. This approval is not an authority to ignore any constraint to development on the land, which may exist through contract or on title, such as but not limited to an easement or restrictive covenant. It is the responsibility of the applicant/owner to investigate any such constraints before commencing development.
5. This approval does not authorise any interference with dividing fences, nor entry onto neighbouring land. Accordingly, should you wish to remove or replace any portion of a dividing fence, or enter onto neighbouring land, you must first come to a satisfactory arrangement with the adjoining property owner. Please refer to the *Dividing Fences Act 1961*.
6. All stormwater systems are to be maintained within the property. Any stormwater connection discharging into the Water Corporation open drain at the rear of the lot are to be disconnected.
7. The Department of Water and Environmental Regulation advises that the development must comply with the *Environmental Protection (Noise) Regulations 1997* and the *Environmental Protection (Unauthorised Discharges) Regulations 2004* irrespective of whether the premises is prescribed or not.
8. In relation to Condition 3, the applicant is to refer to the recommendations of the Heritage Impact Assessment prepared by Stephen Carrick Architects dated 10 February 2023 for guidance.
9. In relation to Condition 4, the required landscaping is to comprise local native and drought tolerant species to reduce reliance on water and fertilisers. Recommended fire tolerant species include but are not limited to:
  - (a) *Cupaniopsis anacardiopsis*;
  - (b) *Melaleuca lanceolate*;
  - (c) *Eucalyptus sargentii*;
  - (d) *Elaeocarpus reticulatus*;
  - (e) *Hymenosporum flavum*; and
  - (f) *Tristaniopsis laurina*.
10. In relation to Condition 5, an amended development application may be required to be submitted to the City of Bayswater should the TIS recommend any modifications to the approved development.

Cr Assunta Meleca Moved, Cr Michelle Sutherland 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 Elli Petersen-Pik.

**Against:** Cr Dan Bull, Cr Lorna Clarke and Cr Giorgia Johnson.

#### REASON FOR CHANGE

*Council deleted conditions 4.(i) and 7 of the officer's recommendation given the retention and conservation of a landmark heritage listed building, the provision of 20 trees on site, and the operational nature of the industrial development.*



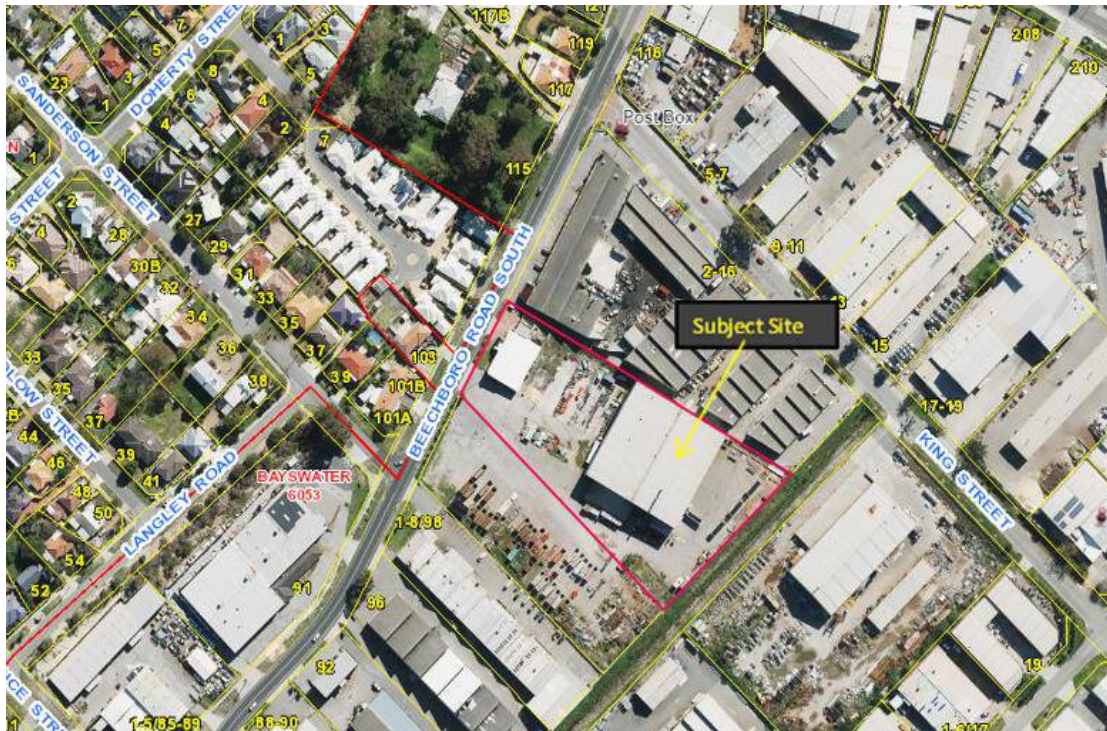
**BACKGROUND**

<b>Application Number:</b>	DA21-0392
<b>Address:</b>	Lot 99, 104-106 Beechboro Road South, Bayswater
<b>Town Planning Scheme Zoning:</b>	General Industry
<b>Use Class:</b>	Factory – 'P' (Permitted) Use Warehouse – 'P' (Permitted) Use Office – 'D' (Discretionary) Use
<b>Lot Area:</b>	12,278m <sup>2</sup>
<b>Existing Land Use:</b>	Factory and vacant office (heritage building)
<b>Surrounding Land Use:</b>	General Industry and Residential
<b>Proposed Development:</b>	Partial demolition of and alterations and two storey additions and alterations to the heritage building (office) and factory, and alterations and additions to warehouse.

A development application was originally submitted on 1 July 2021. The application proposed total demolition of the building known as the former Lombardi Engineering Works located at Lot 99, 104-106 Beechboro Road South, Bayswater. The building is listed as a Category 3 heritage place on the City's Scheme Heritage List and Local Heritage Survey. The application previously proposed the demolition of the heritage building and was listed on the agenda of the Ordinary Meeting of Council held on 26 October 2021 with an officer recommendation that the application be refused. However, the item was withdrawn by the Chief Executive Officer prior to the meeting at the request of the applicant.

Since that time the City met with the landowner several times and their town planning consultant along with a heritage architect who specialise in heritage-related developments. Subsequently the applicant submitted a revised application which includes retention of the heritage building. The revised application proposes a number of variations to the City's Town Planning Scheme 24 (TPS 24) and local planning policies.

The application is being referred to Council as the applicant is seeking discretion with respect to proposed variations to car parking and landscaping requirements in the City's TPS 24 and variations to the City's Trees on Private Land and Street Verges Policy, Landscaping Policy and Guidelines and the Sustainability in Design Policy.



### EXTERNAL CONSULTATION

The City sought comment for the proposal from the owners and occupants of nearby affected properties for a period of 14 days in 2021 for the original application. At the completion of the advertising period in 2021 three submissions were received in relation to building height, noise, traffic and odour.

Following receipt of the revised application, many of the issues that received objections were no longer considered relevant due to the revised application. However, the City re-advertised the proposal to the same owners and occupants of nearby affected properties between 30 March 2023 and 21 April 2023 due to the landscaping and car parking variations. At the completion of the

second advertising period one submission was received. A summary of the submission received in 2023 is provided in the table below.

ISSUE	NATURE OF CONCERN	APPLICANT RESPONSE	OFFICER COMMENT
Heritage	<i>"I applaud the owners decision to maintain and develop the heritage aspects of this building."</i>	<i>Noted. This is being done at significant cost to the owner of the property.</i>	Noted.
Parking	<i>"I am concerned with the proposed reduction in parking bays. The site historically has a large number of staff and visitors. Their property at 2-16 King Street is notorious for illegal verge parking due to a lack of adequate parking on-site. They use an entire section of the verge on Beechboro Rd South, adjoining the proposed development at 104-106, as a non-complying illegal crossover and work site".</i>	<i>"Noted. There is sufficient parking being proposed to satisfy the demand for staff and visitors to the site."</i>	Refer to Car Parking section below.
Traffic	<i>"With the service station development at 120 Beechboro nearly completed and discussions in play of development at 116 Beechboro Rd (corner of King St) this section of Beechboro Rd (Collier to Sanderson) will become extremely congested not only with passenger vehicles but also heavily vehicles".</i>	<i>"Noted. This is a matter for the City to address."</i>	Refer to the Traffic section below.
Landscaping	<i>"I think the landscaping reduction is too generous as it represents approximately a 35% reduction of the minimum requirement for landscaping. I would however be pleased if the City is able to secure some sort of "guarantee" that the rose garden will be kept as a condition of any reduction, as historically Jack Lombardi has done a fine</i>	<i>"Noted. Thank you. Jack loves his garden." "The landscaping requirements are onerous for an industrial site. Urbanista has dealt with applications in most of Perth's industrial areas and has not experienced such ridiculous requirements such as these before. Sufficient landscaping is provided within the</i>	Refer to the Landscaping section below.

	<p><i>job of maintaining that aspect at the front of this heritage building.”</i></p>	<p><i>development, including the planting of 20 trees, where there are currently none, and this should be seen as a benefit for the City.</i></p> <p><i>Should the City seek to impose landscaping beyond what is proposed in the landscaping plan, an appeal of the condition will be lodged in the SAT and the policy will be tested. There is no nexus to provide such an onerous landscaping on industrial land and the City has not been able to produce a solid arguments for its imposition since dealing with the matter.’</i></p>	
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The application was also referred to the Department of Water and Environment Regulation (DWER) for comment. DWER raised no objection to the proposal subject to compliance with the *Environmental Protection (Noise) Regulations 1997* and *Environmental Protection (Unauthorised Discharges) Regulations 2004*.

#### OFFICER'S COMMENTS

Key Scheme Provisions	Required	Provided	Assessment
Minimum Setbacks:			
Front (office)	13.5m	7.1m	Variation
Side (north-east) (office addition)	Nil	5.6m	Compliant
Side (north-east) (warehouse and factory)	6m	3m	Variation
Side (south-west)	6m	13.7m	Compliant
Maximum Building Height:			
Wall Height	9m	10.4m	Variation
Concealed Roof Height	Not Specified	11.1m	Variation
Maximum Plot Ratio	0.5	0.45	Compliant
	(6,139m <sup>2</sup> )	(5525.1m <sup>2</sup> )	
Maximum Site Coverage	50%	45%	Compliant
	(6,139m <sup>2</sup> )	(5525.1m <sup>2</sup> )	

Minimum Floor Area per Factory	100m <sup>2</sup>	4,270m <sup>2</sup>	Compliant
Minimum Landscaping	10% of site area + 2m wide landscaping strip to street frontage	3.59% of site area + 1m wide landscaping strip to street frontage	Variation
Additional Landscaping for Off-street Parking	138.1m <sup>2</sup> additional landscaping	No additional landscaping	Variation
Minimum Trees	35 standard trees including 1 tree per 4 car parking bays	20 standard trees. 1 tree per 4 car bays not provided.	Variation
Minimum Parking	85 car bays	64 car bays	Variation

### Heritage

The Local Heritage Survey states that the building located at 104-106 Beechboro Road South, Bayswater was constructed by Kelly and Sons founded by Raymond (Ray) Kelly, a pioneer in prefabricated homes in 1951 as an office building for their business. The building displays the characteristics of the Inter War Functionalist style of architecture and is a landmark along Beechboro Road South due to its unusual architectural style and detailing. The building has previously been used as a showroom and an office but has been vacant since 2015 when Lombardi Transport and Construction relocated to new premises.

The application is proposing the demolition of the rear portion of the building which comprises a metal clad storage shed, kitchenette and outdoor toilet. A second-floor addition is proposed with new toilets and office space and the ground floor will be refurbished. The applicant has engaged Stephen Carrick Architects to undertake a heritage impact assessment (HIA) of the proposed works. The HIA supports the proposed works noting that overall assessment of the impact of the proposal is considered low as the main front portion of the building is being retained. The HIA recommended that a landscaping plan be submitted to the front of the building to soften the impact of the hard paving at the front of the building and throughout the site.

The rear portion of the building which is proposed to be demolished is considered to be acceptable as the portion of the building to be demolished is not visible from the street and does not affect the building's frontage and landmark value. The rear of the heritage building will be left exposed by the demolition and is required to be conserved and made good to integrate it with the rest of the building.

The two-storey addition will be visible from the street and will increase the overall height of the building. The proposed first floor addition is setback from the existing parapet wall of the existing heritage building. This setback ensures that the parapet wall of the showroom building remains unchanged and still clearly visible from Beechboro Road South and the two-storey addition is considered to be acceptable based on the HIA which states that:

*“due to the retention of the existing parapet wall and setback from the south elevation the impact of the upper level addition on the existing form of the building is considered to be low and acceptable”.*

The two-storey addition is distinguishable from the existing heritage fabric and is considered to be sympathetic to the cultural values of the place. A detailed schedule of materials and colours is recommended to be submitted prior to a building permit as specified in the HIA.

With regard to the proposed factory and warehouse additions at the rear of the heritage building, the HIA has noted that the siting of the heritage building is not being altered, the additions are contained to the rear and have a finished floor level that is lower, and it is considered that there is minimal impact upon the cultural values of the place.

The retention of the building is considered to be a particularly positive and desirable outcome in terms of retaining a unique heritage building that is one of the few remaining examples of industrial heritage in the City of Bayswater and enhancement of the Beechboro Road South streetscape. Therefore the proposed partial demolition, alterations and additions are supported subject to conditions being imposed that incorporate the recommendations of the HIA including a schedule of materials and colours, a revised landscaping plan and a photographic archival record of the existing building prior to partial demolition being submitted to the City.

#### Variations to Local Planning Scheme Provisions for Heritage Purposes

Schedule 2, Part 3 (Clause 12) of the *Planning and Development (Local Planning Schemes) Regulations 2015* states the following:

- “1. The local government may vary any site or development requirement specified in this Scheme to —
  - (a) facilitate the built heritage conservation of a place entered in the State Register of Heritage Places under the Heritage Act 2018 section 42 or included on the heritage list; or
  - (b) enhance or preserve heritage values in a heritage area.
2. A variation under subclause (1) may be unconditional or subject to any conditions the local government considers appropriate.
3. If the local government is of the opinion that the variation of site or development requirements is likely to affect any owners or occupiers in the general locality of the place or the heritage area the local government must —
  - (a) consult the affected parties by following one or more of the provisions for advertising under clause 64(4); and (
  - (b) have regard to any views expressed prior to making its determination to vary the site or development requirements under this clause.”

The application proposes a number of variations to the City's TPS 24 relating to building height, car parking, setbacks, trees and landscaping which are being considered under Clause 12 of the Regulations as part of this assessment.

#### Front Setback

The application is proposing a front setback variation of 7.1m in lieu of 13.5m to the proposed two-storey office addition. The existing building is setback 7.1m from the front boundary and only a small portion of the upper floor addition is setback 7.1m with the majority of the upper floor wall is recessed behind the existing parapet by 2m. The existing building is a landmark building along Beechboro Road South, partly due to its reduced setback and the setback of the upper floor is supported by the applicant's HIA. The proposed front setback variation is supported subject to additional landscaping being provided to the northern corner and north-eastern lot boundary to 'soften' the front setback area.

### Lot Boundary Setback

The application is proposing a setback variation to the north-eastern lot boundary of 3m in lieu of minimum 6m. In some instances, side setback areas for industrial buildings are unusable space for the business functions and can become unsightly external storage areas. The City's TPS 24 also allows for nil setbacks to the side boundaries in the general industry zone. The applicant has advised that they do not wish to have a nil setback for the wall and that they also own the adjoining site to the north-east which may be redeveloped in the future to operate in conjunction with the subject site. It is considered that the reduced setback of 3m will not have an undue impact upon the adjoining property. Should Council resolve to approve the application, a condition is recommended to ensure that any external storage areas are screened.

### Building Height

The proposed wall height for the factory and warehouse additions is 10.4m in lieu of 9m. The proposed wall height is consistent with the height of the existing factory building and is a concealed (flat) roof type which is not considered in the City's TPS 24 - clause 8.3.1 height restrictions. The business that operates from the building manufactures semi-trailers products such as tippers, water tankers and specialised mining and agricultural equipment which require a higher height clearance. The additions are well setback from the road, are in keeping with the scale of the existing factory building, located behind the heritage building and the overall building height is lower than the permitted maximum roof pitch requirement of 12m as specified in the City's TPS 24. Additionally, the proponent owns the adjoining properties, the applicant's HIA supports the height of the proposal building, and it is considered the height of the building will not have an undue impact on the amenity of the surrounding area, and is therefore supported.

### Landscaping

The applicant is seeking approval for a significant landscaping shortfall to 3.59% in lieu of 10%, has not provided a 2m wide landscaping strip the full extent possible to the Beechboro Road South frontage and has not provided the additional 138.1m<sup>2</sup> of landscaping required under clause 8.4.5 of TPS 24 due to the large areas of hardstand for car parking.

The City has suggested that the applicant consider increasing landscaping on the site where practical, however, the applicant has advised that they do not want to provide any more landscaping and that they would object to a condition being imposed to require additional landscaping due to the following reasons:

- *"The City's landscaping requirements are onerous and unreasonable for an industrial site.*
- *The lot contains existing buildings and proposed extensions and areas to provide landscaping area limited.*
- *The logic of providing landscaping on site offers little or no benefit in return is questionable as industrial sites are characterised by hard surfaces, big buildings, heavy machinery/vehicle use.*
- *Landscaping plays a secondary role when developing industrial sites and applying a blanket one size fits all requirement to any development is the wrong approach.*
- *Adjoining industrial properties show none or limited landscaping.*
- *Canopy cover on industrial site presents a fire hazard due to flammable materials, hot work and heavy machinery use on site and the site risks becoming a bushfire hazard.*
- *The development provides meaningful landscaping at the front and rear of the site.*
- *We are retaining a heritage building and believe that Clause 12 of the Regulations should be applied".*

In response to the applicant comments, the landscaping requirements are a statutory requirement under the City's planning framework and have been consistently imposed upon all types of



development including industrial development. This is consistent with State Planning Policy 7.0: Design of the Built Environment which applies to all development applications and all levels of planning hierarchy. Landscape quality and sustainability feature heavily in the design principles and recognises that outdoor spaces are considered important and that good design recognises that together landscape and buildings operate as an integrated and sustainable system, within a broader ecological context.

Industrial areas are known for having large areas of hardstand and large buildings which contribute to the urban heat island effect which is a key impediment to liveability in any City. This site is located directly opposite a residential area and currently provides very little landscaping on site. Council previously approved redevelopment of the adjoining property at 104-106 Beechboro Road South which achieved compliant landscaping and trees. The reason this site and other older industrial sites do not provide much landscaping is that those existing developments pre-date the current planning framework which has changed in recognition of the need to provide planning requirements that address climate change and mitigate the heat island effect. Landscaping plays an important role in any development proposal and as all older sites are redeveloped, they will be required to provide landscaping and trees in line with the current planning requirements.

The City has not taken a one size fits all approach with regard to landscaping and has encouraged that landscaping be provided to the extent practical particularly given the relaxation of requirements provided for in clause 12 of the Regulations. In this regard, the City's officers have reviewed the landscaping plan and identified a number of areas within the site where additional landscaping can be accommodated without impacting the heritage building or the site's functions. These areas are located along the south-western lot boundary, the front setback area and side setback areas along the northern boundary adjoining the heritage building and within the new car parking area between the heritage building and the warehouse which could provide approximately 660m<sup>2</sup> of additional landscaping. This would result in the overall landscaping provision being increased to 8.96% which is still a variation to TPS 24.

Given that the applicant is retaining a heritage building and requires large areas of hardstand to undertake business activities on the site, the City believes that clause 12 of the Regulations can be taken into consideration to justify that a variation to the landscaping requirements can be considered including waiving the additional 138.1m<sup>2</sup> of landscaping required under Clause 8.4.5 of TPS 24. Notwithstanding, the premise of considering variations to TPS24 requirements under clause 12 of the Regulations is to facilitate heritage conservation, not to ignore TPS 24 provisions where they can reasonably be provided along with heritage conservation. In this respect it is not considered the retention of the heritage building affects the site's ability to provide landscaping, and additional landscaping to soften the hardstand is one of the recommendations of the applicant's heritage impact assessment.

Accordingly, it is recommended that a condition be imposed to require a revised landscaping plan showing additional landscaping except in areas where it can be demonstrated that it is not viable due to site functions, and to require the applicant to provide missing information such as the soil depth, plant species and diversity in native species as recommended by the City's officers.

#### Trees on Private Land and Street Verges Policy

Clause 8.3.9.2 of the City's TPS 24 requires that standard trees are to be provided at the rate of one tree per four bays to provide shade cover for the adjacent car parking bays. The six car parking bays along the southern side of the heritage building have not been provided with shade trees at the rate of one tree per 4 bays. This can be addressed by providing two shade trees at either end of the row of car bays. Other car parking bays have been provided with one tree per four bays, however additional information is required to be shown on the landscaping plan in accordance with the City's Landscaping Policy and Guidelines, including final planting locations and structural soil systems for trees planted in the car parking areas. These matters can be addressed via a condition for a revised landscaping plan.



The application proposes 20 standard trees in lieu of the required 35 trees under the City's Trees on Private Land and Street Verges Policy. There are four existing street verge trees which are being retained and that there is no available space on the verge to plant any more street trees. The applicant has advised that they do not believe they should provide any more trees as the City's requirements are onerous and therefore they are seeking discretion to vary the City's policy as they are retaining the heritage building and the applicant is requesting that consideration be given under clause 12 of the Regulations.

The policy applies to developments located on industrial land and the objectives of the policy outline that trees should be provided to increase the tree canopy coverage by requiring that trees be planted on private land. Tree planting requirements have been consistently imposed to ensure the amenity and tree canopy of the City's industrial areas is enhanced and maintained. It is considered that industrial areas contain significant hardstand and large buildings which contribute towards the urban heat island effect.

It is therefore considered that as many trees as practical should be provided on site as the planting of trees does not impact the retention of the heritage building. There is sufficient space for an additional 10 trees to be planted on this site which would result in a total of 30 trees being planted on site. This would reduce the shortfall to five standard trees, however some of these trees could be large trees which can count as two standard trees under the policy as they provide greater canopy coverage. Therefore, it is recommended that a revised landscaping plan be imposed requiring that a total of 30 trees be provided on site which is a smaller variation of five trees.

The applicant has also raised concerns that trees and landscaping pose a fire hazard to the operations onsite as they have flammable materials, hot work and heavy machinery. The property is not located within or near a designated bushfire prone area and trees can be planted in appropriate locations away from the building given the size of the site. There are a number of native tree and plant species that are fire resistant or fire tolerant which are typically used for developments in bushfire prone areas to address the applicant's concern.

#### Sustainability in Design Policy

The City's Sustainability in Design Policy applies to this development application. The first requirement of the policy is that any new roof constructed is to be a cool roof. It is therefore recommended that a condition be imposed that cool roofs be provided to the additions.

The second requirement of the policy relates to landscaping requirements. The policy requires that a minimum of 10% of the lot shall be provided as soft landscaping. This has not been achieved as outlined in the landscaping section above. Where the minimum 10% landscaping requirement is not met the policy stipulates that an alternative design outcome shall be considered. Alternative design outcomes include green roofs, green walls or green driveways. The applicant has advised that they do not wish to provide any alternative design outcome as they do not believe it is practical on an industrial building.

The City has reviewed the applicant's request and, in this instance, it would not be advisable to have a green driveway on a lot where there are frequent heavy vehicle movements. The walls of the industrial building are 10.4m high and given the need to provide car parking and pedestrian access it is not feasible for a green wall to be implemented in a location that would benefit the amenity of the development as they need good access to sunlight to grow and the position of the existing building prevents good access to natural light. In addition a green roof would not be accessible by site staff, not able to be easily irrigated or maintained or visible from the street and would not assist in meeting the objectives of the policy.

A green wall or roof is not recommended on the heritage building either due to the need to conserve the heritage fabric of the place. The applicant's heritage consultant has recommended that

additional soft landscaping be planted to enhance the heritage building. Therefore, in this instance the variation to the City's Sustainability in Design Policy requirements can be supported subject to a condition requiring that additional soft landscaping with waterwise plant species be provided on site as much as practical.

#### Car Parking

The existing factory and office building were approved with 38 car parking bays in the previous planning approval dating from 1988. A total of 46.6 car parking bays are required under TPS 24 for the factory, warehouse and office additions resulting in an overall car parking requirement of 84.6 (85) car parking bays. The applicant is proposing a total of 64 bays resulting in a shortfall of 21 car bays (24.7%).

The applicant has submitted justification explaining that the current factory has approximately 45 staff on site at any one time comprising 15 office based staff and 30 factory workers. They plan to employ an additional five office staff and 15 additional workers if the application is granted approval which means there will be an actual parking demand for 65 car parking bays on site.

According to the applicant many of the factory workers live together and the business provides housing for workers within walking distance of the site meaning that these employees will walk, bicycle, catch public transport or carpool to work reducing demand on car parking. The applicant advises there are 12 bicycle parking bays and end of trip facilities already existing on site to encourage staff to cycle to work. It is recommended that the space allocated to bicycle parking bays be formalised via a condition of approval to ensure they are separated from heavy vehicle movements by kerbing.

It is considered that the applicant has provided as many on site car parking bays as reasonably practical and given that the heritage building is being retained, clause 12 of the Regulations can also be taken into consideration as provision of additional car parking bays would likely result in the loss of the heritage building. In addition, on street car parking is not permitted on Beechboro Road South and verge parking is not possible due to street verge trees. Therefore, it is considered that the risk of off-site car parking encroaching in surrounding streets is low. The applicant had indicated that they can adequately manage any car parking within the site with appropriate measures to ensure that alternative transport options are encouraged and promoted. Therefore, in this instance the car parking shortfall is supported. It is recommended that a condition that requires a car parking management plan to formalise and enforce on site car parking management be provided by the operator.

#### Traffic

Concerns were raised in the submissions in relation to an increase in traffic along Beechboro Road South. Beechboro Road South is a District Distributor Road which has been designed to carry larger volumes of traffic. The Department of Planning, Lands and Heritage Traffic Impact Assessment (TIA) Guidelines Volume 4 specifies that industrial/warehouse developments with 1000-10,000m<sup>2</sup> gross floor area should provide a Traffic Impact Statement (TIS) as part of the development application process. As this application proposes additional gross leasable area of approximately 1919m<sup>2</sup>, it is recommended that a TIS be imposed as a condition should Council approve the application.

#### **LEGISLATIVE COMPLIANCE**

- *Planning and Development Act 2005;*
- *Planning and Development (Local Planning Schemes) Regulations 2015;*
- State Planning Policy 7.0 Design of the Built Environment;
- City of Bayswater Town Planning Scheme No. 24;

- City of Bayswater Local Heritage Survey and Heritage List; and
- City of Bayswater Sustainability in Design Policy, Landscaping Policy, Trees on Private Land and Street Verges Policy, and Percent for Public Art Policy.

## OPTIONS

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 option is considered dependent on the reasons given for the deleted/alternate condition(s) and the nature of the deleted/alternate condition(s).
3. Council refuses the development application. The risks associated with this 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: Environment and Liveability

Goal E1: Maintain the identity and heritage of our neighbourhoods while supporting an increase in high quality density around transport nodes.

Goal E2: Remain focused on greening the City's suburbs and streetscapes and increasing the tree canopy.

The proposal will retain and enhance a heritage place, and provides streetscape improvements along Beechboro Road South which links to the Bayswater train station.

Conditions are recommended to ensure additional landscaping and trees are provided within the car parking and front setback areas which will assist in addressing the urban heat island effect and greening of the streetscape.

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.

The proposal will improve visual amenity and streetscape of the Bayswater industrial area along Beechboro Road South and will provide opportunities for new business and increase opportunities for people to work in the City.

## CONCLUSION

The City acknowledges the effort that the applicant has made to retain the heritage building and believes that it is appropriate in this instance that Clause 12 of the Regulations be utilised to exercise discretion to support the car parking shortfall and some aspects of the landscaping requirements including variations to the City's TPS 24, Landscaping Policy, Trees on Private Land and Street Verges Policy and Sustainability in Design Policy. Notwithstanding support of the variations above, the landscaping provision on site can be increased without impacting the retention of the heritage building. In light of the above assessment, it is recommended that the proposal be approved subject to the proposed conditions.




# SITE PLAN


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1 : 500

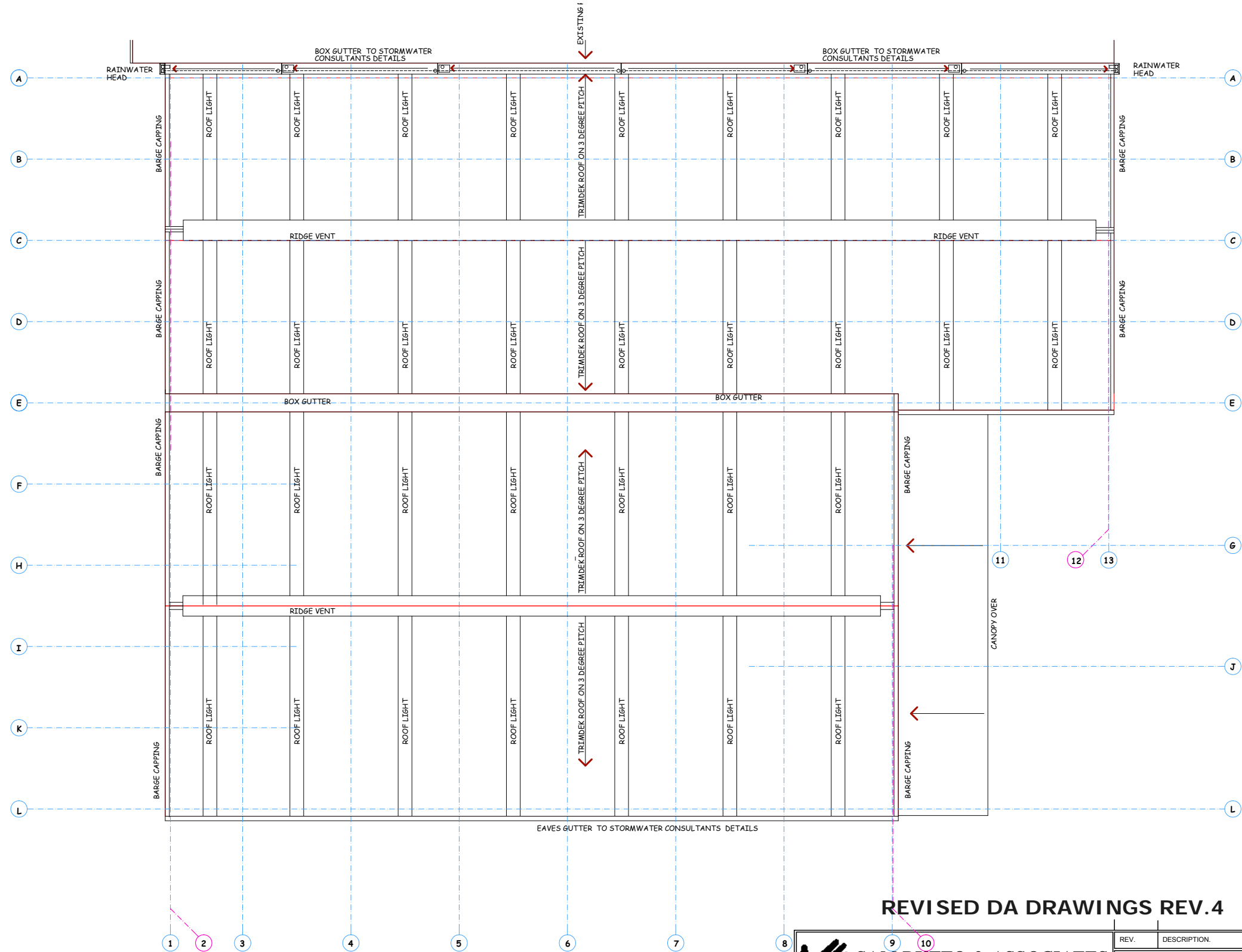
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	<b>SAM BUTTO &amp; ASSOCIATES</b> <b>DESIGN CONSULTANTS</b> 55 DOUGLAS AVE. SOUTH PERTH W.A. 6151  MOB: +61 418 941 764. EMAIL: <a href="mailto:sambutto@gmail.com">sambutto@gmail.com</a>		REV.	DESCRIPTION.	DATE
	PROJECT PROPOSED ADDITIONS LOT 99 BEECHBORO RD. SOUTH BAYSWATER				SHEET No.  A-02
	DATE OCT. 2022	DRAWN SB	SCALE AS SHOWN	PROJECT No.	REV.




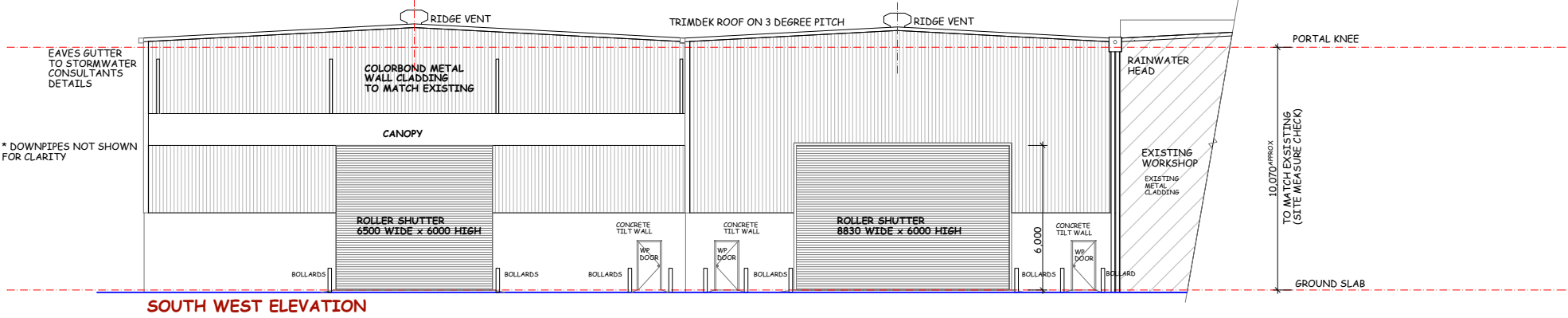
 <b>SAM BUTTO &amp; ASSOCIATES</b> <i>DESIGN CONSULTANTS</i> 55 DOUGLAS AVE. SOUTH PERTH W.A. 6151 MOB: +61 418 941 764. EMAIL: <a href="mailto:sambutto@gmail.com">sambutto@gmail.com</a>	REV.	DESCRIPTION.			DATE
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	DATE OCT. 2022	DRAWN SB	SCALE AS SHOWN	PROJECT No.	REV.

ROOF PLAN  
1 : 200

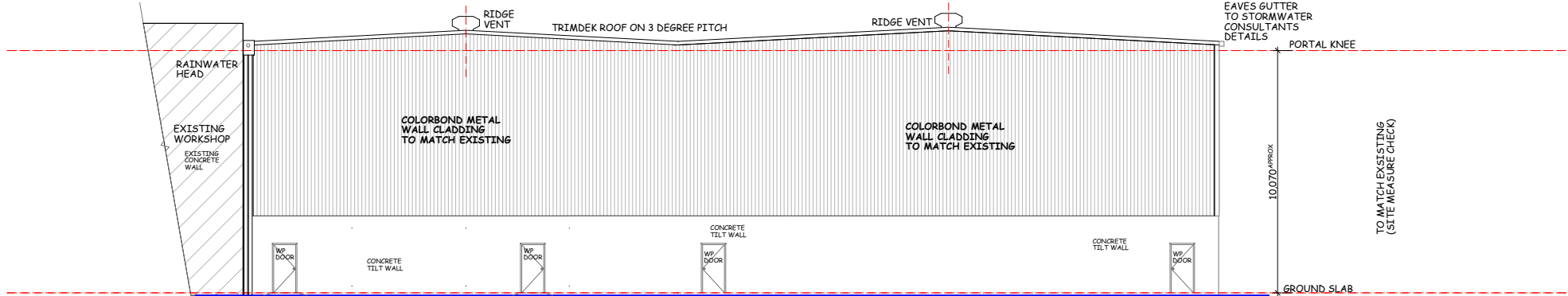


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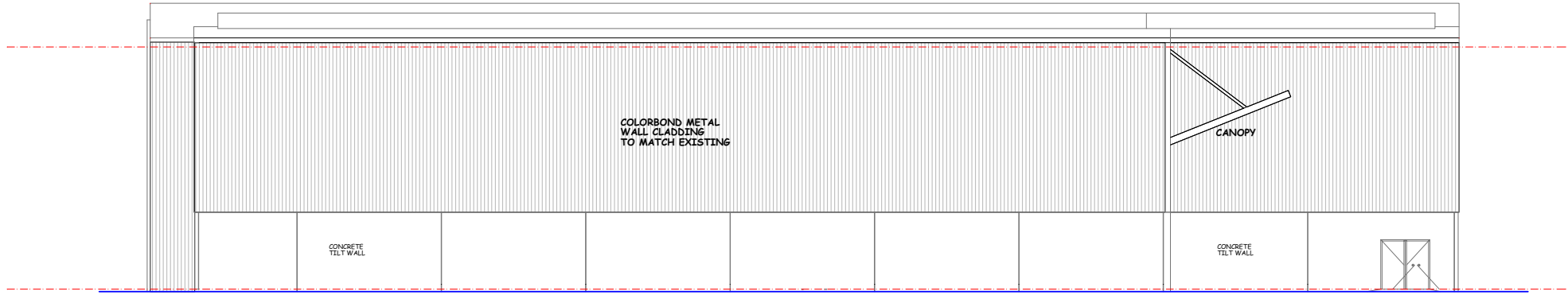
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	DATE	DRAWN	SCALE
OCT. 2022		SB	AS SHOWN
PROJECT No.		SHEET No.	
		A-04	
REV.			



SOUTH WEST ELEVATION




NORTH EAST ELEVATION

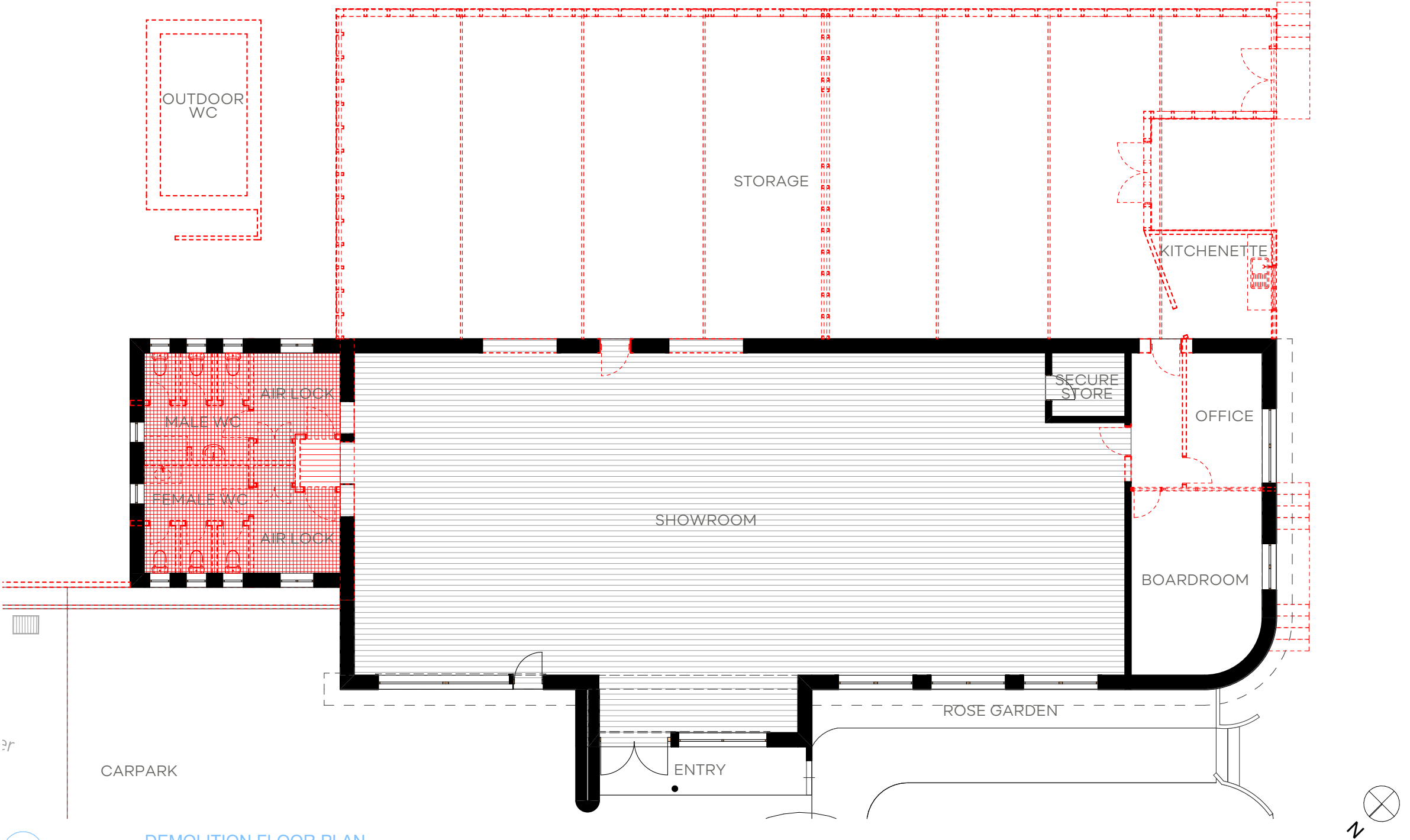


NORTH WEST ELEVATION

ELEVATIONS  
1 : 200

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 <b>SAM BUTTO &amp; ASSOCIATES</b> DESIGN CONSULTANTS 55 DOUGLAS AVE. SOUTH PERTH W.A. 6151 MOB: +61 418 941 764. EMAIL:sambutto@gmail.com	REV.	DESCRIPTION.	DATE
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	DATE	DRAWN	SCALE
OCT. 2022	SB	AS SHOWN	PROJECT No.
			REV.
			SHEET No.
			A-05



1. DEMOLITION FLOOR PLAN  
1:100

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**NOTES - GENERAL**  
G.1 DRAWINGS TO BE READ IN CONJUNCTION WITH ALL ARCHITECTURAL AND OTHER CONSULTANT DRAWINGS AND SPECIFICATIONS  
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G.4 BUILDER OR CONTRACTOR SHALL ENSURE ALL WORK COMPLIES WITH THE LATEST AS CODES AND AMENDMENTS  
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104-106 Beechboro Rd South, Bayswater  
Project No. 7359 Date: 07/02/2023  
104-106 BEECHBORO ROAD SOUTH,  
BAYSWATER WA6053

REV.	DESCRIPTION	DATE
1	Issue to Client - As Existing	09/12/22
2	Issue to Client - Draft Option 1: Mezzanine	24/01/23
3	Issue to Client - Draft Option 1: Mezzanine	02/02/23
3	Issue to Client - Proposed Alterations + Additions	07/02/23

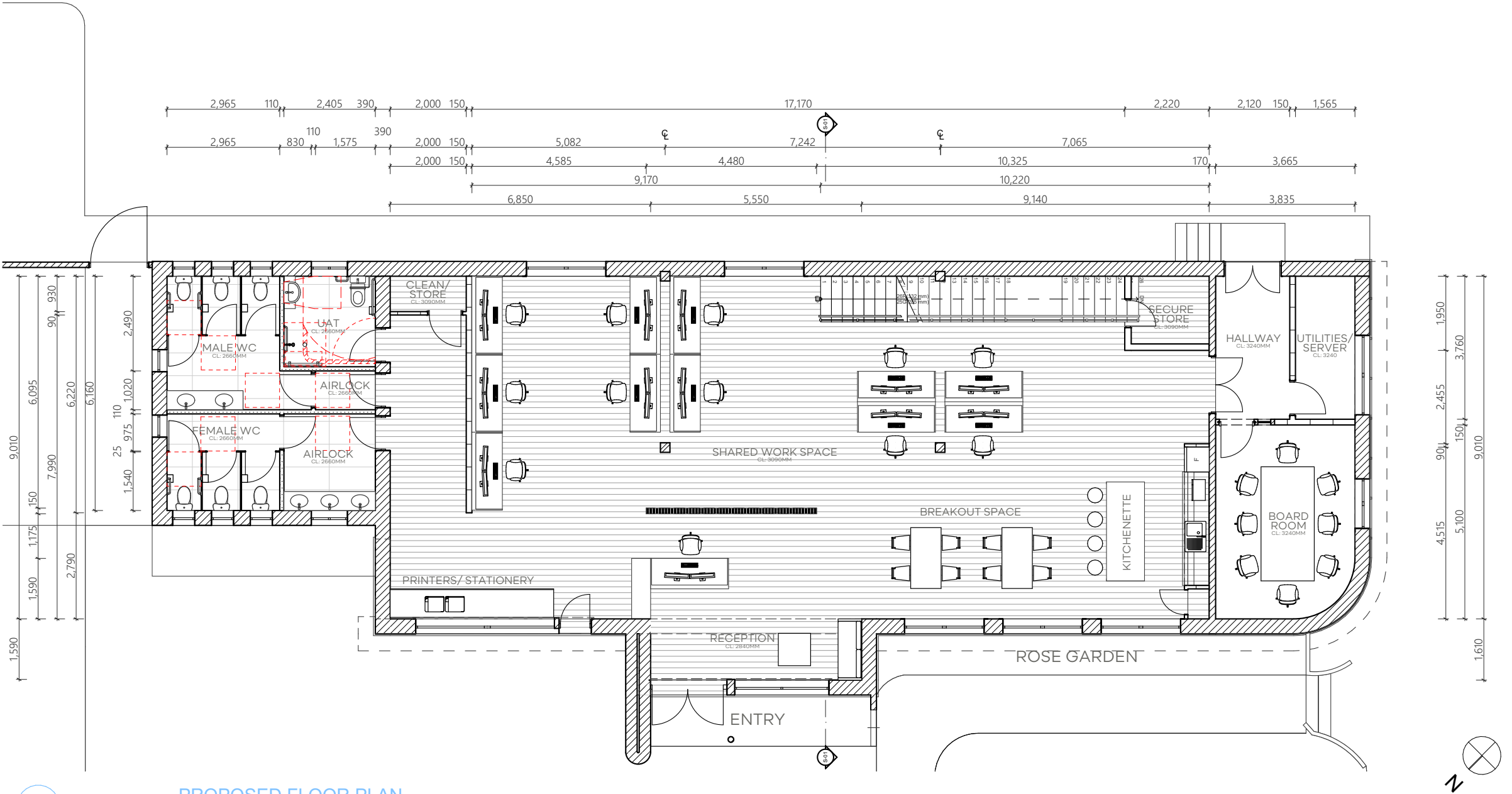
DRAWINGS ARE NOT TO BE USED FOR CONSTRUCTION.

Demolition Floor Plan

11

Scale : 1:100 @ A3





1. PROPOSED FLOOR PLAN  
1:100

  
stephen  
carrick  
architects

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104-106 Beechboro Rd South, Bayswater

Project No. 7359 Date: 07/02/2023

104-106 BEECHBORO ROAD SOUTH,  
BAYSWATER WA6053

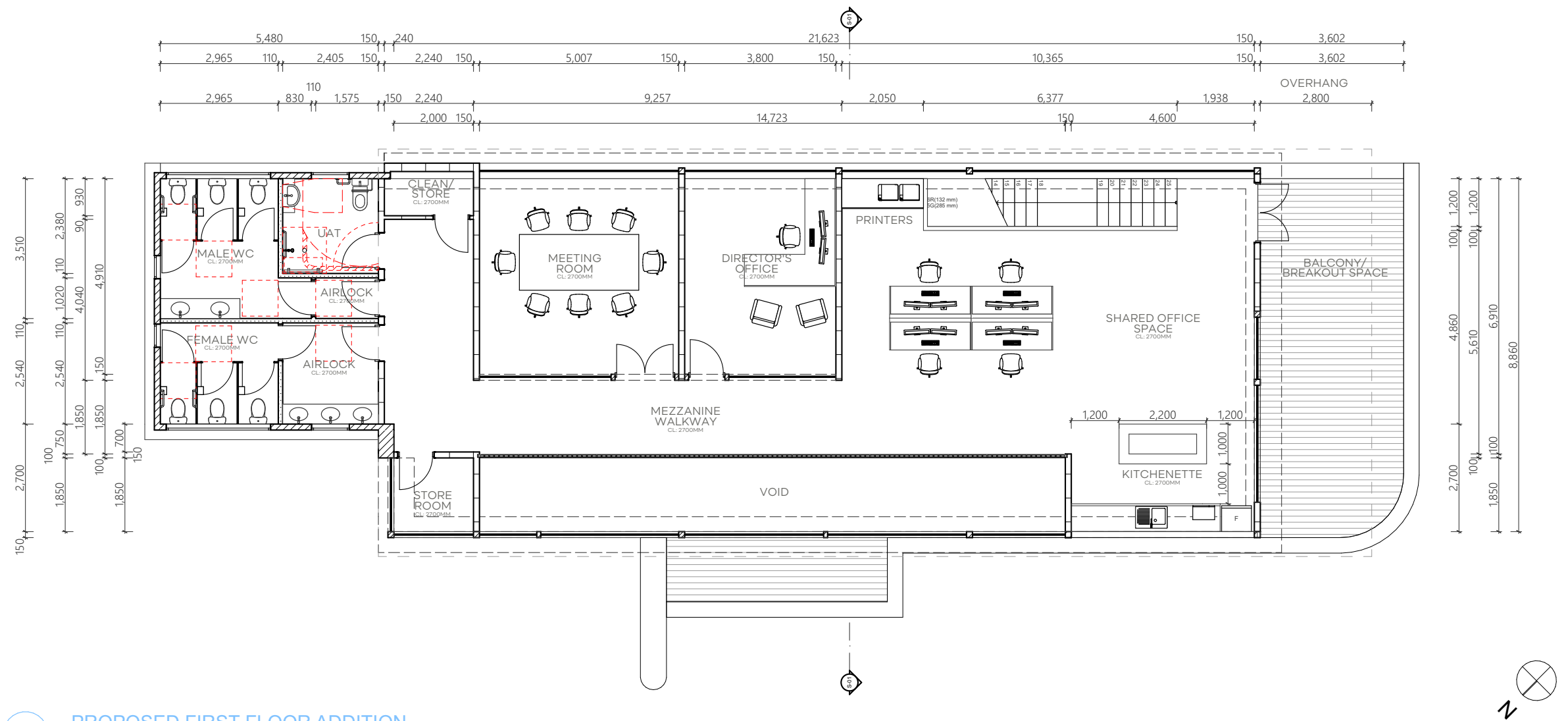
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Proposed Ground Floor Plan

13

Scale : 1:100 @ A3



3. PROPOSED FIRST FLOOR ADDITION  
1:100

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104-106 BEECHBORO ROAD SOUTH,  
BAYSWATER WA6053

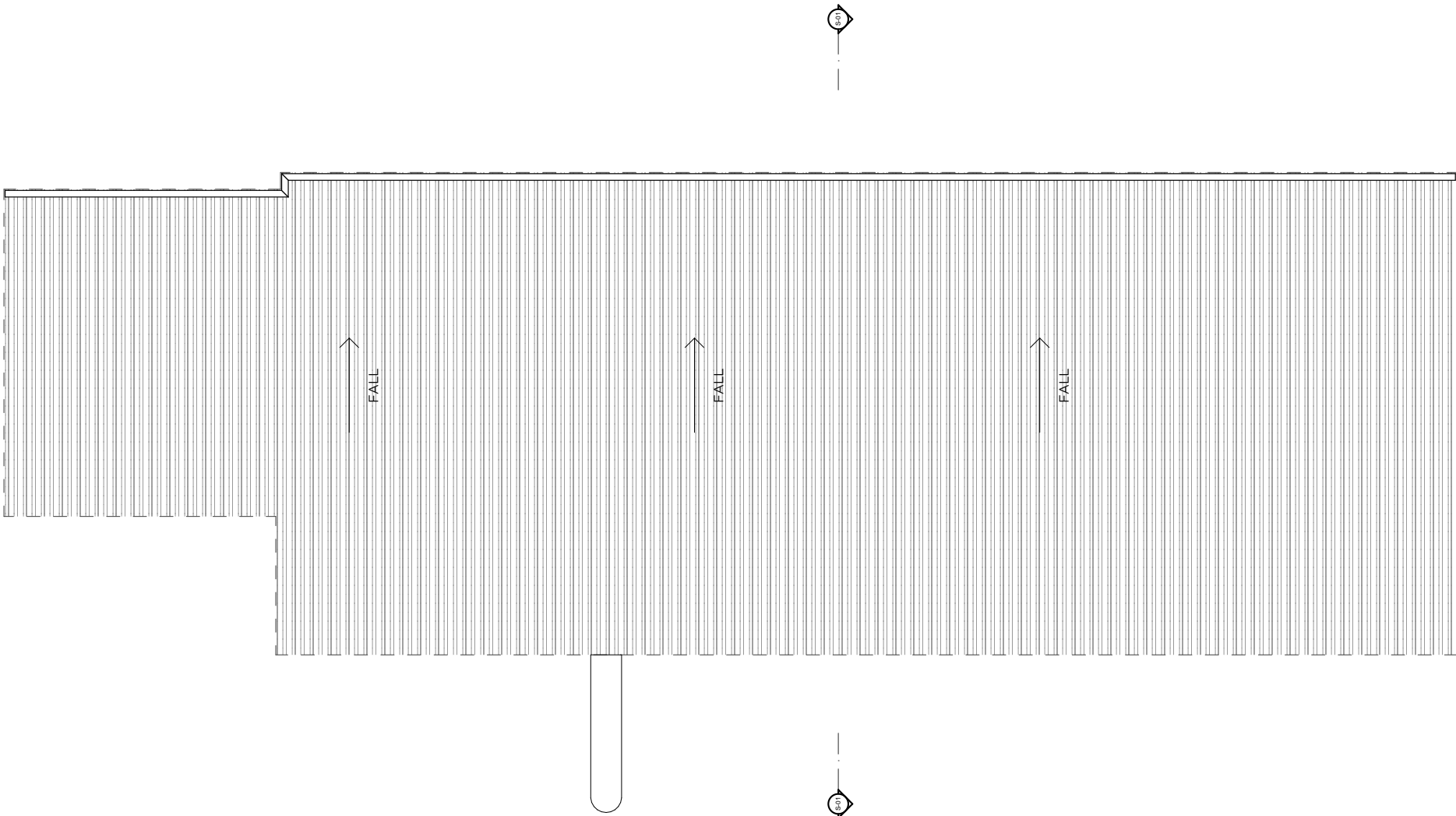
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DRAWINGS ARE NOT TO BE USED FOR CONSTRUCTION.

Proposed First Floor Plan

**14**

Scale : 1:100 @ A3



5.

PROPOSED ROOF PLAN  
1:100



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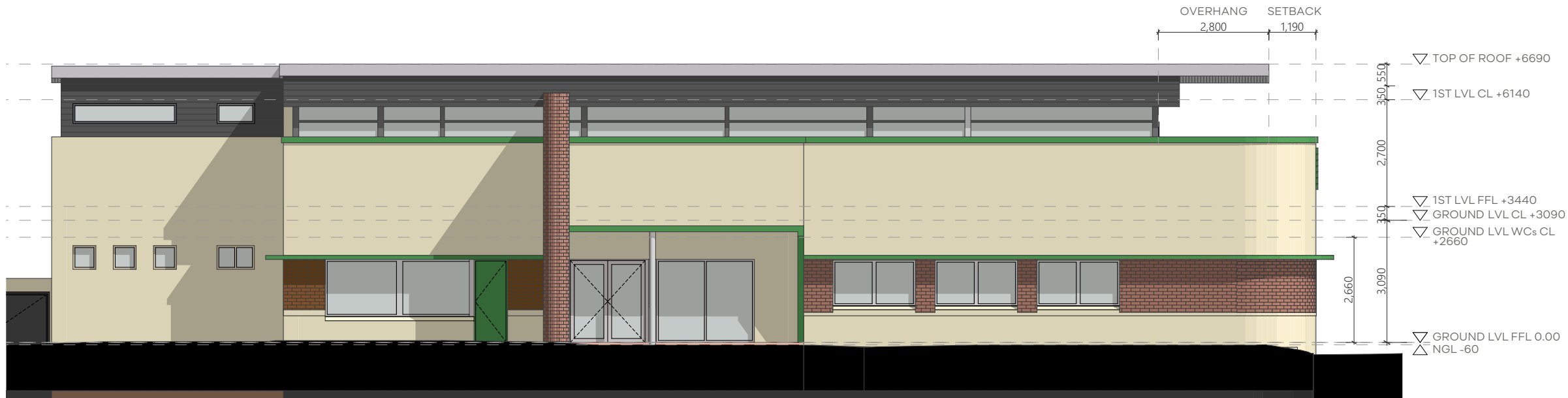
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Project No. 7359	Date: 07/02/2023
104-106 BEECHBORO ROAD SOUTH, BAYSWATER WA6053	

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3	Issue to Client - Proposed Alterations + Additions	07/02/23

DRAWINGS ARE NOT TO BE USED FOR CONSTRUCTION.	
Proposed Roof Plan	
15	
Scale : 1:100 @ A3	





E-01 PROPOSED WEST ELEVATION  
1:100



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104-106 Beechboro Rd South, Bayswater

Project No. 7359 Date: 07/02/2023

104-106 BEECHBORO ROAD SOUTH,  
BAYSWATER WA6053

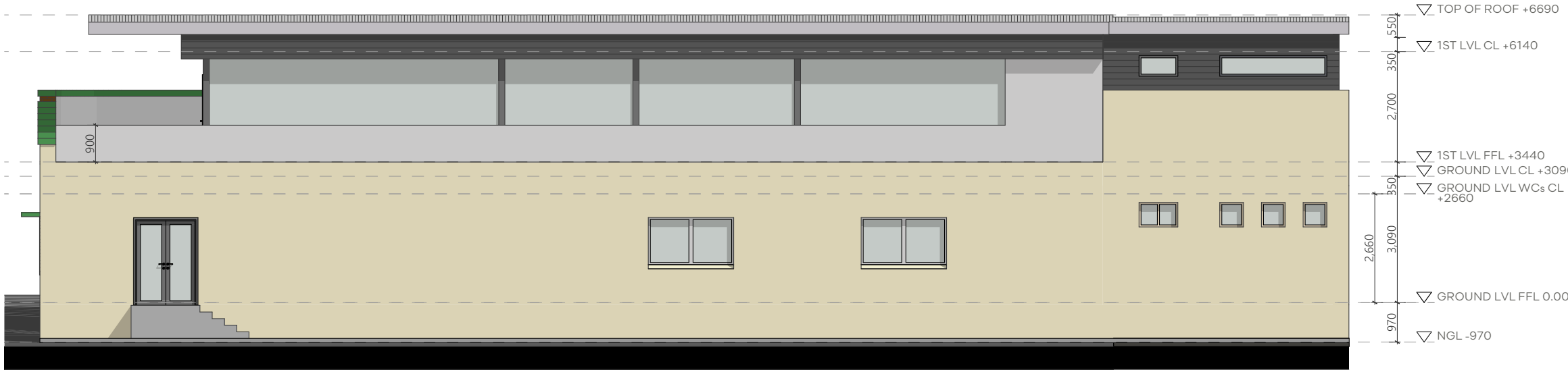
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Proposed West Elevation

16

Scale : 1:100 @ A3



E-02 PROPOSED EAST ELEVATION  
1:100



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104-106 Beechboro Rd South, Bayswater

Project No. 7359 Date: 07/02/2023

104-106 BEECHBORO ROAD SOUTH,  
BAYSWATER WA6053

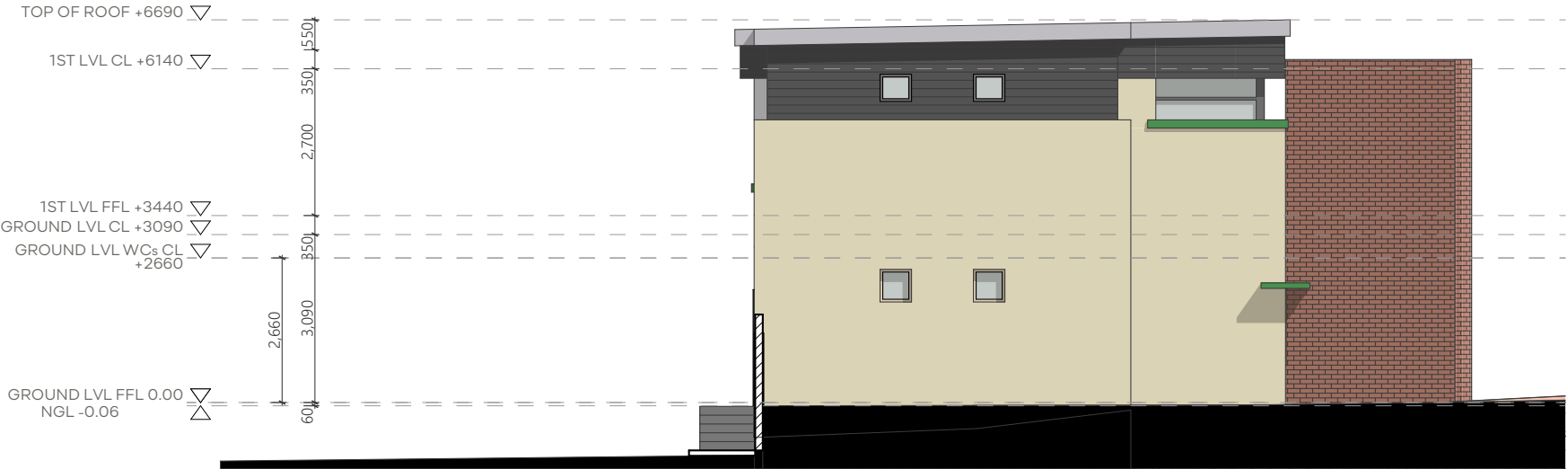
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Proposed East Elevation

17

Scale : 1:100 @ A3



E-04 PROPOSED NORTH ELEVATION  
1:100



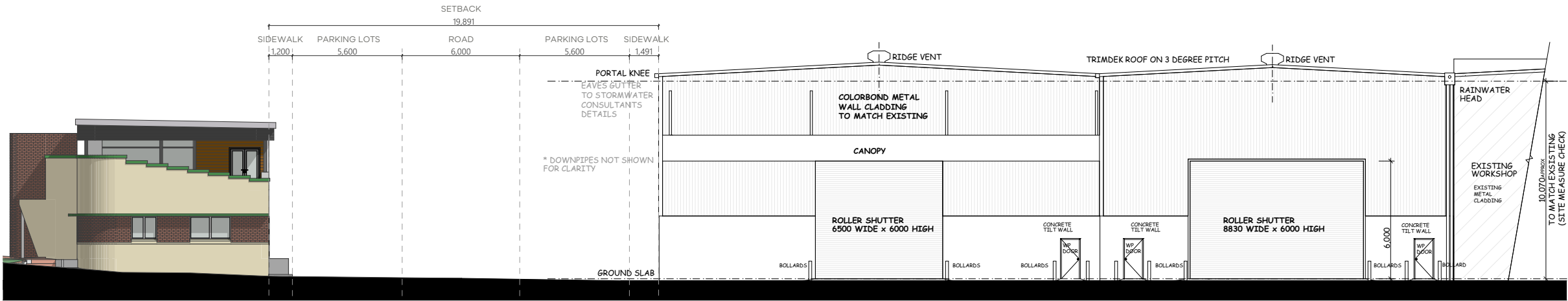
0437 308 2011  
PO Box 578, Bayswater WA 6007  
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Project No. 7359	Date: 07/02/2023
104-106 BEECHBORO ROAD SOUTH, BAYSWATER WA6053	

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DRAWINGS ARE NOT TO BE USED FOR CONSTRUCTION.	
Proposed North Elevation	
19	
Scale : 1:100 @ A3	



E-03 SOUTH ELEVATION  
1:200



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W stephencarrickarchitects.com.au

NOTES - GENERAL

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104-106 Beechboro Rd South, Bayswater

Project No. 7359 Date: 07/02/2023

104-106 BEECHBORO ROAD SOUTH,  
BAYSWATER WA6053

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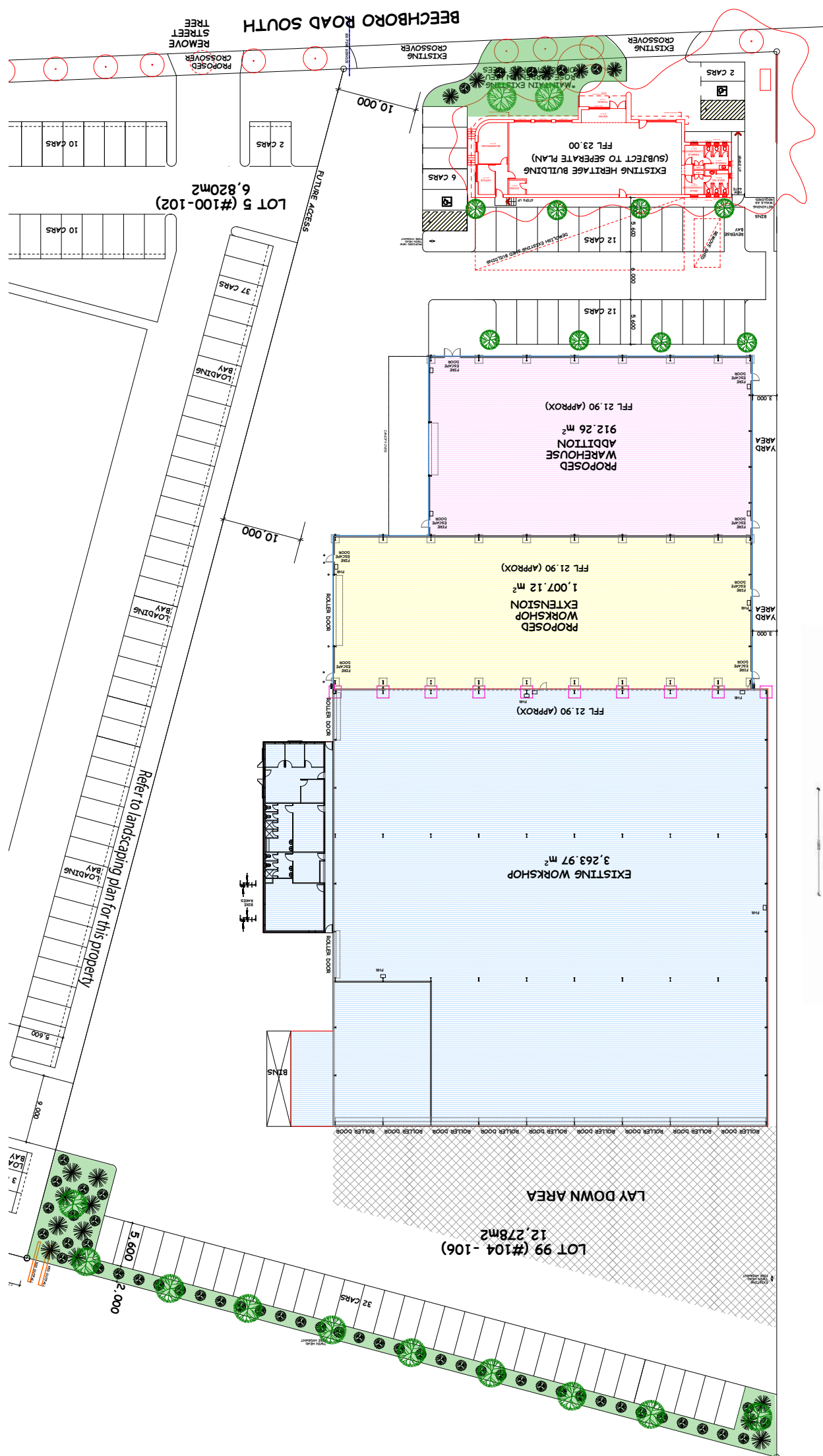
DRAWINGS ARE NOT TO BE USED FOR CONSTRUCTION.




Proposed South Elevation - Factory  
Extension in Context

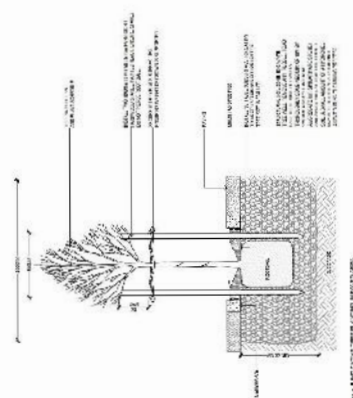
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## LANDSCAPING PLAN



PLANT LEGEND	
	<p>Shrub: 140mm Pot</p> <p>Line turf: Lomandra Species</p> <p>Fully grown height: 300cm and width: 500</p>
	<p>Shrub 2 - 140mm Pot</p> <p>Plumonium Texas Bronze Warrior</p> <p>Fully grown height: 1500 x 1500</p>
	<p>Angophora Costata</p> <p>Common Name: Spotted Gum</p> <p>Pot size - 35L</p> <p>Fully grown width: 1500cm and height: 3000cm</p>



<div>URBANISTA TOWN PLANNING</div>				REV.		DESCRIPTION.		DATE	
PROJECT									
PROPOSED LANDSCAPING PLAN								SHEET No.	
LOT 99 BEECHBORO RD. SOUTH								A-02	
BAYSWATER									
DATE		March 2023		BS		SCALE		PROJECT No.	
				AS SHOWN				REV.	





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## HERITAGE IMPACT STATEMENT

**104-106 BEECHBORO ROAD  
SOUTH, BAYSWATER**

PROPOSED PARTIAL DEMOLITION,  
ALTERATIONS AND ADDITIONS

DATE: 10 FEBRUARY 2023

PREPARED FOR: PETER LOMBARDI  
DIRECTOR, ROADWEST TRANSPORT  
EQUIPMENT AND SALES



This Heritage Impact Statement has been prepared in accordance with the scope of services described in the contract or agreement between Stephen Carrick Architects and the Client. The report relies upon data collected upon the site visit, referenced documents and photographs taken at or under the particular times and conditions specified herein.

Any findings, conclusions or recommendations only apply to the aforementioned circumstances and no greater reliance should be assumed or drawn by the Client. Furthermore, the report has been prepared solely for use by the Client and Stephen Carrick Architects accepts no responsibility for its use by other parties.

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## EXECUTIVE SUMMARY

This Heritage Impact Statement (HIS) has been prepared by Stephen Carrick Architects for Peter Lombardi, Director of Roadwest Transport Equipment and Sales, to assist with the proposed Development Application for the partial demolition, alterations and additions to the buildings located at 104-106 Beechboro Road South, Bayswater. This report focuses on assessing the impact of the proposed development and partial demolition on the cultural heritage values of the existing place.

Historical research has shown that the place is referred to under a number of name variations. Other names include, Kelly and Sons; James N Kirby Sales. For clarity and consistency we have used the title, 'Lombardi Engineering Works (fmr)'.

The Lombardi Engineering Works (fmr) is located at 104-106 Beechboro Road South, Bayswater. Located on site are: a single storey former showroom building fronting Beechboro Road South and a large volume factory building to the rear of the site. It is noted on the City of Bayswater's Local Heritage Survey 2020 place record form that the Lombardi Engineering Works (fmr) specifically refers to the single storey former showroom building and not the large scale factory building.

Whilst this Heritage Impact Statement acknowledges all the works proposed to the existing place, including works to the former showroom building and factory building, the report solely focuses on assessing the impact of the proposed on the cultural heritage values of the single storey former showroom building.

The single storey former showroom building is a face brick and rendered construction. It was built in the c.1951 Post War period but displays the characteristics of the Inter War Functionalist style of architecture such as asymmetrical massing; simple geometric shapes; parapet wall concealing the roof behind; rounded corner and decorative emphasis provided by parallel line motifs. Its frontage addresses Beechboro Road and features a centrally located entrance.

The large factory building is located to the east of the site. It is a simple industrial style steel construction with a reception building, built of

brick and corrugated steel roof attached to the south.

The design proposes the partial demolition, alterations and addition to the former showroom building, additions to the existing factory building and formalisation of car parking bays on site.

To achieve the desired outcome for the project, the design proposes the following:

- The existing showroom building (fmr) and factory building are to be retained with conservation works being undertaken and alterations proposed to the interior and exterior.
- A first floor addition is proposed to the existing showroom building (fmr).
- The steel and timber framed and steel clad storage structure to the rear of the showroom building (fmr) is to be demolished.
- The outdoor brick and tile toilet block located to the rear of the former showroom building is to be demolished.
- A workshop extension and warehouse addition is proposed to the west of the existing factory building.
- 56 car parking bays in total proposed to the site.

Currently the building is vacant and the proposal is for the building to be used for an office building for Roadwest Transport Equipment & Sales Pty Ltd.

The impact has been assessed against the following criteria and documentation:

- Cultural Heritage Values
- Design Criteria

Following the assessment of the heritage impact of the proposal, the consultants professional opinion is that the proposal is considered acceptable. This opinion is formed following the consideration of all the relevant documentation; the proposal and, most importantly, the impact of the proposal on the cultural heritage values of the place.

Following the assessment of the impact of the proposal on the cultural heritage values of the Lombardi Engineering Works (fmr) buildings it is recommended that consideration is given to the following actions:

1. This Heritage Impact Statement should be considered by the client. If accepted by the client, this HIS should then form part of the Development Application.
2. This Heritage Impact Statement should be considered by the City of Bayswater as part of their assessment of the Development Application.
3. A photographic archival record of the existing building prior to and following the completion of the works should be undertaken and provided to the City of Bayswater.
4. Further information on the detailing and treatment to the first floor addition and east elevation of the former showroom building should be developed and submitted to the Local Government prior to an application for a Building Permit.
5. A colour scheme for the former showroom building and the workshop extension and warehouse addition should be developed. These colours should be respectful of the former showroom building and reflect its architectural style and cultural heritage values.
6. A sympathetic landscape plan should be developed for the street elevation of the former showroom building and broader site. Retention of the existing rose bushes should form part of the landscape plan and presentation of the building to the street.
7. Following approval of the Development Application the detailed design of new openings, junctions of old and new should be clarified and documented and provided to the Local Government for approval prior to an application for a Building Permit.

## 1

## INTRODUCTION

The following section provides an introduction to this Heritage Impact Statement. The section is divided into the following sub-sections:

- 1.1 Introduction
- 1.2 Acknowledgments
- 1.3 Consultant Qualifications
- 1.4 Location Plan

### 1.1 INTRODUCTION

This Heritage Impact Statement (HIS) has been prepared by Stephen Carrick Architects for Peter Lombardi, Director of Roadwest Transport Equipment and Sales, to assist with the proposed Development Application for the partial demolition, alterations and additions to the buildings located at 104-106 Beechboro Road South, Bayswater and to assess the impact on the cultural heritage values of the place. This report focuses on assessing the impact of the proposed development and design criteria.

The design proposes the partial demolition alterations and addition to the former showroom building, additions to the existing factory building and formalisation of car parking bays on site.

To achieve the desired outcome for the project, the design proposes the following:

- The existing showroom building (fmr) and factory building are to be retained with conservation works being undertaken and alterations proposed to the interior and exterior.
- A first floor addition is proposed to the existing showroom building (fmr).
- The steel and timber framed and steel clad storage structure to the rear of the showroom building (fmr) is to be demolished.
- The outdoor brick and tile toilet block located to the rear of the former showroom building is to be demolished.
- A workshop extension and warehouse addition is proposed to the west of the existing factory building.
- 56 car parking bays in total proposed to the site.

Currently the building is vacant and the proposal is for the building to be used for an office building for Roadwest Transport Equipment & Sales Pty Ltd.

Stephen Carrick Architects inspected the subject site and its immediate surrounds on Tuesday 22 March 2022 and Friday 25 November 2022 to better understand the current physical condition and heritage values.

On Wednesday 7 December 2022 Stephen Carrick Architects conducted a site measure of the showroom building (fmr) to produce a set of 'As Existing' Architectural Drawings

The proposed Development Application for 104-106 Beechboro Road South, Bayswater consists of two (2) Architectural Drawing sets:

1. The proposed alterations and additions to the showroom building (fmr) prepared by Stephen Carrick Architects on 7 February 2023; and
2. The proposed additions to the large factory building to the rear of the showroom building (fmr) prepared by Sam Butto and Associates Design Consultants on 1 December 2022.

Photographs and proposed plans are included.

The Lombardi Engineering Works (fmr) is included in the City of Bayswater's Heritage List and Local Heritage Survey (Municipal Inventory) as a Management Category 3.

This report provides background information on the subject site; a description of the site including listings and significance; a description of the proposal; an assessment of the potential impact of the proposal on the cultural heritage values and design criteria and recommendations arising from the assessment.

The preparation of this Heritage Impact Statement for a place of cultural heritage significance is consistent with best practice in heritage conservation.

The following information has been provided or accessed for the preparation of this Heritage Impact Statement:

- City of Bayswater Local Planning Scheme No. 24 Part 5 Heritage and the Control of Advertisements
- City of Bayswater Ordinary Council Meeting Agenda dated 26 October 2021
- City of Bayswater Local Heritage Survey

- 2020 'Lombardi Engineering Works (fmr), Bayswater' Place No: 7
- 01 Drawing List, Sheet 1 of 22, no scale dated 07/02/23 Drawing No.: 01 - By Stephen Carrick Architects
  - 02 Location Plan, Sheet 2 of 22 scale 1:2000 dated 07/02/23 Drawing No.: 02 - By Stephen Carrick Architects
  - 03 Broader Site Plan, Sheet 3 of 22, scale 1:1000 dated 07/02/23 Drawing No.: 03 - By Stephen Carrick Architects
  - 04 Existing Site Plan, Sheet 4 of 22, scale 1:200 dated 07/02/23 Drawing No.: 04 - By Stephen Carrick Architects
  - 05 Existing Ground Floor Plan, Sheet 5 of 22, scale 1:100 dated 07/02/23 Drawing No.: 05 - By Stephen Carrick Architects
  - 06 Existing Roof Plan, Sheet 6 of 22, scale 1:100 dated 07/02/23 Drawing No.: 06 - By Stephen Carrick Architects
  - 07 West Elevation, Sheet 7 of 22, scale 1:100 dated 07/02/23 Drawing No.: 07 - By Stephen Carrick Architects
  - 08 East Elevation, Sheet 8 of 22, scale 1:100 dated 07/02/23 Drawing No.: 08 - By Stephen Carrick Architects
  - 09 South Elevation, Sheet 9 of 22, scale 1:100 dated 07/02/23 Drawing No.: 09 - By Stephen Carrick Architects
  - 10 North Elevation, Sheet 10 of 22, scale 1:100 dated 07/02/23 Drawing No.: 10 - By Stephen Carrick Architects
  - 11 Demolition Floor Plan, Sheet 11 of 22, scale 1:100 dated 07/02/23 Drawing No.: 11 - By Stephen Carrick Architects
  - 12 Proposed Broader Site Plan, Sheet 12 of 22, scale 1:500 dated 07/02/23 Drawing No.: 12 - By Stephen Carrick Architects
  - 13 Proposed Ground Floor Plan, Sheet 13 of 22, scale 1:100 dated 07/02/23 Drawing No.: 13 - By Stephen Carrick Architects
  - 14 Proposed First Floor Plan, Sheet 14 of 22, scale 1:100 dated 07/02/23 Drawing No.: 14 - By Stephen Carrick Architects
  - 15 Proposed Roof Plan, Sheet 15 of 22, scale 1:100 dated 07/02/23 Drawing No.: 15 - By Stephen Carrick Architects
  - 16 Proposed West Elevation, Sheet 16 of 22, scale 1:100 dated 07/02/23 Drawing No.: 16 - By Stephen Carrick Architects
  - 17 Proposed East Elevation, Sheet 17 of 22, scale 1:100 dated 07/02/23 Drawing No.: 17 - By Stephen Carrick Architects
  - 18 Proposed South Elevation, Sheet 18 of 22, scale 1:100 dated 07/02/23 Drawing No.: 18 - By Stephen Carrick Architects
  - 19 Proposed North Elevation, Sheet 19 of 22, scale 1:100 dated 07/02/23 Drawing No.: 19 - By Stephen Carrick Architects
  - 20 Proposed South Elevation - Factory Extension in Context, Sheet 20 of 22, scale 1:200 dated 07/02/23 Drawing No.: 20 - By Stephen Carrick Architects
  - 21 Section 01, Sheet 21 of 22, scale 1:100 dated 07/02/23 Drawing No.: 21 - By Stephen Carrick Architects
  - 22 Perspective, Sheet 22 of 22, no scale dated 07/02/23 Drawing No.: 22 - By Stephen Carrick Architects
  - 01 Revised DA Drawings Rev 4, Site with Survey, Sheet 1 of 5, scale 1:500 dated 01/12/22 Drawing No.: A-01
  - 02 Revised DA Drawings Rev 4, Site Plan, Sheet 2 of 5, scale 1:500 dated 01/12/22 Drawing No.: A-02
  - 03 Revised DA Drawings Rev 4, Floor Plan, Sheet 3 of 5, scale 1:300 dated 01/12/22 Drawing No.: A-03
  - 04 Revised DA Drawings Rev 4, Roof Plan, Sheet 4 of 5, scale 1:200 dated 01/12/22 Drawing No.: A-04
  - 05 Revised DA Drawings Rev 4, Elevations, Sheet 5 of 5, scale 1:200 dated 01/12/22 Drawing No.: A-05
  - City of Bayswater's Website - <https://www.bayswater.wa.gov.au/development/heritage/character-protection-areas>
  - State Heritage Office InHerit Database
  - A Guide to Heritage Impact Statements 2019, State Heritage Office.

This heritage impact statement has been prepared in accordance with the principles, processes and practice as outlined in the ICOMOS Burra Charter (2013) and the State Heritage Office, 'Guide to Heritage Impact Statements' (2020). Definitions of terms are in accordance with the Burra Charter.

## 1.2 ACKNOWLEDGMENTS

The consultant would like to acknowledge the assistance of the following in the preparation of this heritage impact statement:

- Peter Lombardi - (Client) Director of Roadwest Transport Equipment and Sales
- Petar Mrdja - Director of Urbanista Town Planning
- Sam Butto - Director of Sam Butto and Associates Design Consultants

## 1.3 CONSULTANT QUALIFICATIONS

Stephen Carrick is a registered architect with extensive experience and expertise having worked in private practice in Sydney from 1985 to 1992, for the Western Australian Government from 1992 to 2009 and from 2009 in private practice specialising in all aspects of heritage conservation work. Stephen is a former Acting Director of the Heritage Council of WA and was responsible for managing the Development Referrals Program, Assessment and Registration Program, Grant Funding and the Heritage Advisory Program within the Heritage Council. Stephen has previously been responsible for conservation programs for sites such as the World Heritage listed Fremantle Prison.

Stephen has over 30 years' experience in architecture as well as the conservation and management of heritage sites. Stephen's experience and expertise have been developed from extensive work on large and small heritage projects in both metropolitan and regional Western Australia.

Stephen Carrick Architects is an architectural practice focussing on all aspects of heritage, and conservation architecture and architectural projects. The practice has specific expertise in conservation works, conservation planning, residential and commercial projects. They are experienced in the requirements for the preparation of Heritage Impact Statements.

Stephen Carrick Architects have previously prepared Heritage Impact Statements for:

- The former Cue Public Buildings
- Pinjarra City Markets, Kalgoorlie
- Hotel Rottneest Rottneest Island
- Fairbridge Chapel
- Manjimup Timber Museum
- Mersey Point Jetty, Shoalwater
- 173 William Street, Northbridge
- 4 Hubert Street, Guildford
- The McKenzie's Buildings, Kalgoorlie
- 56-58 Carrington Street, Palmyra
- 289 Murray Street, Perth
- 8 Parker Road, Northbridge
- 5 Dene Street, Mount Lawley
- 44 Holmfirth Street, Menora
- 30 Merrifield Avenue, Kelmscott
- 10 Rokeby Road, Subiaco
- 54 Wood Street, Inglewood
- 130 James Street, Northbridge
- Fairbridge Chapel, Pinjarra
- 330 Crawford Road, Inglewood
- 18-22 Coghlan Road, Subiaco
- 18 Bindaring Parade, Claremont
- 36 Gill Street, East Fremantle
- Fremantle Technical College Annexe - Fmr Infants and Girls School
- 34 Market Street, Guildford
- 5 Bay View Terrace, Mosman Park
- 10 Rokeby Road, Subiaco
- Rokeby Road South Precinct, Subiaco
- 290 Beaufort Street, Perth
- St John's Lutheran Church
- 32 High Street, Fremantle
- Former Matilda Bay Brewery, North Fremantle
- 22 Tamarisk Way, Woorree
- 296 Fitzgerald Street, North Perth



#### 1.4 LOCATION PLAN

The Lombardi Engineering Works (fmr) is located at 104-106 Beechboro Road South, Bayswater. Located on site are a single storey former showroom building and a large volume factory building.

The former showroom building is located to the north-west corner of the lot. The showroom building's frontage addresses Beechboro Road South.

The factory building is located to the east side of the site.

Surrounding the site of the existing single storey building and factory building are predominantly industrial buildings. Directly opposite of the site and to the west, is a residential area.



Aerial Image sourced from Google Maps (accessed March 2022)



Lombardi Engineering Works (fmr) Site

①

Former Showroom Building

②

Factory Building



## 2

## HERITAGE LISTINGS

The following section outlines the current heritage listings for Lombardi Engineering Works (fmr). The section is divided into the following sub-sections:

- 2.1 Listings
- 2.2 State Register of Heritage Places
- 2.3 National Trust of Australia (WA)
- 2.4 Local Heritage Survey (LHS)
- 2.5 Heritage List

### 2.1 LISTINGS

National Heritage List (Commonwealth)	No
State Register of Heritage Places	No
National Trust of Australia (WA)	No
Local Heritage Survey (LHS)	Yes
City of Bayswater Heritage List	Yes

### 2.2 STATE REGISTER OF HERITAGE PLACES

The Heritage Council of Western Australia maintains a heritage database, 'InHerit'. The database contains information on statutory and non-statutory heritage listings, and the results of heritage surveys and studies. Inclusion on the State Register carries statutory requirements.

Lombardi Engineering Works (fmr) is not included on the Heritage Council of Western Australia's State Register of Heritage Places.

### 2.3 NATIONAL TRUST OF AUSTRALIA (WA)

National Trust classification provides community recognition of a place as having cultural heritage significance. It does not carry any legal requirements.

Lombardi Engineering Works (fmr) is not classified by the National Trust of Australia (WA).

### 2.4 LOCAL HERITAGE SURVEY (LHS)

The City of Bayswater's Local Heritage Survey (previously known as a Municipal Heritage Inventory) is an ongoing database that records and provides information on places of cultural heritage significance located within the municipality.

Lombardi Engineering Works (fmr) is included on the City of Bayswater's Local Heritage Survey and has been allocated a Management Category 3 - Conservation of the place is desirable. This Management Category means:

*Some/Moderate Significance - Contributes to the heritage of the locality. Has some altered or modified elements, not necessarily detracting from the overall significance of the item.*

*Any alterations or extensions should reinforce the significance of the place, and original fabric should be retained wherever feasible.*

### 2.5 HERITAGE LIST

The City of Bayswater's Local Planning Scheme No. 24 Heritage List comprises of properties, which are of cultural heritage significance and worthy of conservation.

Lombardi Engineering Works (fmr) is included on the City's Heritage List.

## 3

## OVERVIEW OF HISTORICAL &amp; PHYSICAL DEVELOPMENT

The following section provides the documentary evidence for the Lombardi Engineering Works (fmr). The section is divided into the following sub-sections:

- 3.1 Overview
- 3.2 Historical Chronology

### 3.1 OVERVIEW

The following overview of historical and physical development has been extracted from the City of Bayswater's Local Heritage Survey 2020 record form for 'Lombardi Engineering Works (fmr), Bayswater' - Place No.:7.

*In November 1949, the Bayswater Road Board received a deputation from builders, Kelly and Sons to request the allocation of land in Bayswater for factory use. Subsequent to their visit, an area of four acres on the corner of Drake Street and Beechboro Road was allocated for factory use. The land was previously used as market gardens by Chinese workers.*

*Raymond Herbert Kelly was a plumber, ex-serviceman and an enterprising businessman whose father and grandfather worked in the building industry. In the post war period, Perth was experiencing a high demand for housing and a lack of building materials. The government released new parcels of land for residential subdivision and new affordable houses were rapidly built in the outer suburbs of Perth. Many homes were self build but this period saw the first of the speculative home builders in Perth.*

*Kelly established the premises for Kelly and Sons, in Beechboro Road in c.1951, moving from their premises in Coombe Street Bayswater. The new factory and show rooms specialised in the manufacture of materials for simple, easy to build homes. In an advertisement in March 1953 for house and land packages, Kelly & Sons offered special deals for Ex-servicemen, £150 deposit plus land. Later in the same year, Housing Minister Herb Graham visited the premises and was informed that the firm built six timber framed asbestos houses each week for an average cost of £2150. It was stated in the report of this visit that the factory was part of an 85 acre property including a hardware store. A spot timber mill was being established across Beechboro Road to*

*supply the demand for materials. Kelly employed over 270 people and many were migrants to Australia from Europe. Kelly also planned to build a hall and a canteen building for his employees.*

*The National Archives of Australia holds files relating to the sponsorship by Ray Kelly of dozens of Italian migrants from 1950 to 1952 who presumably worked in the Kelly factory. Among this group was Duilio Lombardini who may be associated with the last business occupying the premises.*

*The architect of the building has not been determined from the available research. However it is probable that construction was undertaken by Kelly and Sons as an advertisement for the quality of their work for potential buyers. Much of the early industrial development along Beechboro Road consisted of workshops connected with the building industry.*

*Kelly and Sons family ultimately failed. In 1957, the premises were occupied by James N Kirby and Sons and from the 1970s by Lombardi Transport and Construction who relocated to new premises in c2015. Since that time the place has been vacant.<sup>1</sup>*

<sup>1</sup> City of Bayswater Local Heritage Survey 2020 Record Form for 'Lombardi Engineering Works (fmr)' - Place No.: 7.

### 3.2 HISTORICAL CHRONOLOGY

This information provides a chronological summary of development relating to the broader context of the Lombardi Engineering Works (fmr).

- |                 |  |        |  |
|-----------------|--|--------|--|
| 1949            | The Bayswater Road Board receives a deputation from builders, Kelly and Sons to request the allocation of land in Bayswater for factory use.   | 1970s  | The premises are occupied by Lombardi Transport and Construction.  |
|                 | Subsequent to their visit, an area of four acres on the corner of Drake Street and Beechboro Road is allocated for factory use.  | c.2015 | Lombardi Transport and Construction relocates to new premises.   |
| Post War Period | Perth experiences a high demand for housing and a lack of building materials.<br><br>The government releases new parcels of land for residential subdivision and new affordable houses are rapidly built in the outer suburbs of Perth.<br><br>Many homes are self built. This period sees the first of the speculative home builders in Perth.  | 2022   | Stephen Carrick Architects were engaged by the owner through Urbanista Town Planning to prepare a Heritage Impact Statement. |
| c.1951          | Raymon Herbert Kelly establishes the premises for Kelly and Sons, in Beechboro Road. The new factory and show rooms specialises in the manufacture of materials for simple, easy to build homes.   |        |  |
| March 1953      | In an advertisement for house and land packages, Kelly & Sons offered special deals for Ex-servicemen, £150 deposit plus land.   |        |  |
| Later 1953      | Housing Minister Herb Graham visits the premises and is informed that the firm builds six timber framed asbestos houses each week for an average cost of £2150. It states in the report of this visit that the factory is part of an 85 acre property including a hardware store.<br><br>A spot timber mill is being established across Beechboro Road to supply the demand for materials.<br><br>Kelly employs over 270 people and many were migrants to Australia from Europe. |        |  |
| 1957            | The premises are occupied by James N Kirby and Sons  |        |  |

## 4

## PHYSICAL DESCRIPTION

The following section records the physical description of the Lombardi Engineering Works (fmr). This section is divided into the following sub-sections:

- 4.1 Site and Setting
- 4.2 External
- 4.3 Internal
- 4.4 Condition
- 4.5 Existing Floor Plan
- 4.6 Photographs - Existing Buildings

The physical evidence section is compiled from site visits conducted by Stephen Carrick Architects on Tuesday 22 March 2022 and Friday 25 November 2022.

#### 4.1 SITE AND SETTING

The subject site is located at 104-106 Beechboro Road South, Bayswater on a 1.2278 hectare lot of land. Located on site are a single storey former showroom building and a large factory building.

The former showroom building is located to the north-west corner of the lot. The main elevation of the former showroom building faces west addressing Beechboro Road South. A storage area is attached to the rear of the building. Also located to the rear of the building but not attached, is an outdoor former toilet block.

The former showroom building has a shallow set back from the street with a small car parking area located to the north corner; a painted red concrete foot path, lawned verge and 9 roses of different colours adjacent to the building. An entry driveway is located adjacent to the building and to the south.

The large factory building is located to the rear and east of the site. A reception building is attached to the south elevation of the factory building.

Directly behind the former showroom building and to the front of the factory building is an open area.

Car parking is on a large expanse of hard stand to the south end of the site.

Surrounding the site of the existing single storey former showroom building and factory building are predominantly industrial buildings. Directly

opposite of the site and to the west, is a residential area.

The site is predominantly flat with a slight gradient from the south-east of the site - lowest point, to north-west of the site - highest point.

#### 4.2 EXTERNAL

##### Former Showroom Building

The single storey former showroom building is a face brick and rendered construction. It was built in the c.1951 Post War period but displays the characteristics of the Inter War Functionalist style of architecture, such as asymmetrical massing; simple geometric shapes; parapet wall concealing the roof behind; rounded corner and decorative emphasis provided by parallel line motifs.

Its frontage addresses Beechboro Road South and features a centrally located entrance framed by a tall projecting and curved brick wall, a narrow concrete awning and angled wall. The awning is supported by a round steel column with a steel letter box attached.

To the north of the projecting curved brick wall is a single door with two large aluminium windows with fixed glazing and concrete sills adjacent. This single door entry provides a secondary access into the building. To the south of the angled wall are 3 smaller bays of two panel aluminium framed windows with fixed glazing and timber sills. To the top of the windows and door is a narrow concrete awning.

The building features strong horizontal lines with strong vertical elements. These elements are emphasized by the colour and materials of the building. The external face is painted cream with green paint to edge details. A strong horizontal element of the building is the red rock faced brick and tuckpointing detail that continues to the south elevation.

The parapet wall steps down to the south elevation towards the rear, concealing the roof behind.

Attached to the former showroom building to the rear is a timber and steel framed and corrugated iron clad storage area.

Adjacent to the storage area and to the rear of the

former showroom building is an outdoor brick and tile former toilet block.

#### Factory Building

The large factory building is located to the east of the site. It is a simple industrial style steel construction with a reception building, built of brick and corrugated steel roof attached to the south.

### **4.3 INTERNAL**

#### Former Showroom Building

The floor plan of the former showroom building consists of a main showroom area, male and female toilets to the north and an office and boardroom to the south.

Entry is from Beechboro Road into the main showroom area. The main showroom area is an open rectangular space with timber flooring and masonry, rendered and painted walls. Timber floor boards are 110mm wide. It appears to have a new gyprock plasterboard ceiling with decorative plaster cornices and centrally located fluorescent lights.

Openings have timber lining and timber architraves. The timber skirting (approximately 60mm high) is not original. Windows are aluminium framed with fixed glazing and timber sills.

The entry double doors are aluminium framed. Adjacent to the entry is evidence of a former finish to the floor, most probably vinyl tiles.

A fully enclosed safe/store room, 2 metres by 2 metres, is located within this space to the south-east corner of the showroom area and is accessed via a steel door.

The male and female toilets to the north side of the building are accessed through the main showroom area. The toilets have tiled flooring and tiled masonry and painted walls.

The office and boardroom to the south side of the building is also accessed through the main showroom area. There is a slight step down to this section of the building. Timber partitions divide the space with the boardroom located to the west corner and the office to the east. This section of the building has carpet floors and painted masonry walls with a dado line expressed to the walls.

Both rooms feature a double panel aluminium framed window with fixed glazing and timber sills.

The round curved corner of the building is expressed in the boardroom.

A timber and steel framed and corrugated iron clad storage room is attached to the rear of the former showroom building. It is accessed through the office and boardroom section of the building and comprises an open storage area and a kitchenette to the south. The flooring throughout this structure is concrete.

The structural elements such as the timber frame and steel trusses are expressed and unlined within the interior of the open storage area. The wall to the east of the storage area is the rear elevation of the former showroom building and is unlined masonry.

Two openings are located to the south. The opening adjacent to the kitchen has a set of ledge and braced timber paneled double doors.

The kitchenette to the south is accessed via the storage area. The walls and ceiling of the kitchenette are clad with timber ply style of lining. A fluorescent light is located to the centre of the ceiling in kitchenette.

To the north, behind the existing building, is a former toilet block of face brick and tile construction.

#### Factory Building

Entry is from the south into a large scale open plan workshop area. The flooring is concrete throughout. The walls and roof are corrugated iron clad.

### **4.4 CONDITION**

The former showroom building and storage area to the rear appear to be in sound condition.

The outdoor toilet block appears to be in poor condition.

The factory building and reception appear to be in good condition.

### **4.5 EXISTING FLOOR PLAN**

'As Existing' Drawings by Stephen Carrick Architects are included in this report as part of the proposed documentation. Please refer to Part 6 - Proposal of this Heritage Impact Statement.



**4.6 PHOTOGRAPHS -  
EXISTING BUILDINGS**



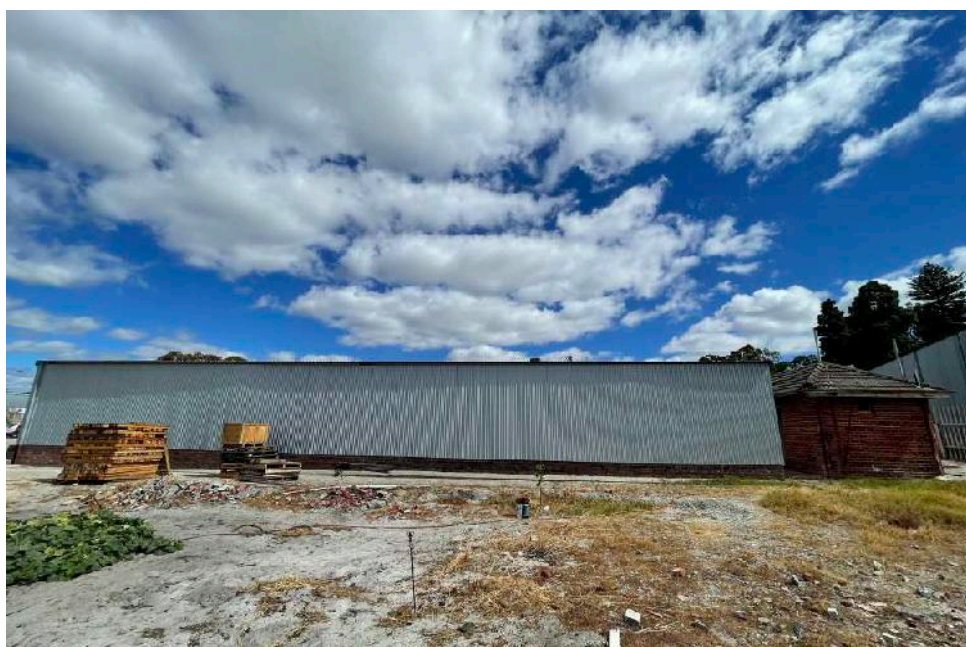
**01** Former Showroom Building West Elevation



**02** Former Showroom Building West Elevation - Windows



**03** Former Showroom Building South Elevation

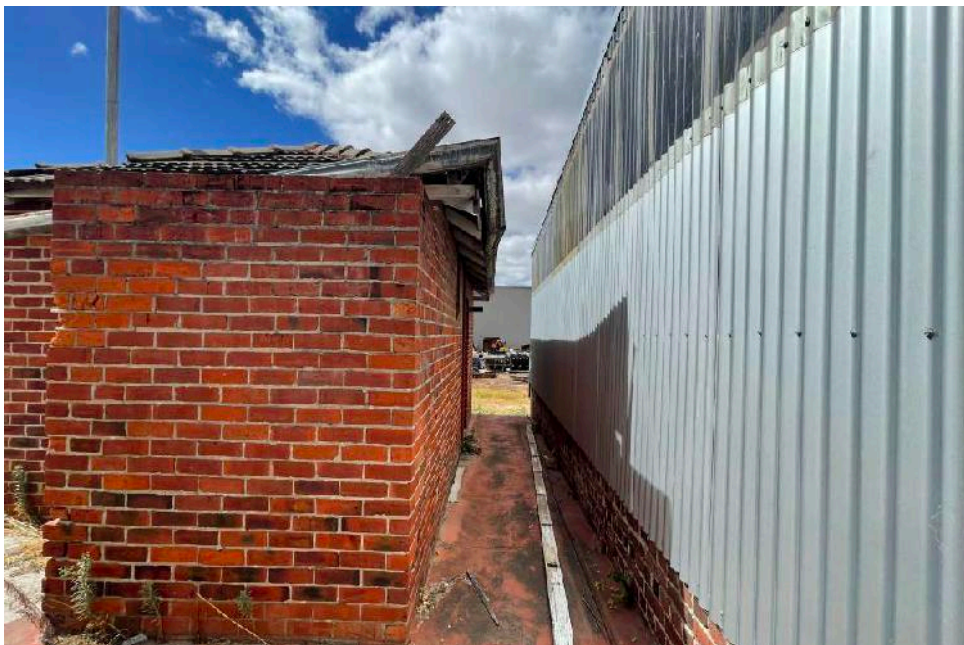


**04** Storage Area East Elevation - Rear of Former Showroom Building

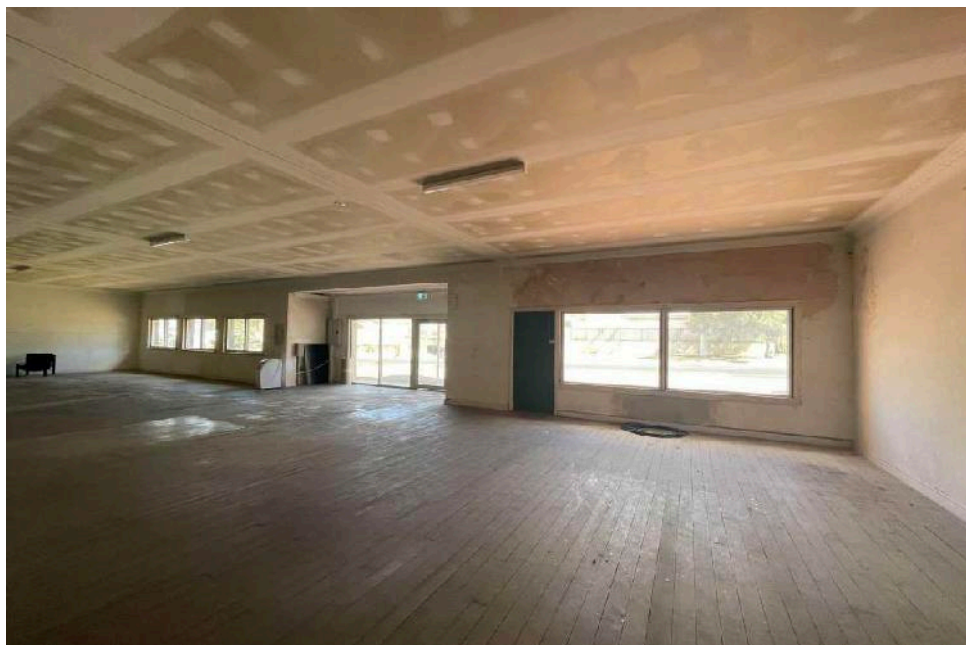




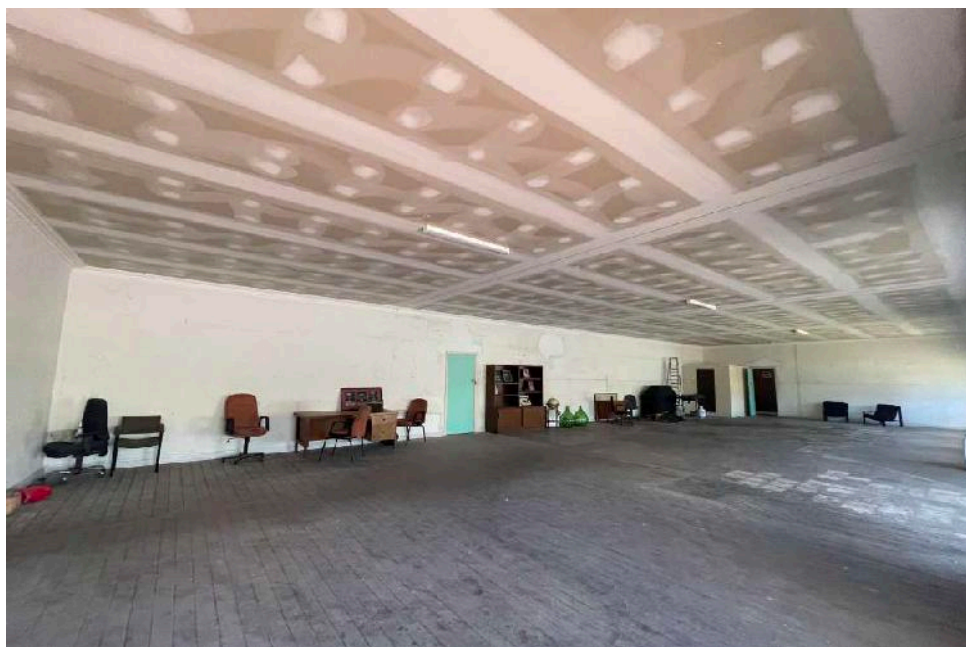
**05** Outdoor toilet block to the rear of Former Showroom Building



**06** Outdoor toilet block setback from storage space



**07** Former Showroom Building Internal - Main showroom area



**08** Former Showroom Building Internal - Main showroom area



**09** Former Showroom Building Internal - Decorative plaster cornices

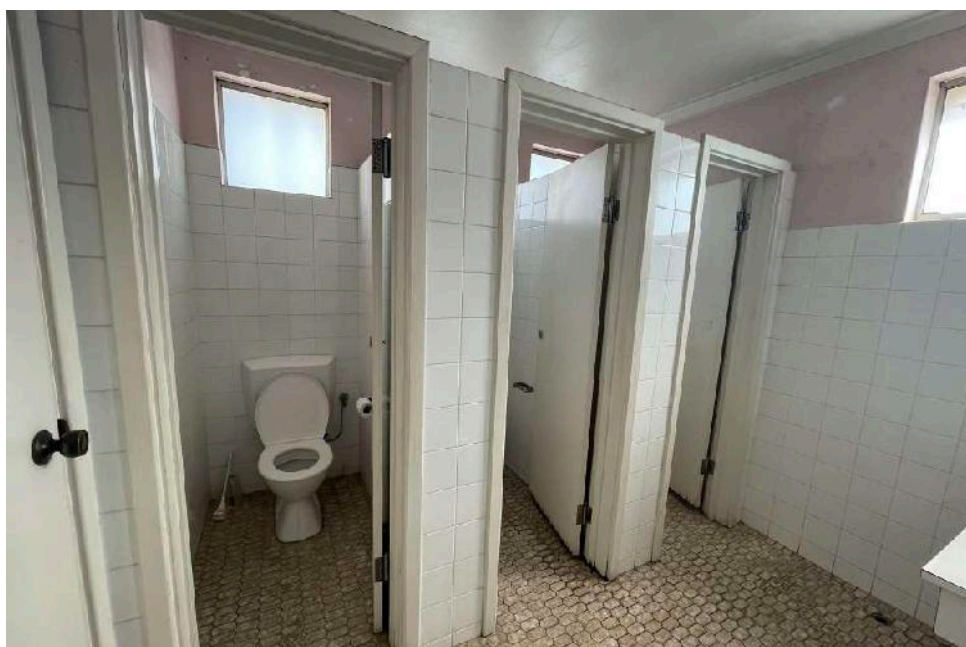


**10** Former Showroom Building Internal - Safe/store room

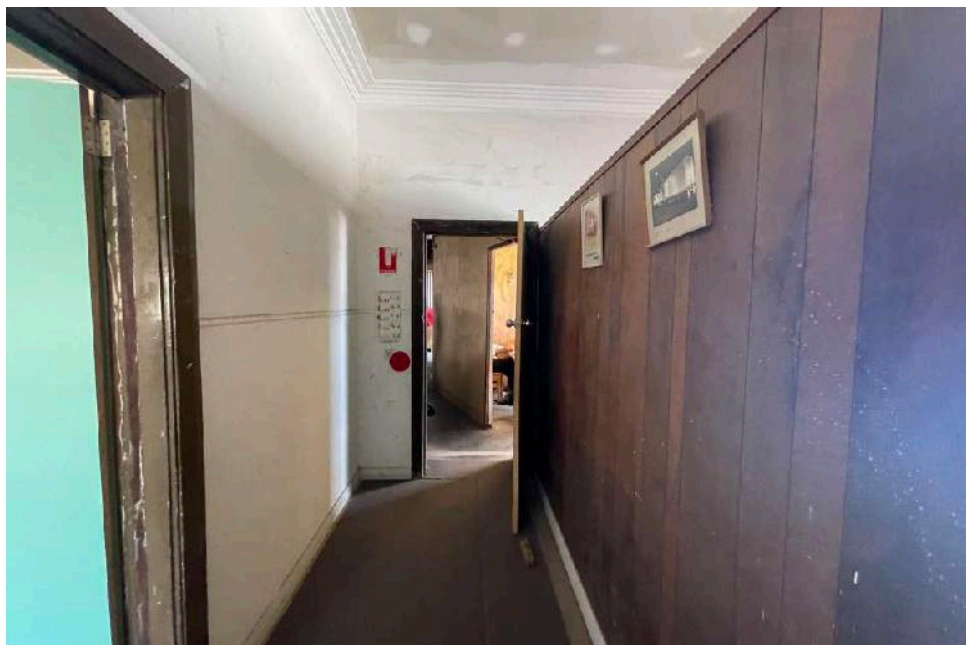




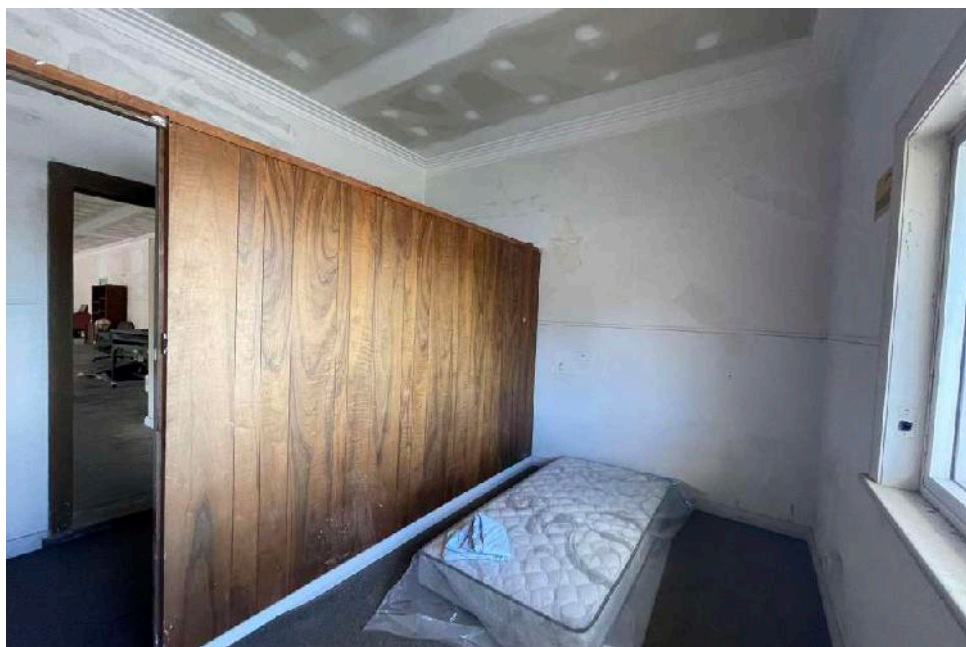
**11** Former Showroom Building Internal - Main showroom area to toilets



**12** Former Showroom Building Internal - Female Toilets



**13** Former Showroom Building Internal - Hallway

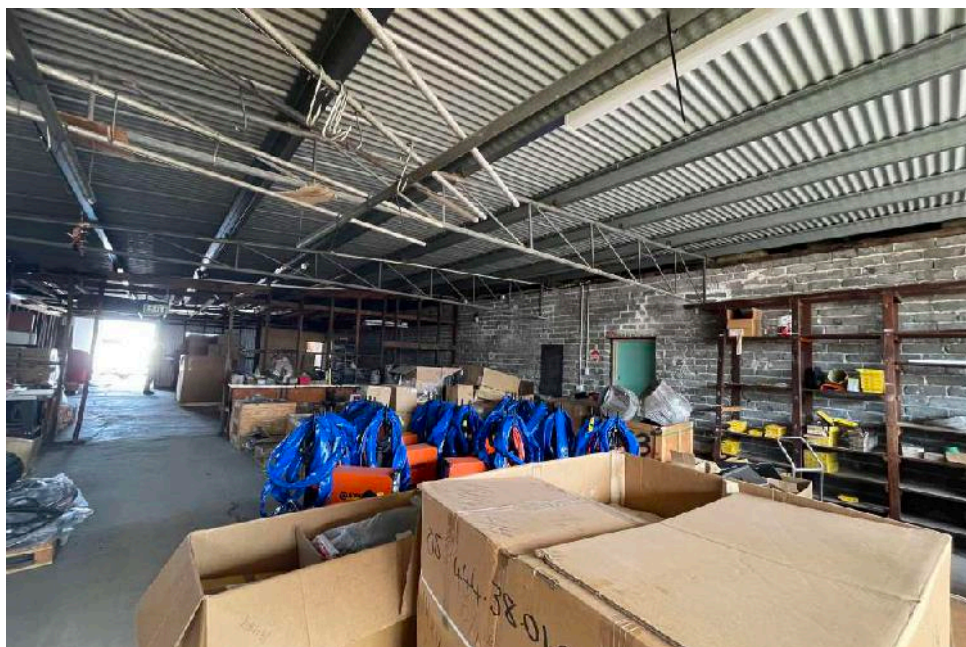


**14** Former Showroom Building Internal - Office





15 Storage Area Internal



16 Storage Area Internal



**17** Storage Area Internal - ledge and braced timber paneled double doors



**18** Storage Area Internal - Kitchenette





**19** External - open area to the rear of the Former Showroom Building



**20** Factory Building West Elevation





**21** Reception Building attached to Factory Building - West Elevation

# 5

## SIGNIFICANCE

### 5.1 STATEMENT OF SIGNIFICANCE

This extract is sourced from the City of Bayswater Local Heritage Survey 2020 Place No: 7.

Lombardi Engineering Works (fmr) has cultural heritage significance for the following reasons:

- The place has aesthetic value as a good intact example of Post War style executed in brick.
- The place has value as a landmark in the street since the early 1950s for its continuity of function and its (unusual)ly style and details.
- The place has historic value for its association with the development of this portion of Bayswater for industrial uses.
- The place has social value for the many people who have worked at the premises.

## 6

## PROPOSAL

The Development Application proposes the following works to the Lombardi Engineering Works (fmr) buildings:

- The existing showroom building (fmr) and factory building are to be retained with conservation works being undertaken and alterations proposed to the interior and exterior.
- A first floor addition is proposed to the existing showroom building (fmr).
- The steel and timber framed and steel clad storage structure to the rear of the showroom building (fmr) is to be demolished.
- The outdoor brick and tile toilet block located to the rear of the former showroom building is to be demolished.
- A workshop extension and warehouse addition is proposed to the west of the existing factory building.
- 56 car parking bays in total proposed to the site.

Currently the building is vacant and the proposal is for the building to be used for an office building for Roadwest Transport Equipment & Sales Pty Ltd.

#### Retain

The former showroom building, factory building and reception are to be retained.

#### Demolition of outdoor toilet block and storage area

Demolition to the storage area attached to the rear of the former showroom building is proposed.

Demolition to the outdoor toilet block is proposed.

#### Additions to the existing Factory Building

A workshop extension is proposed to the west elevation of the factory building. The extension is to be constructed of concrete and colorbond metal cladding to match the existing factory building.

A roller shutter access opening and two (2) adjacent entry doors are proposed to the west elevation of the proposed workshop extension. Two (2) exit doors are proposed to the north elevation.

No openings to the west elevation of the proposed workshop extension.

Extending to the west and setback from the

proposed workshop extension is a warehouse addition.

The addition is to be constructed of concrete and colorbond metal cladding to match the existing factory building and workshop extension.

A roller shutter access opening and an adjacent entry door is proposed to west elevation of the proposed warehouse addition. An angled canopy spans the length of the west elevation and above the roller shutter door. Two (2) 'exit' doors are proposed to the north elevation of the addition.

A double door entry is proposed to the to the west elevation of the warehouse addition.

No windows are proposed to the workshop extension and warehouse addition.

#### Proposal: Scale and Form

##### **Former Showroom Building**

The existing single storey former showroom building is to be retained with conservation works being undertaken. Alterations are proposed to the interior and exterior to suit an industrial style commercial office space. A contemporary first floor addition is proposed to the building to provide required office space.

No alterations are proposed to the west and south elevations of the building addressing Beechboro Road South.

The storage area and outdoor toilet block to the rear of the building is to be removed to create space for car parking to the rear of the building.

The staircase to the south elevation is to be removed.

Two (2) new window openings are proposed to the east elevation to allow access to sunlight to the ground floor office spaces.

The single entry/exit door to the east elevation is to be widened to a double door entry/exit.

The ground floor of the showroom building (fmr) is to be adapted to commercial office space with an industrial aesthetic including:

- A Reception Area;

- An open plan (shared) office workspace;
- Kitchenette and breakout space;
- Upgraded male and female toilets including the addition of a UAT with shower facilities;
- A Utilities and Server room; and
- A Board room
- 32 car parking bays are proposed to the rear of the lot; and
- 24 car parking bays are proposed to the west of the proposed factory building additions and to the east of the showroom building (fmr).

The proposed first floor addition to the existing showroom building will increase the overall height of the original building along Beechboro Road South.

The proposed first floor addition is setback from the parapet wall of the showroom building (fmr) below. This setback ensures that the parapet wall of the showroom building (fmr) remains unchanged and the dominant feature.

Proposed to the first floor addition of the showroom building (fmr) are:

- An open plan (shared) office workspace;
- Kitchenette and outdoor breakout space and balcony area;
- New male and female toilets including a UAT with shower facilities;
- A Clean Store;
- A Store Room;
- A Meeting Room; and
- Directors Office.

The proposed first floor addition features a void above the reception area to establish a visual connection between ground floor and first floor and allow access to filtered sunlight to the ground floor.

#### **Factory Building**

The scale of the factory building will increase with the workshop extension and warehouse addition to the west.

The form of the proposed additions (workshop extension and warehouse addition) to the factory building both adopt a simple rectangular plan and form that will match the existing finished floor level.

Both the workshop extension and warehouse addition feature a gable roof that will match the existing shape and form of the existing Factory Building.

#### Car parking and Landscaping


56 car parking bays in total are proposed to the site.

The following drawings were prepared by Stephen Carrick Architects for Urbanista on 7 January 2023 and illustrate the proposal to the former Showroom Building:

- 01 Drawing List, Sheet 1 of 22, no scale Drawing No.: 01
- 02 Location Plan, Sheet 2 of 22 scale 1:2000 Drawing No.: 02
- 03 Broader Site Plan, Sheet 3 of 22, scale 1:1000 Drawing No.: 03
- 04 Existing Site Plan, Sheet 4 of 22, scale 1:200 Drawing No.: 04
- 05 Existing Ground Floor Plan, Sheet 5 of 22, scale 1:100 Drawing No.: 05
- 06 Existing Roof Plan, Sheet 6 of 22, scale 1:100 Drawing No.: 06
- 07 West Elevation, Sheet 7 of 22, scale 1:100 Drawing No.: 07
- 08 East Elevation, Sheet 8 of 22, scale 1:100 Drawing No.: 08
- 09 South Elevation, Sheet 9 of 22, scale 1:100 Drawing No.: 09
- 10 North Elevation, Sheet 10 of 22, scale 1:100 Drawing No.: 10
- 11 Demolition Floor Plan, Sheet 11 of 22, scale 1:100 Drawing No.: 11
- 12 Proposed Broader Site Plan, Sheet 12 of 22, scale 1:500 Drawing No.: 12
- 13 Proposed Ground Floor Plan, Sheet 13 of 22, scale 1:100 Drawing No.: 13
- 14 Proposed First Floor Plan, Sheet 14 of 22, scale 1:100 Drawing No.: 14
- 15 Proposed Roof Plan, Sheet 15 of 22, scale 1:100 Drawing No.: 15
- 16 Proposed West Elevation, Sheet 16 of 22, scale 1:100 Drawing No.: 16
- 17 Proposed East Elevation, Sheet 17 of 22, scale 1:100 Drawing No.: 17
- 18 Proposed South Elevation, Sheet 18 of 22, scale 1:100 Drawing No.: 18
- 19 Proposed North Elevation, Sheet 19 of 22, scale 1:100 Drawing No.: 19
- 20 Proposed South Elevation - Factory Extension in Context, Sheet 20 of 22, scale 1:200 Drawing No.: 20
- 21 Section 01, Sheet 21 of 22, scale 1:100 Drawing No.: 21
- 22 Perspective, Sheet 22 of 22, no scale Drawing No.: 22

7359 - PROPOSED ALTERATIONS AND ADDITIONS - SHOWROOM BUILDING (FMR)  
104-106 BEECHBORO ROAD SOUTH, BAYSWATER WA6053

Layout ID + Name	Drawing Name	Last Updated	Scale
1 Drawing List	DRAWING LIST	8/02/2023 10:47 AM	1:1.10
2 Location Plan	LOCATION PLAN	7/02/2023 11:42 AM	1:2000
3 Broader Site Plan	EXISTING SITE PLAN	7/02/2023 11:42 AM	1:1000
4 Existing Site Plan	EXISTING GROUND FLOOR PLAN	7/02/2023 11:42 AM	1:200
5 Existing Ground Floor Plan	EXISTING GROUND FLOOR PLAN	7/02/2023 11:42 AM	1:100
6 Existing Roof Plan	EXISTING ROOF PLAN	7/02/2023 11:42 AM	1:100
7 West Elevation	WEST ELEVATION	7/02/2023 11:43 AM	1:100
8 East Elevation	EAST ELEVATION	7/02/2023 11:43 AM	1:100
9 South Elevation	SOUTH ELEVATION	7/02/2023 11:35 AM	1:100
10 North Elevation	NORTH ELEVATION	7/02/2023 11:43 AM	1:100
11 Demolition Floor Plan	DEMOLITION FLOOR PLAN	7/02/2023 11:43 AM	1:100
12 Proposed Broader Site Plan	PROPOSED SITE PLAN	7/02/2023 11:43 AM	1:500
13 Proposed Ground Floor Plan	PROPOSED FLOOR PLAN	7/02/2023 11:43 AM	1:100
14 Proposed First Floor Plan	PROPOSED FIRST FLOOR ADDITION	7/02/2023 11:43 AM	1:100
15 Proposed Roof Plan	PROPOSED ROOF PLAN	7/02/2023 11:43 AM	1:100
16 Proposed West Elevation	PROPOSED WEST ELEVATION	7/02/2023 11:43 AM	1:100
17 Proposed East Elevation	PROPOSED EAST ELEVATION	7/02/2023 11:43 AM	1:100
18 Proposed South Elevation	PROPOSED SOUTH ELEVATION	7/02/2023 11:30 AM	1:100
19 Proposed North Elevation	PROPOSED NORTH ELEVATION	7/02/2023 11:43 AM	1:100
20 Proposed South Elevation - Factory Extension in Context	SOUTH ELEVATION	7/02/2023 11:35 AM	1:200
21 Section 01	SECTION	7/02/2023 11:43 AM	1:100
22 Perspective	Camera	7/02/2023 11:41 AM	



Beechboro

COUNCIL

PROJECT NUMBER

NOTES - GENERAL

G.1 DRAWINGS TO BE READ IN CONJUNCTION WITH ALL ARCHITECTURAL AND OTHER CONSULTANT DRAWINGS AND SPECIFICATIONS

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G.5 DRAWINGS TO BE READ IN CONJUNCTION WITH ALL SCHEDULES AND SPECIFICATIONS

104-106 Beechboro Rd South, Bayswater

Project No. 7359

Date: 07/02/2023

104-106 BEECHBORO ROAD SOUTH,  
BAYSWATER WA6053

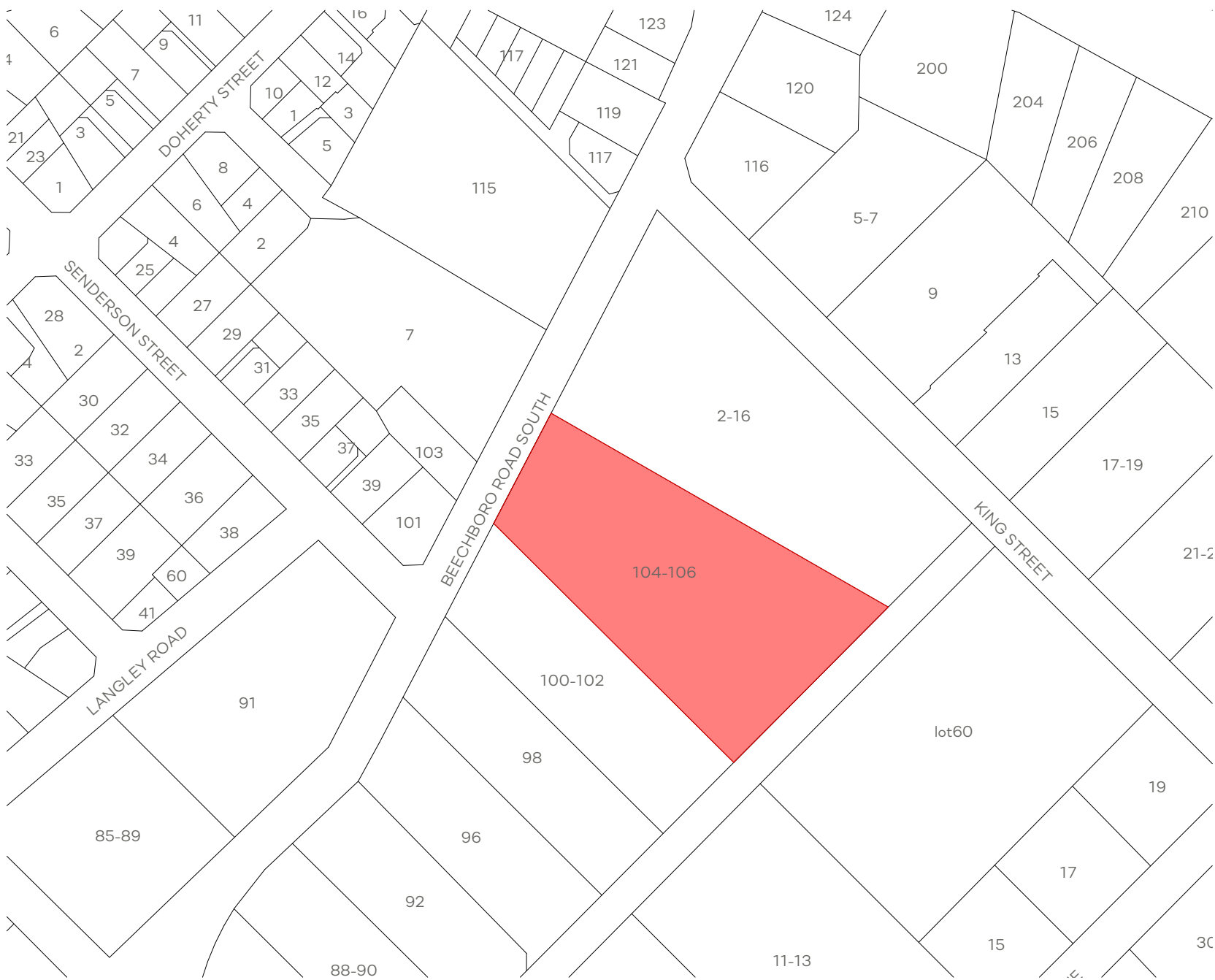
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2	Issue to Client - Draft Option 1: Mezzanine	24/01/23
3	Issue to Client - Draft Option 1: Mezzanine	02/02/23
3	Issue to Client - Proposed Alterations + Additions	07/02/23

DRAWINGS ARE NOT TO BE USED FOR CONSTRUCTION.

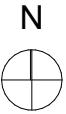
Drawing List

1

Scale : 1:1.10 @ A3



LOCATION PLAN  
1:2000



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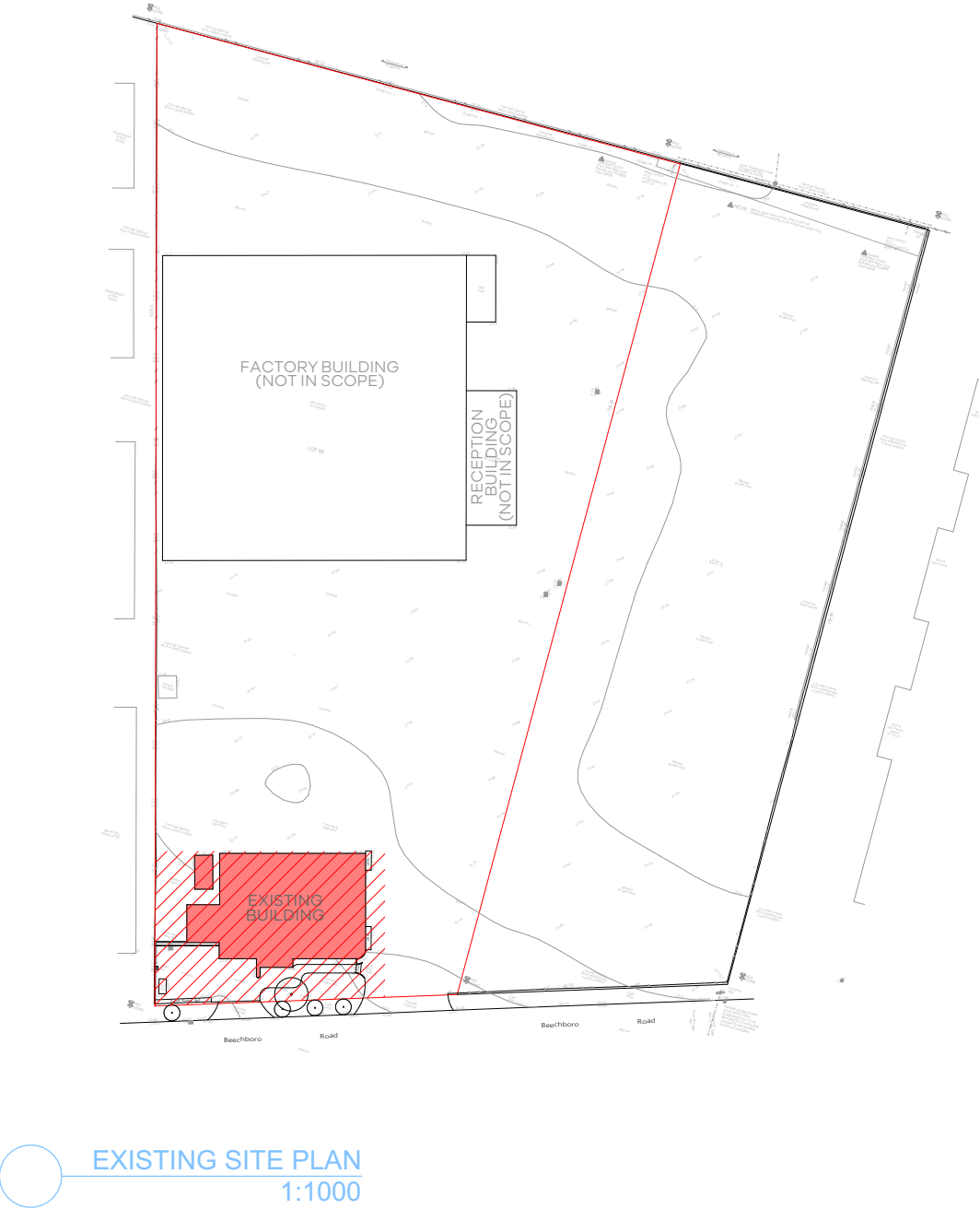


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Location Plan	
2	
Scale : 1:2000 @ A3	



- LEGEND:
- SUBJECT SITE ON BROADER LOT AREA
  - EXISTING BUILDINGS



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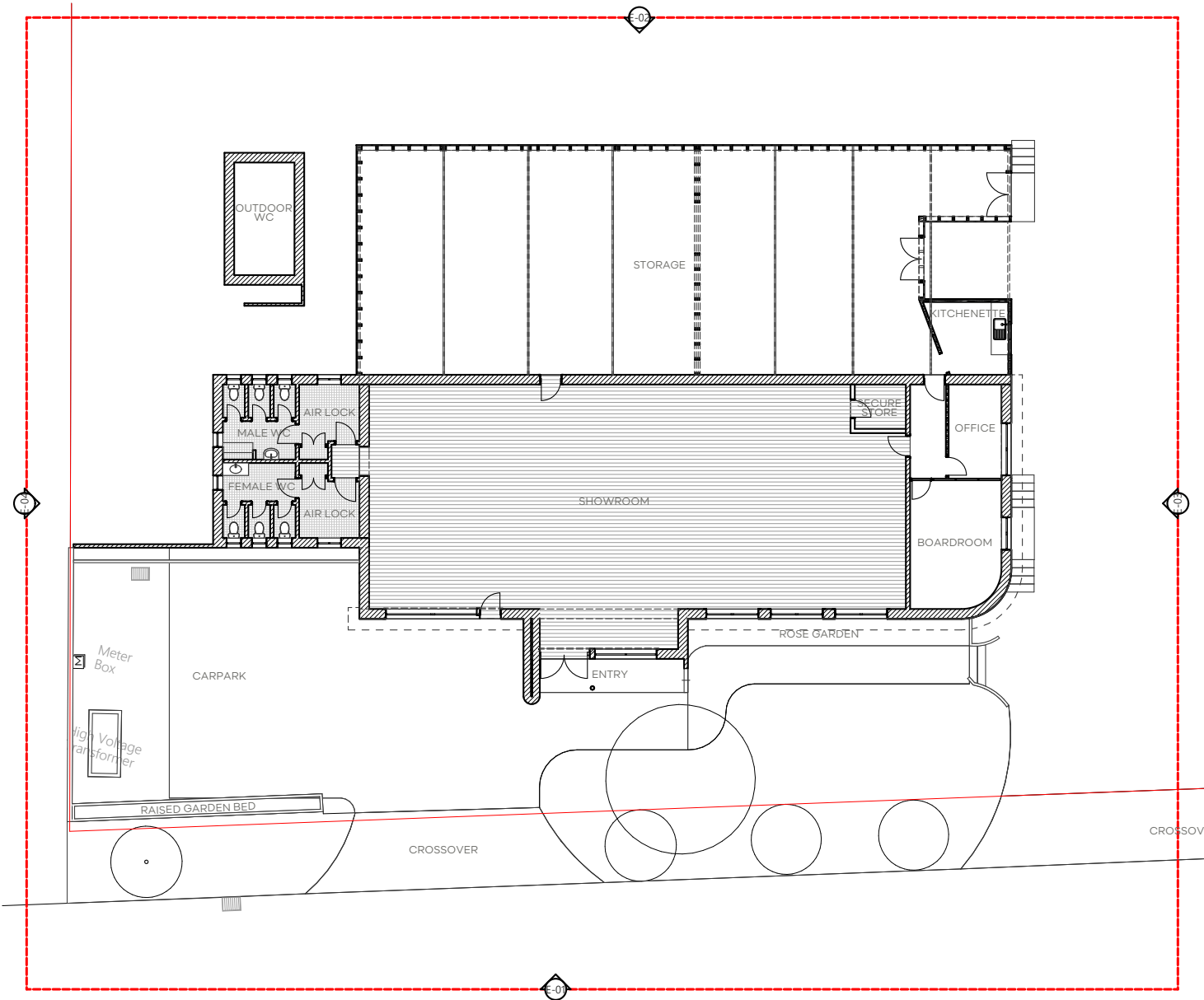
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Broader Site Plan	
3	
Scale : 1:1000 @ A3	





EXISTING GROUND FLOOR PLAN  
1:200



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011 440 0888  
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www.engineeringsolutions.co.za

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BAYSWATER WA6053

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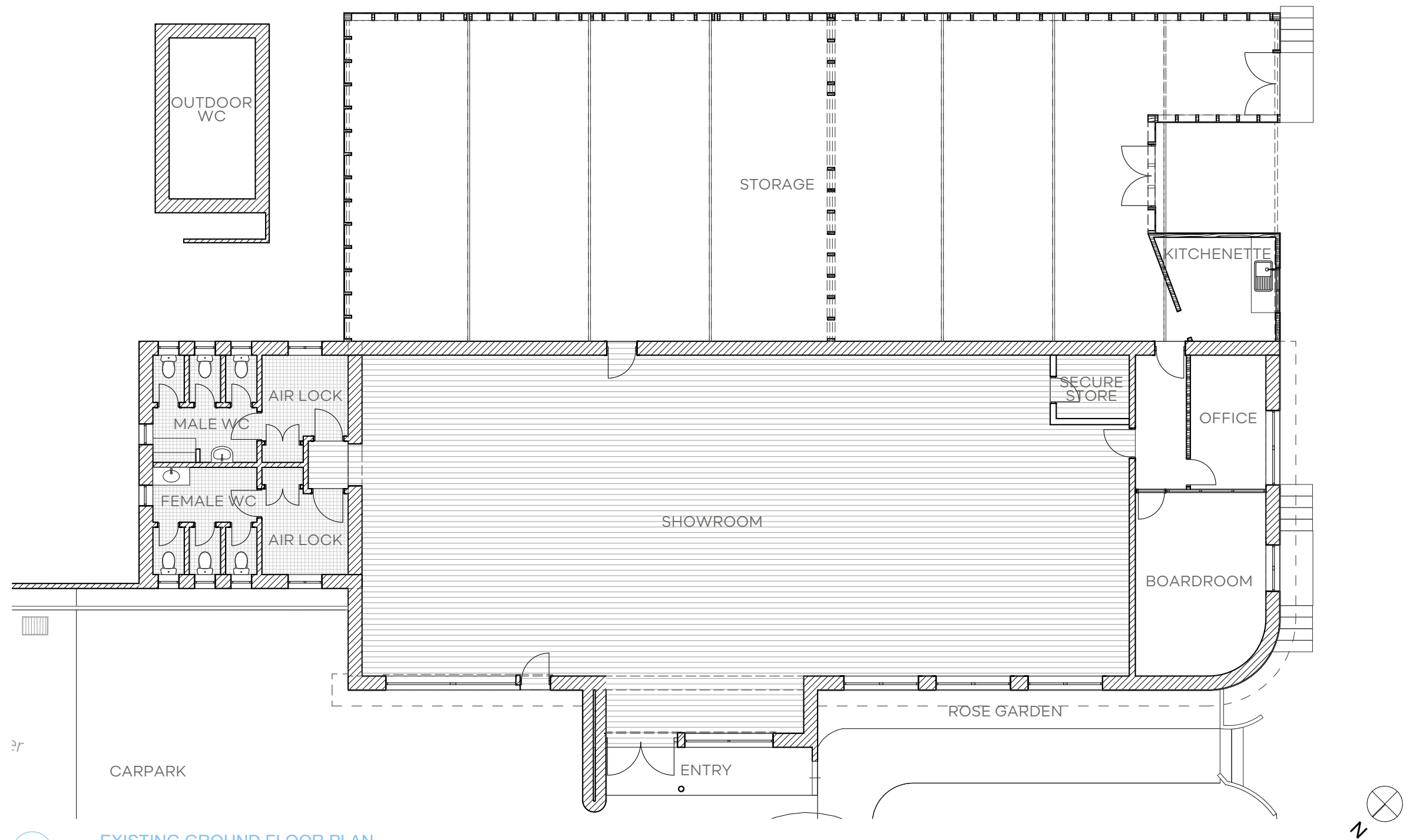


DRAWINGS ARE NOT TO BE USED FOR CONSTRUCTION.

Existing Site Plan

**4**

Scale : 1:200 @ A3



EXISTING GROUND FLOOR PLAN  
1:100



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BAYSWATER WA6053

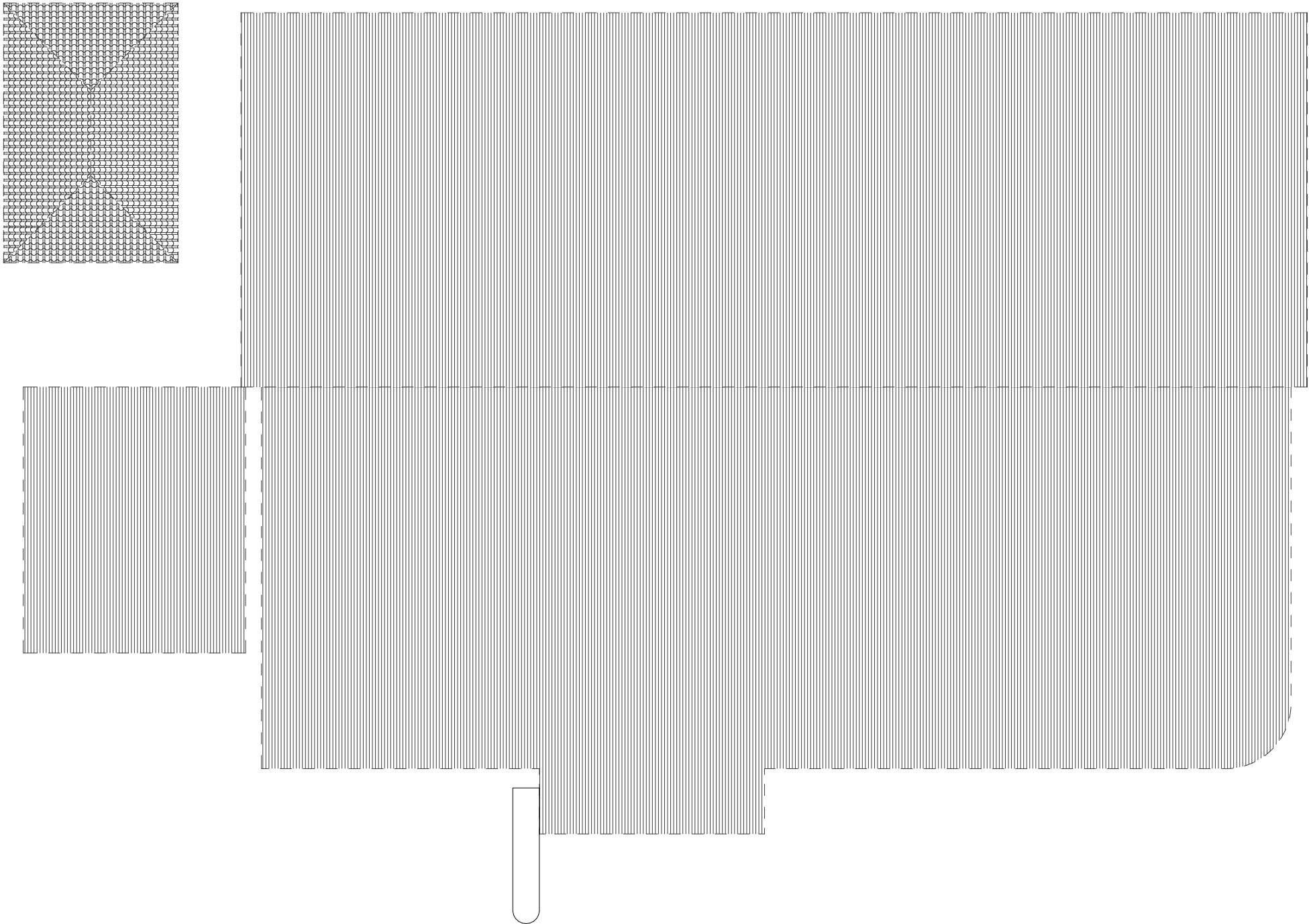
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Existing Ground Floor Plan

**5**

Scale : 1:100 @ A3



EXISTING ROOF PLAN  
1:100



**Engineering  
Solutions**  
(a/c/s) Pty Ltd

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PO Box 999, Bayswater WA 6053  
info@engsol.com.au  
www.engsol.com.au

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
7359

Date:

07/02/2023

104-106 BEECHBORO ROAD SOUTH,  
BAYSWATER WA6053

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Existing Roof Plan

6

Scale : 1:100 @ A3



E-01 WEST ELEVATION  
1:100



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104-106 Beechboro Rd South, Bayswater

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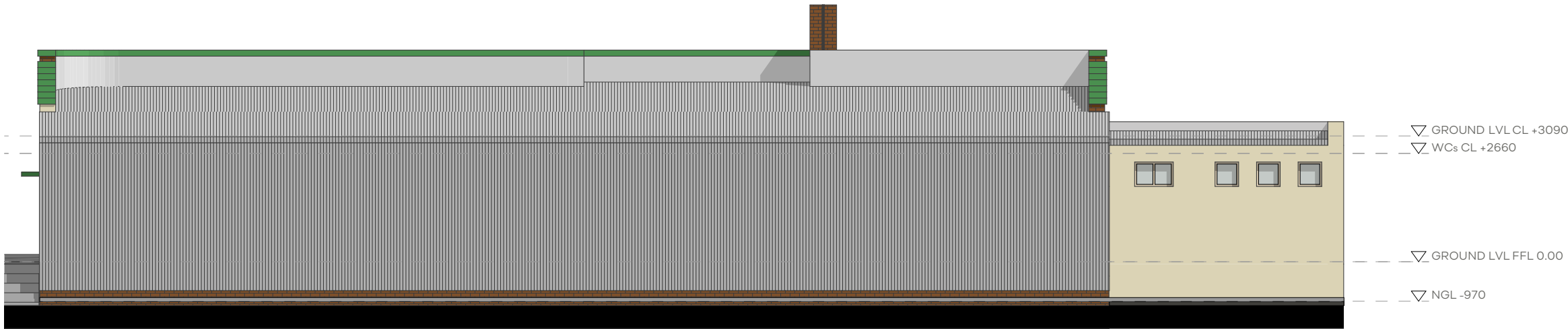
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West Elevation

7

Scale : 1:100 @ A3



E-02 EAST ELEVATION  
1:100



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BAYSWATER WA6053

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East Elevation

8

Scale : 1:100 @ A3



E-03 SOUTH ELEVATION  
1:100



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BAYSWATER WA6053

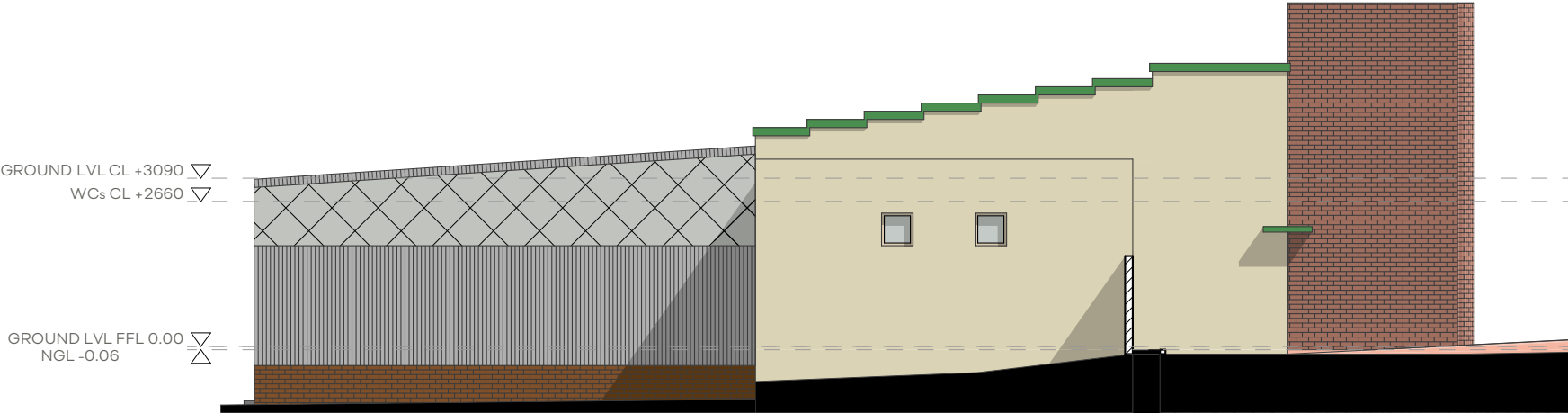
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South Elevation

9

Scale : 1:100 @ A3



E-04 NORTH ELEVATION  
1:100



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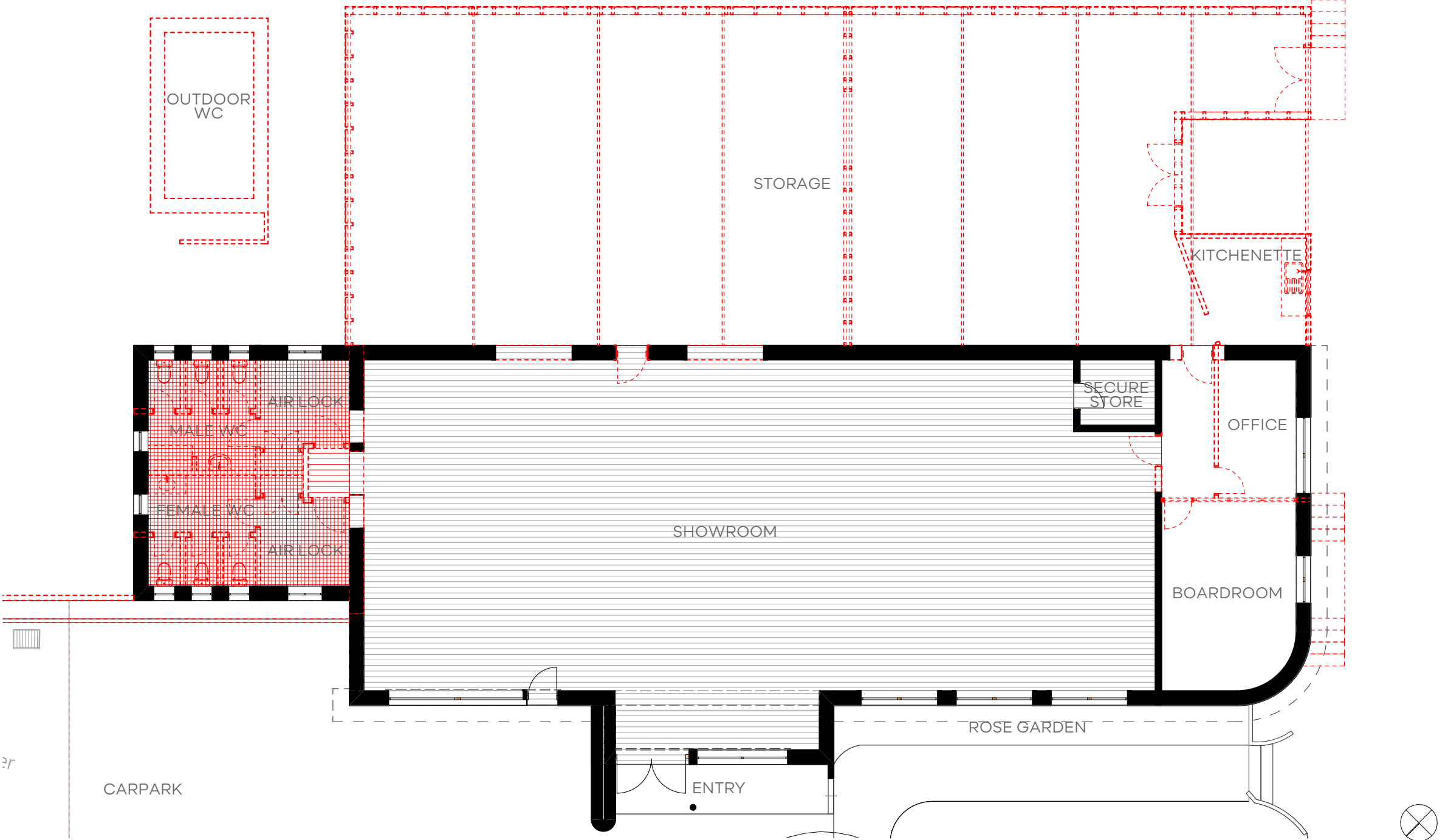
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3	Issue to Client - Proposed Alterations + Additions	07/02/23

DRAWINGS ARE NOT TO BE USED FOR CONSTRUCTION.

North Elevation
10
Scale : 1:100 @ A3



1. DEMOLITION FLOOR PLAN  
1:100

Approved  
10/01/2023  
(on file)

1. 0402 0000 000  
2. 0402 0000 000  
3. 0402 0000 000  
4. 0402 0000 000

NOTES - GENERAL

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104-106 Beechboro Rd South, Bayswater

Project No. 7359 Date: 07/02/2023

104-106 BEECHBORO ROAD SOUTH,  
BAYSWATER WA6053

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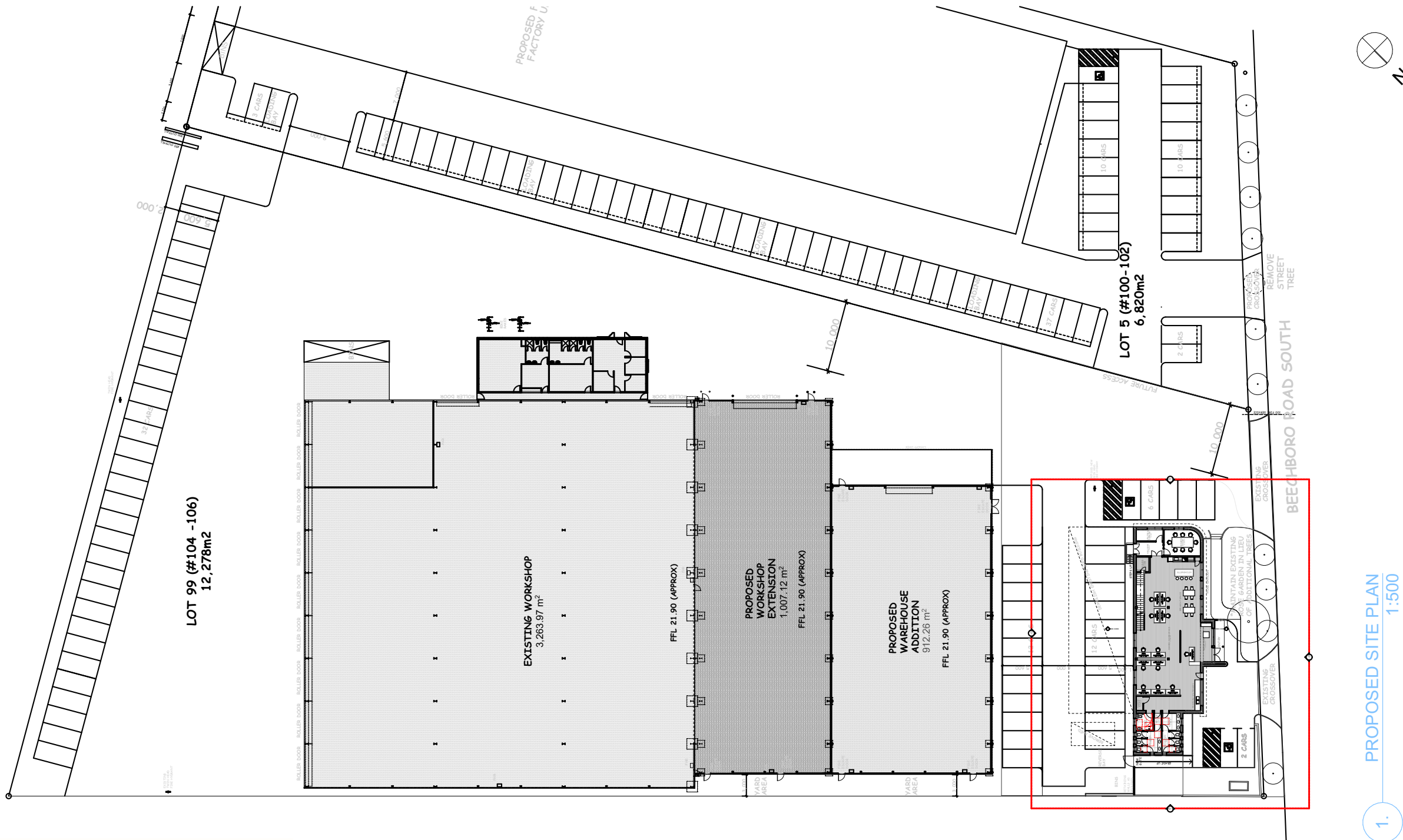
DRAWINGS ARE NOT TO BE USED FOR CONSTRUCTION.

Demolition Floor Plan

11

Scale : 1:100 @ A3





1. PROPOSED SITE PLAN  
1:500

DRAWINGS ARE NOT TO BE USED FOR CONSTRUCTION.

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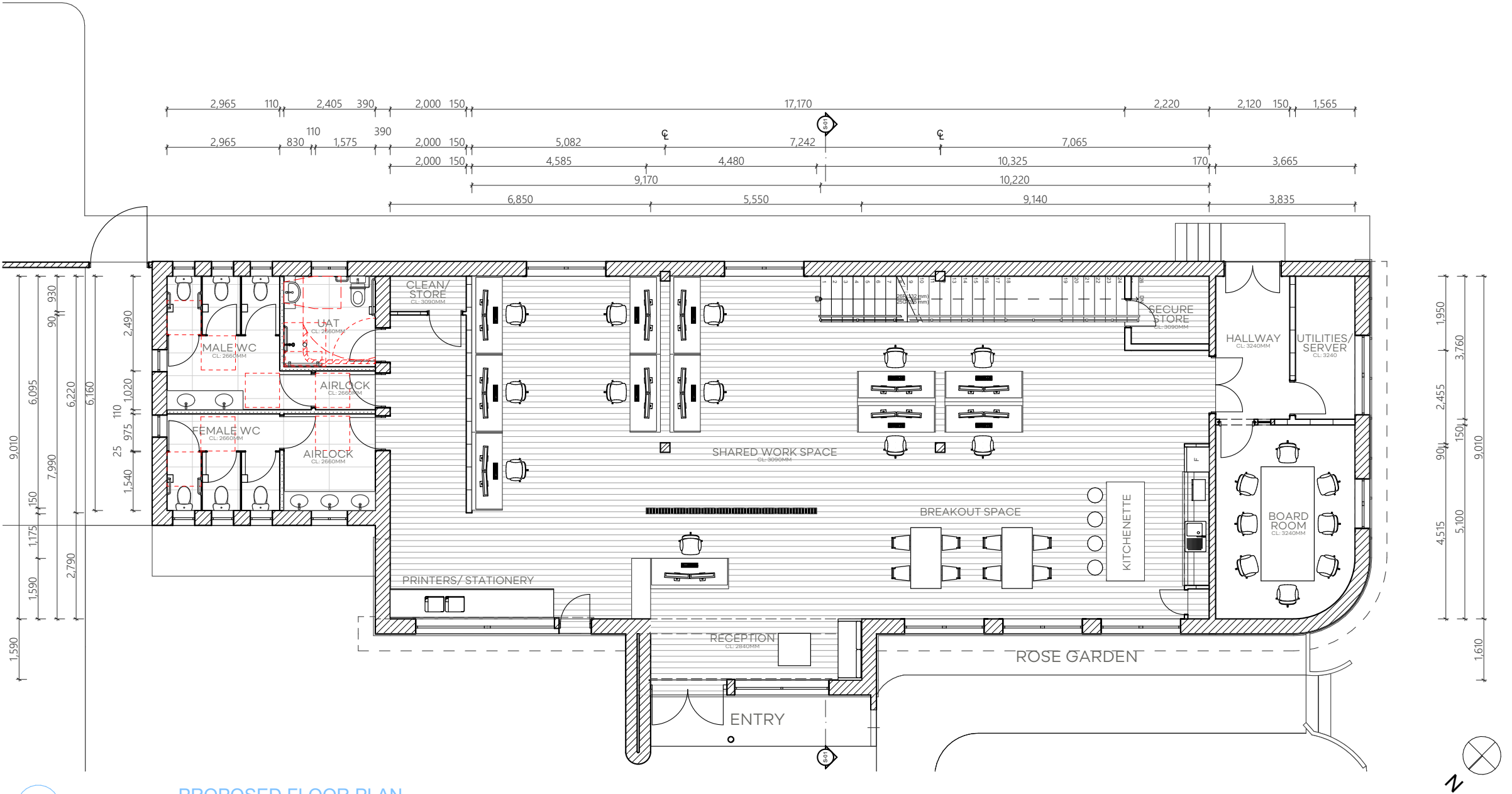
104-106 Beechboro Rd South, Bayswater  
Project No. 7359 Date: 07/02/2023  
104-106 BEECHBORO ROAD SOUTH,  
BAYSWATER WA6053

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Proposed Broader Site Plan

12

Scale : 1:500 @ A3



1. PROPOSED FLOOR PLAN  
1:100

Approved  
10/01/2023  
(Signature)

1. G401 0000 000  
2. PG 000 000 000 000 000  
3. 0000 000 000 000 000 000  
4. 0000 000 000 000 000 000

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104-106 BEECHBORO ROAD SOUTH,  
BAYSWATER WA6053

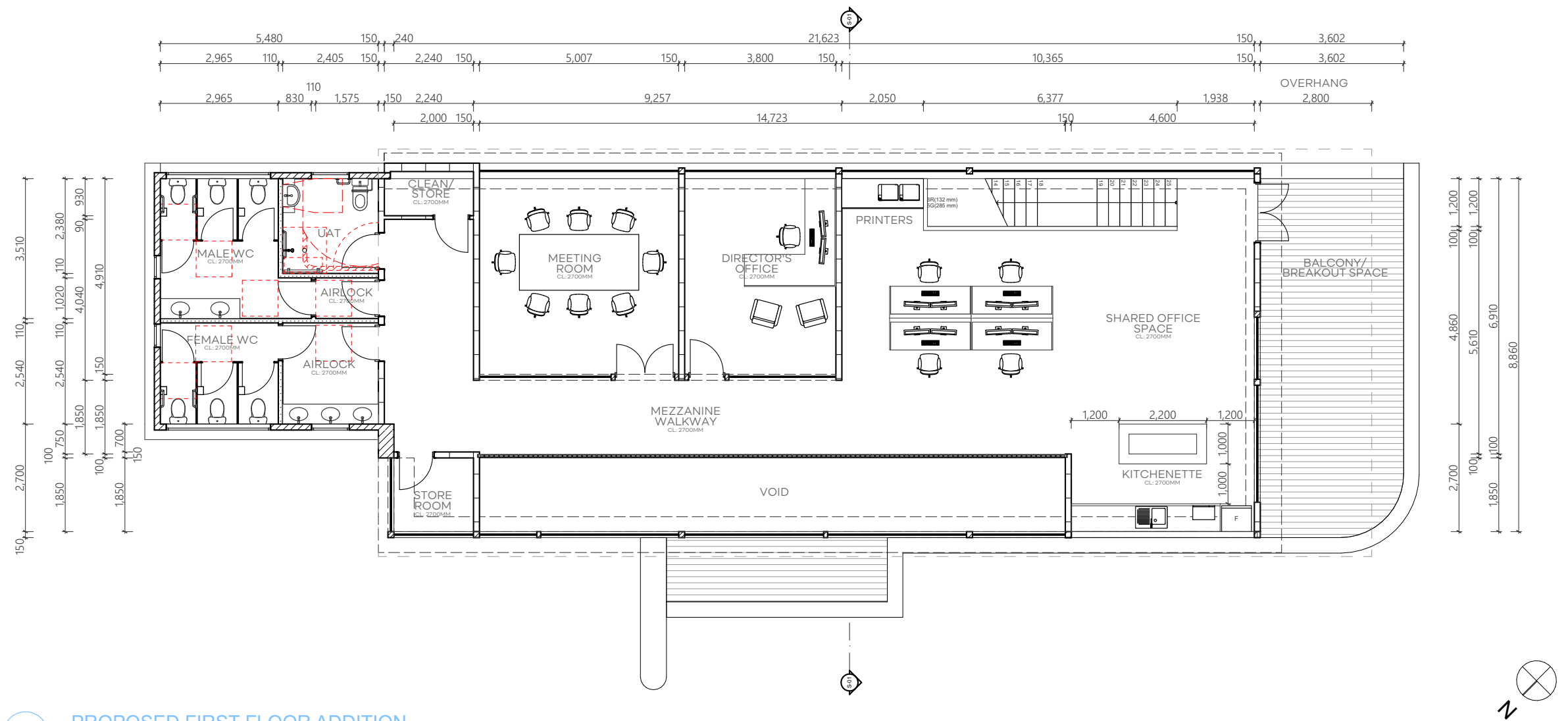
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Proposed Ground Floor Plan

13

Scale : 1:100 @ A3



3. PROPOSED FIRST FLOOR ADDITION  
1:100



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104-106 Beechboro Rd South, Bayswater

Project No. 7359 Date: 07/02/2023

104-106 BEECHBORO ROAD SOUTH,  
BAYSWATER WA6053

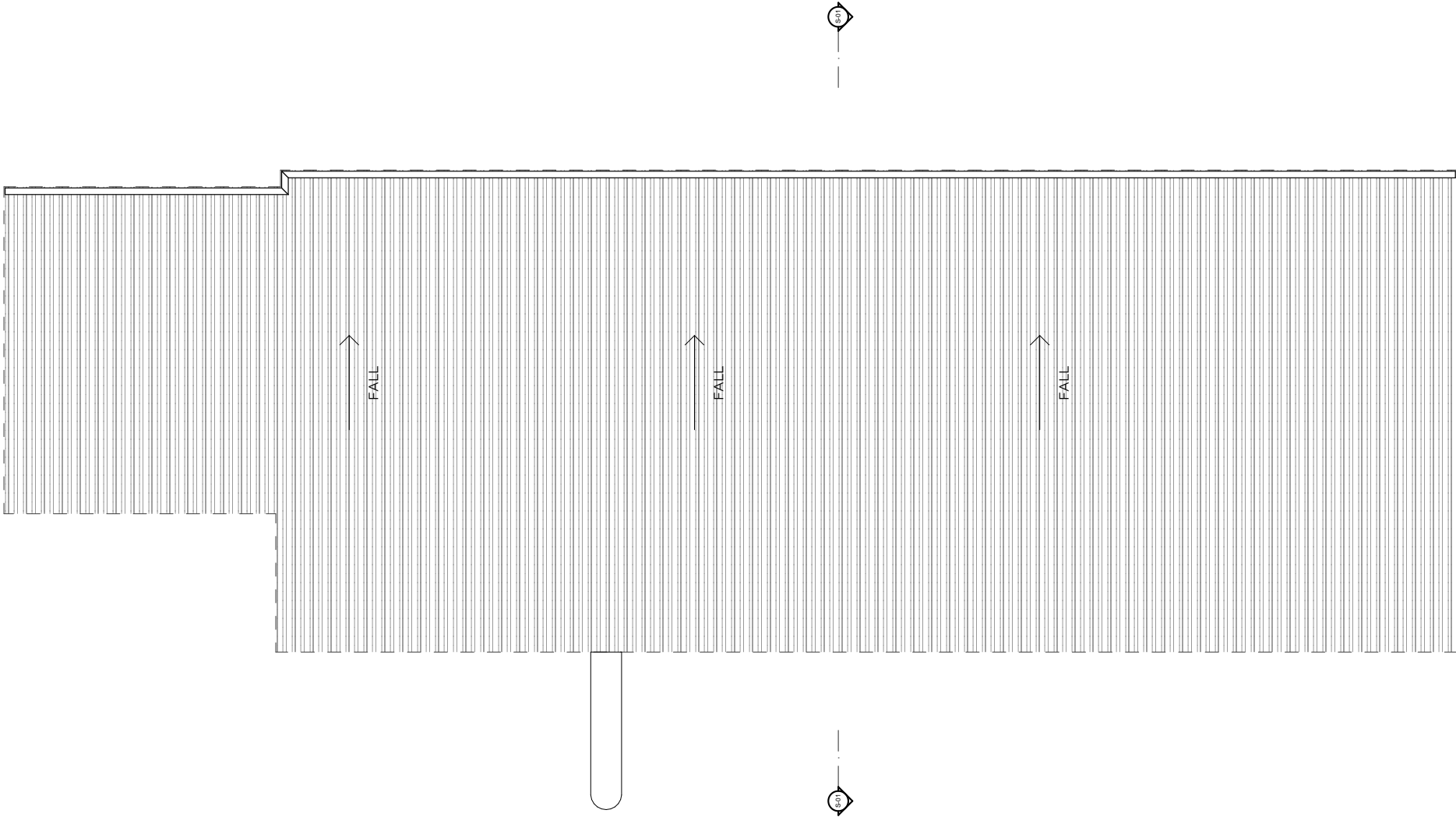
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DRAWINGS ARE NOT TO BE USED FOR CONSTRUCTION.

Proposed First Floor Plan

14

Scale : 1:100 @ A3



5.

PROPOSED ROOF PLAN  
1:100

**Approved**  
**10/01/23**  
**(initials)**

**10/01/23**  
**10/01/23**  
**10/01/23**

**NOTES - GENERAL**

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104-106 BEECHBORO ROAD SOUTH,  
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Proposed Roof Plan

**15**

Scale : 1:100 @ A3



E-01 PROPOSED WEST ELEVATION  
1:100



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Project No. 7359 Date: 07/02/2023

104-106 BEECHBORO ROAD SOUTH,  
BAYSWATER WA6053

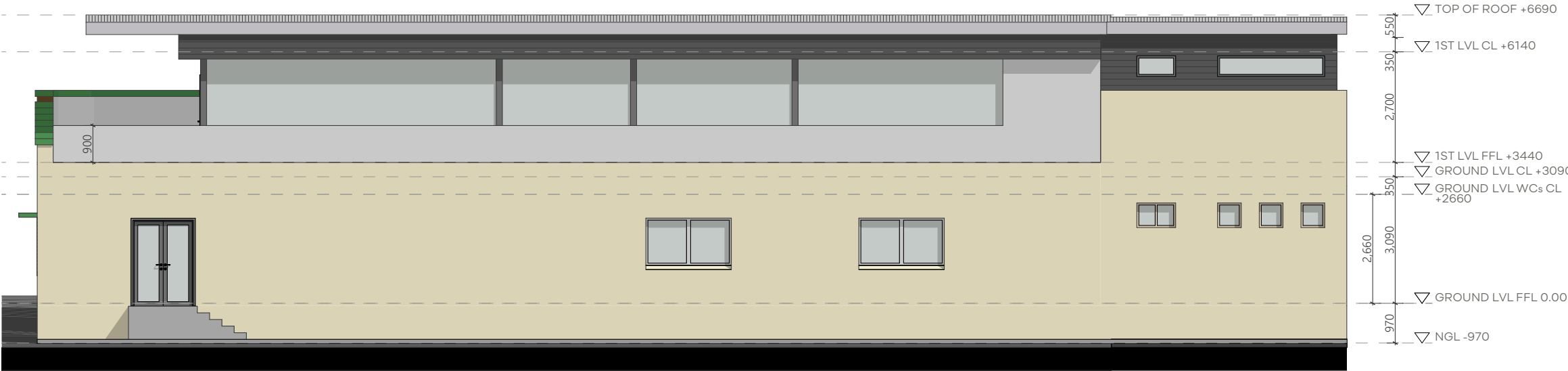
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Proposed West Elevation

16

Scale : 1:100 @ A3



E-02 PROPOSED EAST ELEVATION  
1:100



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Proposed East Elevation
17
Scale : 1:100 @ A3



E-03 PROPOSED SOUTH ELEVATION  
1:100



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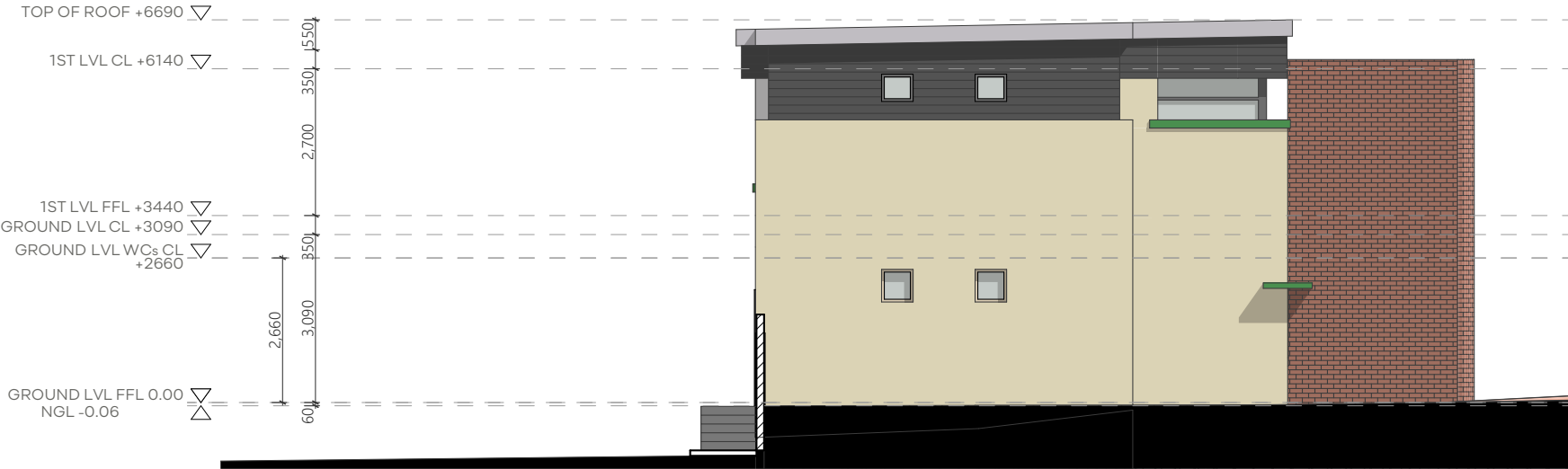
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Proposed South Elevation

18

Scale : 1:100 @ A3



E-04 PROPOSED NORTH ELEVATION  
1:100



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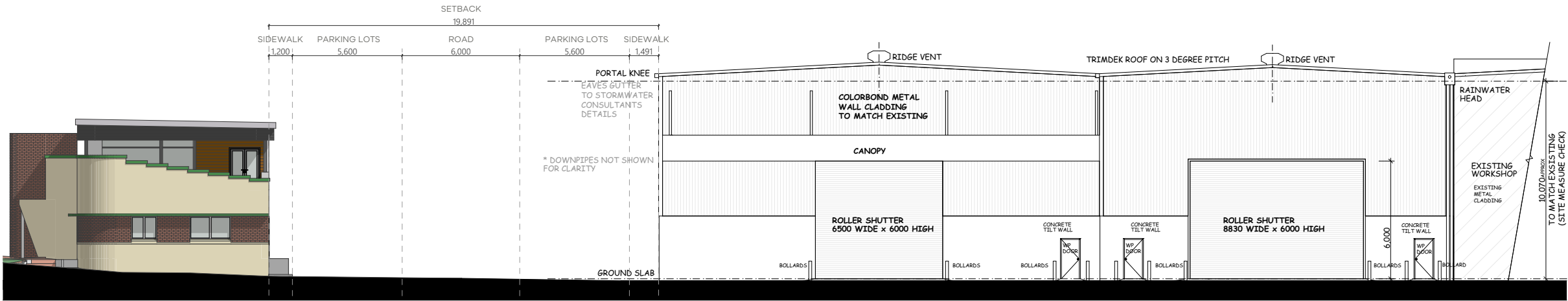
104-106 BEECHBORO ROAD SOUTH,  
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Proposed North Elevation
19
Scale : 1:100 @ A3





E-03 SOUTH ELEVATION  
1:200



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architects

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Proposed South Elevation - Factory  
Extension in Context

20

Scale : 1:200 @ A3



S-01 SECTION  
1:100



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Section 01

21

Scale : 1:100 @ A3



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w [stephencarrickarchitects.com.au](http://stephencarrickarchitects.com.au)

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Perspective

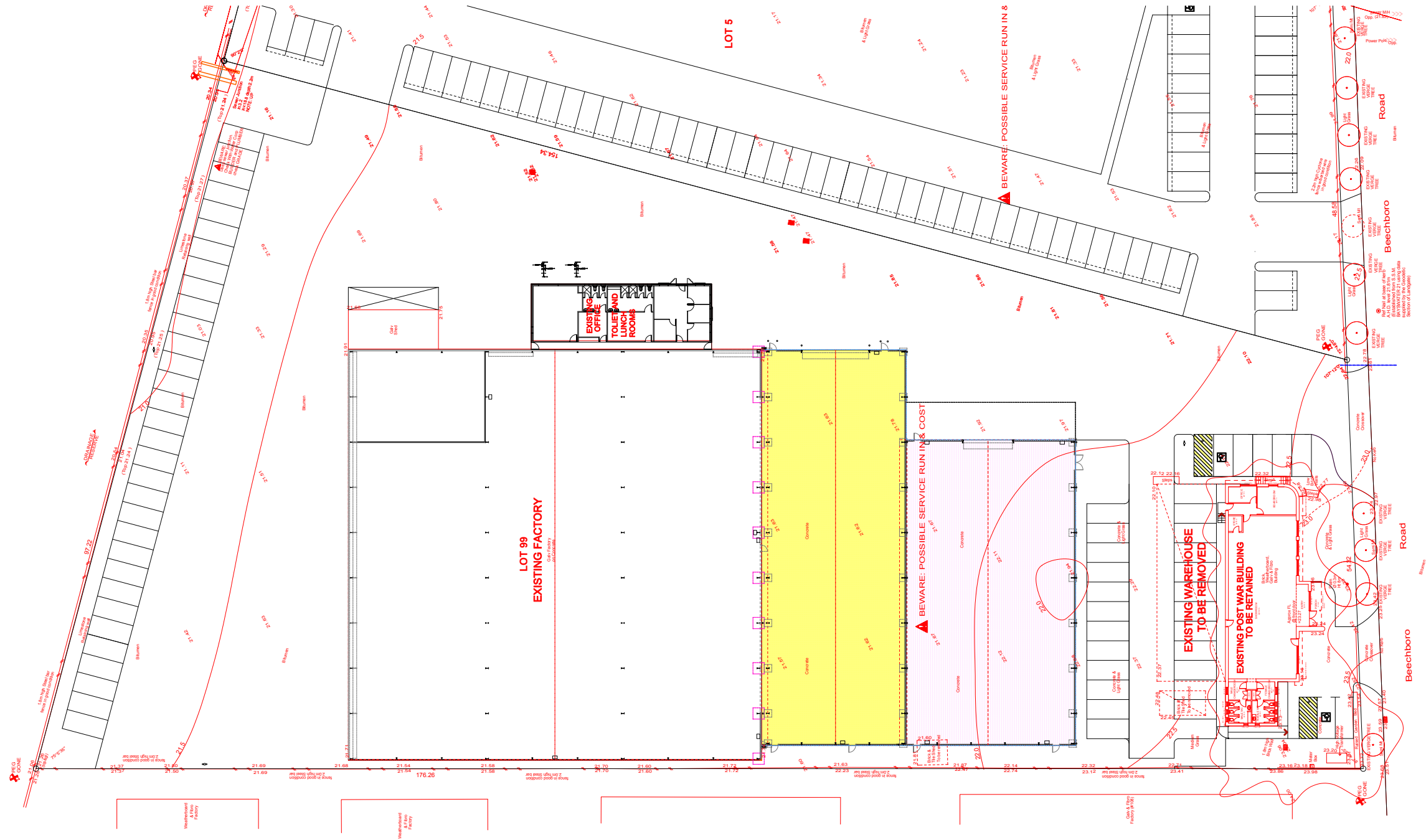
22

Scale : @ A3

The following drawings were prepared by Sam Butto and Associates Design Consultants for Urbanista on 1 December 2022 and illustrate the proposal to the existing Factory Building to the rear of the lot:


- 01 Revised DA Drawings Rev 4, Site with Survey, Sheet 1 of 5, scale 1:500 Drawing No.: A-01
- 02 Revised DA Drawings Rev 4, Site Plan, Sheet 2 of 5, scale 1:500 Drawing No.: A-02
- 03 Revised DA Drawings Rev 4, Floor Plan, Sheet 3 of 5, scale 1:300 Drawing No.: A-03
- 04 Revised DA Drawings Rev 4, Roof Plan, Sheet 4 of 5, scale 1:200 Drawing No.: A-04
- 05 Revised DA Drawings Rev 4, Elevations, Sheet 5 of 5, scale 1:200 Drawing No.: A-05

01 SITE WITH SURVEY

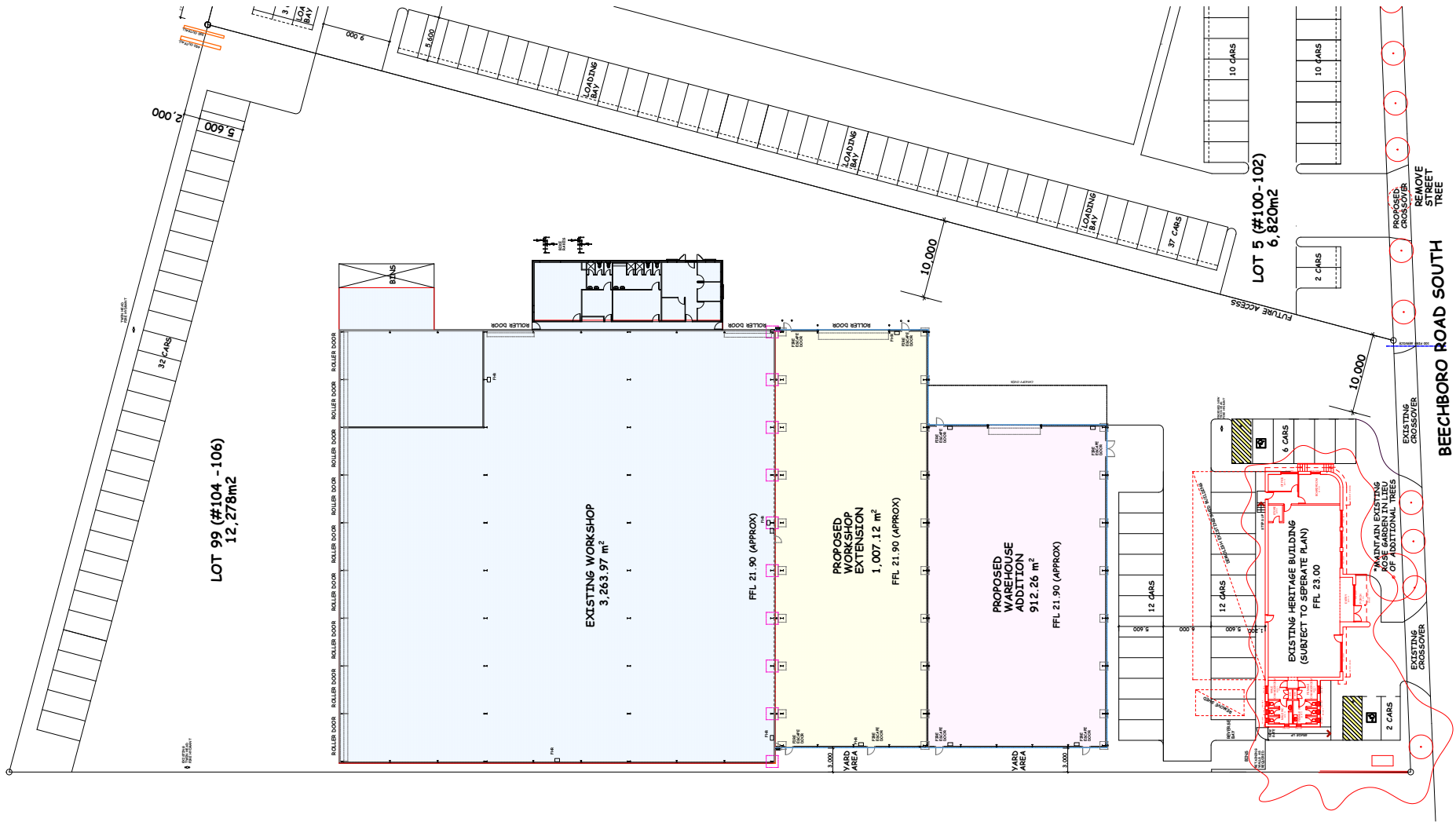


SITE WITH SURVEY  
1 : 500

REVISED DA DRAWINGS REV.4 01-12-2022


 <b>SAM BUTTO &amp; ASSOCIATES</b> DESIGN CONSULTANTS 55 DOUGLAS AVE. SOUTH PERTH W.A. 6151 MOB: +61 418 941 764. EMAIL:sambutto@gmail.com	REV.	DESCRIPTION.	DATE
	PROJECT PROPOSED ADDITIONS LOT 99 BEECHBORO RD. SOUTH BAYSWATER		SHEET No. A-01
	DATE OCT. 2022	DRAWN SB	SCALE AS SHOWN

02 SITE PLAN




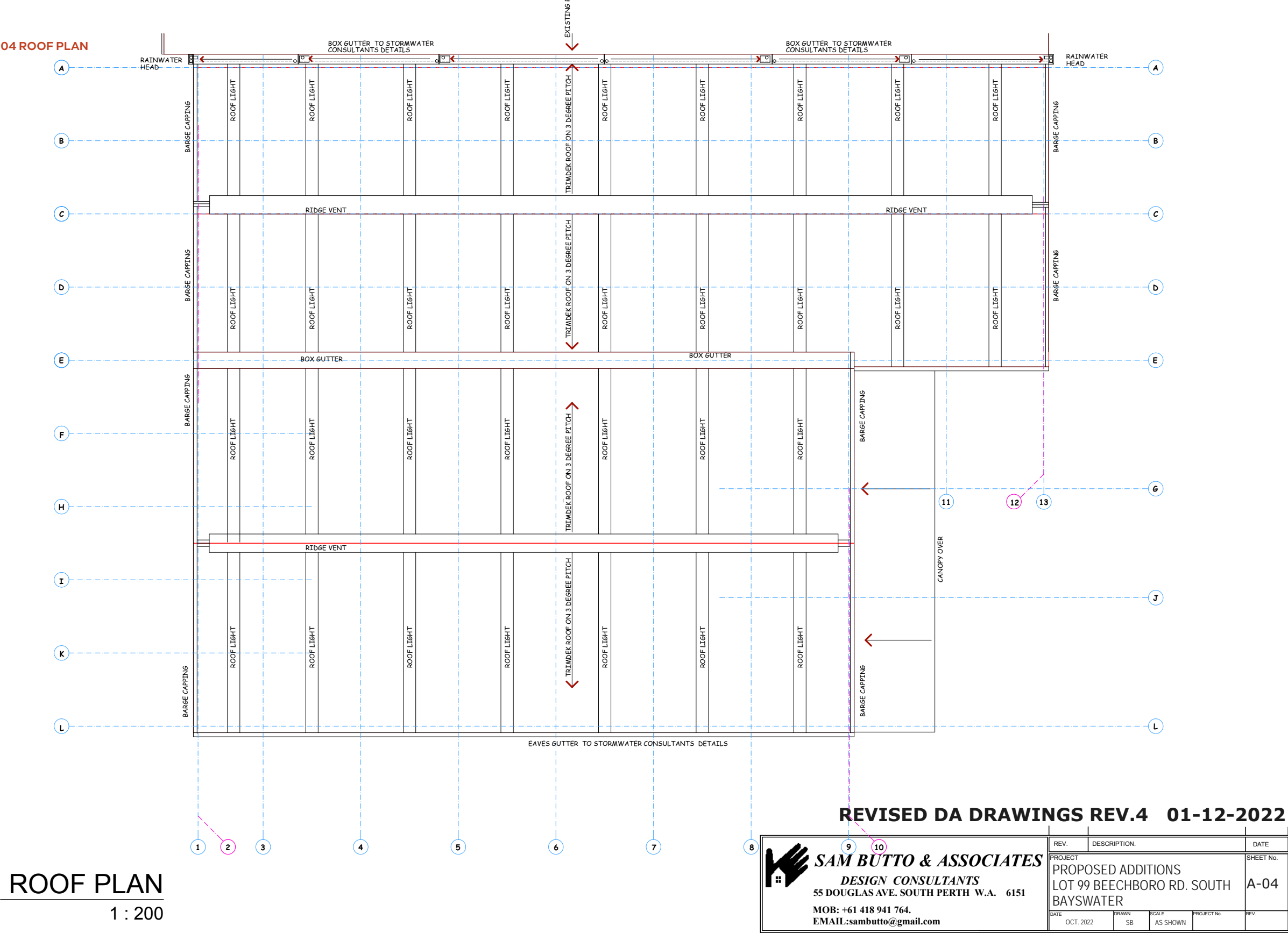
SITE PLAN  
1 : 500

REVISED DA DRAWINGS REV.4 01-12-2022

 <b>SAM BUTTO &amp; ASSOCIATES</b> <i>DESIGN CONSULTANTS</i> 55 DOUGLAS AVE. SOUTH PERTH W.A. 6151 MOB: +61 418 941 764. EMAIL:sambutto@gmail.com	REV.	DESCRIPTION.	DATE
	PROJECT	PROPOSED ADDITIONS LOT 99 BEECHBORO RD. SOUTH BAYSWATER	SHEET No. A-02
	DATE OCT. 2022	DRAWN SB	SCALE AS SHOWN

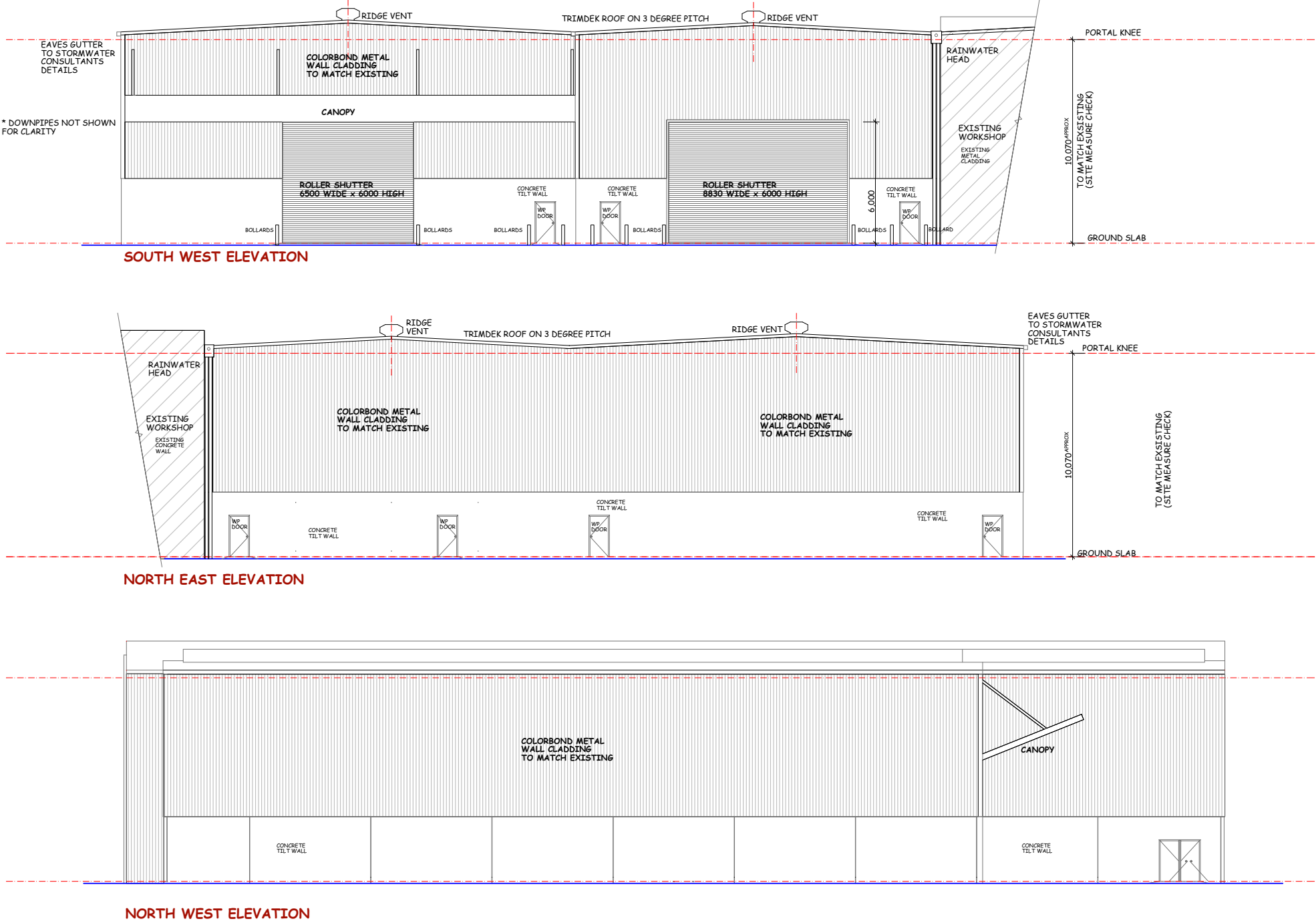
[illegible]

	<b>SAM BUTTO &amp; ASSOCIATES</b>				<b>REV.</b>	<b>DESCRIPTION.</b>	<b>DATE</b>	
	<b>DESIGN CONSULTANTS</b> 55 DOUGLAS AVE. SOUTH PERTH W.A. 6151  MOB: +61 418 941 764. EMAIL: <a href="mailto:sambutto@gmail.com">sambutto@gmail.com</a>				<b>PROJECT</b> PROPOSED ADDITIONS LOT 99 BEECHBORO RD. SOUTH BAYSWATER		<b>SHEET No.</b>	
					<b>A-03</b>			
				<b>DATE</b>	<b>BY</b>	<b>SCALE</b>	<b>PROJECT No.</b>	<b>REV.</b>
				OCT. 2022	SB	AS SHOWN		






05 ELEVATIONS



ELEVATIONS  
1 : 200

REVISED DA DRAWINGS REV.4 01-12-2022

 <b>SAM BUTTO &amp; ASSOCIATES</b> DESIGN CONSULTANTS 55 DOUGLAS AVE. SOUTH PERTH W.A. 6151 MOB: +61 418 941 764. EMAIL:sambutto@gmail.com	REV.	DESCRIPTION.	DATE
	PROJECT	PROPOSED ADDITIONS LOT 99 BEECHBORO RD. SOUTH BAYSWATER	SHEET No. A-05
	DATE OCT. 2022	DRAWN SB	SCALE AS SHOWN

## 7

## ASSESSMENT OF HERITAGE IMPACT

The purpose of this section is to assess:

- How the proposal for Lombardi Engineering Works (fmr) will impact on the cultural heritage values of the place?
- What measures are proposed to ameliorate any adverse impacts of the proposed development?
- Will the proposed development result in any heritage conservation benefits that might offset any adverse impacts?

The impact has been assessed against the following criteria and documents:

- Cultural Heritage Values
- Design Criteria

The Lombardi Engineering Works (fmr), located at 104-106 Beechboro Road South, Bayswater. Located on site are a single storey former showroom building and a large volume factory building. It is noted on the City of Bayswater Local Heritage Survey 2020 place record form that the Lombardi Engineering Works (fmr) specifically refers to the single storey former showroom building and not the large scale factory building.

Whilst this Heritage Impact Statement acknowledges all the works proposed to the existing place, including works to the former showroom building and factory building, the report solely focuses on assessing the impact of the proposed on the cultural heritage values of the single storey former showroom building.

## 7.1 CULTURAL HERITAGE VALUES

The Statement of Significance is extracted from the City of Bayswater Local Heritage Survey 2020 place record form for the 'Lombardi Engineering Works, Bayswater' Place No.: 7.

These statements are listed below with a comment on the assessment of heritage impact for the relevant statements.

1. The place has aesthetic value as a good intact example of Post War style executed in brick.

Comment:

The single storey former showroom building is a face brick and rendered construction. It

was built in c.1951 Post War but displays the characteristics of the Inter War Functionalist style of architecture such as asymmetrical massing; simple geometric shapes; parapet wall concealing the roof behind; rounded corner and decorative emphasis provided by parallel line motifs. The building presents with very strong horizontal lines.

The proposal for Lombardi Engineering Works (fmr) building intends to retain the predominant features of the Inter War Functionalist style of architecture. The first floor is setback from the west and south elevations. It has a low profile roof that reinforces the horizontal lines of the existing building. It is noted that the storage area attached to the rear of the building and the outdoor brick and tile former toilet block are to be removed. These items are of low significance and do not positively contribute to the aesthetic architectural values of the place.

The assessment of heritage impact on this cultural heritage value is considered low.

2. The place has value as a landmark in the street since the early 1950s for its continuity of function and its unusually style and details.

Comment:

The former showroom building is not currently in use. The proposal intends to reactivate the place by introducing a commercial office with an industrial aesthetic that will encourage the ongoing use of the place. The addition of the first floor is intended to accommodate an increase in office capacity that will support a growing workforce.

The intended use of the building is compatible with its original use as a showroom building. It intends to reinvigorate the building by updating sanitary facilities and reinstating a suitable and practical workplace. This is considered to be a desirable outcome for the place and is deemed acceptable on heritage grounds.

The proposal for the demolition to the storage area the outdoor toilet block is contained to the rear of the former showroom building. The removal of these structures will not be

visible from the street and does not propose any alterations to the building's frontage and landmark value.

The assessment of heritage impact on this cultural heritage value is considered low.

3. The place has historic value for its association with the development of this portion of Bayswater for industrial uses.

Comment:

The proposed development for 104-106 Beechboro Road will reinforce and support the use of the site for industrial purposes.

The assessment of heritage impact on this cultural heritage value is considered low.

4. The place has social value for the many people who have worked at the premises.

Comment:

The proposal intends to retain the former showroom building that will still act as a reminder to the people that worked on the site previously.

The assessment of heritage impact on this cultural heritage value is considered low.

## 7.2 DESIGN CRITERIA

To achieve a successful development that is compatible with an area or place of cultural heritage significance the following design criteria must be appropriate:

- Character;
- Scale;
- Form;
- Siting;
- Materials and colour; and
- Detailing.

These criteria are defined below and a comment on the proposal for the Lombardi Engineering Works (fmr) against the criteria is provided.

1. Character:  
Historic character conveys a sense of continuity with the past. Contributing factors include:
  - Landform
  - Date and style of buildings
  - Scale and form
  - Setbacks

Comment:

The historic character of the place at 104-106 Beechboro Road contributes to the broader cultural heritage values of this portion of Bayswater for industrial uses.

Although built in c.1951, the predominant character relates to the Inter War Functionalist style of architecture. As the existing building is being retained its contribution to the historic character of the area will remain.

At present, the broader site does not have established car parking bays or pedestrian walkways. The proposal for car parking to the immediate areas of the former showroom building and broader site appears to designate spaces for formal parking and safe pedestrian access through the site. The proposed car parking bays are predominantly located off to the side and rear of the existing significant fabric. The allocated car parking bays to the front of the site do not obstruct the views to the former showroom building.

A landscaping plan to the front of the building needs to be developed. Further details to provide clarity on the landscape treatment is to be provided. The landscape plan should soften the impact of the hard paving to the front of the building and throughout the site. Planting, referencing the post war period, should be considered for the Beechboro Road South elevation.

The existing streetscape will remain the dominant character and therefore, the impact of the proposal is considered low.

2. Scale:  
The scale of building is its size in relation to surrounding buildings or landscape. New design should recognise the predominant scale; including height; bulk; density and grain of the setting and then respond sympathetically.

Comment:

The existing scale of the former showroom building is single storey. The predominant scale in the street is a combination of low to medium rise industrial, commercial and residential developments.

The first floor addition to the former showroom building will increase the overall height of the original building along Beechboro Road South.

The proposed first floor addition is setback from the existing parapet wall of the former showroom building. This setback ensures that the parapet wall of the showroom building remains unchanged and still clearly visible from Beechboro Road South.

The former showroom building still maintains its presence and positioning to Beechboro Road South. Therefore, the impact of the first floor addition to the former showroom building is considered to be acceptable.

The topography to the rear of the former showroom building is lower than the finish floor level. This assists with minimising the impact of the industrial scale and form of the new workshop extension and warehouse addition to the factory building. This assessment of impact is considered acceptable.

3. Form:  
The form of a building is its overall shape and volume and the arrangement of its parts. New design should be sympathetic with the predominant form of its neighbours.

Comment:

The existing building is being retained therefore, the form of the building is still clearly evident. It is noted that demolition is contained to the rear storage area and outdoor former toilet block. The demolition of the storage area and former toilet block will not alter the existing form of the landmark building and is therefore considered to be acceptable.

The former showroom building has a strong horizontal rectilinear form with asymmetrical massing and geometric shapes. These architectural features are being maintained with the first floor addition design showing an appropriate level of restraint in its overall shape, volume and arrangement.

The first floor addition adopts a simple horizontal form and lightweight skillion roof. This design does not compete with the asymmetrical massing and geometric shapes of the former showroom building below.

The first floor addition to the former showroom building proposes an outdoor area to the south elevation. This design ensures that the external wall of the first floor addition is set well back from the rounded corner of the original building. This allows the form of the rounded corner to be clearly expressed and

ensures that the stepped parapet wall to the south is retained.

As the parapet wall of the existing former showroom building is to be retained, the first floor addition is partially visible from street level.

Due to the retention of the existing parapet wall and setback from the south elevation the impact of the upper level addition on the existing form of the building is considered to be low and acceptable.

The additions to the factory building is contained to the rear of the site and will not be prominent in the streetscape with only partial views to the workshop extension and warehouse addition from Beechboro Road South.

The assessment of heritage impact on this cultural heritage value is considered low.

4. Siting  
New buildings in a valued historic context should add sympathetically to the local streetscape and the grain of the area. The qualities of the streetscape can be reinforced by conforming to existing front and side setbacks and the general location of new buildings on site and the complementary treatment of street edges.

Comments:

The former showroom building has a narrow setback from the street and is therefore, prominent as a landmark on the street. The building reflects the Beechboro Road South alignment. The siting is not being altered as part of the proposal as the building is being retained. The proposal for a new concrete and steel construction comprising a workshop extension and warehouse addition are located to the rear of the site and are partially visible from the street. As the siting of the main building is not being altered; additions are contained to the rear; and the topography of the area to the rear is lower it is considered that there is minimal impact on the cultural heritage values of the place.

The designation of 56 car parking bays to the site will assist in formalising areas for vehicular access and parking. This is considered to have a positive impact on the cultural heritage values of the place.

5. Materials and Colour

Within a locality of consistent character there are usually predominant building materials, textures and ranges of colour, particularly in detail and decoration. Good infill buildings should recognise characteristic materials, textures and colours used locally and in adjacent buildings. These should be re-interpreted and incorporated as part of the new building.

Comments:

Existing materials to the building include painted rendered walls, painted rendered parapet, rock face brick and aluminium framed windows. The existing colours are cream for the walls with green accent to edge details to the eyebrow awning and parapet wall above.

The proposal retains the existing materials of the former showroom building.

The upper level addition to the existing former showroom building reflects the use of modern materials such as glass and steel. In combination with its simple form, the proposal suggests the use of modern materials and warm and neutral colours. This material palette shows an appropriate level of restraint and is considered to be sympathetic to the cultural heritage value of the place and is acceptable.

The materials also assist in differentiating the contemporary first floor addition from the existing building.

Further clarification on the type of colour schemes and material palette should be provided to confirm this prior to Building Permit stage. Paint scrapes will help to inform the colours.

Colourbond metal cladding and concrete tilt walls are proposed to the addition of a new concrete and steel construction comprising of a workshop extension and warehouse addition that is setback approximately 19.8m from the former showroom building.

The proposed materials to the workshop extension and warehouse addition are considered acceptable as they are consistent with the material palette of the existing factory building to the rear of the site.

The assessment of heritage impact of the material selection on the cultural heritage values is considered low.

6. Detailing

Common details within an area establish neighbourly resemblance and contribute to its special character. Details that contribute to the character of a conservation area or heritage item should be identified. They can inform or inspire the design of the new building.

Modern details can reinterpret traditional details and create new relationships between old and new. Contemporary detailing of materials and junctions can provide levels of visual interest that contribute positively to the character of a place.

If an area has a consistent planting scheme or plant types, new planting schemes should recognise and reinforce their height, form and character.

Comments:

The two (2) window openings proposed to the new east elevation of the former showroom building follow the same proportions and details as its existing west elevation. This is considered to be acceptable.

With the removal of the storage area to the rear of the former showroom building, the exposed brick east elevation is to be conserved and made good. The proposed external finish is to match the existing colour and finish of the significant fabric. A paint scrape and sample should be taken to determine the appropriate colour and finish.

The details expressed to the external of the new concrete and steel construction comprising workshop extension and warehouse addition is to match the existing factory building. The additions are expressed as a simple form industrial style building. The details of the new workshop extension and warehouse addition will not detract from the former showroom building and is therefore, considered to be sympathetic.

It is noted that detailing will be further developed during the design development and Building Permit stages. The current approach to detailing is considered acceptable and respects the existing fabric and therefore, the assessment of heritage impact is considered low.

## 8

## CONCLUSION

This Heritage Impact Statement (HIS) has been prepared by Stephen Carrick Architects for Peter Lombardi, Director of Roadwest Transport Equipment and Sales, to assist with the proposed Development Application for the partial demolition, alterations and additions to the buildings located at 104-106 Beechboro Road South, Bayswater. This report focuses on assessing the impact of the proposed development and partial demolition on the cultural heritage values of the existing place.

The Lombardi Engineering Works (fmr), located at 104-106 Beechboro Road South, Bayswater. Located on site are a single storey former showroom building and a large factory building. It is noted on the City of Bayswater Local Heritage Survey 2020 place record form that the Lombardi Engineering Works (fmr) specifically refers to the single storey former showroom building and not the large scale factory building.

Whilst this Heritage Impact Statement acknowledges all the works proposed to the existing place, including works to the former showroom building and factory building, the report solely focuses on assessing the impact of the proposed on the cultural heritage values of the single storey former showroom building.

The single storey former showroom building is a face brick and rendered construction. It was built in the c.1951 Post War period but displays the characteristics of the Inter War Functional style of architecture such as asymmetrical massing; simple geometric shapes; parapet wall concealing the roof behind; rounded corner and decorative emphasis provided by parallel line motifs. Its frontage addresses Beechboro Road and features a centrally located entrance.

The larger factory building is located to the east of the site. It is a simple industrial style steel construction with a reception building, built of brick and corrugated steel roof attached to the south.

The design proposes the partial demolition, alterations and addition to the former showroom building, additions to the existing factory building and formalisation of car parking bays on site.

To achieve the desired outcome for the project, the design proposes the following:

- The existing showroom building (fmr) and factory building are to be retained with conservation works being undertaken and alterations proposed to the interior and exterior.
- A first floor addition is proposed to the existing showroom building (fmr).
- The steel and timber framed and steel clad storage structure to the rear of the showroom building (fmr) is to be demolished.
- The outdoor brick and tile toilet block located to the rear of the former showroom building is to be demolished.
- A workshop extension and warehouse addition is proposed to the west of the existing factory building.
- 56 car parking bays in total proposed to the site.

Currently the building is vacant and the proposal is for the building to be used for an office building for Roadwest Transport Equipment & Sales Pty Ltd.

The Lombardi Engineering Works (fmr) is included in the City of Bayswater's Heritage List and Local Heritage Survey (Municipal Inventory) as a Management Category 3.

This Heritage Impact Statement has been prepared in line with best practice and to satisfy the requirements of a Development Application to a place included on the Local Heritage Survey.

The place's cultural heritage values and specific design criteria have been used to assess the impact of the proposal.

Following the assessment of the heritage impact of the proposal the consultant's professional opinion is:

- The retention, adaptation and conservation of the significant former showroom building is an important and positive outcome for the site.
- The proposal maintains the existing building's unique architectural features, siting, materials and colour, landmark values and its positive contribution to the Beechboro Road South streetscape.

- The proposal for 104-106 Beechboro Road South, Bayswater has considered the significant aspects of the existing site and the cultural heritage values of the place.
- The overall proposal is assessed as sympathetic to the Inter War Functionalist style of the architecture of the existing place.
- The proposal contributes to supporting the continuation of use of the site for industrial and commercial purposes.
- The proposed commercial office use for the existing former showroom building is compatible and respectful to the original use of the building. It will reactivate the place and provide a suitable and practical workplace with updated office and sanitary facilities and will support the increase in office capacity for a growing workforce.
- The workshop extension and warehouse addition to the factory building at 104-106 Beechboro Road South, are sited to the rear of the site and will not be prominent in the streetscape with only partial views to the additions from Beechboro Road South. Noting the siting, scale, form and detailing of the additions it is considered that they are sympathetic to the cultural heritage value of the former showroom building and is acceptable.
- The condition of the existing outdoor brick and tile former toilet block is poor and considered to be unfit for use. The demolition of the former toilet block will not impose any alterations to the former showroom building and is considered to be acceptable.
- The introduction of designated areas for parking will improve safety for pedestrians, workers and vehicular access.
- In our professional opinion the proposal sympathetically considers the cultural heritage values of the Lombardi Engineering Works (fmr) buildings and site and supports the ongoing development of the broader industrial area.

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**RECOMMENDATIONS**

Following the assessment of the impact of the proposal on the cultural heritage values of the Lombardi Engineering Works (fmr) it is recommended that consideration is given to the following actions:

1. This Heritage Impact Statement should be considered by the client. If accepted by the client, this HIS should then form part of the Development Application.
2. This Heritage Impact Statement should be considered by the City of Bayswater as part of their assessment of the Development Application.
3. A photographic archival record of the existing building prior to and following the completion of the works should be undertaken and provided to the City of Bayswater.
4. Further information on the detailing and treatment to the first floor addition and east elevation of the former showroom building should be developed and submitted to the Local Government prior to an application for a Building Permit.
5. A colour scheme for the former showroom building and the workshop extension and warehouse addition should be developed. These colours should be respectful of the former showroom building and reflect its architectural style and cultural heritage values.
6. A sympathetic landscape plan should be developed for the street elevation of the former showroom building and broader site. Retention of the existing rose bushes should form part of the landscape plan and presentation of the building to the street.
7. Following approval of the Development Application the detailed design of new openings, junctions of old and new should be clarified and documented and provided to the Local Government for approval prior to an application for a Building Permit.







## Lombardi Engineering Works (fmr), Bayswater Place No: 7

Category 3



SITE INFORMATION			
Place Name:	Lombardi Engineering Works (fmr)		
Other Names:	Kelly and Sons; James N Kirby Sales		
Street Address	104 Beechboro Road South		
Land Information:	Lot: 99	Plan: P27631	C/T: 2009/865
Landgate PIN	175133		
COB identity	19793		
inHerit database No:	11350		
Other Heritage Listings			

PLACE TYPE	
Original Use:	Individual building or Group
Current Use:	Industrial/Manufacturing: Office or administration building
Other Use:	Vacant

CONSTRUCTION DETAILS	
Construction Date:	c1951
Walls:	Brick: Rendered
Roof:	Asbestos
Architectural Style	Post War



Physical Description	
A single storey office building of brick construction with curved corner on the right side of the building by the driveway. The building is largely rendered brickwork with a tall parapet to the front façade.	
The parapet steps down towards the rear and has a contrasting rendered capping. The front façade has a combination of timber framed sash windows and large shopfront glazing, a wide band of face brick aligns with the sash windows. There is a tall, curved, face brick fin in a prominent location between the two glazed door entrances. The main entry to the right is covered by a concrete canopy with an angled side support and a single metal post. A smaller concrete canopy at a lower height stretches across the remaining front façade.	
The building has a shallow set back with a small parking area to the left, a foot path, lawned verge and minimal plantings.	
Condition:	Fair
Integrity	Low
Authenticity	High

HISTORICAL INFORMATION	
Historical Notes:	
In November 1949, the Bayswater Road Board received a deputation from builders, Kelly and Sons to request the allocation of land in Bayswater for factory use. Subsequent to their visit, an area of four acres on the corner of Drake Street and Beechboro Road was allocated for factory use. The land was previously used as market gardens by Chinese workers.	
Raymond Herbert Kelly was a plumber, ex-serviceman and an enterprising businessman whose father and grandfather worked in the building industry. In the post war period, Perth was experiencing a high demand for housing and a lack of building materials. The government released new parcels of land for residential subdivision and new affordable houses were rapidly built in the outer suburbs of Perth. Many homes were self build but this period saw the first of the speculative home builders in Perth.	
Kelly established the premises for Kelly and Sons, in Beechboro Road in c1951, moving from their premises in Coombe Street Bayswater. The new factory and show rooms specialised in the manufacture of materials for simple, easy to build homes. In an advertisement in March 1953 for house and land packages, Kelly & Sons offered special deals for Ex-servicemen, £150 deposit plus land. Later in the same year, Housing Minister Herb Graham visited the premises and was informed that the firm built six timber framed asbestos houses each week for an average cost of £2150. It was stated in the report of this visit that the factory was part of an 85 acre property including a hardware store. A spot timber mill was being established across Beechboro Road to supply the demand for materials. Kelly employed over 270 people and many were migrants to Australia from Europe. Kelly also planned to build a hall and a canteen building for his employees.	
The National Archives of Australia holds files relating to the sponsorship by Ray Kelly of dozens of Italian migrants from 1950 to 1952 who presumably worked in the Kelly factory. Among this group was Duilio Lombardini who may be associated with the last business occupying the premises.	
The architect of the building has not been determined from the available research. However it is probable that construction was undertaken by Kelly and Sons as an advertisement for the quality of their work for potential buyers. Much of the early industrial development along Beechboro Road consisted of workshops connected with the building industry.	
Kelly and Sons family ultimately failed. In 1957, the premises were occupied by James N Kirby and Sons and from the 1970s by Lombardi Transport and Construction who relocated to new premises in c2015. Since that time the place has been vacant.	
Historic Theme:	Occupations: Manufacturing and processing Demographic settlement and mobility: Land allocation and settlement



	People: Innovators
Associations:	Ray Kelly Jams Kirby and Sons Lombardi Group
Sources:	City of Bayswater Municipal Inventory, 2006. Aerial photographs, 1953-2017, Landgate Western Australian Post Office Directories, 1893-1949. Australian Electoral Rolls, 1903-1980. NAA: PP9/1, 1951/62/874, not sighted. NAA: PP6/1, 1950/H/6942, not sighted. NAA: PP6/1, 1950/H/7721, not sighted. NAA: PP6/1, 1950/H/8413, not sighted. AU WA S160- cons1143 1960/150.

SIGNIFICANCE	
Statement of Significance	<ul style="list-style-type: none"> <li>The place has aesthetic value as a good intact example of Post War style executed in brick.</li> <li>The place has value as a landmark in the street since the early 1950s for its continuity of function and its unusually style and details.</li> <li>The place has historic value for its association with the development of this portion of Bayswater for industrial uses.</li> <li>The place has social value for the many people who have worked at the premises.</li> </ul>
Level of Significance	Some/Moderate
Management Category	Category 3 Conservation of the place is desirable. Any alterations or extensions should reinforce the significance of the place, and original fabric should be retained wherever feasible.  Included on the Town Planning Scheme No 24 Heritage List



**ADDITIONAL PHOTOGRAPHS**



State Library of Western Australia

State Library of WA image 239,990PD James N Kirby 1957





#### 10.4.2 Proposed Naming of Laneway within the Street Block Bordered by Crawford Road, Stuart Street, York Street and Alma Street, Maylands

<b>Responsible Branch:</b>	Community Development
<b>Responsible Directorate:</b>	Development and Place
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Submission summary for Crawford for the report Copy [10.4.2.1 - 3 pages]</li> <li>2. CONFIDENTIAL REDACTED - Confidential Submission Map for report [10.4.2.2 - 1 page]</li> </ol>
<b>Refer:</b>	Item 10.4.2: OCM 31.01.2023

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

#### SUMMARY

The proposed names of 'Ginger Lane', 'Kuser Lane' or 'either of the names' for the right of way (ROW) within the street block bordered by Crawford Road, Stuart Street, York Street and Alma Street, Maylands was advertised from 16 March 2023 to 14 April 2023 for public comment.

A total of 33 submissions were received, 15 of the submissions supported one of or both of the names. The remaining 18 submissions provided comments and did not support either of the names.

In light of the above submissions, it is recommended that Council approves 'Ginger Lane' as a formal name for the subject ROW.

#### ADDITIONAL INFORMATION

Various matters raised by submitters in relation to the proposed naming of the laneway within the Street Block Bordered by Crawford Road, Stuart Street, York Street and Alma Street, Maylands have been address in the agenda report. However, one submission was inadvertently not included in the summary of submissions, submissions map (confidential) and the main report. Notwithstanding, the submission was included in the total number of submissions received (33). In light of this the below additional information is provided.

#### External Consultation

Including the additional submission a total of 33 submissions were received during the consultation period. The additional submission was from a resident within 400m of the laneway and provided comments that were not supportive of either names proposed and requested the City consider another name.

#### Alternative Names for Consideration

The submitter did not provide comment on either name proposed for the ROW and instead requested the City to consider naming the section of the ROW between Alma and York Street as 'Rouse Lane' or 'Brett Lane', after Doris Brett (nee Rouse).

Mrs. Brett and her family immigrated to Australia in 1911 when she was 12 years old. The family moved to 85 Crawford Road in 1914. Mrs. Brett eventually married William Brett and lived at 89 Crawford Road, Maylands until at least 1968. Mrs. Brett and her husband had four children. Despite residing in Inglewood in her final years, Mrs. Brett lived on Crawford Road for more than fifty years.

The submitter requests naming the ROW in honour of Mrs. Brett.

**RECOMMENDATION IMPLICATIONS**

In light of the above, the Officer's Recommendation remains unchanged.

**Attachment 1 – of Summary of Submissions**

No	Support/Object/Comment	Interest in Proposal	Summary of Submissions	City of Bayswater Comments
33	Comment	Property within street block of ROW	Requests Council consider naming the ROW 'Rouse Lane' or 'Brett Lane', in honour of Doris Brett (nee Rouse). Mrs. Brett resided along Crawford Road for over 5 decades and had four children. Submitter highlighted the connection close proximity between Mrs. Brett and the ROW making her an appropriate naming option for the ROW	Noted. Given the feedback from the submissions, the City will be proposing a consultation period where residents are invited to submit name options they would like the City to consider for future naming projects. This consultation should take place within the next 12 months.

**OFFICER'S RECOMMENDATION**

That Council:

1. Approves 'Ginger Lane' for the right of way within the street block bordered by Crawford Road, Stuart Street, York Street and Alma Street, Maylands and this name be referred to Landgate for approval.
2. Endorses the City undertaking community engagement where the public is invited to submit name options that, should they align with Landgate's and the City's naming policy, can be added to a City of Bayswater name register and be considered for future naming matters.

**COUNCIL RESOLUTION**

That Council:

1. **Notes the submissions received during the community engagement process on the proposed naming of laneway within the street block bordered by Crawford Road, Stuart Street, York Street and Alma Street, Maylands.**
2. **Defers consideration on the laneway naming matter until;**
  - (a) **The City undertakes a community engagement process where the public is invited to submit name options for future naming of parks, reserves, streets, rights of way, infrastructure and the like across the City.**
  - (b) **The City presents a report to Council to consider the outcome of the community engagement process, and endorsement of a name for this laneway and appropriate names for other future naming purposes to be referred to Landgate for approval.**

Cr Catherine Ehrhardt, Deputy Mayor Moved, Cr Filomena Piffaretti, Mayor Seconded

**CARRIED: 9/1**



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

**Against:** *Cr Michelle Sutherland.*

### **REASON FOR CHANGE**

*To allow for a community consultation process to take place to propose a new list of appropriate names for this and other future naming purposes of parks, reserves, streets, rights of way, infrastructure and the like across the City to submit to Landgate for approval.*

### **BACKGROUND**

At its Ordinary Council meeting held 31 January 2023, Council considered a request to name the laneway within the street block bordered by Crawford Road, Stuart Street, York Street and Alma Street, Maylands, and resolved the following:

*“That:*

- 1. Council endorses for public advertising the proposed names ‘Ginger Lane’ and ‘Kuser Lane’ for the right-of-way (ROW) within the street block bordered by Crawford Road, Stuart Street, York Street and Alma Street, Maylands.*
- 2. The proposed naming of the ROW is referred to Council for further consideration following public advertising.”*

### **EXTERNAL CONSULTATION**

In accordance with Council’s resolution, the proposal to name the ROW ‘Ginger Lane’ or ‘Kuser Lane’ was advertised from 16 March 2023 to 14 April 2023 by way of:

- Written notification being sent to all 99 landowners and residents within the street block of the ROW;
- Public notice being published in the *PerthNow* Central newspaper; and
- Information and a survey being placed on the City’s engagement website.

Of the 33 submissions, 11 were in support of ‘Ginger Lane’, two were in support of ‘Kuser Lane’ and two were supportive of ‘Either Name’. There were 18 submissions that provided comments and were not supportive of either names or requested the City consider other names. The key points raised in the submissions are discussed below. A map showing the location of the submissions has been included in **Confidential Attachment 2**.

### **OFFICER'S COMMENTS**

#### Key Comments in Support

Comments in the 11 submissions of support for the name ‘Ginger Lane’ include it being a strong Australian flavour and easy to pronounce.

There were two submissions in support of Kuser Lane with no additional comments.

#### Key Comments for Either

Of the two submissions that were supportive of ‘Either of the names’, one commented that this matter is not too important and should not take up too many City resources.

It is noted that a further six submissions indicated support for ‘Either of the names’ but provided further comment which clarified that they were unsupportive of either of the names or chose ‘either

of the names' only because there were no further options. In light of this these responses have been counted as an objection and their comments are detailed below.

#### Key Comments in Objection

There was a total of 18 submissions that provided further feedback and comment on the names proposed that indicated a lack of support for either name. 15 submissions were completed via the survey and a further three responses were received via email.

The submissions objecting to both names questioned why Aboriginal names and female names have not been considered on this occasion. Other responses suggested alternative names as options for the ROW. Many responses included concerns that the community had little to no consultation and input on the names being proposed and why the community was unable to nominate names for the ROW themselves.

The names chosen by the City were from a list of names of World War I soldiers that have been previously approved by Landgate. The City can consider all names presented that align with the City's Naming Policy and Landgate's Geographic Naming Policy and were therefore considered viable naming options for the ROW.

#### Aboriginal Name Consideration

Six of the submissions question why the City did not put forward any Aboriginal names for consideration.

The City does not have a list of Aboriginal names that are able to be considered and used for naming. Should the City consider naming the ROW an indigenous name, the name would have to align with Landgate's Aboriginal Naming Guidelines, which is a separate policy to Landgate's Geographic Naming Policy. The requirements for an Aboriginal name include:

- Demonstrate a description of the Aboriginal name in the form of written or oral tradition (if culturally appropriate);
- The description is to be sourced directly from the local Traditional Owner group(s) or their respective representatives; and
- The proposal is to include the significance and meaning of the proposed name, preferred spelling, pronunciation and a map outlining the area where the proposed name is to be applied.

A letter outlining the evidence of consent is to be provided to Landgate demonstrating the support of the relevant Traditional Owners group(s) and relevant Aboriginal organisations. The City is in the process of developing a policy for Aboriginal naming which will provide guidance on naming and renaming to Aboriginal names within the City of Bayswater for parks, reserves and other infrastructure. The policy is currently in the draft stages and is reliant on the development of an Aboriginal naming committee or similar, to determine the appropriateness of any proposed names.

#### Female Name Consideration

At least two of the submissions asked why the City did not consider naming the ROW after a female person and argued that there are enough 'white European male' road/street names within the City.

As detailed above the names were selected from a previously approved list. Despite on this occasion both names being proposed for the ROW are after men, the City is open to naming parks, streets, reserves and infrastructure after a prominent female person within the City of Bayswater.

#### Alternative Names for Consideration

Five of the comments suggested alternative names that they wish the City to consider, both for this matter and for future naming matters. Suggested names include:

- 'Wally Gaunt'
  - Along with Maylands community, built the first Maylands Yacht Club and ran local Foundry. Wally Gaunt lived opposite Bardon house in Fourth Avenue East.
- 'Bill Schulstad'
  - Ran engineering works on the river and was an active club volunteer and first commodore of the club Alf Morey. Bill Schulstad was also a boxing champion and lived in Ferguson Street, Maylands.
- 'Szewczenko'
  - A resident who lived in Bayswater for many years on the railway after migrating from Poland via South Africa.
- 'Mulberry Lane'
  - Named after the mulberry tree at the end of the laneway that provides fruit to residents.
- 'Copley Lane'
  - Named after the deceased owner of the laneway, Samuel William Copley.

While the City is able to consider alternative names for the ROW, they must align with the Geographic Naming Policy. Therefore, all names commemorating an individual are to fall under the following criteria:

- posthumously;
- where permission of the immediate family has been obtained or, where the person has been deceased for more than 10 years and contact with the immediate family could not be established, appropriate consultation has been carried out;
- based on a demonstrated record of achievement;
- where the person has had a direct and long-term association with the location and made a significant contribution to the area;
- where the proposal commemorating an individual with an outstanding national or international reputation has had a direct association with the area in which it is to be located such application is in the public interest; and
- where there is evidence of broad community support for the proposal.

They are to also align with the City's Geographic Naming Policy, aligning with the below criteria:

- (a) A figure of local historical note;
- (b) Geographic feature(s); or
- (c) Other acceptable theme(s).

In the event Council proceed with the officer recommendation the suggested names will be considered for inclusion on a City of Bayswater names register for future naming purposes.

#### Naming the Entire ROW

One submitter requested the City consider extending the proposed naming down the full length of the ROW to include the section bordered by Crawford Road, Stuart Street, Alma Street and Railway Parade.

The purpose of the naming of this portion of the ROW was to assist with directional purposes and address the concerns of the resident within the street block. The City chose to not include the full length of the ROW as this may cause further confusion and issues locating the ROW.

### Concerns regarding Community Consultation

Most comments on the engagement website's survey questioned the consultation process, asked why the community was not consulted on the proposed names prior to advertising and why there were not more choices available for them to choose from.

The names proposed for the ROW align with the relevant City and Landgate policies and are therefore considered appropriate naming options for the ROW. The City does not have an extensive list available to use for naming purposes and chose from a small list of World War I soldiers that has been previously reviewed and approved by Landgate.

The request for naming came following a resident advising that due to the ROW being unnamed, they have difficulty directing emergency persons and vehicles to the property's entrance located along the ROW. The City's attempt to resolve this safety issue in a timely manner included proposing names that will be supported by Landgate and would allow the matter to progress efficiently.

In light of the feedback received, the City is recommending a process to consult on naming options for the City to consider for naming the ROW and future naming projects within the City of Baywater. The engagement plan has not been scoped at this time, however it is likely to include an online survey asking people to submit proposed names and details of the name's historical, social or otherwise significance. To allow time for the project to be advertised and any submissions to be reviewed, confirmed and considered by Landgate, it is considered that this matter would not be presented back to Council until late 2023.

### **LEGISLATIVE COMPLIANCE**

As per the provisions in the *Land Administration Act 1997*, the Minister for Lands has the authority for officially naming and removing the names of all local parks and recreation reserves in Western Australia. Through delegated authority, Landgate acts on the Minister's behalf to undertake the administrative responsibilities, including the development of policies and procedures required for the formal approval of local parks and recreational reserve names.

The City's Naming of Parks, Reserves, Streets and Infrastructure Policy sets out its requirements in support of a consistent approach to the naming of parks, reserves, streets and infrastructure and is aligned with the requirements set out by the Geographic Names Committee Policies and Standards for Geographic Naming in WA.

### **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	Moderate
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	It is considered that the officer recommendation will have a moderate community and stakeholder risk as a number of submissions were unsupportive of both names being proposed. It may also have a moderate	

	<p>service delivery risk as it involves a project which was not previously planned in the program of works.</p> <p>In the event Council do not proceed with the officer recommendation there is a moderate reputation and community and stakeholder risk as there is a community expectation that they be more involved in selecting names which reflect the local area and that the ROW will be named.</p>
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## FINANCIAL IMPLICATIONS

The following financial implications are applicable:

**Item 1:** Advertisement requesting name submissions

**Asset Category:** Other

**Source of Funds:** Municipal

**LTFP Impacts:** N/A

**Notes:** N/A

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$) ANNUAL		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	\$400	-	-	-	-	-	\$4,931

## STRATEGIC IMPLICATIONS

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

Theme: Environment and Liveability

Goal E1: Maintain the identity and heritage of our neighbourhoods while supporting an increase in high quality density around transport nodes.

Theme: 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.

Should Council support the naming of the ROW to 'Ginger Lane', the City will be commemorating Herbert George Reginald Ginger, who lived in the Bayswater area prior to enlistment and is listed on the Bayswater Historical Society Honor Roll.

By engaging with the community for naming options, the City is able to address the concerns regarding lack of consultation on this matter and ensure residents are given the opportunity to identify names which are of local significance which could be used for naming the City's streets, reserves and infrastructure in the future,

## CONCLUSION

In light of the above, it is recommended that Council support 'Ginger Lane' for the subject ROW and the name be submitted to Landgate for approval. Given the feedback from the consultation for this matter, it is also recommended that the City undertake formal engagement with residents and invite them to submit name options that may be considered by Council for future naming matters.

No.	Support/Object/Comment	Interest in Proposal	Summary of Submissions	City of Bayswater Comments
1	Either of the above	Property within 150m of the ROW.	Said the options are 'Ridiculous', and the community should be given choice to nominate names. Resident suggested Aboriginal names as an option as opportunity for reconciliation.	Noted. Given the feedback from the submissions, the City will be proposing a consultation period where residents are invited to submit name options they would like the City to consider for future naming projects. This consultation should take place within the next 12 months.
2	Ginger Lane	Property within 150m of the ROW.	Asked why Crawford or Stuart Lane were not considered.	Noted. Given the feedback from the submissions, the City will be proposing a consultation period where residents are invited to submit name options they would like the City to consider for future naming projects. This consultation should take place within the next 12 months.
3	Ginger Lane	Property within street block of ROW.	No comment.	N/A
4	Ginger Lane	Property within 150m of the ROW.	Disappointed that only two options are being presented and that both appear to be randomly proposed names.	Noted. Given the feedback from the submissions, the City will be proposing a consultation period where residents are invited to submit name options they would like the City to consider for future naming projects. This consultation should take place within the next 12 months.
5	Either of the above	Property within 300m of the ROW.	Disappointed there is no option for Noongar name for this lane.	Noted. Given the feedback from the submissions, the City will be proposing a consultation period where residents are invited to submit name options they would like the City to consider for future naming projects. This consultation should take place within the next 12 months.
6	Either of the above	Property within 150m of the ROW.	Asked to extend this across Alma Road and down towards Railway Parade. Would have preferred the opportunity to choose different names and be consulted.	Given the naming comes at the request of directional purposes, extending the proposed naming down a further street-block may result in even more confusion and directional issues.
7	Either of the above	Property within 300m of ROW.	No consultation on alternatives but either option proposed are appropriate.	Noted. Given the feedback from the submissions, the City will be proposing a consultation period where residents are invited to submit name options they would like the City to consider for future naming projects. This consultation should take place within the next 12 months.
8	Ginger Lane	Property 2.7km away from ROW.	Name preference	Noted.
9	Either of the above	Property 2.9km away from ROW.	<p>Advised there should be a space for neither and does not accept either option. Provided other significant Maylands identities who should be included:</p> <p>Wally Gaunt</p> <ul style="list-style-type: none"> <li>- Along with Maylands community, built the first Maylands Yacht Club and ran local Foundary</li> <li>- Lived opposite Bardon house in 4<sup>th</sup> Ave East</li> </ul> <p>Bill Schulstad</p> <ul style="list-style-type: none"> <li>- Ran engineering works on the river and was an active club volunteer and first commodore of the club.</li> </ul> <p>Alf Morey</p>	Noted. Given the feedback from the submissions, the City will be proposing a consultation period where residents are invited to submit name options they would like the City to consider for future naming projects. This consultation should take place within the next 12 months.

			- Boxing champion, who during wartime active service, won a boxing championship in Egypt. Lived in Ferguson Street.	
10	Ginger Lane	Property 2.1km away from ROW.	Happy they can pronounce name and is not indigenous.	Noted.
11	Ginger Lane	Property within street block of ROW.	N/A	N/A
12	Ginger Lane	Property within 300m of ROW.	N/A	N/A
13	Either of the above	Property within 1.7m of ROW.	Believes it is not important and should not take up too many Council resources.	Noted.
14	Either of the above	Property within 500m of the ROW.	Chose 'either' because 'neither' was an available option. Does not want a ROW named after two white men who have 'only been selected because they fought in WWI', questions if there are enough memorials, streets and trees named, built and planted in their honour.  Questions why women, someone who contributed to Maylands and surrounding streets and indigenous people were not considered? Believe the names have come from the 1950's.	Noted. Given the feedback from the submissions, the City will be proposing a consultation period where residents are invited to submit name options they would like the City to consider for future naming projects. This consultation should take place within the next 12 months.
15	Ginger Lane	Property within street block of ROW.	Does not like either, Stuart or Crawford is more relevant, but Ginger is easier to pronounce.	The ROW is bordered by Crawford Road and Stuart Street, naming the ROW either of those options will result in further directional issues and confusion. It is unlikely that Landgate would approve the names given the proximity to Crawford Road and Stuart Street.
16	Either of the above	Property within 500m of the ROW.	Happy with the proposed.	Noted.
17	N/A	Property 2.2km from ROW.	Believes new road/street names should be named after First Nations people or women as there are enough white European male road/street names.	Noted. Given the feedback from the submissions, the City will be proposing a consultation period where residents are invited to submit name options they would like the City to consider for future naming projects. This consultation should take place within the next 12 months.
18	N/A	Property within 300m of ROW.	Neither are acceptable as there are several families that have lived in the area for more than half a century and still do that should be considered instead. Requests the City consider 'Martin' after a family and descendants who have lived (and still live) on the street since 1925.	Noted. Given the feedback from the submissions, the City will be proposing a consultation period where residents are invited to submit name options they would like the City to consider for future naming projects. This consultation should take place within the next 12 months.
19	N/A	N/A	Questions why there are proposals to honour men? Questions why in this day and age, the City did not take the opportunity to address the 'woeful under representation of public monument etc. that honour women'. Also believes it was a lost opportunity to honour local indigenous culture and history.	Noted. Given the feedback from the submissions, the City will be proposing a consultation period where residents are invited to submit name options they would like the City to consider for future naming projects. This consultation should take place within the next 12 months.
20	Kuser Lane	Property within 500m of the ROW.	Would have preferred other choices.	Noted. Given the feedback from the submissions, the City will be proposing a consultation period where residents are invited to submit name options they would like the City to consider for future naming projects. This consultation should take place within the next 12 months.
21	Ginger Lane	Property 2.3km from the ROW.	N/A	N/A

22	Ginger Lane	Property within 500m of the ROW.	Would have preferred a Noongar name option to be more progressive.	Noted. Given the feedback from the submissions, the City will be proposing a consultation period where residents are invited to submit name options they would like the City to consider for future naming projects. This consultation should take place within the next 12 months.
23	Ginger Lane	Property within 500m of the ROW.	Given the history, preference is Ginger, however, the community should have been consulted prior to Council meeting and before wider community engagement. The choices by Council are limited and both are related to WWI veterans. Supports naming the ROW and progressing it to a public road.	Noted. Given the feedback from the submissions, the City will be proposing a consultation period where residents are invited to submit name options they would like the City to consider for future naming projects. This consultation should take place within the next 12 months.
24	Ginger	Property within 500m of the ROW.	Sounds more in keeping with suburb and rolls of the tongue.	Noted.
25	Ginger Lane	N/A	Surname has a stronger Australian flavour.	Noted.
26	Kuser Lane	Property within 300m of the ROW.	N/A	N/A
27	Ginger Lane	Property 3.1km from the ROW.	Suggests 'Szewczenko' after their uncle and lived in Bayswater for many years on the railway. Migrated from Poland via South Africa. Would like this name considered for future naming.	Noted. Given the feedback from the submissions, the City will be proposing a consultation period where residents are invited to submit name options they would like the City to consider for future naming projects. This consultation should take place within the next 12 months.
28	N/A	Property within 300m of the ROW.	Unhappy with limited choices, neither are suitable. Requests 'Mulberry Lane' be considered due to the mulberry tree at the end of the laneway (Railway End) that supplies fruit for residents. Would have liked the process to be open to residents.	Noted. Given the feedback from the submissions, the City will be proposing a consultation period where residents are invited to submit name options they would like the City to consider for future naming projects. This consultation should take place within the next 12 months.
29	Ginger Lane	Property within 300m of the ROW.	Good name choice.	Noted.
30	No comment on naming options.	Resident who requested naming – Lives within ROW street block.	Reiterated reasons for naming request. Suggest 'Copley Lane' after Samuel William Copley (who owns the land) as an name option.	Noted.
31	Neither name	Property within 300m of ROW.	Questioned lack of consultation.	Noted. Given the feedback from the submissions, the City will be proposing a consultation period where residents are invited to submit name options they would like the City to consider for future naming projects. This consultation should take place within the next 12 months.
32	Kuser Lane	Property within street block of ROW.	Preferred name.	Noted.



**10.4.3 Proposed Payment in Lieu of Parking Plan**

<b>Responsible Branch:</b>	Development and Place
<b>Responsible Directorate:</b>	Community and Development
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Draft Payment in Lieu of Parking Plan Adopted for Advertising [<b>10.4.3.1</b> - 27 pages]</li> <li>2. Draft Payment in Lieu of Parking Plan - Track Changes [<b>10.4.3.2</b> - 27 pages]</li> <li>3. Draft Payment in Lieu of Parking Plan [<b>10.4.3.3</b> - 27 pages]</li> <li>4. Summary of Submissions [<b>10.4.3.4</b> - 9 pages]</li> </ol>
<b>Refer:</b>	Item 10.4.3: OCM 06.12.2022

**SUMMARY**

Council consideration is sought in relation to the final approval of the draft modified Payment in Lieu of Parking Plan.

Council at its Ordinary Meeting held 6 December 2022 considered the draft Payment in Lieu of Parking Plan. The City is required to prepare this plan under Part 9A of the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations).

The proposed plan was advertised for public comment from 2 February 2023 to 24 February 2023, during which time 325 people visited the project online and 18 people provided a formal submission.

Having regard to the comments provided it is recommended that the plan be modified to incorporate comments raised during public advertising, as outlined in this report, and be approved accordingly.

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

That Council approves the modified Payment in Lieu of Parking Plan as contained in Attachment 3 to this report.

**Cr Catherine Ehrhardt, Deputy Mayor Moved, Cr Josh Eveson Seconded**

**CARRIED: 9/1**

**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Dan Bull, Cr Lorna Clarke and Cr Giorgia Johnson.*

**Against:** *Cr Elli Petersen-Pik.*

**BACKGROUND**

The Minister for Planning released an Action Plan for Planning Reform (Action Plan) of the Western Australian planning system in August 2019. One element of the Action Plan called for a consistent policy with practical criteria, basic benchmarks and fair methodology for considering the use of payment in lieu of car parking in established town centres, retail/café corridors and other commercial and mixed-use centres.

On 8 June 2021, the Department Planning Lands and Heritage (DPLH) published the following method of calculation for determining the payment in lieu of parking amount in the Government Gazette, which became operational on 1 July 2021:

- Infrastructure cost per m<sup>2</sup> x 15m<sup>2</sup> x parking space shortfall.

In June 2021, the DPLH released the final Manner and Form – Payment in Lieu of Parking Plan and Payment in Lieu of Parking Plan - Explanatory Guidelines. The City is required to update its existing policies and parking plans to align with these documents. The City has until 30 June 2023 to update the City's documents to reflect the DPLH's Manner and Form. In the event the documents are not updated, the City will no longer be able to collect payment in lieu of parking for car parking shortfalls until updated documents are finalised.

At the Ordinary Meeting held 22 November 2022, Council adopted for public advertising the proposed Car Parking Dispensation Policy and the proposed Payment in Lieu of Car Parking Policy. The purpose of the Car Parking Dispensation Policy is to provide parameters for considering a dispensation on the minimum number of required on-site car parking bays for non-residential developments. The purpose of the Payment in Lieu of Car Parking Policy is to provide the parameters for which payment in lieu of on-site car parking may be taken for non-residential development, which aligns with the proposed Payment in Lieu of Parking (PILP) Plan. The proposed Payment in Lieu of Car Parking Policy and proposed Dispensation Policy will be presented to the next Planning and Heritage Policy Review and Development Committee meeting in July 2023. Following the PHPRDC meeting, the policies will be reported to the next available Ordinary Council Meeting.

## EXTERNAL CONSULTATION

The plan was publicly advertised concurrently with the proposed Payment in Lieu of Car Parking Policy and proposed Car Parking Dispensation Policy.

The City advertised the proposed Plan in accordance with Council's resolution for a period of 22 days from 2 February 2023 to 24 February 2023, by way of:

- Notification being published in the Perth Now newspaper on 2 February 2023;
- Notification being sent to land owners and residents in writing;
- Information being placed on the City's engagement website, Engage Bayswater, including online submission form (survey format); and
- Hard copies of the draft plan being made available for inspection at the City of Bayswater Civic Centre and libraries.

325 people visited the project online and 18 people provided a formal submission either online via the submission form or in writing via email to the City of Bayswater. Six submissions supported the draft PILP Plan with three providing comments, eight objected with six providing comments, and four neither supported nor objected with comments. The table below outlines where the submissions came from.

	Support	Object	Neither support or object	Total
<b>Within the plan scope areas.</b>	6	7	4	17
<b>Outside of the plan scope areas.</b>	Nil	1	Nil	1
<b>Total</b>	<b>6</b>	<b>8</b>	<b>4</b>	<b>18</b>

Comments were received from submitters who own properties within the Maylands Town Centre, Bayswater Town Centre and Morley Activity Centre areas. One submission was received outside of the plan scope areas. Refer to **Attachment 4** for the summary of submissions.

### **OFFICER'S COMMENTS**

#### Payment-Lieu Calculation

Comments were received relating to the method of the payment-in lieu calculation. The method of calculation that was published in the Government Gazette is as follows:

- Infrastructure cost per  $m^2 \times 15m^2 \times$  parking space shortfall.

The  $15m^2$  area represents a 50% discount to a car parking space and manoeuvring area of  $30m^2$ .

The City's officers have established that the infrastructure cost per square metre to construct a car parking bay within the City is \$200. This cost is based on recent parking projects which have been undertaken by the City, and includes the cost of construction, landscaping and drainage. The financial contribution per car parking bay is therefore  $\$200 \times 15m^2 = \$3,000$ .

The formula was developed by the DPLH. The DPLH commissioned Shape Urban and Flyt to undertake a review of existing cash in lieu processes within local governments and to develop a consistent calculation. Within that report, it was recommended a 50% discount of the bay area be included in the calculation for the following reasons:

- Simplicity and consistency across the calculations without the need for more complex calculations per area or sub-area of a PILP Plan.
- Use of a discount for the bay area removes potential for other forms of discount which may fluctuate during the span of a PILP Plan or values applied to sub-areas may require review or alteration.
- Consideration of community benefit without removing the need to provide parking on site from a developer.

#### Document Structure

A submission questioned the relevance of section 5.1, 5.2 and 5.3 of the PILP Plan and suggested they should be removed from the Plan. In accordance with clause 77I of the Regulations, sections 5.1, 5.2 and 5.3 outline how the monies received from the payment in lieu of car parking will be applied to public car parking infrastructure such as introducing paid parking, other infrastructure upgrades such as providing for sustainable modes of transport, or ancillary or incidental purposes such as way finding signage within the nominated centres outlined in the PILP Plan. In addition, in accordance with clause 77m and n of the Regulations, the plan has effect for a period of 10 years unless a longer period has been approved by the Western Australian Planning Commission (WAPC).

It is further noted that any monies received for the purposes of payment in lieu of parking for a non-residential development or change of use, is to be applied to the same area of the non-residential development or use, in accordance with clause 77J of the Regulations.

#### Bayswater Town Centre

Comments were received relating to the PILP Plan being unreasonable to restrict parking for residents who are not in a hot spot or high pressure parking areas by applying a standard proximity rule. In response, the PILP Plan actions are derived from the Bayswater Town Centre Short-term Parking Management Plan. This management plan has been developed to capture any current and future car parking demands within the Bayswater Town Centre. The actions are only intended to be implemented when they are required. The DevelopmentWA METRONET East Redevelopment Scheme identifies areas within the Bayswater Town Centre and surrounding area to be revitalised and to transform underutilised urban areas into diverse and activated places for

people to live, work and recreate, guided by the Redevelopment Area Objectives. Given this, there may become a future demand on car parking which the Plan is intended to capture.

Comments were received relating to residential properties who use on street parking for large domestic vehicles being adversely impacted. The City recognises that imposing paid or time restricted car parking can limit on street parking availability in some locations. These restrictions are aimed towards visitors to the area during visitor peak use times and are not intended to restrict parking outside of business hours. Prior to any implementation the City will undertake consultation with adjacent residential properties.

Further, comments were received relating to starting up small businesses being costly and hard enough without the government asking for more money. In response, it is noted that the City has always required payment in lieu of parking where there is a shortfall of onsite parking for non-residential developments. The PILP Plan just outlines how the City will use any monies that have been received. The main provision being amended is the payment calculation which has effectively been reduced from \$10,000 per car parking space to \$3,000 per parking space.

Comments were received relating to maintaining the amenity of the local area, and how pedestrian and cyclist/e-scooter traffic will be enhanced whilst co-existing with increased parking demand. In response the City does not have specific plans outlining pedestrian or e-scooter infrastructure to date. The DevelopmentWA METRONET East Bayswater Project Area Design Guidelines apply to the Bayswater Town Centre area and outlines that transport needs will be balanced with the opportunity to reduce local dependence on private vehicle use with the upgraded station, access to three train lines, new bus services and high quality cycle connections. Development will deliver car parking requirements and alternative, sustainable transit modes to reduce traffic generation. In addition, the City will investigate infrastructure options to accommodate micromobility (such as e-bikes and e-scooters) which will inform whether a future amendment to the PILP Plan is required.

#### Maylands Town Centre

Comments were received relating to time restrictions and paid parking adversely impacting residential properties that solely rely on verge, on-street parking and City of Bayswater car parking lots. The City recognises that imposing paid or time restricted car parking can limit on street parking availability in some locations. These restrictions are aimed towards visitors to the area during visitor peak use times and are not intended to restrict parking outside of business hours. Prior to any implementation the City will undertake consultation with adjacent residential properties.

Further comments were received relating to why the City of Bayswater is to decide how many parking bays are required for different kinds of businesses. In response, minimum car parking requirements are outlined within the City of Bayswater Town Planning Scheme No. 24 (TPS 24). Minimum car parking requirements provide a benchmark for non-residential developments and changes of use. A variation to the minimum car parking requirements may be considered under a development application in accordance with clause 77D of the Regulations, which requires the City to be satisfied that reasonable efforts have been made to comply with the minimum parking requirements without adversely affecting safety, open space, street trees and the like, and that the lower number of car parking spaces adequately provide for the demands of the development.

In addition to this, the DPLH is currently advertising a draft interim guidance document for Non-Residential Car Parking Requirements which sets a benchmark for minimum and maximum car parking across the Perth and Peel region. If this document is supported by the WAPC, this may result in a future review of the City's car parking requirements to reflect the new minimum and maximums set by the DPLH/WAPC.

Comments were also received which outlined that more parking encourages more people to drive instead of walking, cycling or taking public transport and negatively affects the community. It was suggested to remove minimum parking requirements altogether. In response it is noted, that in

order for the City to be able to apply the payment in lieu of car parking, a minimum car parking requirement is required. The PILP calculation has been amended to reduce from the previous amount of \$10,000 per car parking bay to \$3,000 per car parking bay. Money received is able to be allocated under clause 5 of the plan to provide infrastructure to support greater use of sustainable modes of transport. In addition, the City of Bayswater Car Parking in the Town Planning Scheme No 24 Local Planning Policy provides for a reduction to the minimum TPS 24 car parking requirements for non-residential developments and changes of use where located in the nominated town centres or within close proximity to high frequency public transport.

### Morley Activity Centre

Comments were received relating to access way (driveway) access being blocked if a paid parking bay was put in front of it. In response, prior to providing paid parking bays within the nominated areas of the PILP Plan, the City will conduct traffic and transport investigations to ensure that any bays will have adequate setbacks to existing driveways to ensure they do not unduly impact on existing properties including existing driveway access.

A further comment was received relating to paid parking having a negative impact on the small businesses within Coventry's Village and surrounding streets. In response, paid parking is only intended to be implemented when there is a need for it due to parking spaces being at capacity. Given the current parking capacity levels in the Morley Activity Centre this is not anticipated to be in the short-medium term. Additionally, paid parking is only intended to be implemented on surrounding streets that are City owned and managed within nominated areas of the PILP Plan rather than within private car parking areas (i.e.: Coventry Village which is privately owned). Noting this, it is anticipated that the paid parking within surrounding streets will not unduly impact on the small business within Coventry Village.

Further comments received which objects to any proposal which may turn residential streets into overflow parking for commercial and industrial businesses, and to consider if there are more viable alternatives in the area which could offer a better solution including using verge parking alongside public open space (POS) for overflow. In response, the Morley Activity Centre car parking infrastructure upgrades are derived from the Car Parking Management Plan for the Morley Activity Centre where comprehensive surveys were previously undertaken. The plan outlines that the City will mark any unmarked parking bays initially in car parking 'hot spots' (where there are existing issues) and then throughout the Morley Activity Centre, to highlight available parking which is currently unclear. In addition, paid parking may be implemented for on- and off- street parking to control use and maintain peak demand. In addition, clause 5.1.3 requires the City to investigate options for decked parking within the Morley Activity Centre and mark unmarked parking bays. In addition, clause 5.2.3 requires the City to provide infrastructure to support greater use of sustainable modes of transport. Verges adjacent to POS are currently being used for tree planting to create a greener and more sustainable City by increasing urban forest canopy by 20% by 2030 in accordance with its Urban Forest Strategy. Considering this, the City would not support removal of street trees along POS to accommodate verge parking for commercial enterprise.

Comments were received relating to existing car parking issues along Stanbury Crescent, Uren Street, Charnwood Street including the cul-de-sac, and Hewton Street. In response, the Car Parking Management Plan for the Morley Activity Centre recommends implementing time restrictions throughout the Activity Centre. It is recommended that the PILP Plan be amended to incorporate this requirement to be consistent with the management plan. In addition, to meet the concerns raised with cars being parked in cul-de-sac, it is recommended that the City investigate car parking impacts on residential streets, including cul-de-sacs, to consider if road marking and/or other measures to manage car parking is required.

Comments were also received relating to residential properties that rely on verge or on-street parking. The City recognises that imposing paid or time restricted car parking can limit on street parking availability in some locations. These restrictions are aimed towards visitors to the area

during visitor peak use times and are not intended to restrict parking outside of business hours. Prior to any implementation the City will undertake consultation with adjacent residential properties.

### Proposed Modifications

Based on the comments received during public consultation, it is recommended that the following clause be added to clause 5.1.3 Morley Activity Centre:

- (e) 'Investigate car parking impacts on residential streets, including cul-de-sacs, to consider if road line marking or other measures are required to manage car parking along Drake Street, Stanbury Crescent, Charnwood Street, Hewton Street, and other streets where required.'

It is further recommended that the following text be added to clause 5.2.3 (a) Morley Activity Centre:

*'Investigate traffic calming measures along Coode Street, Kennedy Road, Drake Street, Boag Road and Rudloc Road Morley to assist in facilitating a pedestrian and cyclist friendly environment.'*

With consideration of the comments received during the public consultation period it is recommended that the advertised draft PILP Plan be amended to address these issues and approve the modified plan as outlined in **Attachment 3**.

## **LEGISLATIVE COMPLIANCE**

Payment in Lieu of Parking Plans are required under Schedule 2, Part 9A of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

## **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>	<p>It is considered that this option has a low risk as the Payment in Lieu of Parking Plan (PILP Plan) brings the City's process into alignment with the State Governments Planning Reform, with respect to the payment in lieu of providing on site non-residential car parking, under Part 9A of the Regulations.</p> <p>In the event Council choose not to proceed with this option it is considered there is a moderate service delivery risk as the City will no longer be able to collect payment in lieu of parking within the town/activity centres until a plan is adopted by Council and approved by the DPLH.</p>	

## **FINANCIAL IMPLICATIONS**

Currently any cash in lieu of car parking funds are held in a series of Trust accounts however upon adoption of the Parking Plan by Council they will be required, under the Regulations, to be transferred to a Reserve account.

**STRATEGIC IMPLICATIONS**

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

Theme: Vibrancy

Goal V1: Plan for increased business opportunities around transport nodes.

It is considered that the proposed Payment in Lieu of Parking Plan will assist in encouraging the development of non-residential buildings and changes of use within the town/activity centres, which are easily accessed via a range of transport types.

**CONCLUSION**

The proposed Payment in lieu of Parking Plan is considered to be consistent with the City's format, and brings the City into alignment with the requirements under Part 9A of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

In light of the above, it is recommended that Council approves the modified Payment in Lieu of Parking Plan as contained in **Attachment 3**.





## Payment in Lieu of Parking Plan

Draft November 2022



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## 1. Introduction

### 1.1. Regulatory Compliance

This Payment in Lieu of Parking Plan (the Plan) has been created under Schedule 2, Part 9A of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations) and has been prepared in the Manner and Form approved by the Western Australian Planning Commission (WAPC).

### 1.2. Purpose

This Plan, together with the Regulations, governs the application of payments in lieu of providing car parking for development in the area(s) identified in this Plan. This Plan outlines the purposes for which payment in lieu of car parking will be used by the City of Bayswater (the City) in the areas(s) identified and how money collected will be administered.

### 1.3. Operational Dates

The Plan commenced operation on <insert date>.

The Plan will cease operation on <insert date>, being 10 years from the operational date, unless extended in writing by the WAPC prior to the expiry date.

### 1.4. Amendments to the Plan

Amendments to the Plan shall be made in accordance with clause 77M of the Regulations and the current version shall be published in accordance with clause 77L of the Regulations.

A record of amendments to the Plan shall be maintained in the table below:

Amendment No	Date	Comment

### 1.5. Objectives of the Plan

The Plan has the following objectives:

- To have a consistent application of payments in lieu of parking bays;
- To identify car parking areas under pressure from high demand ('hot spots');
- To provide a more effective use of the parking supply in town/activity centres; and
- To support an integrated approach to transport and parking management within the town/activity centres which balances provision for cars with the requirements of other modes of transport.

### 1.6. Linkages to Relevant Adopted Planning Documents

The Plan supports the implementation of the following documents and the Integrated Planning and Reporting framework:

#### 1.6.1. Strategic Community Plan

The Strategic Community Plan supports the majority of higher density residential infill being located within identified planning areas, which are primarily situated around key public transport nodes. The

broad intent of the planning areas is to encourage a diverse mix of compatible land uses, underpinned by density within a walkable catchment. This will create an ideal environment to encourage increased business opportunities within the planning areas identified. More intensive mixed use development will help to increase activation and vibrancy in these areas.

#### **1.6.2. Local Planning Scheme**

Local Planning Scheme No.24 (the Scheme), adopted on 26 November 2004, is the primary document for controlling land use and development within the City. A new local planning scheme is to be prepared to align with the Local Planning Strategy in the short term.

The Local Planning Scheme outlines the general car parking calculations which are applied to the different land uses proposed within the City of Bayswater.

#### **1.6.3. Draft Local Planning Strategy**

This is the City's first Local Planning Strategy (the Strategy), which will be used to guide the growth of the City of Bayswater. The Strategy forms the strategic basis for the comprehensive review of the Scheme and its local planning policies. The Strategy sets out the long-term planning directions for the City and provides the rationale for any zoning or classification of land under the local planning scheme.

The planning areas identified in the Strategy are where growth will be targeted. Planning will guide housing, employment, and infrastructure improvements to serve a growing population and assist local planning alignment with State planning objectives. The aim is for the identified planning areas to accommodate the majority of the required residential infill dwellings and employment development.

The identified planning areas are hubs that attract people for a variety of activities, such as shopping, working, studying and living. These areas mainly consist of a concentration of commercial uses combined with a varying proportion of other land uses such as residential, schools and open space. The role and function of these areas and the diversity of activities within them varies depending on their catchment and their locational attributes relevant to other areas.

#### **1.6.4. Local Planning Policies**

Local planning policies can be prepared by the City in accordance with Division 2, Schedule 2, of the Regulations. These policies may apply to the whole Scheme area or part of the Scheme area. The City has two local planning policies which are applicable to the Plan, are outlined below.

##### **(a) Payment in Lieu of Parking Policy**

The purpose of this policy is to provide the parameters for which payment in lieu of on-site car parking may be taken for non-residential development within the City of Bayswater. The policy should not be seen as replacing the developer's responsibility to provide on-site parking, but rather as a mechanism to enable otherwise desirable developments, for which the full amount of parking cannot be provided on site, to proceed.

By allowing for the payment in lieu of car parking for non-residential development within the City of Bayswater's town/activity centres, the Policy provides a realistic alternative for developers to provide on-site car parking, which is not afforded to other areas in the City of Bayswater. This reinforces the objectives of the City's draft Local Planning Strategy by encouraging non-residential development within the town/activity centres, as these are identified planning areas.

This policy outlines the infrastructure cost applicable to the method of calculation for the payment in lieu of parking, in line with the State Government requirements.

##### **(b) Car Parking Dispensation Policy**

The purpose of this policy is to provide parameters for considering a dispensation on the minimum number of required on-site car parking bays for non-residential developments, which are located within a town/activity centre or within proximity to high frequency public transport.

By easing on-site car parking requirements for non-residential development within areas identified as planning areas, the Policy reinforces the objectives of the City's draft Local Planning Strategy by encouraging non-residential development within planning areas.

## 2. Terms Used

The terms used in the Plan have the same meaning as in the Regulations. In this Plan, the additional terms mean:

**Bayswater Town Centre** is any lot within the area identified on the map in Attachment 2.

**Infrastructure Cost** is the cost to construct a car parking space and includes the engineering and design, materials, labour costs, landscaping, line marking, draining and retaining.

**Maylands Town Centre** is any lot within the area identified on the map in Attachment 3.

**Morley Activity Centre** is any lot within the area identified on the map in Attachment 4.

**Noranda Town Centre** is any lot within the area identified on the map in Attachment 5.

**Payment in lieu** is the payment made for the provision of car parking, instead of providing the minimum number of physical on-site car parking spaces required by the City of Bayswater Town Planning Scheme No. 24 (TPS 24).

**Proximity to high frequency public transport** is defined as any lot within:

- (a) 800m of a train station on a high frequency rail route, measured in a straight line from the pedestrian entry to the train station platform to any part of a lot; or
- (b) 250m of a high frequency bus route, or multiple bus routes that, if combined, have timed stops every 15 minutes during weekday peak periods (7–9am and 5–7pm), measured in a straight line from along any part of the bus route to any part of the lot.

**Street Infrastructure** is any works within the street including but not limited to the formalisation of car parking spaces, wayfinding signage, footpath upgrades, street lighting, CCTV infrastructure and the like.

**Sustainable Transport Infrastructure** is any works associated with upgrading pedestrian, cyclist, micromobility devices and public transport networks and infrastructure.

## 3. Parking Plan Application and Area

This Plan relates to the area specified in Section 3.1. Moneys collected within the Plan area must be spent in the Plan area.

### 3.1. Maps

A list of the applicable maps under the Plan are provided below:

- (a) Index Map;
- (b) Bayswater Town Centre Map;

- (c) Maylands Town Centre Map;
- (d) Morley Activity Centre Map; and
- (e) Noranda Town Centre Map.

#### 4. Reasonable Estimate of Costs for Payment in Lieu

##### 4.1. Calculation of Reasonable Estimate of Costs

Payment in lieu of parking contributions are to be based on the infrastructure cost per square metre to construct a car parking space and a manoeuvring area of 30m<sup>2</sup>. A 50% discount to the car parking space and manoeuvring area of 30m<sup>2</sup> is to be applied to the calculation.

The infrastructure cost to construct a car parking space within any town/activity centre in the City of Bayswater is \$200 per square metre.

The payment in lieu of parking contribution is based on the following formula:

$$\text{Infrastructure cost per m}^2 \times 15\text{m}^2 \times \text{car parking space shortfall}$$

The purpose for which the payment in lieu will be applied, and the financial administration of the funds received, will occur in accordance with this Plan.

##### 4.2. Revisions to Reasonable Estimate of Costs

The Reasonable Estimate of Costs in this Plan can be revised by the City of Bayswater from time to time using the method(s) approved by the WAPC (as published in the Gazette). Revised Estimates of Cost are to be published in the updated version of the Plan in Section 4.1, together with a note confirming the date of inclusion of the revised estimate.

#### 5. Purposes for Which Payment in Lieu Will be Applied

The City's Bayswater Town Centre Short-Term Parking Management Plan, Maylands Town Centre Car Parking Strategy and Car Parking Management Plan for Morley Activity Centre have been used to inform the works identified within each of the town/activity centres. The works stipulated within the management plans and strategy have been reviewed, and where works have already been completed, they have been included from the list of planned works.

In accordance with clause 771(2) of the Regulations, money collected under the Plan must be applied for the purposes set out below:

##### 5.1. Public Car Parking Infrastructure

###### 5.1.1. Bayswater Town Centre

The Bayswater town centre is currently undergoing significant change with the construction of the new Bayswater train station. This has resulted in the removal a significant amount of existing parking for commuters and visitors. However, a new car park has been constructed along Hamilton Street to assist in alleviating the impact of the development and subsequent reduction in parking. The following works were identified within the Bayswater Town Centre Short-Term Parking Management Plan and will assist in improving parking within the locality.

- (a) Modifying time restricted parking.

A 30 minute time restriction for bays close to the key shopping areas on Whatley Crescent and King William Street. The restriction will encourage effective parking turnover and enough time for visitors to quickly visit a shop.

A two hour parking restriction within a short walk of the key shopping areas on Whatley Crescent and King William Street. This will allow sufficient time to enable visitors to undertake town centre activities, including visiting multiple town centre shops, sitting down for a coffee or a meal or visiting the library or the hairdresser.

A five hour parking restriction within a 10 to 15 minute walk of Bayswater Train Station to prioritise visitors to the town centre by allowing ample time to visit the local businesses in the town centre. It is considered that the restriction will deter the majority of weekday train commuters, as they will need more time to travel into the CBD or elsewhere for work and the like.

- (b) Mark unmarked parking bays.

Unmarked parking bays need to be marked, initially in car parking 'hot spots' and then throughout the town centre, to highlight available parking which is currently unclear.

### 5.1.2. Maylands Town Centre

The Maylands town centre is undergoing change due to the closure of the Caledonian Avenue railway crossing. In light of the closure, Main Roads Western Australia intends to undertake works which will reduce the extent of car parking provided along Seventh Avenue which will have an impact on visitors. The following works were identified within the Maylands Town Centre Car Parking Strategy and will assist in improving parking within the locality.

- (a) Take a consistent approach to time restrictions for on street parking.

For on street parking bays, the following parking periods are recommended:

- Within approximately 150m of the train station - two and three hours on streets and in City-managed car parks, with a number of 15 minute bays to allow for short term users;
- Within approximately 250m of the train station - three hours on streets and in City-managed car parks; and
- Within approximately 400m of the train station – four hours on streets and in City-managed car parks.

In specific 'hot spot' (potential problem) areas, this may be altered.

Time restrictions are recommended to only apply between 8am and 5pm Monday to Friday.

- (b) Mark unmarked parking bays.

Unmarked parking bays need to be marked, initially in car parking 'hot spots' and then throughout the town centre, to highlight available parking which is currently unclear.

- (c) 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.

Clearway areas can be used for on street parking outside of peak times. To encourage this use, parking will be formalised in clearway areas through marking of car parking bays so that drivers know they can park in these areas at these times.

- (d) Implement an events parking permit for attendees of events over four hours.

The permit would enable attendees of events over four hours' duration to park at The RISE car park without risk of an infringement.

- (e) Introduce paid/ticketed parking for users of The RISE.

Paid parking could be implemented where the first two or three hours are free. This would enable regular users to not pay but would require others using the area to pay. This would require event permits as detailed above.

- (f) Investigate a decked parking structure over the existing parking at The RISE.

Currently there are 78 car bays in the outer section of The RISE. By constructing a parking deck above the existing parking area it would increase the number of available bays by approximately 65 (subject to design).

Possible impacts on increased anti-social behaviour, reduction of light to the open space central to the car parking area, and minimisation of tree loss require consideration.

- (g) Introduce time restricted car parking along Central Avenue.

Limit parking to four hours along Central Avenue between 8am and 5pm. This is intended to reduce the use of parking on the street by long term commuters.

- (h) Time restrict loading bays along Central Avenue and Sixth Avenue.

It is not necessary to reserve loading bays for their intended use at all hours. Due to the potential noise impact of un/loading vehicles, it is recommended that these bays be time restricted to 8am-5pm for this use, and they can be used as additional on street parking for all users outside of these times.

- (i) Establish a universal access bay in the central area of the town centre.

Currently there are no universal access bays on public land within the town centre.

- (j) Investigate options for decked parking.

This area bounded by Whatley Crescent, Seventh Avenue, Guildford Road and Ninth Avenue is the most heavily frequented zone within the centre. Should other actions be implemented, and the need for considerably more parking within the zone are identified, multi-level parking should be considered.

### 5.1.3. Morley Activity Centre

- (a) Modifying time restricted parking.

Change Boag Road on-street parking from 90 minutes to 2P - monitor compliance. Assess function of Progress Street and Bishop Street on-street parking. Speak with adjacent traders and if considered necessary conduct occupancy period survey and change some bays to 30 minutes

- (b) Investigate options for decked parking.

Develop a plan to identify and prioritise potential sites for the construction of parking decks to serve the commercial centres.

- (c) Mark unmarked parking bays.



Unmarked parking bays need to be marked, initially in car parking 'hot spots' and then throughout the activity centre, to highlight available parking which is currently unclear.

- (d) Introduce paid/ticketed parking.

Paid parking could be implemented for on- and off-street parking to control use and maintain peak demand below 85%.

## 5.2. Other Transport Infrastructure

### 5.2.1. Bayswater Town Centre

- (a) Advocating to the State Government to improve bus services in Bayswater.
- (b) Provide infrastructure to support greater use of sustainable modes of transport.

Upgrade pedestrian, cyclist and public transport networks and infrastructure to improve pedestrian, cyclist and public transport user safety and amenity.

### 5.2.2. Maylands Town Centre

- (a) Provide infrastructure to support greater use of sustainable modes of transport.

Upgrade pedestrian, cyclist and public transport networks and infrastructure to improve pedestrian, cyclist and public transport user safety and amenity.

- (b) Advocate for the Public Transport Authority to formalise parking near the rail line.

Currently the area is used for commuter parking. However, much is informal and not managed. The City should advocate for formalised parking near the Maylands Train Station to improve the condition of these areas.

### 5.2.3. Morley Activity Centre

- (a) Provide infrastructure to support greater use of sustainable modes of transport.

Upgrade pedestrian, cyclist and public transport networks and infrastructure to improve pedestrian, cyclist and public transport user safety and amenity.

### 5.2.4. Noranda Town Centre

- (a) Provide infrastructure to support greater use of sustainable modes of transport.

Upgrade pedestrian, cyclist and public transport networks and infrastructure to improve pedestrian, cyclist and public transport user safety and amenity.

## 5.3. Ancillary or Incidental Purposes

### 5.3.1. Bayswater Town Centre

- (a) Introduce wayfinding signage.

Wayfinding signs and directories can efficiently guide people to car parking areas around the town centre. This needs to be predictable and consistent.

- (b) Remove 'No standing' or 'No parking' signage and replace with a solid line parallel to the kerb.

This signage can be replaced with a solid line close to the kerb. Removing these signs will reduce street clutter and improve the streetscape.

(c) Upgrade signage.

Current signage is dated, damaged and inconsistently spaced, resulting in car parking restrictions being unclear.

(d) Provide infrastructure to improve the quality and safety of the pedestrian environment.

Upgrade footpaths, street lighting and CCTV infrastructure to improve pedestrian safety and amenity.

(e) Provide public education.

Undertake education campaigns to encourage public transport and active transport use.

(f) Parking surveys.

Undertake parking surveys to assess ongoing issues, determine if there is a high occupancy percentage from long term parkers and vehicles parking overtime, and to determine parking trends. This data is essential to identify and justify triggers and priority areas for changes to regulations.

### 5.3.2. Maylands Town Centre

(a) Introduce wayfinding signage.

Wayfinding signs and directories can efficiently guide people to car parking areas around the town centre. This needs to be predictable and consistent.

(b) Remove 'No standing' or 'No parking' signage and replace with a solid line parallel to the kerb.

This signage can be replaced with a solid line close to the kerb. Removing these signs will reduce street clutter and improve the streetscape.

(c) Upgrade signage.

Current signage is dated, damaged and inconsistently spaced, resulting in car parking restrictions being unclear.

(d) Investigate opportunities to utilise technologies such as sensors and apps.

Sensors and apps can assist the City in better monitoring demand and use of parking areas in the town centre, and can improve the experience of drivers parking in the area.

(e) Upgrade signage along Ninth Avenue to indicate that on street parking is permitted.

Parking on Ninth Avenue is currently underutilised as there is no signage in this area indicating that on street parking is permitted. The signage would make this permission clear and encourage parking there.

(f) Modify 'No Parking on Road or Verge' signage to 'No Parking on Road or Verge (Residents excepted)' along Central Avenue.

Currently residents cannot park on the verge in front of their own properties. While the purpose of this is to prevent visitors to the multiple dwellings across the road from parking on the verge, it severely restricts the way residents can use the area.

- (g) Provide infrastructure to improve the quality and safety of the pedestrian environment.  
Upgrade footpaths, street lighting and CCTV infrastructure to improve pedestrian safety and amenity.
- (h) Provide public education.  
Undertake education campaigns to encourage public transport and active transport use.
- (i) Parking surveys.  
Undertake parking surveys to assess ongoing issues, determine if there is a high occupancy percentage from long term parkers and vehicles parking overtime, and to determine parking trends. This data is essential to identify and justify triggers and priority areas for changes to regulations.

### 5.3.3. Morley Activity Centre

- (a) Introduce wayfinding signage.  
Wayfinding signs and directories can efficiently guide people to car parking areas around the activity centre. This needs to be predictable and consistent.
- (b) Upgrade signage.  
Current signage is dated, damaged and inconsistently spaced, resulting in car parking restrictions being unclear.
- (c) Provide infrastructure to support and improve the quality and safety of the pedestrian environment.  
Upgrade footpaths, street lighting and CCTV infrastructure to improve pedestrian safety and amenity.
- (d) Provide public education.  
Undertake education campaigns to encourage public transport and active transport use.
- (e) Parking surveys.  
Undertake parking surveys to assess ongoing issues, determine if there is a high occupancy percentage from long term parkers and vehicles parking overtime, and to determine parking trends. This data is essential to identify and justify triggers and priority areas for changes to regulations.

### 5.3.4. Noranda Town Centre

- (a) Introduce wayfinding signage.  
Wayfinding signs and directories can efficiently guide people to car parking areas around the town centre. This needs to be predictable and consistent.
- (b) Remove 'No standing' or 'No parking' signage and replace with a solid line parallel to the kerb.  
This signage can be replaced with a solid line close to the kerb. Removing these signs will reduce street clutter and improve the streetscape.
- (c) Upgrade signage.

Current signage is dated, damaged and inconsistently spaced, resulting in car parking restrictions being unclear.

- (d) Provide infrastructure to support and improve the quality and safety of the pedestrian environment.

Upgrade footpaths, street lighting and CCTV infrastructure to improve pedestrian safety and amenity.

- (e) Provide public education.

Undertake education campaigns to encourage public transport and active transport use.

- (f) Parking surveys.

Undertake parking surveys to assess ongoing issues, determine if there is a high occupancy percentage from long term parkers and vehicles parking overtime, and to determine parking trends. This data is essential to identify and justify triggers and priority areas for changes to regulations.

## 6. Operation

### 6.1. Operational Requirements

The Plan shall operate in accordance with Part 9A of the Regulations.

### 6.2. Triggers for Payments to be Made

Prior to granting development approval and imposing a condition for payment in lieu of parking, the City will give the applicant a notice of apportionment (Appendix 6) in accordance with clause 77F(1)(b) of the Regulations, which confirms the specified shortfall of car parking spaces in the proposed development that is to be dealt with by the condition. The notice of apportionment confirms the City's consideration of a development application and how it will proceed to approval.

The City will provide the applicant with the notice of apportionment just prior to determination, following completion of the assessment of an application, to provide awareness to the applicant of the recommended condition(s).

Payment of money shall be made to the City to satisfy a payment in lieu of car parking condition validly applied to a development approval for development located in the area subject to the Plan. The payment in lieu of car parking condition applied to the development approval shall specify when the City requires payment of monies to be made.

### 6.3. Payment in Lieu of Parking Condition

The City will apply the following condition on any applicable Development Approval for the payment in lieu of parking:

Prior to the commencement of development, payment of \$<insert total amount> shall be made to the City of Bayswater for the Payment in Lieu of car parking bays which have not been provided on site or in a shared parking arrangement.

This condition has been imposed under the requirements of the City of Bayswater Payment in Lieu of Parking Plan, the Payment in Lieu of Car Parking Local Planning Policy, and Schedule 2, clause 77H of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Additional information, by way of an advice note, may be provided by the City to confirm its expectations in relation to the payment in lieu of parking, where applicable.

#### **6.4. Decision-making on Development Applications Using this Plan**

Decision makers are to have due regard to the Plan when making decisions on development applications that seek or require consideration of payment in lieu of car parking under the Plan. The plan is implemented in conjunction with the provisions of the City's Car Parking Dispensation Policy and Payment in Lieu of Car Parking Policy.

### **7. Financial Administration (clause 77I)**

#### **7.1. Reserve Account to be Established and Maintained**

The City of Bayswater shall establish and maintain a Reserve Account for money collected under the Plan in accordance with clause 77I(1) of the Regulation. The Reserve Account shall be established under the provisions of the *Local Government Act 1995*, Section 6.11. The reserve account shall be operated in accordance with the requirements of the *Local Government (Financial Management) Regulations 1996*.

#### **7.2. Interest Earned**

Interest earned on the Reserve Account under the Plan must be applied for the purposes set out in the Plan in accordance with clause 77I(3) of the Regulations.

#### **7.3. Records to be Kept**

Records of income and expenditure for the Reserve Account established under the Plan shall be maintained by the City of Bayswater until all funds have been expended on items that are identified in the Plan or repaid.

#### **7.4. Reporting**

Report of the Reserve Account shall be provided in accordance with the requirements of the *Local Government (Financial Management) Regulations 1996*.

#### **7.5. Invoice for Payment of Money**

In addition to a payment in lieu of parking condition being applied to a development approval under clause 77H of the Regulations, the City shall issue an invoice to the payer at the appropriate time to enable the payer to satisfy the condition of development approval.

The appropriate time is when the payment in lieu of parking condition becomes active. In order for the condition to be active the development is to be at the stage when works are about to commence on-site, following the issuing of a Building Permit and/or prior to the occupation of the development. At this stage the Plan requires a City to issue an invoice for the payment in lieu of parking.

The invoice shall specify the method and timing for the payment of the money required to satisfy the payment in lieu of parking development approval condition. The City of Bayswater may enter into an agreement for a payment plan(s) to enable payments to be made over an agreed specified period of time.

#### **7.6. Money Held in the Reserve Account at the Expiry of the Plan**

Money held in the Reserve Account at the Expiry of the Plan shall be treated in accordance with clause 77I(5), (6) and (7) of the Regulations.

Clause 771(5) of the Regulations requires that any unexpended money, including interest earned on that money, is to be repaid to the relevant payer. The relevant payer is the original person or body corporate who paid the money.

Where the relevant payer cannot be found by the City after taking reasonable steps to find the relevant payer or if the body corporate has been dissolved, clause 771(6) of the Regulations allows the City to retain the money. Reasonable steps to find the relevant payer, for the purpose of this clause, are as follows:

- (a) at least two attempts to contact the payer in writing, with at least 14 days passing between each notice being sent;
- (b) a detailed search of the City's records and a web based search for payer details for other properties; and
- (c) a request for payer details from service agencies (e.g. Water Corporation) as these organisations have more regular payment systems that may have involved the payer.

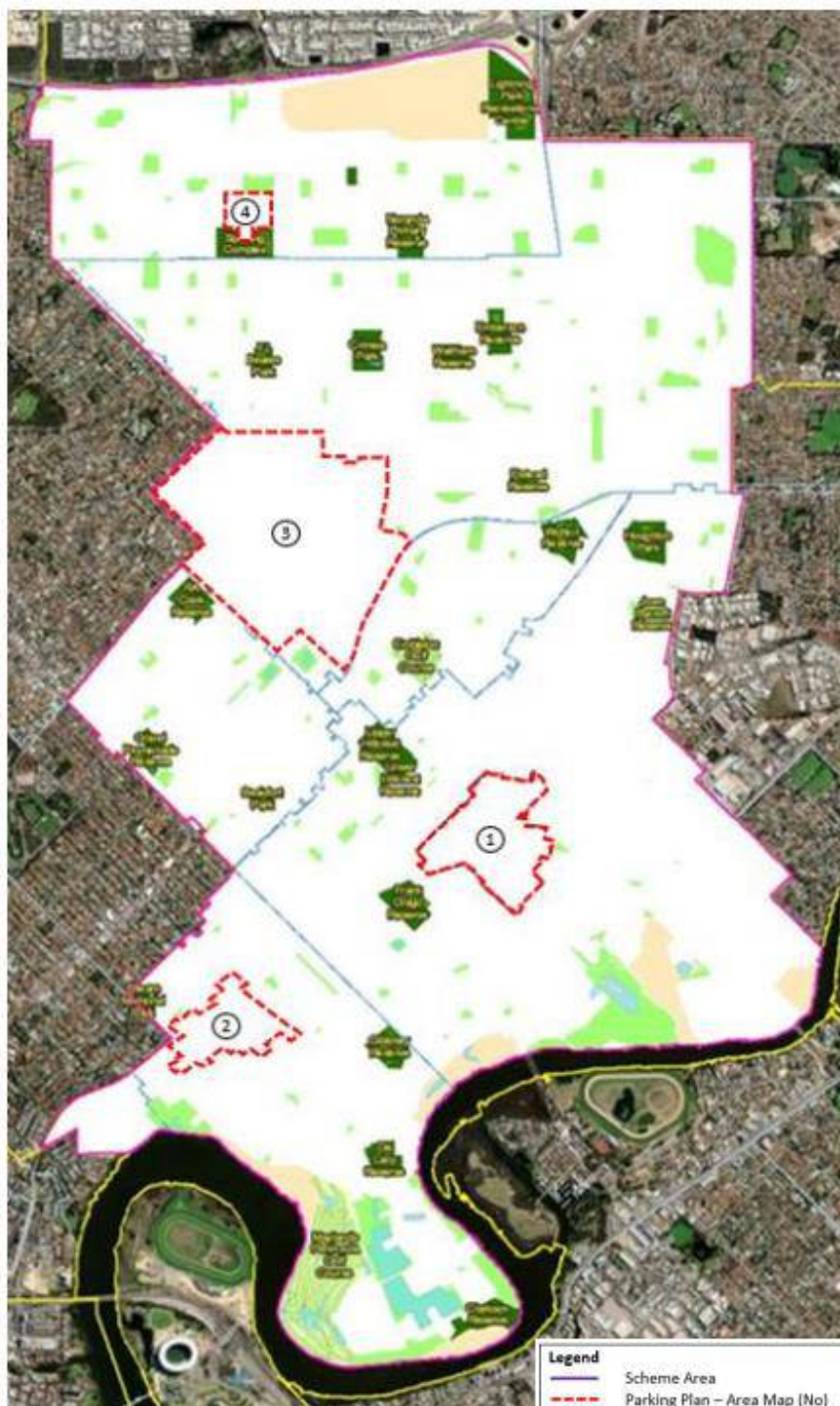
Clause 771(7) of the Regulations requires that money retained may be applied for any purpose that:

- (a) relates to the provision or maintenance of public parking infrastructure or other transport infrastructure (for example cycling or pedestrian paths) in the Scheme area; or
- (b) is ancillary or incidental to purposes referred to in point (a).

[Appendix 1: Index Map](#)

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Index Map





## Appendix 2: Bayswater Town Centre Map

Parking Plan Area 1 – Bayswater Town Centre Map



**Appendix 3: Maylands Town Centre Map**

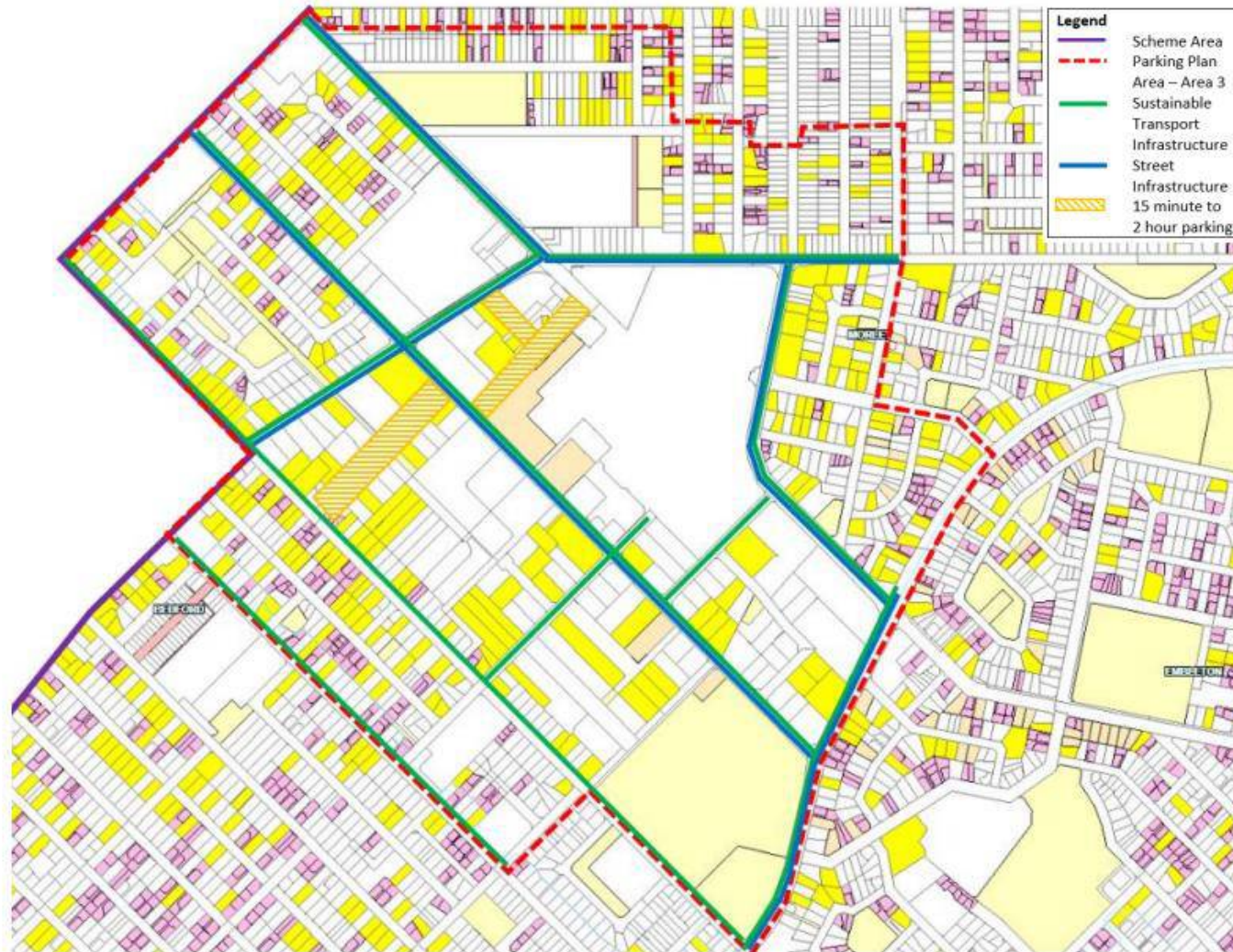
Parking Plan Area 2 – Maylands Town Centre Map



#### Appendix 4: Morley Activity Centre Map

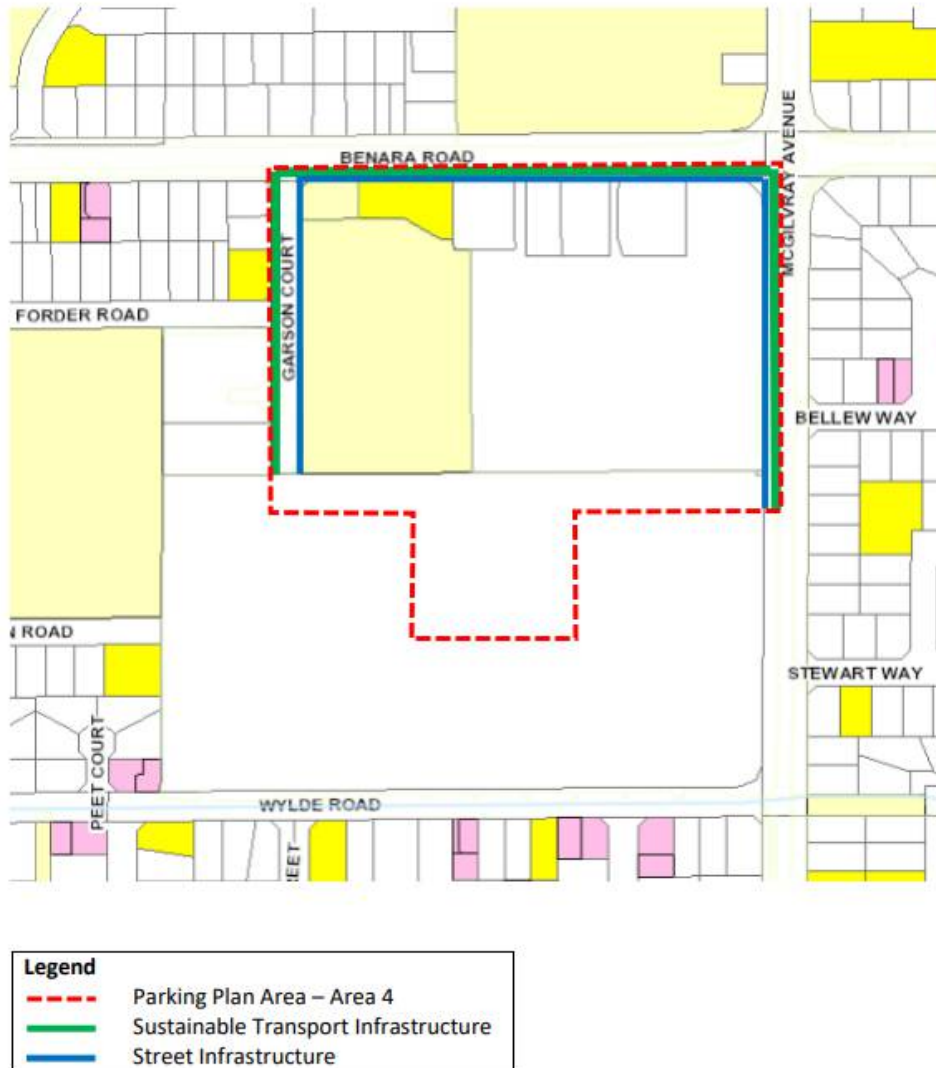


Parking Plan Area 3 – Morley Activity Centre Map



**Appendix 5: Noranda Town Centre Map**

Parking Plan Area 4 – Noranda Town Centre Map





## Appendix 6: Notice of Apportionment



## NOTICE OF APPORTIONMENT

Clause 77F(1)(b)(i) and (ii)  
of the *Planning and  
Development (Local  
Planning Schemes)  
Regulations 2015*

Version: 1.0 (June 2021)

Date of Notice: \_\_\_\_\_

Issuing Authority: \_\_\_\_\_

Notice is hereby given that the car parking space shortfall for the

\_\_\_\_\_

at \_\_\_\_\_

is \_\_\_\_\_

Insert total number of car parking spaces shortfall on site

### Apportionment

#### Payment In Lieu of Parking

For the purposes of imposing a payment in lieu of parking condition in accordance with clause 77H, the number of car parking spaces for which payment in lieu is required is

\_\_\_\_\_

insert number of car spaces subject to payment in lieu

#### Shared Parking Arrangement

For the purposes of imposing a shared parking arrangement condition in accordance with clause 77Q, the number of car parking spaces for which a shared parking arrangement condition is imposed is \_\_\_\_\_

insert number of car spaces subject to a shared parking arrangement

Signed: \_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_



## Payment in Lieu of Parking Plan

Draft November 2022

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## 1. Introduction

### 1.1. Regulatory Compliance

This Payment in Lieu of Parking Plan (the Plan) has been created under Schedule 2, Part 9A of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations) and has been prepared in the Manner and Form approved by the Western Australian Planning Commission (WAPC).

### 1.2. Purpose

This Plan, together with the Regulations, governs the application of payments in lieu of providing car parking for development in the area(s) identified in this Plan. This Plan outlines the purposes for which payment in lieu of car parking will be used by the City of Bayswater (the City) in the areas(s) identified and how money collected will be administered.

### 1.3. Operational Dates

The Plan commenced operation on ~~<insert-date>~~ 23 May 2023.

The Plan will cease operation on 23 May 2033, ~~<insert-date>~~, being 10 years from the operational date, unless extended in writing by the WAPC prior to the expiry date.

### 1.4. Amendments to the Plan

Amendments to the Plan shall be made in accordance with clause 77M of the Regulations and the current version shall be published in accordance with clause 77L of the Regulations.

A record of amendments to the Plan shall be maintained in the table below:

Amendment No	Date	Comment

### 1.5. Objectives of the Plan

The Plan has the following objectives:

- To have a consistent application of payments in lieu of parking bays;
- To identify car parking areas under pressure from high demand ('hot spots');
- To provide a more effective use of the parking supply in town/activity centres; and
- To support an integrated approach to transport and parking management within the town/activity centres which balances provision for cars with the requirements of other modes of transport.

### 1.6. Linkages to Relevant Adopted Planning Documents

The Plan supports the implementation of the following documents and the Integrated Planning and Reporting framework:

#### 1.6.1. Strategic Community Plan

The Strategic Community Plan supports the majority of higher density residential infill being located within identified planning areas, which are primarily situated around key public transport nodes. The

broad intent of the planning areas is to encourage a diverse mix of compatible land uses, underpinned by density within a walkable catchment. This will create an ideal environment to encourage increased business opportunities within the planning areas identified. More intensive mixed use development will help to increase activation and vibrancy in these areas.

### **1.6.2. Local Planning Scheme**

Local Planning Scheme No.24 (the Scheme), adopted on 26 November 2004, is the primary document for controlling land use and development within the City. A new local planning scheme is to be prepared to align with the Local Planning Strategy in the short term.

The Local Planning Scheme outlines the general car parking calculations which are applied to the different land uses proposed within the City of Bayswater.

### **1.6.3. Draft Local Planning Strategy**

This is the City's first Local Planning Strategy (the Strategy), which will be used to guide the growth of the City of Bayswater. The Strategy forms the strategic basis for the comprehensive review of the Scheme and its local planning policies. The Strategy sets out the long-term planning directions for the City and provides the rationale for any zoning or classification of land under the local planning scheme.

The planning areas identified in the Strategy are where growth will be targeted. Planning will guide housing, employment, and infrastructure improvements to serve a growing population and assist local planning alignment with State planning objectives. The aim is for the identified planning areas to accommodate the majority of the required residential infill dwellings and employment development.

The identified planning areas are hubs that attract people for a variety of activities, such as shopping, working, studying and living. These areas mainly consist of a concentration of commercial uses combined with a varying proportion of other land uses such as residential, schools and open space. The role and function of these areas and the diversity of activities within them varies depending on their catchment and their locational attributes relevant to other areas.

### **1.6.4. Local Planning Policies**

Local planning policies can be prepared by the City in accordance with Division 2, Schedule 2, of the Regulations. These policies may apply to the whole Scheme area or part of the Scheme area. The City has two local planning policies which are applicable to the Plan, are outlined below.

#### **(a) Payment in Lieu of Parking Policy**

The purpose of this policy is to provide the parameters for which payment in lieu of on-site car parking may be taken for non-residential development within the City of Bayswater. The policy should not be seen as replacing the developer's responsibility to provide on-site parking, but rather as a mechanism to enable otherwise desirable developments, for which the full amount of parking cannot be provided on site, to proceed.

By allowing for the payment in lieu of car parking for non-residential development within the City of Bayswater's town/activity centres, the Policy provides a realistic alternative for developers to provide on-site car parking, which is not afforded to other areas in the City of Bayswater. This reinforces the objectives of the City's draft Local Planning Strategy by encouraging non-residential development within the town/activity centres, as these are identified planning areas.

This policy outlines the infrastructure cost applicable to the method of calculation for the payment in lieu of parking, in line with the State Government requirements.

#### **(b) Car Parking Dispensation Policy**

The purpose of this policy is to provide parameters for considering a dispensation on the minimum number of required on-site car parking bays for non-residential developments, which are located within a town/activity centre or within proximity to high frequency public transport.

By easing on-site car parking requirements for non-residential development within areas identified as planning areas, the Policy reinforces the objectives of the City's draft Local Planning Strategy by encouraging non-residential development within planning areas.

## 2. Terms Used

The terms used in the Plan have the same meaning as in the Regulations. In this Plan, the additional terms mean:

**Bayswater Town Centre** is any lot within the area identified on the map in Attachment 2.

**Infrastructure Cost** is the cost to construct a car parking space and includes the engineering and design, materials, labour costs, landscaping, line marking, draining and retaining.

**Maylands Town Centre** is any lot within the area identified on the map in Attachment 3.

**Morley Activity Centre** is any lot within the area identified on the map in Attachment 4.

**Noranda Town Centre** is any lot within the area identified on the map in Attachment 5.

**Payment in lieu** is the payment made for the provision of car parking, instead of providing the minimum number of physical on-site car parking spaces required by the City of Bayswater Town Planning Scheme No. 24 (TPS 24).

**Proximity to high frequency public transport** is defined as any lot within:

- (a) 800m of a train station on a high frequency rail route, measured in a straight line from the pedestrian entry to the train station platform to any part of a lot; or
- (b) 250m of a high frequency bus route, or multiple bus routes that, if combined, have timed stops every 15 minutes during weekday peak periods (7–9am and 5–7pm), measured in a straight line from along any part of the bus route to any part of the lot.

**Street Infrastructure** is any works within the street including but not limited to the formalisation of car parking spaces, wayfinding signage, footpath upgrades, street lighting, CCTV infrastructure and the like.

**Sustainable Transport Infrastructure** is any works associated with upgrading pedestrian, cyclist, micromobility devices and public transport networks and infrastructure.

## 3. Parking Plan Application and Area

This Plan relates to the area specified in Section 3.1. Moneys collected within the Plan area must be spent in the Plan area.

### 3.1. Maps

A list of the applicable maps under the Plan are provided below:

- (a) Index Map;
- (b) Bayswater Town Centre Map;



- (c) Maylands Town Centre Map;
- (d) Morley Activity Centre Map; and
- (e) Noranda Town Centre Map.

#### **4. Reasonable Estimate of Costs for Payment in Lieu**

##### **4.1. Calculation of Reasonable Estimate of Costs**

Payment in lieu of parking contributions are to be based on the infrastructure cost per square metre to construct a car parking space and a manoeuvring area of 30m<sup>2</sup>. A 50% discount to the car parking space and manoeuvring area of 30m<sup>2</sup> is to be applied to the calculation.

The infrastructure cost to construct a car parking space within any town/activity centre in the City of Bayswater is \$200 per square metre.

The payment in lieu of parking contribution is based on the following formula:

**Infrastructure cost per m<sup>2</sup> x 15m<sup>2</sup> x car parking space shortfall**

The purpose for which the payment in lieu will be applied, and the financial administration of the funds received, will occur in accordance with this Plan.

##### **4.2. Revisions to Reasonable Estimate of Costs**

The Reasonable Estimate of Costs in this Plan can be revised by the City of Bayswater from time to time using the method(s) approved by the WAPC (as published in the Gazette). Revised Estimates of Cost are to be published in the updated version of the Plan in Section 4.1, together with a note confirming the date of inclusion of the revised estimate.

#### **5. Purposes for Which Payment in Lieu Will be Applied**

The City's Bayswater Town Centre Short-Term Parking Management Plan, Maylands Town Centre Car Parking Strategy, and Car Parking Management Plan for Morley Activity Centre have been used to inform the works identified within each of the town/activity centres. The works stipulated within the management plans and strategy have been reviewed, and where works have already been completed, they have been included from the list of planned works.

In accordance with clause 771(2) of the Regulations, money collected under the Plan must be applied for the purposes set out below:

##### **5.1. Public Car Parking Infrastructure**

###### **5.1.1. Bayswater Town Centre**

The Bayswater town centre is currently undergoing significant change with the construction of the new Bayswater train station. This has resulted in the removal of a significant amount of existing parking for commuters and visitors. However, a new car park has been constructed along Hamilton Street to assist in alleviating the impact of the development and subsequent reduction in parking. The following works were identified within the Bayswater Town Centre Short-Term Parking Management Plan and will assist in improving parking within the locality.

- (a) Modifying time restricted parking.

A 30 minute time restriction for bays close to the key shopping areas on Whatley Crescent and King William Street. The restriction will encourage effective parking turnover and enough time for visitors to quickly visit a shop.

A two hour parking restriction within a short walk of the key shopping areas on Whatley Crescent and King William Street. This will allow sufficient time to enable visitors to undertake town centre activities, including visiting multiple town centre shops, sitting down for a coffee or a meal or visiting the library or the hairdresser.

A five hour parking restriction within a 10 to 15 minute walk of Bayswater Train Station to prioritise visitors to the town centre by allowing ample time to visit the local businesses in the town centre. It is considered that the restriction will deter the majority of weekday train commuters, as they will need more time to travel into the CBD or elsewhere for work and the like.

- (b) Mark unmarked parking bays.

Unmarked parking bays need to be marked, initially in car parking 'hot spots' and then throughout the town centre, to highlight available parking which is currently unclear.

### 5.1.2. Maylands Town Centre

The Maylands town centre is undergoing change due to the closure of the Caledonian Avenue railway crossing. In light of the closure, Main Roads Western Australia intends to undertake works which will reduce the extent of car parking provided along Seventh Avenue which will have an impact on visitors. The following works were identified within the Maylands Town Centre Car Parking Strategy and will assist in improving parking within the locality.

- (a) Take a consistent approach to time restrictions for on street parking.

For on street parking bays, the following parking periods are recommended:

- Within approximately 150m of the train station - two and three hours on streets and in City-managed car parks, with a number of 15 minute bays to allow for short term users;
- Within approximately 250m of the train station - three hours on streets and in City-managed car parks; and
- Within approximately 400m of the train station – four hours on streets and in City-managed car parks.

In specific 'hot spot' (potential problem) areas, this may be altered.

Time restrictions are recommended to only apply between 8am and 5pm Monday to Friday.

- (b) Mark unmarked parking bays.

Unmarked parking bays need to be marked, initially in car parking 'hot spots' and then throughout the town centre, to highlight available parking which is currently unclear.

- (c) 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.

Clearway areas can be used for on street parking outside of peak times. To encourage this use, parking will be formalised in clearway areas through marking of car parking bays so that drivers know they can park in these areas at these times.

- (d) Implement an events parking permit for attendees of events over four hours.

The permit would enable attendees of events over four hours' duration to park at The RISE car park without risk of an infringement.

- (e) Introduce paid/ticketed parking for users of The RISE.

Paid parking could be implemented where the first two or three hours are free. This would enable regular users to not pay but would require others using the area to pay. This would require event permits as detailed above.

- (f) Investigate a decked parking structure over the existing parking at The RISE.

Currently there are 78 car bays in the outer section of The RISE. By constructing a parking deck above the existing parking area it would increase the number of available bays by approximately 65 (subject to design).

Possible impacts on increased anti-social behaviour, reduction of light to the open space central to the car parking area, and minimisation of tree loss require consideration.

- (g) Introduce time restricted car parking along Central Avenue.

Limit parking to four hours along Central Avenue between 8am and 5pm. This is intended to reduce the use of parking on the street by long term commuters.

- (h) Time restrict loading bays along Central Avenue and Sixth Avenue.

It is not necessary to reserve loading bays for their intended use at all hours. Due to the potential noise impact of un/loading vehicles, it is recommended that these bays be time restricted to 8am-5pm for this use, and they can be used as additional on street parking for all users outside of these times.

- (i) Establish a universal access bay in the central area of the town centre.

Currently there are no universal access bays on public land within the town centre.

- (j) Investigate options for decked parking.

This area bounded by Whatley Crescent, Seventh Avenue, Guildford Road and Ninth Avenue is the most heavily frequented zone within the centre. Should other actions be implemented, and the need for considerably more parking within the zone are identified, multi-level parking should be considered.

### 5.1.3. Morley Activity Centre

- (a) Modifying time restricted parking.

Change Boag Road on-street parking from 90 minutes to 2P - monitor compliance. Assess function of Progress Street and Bishop Street on-street parking. Speak with adjacent traders and if considered necessary conduct occupancy period survey and change some bays to 30 minutes.

- (b) Investigate options for decked parking.

Develop a plan to identify and prioritise potential sites for the construction of parking decks to serve the commercial centres.

- (c) Mark unmarked parking bays.

Unmarked parking bays need to be marked, initially in car parking 'hot spots' and then throughout the activity centre, to highlight available parking which is currently unclear.

- (d) Introduce paid/ticketed parking.

Paid parking could be implemented for on- and off-street parking to control use and maintain peak demand below 85%.

- (e) Investigate car parking impacts on residential streets, including cul-de-sacs.

Consider if road line marking or other measures are required to manage car parking along Drake Street, Stanbury Crescent, Charnwood Street, Hewton Street, and other streets where required.

## 5.2. Other Transport Infrastructure

### 5.2.1. Bayswater Town Centre

- (a) Advocating to the State Government to improve bus services in Bayswater.
- (b) Provide infrastructure to support greater use of sustainable modes of transport.

Upgrade pedestrian, cyclist and public transport networks and infrastructure to improve pedestrian, cyclist and public transport user safety and amenity.

### 5.2.2. Maylands Town Centre

- (a) Provide infrastructure to support greater use of sustainable modes of transport.

Upgrade pedestrian, cyclist and public transport networks and infrastructure to improve pedestrian, cyclist and public transport user safety and amenity.

- (b) Advocate for the Public Transport Authority to formalise parking near the rail line.

Currently the area is used for commuter parking. However, much is informal and not managed. The City should advocate for formalised parking near the Maylands Train Station to improve the condition of these areas.

### 5.2.3. Morley Activity Centre

- (a) Provide infrastructure to support greater use of sustainable modes of transport.

Upgrade pedestrian, cyclist and public transport networks and infrastructure to improve pedestrian, cyclist and public transport user safety and amenity.

Investigate traffic calming measures along Coode Street, Kennedy Road, Drake Street, Boag Road and Rudloc Road Morley to assist in facilitating a pedestrian and cyclist friendly environment.

### 5.2.4. Noranda Town Centre

- (a) Provide infrastructure to support greater use of sustainable modes of transport.

Upgrade pedestrian, cyclist and public transport networks and infrastructure to improve pedestrian, cyclist and public transport user safety and amenity.

### 5.3. Ancillary or Incidental Purposes

#### 5.3.1. Bayswater Town Centre

- (a) Introduce wayfinding signage.  
Wayfinding signs and directories can efficiently guide people to car parking areas around the town centre. This needs to be predictable and consistent.
- (b) Remove 'No standing' or 'No parking' signage and replace with a solid line parallel to the kerb.  
This signage can be replaced with a solid line close to the kerb. Removing these signs will reduce street clutter and improve the streetscape.
- (c) Upgrade signage.  
Current signage is dated, damaged and inconsistently spaced, resulting in car parking restrictions being unclear.
- (d) Provide infrastructure to improve the quality and safety of the pedestrian environment.  
Upgrade footpaths, street lighting and CCTV infrastructure to improve pedestrian safety and amenity.
- (e) Provide public education.  
Undertake education campaigns to encourage public transport and active transport use.
- (f) Parking surveys.  
Undertake parking surveys to assess ongoing issues, determine if there is a high occupancy percentage from long term parkers and vehicles parking overtime, and to determine parking trends. This data is essential to identify and justify triggers and priority areas for changes to regulations.

#### 5.3.2. Maylands Town Centre

- (a) Introduce wayfinding signage.  
Wayfinding signs and directories can efficiently guide people to car parking areas around the town centre. This needs to be predictable and consistent.
- (b) Remove 'No standing' or 'No parking' signage and replace with a solid line parallel to the kerb.  
This signage can be replaced with a solid line close to the kerb. Removing these signs will reduce street clutter and improve the streetscape.
- (c) Upgrade signage.  
Current signage is dated, damaged and inconsistently spaced, resulting in car parking restrictions being unclear.
- (d) Investigate opportunities to utilise technologies such as sensors and apps.  
Sensors and apps can assist the City in better monitoring demand and use of parking areas in the town centre, and can improve the experience of drivers parking in the area.
- (e) Upgrade signage along Ninth Avenue to indicate that on street parking is permitted.

Parking on Ninth Avenue is currently underutilised as there is no signage in this area indicating that on street parking is permitted. The signage would make this permission clear and encourage parking there.

- (f) Modify 'No Parking on Road or Verge' signage to 'No Parking on Road or Verge (Residents excepted)' along Central Avenue.

Currently residents cannot park on the verge in front of their own properties. While the purpose of this is to prevent visitors to the multiple dwellings across the road from parking on the verge, it severely restricts the way residents can use the area.

- (g) Provide infrastructure to improve the quality and safety of the pedestrian environment.

Upgrade footpaths, street lighting and CCTV infrastructure to improve pedestrian safety and amenity.

- (h) Provide public education.

Undertake education campaigns to encourage public transport and active transport use.

- (i) Parking surveys.

Undertake parking surveys to assess ongoing issues, determine if there is a high occupancy percentage from long term parkers and vehicles parking overtime, and to determine parking trends. This data is essential to identify and justify triggers and priority areas for changes to regulations.

### 5.3.3. Morley Activity Centre

- (a) Introduce wayfinding signage.

Wayfinding signs and directories can efficiently guide people to car parking areas around the activity centre. This needs to be predictable and consistent.

- (b) Upgrade signage.

Current signage is dated, damaged and inconsistently spaced, resulting in car parking restrictions being unclear.

- (c) Provide infrastructure to support and improve the quality and safety of the pedestrian environment.

Upgrade footpaths, street lighting and CCTV infrastructure to improve pedestrian safety and amenity.

- (d) Provide public education.

Undertake education campaigns to encourage public transport and active transport use.

- (e) Parking surveys.

Undertake parking surveys to assess ongoing issues, determine if there is a high occupancy percentage from long term parkers and vehicles parking overtime, and to determine parking trends. This data is essential to identify and justify triggers and priority areas for changes to regulations.

### 5.3.4. Noranda Town Centre

- (a) Introduce wayfinding signage.

Wayfinding signs and directories can efficiently guide people to car parking areas around the town centre. This needs to be predictable and consistent.

- (b) Remove 'No standing' or 'No parking' signage and replace with a solid line parallel to the kerb.

This signage can be replaced with a solid line close to the kerb. Removing these signs will reduce street clutter and improve the streetscape.

- (c) Upgrade signage.

Current signage is dated, damaged and inconsistently spaced, resulting in car parking restrictions being unclear.

- (d) Provide infrastructure to support and improve the quality and safety of the pedestrian environment.

Upgrade footpaths, street lighting and CCTV infrastructure to improve pedestrian safety and amenity.

- (e) Provide public education.

Undertake education campaigns to encourage public transport and active transport use.

- (f) Parking surveys.

Undertake parking surveys to assess ongoing issues, determine if there is a high occupancy percentage from long term parkers and vehicles parking overtime, and to determine parking trends. This data is essential to identify and justify triggers and priority areas for changes to regulations.

## 6. Operation

### 6.1. Operational Requirements

The Plan shall operate in accordance with Part 9A of the Regulations.

### 6.2. Triggers for Payments to be Made

Prior to granting development approval and imposing a condition for payment in lieu of parking, the City will give the applicant a notice of apportionment (Appendix 6) in accordance with clause 77F(1)(b) of the Regulations, which confirms the specified shortfall of car parking spaces in the proposed development that is to be dealt with by the condition. The notice of apportionment confirms the City's consideration of a development application and how it will proceed to approval.

The City will provide the applicant with the notice of apportionment just prior to determination, following completion of the assessment of an application, to provide awareness to the applicant of the recommended condition(s).

Payment of money shall be made to the City to satisfy a payment in lieu of car parking condition validly applied to a development approval for development located in the area subject to the Plan. The payment in lieu of car parking condition applied to the development approval shall specify when the City requires payment of monies to be made.

### 6.3. Payment in Lieu of Parking Condition

The City will apply the following condition on any applicable Development Approval for the payment in lieu of parking:

Prior to the commencement of development, payment of \$<insert total amount> shall be made to the City of Bayswater for the Payment in Lieu of car parking bays which have not been provided on site or in a shared parking arrangement.

This condition has been imposed under the requirements of the City of Bayswater Payment in Lieu of Parking Plan, the Payment in Lieu of Car Parking Local Planning Policy, and Schedule 2, clause 77H of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Additional information, by way of an advice note, may be provided by the City to confirm its expectations in relation to the payment in lieu of parking, where applicable.

### 6.4. Decision-making on Development Applications Using this Plan

Decision makers are to have due regard to the Plan when making decisions on development applications that seek or require consideration of payment in lieu of car parking under the Plan. The plan is implemented in conjunction with the provisions of the City's Car Parking Dispensation Policy and Payment in Lieu of Car Parking Policy.

## 7. Financial Administration (clause 77I)

### 7.1. Reserve Account to be Established and Maintained

The City of Bayswater shall establish and maintain a Reserve Account for money collected under the Plan in accordance with clause 77I(1) of the Regulation. The Reserve Account shall be established under the provisions of the *Local Government Act 1995*, Section 6.11. The reserve account shall be operated in accordance with the requirements of the *Local Government (Financial Management) Regulations 1996*.

### 7.2. Interest Earned

Interest earned on the Reserve Account under the Plan must be applied for the purposes set out in the Plan in accordance with clause 77I(3) of the Regulations.

### 7.3. Records to be Kept

Records of income and expenditure for the Reserve Account established under the Plan shall be maintained by the City of Bayswater until all funds have been expended on items that are identified in the Plan or repaid.

### 7.4. Reporting

Report of the Reserve Account shall be provided in accordance with the requirements of the *Local Government (Financial Management) Regulations 1996*.

### 7.5. Invoice for Payment of Money

In addition to a payment in lieu of parking condition being applied to a development approval under clause 77H of the Regulations, the City shall issue an invoice to the payer at the appropriate time to enable the payer to satisfy the condition of development approval.



The appropriate time is when the payment in lieu of parking condition becomes active. In order for the condition to be active the development is to be at the stage when works are about to commence on-site, following the issuing of a Building Permit and/or prior to the occupation of the development. At this stage the Plan requires a City to issue an invoice for the payment in lieu of parking.

The invoice shall specify the method and timing for the payment of the money required to satisfy the payment in lieu of parking development approval condition. The City of Bayswater may enter into an agreement for a payment plan(s) to enable payments to be made over an agreed specified period of time.

#### **7.6. Money Held in the Reserve Account at the Expiry of the Plan**

Money held in the Reserve Account at the Expiry of the Plan shall be treated in accordance with clause 771(5), (6) and (7) of the Regulations.

Clause 771(5) of the Regulations requires that any unexpended money, including interest earned on that money, is to be repaid to the relevant payer. The relevant payer is the original person or body corporate who paid the money.

Where the relevant payer cannot be found by the City after taking reasonable steps to find the relevant payer or if the body corporate has been dissolved, clause 771(6) of the Regulations allows the City to retain the money. Reasonable steps to find the relevant payer, for the purpose of this clause, are as follows:

- (a) at least two attempts to contact the payer in writing, with at least 14 days passing between each notice being sent;
- (b) a detailed search of the City's records and a web based search for payer details for other properties; and
- (c) a request for payer details from service agencies (e.g. Water Corporation) as these organisations have more regular payment systems that may have involved the payer.

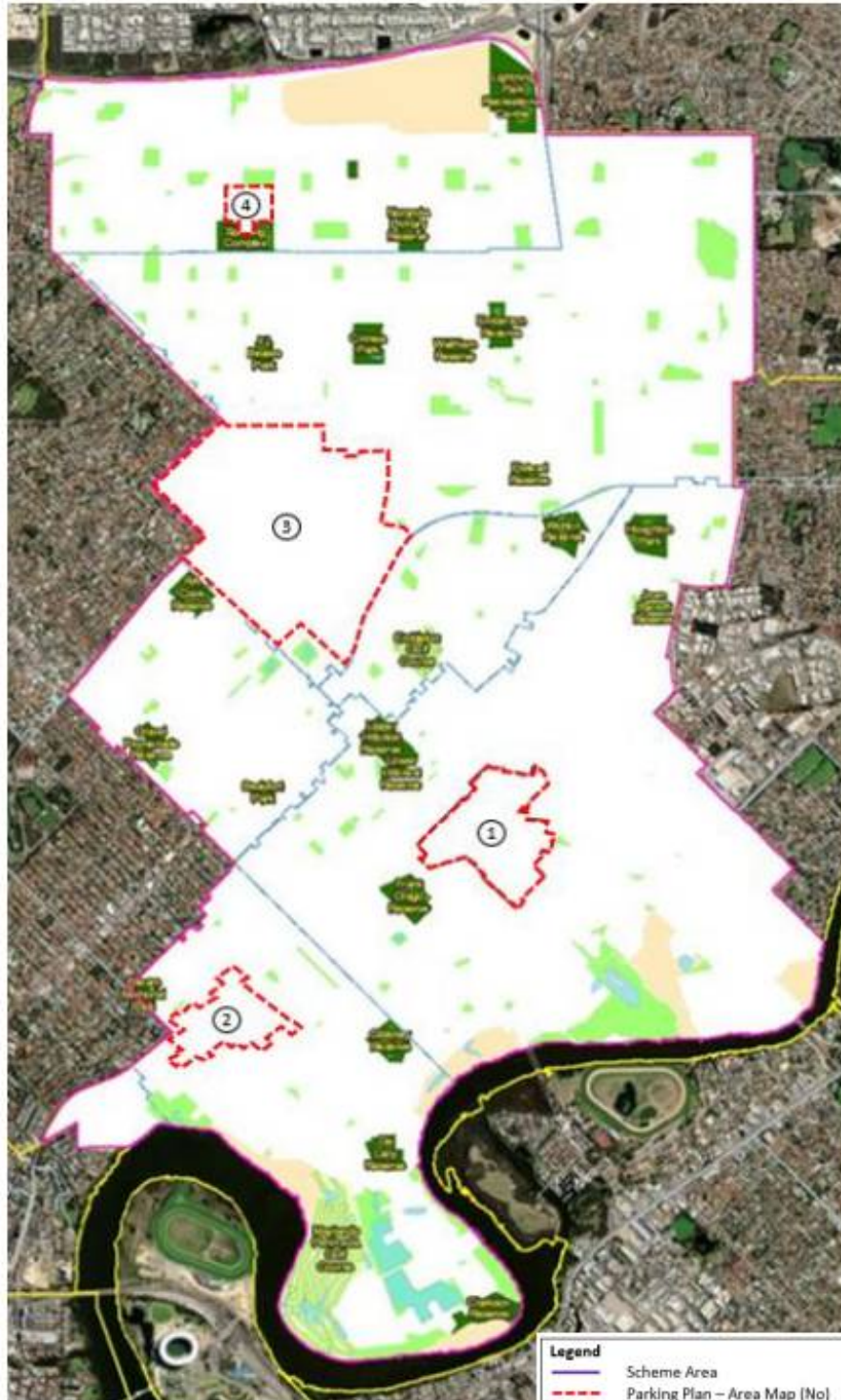
Clause 771(7) of the Regulations requires that money retained may be applied for any purpose that:

- (a) relates to the provision or maintenance of public parking infrastructure or other transport infrastructure (for example cycling or pedestrian paths) in the Scheme area; or
- (b) is ancillary or incidental to purposes referred to in point (a).

**Appendix 1: Index Map**

DRAFT

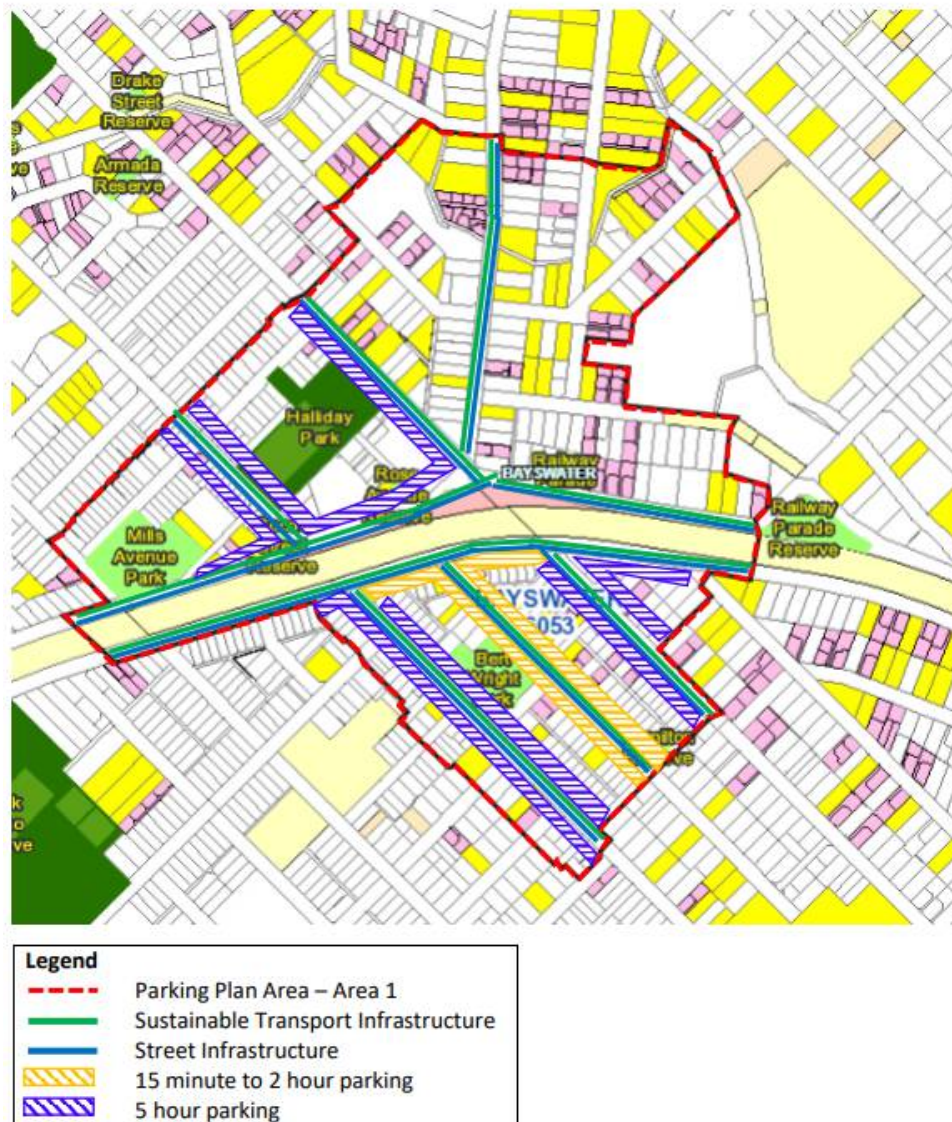
Index Map



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## Appendix 2: Bayswater Town Centre Map

Parking Plan Area 1 – Bayswater Town Centre Map



### Appendix 3: Maylands Town Centre Map



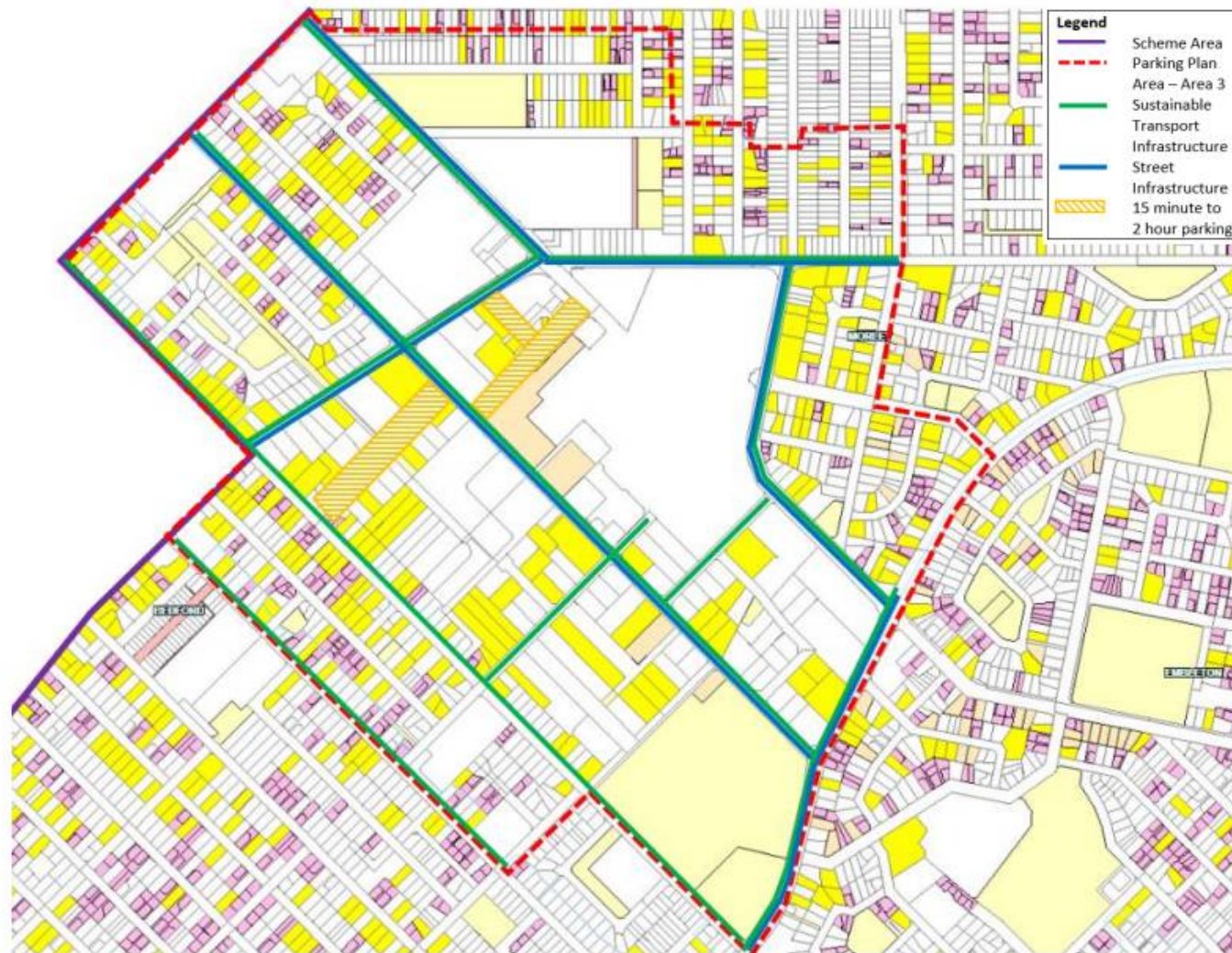
Parking Plan Area 2 – Maylands Town Centre Map



#### Appendix 4: Morley Activity Centre Map

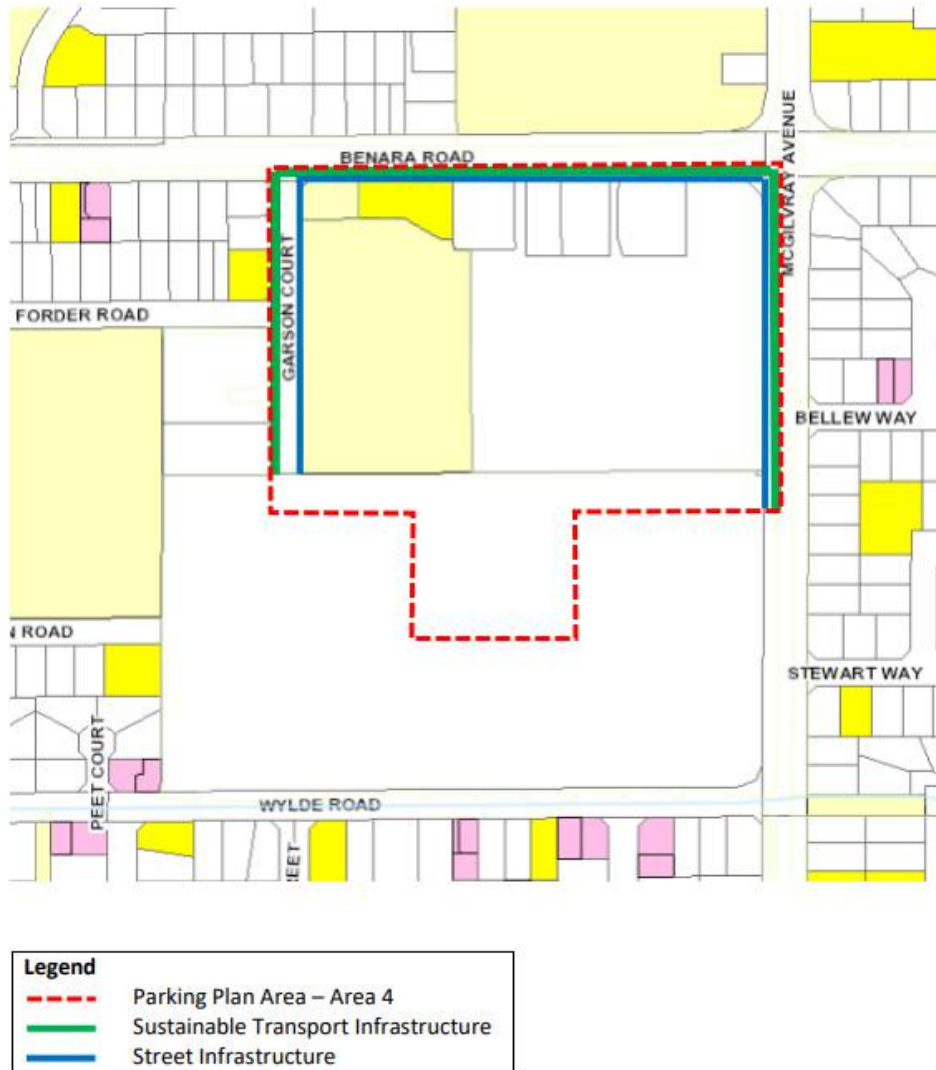


Parking Plan Area 3 – Morley Activity Centre Map



## Appendix 5: Noranda Town Centre Map

Parking Plan Area 4 – Noranda Town Centre Map



## Appendix 6: Notice of Apportionment



## NOTICE OF APPORTIONMENT

Clause 77F(1)(b)(i) and (ii)  
of the *Planning and  
Development (Local  
Planning Schemes)  
Regulations 2015*

Version: 1.0 (June 2021)

Date of Notice: \_\_\_\_\_

Issuing Authority: \_\_\_\_\_

Notice is hereby given that the car parking space shortfall for the

\_\_\_\_\_

at \_\_\_\_\_

is \_\_\_\_\_

Insert total number of car parking spaces shortfall on site

### Apportionment

#### Payment In Lieu of Parking

For the purposes of imposing a payment in lieu of parking condition in accordance with clause 77H, the number of car parking spaces for which payment in lieu is required is

\_\_\_\_\_

insert number of car spaces subject to payment in lieu

#### Shared Parking Arrangement

For the purposes of imposing a shared parking arrangement condition in accordance with clause 77Q, the number of car parking spaces for which a shared parking arrangement condition is imposed is \_\_\_\_\_

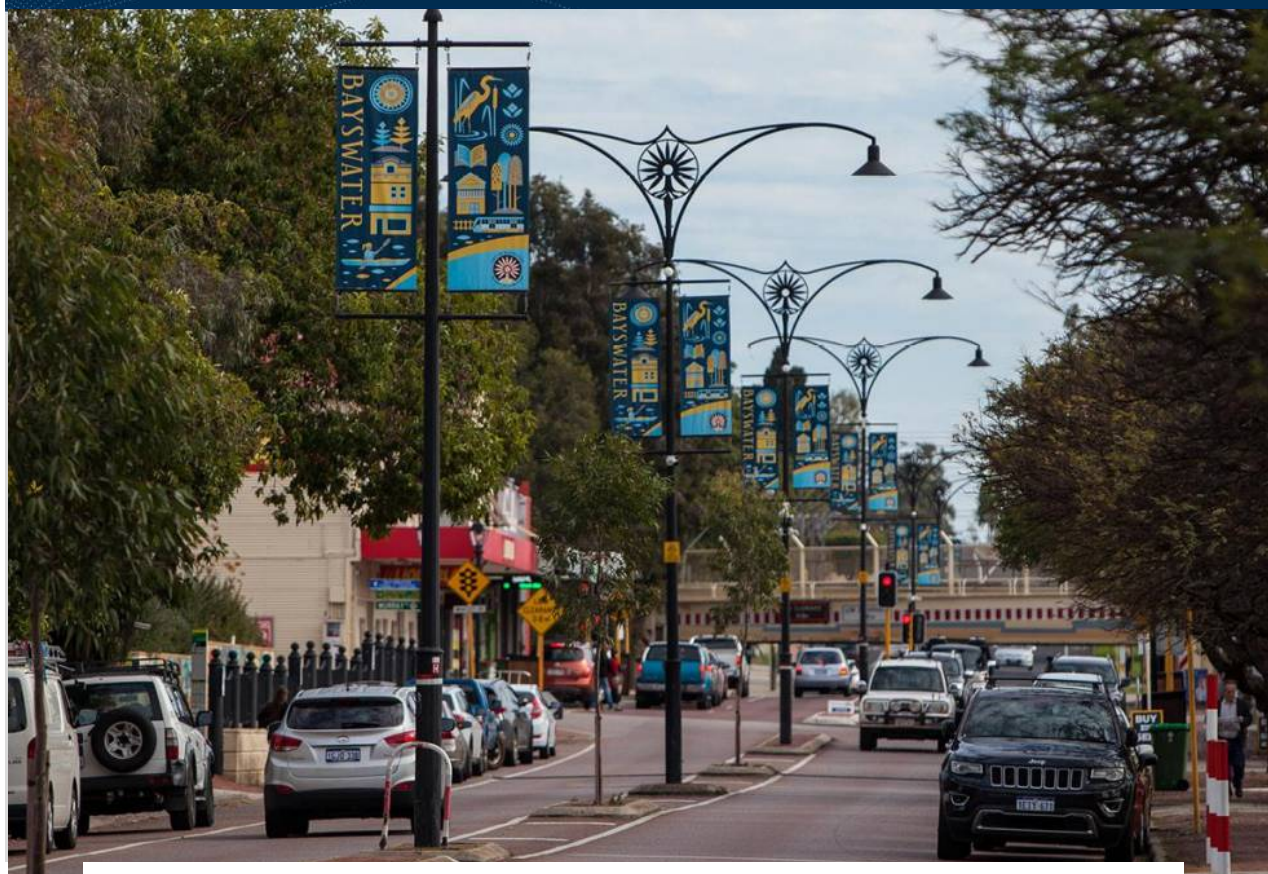
insert number of car spaces subject to a shared parking arrangement

Signed: \_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_





## Payment in Lieu of Parking Plan

Draft November 2022

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## 1. Introduction

### 1.1. Regulatory Compliance

This Payment in Lieu of Parking Plan (the Plan) has been created under Schedule 2, Part 9A of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations) and has been prepared in the Manner and Form approved by the Western Australian Planning Commission (WAPC).

### 1.2. Purpose

This Plan, together with the Regulations, governs the application of payments in lieu of providing car parking for development in the area(s) identified in this Plan. This Plan outlines the purposes for which payment in lieu of car parking will be used by the City of Bayswater (the City) in the areas(s) identified and how money collected will be administered.

### 1.3. Operational Dates

The Plan commenced operation on 23 May 2023.

The Plan will cease operation on 23 May 2033, being 10 years from the operational date, unless extended in writing by the WAPC prior to the expiry date.

### 1.4. Amendments to the Plan

Amendments to the Plan shall be made in accordance with clause 77M of the Regulations and the current version shall be published in accordance with clause 77L of the Regulations.

A record of amendments to the Plan shall be maintained in the table below:

Amendment No	Date	Comment

### 1.5. Objectives of the Plan

The Plan has the following objectives:

- To have a consistent application of payments in lieu of parking bays;
- To identify car parking areas under pressure from high demand ('hot spots');
- To provide a more effective use of the parking supply in town/activity centres; and
- To support an integrated approach to transport and parking management within the town/activity centres which balances provision for cars with the requirements of other modes of transport.

### 1.6. Linkages to Relevant Adopted Planning Documents

The Plan supports the implementation of the following documents and the Integrated Planning and Reporting framework:

#### 1.6.1. Strategic Community Plan

The Strategic Community Plan supports the majority of higher density residential infill being located within identified planning areas, which are primarily situated around key public transport nodes. The

broad intent of the planning areas is to encourage a diverse mix of compatible land uses, underpinned by density within a walkable catchment. This will create an ideal environment to encourage increased business opportunities within the planning areas identified. More intensive mixed use development will help to increase activation and vibrancy in these areas.

### **1.6.2. Local Planning Scheme**

Local Planning Scheme No.24 (the Scheme), adopted on 26 November 2004, is the primary document for controlling land use and development within the City. A new local planning scheme is to be prepared to align with the Local Planning Strategy in the short term.

The Local Planning Scheme outlines the general car parking calculations which are applied to the different land uses proposed within the City of Bayswater.

### **1.6.3. Draft Local Planning Strategy**

This is the City's first Local Planning Strategy (the Strategy), which will be used to guide the growth of the City of Bayswater. The Strategy forms the strategic basis for the comprehensive review of the Scheme and its local planning policies. The Strategy sets out the long-term planning directions for the City and provides the rationale for any zoning or classification of land under the local planning scheme.

The planning areas identified in the Strategy are where growth will be targeted. Planning will guide housing, employment, and infrastructure improvements to serve a growing population and assist local planning alignment with State planning objectives. The aim is for the identified planning areas to accommodate the majority of the required residential infill dwellings and employment development.

The identified planning areas are hubs that attract people for a variety of activities, such as shopping, working, studying and living. These areas mainly consist of a concentration of commercial uses combined with a varying proportion of other land uses such as residential, schools and open space. The role and function of these areas and the diversity of activities within them varies depending on their catchment and their locational attributes relevant to other areas.

### **1.6.4. Local Planning Policies**

Local planning policies can be prepared by the City in accordance with Division 2, Schedule 2, of the Regulations. These policies may apply to the whole Scheme area or part of the Scheme area. The City has two local planning policies which are applicable to the Plan, are outlined below.

#### **(a) Payment in Lieu of Parking Policy**

The purpose of this policy is to provide the parameters for which payment in lieu of on-site car parking may be taken for non-residential development within the City of Bayswater. The policy should not be seen as replacing the developer's responsibility to provide on-site parking, but rather as a mechanism to enable otherwise desirable developments, for which the full amount of parking cannot be provided on site, to proceed.

By allowing for the payment in lieu of car parking for non-residential development within the City of Bayswater's town/activity centres, the Policy provides a realistic alternative for developers to provide on-site car parking, which is not afforded to other areas in the City of Bayswater. This reinforces the objectives of the City's draft Local Planning Strategy by encouraging non-residential development within the town/activity centres, as these are identified planning areas.

This policy outlines the infrastructure cost applicable to the method of calculation for the payment in lieu of parking, in line with the State Government requirements.

#### **(b) Car Parking Dispensation Policy**

The purpose of this policy is to provide parameters for considering a dispensation on the minimum number of required on-site car parking bays for non-residential developments, which are located within a town/activity centre or within proximity to high frequency public transport.

By easing on-site car parking requirements for non-residential development within areas identified as planning areas, the Policy reinforces the objectives of the City's draft Local Planning Strategy by encouraging non-residential development within planning areas.

## 2. Terms Used

The terms used in the Plan have the same meaning as in the Regulations. In this Plan, the additional terms mean:

**Bayswater Town Centre** is any lot within the area identified on the map in Attachment 2.

**Infrastructure Cost** is the cost to construct a car parking space and includes the engineering and design, materials, labour costs, landscaping, line marking, draining and retaining.

**Maylands Town Centre** is any lot within the area identified on the map in Attachment 3.

**Morley Activity Centre** is any lot within the area identified on the map in Attachment 4.

**Noranda Town Centre** is any lot within the area identified on the map in Attachment 5.

**Payment in lieu** is the payment made for the provision of car parking, instead of providing the minimum number of physical on-site car parking spaces required by the City of Bayswater Town Planning Scheme No. 24 (TPS 24).

**Proximity to high frequency public transport** is defined as any lot within:

- (a) 800m of a train station on a high frequency rail route, measured in a straight line from the pedestrian entry to the train station platform to any part of a lot; or
- (b) 250m of a high frequency bus route, or multiple bus routes that, if combined, have timed stops every 15 minutes during weekday peak periods (7–9am and 5–7pm), measured in a straight line from along any part of the bus route to any part of the lot.

**Street Infrastructure** is any works within the street including but not limited to the formalisation of car parking spaces, wayfinding signage, footpath upgrades, street lighting, CCTV infrastructure and the like.

**Sustainable Transport Infrastructure** is any works associated with upgrading pedestrian, cyclist, micromobility devices and public transport networks and infrastructure.

## 3. Parking Plan Application and Area

This Plan relates to the area specified in Section 3.1. Moneys collected within the Plan area must be spent in the Plan area.

### 3.1. Maps

A list of the applicable maps under the Plan are provided below:

- (a) Index Map;
- (b) Bayswater Town Centre Map;

- (c) Maylands Town Centre Map;
- (d) Morley Activity Centre Map; and
- (e) Noranda Town Centre Map.

#### **4. Reasonable Estimate of Costs for Payment in Lieu**

##### **4.1. Calculation of Reasonable Estimate of Costs**

Payment in lieu of parking contributions are to be based on the infrastructure cost per square metre to construct a car parking space and a manoeuvring area of 30m<sup>2</sup>. A 50% discount to the car parking space and manoeuvring area of 30m<sup>2</sup> is to be applied to the calculation.

The infrastructure cost to construct a car parking space within any town/activity centre in the City of Bayswater is \$200 per square metre.

The payment in lieu of parking contribution is based on the following formula:

**Infrastructure cost per m<sup>2</sup> x 15m<sup>2</sup> x car parking space shortfall**

The purpose for which the payment in lieu will be applied, and the financial administration of the funds received, will occur in accordance with this Plan.

##### **4.2. Revisions to Reasonable Estimate of Costs**

The Reasonable Estimate of Costs in this Plan can be revised by the City of Bayswater from time to time using the method(s) approved by the WAPC (as published in the Gazette). Revised Estimates of Cost are to be published in the updated version of the Plan in Section 4.1, together with a note confirming the date of inclusion of the revised estimate.

#### **5. Purposes for Which Payment in Lieu Will be Applied**

The City's Bayswater Town Centre Short-Term Parking Management Plan, Maylands Town Centre Car Parking Strategy, and Car Parking Management Plan for Morley Activity Centre have been used to inform the works identified within each of the town/activity centres. The works stipulated within the management plans and strategy have been reviewed, and where works have already been completed, they have been included from the list of planned works.

In accordance with clause 771(2) of the Regulations, money collected under the Plan must be applied for the purposes set out below:

##### **5.1. Public Car Parking Infrastructure**

###### **5.1.1. Bayswater Town Centre**

The Bayswater town centre is currently undergoing significant change with the construction of the new Bayswater train station. This has resulted in the removal of a significant amount of existing parking for commuters and visitors. However, a new car park has been constructed along Hamilton Street to assist in alleviating the impact of the development and subsequent reduction in parking. The following works were identified within the Bayswater Town Centre Short-Term Parking Management Plan and will assist in improving parking within the locality.

- (a) Modifying time restricted parking.

A 30 minute time restriction for bays close to the key shopping areas on Whatley Crescent and King William Street. The restriction will encourage effective parking turnover and enough time for visitors to quickly visit a shop.

A two hour parking restriction within a short walk of the key shopping areas on Whatley Crescent and King William Street. This will allow sufficient time to enable visitors to undertake town centre activities, including visiting multiple town centre shops, sitting down for a coffee or a meal or visiting the library or the hairdresser.

A five hour parking restriction within a 10 to 15 minute walk of Bayswater Train Station to prioritise visitors to the town centre by allowing ample time to visit the local businesses in the town centre. It is considered that the restriction will deter the majority of weekday train commuters, as they will need more time to travel into the CBD or elsewhere for work and the like.

- (b) Mark unmarked parking bays.

Unmarked parking bays need to be marked, initially in car parking 'hot spots' and then throughout the town centre, to highlight available parking which is currently unclear.

### 5.1.2. Maylands Town Centre

The Maylands town centre is undergoing change due to the closure of the Caledonian Avenue railway crossing. In light of the closure, Main Roads Western Australia intends to undertake works which will reduce the extent of car parking provided along Seventh Avenue which will have an impact on visitors. The following works were identified within the Maylands Town Centre Car Parking Strategy and will assist in improving parking within the locality.

- (a) Take a consistent approach to time restrictions for on street parking.

For on street parking bays, the following parking periods are recommended:

- Within approximately 150m of the train station - two and three hours on streets and in City-managed car parks, with a number of 15 minute bays to allow for short term users;
- Within approximately 250m of the train station - three hours on streets and in City-managed car parks; and
- Within approximately 400m of the train station – four hours on streets and in City-managed car parks.

In specific 'hot spot' (potential problem) areas, this may be altered.

Time restrictions are recommended to only apply between 8am and 5pm Monday to Friday.

- (b) Mark unmarked parking bays.

Unmarked parking bays need to be marked, initially in car parking 'hot spots' and then throughout the town centre, to highlight available parking which is currently unclear.

- (c) 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.

Clearway areas can be used for on street parking outside of peak times. To encourage this use, parking will be formalised in clearway areas through marking of car parking bays so that drivers know they can park in these areas at these times.

- (d) Implement an events parking permit for attendees of events over four hours.

The permit would enable attendees of events over four hours' duration to park at The RISE car park without risk of an infringement.

- (e) Introduce paid/ticketed parking for users of The RISE.

Paid parking could be implemented where the first two or three hours are free. This would enable regular users to not pay but would require others using the area to pay. This would require event permits as detailed above.

- (f) Investigate a decked parking structure over the existing parking at The RISE.

Currently there are 78 car bays in the outer section of The RISE. By constructing a parking deck above the existing parking area it would increase the number of available bays by approximately 65 (subject to design).

Possible impacts on increased anti-social behaviour, reduction of light to the open space central to the car parking area, and minimisation of tree loss require consideration.

- (g) Introduce time restricted car parking along Central Avenue.

Limit parking to four hours along Central Avenue between 8am and 5pm. This is intended to reduce the use of parking on the street by long term commuters.

- (h) Time restrict loading bays along Central Avenue and Sixth Avenue.

It is not necessary to reserve loading bays for their intended use at all hours. Due to the potential noise impact of un/loading vehicles, it is recommended that these bays be time restricted to 8am-5pm for this use, and they can be used as additional on street parking for all users outside of these times.

- (i) Establish a universal access bay in the central area of the town centre.

Currently there are no universal access bays on public land within the town centre.

- (j) Investigate options for decked parking.

This area bounded by Whatley Crescent, Seventh Avenue, Guildford Road and Ninth Avenue is the most heavily frequented zone within the centre. Should other actions be implemented, and the need for considerably more parking within the zone are identified, multi-level parking should be considered.

### 5.1.3. Morley Activity Centre

- (a) Modifying time restricted parking.

Change Boag Road on-street parking from 90 minutes to 2P - monitor compliance. Assess function of Progress Street and Bishop Street on-street parking. Speak with adjacent traders and if considered necessary conduct occupancy period survey and change some bays to 30 minutes.

- (b) Investigate options for decked parking.

Develop a plan to identify and prioritise potential sites for the construction of parking decks to serve the commercial centres.

- (c) Mark unmarked parking bays.

Unmarked parking bays need to be marked, initially in car parking 'hot spots' and then throughout the activity centre, to highlight available parking which is currently unclear.

- (d) Introduce paid/ticketed parking.

Paid parking could be implemented for on- and off-street parking to control use and maintain peak demand below 85%.

- (e) Investigate car parking impacts on residential streets, including cul-de-sacs.

Consider if road line marking or other measures are required to manage car parking along Drake Street, Stanbury Crescent, Charnwood Street, Hewton Street, and other streets where required.

## 5.2. Other Transport Infrastructure

### 5.2.1. Bayswater Town Centre

- (a) Advocating to the State Government to improve bus services in Bayswater.
- (b) Provide infrastructure to support greater use of sustainable modes of transport.

Upgrade pedestrian, cyclist and public transport networks and infrastructure to improve pedestrian, cyclist and public transport user safety and amenity.

### 5.2.2. Maylands Town Centre

- (a) Provide infrastructure to support greater use of sustainable modes of transport.

Upgrade pedestrian, cyclist and public transport networks and infrastructure to improve pedestrian, cyclist and public transport user safety and amenity.

- (b) Advocate for the Public Transport Authority to formalise parking near the rail line.

Currently the area is used for commuter parking. However, much is informal and not managed. The City should advocate for formalised parking near the Maylands Train Station to improve the condition of these areas.

### 5.2.3. Morley Activity Centre

- (a) Provide infrastructure to support greater use of sustainable modes of transport.

Upgrade pedestrian, cyclist and public transport networks and infrastructure to improve pedestrian, cyclist and public transport user safety and amenity.

Investigate traffic calming measures along Coode Street, Kennedy Road, Drake Street, Boag Road and Rudloc Road Morley to assist in facilitating a pedestrian and cyclist friendly environment.

### 5.2.4. Noranda Town Centre

- (a) Provide infrastructure to support greater use of sustainable modes of transport.

Upgrade pedestrian, cyclist and public transport networks and infrastructure to improve pedestrian, cyclist and public transport user safety and amenity.

### 5.3. Ancillary or Incidental Purposes

#### 5.3.1. Bayswater Town Centre

- (a) Introduce wayfinding signage.  
Wayfinding signs and directories can efficiently guide people to car parking areas around the town centre. This needs to be predictable and consistent.
- (b) Remove 'No standing' or 'No parking' signage and replace with a solid line parallel to the kerb.  
This signage can be replaced with a solid line close to the kerb. Removing these signs will reduce street clutter and improve the streetscape.
- (c) Upgrade signage.  
Current signage is dated, damaged and inconsistently spaced, resulting in car parking restrictions being unclear.
- (d) Provide infrastructure to improve the quality and safety of the pedestrian environment.  
Upgrade footpaths, street lighting and CCTV infrastructure to improve pedestrian safety and amenity.
- (e) Provide public education.  
Undertake education campaigns to encourage public transport and active transport use.
- (f) Parking surveys.  
Undertake parking surveys to assess ongoing issues, determine if there is a high occupancy percentage from long term parkers and vehicles parking overtime, and to determine parking trends. This data is essential to identify and justify triggers and priority areas for changes to regulations.

#### 5.3.2. Maylands Town Centre

- (a) Introduce wayfinding signage.  
Wayfinding signs and directories can efficiently guide people to car parking areas around the town centre. This needs to be predictable and consistent.
- (b) Remove 'No standing' or 'No parking' signage and replace with a solid line parallel to the kerb.  
This signage can be replaced with a solid line close to the kerb. Removing these signs will reduce street clutter and improve the streetscape.
- (c) Upgrade signage.  
Current signage is dated, damaged and inconsistently spaced, resulting in car parking restrictions being unclear.
- (d) Investigate opportunities to utilise technologies such as sensors and apps.  
Sensors and apps can assist the City in better monitoring demand and use of parking areas in the town centre, and can improve the experience of drivers parking in the area.
- (e) Upgrade signage along Ninth Avenue to indicate that on street parking is permitted.



Parking on Ninth Avenue is currently underutilised as there is no signage in this area indicating that on street parking is permitted. The signage would make this permission clear and encourage parking there.

- (f) Modify 'No Parking on Road or Verge' signage to 'No Parking on Road or Verge (Residents excepted)' along Central Avenue.

Currently residents cannot park on the verge in front of their own properties. While the purpose of this is to prevent visitors to the multiple dwellings across the road from parking on the verge, it severely restricts the way residents can use the area.

- (g) Provide infrastructure to improve the quality and safety of the pedestrian environment.

Upgrade footpaths, street lighting and CCTV infrastructure to improve pedestrian safety and amenity.

- (h) Provide public education.

Undertake education campaigns to encourage public transport and active transport use.

- (i) Parking surveys.

Undertake parking surveys to assess ongoing issues, determine if there is a high occupancy percentage from long term parkers and vehicles parking overtime, and to determine parking trends. This data is essential to identify and justify triggers and priority areas for changes to regulations.

### 5.3.3. Morley Activity Centre

- (a) Introduce wayfinding signage.

Wayfinding signs and directories can efficiently guide people to car parking areas around the activity centre. This needs to be predictable and consistent.

- (b) Upgrade signage.

Current signage is dated, damaged and inconsistently spaced, resulting in car parking restrictions being unclear.

- (c) Provide infrastructure to support and improve the quality and safety of the pedestrian environment.

Upgrade footpaths, street lighting and CCTV infrastructure to improve pedestrian safety and amenity.

- (d) Provide public education.

Undertake education campaigns to encourage public transport and active transport use.

- (e) Parking surveys.

Undertake parking surveys to assess ongoing issues, determine if there is a high occupancy percentage from long term parkers and vehicles parking overtime, and to determine parking trends. This data is essential to identify and justify triggers and priority areas for changes to regulations.

#### 5.3.4. Noranda Town Centre

- (a) Introduce wayfinding signage.

Wayfinding signs and directories can efficiently guide people to car parking areas around the town centre. This needs to be predictable and consistent.

- (b) Remove 'No standing' or 'No parking' signage and replace with a solid line parallel to the kerb.

This signage can be replaced with a solid line close to the kerb. Removing these signs will reduce street clutter and improve the streetscape.

- (c) Upgrade signage.

Current signage is dated, damaged and inconsistently spaced, resulting in car parking restrictions being unclear.

- (d) Provide infrastructure to support and improve the quality and safety of the pedestrian environment.

Upgrade footpaths, street lighting and CCTV infrastructure to improve pedestrian safety and amenity.

- (e) Provide public education.

Undertake education campaigns to encourage public transport and active transport use.

- (f) Parking surveys.

Undertake parking surveys to assess ongoing issues, determine if there is a high occupancy percentage from long term parkers and vehicles parking overtime, and to determine parking trends. This data is essential to identify and justify triggers and priority areas for changes to regulations.

### 6. Operation

#### 6.1. Operational Requirements

The Plan shall operate in accordance with Part 9A of the Regulations.

#### 6.2. Triggers for Payments to be Made

Prior to granting development approval and imposing a condition for payment in lieu of parking, the City will give the applicant a notice of apportionment (Appendix 6) in accordance with clause 77F(1)(b) of the Regulations, which confirms the specified shortfall of car parking spaces in the proposed development that is to be dealt with by the condition. The notice of apportionment confirms the City's consideration of a development application and how it will proceed to approval.

The City will provide the applicant with the notice of apportionment just prior to determination, following completion of the assessment of an application, to provide awareness to the applicant of the recommended condition(s).

Payment of money shall be made to the City to satisfy a payment in lieu of car parking condition validly applied to a development approval for development located in the area subject to the Plan. The payment in lieu of car parking condition applied to the development approval shall specify when the City requires payment of monies to be made.

### 6.3. Payment in Lieu of Parking Condition

The City will apply the following condition on any applicable Development Approval for the payment in lieu of parking:

Prior to the commencement of development, payment of \$<insert total amount> shall be made to the City of Bayswater for the Payment in Lieu of car parking bays which have not been provided on site or in a shared parking arrangement.

This condition has been imposed under the requirements of the City of Bayswater Payment in Lieu of Parking Plan, the Payment in Lieu of Car Parking Local Planning Policy, and Schedule 2, clause 77H of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Additional information, by way of an advice note, may be provided by the City to confirm its expectations in relation to the payment in lieu of parking, where applicable.

### 6.4. Decision-making on Development Applications Using this Plan

Decision makers are to have due regard to the Plan when making decisions on development applications that seek or require consideration of payment in lieu of car parking under the Plan. The plan is implemented in conjunction with the provisions of the City's Car Parking Dispensation Policy and Payment in Lieu of Car Parking Policy.

## 7. Financial Administration (clause 77I)

### 7.1. Reserve Account to be Established and Maintained

The City of Bayswater shall establish and maintain a Reserve Account for money collected under the Plan in accordance with clause 77I(1) of the Regulation. The Reserve Account shall be established under the provisions of the *Local Government Act 1995*, Section 6.11. The reserve account shall be operated in accordance with the requirements of the *Local Government (Financial Management) Regulations 1996*.

### 7.2. Interest Earned

Interest earned on the Reserve Account under the Plan must be applied for the purposes set out in the Plan in accordance with clause 77I(3) of the Regulations.

### 7.3. Records to be Kept

Records of income and expenditure for the Reserve Account established under the Plan shall be maintained by the City of Bayswater until all funds have been expended on items that are identified in the Plan or repaid.

### 7.4. Reporting

Report of the Reserve Account shall be provided in accordance with the requirements of the *Local Government (Financial Management) Regulations 1996*.

### 7.5. Invoice for Payment of Money

In addition to a payment in lieu of parking condition being applied to a development approval under clause 77H of the Regulations, the City shall issue an invoice to the payer at the appropriate time to enable the payer to satisfy the condition of development approval.

The appropriate time is when the payment in lieu of parking condition becomes active. In order for the condition to be active the development is to be at the stage when works are about to commence on-site, following the issuing of a Building Permit and/or prior to the occupation of the development. At this stage the Plan requires a City to issue an invoice for the payment in lieu of parking.

The invoice shall specify the method and timing for the payment of the money required to satisfy the payment in lieu of parking development approval condition. The City of Bayswater may enter into an agreement for a payment plan(s) to enable payments to be made over an agreed specified period of time.

#### **7.6. Money Held in the Reserve Account at the Expiry of the Plan**

Money held in the Reserve Account at the Expiry of the Plan shall be treated in accordance with clause 771(5), (6) and (7) of the Regulations.

Clause 771(5) of the Regulations requires that any unexpended money, including interest earned on that money, is to be repaid to the relevant payer. The relevant payer is the original person or body corporate who paid the money.

Where the relevant payer cannot be found by the City after taking reasonable steps to find the relevant payer or if the body corporate has been dissolved, clause 771(6) of the Regulations allows the City to retain the money. Reasonable steps to find the relevant payer, for the purpose of this clause, are as follows:

- (a) at least two attempts to contact the payer in writing, with at least 14 days passing between each notice being sent;
- (b) a detailed search of the City's records and a web based search for payer details for other properties; and
- (c) a request for payer details from service agencies (e.g. Water Corporation) as these organisations have more regular payment systems that may have involved the payer.

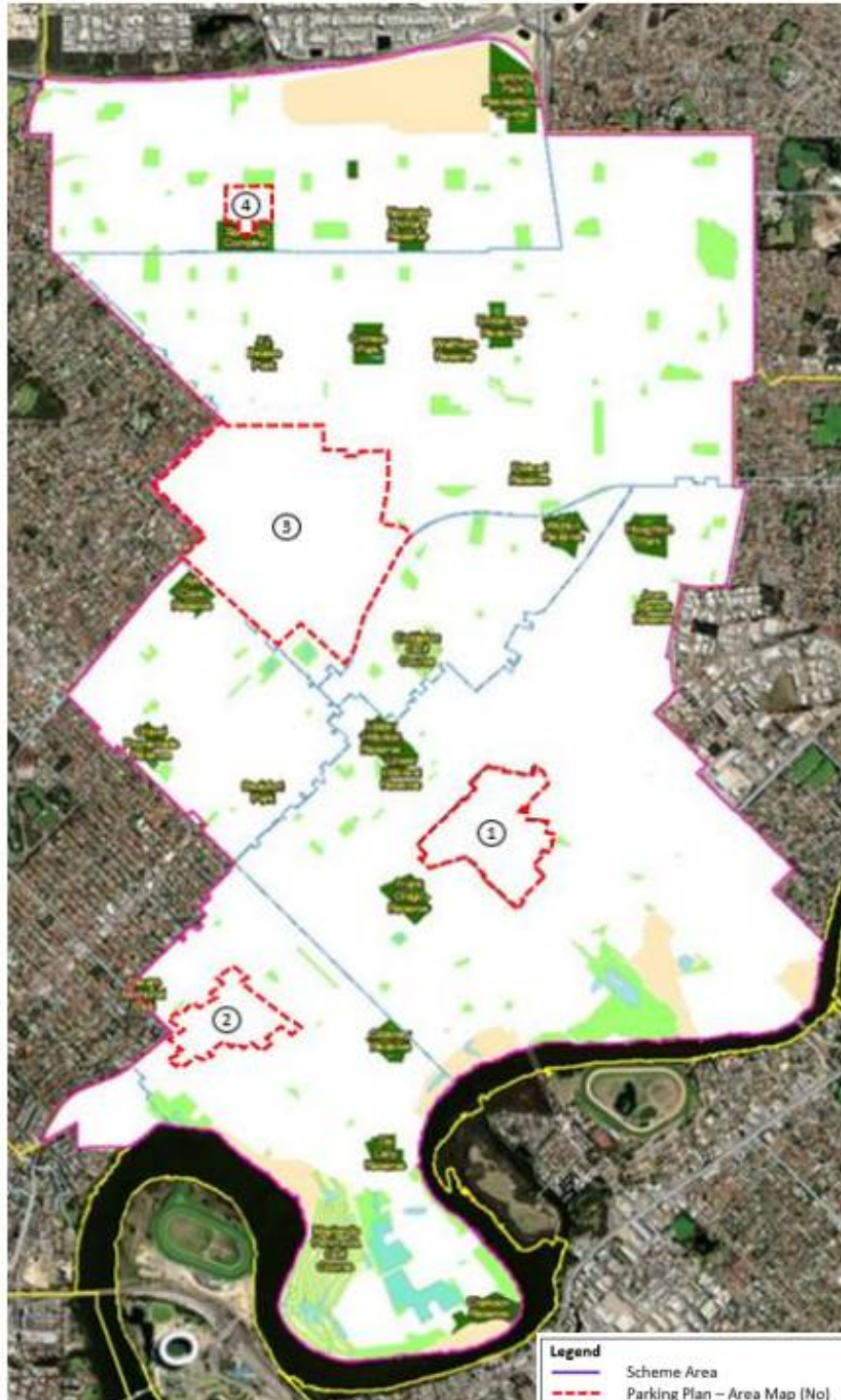
Clause 771(7) of the Regulations requires that money retained may be applied for any purpose that:

- (a) relates to the provision or maintenance of public parking infrastructure or other transport infrastructure (for example cycling or pedestrian paths) in the Scheme area; or
- (b) is ancillary or incidental to purposes referred to in point (a).

**Appendix 1: Index Map**

DRAFT

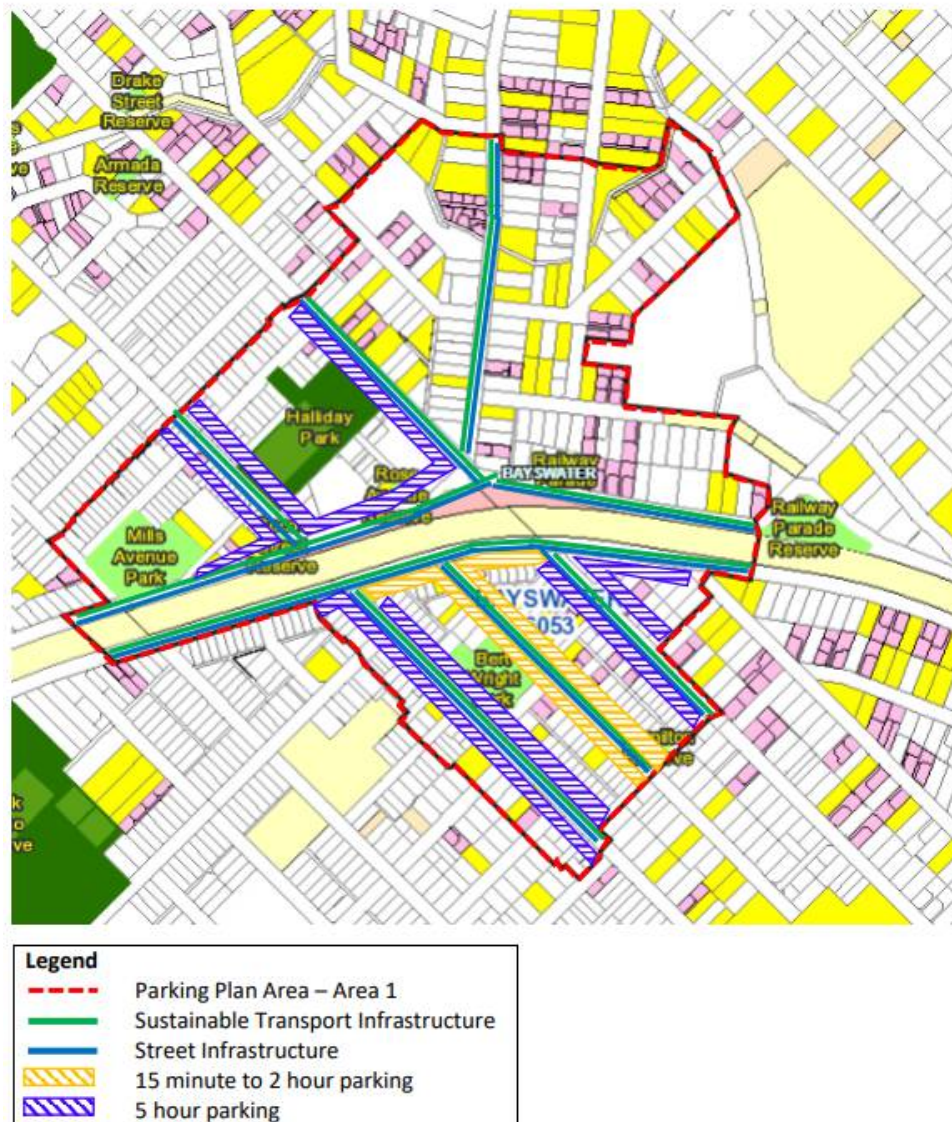
Index Map



## Appendix 2: Bayswater Town Centre Map



Parking Plan Area 1 – Bayswater Town Centre Map





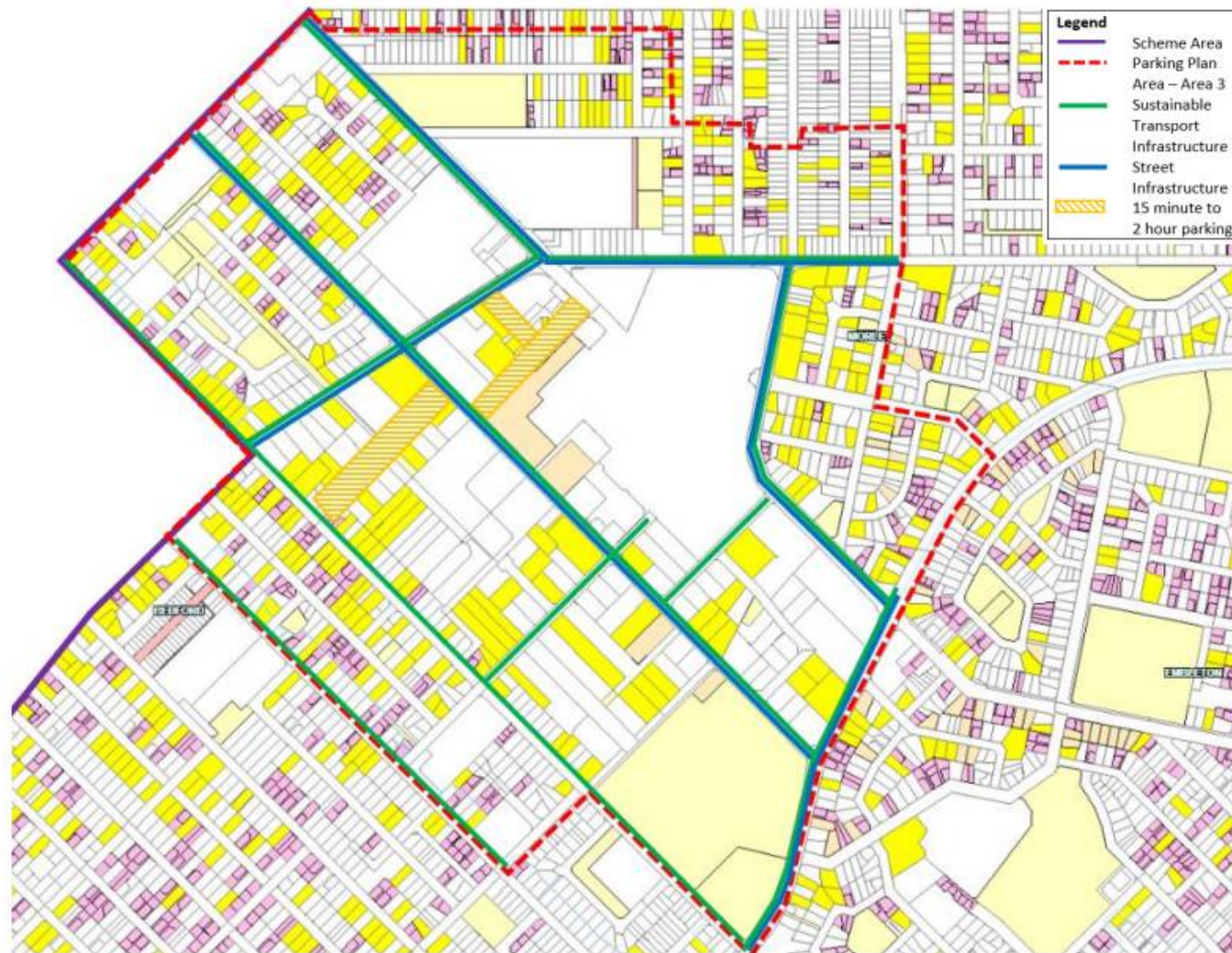
### Appendix 3: Maylands Town Centre Map

Parking Plan Area 2 – Maylands Town Centre Map



#### Appendix 4: Morley Activity Centre Map

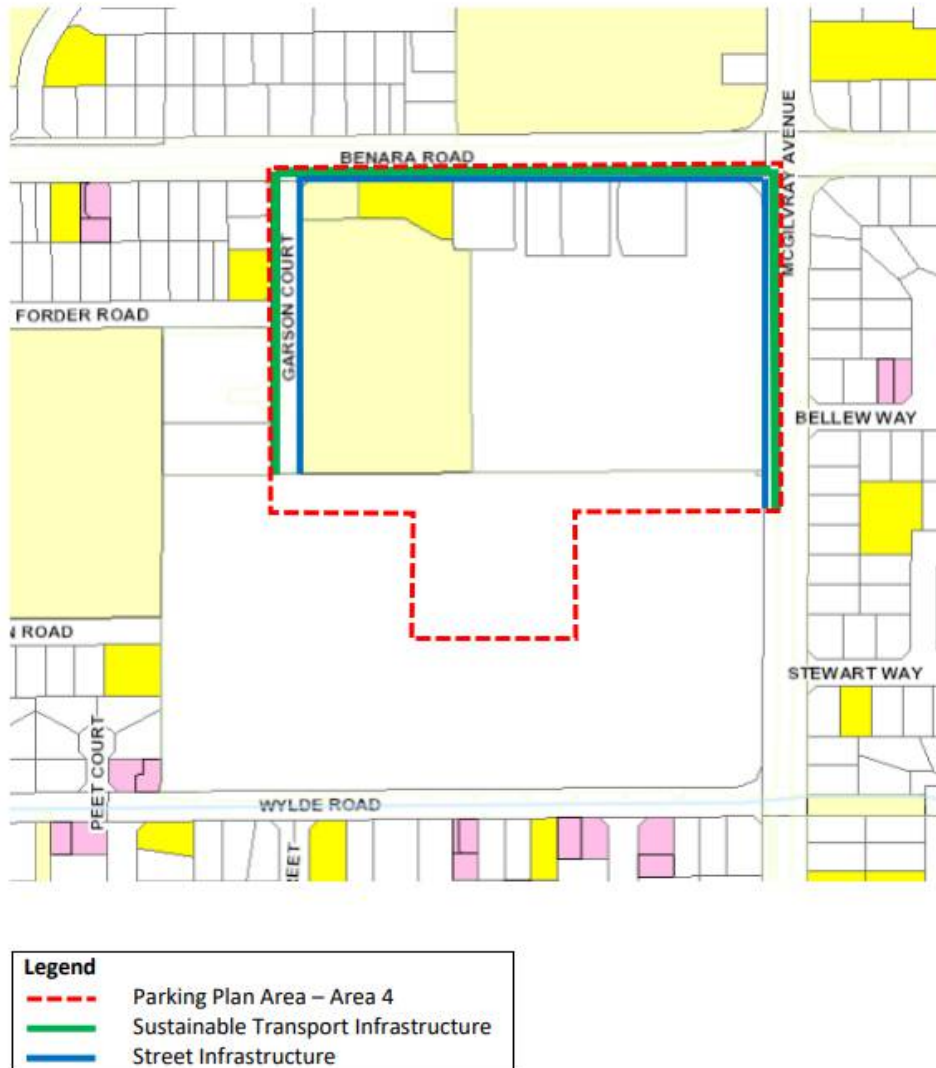
Parking Plan Area 3 – Morley Activity Centre Map



## Appendix 5: Noranda Town Centre Map



Parking Plan Area 4 – Noranda Town Centre Map



## Appendix 6: Notice of Apportionment



## NOTICE OF APPORTIONMENT

Clause 77F(1)(b)(i) and (ii)  
of the *Planning and  
Development (Local  
Planning Schemes)  
Regulations 2015*

Version: 1.0 (June 2021)

Date of Notice: \_\_\_\_\_

Issuing Authority: \_\_\_\_\_

Notice is hereby given that the car parking space shortfall for the

\_\_\_\_\_

at \_\_\_\_\_

is \_\_\_\_\_

Insert total number of car parking spaces shortfall on site

### Apportionment

#### Payment In Lieu of Parking

For the purposes of imposing a payment in lieu of parking condition in accordance with clause 77H, the number of car parking spaces for which payment in lieu is required is

\_\_\_\_\_

insert number of car spaces subject to payment in lieu

#### Shared Parking Arrangement

For the purposes of imposing a shared parking arrangement condition in accordance with clause 77Q, the number of car parking spaces for which a shared parking arrangement condition is imposed is \_\_\_\_\_

insert number of car spaces subject to a shared parking arrangement

Signed: \_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_



No.	Interest in the Proposal	Summary of Submission	City of Bayswater Comments
	<b>Support</b>		
1.	I own a property in the area  Bourne Street, Morley	<ul style="list-style-type: none"> <li>I highly recommended sorting out Bourne Street with some speed bumps. Everyone is speed down this street when they see Crimea Road traffic lights are red.</li> </ul>	<ul style="list-style-type: none"> <li>The City's Payment In lieu of Parking Plan (PIL Plan) is recommended to be amended to include a provision to investigate traffic calming measures within the Morley Activity Centre.</li> </ul>
2.	I own a property in the area  Stanbury Crescent, Morley	<ul style="list-style-type: none"> <li>I agree with this plan as there already isn't enough parking in the street for Stanbury Crescent, Morley.</li> <li>We have people parking in visitor bays all the time which we have had to put signs up for.</li> <li>I think it's a good idea for paid parking as people usually leave their car in the street and catch a bus into work. which it isn't fair to my tenant who pays rent.</li> </ul>	<ul style="list-style-type: none"> <li>Noted.</li> </ul>
3.	I am a resident in the area  Drake Street, Morley	<ul style="list-style-type: none"> <li>The proposal to install paid parking for non-residents in certain areas to help traffic flow in streets that seem to be getting in undated with cars parking to catch the bus or attend work nearby. I feel my street at the HJ's end near Walter road is one of these locations. I note cars are parking all day, catch public transport and some for local businesses. I am all for paid parking if this is the case.</li> </ul>	<ul style="list-style-type: none"> <li>Noted.</li> </ul>
		<ul style="list-style-type: none"> <li>How the revenue is spent is of interest. Id like to see the Coventry market front dining area improved, more user friendly and inviting.</li> </ul>	<ul style="list-style-type: none"> <li>Note, the area in front of Coventry Market is privately owned and outside the scope of the PIL Plan.</li> </ul>
4.	I am acting on behalf of a company or organisation, which has an interest in the area  Walter Road West, Morley	Nil.	
5.	I own a property in the area  Bransby Street, Morley	Nil.	
6.	Not specified  Walter Road West, Morley	Nil.	

No.	Interest in the Proposal	Summary of Submission	City of Bayswater Comments
	<b>Object</b>		
7.	I own a property in the area.  Lovegrove Way, Morley	Nil.	
8.	I own a property in the area  Wheeler Street, Morley	<ul style="list-style-type: none"> <li>I have an access way [driveway] on the left hand side of my property that would be blocked if a paid parking bay was put in front of it.</li> <li>I strongly oppose paid parking in Morley altogether. Paid parking in Morley will have a negative impact on the small businesses within the Coventry's market and surrounding streets. Currently these businesses are providing food and small goods to low income families at a low cost. Nobody likes how Midland is setup, please don't make the same mistake of crushing small business to make way for big business.</li> </ul>	<ul style="list-style-type: none"> <li>Prior to providing paid parking within the nominated areas of the PILP Plan, the City will conduct traffic and transport investigations to ensure that any bays will have adequate setbacks to existing driveways to ensure they do not unduly impact on existing properties including existing driveway access.</li> <li>Paid parking is only intended to be implemented when there is a need for it due to parking spaces being at capacity. Given the currently capacity levels in Morley this it not anticipated to be in the short-medium term. Additionally, paid parking is intended to be implemented on surrounding streets that are City owned and managed within nominated areas of the PILP Plan and not within the main car parking area to Coventry's Village which is privately owned. Noting this, it is anticipated that the paid parking within surrounding streets will not unduly impact on the small business within Coventry's Village.</li> </ul>
9.	I own a property in the area  Slade Street, Bayswater	<ul style="list-style-type: none"> <li>We object to the plan.</li> <li>We have space enough for one car to park in front of our house after road narrowing for western power electricity poles were installed. Street parking is the only location where our 4WD can park as our driveway is very short. Parking our preferred vehicle (4WD) in our driveway results in the vehicle significantly overhanging and impeding on the pedestrian footpath.</li> <li>It is unreasonable to restrict parking for residents who are not in a hot spot or high pressured parking area by simply applying a standard proximity rule. We have not experienced any parking pressures as a result of</li> </ul>	<ul style="list-style-type: none"> <li>The City recognises that imposing paid or time restricted car parking can limit on street parking availability in some locations. These restrictions are aimed towards visitors to the area during visitor peak use times and are not intended to restrict parking outside of business hours. Prior to implementation the City will undertake consultation with existing adjacent residential properties.</li> <li>The PILP Plan actions are derived from the Bayswater Town Centre Short-term Parking Management Plan. This management plan has been developed to capture any current and future car parking demands within the Bayswater</li> </ul>

No.	Interest in the Proposal	Summary of Submission	City of Bayswater Comments
		public transport or infrastructure in over 12 years living at this address.	Town Centre. The actions are only intended to be implemented when they are required. The DevelopmentWA METRONET East Redevelopment Scheme identifies areas within the Bayswater Town Centre and surrounding area to be revitalised and to transform underutilised urban areas into diverse and activated places for people to live, work and recreate, guided by the Redevelopment Area Objectives. Given this, there may become a future demand on car parking which the Plan is intended to capture.
10.	I own a property in the area  Drake Street, Bayswater	<ul style="list-style-type: none"> <li>I'm totally against this plan. Starting a small business is costly and hard enough as it is without the government asking for more money in uneasy times. If you want to attract good operators to this amazing area don't slug them with fees especially when there's a massive train station being built in the town.</li> </ul>	<ul style="list-style-type: none"> <li>The purpose of this Plan is to outline how the City will use any monies that have been received for the payment in lieu of providing on-site car parking.</li> <li>It is noted that the City has always required payment in lieu of parking where there is a shortfall of onsite parking for non-residential developments. The PILP Plan just outlines how the City will use any monies that have been received. The main provision being amended is the payment calculation which has effectively been reduced from \$10,000 per car parking space to \$3,000 per parking space.</li> </ul>
11.	Not specified	<ul style="list-style-type: none"> <li>Formula in Section 4.1 does not look correct. Clarification sought.</li> </ul>	<ul style="list-style-type: none"> <li>The method of calculation that was published in the Government Gazette is as follows:  Infrastructure cost per m<sup>2</sup> x 15m<sup>2</sup>* x parking space shortfall.</li> <li>*The 15m<sup>2</sup> area represents a 50% discount to a car parking space and manoeuvring area of 30m<sup>2</sup>.</li> <li>The City's officers have established that the infrastructure cost per square metre to construct a car parking bay within the City is \$200. This cost is based on recent parking projects which have been undertaken by the City, and includes the cost of construction, landscaping and drainage. The financial contribution per car parking bay is therefore \$200 x 15m<sup>2</sup> = \$3,000.</li> </ul>

No.	Interest in the Proposal	Summary of Submission	City of Bayswater Comments
		<ul style="list-style-type: none"> <li>No information on where or how the formula was developed.</li> </ul>	<ul style="list-style-type: none"> <li>The formula was developed by the Department of Planning Lands and Heritage (DPLH). The DPLH commissioned <i>Shape Urban and Flyt</i> to undertake a review of existing cash in lieu processes within local governments and to develop a consistent calculation. Within this report, it was recommended a 50% discount of the bay area be included in the calculation for the following reasons: <ul style="list-style-type: none"> <li>Simplicity and consistency across the calculations without the need for more complex calculations per area or sub-area of a Payment in Lieu of Parking Plan (PILP Plan).</li> <li>Use of a discount for the bay area removes potential for other forms of discount which may fluctuate during the span of a PILP Plan or values applied to sub-areas may require review or alteration.</li> <li>Consideration of community benefit without removing the need to provide parking on site from a developer.</li> </ul> </li> </ul>
		<ul style="list-style-type: none"> <li>Section 5.1 has nothing to do with this policy and belongs elsewhere</li> <li>Section 5.2 has nothing to do with this policy and belongs elsewhere</li> <li>Section 5.3 has nothing to do with this policy and belongs elsewhere</li> </ul>	<ul style="list-style-type: none"> <li>In accordance with clause 77l of the Regulations, sections 5.1, 5.2 and 5.3 outline how the monies received from the payment in lieu of car parking will be applied to public car parking infrastructure such as introducing paid parking, other infrastructure upgrades such as providing for sustainable modes of transport, or ancillary or incidental purposes such as way finding signage within the nominated centres outlined in the PILP Plan.</li> </ul>
		<ul style="list-style-type: none"> <li>Sections 5.1 to 5.3 are very defined but this policy will extend over a long time frame. All the money should be retained by the CoB and spent on parking throughout the City as it will be used by all ratepayers and all rate payers should benefit.</li> </ul>	<ul style="list-style-type: none"> <li>In accordance with clause 77m and n of the Regulations, the plan has effect for a period of 10 years unless a longer period has been approved by the Western Australian Planning Commission (WAPC).</li> <li>Any monies received for the purposes of payment in lieu of parking for a non-residential development or change of use, is to be applied to the same area of the non-residential</li> </ul>

No.	Interest in the Proposal	Summary of Submission	City of Bayswater Comments
			development or use, in accordance with clause 77J of the Regulations.
12.	I am a resident in the area Kennedy Road, Morley	<ul style="list-style-type: none"> <li>Opposed to any proposal which may turn residential streets into what essentially would be overflow parking for commercial and industrial businesses.</li> </ul>	<ul style="list-style-type: none"> <li>In response, the Morley Activity Centre car parking infrastructure upgrades are derived from the Car Parking Management Plan for the Morley Activity Centre where comprehensive surveys were previously undertaken. The plan outlines that the City will mark any unmarked parking bays initially in car parking 'hot spots' (where there are existing issues) and then throughout the Morley Activity Centre, to highlight available parking which is currently unclear. In addition, paid parking may be implemented for on- and off-street parking to control use and maintain peak demand. In addition, clause 5.1.3 requires the City to investigate options for decked parking within the Morley Activity Centre and mark unmarked parking bays. In addition, clause 5.2.3 requires the City to provide infrastructure to support greater use of sustainable modes of transport.</li> </ul>
		<ul style="list-style-type: none"> <li>Access to driveways will be difficult not to mention the increased noise and traffic volume which could potentially be harmful/dangerous to children in the area (child care centre in Tara Street)</li> </ul>	<ul style="list-style-type: none"> <li>Addressed above under submission No.8 and No.1 of this table.</li> </ul>
		<ul style="list-style-type: none"> <li>This proposal needs to consider if there are more viable alternatives in the area which could offer a better solution. For instance, verge angle carparking adjacent public open space (POS).</li> </ul>	<ul style="list-style-type: none"> <li>Clause 5.1.3 (b) requires the City to investigate options for decked parking within the Morley Activity Centre and (c) mark unmarked parking bays. In addition, clause 5.2.3 requires the City to provide infrastructure to support greater use of sustainable modes of transport.</li> <li>Verges adjacent to POS are currently being used for tree planting to create a greener and more sustainable City by increasing urban forest canopy by 20% by 2030 in accordance with its Urban Forest Strategy. Considering this, the City would not support removal of street trees along</li> </ul>

No.	Interest in the Proposal	Summary of Submission	City of Bayswater Comments
		<ul style="list-style-type: none"> <li>In terms of residential parking it would appear to be becoming an issue of its own. Many multiple residential buildings are springing up that have either inadequate or insufficient parking to accommodate the residents.</li> <li>At least 1 council tree per property. Given the council wishes to increase the tree canopy this should be mandatory not optional as it currently is.</li> </ul>	<p>POS to accommodate verge parking for commercial enterprise.</p> <ul style="list-style-type: none"> <li>Noted. This does not fall within the scope of the City's PIL Plan and associated policies. This plan relates to the spending of monies received from non-residential development and changes of use.</li> <li>Car parking requirements for residential development are set out under State Planning Policy 7.3 Residential Design Codes</li> <li>Noted. This does not fall under the scope of the PILP Plan however, the City has an existing policy titled Trees on Private Land and Street Verges which requires 1 standard tree per 350sqm of area or at least 1 tree per site.</li> </ul>
13.	I own a property in the area.  Ninth Avenue, Maylands.	<ul style="list-style-type: none"> <li>My property will be adversely affected physically and financially with the CoB parking proposals and plans as currently there is no vehicle access to the lot and rely solely on verge parking and parking within the CoB parking lot adjacent to our property.</li> </ul>	<ul style="list-style-type: none"> <li>The City recognises that imposing paid or time restricted car parking can limit on street parking availability in some locations. These restrictions are aimed towards visitors to the area during visitor peak use times and are not intended to restrict parking outside of business hours. Prior to implementation the City will undertake consultation with existing adjacent residential properties.</li> </ul>
14.	I own a property in the area  Collier Road, Morley	Nil.	
<b>Neither support or object</b>			
15.	I am a private citizen who has an interest in the area  Drake Street, Bayswater	<ul style="list-style-type: none"> <li>If this proposed plan reduces the likelihood of small businesses opening in the Bayswater Town Centre then I would object to the plan.</li> </ul>	<ul style="list-style-type: none"> <li>Prior to providing any new or upgrading existing transport facilities within the nominated areas of the Plan, the City of Bayswater will conduct traffic and transport investigations where applicable to ensure that any new or upgrade to transport facilities will not unduly impact on existing local businesses.</li> </ul>

No.	Interest in the Proposal	Summary of Submission	City of Bayswater Comments
			<ul style="list-style-type: none"> <li>Please refer to submission No. 10 which outlines the Payment in Lieu calculation is being reduced from \$10,00 per car parking bay to \$3,000.</li> </ul>
16.	I own a property in the area Harrow Street, Maylands	<ul style="list-style-type: none"> <li>Why should the City of Bayswater decide how many parking bays are required for different kinds of businesses?</li> <li>The requirements are completely arbitrary - who says that 1 car bay per 3m2 is the right amount of parking for a bar, for example? If the owner of the property thinks people will need to drive to their business, they are perfectly capable of deciding how much parking they want to provide on their own. It shouldn't be up to the City to make that call.</li> <li>More parking encourages more people to drive instead of walking, cycling or taking public transport. This negatively affects the community. Makes development. Allowing some reduction is a step forward, however it seems ridiculous to punish developers for not providing parking (which is what the cash in lieu policy does). A much more sensible policy would be to remove minimum parking requirements altogether.</li> </ul>	<ul style="list-style-type: none"> <li>Minimum car parking requirements are outlined within the City of Bayswater Town Planning Scheme No. 24 (TPS 24). Minimum car parking requirements provide a benchmark for non-residential developments and changes of use. A variation to the minimum car parking requirements may be considered under a development application in accordance with clause 77D of the Regulations, which requires the City to be satisfied that reasonable efforts have been made to comply with the minimum parking requirements without adversely affecting safety, open space, street trees and the like, and that the lower number of car parking spaces adequately provide for the demands of the development.</li> <li>In addition to this, the DPLH is currently advertising a draft interim guidance document for Non-Residential Car Parking Requirements which sets a benchmark for minimum and maximum car parking across the Perth and Peel region. If this document is supported by the WAPC, this may result in a future review of the City's car parking requirements to reflect the new minimum and maximums set by the DPLH/WAPC.</li> <li>In response it is noted, that in order for the City to be able to be able to apply the payment in lieu of car parking, a minimum car parking requirement is required. The PILP calculation has been amended to reduce from the previous amount of \$10,000 per car parking bay to \$3,000 per car parking bay. Money received is able to be allocated under clause 5 of the plan to provide infrastructure to support greater use of sustainable modes of transport. In addition, the City of Bayswater Car Parking in the Town Planning Scheme No 24 Local Planning Policy</li> </ul>

No.	Interest in the Proposal	Summary of Submission	City of Bayswater Comments
			provides for a reduction to the minimum TPS 24 car parking requirements for non-residential developments and changes of use where located in the nominated town centres or within close proximity to high frequency public transport.
17.	I occupy a property in the area  Railway Parade, Bayswater	<ul style="list-style-type: none"> <li>As a resident that lives in close proximity to the Bayswater train station I have experienced the additional congestion arising from increased mixed use of residential streets. The Railway Parade cul-de-sac is full of cars parked during the week, it is the main cycle pathway along the train line and provides pedestrian access to nearby public transport. At times the road can be very busy.</li> <li>How will the amenity of the local area be impacted; how pedestrian and cyclist/e-scooter traffic will be enhanced whilst co-existing with increased parking demand.</li> <li>Does the City of Bayswater have any community engagement with stakeholders that show what the proposed lived experience will be of these Plans and Policies will be in action?</li> <li>I don't mean architectural fly-throughs of re-developed city spaces - but human stories from businesses, residents and visitors about the possible futures these plans will create.</li> </ul>	<ul style="list-style-type: none"> <li>These comments are noted. Please refer to City of Bayswater comments under submission No. 9 above. In addition, the provisions within the PILP Plan are derived to provide parking infrastructure upgrades or other ancillary upgrades to assist in managing car parking and provide sustainable modes of transport within the Bayswater Town Centre.</li> <li>The DevelopmentWA METRONET East Bayswater Project Area Design Guidelines apply to the Bayswater Town Centre area and outlines that transport needs will be balanced with the opportunity to reduce local dependence on private vehicle use with the upgraded station, access to three train lines, new bus services and high quality cycle connections. Development will deliver car parking requirements and alternative, sustainable transit modes to reduce traffic generation. In addition, the City will investigate infrastructure options to accommodate micromobility (such as e-bikes and e-scooters) which will inform a future amendment to the PILP Plan.</li> <li>This comment is noted and is outside the scope of the PIL Plan and associated policies.</li> <li>METRONET does provide a fly through video of the New Bayswater Station area which provides cross sections of the upper plat form and lower pedestrian level area. This video is available on METRONETs' website (<a href="http://metronet.wa.gov.au">metronet.wa.gov.au</a>) under the New Bayswater Station Project. Please contact DevelopmentWA for further information.</li> </ul>



No.	Interest in the Proposal	Summary of Submission	City of Bayswater Comments
18	<p>I own a property in the area</p> <p>Charnwood Street, Morley</p>	<ul style="list-style-type: none"> <li>Illegal parking occurs along Uren Street making two way access in Uren Street is inaccessible due a full line of cars between Charnwood Street and Hewton Street.</li> <li>I understand that No Parking in cul-de-sac at Walter Road end of Charnwood Street applies. Parked vehicles in cul-de-sac cause difficulty for larger vehicles.</li> </ul>	<ul style="list-style-type: none"> <li>In response, the Car Parking Management Plan for the Morley Activity Centre recommends implementing time restrictions throughout the Activity Centre. It is recommended that the PILP Plan be amended to incorporate this requirement to be consistent with the management plan. In addition, to meet the concerns raised with cars being parked in cul-de-sac, it is recommended that the City investigate car parking impacts on residential streets, including cul-de-sacs, to consider if road marking and/or other measures to manage car parking is required.</li> <li>The City recognises that imposing paid or time restricted car parking can limit on street parking availability in some locations. These restrictions are aimed towards visitors to the area during visitor peak use times and are not intended to restrict parking outside of business hours. Prior to implementation the City will undertake consultation with existing adjacent residential properties.</li> </ul>

#### 10.4.4 Department of Planning, Lands and Heritage - Car Parking Requirements for Non-Residential Land Uses in Perth and Peel

<b>Responsible Branch:</b>	Development and Place
<b>Responsible Directorate:</b>	Community Development
<b>Authority/Discretion:</b>	Executive/ Strategic
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Car Parking Requirements for Non residential Land Uses - draft Interim Guidance [<b>10.4.4.1</b> - 14 pages]</li> <li>2. Car Parking Requirements for Non- Residential Land Uses - Background Report [<b>10.4.4.2</b> - 15 pages]</li> <li>3. Overview and FAQ - Draft Interim Guidance for Non-Residential Car Parking [<b>10.4.4.3</b> - 4 pages]</li> <li>4. City of Bayswater Town Planning Scheme 24 car parking requirements [<b>10.4.4.4</b> - 3 pages]</li> </ol>
<b>Refer:</b>	Item 10.4.1 OCM 31.01.2023 Item 10.6.2.4 OCM 22.11.2022 Item 10.4.5 OCM 23.05.2023

#### SUMMARY

The Department of Planning, Lands and Heritage (DPLH) is seeking feedback on the recently released draft Interim Guidance Document: Car Parking Requirements for Non-Residential Land Uses across the Perth and Peel region.

The draft car parking requirements has been prepared to provide consistent car parking requirements for non-residential land uses across the Perth and Peel regions, to support the review of car parking rates under local planning frameworks.

Council's consideration is sought on the City's proposed comments to the DPLH on the draft Interim Guidance document.

#### COUNCIL RESOLUTION

##### (OFFICER'S RECOMMENDATION)

That Council endorses the comments on the draft Interim Guidance Document: Car Parking Requirements for Non-Residential Land Uses in Perth and Peel, as contained in this report, as the basis for the City's submission to the Department of Planning, Lands and Heritage. Cr Catherine Ehrhardt, Deputy Mayor Moved, Cr Josh Eveson Seconded

**CARRIED: 9/1**

**For:** Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Catherine Ehrhardt, Deputy Mayor, Cr Dan Bull, Cr Lorna Clarke and Cr Georgia Johnson.

**Against:** Cr Elli Petersen-Pik.

#### BACKGROUND

The DPLH is seeking feedback on the recently released draft Interim Guidance Document: Car Parking Requirements for Non-residential Land Uses in Perth and Peel (draft car parking requirements). This document provides minimum and maximum car parking rates which can be applied to non-residential uses in activity centres and precincts, service commercial zones and industrial zones.

The draft car parking requirements has been initiated as a part of the State Government's Action Plan for Planning Reform and prepared to provide consistent car parking requirements for non-residential land uses. A key initiative of the planning reform agenda is to achieve greater

consistency for local planning frameworks where possible and appropriate. As part of this initiative, it was identified that a more contemporary and consistent approach to the calculation of car parking requirements for non-residential uses was needed to address issues associated with the current inconsistent approaches and overprovision of car parking.

The approach to developing options to non-residential car parking rates in alignment with the Action Plan for Planning Reform was based on a number of stages. These stages focussed on technical assessment and stakeholder engagement and built on work undertaken previously through the Department of Transport (DoT) and the Western Australian Local Government Association (WALGA). Over 36 different locations were examined across the Perth and Peel region including six industrial areas being Kalamunda, Kwinana, Cockburn, Gosnells, Wanneroo and Canning.

In the event the Western Australian Planning Commission (WAPC) approves the guidance document, the City has the option to adopt the car parking rates by amending the car parking requirements contained within the City's Town Planning Scheme No 24 (TPS 24) or remove car parking rates from TPS 24 and prepare a local planning policy. It is the DPLH's preference for the City to prepare a local planning policy rather than containing car parking rates within the TPS 24. The draft car parking rates can also be applied to structure and precinct plans in preparation or under review. The guidance document is not intended to apply to areas covered by Redevelopment Schemes (such as the METRONET East Redevelopment Scheme that covers the Bayswater Town Centre).

With regard to the DPLH's future intentions on controls over car parking rates, there has been no indication to date that the interim guidance document will form part of a future bulletin, State planning policy or other planning instrument. Rather the DPLH is expecting the City to adopt the car parking rates as contained within the guidance document after approval granted by the WAPC, within a two-year timeframe, as part of the City's existing planning framework.

## EXTERNAL CONSULTATION

The DPLH is undertaking community consultation in relation to the draft document. The City has been granted an extension from the DPLH to allow the City to lodge its comments no later than close of business on Thursday, 25 May 2023.

The outcomes of the consultation will be presented to the WAPC, as part of their consideration of the draft car parking requirements.

## OFFICER'S COMMENTS

The City received correspondence from the DPLH inviting the City to provide comment on the draft car parking requirements. The car parking requirements are included in **Attachment 1**.

The draft car parking requirements provide minimum and maximum car parking rates which can be applied to non-residential uses throughout the Perth and Peel region in the following areas:

1. Commercial/Mixed Use areas in activity centres and precincts.
2. Service Commercial zone.
3. Industrial zones including Light Industry, General Industry, Strategic Industry, and Industrial Development.

The DPLH has advised that the draft document responds to the planning reform initiatives and seeks to contribute to the following outcomes:

- To make it easier for small business to establish in existing town centres, retail/café corridors and other commercial and mixed-use centres.

- As the proposed car parking requirements will not be limited to small business, determine a consistent approach for all non-residential development, including in service commercial and industrial areas.
- Address issues associated with the over provision of parking and contribute to more efficient and economic use of land in centres and mixed-use areas.

A comparison of the DPLH draft car parking rates and the City's car parking rates as detailed in TPS 24 and the City's Car Parking in Town Planning Scheme No. 24 Area Local Planning Policy has been undertaken.

The comparison of car parking rates for non-residential development and changes of use within town centres, where the City's Car Parking in Town Planning Scheme No 24 Area Local Planning Policy applies, are reduced by the DPLH maximum rate or fits within the range proposed. Given this, if the City is required to adopt these car parking requirements within town and activity centres, the City would need to review its car parking requirements in TPS 24 to determine if it is still relevant.

The outcomes of the draft car parking requirements are generally consistent with the City's current approach to car parking with reduced rates within town and activity centres where there is access to high frequency public transport and a cluster of business are located within the same area. Considering this, the draft document is considered generally supportable, with the below detailing elements that are considered to be of significance or that the City recommends require some modification.

#### Ratio for Precincts / Activity Centres at a District Centre Level or Higher

The draft guidance document recommends that within precincts and activity centres at a district centre level or higher, a flat ratio of non-residential car parking be established on the basis of:

- A minimum of zero where this is already established.
- For all land uses where a minimum is not established, one parking bay per 100m<sup>2</sup> of floor area.
- For all land uses, a maximum of one parking bay per 25m<sup>2</sup> of floor area.

It is however not clear if the City is required to nominate a flat rate within the range provided in the draft car parking requirements or if the City is to nominate the minimum and maximum range provided. If the rates are to be nominated as the range proposed (minimum to maximum) it is anticipated that this may result in a car parking shortage across the centres within the City if non-residential developments and changes of use nominate to build / operate to the minimum car parking rates specified. It is recommended that the City be able to nominate a suitable rate between the range proposed, taking into consideration the City's comments below, to allow the City flexibility to nominate a rate that is appropriate to its individual locality.

For the purposes of the review and providing comments to the DPLH, the City has reviewed its car parking rates (with applied applicable dispensations as detailed under its Car Parking in the Town Planning Scheme No 24 Local Planning Policy) against the DPLH car parking rate maximums to establish if the City's rates are over prescribed and considered the minimum rates to determine if DPLH rates are too low.

The City currently has the following recognised activity centres located within the City of Bayswater:

- Morley Activity Centre;
- Maylands District Centre;
- Noranda District Centre; and

- Ashfield District Centre.

#### Morley Activity Centre

In accordance with TPS 24 Schedule 1 – Morley Activity Centre Structure Plan Area (MACSP), car parking rates have been nominated for land use categories rather than individual land uses. The City previously considered a blanket car parking rate across the MACSP area however it was evident that a number of uses required additional carparking or a specialised car parking rate applied, for instance rates reflective of the number of practitioners and staffing proposed rather than a blanket rate applied to the floor area. The majority of car parking rates that apply to the MACSP area vary between 1 bay per 25m<sup>2</sup> and 1 bay per 50m<sup>2</sup>.

The DPLH maximum car parking rates result in an approximate car parking rate reduction to the following land uses located within the MACSP area:

- Health reduced by 50%.
- Recreation reduced by 20%.

The reduction of 20% to recreation land uses within the MACSP area is generally supported given this area is serviced with high frequency public transport (Morley bus depot centrally located with 17 bus routes passing through the MACSP area) and patrons are likely more able to use alternative sustainable modes of transport, for instance electric scooters, public transport, cycle or walk. The City will review the parking ratios for these land uses, along with all other land uses, when the review of the City's TPS 24 is undertaken.

Prior to amending any car parking requirements, the City will undertake a car parking survey to determine the current vacancy/occupancy rates within the Morley Activity Centre which will inform future car parking requirements within the Centre that are reflective on current empirical data.

The reduction of 50% to health land uses is not supported given the nature of health uses being medical and customers may not always be able to commute to the business via public transport, cycling or walking and will have more of a reliance on vehicles in the event a person has illness, disability or injury. It is recommended that DPLH reviews the rates for health land uses within precinct and activity centres at the district level to determine an appropriate rate. The City's car parking rates for health land uses are outlined in **Attachment 4**.

#### Maylands, Noranda and Ashfield District Centres

Maylands, Noranda and Ashfield District Centres car parking requirements are included in Table 1 of TPS 24, and where applicable, the Car Parking in the Town Planning Scheme No. 24 Area Local Planning Policy dispensation rates applies.

The DPLH maximum car parking rates result in an approximate car parking rate reduction to the following land uses located within the Maylands and Noranda District Centres:

- Restaurant, small bar, lunch bar, fast food outlet, cinema, liquor store large, amusement parlour, betting agency, and reception centre, reduced by 20% to 25%.
- Child care premises reduced by 56%.
- Community (community purposes, club premises, place of worship) and recreation reduced by 45%.
- Hotel and tavern reduced by 60%.

Whilst the DPLH car parking requirements result in a reduction of City requirements between 20% and 60%, the reduction within the Maylands Town Centre is considered supportable given its location to the Maylands train station. The City will review the parking ratios for these land uses, along with all other land uses, when the review of the City's TPS 24 is undertaken.

Prior to amending any car parking requirements, the City will undertake a car parking survey to determine current vacancy/occupancy rates within the Maylands, Noranda and Ashfield Centres which will inform future car parking requirements within these centres that are reflective on current empirical data.

The City's officers are supportive of the 20% to 25% car parking requirement reductions to land uses within the Noranda Centre given that the Noranda train station is proposed to be constructed approximately 1km east of the centre, and the centre is planned to be serviced by a high frequency bus route providing an alternative mode of transport to this centre. The City's car parking comparison has considered the Noranda Town Centre dispensation to car parking requirements as specified under the City's draft amended Car Parking Dispensation Policy. The car parking requirement reductions of 45% to community uses (club premises and place of worship) and recreation private, and 60% to tavern and hotel land uses are not supported given these land uses are generally high intensity and this centre is small in size with its main uses being shops, restaurant and dining, the reduction will result in car parking impacts to the centre and possibly to the surrounding residential area.

A review of the City's recent development assessments for child care centres, the DPLH interim parking document, the draft Position Statement relating to the development of new child care centres across the Perth and Peel region, and the parking ratios used within the adjoining local government areas, indicates that the City's ratio is high for development within town centres however it appears to be appropriate in lower density residential areas. At the Ordinary Council Meeting held 31 January 2023 Council considered the draft Position Statement on child care centres and resolved to provide comment to the DPLH as outlined in the report. The comments requested the DPLH review the Position Statement's car parking for child care premises within a town / activity centre, and develop a higher ratio for residential areas. It is noted that the DPLH interim parking document further reduces the Position Statement rate by 35%. Given the nature of child care centres generally having high reliance on private vehicles and are of high intensity during child drop off and set down, the car parking ratio recommended under the DPLH interim parking document is not supported and is recommended to be reviewed to be consistent with the City's comments on the draft position statement.

The DPLH maximum car parking requirements result in a reduction to the City's existing car parking requirements to the following land uses that are located within other centres at the district level or higher, including the Ashfield Town Centre:

- Community, restaurant, small bar, cinema and recreation uses reduced by 45% to 54%.
- Convenience store reduced by 10%.
- Child care premises reduced by 63%.
- Hotel and tavern uses reduced by 71 to 73%, in addition there is no requirement for car parking to a bedroom for hotel use.

Whilst the DPLH rates result in a reduction of City rates between 10% and 73%, the reduction in rates within the Ashfield Town Centre are generally supported given its location to the Ashfield station. It is noted that if future centres at the district level or higher are identified under State Planning Policy 4.2 – Activity centres for Perth and Peel that are located around a train station, the City would be generally supportive of the DPLH car parking requirements proposed.

In light of the above, it is recommended that the DPLH reviews the car parking rates for community uses including child care centres, and taverns/hotels to have higher maximums to enable the City to nominate a rate that is appropriate for the Noranda Centre to ensure adequate provision of car parking is provided that does not result in undue impacts on existing business and surrounding residential areas. The City's car parking rates for these land uses are outlined in **Attachment 4**.

### Rates for Precincts / Activity Centres Lower than a District Centre Level

Car parking rates for non - residential land uses within precincts / activity centres lower than a district centre level are set out in Appendix A of the draft document. The City has undertaken a comparison with the rates specified under Appendix A for land uses located within business, office and mixed-use zones across the City to capture land uses that may be considered within precincts / centres lower than a district centre level within the City of Bayswater.

A number of City car parking requirements for non-residential land uses located within precincts and centres lower than a district centre level fits within the range of draft car parking requirements nominated by the DPLH.

The DPLH maximum car parking requirements result in a reduction to the following land uses within precincts / activity centres lower than district level (primarily business zones) within the City:

- Community uses reduced by 60 to 65%.
- Warehouse / storage and bulky goods showroom reduced by 33 to 50%.
- Child care premises car parking spaces per children remain the same however staff member bays reduced by 50%.
- Consulting rooms reduced by 33%.
- Convenience store reduced by 10%.
- Lunch bar, hotel, tavern, private recreation, office rates reduced by 50%.
- Medical Centre reduced by 2 bays per practitioner, and no staff bay requirement.
- Reception centre rates reduced by 80%.
- Small bar and shop car parking rates reduced by 20 to 28%.

The City acknowledges the child care premises car parking requirements as specified under TPS24 is higher than the recommended requirements under the DPLH interim parking document and the draft Position Statement: Child care premises. Given the maximum car parking requirement for staff parking is proposed to be reduced by 50% and the car parking rate for children is to remain the same, the City supports the maximum proposed by DPLH.

Given precincts / centres lower than district centre level are not always serviced by high frequency public transport and are generally surrounded by residential areas, the rates proposed which result in a reduction to the City's rates in these areas are not supported. It is recommended that the DPLH reviews the car parking rates for the above land uses to have higher maximums, where not in close proximity to high frequency public transport to enable the City to nominate a rate that is appropriate within these areas to ensure car parking does not result in undue impacts on the surrounding areas, in particular residential areas. The City's car parking rates for these land uses are outlined in **Attachment 4**.

### Rates for Service Commercial

Car parking rates for non-residential land uses within the service commercial zones are set out in Appendix B of the draft document. The City has undertaken a comparison with the rates specified under Appendix B for land uses located within business, office and mixed-use zones across the City.

A number of City car parking rates for land uses located within service commercial zones fits within the range draft car parking rates nominated by DPLH.

The DPLH maximum rates result in an approximate car parking rate reduction to the following land uses located within the business, office and mixed use zones within the City:

- Amusement parlour reduced by 3 bays per 100m<sup>2</sup>.
- Betting agency reduced by 2 bays per 50m<sup>2</sup>.
- Bulky goods showroom reduced by approximately 37.5%.
- Child care premises bay per child rate reduced by approximately 28%.
- Consulting rooms reduced by 2 bays and there is no additional bay required for staff members.
- Hotel bar area bay for bar area reduced by approximately 50%.
- Lunch bar rates reduced by approximately 33%.
- Medical centres no staff bays requirement.
- Veterinary centre no staff bay requirement.

The City acknowledges the child care premises car parking rate as specified under TPS 24 is higher than the recommended rates under the DPLH interim parking document and the draft Position Statement: Child care premises. Given the maximum car parking rate for children is proposed to be reduced by 28% and the car parking rate for staff is to remain the same, the City supports the maximum proposed by DPLH.

Business, office and mixed use zones are not always serviced by high frequency public transport and are generally surrounded by residential areas, the rates proposed which result in a reduction to the City's rates in these areas are not supported. It is recommended that the DPLH reviews the car parking rates for the above land uses to have higher maximums, where not in close proximity to high frequency public transport to enable the City to nominate a rate that is appropriate within these areas to ensure car parking does not result in undue impacts on the surrounding areas. The City's car parking rates for these land uses are outlined in **Attachment 4**.

#### Rates for Industrial Zones

Car parking rates for non- residential land uses within the industrial zones are set out in Appendix C of the draft document. The City has undertaken a comparison with the rates specified under Appendix C for land uses located within light industry and general industry zones across the City.

A number of City car parking rates for land uses located within industrial zones fits within the range draft car parking rates nominated by DPLH.

The DPLH maximum rates result in an approximate car parking rate reduction to the following land uses within industry zones in the City:

- Bulky goods showroom reduced by approximately 37.5%.
- Consulting room car parking rate no staff member bay required.
- Convenience stores reduced by approximately 1 bay.
- Lunch bar rates reduced by 33%.
- Motor vehicle, boat or caravan sales reduced by 37.5%.

A number of lots with an industrial zoning located in Maylands and Bayswater are bound by residential areas. Given the proximity to residential areas there are possible car parking impacts that may result on surrounding residential areas and therefore the reduction to the City's car parking requirements in these areas are not supported. It is recommended that the DPLH reviews the car parking rates for the above land uses to have higher maximums, where not in close proximity to high frequency public transport to enable the City to nominate a rate that is appropriate



within these areas to ensure car parking does not result in undue impacts on the surrounding areas. The City's car parking rates for these land uses are outlined in **Attachment 4**.

The City has undertaken a comparison with the rates specified under Appendix C and Special Control Area 10 – Tonkin Highway Industrial Estate and the City's rates generally fit within the DPLH draft car parking rates.

#### Exercising Discretion within the Service Commercial and Industrial Zones

The draft document details that variations to the car parking recommendations are not considered appropriate unless under specific circumstances, including where an existing structure plan has car parking provisions that are lower than those provided in the draft document and areas covered by a Redevelopment Scheme. The City's current rates generally fit within the range proposed in the draft document or are in excess of the DPLH maximum rates proposed, indicating that variations to the City's car parking requirements are unlikely to be less than the minimum car parking rates proposed in the draft document.

Provided the DPLH has regard to the City's comments as detailed within this report, the City is generally supportive of this approach.

#### Land Use Categories that are not explicitly Included

There were a number of land uses that are identified as possible land uses that may be acceptable within the Service Commercial car parking rates as outlined under Appendix B. The following land uses are uses that may be considered in business, office or mixed use zones across the City however have not been included in the DPLH draft car parking rates. Where these land uses were found to not reasonably fit within another land use for the purposes of calculating car parking rates, it is recommended that the DPLH provide a recommended car parking range within the draft document. These have been nominated below:

- Dry cleaning / laundry.
- Health studio.
- Public assembly.

Additionally, there were a number of land uses that are identified as possible land uses that may be acceptable within industrial zones across the City however have not been included in the DPLH draft car parking rates. Where these land uses were found to not reasonably fit within another land use for the purposes of calculating car parking rates, it is recommended that the DPLH provide a recommended car parking range within the draft document. This have been nominated below:

- Tavern.
- Open air display.
- Builders' yard.
- Dry cleaning / laundry

#### General Comments

As outlined under the DPLH Perth and Peel @ 3.5 million clause 8.3 the Perth and Peel region is to adapt to climate change and as detailed throughout the document, the Perth and Peel region is to provide a more compact and environmentally sustainable city. Given this, it is recommended that the draft interim parking document also provide for minimum and maximum bicycle parking, electric scooter parking, and electric vehicle parking (charging stations) requirements.

The City currently has minimum and maximum bicycle parking within its MACSP and will be considering further sustainable modes of transport when the review of the City's TPS 24 and its local planning policies are undertaken.

As proposed in a separate report on this agenda (item 10.4.5), the Payment in Lieu of Car Parking Plan outlines a number of transport infrastructure improvements which will assist in managing car parking impacts to surrounding areas if they should arise. A number of these are listed below:

- Provide infrastructure to support greater use of sustainable modes of transport.
- Provide wayfinding and public education campaigns to encourage public transport and active transport use.
- Advocate to State Government to improve bus services.
- Modify and take a consistent approach to time restricted car parking within town centres and surrounding residential areas.
- Investigate a decked parking structure at The RISE and in the Morley Activity Centre.

The City officers are generally supportive of the draft interim guidance document, with modifications to include higher maximum car parking requirements for health, community (including child care centres) and tavern/hotel land uses within centres at a district level, and higher maximum rates for high intensity land uses in centres at a district level or higher when not directly serviced by a train station. It is further recommended that the City is able to nominate a minimum car parking rate within the range specified for car parking within centres at the district level or higher to enable the City to nominate rates that are based on empirical data for its individual location.

In addition, it is recommended that the DPLH review its car parking rates within centres below district level, within service commercial and industrial areas to nominate a higher rate for community, health, retail, recreational and other land uses as outlined in this report. If the DPLH progresses the draft document, given that this document is a guidance document, it is considered there will not be a significant impact on the City's TPS 24, local planning policies or on the City's current approach to the assessment of car parking for development assessments. This is mainly due to the nature of the document being guidance only.

## LEGISLATIVE COMPLIANCE

The draft interim guidance document has been prepared in accordance with Part 9A of the *Planning and Development (Local Planning Schemes) Regulations 2015*, which outlines provisions for car parking across the Perth and Peel Region.

Once the WAPC approves the guidance document, the City has the option to adopt the car parking rates within the City's existing planning framework or not adopt the guidance document rates.

## 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	Moderate
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	It is considered that there is a moderate strategic direction risk due to the City needing to review and where required amend its car parking requirements within TPS 24 and associated policies, and community and stakeholder risk	

	<p>given possible changes to the City's car parking requirements having a possible impact in the affected areas.</p> <p>In the event Council do not proceed with the officer recommendation it is considered that there is a moderate reputation, strategic direction and service delivery risk as the City may not be providing comment on a matter which has an impact across the City.</p>
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## FINANCIAL IMPLICATIONS

Nil.

## 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 V4: Support businesses across the City to grow and thrive.

The draft Interim Guidance document will provide guidance on non-residential car parking rates to ensure a consistent approach across Perth and Peel.

## CONCLUSION

In light of the above, it is recommended that Council endorses the officer's comments in relation to the draft Interim Guidance document, as contained in this report to be submitted to the DPLH for consideration.



## Planning Reform



### Car parking requirements for non-residential land uses in Perth and Peel - *draft* Interim Guidance document

#### 1. PURPOSE OF INTERIM GUIDANCE

Interim Guidance has been developed to provide background, context and guidance as to the implementation of consistent car parking requirements for non-residential land uses within the Perth and Peel region. Where appropriate, this Interim Guidance can also be applied to areas external to the Perth and Peel region.

This guidance should be read in conjunction with:

- State Planning Policy 4.2 – Activity Centres for Perth and Peel
- State Planning Policy 7.2 – Precinct Design
- Part 9A of the Planning and Development (Local Planning Schemes) Regulations 2015 – Provisions about Car Parking

The document has been developed in a format to support further engagement with stakeholders.

A separate **Background Report** provides an overview of the technical review that has informed the proposed approach to car parking requirements for non-residential land uses, the interrelationship with the Planning Reform agenda and discusses implications for stakeholders for inter-connected provisions such as precinct plans considered as part of SPP 7.2 and payment in lieu of parking provisions within the Planning and Development (Local Planning Schemes) Regulations 2015.

Guidance in this document is interim in that it will be reviewed in the future based on evidence-based research, in conjunction with WALGA.

#### 2. APPROACH TO NON-RESIDENTIAL CAR PARKING

Based on the background analysis and the outcomes of the technical review, the following approach is recommended:

- For **precincts and activity centres** at a district centre level or higher, a parking cap is to be established for non-residential land uses, as per guidance and requirements set out within SPP 4.2 and SPP 7.2. These caps are to be established as planning for these activity centres is formalised.
- Within **precincts and activity centres** nominated through SPP 4.2 within the Perth and Peel region at a district centre level or higher, a flat ratio of non-residential car parking be established on the basis of:
  - A minimum of zero where this is already established
  - For all land uses where a minimum is not established, one parking bay per 100m<sup>2</sup> of Floor Area (FA)
  - For all land uses, a maximum of one parking bay per 25m<sup>2</sup> of Floor Area (FA)
- Within **precincts and activity centres** nominated through SPP 4.2 within the Perth and Peel region lower than a district centre classification, rates set out in *Appendix A* to form the basis for determining parking requirements for those precincts. Considerations within those policies must be based on the requirements of SPP 7.2.



## Planning Reform



### Car parking requirements for non-residential land uses in Perth and Peel - *draft* Interim Guidance document

- Within **Service Commercial** and **industrial** land use zones<sup>1</sup>, appropriate minimum and maximum non-residential car parking rates be established for all land uses based on rates set out in *Appendix B* and *Appendix C* of this Guidance document.
- Where land uses are not explicitly included, Local Government Authorities (LGA) to recommend proposed minimum and maximum rates based on empirical data.
- Within **Service Commercial** and **industrial** land use zones, discretion based on individual assessment by the LGA to be allowed for those land use classifications set out in *Appendix D* of this Guidance document. Use of discretion for some land uses is accepted in these zones given the potential for unique forms of land use with specific or minimal parking demands (i.e. Telecommunications Infrastructure) or where the scale of the land use may fluctuate substantially and therefore applying a range of parking parameters may limit development scale (i.e. a warehouse or logistics centre or a garden centre where the scale/type of activity may vary significantly). Those cases should be dealt with on an individual basis, citing examples or demand calculations by the applicants.

### 3. GUIDANCE FOR IMPLEMENTATION

Implementation of the recommended approaches set out in this Guidance document should be considered through the local planning framework. This guidance can also be applied to standard and precinct structure plans.

Within strategic frameworks, LGA should consider the general principles of the Guidance document or matters to be addressed with respect to non-residential car parking in Part 2 of its local planning strategy (under the theme 'economy').

Part 1 of the local planning strategy can then determine priorities and/or give direction for the preparation of a local planning policy on non-residential car parking as an action under the economy theme for a relevant planning direction. Additionally, LGA may seek to specifically highlight an action to prepare non-residential parking assessments/management plans as part of a precinct plan or structure plan for a planning area identified in Part 1 of the Local Planning Strategy.

For broader implementation of the rates that will be finalised within this Guidance document, it is expected that local governments will adopt the proposed options within a local planning policy. That mechanism will

<sup>1</sup> 'Industrial' encompasses all types of industrial zones as set out in the Planning and Development (Local Planning Schemes) Regulations 2015, e.g. Light Industry, General Industry, Strategic Industry and Industrial Development.



## Planning Reform



### Car parking requirements for non-residential land uses in Perth and Peel - *draft* Interim Guidance document

allow for a transition of existing planning requirements for non-residential car parking to take effect.

Within precinct structure plans, activity centre plans or areas covered within SPP 4.2 and SPP 7.2 (strategic, specialised, secondary and potentially district activity centres), existing processes requiring the development of considered non-residential parking caps should be followed, with individual ratios set out within this Guidance document forming the basis for assessment of all future non-residential parking requirements. The proposed rates and approaches set out in this Guidance document are not to be applied retrospectively.

Where precinct structure plans, activity centre plans, local development plans or standard structure plans have already been approved by the WAPC under the requirements of SPP 4.2 or SPP 7.2, the proposed approach within this Guidance document may be adopted by means of an amendment to the existing plans where the requirements proposed within those plans are of a higher requirement than considered in this Guidance document.

Where existing plans developed under the requirements of SPP 4.2 or SPP 7.2 do not include a maximum level of parking, these must be adopted by means of an amendment.

#### 4. VARIATIONS TO THE APPROACH

The approach within this Guidance document has been developed to specifically address the Action Plan for Planning Reform where consistency, efficiency and an easy to understand approach to the implementation of non-residential car parking is a key reform.

In this context, variations to the recommendations within this Guidance document are not considered appropriate unless under specific circumstances. These may include:

- A zone within a Local Planning Scheme that is not an area nominated within SPP 4.2, not zoned Service Commercial/Business Commercial or industrial where guidance on car parking requirements is not provided
- Where there is an existing precinct structure plan, activity centre plan, local development plan or standard structure plan already approved by the WAPC that propose overall maximum non-residential car parking provisions that are lower than those provided within this Guidance document
- Areas covered by Redevelopment Schemes
- Areas covered by the State Government's Perth Parking Policy 2014
- Specialised Activity Centres



## Planning Reform



### Car parking requirements for non-residential land uses in Perth and Peel - *draft* Interim Guidance document

#### 5. PAYMENT IN LIEU OF PARKING

For payment in lieu of parking to be a mechanism that can be implemented by LGA, a minimum level of parking would be required to be nominated through the appropriate planning mechanism. Should development proposals not meet the minimum requirements set out by the LGA, payment in lieu of parking can act as a means to address amenity and community impacts and support other elements of the transport network.

Within areas where zero minimum non-residential parking rates are considered, no payment in lieu of parking mechanism can be enforced. These areas, typically precincts or activity centres covered within SPP 4.2, have greater public transport accessibility, on-street or off-street parking availability or do not prioritise additional car parking over other planning considerations.

Payment in lieu of parking should only be considered in those precinct structure plans, activity centre plans, local development plans or standard structure plans where there are not zero minimum site parking requirements.

Payment in lieu of parking will not be considered appropriate by the WAPC within Service Commercial/Business Commercial or industrial zones given land uses are able to provide on-site parking under the development control mechanisms already in place. Only in historical locations where on-site parking for development or redevelopment is not

practical, nor possible, would Payment in Lieu of Parking be considered. In newer or evolving Service Commercial or industrial areas, existing planning mechanisms and controls, including site requirements and development contribution plans, should be the primary forms of control.



## Planning Reform



### Car parking requirements for non-residential land uses in Perth and Peel - *draft* Interim Guidance document

#### APPENDIX A INDICATIVE MINIMUM AND MAXIMUM CAR PARKING RATES PER LAND USE FOR PRECINCTS, LOWER ORDER PRECINCTS AND ACTIVITY CENTRES

Land Use	Minimum (all minimums are zero where already stated <sup>2</sup> or rates below)	Maximum
Amusement Parlour	1 space per 100m <sup>2</sup> FA <sup>3</sup>	7 spaces per 200m <sup>2</sup> FA
Bulky Goods Showroom	1 space per 100m <sup>2</sup> FA	1 space per 50m <sup>2</sup> FA
Child Care Premises	0.5 spaces per staff member and 1 space per 20 children catered for	0.5 spaces per staff member and 1 space per 5 children catered for
Cinema / Theatre	1 space per fifteen persons accommodated	1 space per 5 persons accommodated
Civic Use	1 space per 50m <sup>2</sup> FA	1 space per 25m <sup>2</sup> FA
Club Premises	1 space per 10 persons accommodated	1 space per 4 persons accommodated
Community Purpose	1 space per 100m <sup>2</sup> FA	At discretion
Consulting Rooms	2 spaces per practitioner	4 spaces per practitioner
Convenience Store	1 space per 25m <sup>2</sup> FA	1 space per 15m <sup>2</sup> FA
Educational Establishment	10 spaces per 100 students	25 spaces per 100 students

<sup>2</sup> Where existing activity centre plans, development area plans or structure plans already have provision for zero minimums to be applied, they can be applied instead of the rates proposed in the Guidance document.

<sup>3</sup> As defined under Part 6, Clause 37 within Schedule 1 of the Planning and Development (Local Planning Schemes) Regulations 2015.





## Planning Reform



### Car parking requirements for non-residential land uses in Perth and Peel - *draft* Interim Guidance document

Land Use	Minimum (all minimums are zero where already stated <sup>2</sup> or rates below)	Maximum
Fast Food	1 space per 50m <sup>2</sup> of public floorspace	1 space per 10m <sup>2</sup> of public floorspace
Hotel	1 space per 10 rooms plus one space per 5 persons accommodated in bar / restaurant / hospitality areas	1 space per 2 rooms plus one space per 2 persons accommodated in bar / restaurant / hospitality areas
Industry - Light	1 space per 200m <sup>2</sup> FA	1 space per 60m <sup>2</sup> FA
Lunch Bar	1 space per 100m <sup>2</sup> FA	1 space per 20m <sup>2</sup> FA
Market	1 space per 75m <sup>2</sup> FA	1 space per 20m <sup>2</sup> FA
Medical Centre	2 spaces per practitioner	4 spaces per practitioner
Office	1 space per 200m <sup>2</sup> FA	1 space per 50m <sup>2</sup> FA
Place of Worship	1 space for every 8 persons accommodated	1 space for every 4 persons accommodated
Reception Centre	1 space for every 20 persons accommodated	1 space for every 5 persons accommodated
Recreation - Private	1 space for every 8 persons accommodated	1 space for every 2 persons accommodated
Restaurant / Cafe	1 space for every 10 persons accommodated within public area	1 space for every 3 persons accommodated within public area
Shop	1 space per 50m <sup>2</sup> FA	1 space per 20m <sup>2</sup> FA
Small Bar	1 space for every 10 persons accommodated	1 space for every 5 persons accommodated



## Planning Reform



### Car parking requirements for non-residential land uses in Perth and Peel - *draft* Interim Guidance document

Land Use	Minimum (all minimums are zero where already stated <sup>2</sup> or rates below)	Maximum
Tavern	1 space per every 100m <sup>2</sup> of bar and public space	1 space per every 10m <sup>2</sup> of bar and public space
Veterinary Centre	3 spaces for each practitioner	6 spaces per practitioner
Warehouse / Storage	1 space per 100m <sup>2</sup> FA	1 space per 75m <sup>2</sup> FA



## Planning Reform



### Car parking requirements for non-residential land uses in Perth and Peel - *draft* Interim Guidance document

#### APPENDIX B INDICATIVE MINIMUM AND MAXIMUM CAR PARKING RATES PER LAND USE FOR SERVICE COMMERCIAL ZONES

Land Use	Minimum (All Minimums are zero where already stated <sup>4</sup> or rates below)	Maximum
Amusement Parlour	4 spaces per 100m <sup>2</sup> FA	7 spaces per 100m <sup>2</sup> FA
Betting Agency	1 space per 50m <sup>2</sup> FA	3 spaces per 50m <sup>2</sup> FA
Bulky Goods Showroom	1 space per 50m <sup>2</sup> FA	1 space per 40m <sup>2</sup> FA
Child Care Premises	0.5 space per employee, plus 1 space per every 8 children allowed under maximum occupancy	1 space per employee, plus 1 space per every 7 children allowed under maximum occupancy
Cinema / Theatre	1 space per 5 persons accommodated	1 space per 2 persons accommodated
Club Premises	1 space per 15 persons accommodated	1 space per 5 persons accommodated
Consulting Rooms	3 spaces per practitioner	5 spaces per practitioner
Convenience Store	1 space per 25m <sup>2</sup> FA	1 space per 15m <sup>2</sup> FA
Education Establishment (Private Primary School)	5 spaces per 100 students	25 spaces per 100 students
Education Establishment (Private Secondary School)	5 spaces per 100 students	25 spaces per 100 students

<sup>4</sup> Where existing activity centre plans, development area plans or structure plans already have provision for zero minimums to be applied, they can be applied instead of the rates proposed in the Guidance document.



## Planning Reform



### Car parking requirements for non-residential land uses in Perth and Peel - *draft* Interim Guidance document

Land Use	Minimum (All Minimums are zero where already stated <sup>4</sup> or rates below)	Maximum
Education Establishment (Private Tertiary)	1 space per 5 employees and students plus discretion consideration for auditoriums / stadiums etc.	1 space per 3 employees and students plus discretion consideration for auditoriums / stadiums etc.
Exhibition Centre	1 space per 4 persons accommodated	1 space per 3 persons accommodated
Fast Food Outlet	1 space per 12.5m <sup>2</sup> of public floorspace	1 space per 5m <sup>2</sup> of public floorspace
Funeral Parlour	1 space for every 6 persons accommodated	At discretion
Hospital	1 space to every 4 patients' beds plus 0.5 spaces for each employee	1 space to every 3 patients' beds plus 1 space for each employee
Hotel	0.5 spaces per room plus 1 space per 4 persons accommodated in bar / restaurant / hospitality areas	1 space per room plus 1 space per 4 persons accommodated in bar / restaurant / hospitality areas
Industry	1 space per 100m <sup>2</sup> FA	1 space per 25m <sup>2</sup> FA
Industry - Light	1 space per 100m <sup>2</sup> FA	1 space per 25m <sup>2</sup> FA
Liquor Store - Large	1 space per 25m <sup>2</sup> FA	1 space per 15m <sup>2</sup> FA
Lunch Bar	1 space per 25m <sup>2</sup> FA	1 space per 15m <sup>2</sup> FA
Medical Centre	3 spaces per practitioner	6 spaces per practitioner
Motel	0.25 spaces per room plus 1 space per 4 persons accommodated in bar / restaurant / hospitality areas	1 space per room plus 1 space per 4 persons accommodated in bar / restaurant / hospitality areas



## Planning Reform



### Car parking requirements for non-residential land uses in Perth and Peel - *draft* Interim Guidance document

Land Use	Minimum (All Minimums are zero where already stated <sup>4</sup> or rates below)	Maximum
Motor Vehicle Repair	1 space per 100m <sup>2</sup> FA	1 space per 30m <sup>2</sup> FA
Motor Vehicle, Boat or Caravan Sales	1 space per 200m <sup>2</sup> of display area	1 space per 80m <sup>2</sup> of display area
Office	1 space per 60m <sup>2</sup> FA	1 space per 25m <sup>2</sup> FA
Place of Worship	1 space for every 5 persons accommodated	1 space for every 3 persons accommodated
Reception Centre	1 space for every 5 persons accommodated	1 space for every 3 persons accommodated
Restaurant / Cafe	1 space for every 4 persons accommodated within public area	2 spaces for every 3 persons accommodated within public area
Service Station	0.75 space per fuel bowser, additional for supplementary land uses	2 spaces per fuel bowser, additional for supplementary land uses
Shop	1 space per 25m <sup>2</sup> FA	2 spaces per 25m <sup>2</sup> FA
Tavern	1 space per every 6m <sup>2</sup> of bar and public space	1 space per every 4m <sup>2</sup> of bar and public space
Veterinary Centre	3 spaces for each practitioner	6 spaces per practitioner



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Car parking requirements for non-residential land uses in Perth and Peel - *draft* Interim Guidance document

### APPENDIX C INDICATIVE MINIMUM AND MAXIMUM CAR PARKING RATES PER LAND USE FOR INDUSTRIAL ZONES

Land Use	Minimum	Maximum
Bulky Goods Showroom	1 space per 50m <sup>2</sup> FA	1 space per 40m <sup>2</sup> FA
Consulting Rooms	3 spaces per practitioner	5 spaces per practitioner
Convenience Store	1 space per 25m <sup>2</sup> FA	1 space per 15m <sup>2</sup> FA
Fast Food Outlet	1 space per 12.5m <sup>2</sup> of public floorspace	1 space per 5m <sup>2</sup> of public floorspace
Industry	1 space per 100m <sup>2</sup> FA	1 space per 25m <sup>2</sup> FA
Industry - Light	1 space per 100m <sup>2</sup> FA	1 space per 25m <sup>2</sup> FA
Industry – Primary Production	1 space per 100m <sup>2</sup> FA	1 space per 40m <sup>2</sup> FA
Lunch Bar	1 space per 25m <sup>2</sup> FA	1 space per 15m <sup>2</sup> FA
Medical Centre	3 spaces per practitioner	6 spaces per practitioner
Motor Vehicle Repair	1 space per 100m <sup>2</sup> FA	1 space per 30m <sup>2</sup> FA
Motor Vehicle, Boat or Caravan Sales	1 space per 200m <sup>2</sup> of display area	1 space per 80m <sup>2</sup> of display area
Place of Worship	1 space for every 5 persons accommodated	1 space for every 3 persons accommodated
Service Station	1 space per fuel bowser, additional for supplementary land uses	2 spaces per fuel bowser, additional for supplementary land uses



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### Car parking requirements for non-residential land uses in Perth and Peel - *draft* Interim Guidance document

Land Use	Minimum	Maximum
Trade Display	1 space per 100m <sup>2</sup> FA	1 space per 50m <sup>2</sup> FA
Veterinary Centre	3 spaces for each practitioner	6 spaces per practitioner
Bulky Goods Showroom	1 space per 50m <sup>2</sup> FA	1 space per 40m <sup>2</sup> FA
Consulting Rooms	3 spaces per practitioner	5 spaces per practitioner



## Planning Reform



### Car parking requirements for non-residential land uses in Perth and Peel - *draft* Interim Guidance document

#### APPENDIX D SERVICE COMMERCIAL AND INDUSTRIAL LAND USES SUBJECT TO DISCRETION

##### Service Commercial

Civic Use  
Garden Centre  
Market  
Motor Vehicle Wash  
Recreation – Private  
Storage  
Warehouse

##### Industrial<sup>5</sup>

Civic Use  
Club Premises  
Fuel Depot  
Funeral Parlour  
Garden Centre  
Motor Vehicle – Wash  
Nursery  
Recreation – Private  
Storage  
Storage  
Telecommunications Infrastructure  
Transport Depot  
Veterinary Centre  
Warehouse

<sup>5</sup> Industrial<sup>5</sup> encompasses all types of industrial zones as set out in the Planning and Development (Local Planning Schemes) Regulations 2015, e.g. Light Industry, General Industry, Strategic Industry and Industrial Development.





## Planning Reform



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## Planning Reform



### Car parking requirements for non-residential land uses in Perth and Peel - *Background Report*

#### 1. PROJECT BACKGROUND

The Action Plan for Planning Reform sets out three goals and 19 initiatives to deliver a streamlined contemporary and fit-for-purpose planning system to meet the varying needs across Western Australia into the future. In May 2020 the delivery of the Action Plan was modified to enable earlier implementation of those initiatives that were identified as providing key support to the State's COVID-19 economic recovery plans.

In mid-2021 an extensive consultation program was undertaken to help shape and inform the key priorities for the next phase of reform. The reform measures are being implemented through legislation, regulations, and policy, and are supported by expanded and improved guidance documents.

The reforms are to create a planning system that is:

- More consistent across the State, yet maintains flexibility where required
- Consistent and efficient, through greater coordination across Government and improved approvals processes
- Easier to understand and navigate, making clearer information more easily available
- Supports the opportunities presented through METRONET, city-changing and major infrastructure projects
- Creates great places for people, with new guidelines for medium density development and liveable neighbourhoods.

Under Goal C - *Planning systems are consistent and efficient*, and initiative C2(ii) - *Car parking requirements in commercial and mixed use centres are consistent*, the development of a consistent approach to car parking in town centres and other non-residential areas is identified as an action for reform. The project to support this initiative commenced in October 2021.

#### 2. PROJECT APPROACH

The approach to developing options to non-residential car parking rates in alignment with the Action Plan for Planning Reform was based on a number of stages. These stages focussed on technical assessment and stakeholder engagement and built on work undertaken previously through the Department of Transport (DoT) and the Western Australian Local Government Association (WALGA).

The technical assessment which informed the initial broad options to consider within this project were completed in December 2021. These options, which comprised four groups and 11 separate approaches, were used and formed the basis for an extensive engagement process throughout early 2022.

Engagement through a series of face-to-face or online workshops was conducted with a range of groups, and additional one-on-one meetings were held with a range of parties, including State Government agencies, advocacy organisations, community members and Local Governments.



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### Car parking requirements for non-residential land uses in Perth and Peel - Background Report

Key stakeholder feedback was aligned on moving away from the status quo, while recognising the inconsistency of rates, ad-hoc rates being established for different areas, and approaches to parking reflecting an absence of recent and accurate research into current parking need.

Stakeholder feedback also identified that a move towards adopting maximum parking rates for non-residential land uses, combined with implementing precinct based planning, was the preferred approach going forward.

Stakeholders also wanted to see a transition approach to parking management changes, guidance from State Government on an interim approach to better meet parking demands for the different centre types, and longer-term State Government guidance on a process that allows all users to transition successfully. The proposed draft Interim Guidance addresses these requirements of stakeholders.

After analysis of stakeholder feedback, centre types, parking regimes across different Local Government Authority (LGA) areas and the legislative provisions for parking in WA, the recommended approach going forward was to adopt maximum parking rates for non-residential land uses, combined with implementing precinct based car parking regimes. This approach was presented to the Western Australian Planning Commission (WAPC) in August 2022. At the meeting of 31 August 2022, the WAPC resolved to:

*"endorse the following recommended approach to car parking requirements and associated actions for car parking for non-residential land uses (as noted in the report):*

- i. *develop interim guidelines, in conjunction with the Department of Transport, to support local governments in any immediate review of applicable parking rates;*
- ii. *consult with local government on and before finalising the interim guidelines;*
- iii. *review guidance on payment-in-lieu of parking plans, so that it can only apply in activity centres (district and above) or precincts - and undertake subsequent updates to the Regulations; and*
- iv. *develop guidelines, including car parking rates, based on evidence-based research, in conjunction with WALGA and the Department of Transport."*

Given the resolution of the WAPC, the proposed draft Interim Guidance forms the basis for the first two items and the platform to undertake engagement and then report back to the WAPC on the preferred approach.

This initiative is also aligned with the Planning Reform project for 'Consistent Local Planning Schemes - zones, land use definitions and permissibility' that is currently being progressed by the Department of Planning, Lands and Heritage (DPLH). It is expected that this Interim Guidance will be updated to reflect future changes to the Planning and Development (Local Planning Schemes) Regulations 2015 as a result of this project.



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### Car parking requirements for non-residential land uses in Perth and Peel - *Background Report*

#### 3. TECHNICAL REVIEW

With the resolution of the WAPC, technical assessment commenced in September 2022 aiming to determine:

- Precinct based approach to car parking for non-residential land uses
- Mechanisms to deliver on appropriate minimum and maximum car parking provisions for all non-residential land uses within Perth and Peel.

The technical assessment was progressed according to the following steps:

- Technical review of a range of existing non-residential rates and their application to development
- Development of range of car parking rates based on a framework covering land uses as deemed appropriate by DPLH to ensure consistency with Planning Reform
- Examination of rates in the context of precincts as per SPP 4.2 and SPP 7.2
- Completion of a comparison exercise using existing and proposed rates
- Development of draft interim guidance.

The technical review, which formed the basis of the recommendations in the proposed draft Interim Guidance document, examined the following four elements:

- Review of precinct based parking using development scenarios
- Review of precinct car parking requirements for non-residential land uses
- Review of Service Commercial car parking requirements for non-residential land uses
- Review of industrial land use parking rates.

#### 3.1 Review of Precinct Parking Requirements for Development

For the review of precinct based parking rates, this focused on the overall outcomes that could be delivered on development sites within 20 existing precincts, activity centres, structure plan areas or local development plans around the Perth and Peel region.

Existing car parking provisions were examined for the 20 separate locations, of which:

- three were inner-city locations
- 10 were middle suburban locations
- seven were outer-metropolitan locations

In terms of the level of the activity centres nominated within the hierarchy of SPP 4.2<sup>1</sup>:

<sup>1</sup> The review excludes the Perth capital city area which is subject to the Perth Parking Policy 2014



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- seven were secondary
- six were strategic
- five were district

Ten of the locations were directly serviced by train stations. This allowed for a sub-assessment of the approach used in locations where overall transport accessibility should be a consideration.

To test the existing levels of parking required for development proposals within these 20 activity centres, five separate development scenarios were used. These scenarios are derived from project work undertaken by consultants, from applications that had progressed through either SDAU or JDAP processes or were already constructed. Some minor details were altered but using these scenarios allowed for 'real world' testing.

Each of the scenarios then had the minimum and maximum parking requirements calculated.

Some activity centre or precinct plans did not stipulate maximum levels of parking, some did not stipulate minimum levels of parking. Some land use classifications were relatively broad for precincts and other plans required use of some provisions from the respective local planning schemes to complete the assessment.

When calculating the levels of parking, no dispensations or discounts were applied as a direct comparison for the base level of non-residential parking or 'like for like' for all precincts was needed.

The overall level of parking requirements for each of the development scenarios tested fluctuated substantially around different activity centres.

In reviewing the development outcomes, some very clear patterns emerged. The first and most important was that there was a significant inconsistency in how minimum and maximum parking requirements are applied throughout Perth and Peel. This was one of the primary issues raised by stakeholders through earlier engagement and the technical work undertaken had reinforced this point.

Where an activity centre had both minimum and maximum rates stipulated, on average the maximum allowed parking for all the scenarios tested was around 2.8 times the minimum level. This multiplier was consistent irrespective of location, size of the activity centre or scale of the development scenario tested.

Where a train station was within an activity centre, the average number of minimum parking bays required did reduce by around 25% compared to those centres without a train station, however the maximum parking requirement reduced by less than 10% when compared to those centres without a train station. From this outcome, it could be deduced that existing mechanisms were considering reduced site parking based on accessibility however they were not considering more robust maximums to support travel demand management.

The scale of difference for site base parking requirements raised a number of considerations for precincts, including:



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- Area of land required for minimum and maximum non-residential parking and how this impacts development outcomes or the ability for a precinct to evolve into a great place
- Cost associated with provision of parking – either on-site or within the public realm
- Practicality of providing levels of parking considered within plans
- Inefficiencies in the transport network as a whole – in particular within higher order activity centres
- Inequity in transport accessibility
- Potential to deliver parking associated with payment in lieu.

#### 3.2 Review of Precinct Based Non-Residential Parking Rates

To inform how parking management plans for activity centres and development requirements for land uses within precincts or areas covered by SPP 4.2 or SPP 7.2 are applied, existing non-residential parking requirements for individual land uses within the precinct's plans were assessed.

Five separate locations were examined, with some additional assessment around application of different rates also completed.

From the assessment, there were 29 individual land uses that were consistently listed within statutory provisions for the precincts – those land uses that were permitted or through discretion.

For each land use classification, a development scenario was developed, and the parking requirements calculated. As with the precinct exercise,

these scenarios were derived from project work undertaken by consultants, from applications that had progressed through either SDAU or JDAP processes or were already constructed. Some minor details were altered but using these scenarios allowed for “real world” testing.

That testing showed similar outcomes to the overall precinct based assessment – on average, allowances for maximum levels of site parking were over three times higher than minimum levels of parking. In addition, the assessment of the five separate locations showed significant variations in the amount of parking allowed for the same land use.

This fluctuation was typically due to the variance in approach of calculating parking in the first instance. An example of this is shown below for a restaurant land use – all five calculations within the precincts are different and use different calculation elements:

- Location 1 - One (bay) for: (a) each 12.5m<sup>2</sup> of gross leasable area; or (b) Every four seats provided (other than in an alfresco dining area), whichever is greater
- Location 2 - 1 bay for every 8 (6) persons the building is designed to accommodate
- Location 3 - 1 bay per 25m<sup>2</sup> NLA
- Location 4 - Minimum: 1 space per 100m<sup>2</sup> NLA. Maximum: 1 space per 50m<sup>2</sup> NLA
- Location 5 - 1 bay per 10m<sup>2</sup> PFA, plus 0.5 bay per staff member.

The fluctuation in calculation elements in this instance showed that a similar development in one precinct would require only two spaces,



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whilst in another it would require 26. Using elements such as staff numbers also allows for interpretation and then variance in use should a different owner or type of restaurant evolve in the future.

#### 3.3 Review of Service Commercial Land Use Parking Rates

As with precincts, existing non-residential parking requirements for individual land uses within Service Commercial or Business Commercial zones in Perth and Peel were assessed. No residential based land uses within the zones were considered.

Six separate locations were examined using LGA that had substantial areas of Service Commercial land use, with some additional assessment around application of different rates also completed.

From the assessment, there were 40 individual land uses that were consistently listed within statutory provisions for the Service Commercial or Business Commercial zones – those land uses that were permitted or through discretion.

For each land use classification, a development scenario was developed, and the parking requirements calculated. As with the precinct land uses exercise, these scenarios were derived from project work undertaken by consultants, from applications that had progressed through either SDAU or JDAP processes or were already constructed. Some minor details were altered but using these scenarios allowed for “real world” testing.

That testing showed similar outcomes to the precinct land use based assessment, however the overall average difference between minimum

and maximum allowances was slightly lower. Allowances for maximum levels of site parking were around two times higher on average than minimum levels of parking when taking into consideration the total amount of parking that could be provided within the development scenarios used.

The assessment of the six separate LGA provisions did however show significant variations in the amount of parking allowed for the same land use outcome.

Given the majority of these locations were in middle-urban or outer urban locations, the high level of variance should not be embedded within the existing system.

This is particularly the case given the uniformity in both development typology in Perth and Peel (a big box retail outlet has similar if not identical footprint no matter where it is sited) and characteristics of the surrounding catchments (high dependency on car travel, relatively consistent demographic profiles, uniform housing typologies, planned outcomes delivered under prior/existing State Planning Policies).

#### 3.4 Review of Industrial Land Use Parking Rates

Parking requirements for individual land uses within industrial zones in Perth and Peel were assessed. Six separate locations were examined using LGA that had substantial areas of industrial land use, being:

- Kalamunda
- Kwinana





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- Cockburn
- Gosnells
- Wanneroo
- Canning

From the assessment, there were 29 individual land uses that were consistently listed within statutory provisions for industrial zones – those land uses that were permitted or through discretion.

For each land use classification, a development scenario was developed, and the parking requirements calculated. As with the other exercises, these scenarios were derived from project work undertaken by consultants, from applications that had progressed through either SDAU or JDAP processes or were already constructed. Some minor details were altered but using these scenarios allowed for 'real world' testing.

Testing showed a higher overall average difference between minimum and maximum allowances. Allowances for maximum levels of site parking were nearly four times higher on average than minimum levels of parking.

As with other land use groupings, the assessment of the six separate LGA provisions did show significant variations in the amount of parking allowed for the same land use outcome. Some of these variations were due to the elements within the calculation (similar to Service Commercial) but may also be due to interpretation of land use footprint.

Notwithstanding the higher level of variation, industrial land uses are seen as being overtly car dominant in terms of accessibility. This is due to

a range of factors including location towards the urban fringe of Perth and Peel, workforce profile, accessibility by public transport being generally poor, spacing and scale of land uses and timing of employment shifts.

It therefore follows that the levels of car parking within schemes would cater for specific demands and use calculations that vary compared to those seen in activity centres. For example, using the number of staff on site as a one-to-one ratio for on-site parking is a specific measure to ensure every person on site has access to one car bay – no alternative form of access is considered necessary/ available.

Recognition should be given, however, to all the accessibility factors that are evident in industrial areas that are likely to continue over the following decades unless there is systemic change in transport and land use patterns.

In particular, industrial locations attract a variety of land uses that adapt or alter in terms of scale, layout, floorspace and employment numbers. These factors make development of some maximum parking rates for specific land uses difficult and therefore a level of discretion can be seen as an appropriate mechanism.

This discretion could be utilised to ensure overall development competitiveness is maintained and viability of employment zones on urban fringes is appropriate.

The wide ranging gap between minimum and maximum provisions also highlights that industrial land uses should all be able to contain provisions





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on site, and therefore payment in lieu of parking provisions in industrial areas is not an appropriate planning tool, nor should it be supported by the WAPC.

#### 3.5 Approach to developing Rates for Individual Land Uses

Where site-specific ratios were considered for a precinct, Service Commercial and industrial land uses, the following approach was undertaken to develop the minimum and maximum ratios:

- Rates for six schemes or plans for each area were examined and current parking requirements were derived
- Land use development proposals were developed for each land use category and the level of parking required was derived
- Using these outcomes, a minimum on-site parking rate was developed for each land use that was either at or below the minimum level of the six schemes assessed
- A maximum on-site parking rate was then developed that was above or at the average level of the six schemes assessed. This ensures that outlier application of rates is removed and development outcomes under existing regimes would still be able to be delivered. These rates require testing at local level as part of the Interim Guidance
- To make rates more efficient and consistent, the number of elements within the minimum and maximum parking rates

proposed within the Interim Guidance was minimised, with most rates applying a Floor Area (FA)<sup>2</sup> or number of people a site can occupy basis for calculation.

An example of this approach is provided for a Motor Vehicle Repair land use within a Service Commercial zone as context, below.

Motor Vehicle Repair land uses are permitted or discretionary within all six of the LGA reviewed for the Interim Guidance. All schemes had different approaches to calculating a minimum level of parking associated with the proposed development. These approaches were:

- 1 per 50m<sup>2</sup> NLA
- 4 spaces for each working bay plus 1 space per employee
- 1 space per 100m<sup>2</sup> NLA
- 1 bay per 40m<sup>2</sup> of GFA
- 7 bays per 100 sqm or 6 bays per 100 sqm when over 5000m<sup>2</sup> GLA
- 1 space for every 50m<sup>2</sup> of open space used for industrial purposes, plus 1 space for every 50m<sup>2</sup> of GFA; or 1 space for each employee, whichever is the greater.

Using a proposed development of a repair centre of 450m<sup>2</sup> with three working bays and employing seven people, the six schemes had on-site parking requirements of a minimum of:

- 8 bays

<sup>2</sup> As defined under Part 6, Clause 37 within Schedule 1 of the Planning and Development (Local Planning Schemes) Regulations 2015.



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- 19 bays
- 4 bays
- 11 bays
- 32 bays
- 7 bays.

These outcomes required a minimum of 4 bays and an average of 13 bays for the same development type in six different LGA in Perth and Peel.

Taking these outcomes into account, the proposed minimum and maximum on-site parking rates for a Motor Vehicle Repair land use are:

- Minimum - 1 space per 100m<sup>2</sup> FA (5 bays)
- Maximum – 1 space per 30m<sup>2</sup> FA (13 bays)

Using this approach, the minimum number of bays proposed within the Interim Guidance caters for an outcome at or near the lowest level that presently exists within the six LGA and the maximum rates proposed cover the minimum existing requirements of four out of six of the schemes analysed.

The maximum level of parking allowed within the Interim Guidance is also at the average of all six schemes and provides a simplistic approach to the calculation of required parking using a floor area, rather than a range of variable factors.

#### 4. TECHNICAL REVIEW OUTCOMES

The outcomes of the technical review established that there was:

- significant variation in development requirements for on-site parking around Perth and Peel regions and this is an inconsistent and inefficient means of delivering more appropriate development outcomes and places
- existing regimes within a large number of Local Government planning frameworks also support a significant variation in on-site parking provision where there should be more consistency or justification for large variations. Previous research for WALGA also confirmed this
- disparities between approaches within LGA areas must be addressed
- within precincts, some schemes and plans have adopted zero minimum parking requirements for some non-residential development. Many still use “bands” of appropriate levels of parking, with minimum site requirements also supporting the ability to use payment in lieu of parking as a planning tool
- for precincts that have train stations directly servicing them, minimum requirements were somewhat lower but maximum requirements were not used to set a much lower “ceiling” of parking when compared to precincts that do not have train stations
- the range of elements that are included in calculations for non-residential parking rates is also significant and results in high levels of inconsistency in development requirements across the Perth and Peel region
- for Service Commercial land uses, the relatively homogenous form of development within these zones, typically car-dominant in terms



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of transport accessibility but some with good corridor accessibility for public transport, means that there is a lesser variance between the minimum and maximum provisions seen in existing schemes. Significant variations, however, do exist

- within industrial areas a range of factors, including location towards the urban fringe of Perth and Peel, workforce profile, accessibility by public transport being generally poor, spacing and scale of land uses and timing of employment shifts, all contribute to higher levels of existing on-site parking and also use of discretion in assessing site parking allowances.

These conclusions fed into the four options being considered for the Interim Guidance.

#### 5. OPTIONS FOR THE CALCULATION OF CAR PARKING REQUIREMENTS

To determine consistent car parking requirements for non-residential land uses within the Perth and Peel region, four options are being considered. These options are not intended to apply retrospectively or to development being considered by LGA prior to the adoption and/or transitioning of non-residential parking rates to those proposed within the Interim Guidance.

These options are consistent with the approach considered by the WAPC – in favour of revised minimum parking requirements and maximum parking levels being introduced for all non-residential land uses.

The four options are:

- Apply a flat ratio
- Apply a ratio for each land use
- Apply a calculation measure to existing rates
- Have existing minimums as maximums and minimum as zero (where already used) or a ratio of the maximum.

##### Option 1 - Apply a flat ratio

This form of control is already in place in a number of precincts, such as the Scarborough Redevelopment Area. The controls involve a blanket minimum and maximum control for all non-residential land uses within a specific area, with the flat ratios not differentiating between land uses within the precinct.

An example of this form of control is:

- Minimum requirement of zero where already stated or one parking bay per 100m<sup>2</sup> of non-residential FA
- Maximum requirement of one parking bay per 50m<sup>2</sup> of non-residential FA

##### Option 2- Apply a ratio for each land use

Developing individual ratios for each land use has been tested as part of the technical assessment completed for the Interim Guidance. This approach is the same as the first, but rather than having a precinct wide single ratio, each land use throughout the Perth and Peel region is treated



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individually in much the same way that existing controls in planning schemes operate. An example of this form of control is:

#### Land Use - Convenience Store

- Minimum requirement of zero where already stated or one parking bay per 50m<sup>2</sup> of FA
- Maximum requirement of one parking bay per 20m<sup>2</sup> of FA.

This approach could also use a ratio for the calculation of the maximum if there is a stated minimum. For example, rather than setting a maximum requirement based on FA, a ratio of 1.25 x minimum could be used.

This approach does not work if land uses have a zero minimum parking requirement. Where existing schemes have a minimum ratio that is lower than proposed within the Interim Guidance, a zero level could be applied instead.

#### Option 3 - Apply a calculation to existing rates

This option uses rates that are already established within local planning schemes or precinct plans and then adjusts them to right-size minimums and then develop maximums where they are not in place.

This option allows for existing mechanisms within local planning schemes to be retained, which may reflect some local nuances in development frameworks. An example of this form of control is:

- Minimum requirement of zero where already stated or using existing minimum requirements and multiplying by 0.75

- Maximum requirement of zero where already stated, at discretion of Council or the minimum requirement multiplied by 1.2.

#### Option 4 - Existing Minimums as Maximums

This form of control allows the existing minimum parking requirements in schemes or precinct plans to be applied as a maximum instead. With that maximum set, the minimum required is then reflected by a ratio calculation, effectively reducing the minimum requirement. An example of this form of control is:

- Minimum requirement of zero where already stated or using maximum requirements and multiplying by 0.75
- Maximum requirement is volume of parking currently required within a scheme or plan presently stated as a minimum or at discretion where required

### 6. CONSIDERATION OF OPTIONS AND APPROACH

The outcomes of this project must align with the Action Plan for Planning Reform, in which overall reforms are proposed to create a planning system that is:

- More consistent across the State, yet maintains flexibility where required
- Consistent and efficient, through greater coordination across Government and improved approvals processes



## Planning Reform



### Car parking requirements for non-residential land uses in Perth and Peel - *Background Report*

- Easier to understand and navigate, making clearer information more easily available
- Supports the opportunities presented through METRONET, city-changing and major infrastructure projects
- Creates great places for people, with new guidelines for medium density development and liveable neighbourhoods

Using this overall framework, each of the options being considered within the proposed Interim Guidance document were assessed on the basis of how they achieved the requirements of the Action Plan for Planning Reform or, conversely, the outcomes did not achieve the requirements.

Separately, each of the three broad land use areas being considered, activity centres/precincts, Service Commercial/Business Commercial and industrial zones were assessed to determine if some options were better suited than others. This, by extension, also underlines that stakeholder engagement message which highlighted that there may be a range of solutions for different places.

The headline, or summary, implications for each proposed option being implemented within the land use zones when set against the Action Plan for Planning Reform requirements, is set out in the following table.

	Activity Centre/ Precinct	Service Commercial / Business Commercial	Industrial
Apply a flat ratio	<b>Appropriate</b>	Less Applicable	Not Appropriate
Apply a ratio to each land use	Less Applicable	<b>Appropriate</b>	<b>Appropriate</b>
Apply a calculation measure to existing rates	Not Appropriate	Less Appropriate	Less Appropriate
Have existing minimums as maximums and minimum as zero or a ratio of the max	Not Appropriate	Less Appropriate	Not Appropriate



## Planning Reform



### Car parking requirements for non-residential land uses in Perth and Peel - *Background Report*

The assessment considering land use categories provided some clarity around how different options may be suitable for specific locations or land use types. It became clear through this assessment, that a combined or location specific approach to introducing broad-based minimum and maximum provisions for non-residential car parking rates would be the most appropriate form of policy response. This was also a consistent thread during engagement with wider industry and stakeholders early in 2022.

Where site-specific ratios were considered for precinct, Service Commercial and industrial land uses, the approach outlined in Clause 3.5 of this Report was undertaken to develop the minimum and maximum ratios.

Given these outcomes, the following approach is recommended within the draft Interim Guidance document:

- i. For precincts and activity centres at a district centre level or higher, a parking cap is to be established for non-residential land uses, as per guidance and requirements set out within SPP 4.2 and SPP 7.2. These caps are to be established as planning for these activity centres is formalised.
- ii. Within precincts and activity centres nominated through SPP 4.2 within the Perth and Peel region at a district centre level or higher,

a flat ratio of non-residential car parking be established on the basis of:

- o A minimum of zero where this is already established
- o For all land uses where a minimum is not established, one parking bay per 100m<sup>2</sup> of FA
- o For all land uses, a maximum of one parking bay per 25m<sup>2</sup> of FA

- iii. Within precincts and activity centres nominated through SPP 4.2 within the Perth and Peel region lower than a district centre classification, rates set out in **Appendix A** to form the basis for determining parking requirements for those precincts. Considerations within those policies must be based on the requirements of SPP 7.2.
- iv. Within Service Commercial and industrial<sup>3</sup> land use zones, appropriate minimum and maximum non-residential car parking rates be established for all land uses based on rates set out in **Appendix B and Appendix C** of the draft Interim Guidance document.
- v. Where land uses are not explicitly included, LGA to recommend proposed minimum and maximum rates based on empirical data.

<sup>3</sup> 'Industrial' encompasses all types of industrial zones as set out in the Planning and Development (Local Planning Schemes) Regulations 2015, e.g. Light Industry, General Industry, Strategic Industry and Industrial Development.



## Planning Reform



### Car parking requirements for non-residential land uses in Perth and Peel - *Background Report*

- vi. Within Service Commercial and industrial land use zones, discretion based on individual assessment by the LGA to be allowed for those land use classifications set out in **Appendix D** of the draft Interim Guidance document. Use of discretion for some land uses is accepted in these zones given the potential for unique forms of land use with specific or minimal parking demands (i.e. Telecommunications Infrastructure) or where the scale of the land use may fluctuate substantially and therefore applying a range of parking parameters may limit development scale (i.e. a warehouse or logistics centre or a garden centre where the scale/type of activity may vary significantly). Those cases should be dealt with on an individual basis, citing examples or demand calculations by the applicants.







Planning Reform



## Overview

The Department of Planning, Lands and Heritage (**the Department**) requests your comments on the draft Interim Guidance for Non-Residential Car Parking Requirements (**draft Guidance**).

The draft Guidance aims to provide consistent car parking requirements for non-residential land uses in Perth and Peel, to support the review of car parking rates under local planning frameworks whilst more comprehensive longer term actions are completed. The draft Guidance provides **minimum** and **maximum** car parking rates which can be applied to non-residential uses in the following areas:

- a) Commercial/Mixed Use areas in activity centres and precincts
- b) Service Commercial zone
- c) Industrial zones including Light Industry, General Industry, Strategic Industry, and Industrial Development

The proposed approach and car parking rates have been developed following extensive technical analysis of applicable rates across different local government areas in Perth and Peel, and in line with the provisions of *draft State Planning Policy 4.2 – Activity Centres for Perth and Peel* and *State Planning Policy 7.2 – Precinct Design*. The approach and the technical analysis are explained in the **Background Report**.

The draft Guidance aligns with the State Government's Planning Reform agenda outlined in the [Action Plan for Planning Reform \(2019\)](#). The draft Guidance responds to the following goals and initiatives

Planning Reform Initiative	Desired Outcome
<b>C1. Local planning schemes are more consistent.</b>	A standardised approach to zones, land use, permissibility, and development control to increase consistency, while retaining the ability for local governments and their communities to respond to local circumstances, such as heritage and character.



## Planning Reform



Planning Reform Initiative	Desired Outcome
<b>C2(ii). Car parking requirements in commercial and mixed-use centres are consistent.</b>	A state-wide consistent approach for provision of car parking that makes it easier for small businesses to establish in existing town centres, retail/café corridors and other commercial and mixed-use centres.

The focus of the draft Guidance is on the Perth and Peel region as public transport availability within regional town centres is not sufficient to support alternative transport modes. Therefore, parking rates in these regional areas are more likely to reflect parking demand that is specific to these towns. The Guidance, however, can be applied to areas external to Perth and Peel.

**Consultation on the draft Guidance closes at midnight on Friday, 12 May 2023.**

## Frequently Asked Questions

### Why do we need a consistent approach to non-residential car parking?

A key initiative of the planning reform agenda is to achieve greater consistency for local planning frameworks where possible and appropriate. As part of this initiative a more contemporary and consistent approach to the calculation of car parking requirements for non-residential uses was identified to address issues associated with the current inconsistent approach and overprovision of car parking.

The draft Guidance responds to the planning reform initiatives and seeks to contribute to the following outcomes:

- to make it easier for small business to establish in existing town centres, retail/café corridors and other commercial and mixed-use centres;
- as the proposed car parking requirements will not be limited to small business, determine a consistent approach for all non-residential development, including in service commercial and industrial areas; and
- address issues associated with the over provision of parking and contribute to more efficient and economic use of land in centres and mixed-use areas.



## Planning Reform



The project also considered the range of elements included in the calculations for non-residential parking rates. These elements were also reviewed to ensure greater consistency in development requirements across Perth and Peel.

### What were the early stages of the project and what consultation has occurred so far?

The project has been progressing as per the timeline below:

- **October 2021 – February 2022:** a technical specialist was engaged to assess existing and potential approaches to non-residential car parking rates in Western Australia and internationally. Based on the assessment, a set of potential car parking options was developed as a framework for the review of non-residential car parking requirements.
- **March – April 2022:** preliminary engagement workshops were conducted to discuss the car parking options with representatives from the development industry, local government, state government agencies, and community reference groups.
- **May – June 2022:** the outcomes from the workshops with stakeholders were analysed. These identified the need to move away from the status-quo and move towards adopting maximum parking rates combined with implementing precinct-based parking. Stakeholders also requested a transitional approach from the current regime that would better meet parking demands for different centre types.
- **August 2022:** the Western Australian Planning Commission (WAPC) resolved to endorse the following approach to car parking requirements and associated actions for car parking for non-residential land uses:
  - develop interim guidelines, in conjunction with the Department of Transport, to support local governments in any immediate review of applicable parking rates.
  - consult with local government on and before finalising the interim guidelines.
- **September – December 2022:** the technical specialist conducted an extensive analysis of current car parking regimes. An approach was then developed for the calculation of appropriate car parking rates consistent with the planning reform objectives. The approach is outlined in the Background Report and forms the basis for developing the draft Guidance.

### Why is the draft Guidance an interim document?

During preliminary engagement (workshops on car parking options), stakeholders asked for a transitional approach to parking changes, with guidance from the Department on:

- an interim approach to better meet parking demands for the different centre types; and



## Planning Reform



- longer-term guidance on a process that allows all users to transition successfully.

The proposed guidance addresses these requirements of stakeholders. This guidance is interim as it is intended to be further reviewed and refined based on more detailed analysis and evidence-based research, in conjunction with the WA Local Government Authority and Department of Transport.

### How can local government use the draft Guidance?

Local governments can adopt the car parking rates in the Interim Guidance by preparing a local planning policy, as opposed to introducing such requirements in a local planning scheme. The local government can consider the local planning policy when determining development applications in the scheme area.

This will allow for a transition of existing car parking requirements to take effect. The draft Guidance can also be applied to standard and precinct structure plans in preparation or under review.

The draft Guidance is not intended to apply to areas covered by Redevelopment Schemes, areas subject to the *Perth Parking Policy 2014*, or in specialised activity centres.

Activity centres or precinct areas subject to a Payment in Lieu of Parking Plan prepared under part 9A of the Planning and Development (Local Planning Schemes) Regulations 2015, will require a minimum level of parking to be nominated as compared to a minimum car parking requirement of zero generally applicable.

### What are the next steps following consultation?

Stakeholder feedback received during consultation will assist in refining and finalising the draft Guidance. It is expected that the final document will be endorsed by the WAPC in 2023.

In the meantime, practitioners preparing or updating aspects of the local planning framework relating to non-residential car parking can take into consideration the content of the draft Guidance.

Land use	<b>Minimum car parking requirement – Morley Activity Centre Structure Plan Area (MACSP)</b>	
Health	3 bays per practitioner plus 1 bay per staff member (relative rate for DPLH comparison: 2 bays per 25m <sup>2</sup> FA)	
	<b>Bicycle Parking Requirement (MASCP)</b>	
	<b>Minimum Employee Spaces (Long Term)</b>	<b>Minimum Visitor Spaces (Short Term)</b>
Short Term Accommodation	1 bay per 40 bedrooms	2 spaces
Community Uses	At the discretion of the local government	At the discretion of the local government
Education	1 bay per 5 students over year 4	N/A
Retail	1 bay per 300m <sup>2</sup> NLA	1 bay per 500m <sup>2</sup> NLA
Office	1 bay per 200m <sup>2</sup> NLA	1 bay per 750m <sup>2</sup> NLA
Entertainment	1 bay per 4 staff members	1 bay per 200m <sup>2</sup> NLA
Dining	1 bay per 100m <sup>2</sup> NLA	2 spaces
Recreation	1 bay per 4 staff members	1 bay per 200m <sup>2</sup> NLA
Health	1 bay per 400m <sup>2</sup> GFA	1 bay per 200m <sup>2</sup> GFA
Bulky Goods, Showrooms and Services	1 bay per 750m <sup>2</sup> NLA	1 bay per 1000m <sup>2</sup> NLA
Industrial	1 bay per 150m <sup>2</sup> NLA	N/A
All land uses	<ul style="list-style-type: none"> <li>Employee/long term bicycle parking shall include a lockable, sheltered enclosure where the cyclist is able to store a bicycle throughout the day.</li> <li>Visitor/short term bicycle parking shall include bicycle rails or racks to which bicycles frames or wheels can be locked.</li> <li>End of trip facilities for pedestrians and cyclists shall be provided for any office development exceeding 250m<sup>2</sup> GFA.</li> <li>End of trip facilities for pedestrians and cyclists shall be provided for any development exceeding 500m<sup>2</sup> GFA involving a use or combination of uses which are categorised under Table No. 5 as retail, entertainment, dining, recreation or health.</li> </ul>	
Land use	<b>TPS24 minimum car parking requirement at dispensation rate – Noranda Town District Centre</b>	
Community uses (club premises and place or worship)	3 bays per 40m <sup>2</sup> of floor space available to the public (relative rate for DPLH comparison: 1.875 bays per 25m <sup>2</sup> FA)	
Recreation private	3 bays per 40m <sup>2</sup> gross lettable area (relative rate for DPLH comparison: 1.875 bays per 25m <sup>2</sup> FA)	
Tavern	1 bay for every 10m <sup>2</sup> bar and public area (relative rate for DPLH comparison: 2.5 bays per 25m <sup>2</sup> FA)	
Hotel	1 bay per 2 rooms and 1 bay for every 10m <sup>2</sup> bar and public area	

	(relative rate for DPLH comparison: 1 bay per 2 rooms and 2.5 bays per 25m <sup>2</sup> FA)
<b>Land use</b>	<b>TPS24 minimum car parking requirement – Precincts / Activity Centres lower than a District Centre</b>
Amusement Parlour	1 bay per 10sqm of floor space available to the public
Consulting Rooms	5 bays per practitioner and 1 bay per staff member
Convenience Store	6 bays per 100 sqm plus 1 bay per bowser
Bulky Goods Showroom	4 per 100 sqm gross lettable area
Hotel	1 bay per bedroom plus 1 for every 5 sqm bar and public area
Industry – Light & Warehouse / storage	2 spaces / 100 sqm of gross lettable area
Lunch Bar	10 spaces per 100m <sup>2</sup> of gross lettable area or a min of 6 - whichever is greater
Shop	7 bays per 100m <sup>2</sup> or 6 bays per 100m <sup>2</sup> when over 5000 gross lettable area
Medical Centre	6 bays per practitioner + 1 per staff member
Office	4 spaces per 100 sqm of gross lettable area
Place of Worship	1 bay for every 10 sqm of total floor area
Reception Centre	1 bay per 10 sqm gross lettable area
Recreation - Private	1 bay per 10 sqm of gross lettable area
Tavern	1 bay for every 5sqm bar and public area
<b>Land use</b>	<b>TPS24 minimum car parking requirement – Service Commercial (Business, office, mixed use zones)</b>
Amusement Parlour and Betting Agency	1 bay per 10sqm of floor space available to the public
Consulting Rooms	5 bays per practitioner and 1 bay per staff member
Bulky Goods Showroom	4 per 100 sqm gross lettable area
Hotel	1 bay per bedroom plus 1 for every 5 sqm bar and public area
Lunch Bar	10 spaces per 100m <sup>2</sup> of gross lettable area or a min of 6 - whichever is greater
Medical Centre and Veterinary Centre	6 bays per practitioner + 1 per staff member
<b>Land use</b>	<b>TPS24 minimum car parking requirement – Industry</b>
Bulky Goods Showroom	4 per 100 sqm gross lettable area
Consulting Rooms	5 bays per practitioner and 1 bay per staff member
Convenience Store	6 bays per 100 sqm plus 1 bay per bowser
Hotel	1 bay per bedroom plus 1 for every 5 sqm bar and public area

Lunch Bar	10 spaces per 100m <sup>2</sup> of gross lettable area or a min of 6 - whichever is greater
Motor Vehicle, Boat or Caravan Sales	2 per 100sqm gross lettable area

#### 10.4.5 Department of Planning, Lands and Heritage - Consistent Local Planning Schemes

<b>Responsible Branch:</b>	Community and Development
<b>Responsible Directorate:</b>	Development and Place
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Consistent Local Planning Schemes Report [<b>10.4.5.1</b> - 25 pages]</li> <li>2. Proposed Modifications to Standard Land Use Definitions [<b>10.4.5.2</b> - 9 pages]</li> <li>3. Proposed Modifications to Standard Zone and Reserve Definitions and Objectives [<b>10.4.5.3</b> - 7 pages]</li> <li>4. Proposed Standard Land Use Table for Commercial and Industrial Type Zones [<b>10.4.5.4</b> - 13 pages]</li> </ol>
<b>Refer:</b>	Nil.

#### SUMMARY

The Department of Planning, Lands and Heritage (DPLH) is seeking feedback on the recently released 'Consistent Local Planning Schemes Report' (Report).

The Report has been prepared to improve consistency across local planning schemes in the metropolitan region through modifications to the standard land use, zone and reserve definitions, creation of a standard land use permissibility land use table and other modifications.

Council's consideration is sought on the City's proposed comments to the DPLH on the draft Report.

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

**That Council endorses the comments on the Consistent Local Planning Schemes Report, as contained in this report, as the basis for the City's submission to the Department of Planning, Lands and Heritage.**

**Cr Sally Palmer Moved, Cr Assunta Meleca Seconded**

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

**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, 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 2019 the State Government released the Action Plan for Planning Reform that includes goals, initiatives and actions aimed at making local planning schemes more consistent and legible, and improving associated guidance. The State Government considers the lack of consistency within local planning schemes increases the complexity of the planning system and hinders the preparation, interpretation, assessment and implementation of local planning schemes by both local and State Government and the wider planning and development industry. Consistency is required in order to make the Western Australian planning system more efficient and easier to understand and implement by a broad range of stakeholders. More consistent local planning schemes was identified as initiative (C1) in the Action Plan.



To improve consistency across local planning schemes the DPLH is currently seeking comments on a series of modifications to make schemes more consistent. The proposals include:

- Changes to land use terms (and definitions) to apply to all local planning schemes State-wide;
- Changes to zones and reserves (and objectives) to apply to all local planning schemes State-wide;
- Standardised land use permissibility for commercial and industrial type zones, to apply to local planning schemes within the Perth and Peel region areas only; and
- An approach for development requirements for commercial and industrial type zones, to apply to local governments within the Perth and Peel region areas only.

## EXTERNAL CONSULTATION

The State Government has released the Consistent Local Planning Schemes Report to provide an opportunity for consultation with key stakeholders by providing an overview, context and justification for proposed changes to the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations) and a recommended approach aimed at improving the consistency of local planning schemes. Feedback received on this report will be used to further refine proposed changes to the Regulations and the recommended approach for improving the consistency of local planning schemes. The consultation period closes 26 May 2023.

A copy of the report is included as **Attachment 1**, and a copy of the full document including its appendices can be viewed on the DPLH's [website](#). It is noted that the tables in **Attachments 2, 3 and 4** have been extracted from the document's appendices and the City's comment added.

## OFFICER'S COMMENTS

### Review of Existing Schemes

To assist the identification of potential changes to zones listed under clause 16(2) of Schedule 2 of the Regulations - Model Scheme Text (model provisions), and land use terms defined under clause 38 of the model provisions, an audit of local planning schemes across the State was undertaken by the DPLH. The following are the key findings of the review:

- Approximately 800 different land use terms are used within local planning schemes;
- Many land use terms constitute variations of similar land uses, for example child care, child care centre, child care premises, child care service, child day care centre, child family care centre, child family day care, child minding centre and childcare centre;
- 269 differing zones are used within Western Australian local planning schemes; and
- Many of the zones constitute variations of similar zones and have some alignment with those within the model provisions.

As a part of the review, consistency of commercial and industrial type zones was considered a priority as there is significant variance across the metropolitan local governments. The key findings on land use and zones were:

- 183 different zones across 33 local governments in the Metropolitan and Peel region scheme areas, including 31 centre zones, 17 industrial zones and 15 commercial zones;
- There is increased consistency in zoning within local planning schemes which have recently been reviewed or a new scheme prepared; and
- The need to rationalise the zones, inclusive of consistent naming conventions is evident from the review.

### Proposed Modification to Land Use Terms and Definitions

The review identified that schemes currently contain a number of overly prescriptive land uses and definitions. The DPLH considered that prescriptive land uses and definitions create unnecessary definitions and increase the number of definitions within the scheme. In light of this the DPLH has reviewed the Model Scheme Text definitions to create broader definitions which cover a larger variety of uses and reduces the number of definitions within the scheme.

The review identified 16 existing definitions which they propose to modify. These modifications are proposed to make the definitions broader and more flexible, to better reflect updated definitions within State Government planning documents (State Planning Policies, Positions Statements etc.).

One definition (Bed and Breakfast) is proposed to be removed as it is no longer considered necessary.

13 definitions are proposed to be replaced / combined with other definitions. These definitions were identified as being similar to other existing definitions and that they can be adequately covered by other definitions.

There are 14 new definitions proposed to be added to the list of model terms. These terms were identified as being added to schemes since the Regulations came into effect in 2015 and align with updated State Government planning documents. These new terms also reflect land uses which were not previously considered (Renewable Energy Facility) which are considered necessary to have a consistent definition for.

The DPLH is seeking feedback on the intent of the modifications at this time, as they have not included the specific new definitions. In the event the intent of the modifications is supported as a part of the consultation process, the final definitions will be developed and the City will be given the opportunity to provide comment on the details.

The City has reviewed the intent of the modifications and are generally supportive of them. Nevertheless, the model provisions do not currently have a noxious industry (which covers industry which is subject to specific licenses under the *Environmental Protection Act 1986*, such as concrete batching plants. The City considers that this should be included as a standard land use definition, and to ensure there is a consistent approach to determine where these types of industries are suitably located it should be included in the standard land use table detailed below. A copy of the modified definitions and the City's comments are included in **Attachment 2**.

### Proposed Modification to Zones and Reserves

Similar to the land use terms and definitions, the review identified that the zones and reserve names are overly prescriptive and should be more general. Additionally, some of the zones and reserves refer to State planning policies rather than the specific policy which can create confusion.

#### Zones

The review identified 10 zones which they propose to modify. The audit of zones and their objectives identified there was a need to provide a greater ability for zones to guide the appropriateness of the land use and development within the respective zone. Modifying the zone objectives will allow for improved application of zones and in turn provide consistency in application across local planning schemes.

Two zones (Commercial and Special Residential) are proposed to be deleted. The DPLH consider that these zones have been made redundant by other new zones or through state directives.

There are five new zones which are proposed to be added to the model provisions. Of those three are relevant to the City (Local Centre, Neighbourhood Centre and Cultural and Natural Resource

Use) and two are not (Rural Enterprise and Priority Agriculture). The new zones are recommended to provide consistency with new State planning policies.

### Reserves

The review identified eight reserves to be rationalised. The audit identified that a number of reserves were highly prescriptive and restricted the ability for these to be readily used. The rationalisation / grouping of various reserves will allow for greater flexibility and application in the reserve purpose.

One reserve (foreshore) is proposed to be added. It is considered that this reserve is required to assist with the implementation of SPP 2.6 Coastal Planning.

It is recommended to modify one reserve (infrastructure services). It is considered that the objective needs to be broader so that it can be consistently applied across local governments.

The DPLH is seeking feedback on the intent of the modifications at this time, as they have not included the specific new definitions. In the event the intent of the modifications is supported as a part of the consultation process, the final definitions will be developed and the City will be given the opportunity to provide comment on the details.

The City has reviewed the updated intent of the zones and reserves and are generally supportive of them. A copy of the modified zones and reserves and the City's comments are included in **Attachment 3**.

### Land Use Permissibility for Commercial and Industrial Type Zones

To provide greater consistency between local governments in the Perth and Peel regions, it is proposed to introduce a standard zoning table for commercial and industrial type zones. Commercial type zones include Local Centre, Neighbourhood Centre, Mixed Use and Service Commercial zones. Industrial type zones include Light Industry, General Industry and Rural Enterprise zones. In addition to creating a standard land use table the DPLH has reviewed the use class definitions (e.g. P, D, A and X uses) to better reflect the updated zone objectives. The following new use class definitions are proposed:

Class Use	TPS 24 Definition	Proposed Definition	City's Officer Comment
P Use	means that the use is permitted by the Scheme providing the use complies with the relevant development standards and the requirements of the Scheme;	means a use identified in the zoning table for this Scheme (regardless of the symbol used) as a use that is consistent with the zone Objectives and does not require approval consistent with cl 61(2) of the Deemed Provisions.	It is considered the updated wording is consistent with the intent of the City's existing wording. The City has no concerns with this proposed modification.
A Use	means that the use is not permitted unless the local government has exercised its discretion by granting planning approval after giving special notice in accordance with clauses 64 and 64A of the deemed provisions;	means a use identified in the zoning table for this Scheme (regardless of the symbol used) as a use that is consistent with the zone Objectives but is not permitted in the zone unless the local government has exercised its discretion by granting development approval after advertising the	It is considered the proposed wording provides greater clarity that A uses are appropriate within the zone where consultation with the community is required. It is considered the updated wording is consistent with the

		application in accordance with clause 64.	intent of the City's existing wording. The City has no concerns with this proposed modification.
D Use	means that the use is not permitted unless the local government has exercised its discretion by granting planning approval	means a use identified in the zoning table for this Scheme (regardless of the symbol used) as a use that is consistent with the zone Objectives but is not permitted in the zone unless the local government has exercised its discretion by granting development approval; but (b) does not include a class A use.	It is considered the proposed wording provides greater clarity that D uses are appropriate within the zone and that the local government may approve it without consultation with the community. It is considered the updated wording is consistent with the intent of the City's existing wording. The City has no concerns with this proposed modification.
X Use	means the use is not permitted by the Scheme.	means a use identified in the zoning table for this Scheme (regardless of the symbol used) as a use that is not permitted in the zone.	It is considered the updated wording is consistent with the intent of the City's existing wording. The City has no concerns with this proposed modification.

The proposed standard land use table for commercial and industrial land use table is included in **Attachment 4**. Officers have reviewed the proposed table against the existing Table 1, 3 and 4 of TPS 24 to identify any inconsistencies. It is noted that several of the City's zones are not included under the modified zones detailed above. The comparison has been undertaken between the most similar zones. It is noted that due to the broadening of the definitions and objectives for each zone and reserve, land uses which may previously not have been appropriate in a zone may now be supportable. However, the City is concerned that the broader zones and land use definitions may result in some unsuitable land uses (such as concrete batching plant) being permitted in zones they were not previously allowed, as they may now fall within the parameters of the broader zones and land use definitions.

#### Development Requirements

The audit found that there were significant variations to the development requirements for commercial and industrial type zone across the metropolitan local governments. Table 2 of the City's TPS 24 currently sets out the development requirements for commercial and industrial land uses.

In the long term the DPLH is proposing to develop a set of consistent requirements for industrial and commercial zones (similar to the Residential Design Codes). They consider that this will help ensure more consistent development types across the metropolitan area.

In the interim the DPLH is recommending that a combination of scheme provisions and a local planning policy be used. They have recommended that the following primary controls be introduced under Part 4 – General Development Requirements of the model scheme provisions:

- Lot size;
- Setback; and
- Building Heights.

The remaining controls are recommended to be controlled through a local planning policy. This would include matters like;

- Site layout and building materials;
- Community spaces, landscaping and verge requirements;
- Parking and access;
- Loading and waste; and
- Lighting.

The City's Table 2 in TPS 24 currently includes the following controls:

- Lot size;
- Minimum street frontage;
- Minimum setbacks;
- Parking requirements;
- Maximum site coverage;
- Maximum plot ratio;
- Special conditions; and
- Minimum landscaping.

The City supports lot size, and setbacks remaining within the scheme. Given the issues that the City has with landscaping it is recommended that this control remain within the scheme as well as provided for in a local planning policy. It is considered that the remaining controls are appropriate to be included in a policy.

#### Significant Tree Register

The DPLH is considering additional provisions to the deemed provisions relating to the establishment and management of a significant tree register.

It is proposed that provisions relating to the establishment and maintenance of a significant tree register be included in the model or deemed provisions to address the following principles:

- Local governments can choose to establish or not establish a significant tree register;
- The manner and form of the significant tree register;
- Availability of the published significant tree register for inspection;
- Process for inclusion or removal of a tree from the significant tree register;
- Process and requirements relating to the cutting, pruning or removal of a tree included on the significant tree register;

- Exemptions relating to the cutting, pruning or removal of a tree included on the significant tree register to be addressed through a local planning policy or supplemental provisions rather than the deemed provisions; and
- Recognition of a significant tree register established under a local planning scheme.

The City is currently progressing amendment No. 86 to TPS 24 which allows the City to create a significant tree register for trees on private land. In addition to the scheme amendment Council has adopted the Significant Trees on Private Land Policy and Guidelines to provide guidance on how the City will create and maintain its significant tree register. The City is currently in discussion with the DPLH on amendment No.86 and how the proposed changes will impact it. It is considered that the City's policy and guidelines effectively protect adjoining landowners from being impacted by a significant tree listing and ensures the landowner consents to the listing. The City does not support any changes to the amendment or the regulations which would undermine the City's policy and guidelines.

#### Implementation

The proposed changes impact the following sections of the *Planning and Development (Local Planning Schemes) Regulations 2015*:

- Schedule 1 – Model Scheme Text; and
- Schedule 2 – Deemed Provisions.

#### Schedule 1 – Model Scheme Text

The model scheme text sets out the standard wording, definitions and land uses for all new schemes. As detailed above the DPLH is proposing the following changes to the model provisions:

- Changes to land uses, zones and reserves;
- Zoning table and development controls; and
- Modified use class definitions.

The DPLH is proposing to make these modifications in the short term (one to three years).

The model provisions are not automatically incorporated into schemes. To ensure consistency between local governments the DPLH is considering a timeframe for local governments to implement any modifications to the model provisions. This timeframe has not been identified within the documents.

The City has been advised that due to the complexity of the matter, any modifications may take a number of years to implement. In light of this, the DPLH advised local governments not to delay any scheme review waiting for the changes to come into effect. It is considered that if there is a requirement to implement the modifications to the model text some local governments may have to review their schemes twice in a short space of time, wasting resources. It is recommended that where a new local planning scheme has been submitted to the Western Australian Planning Commission for consideration prior to any modifications to the model provisions being finalised, that the local government not be required to amend the local planning scheme to reflect any of the modifications if the modifications would result in significant changes to and/or delay in the progression of the new scheme.

#### Schedule 2 – Deemed Provisions

The deemed provisions are standard wording which automatically form a part of all schemes. The DPLH is considering whether to expand what is included in the deemed provisions to include more of the model provisions. They consider that this will help ensure consistency across local governments and ensure that all schemes are updated in a timely manner.

Additionally, the DPLH is considering introducing a 'standardised deemed local planning scheme' which could involve combining elements of the deemed and model provisions. This document has not been progressed to date however the DPLH is considering whether it is appropriate.

In general the City is not opposed to a standard scheme text however, it is considered that there needs to be flexibility in any document to allow for local context to be considered and the City accordingly reserves its right to comment further when further information is made available.

## LEGISLATIVE COMPLIANCE

The proposed modifications are to the *Planning and Development (Local Planning Schemes) Regulations 2015*. The City will be required to make any modifications to align with the Regulations when the City's TPS 24 is reviewed and a new scheme is prepared.

## RISK ASSESSMENT

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

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>	<p>It is considered that the officer recommendation will have a low impact on the City as it is seeking comment on the intent of the modifications at this time and there will opportunity for the City to provide comment on the details when they are released.</p> <p>It is considered there is a moderate risk to the City's strategic direction, reputation and community and stakeholder relationship in the event no submission on the proposed document is made. Providing no comment may be perceived as the City not having sufficient regard for such significant modifications to the Regulations. Further, in the event no comment is provided any comments the City may have will not be considered.</p>	

## FINANCIAL IMPLICATIONS

Nil.

## STRATEGIC IMPLICATIONS

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

Theme: Environment and Liveability

Goal E1: Maintain the identity and heritage of our neighbourhoods while supporting an increase in high quality density around transport nodes.

The proposed modifications to the State planning documents will help ensure consistency across local governments and help to encourage more development as the expectations are clearer.

**CONCLUSION**

In light of the above, it is recommended that Council endorses the officer's comments in relation to the Consistent Local Planning Schemes Review Report, as contained in this report to be submitted to the DPLH for consideration.



# CONSISTENT LOCAL PLANNING SCHEMES REPORT

## STAKEHOLDER CONSULTATION REPORT



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**Terms**

Action Plan	Action Plan for Planning Reform
Department	Department of Planning Lands and Heritage
LPS	Local Planning Scheme
Regulations	Planning and Development (Local Planning Schemes) Regulations 2015
SPP	State planning policy

## EXECUTIVE SUMMARY

Current planning reforms in Western Australia commenced in 2018 with the Modernising WA's Planning System: Green Paper. The Green Paper resulted in an Action Plan for Planning Reform (Action Plan).

More consistent local planning schemes was identified as initiative (C1) within the Action Plan. Initiative C1 seeks to achieve *a standardised approach to zones, land use, permissibility and development control to increase consistency, while retaining the ability for local governments and their communities to respond to local circumstances, such as heritage and character.*

To assist delivery of initiative C1 the Department of Planning, Lands and Heritage (the Department) has undertaken the consistent local planning schemes project.

The consistent local planning schemes project has utilised:

- Outcomes from an audit of local planning schemes
- Review of policy changes since the Regulations became operational
- Preliminary consultation within the Department of Planning, Lands and Heritage (DPLH) and externally with key stakeholders, to inform a recommended approach for improving the consistency of local planning schemes.

This report is the culmination of the consistent local planning scheme project and provides an overview, context and justification for proposed changes to the Regulations and a recommended approach aimed at improving the consistency of local planning schemes.

This report:

- Provides the relevant background to the project
- Explains the process undertaken to deliver the project and prepare this report
- Summarises feedback from preliminary consultation with key stakeholders
- Outlines principles and rationale for draft proposals to amend the Regulations
- Outlines a recommended approach for improving the consistency of local planning schemes

The recommended approach for improving the consistency of local planning schemes across the State includes a number of short term (1-3 years) and longer term (3 years +) actions to support proposed changes and implementation through model and deemed provisions.

In the short term it is proposed to:

- amend the model provisions of the Regulations to refine land uses, zones and reserves (state wide) and introduce a standardised zoning table for land use permissibility and primary development controls for commercial and industrial type zones (metropolitan and Peel region scheme areas).
- amend the deemed provisions of the Regulations to include provisions relating to non-conforming uses and restrictive covenants (from model provisions) and for the establishment and maintenance of a significant tree register
- investigate the elements of the model provisions that could be included in the deemed provisions and the appropriateness of a 'deemed local planning scheme' that would include combining all elements of the model and deemed provisions
- prepare local planning scheme guidelines to assist preparation and amendment of local planning schemes and improve transparency of approved variations to the model provisions
- commence preparation of a design code for industrial zones and potentially the service commercial zone

In the longer term it is proposed to:

- amend the model provisions to provide more standardised content in local planning schemes (for example standard zoning table and primary development controls for relevant zones across the State)
- amend the deemed provisions to incorporate more elements of the model provisions and subject to the findings of the investigation in relation to the appropriateness of a 'deemed scheme', consider implementation options
- release and implement a design code for industrial zones and potentially the service commercial zone

The Department is seeking comment from key stakeholders including local government, State Government agencies and industry representative groups on the options described and recommendations included in this report. Feedback received on this report will be used to further refine proposed changes to the Regulations and the recommended approach for improving the consistency of local planning schemes.

# 1. THE NEED FOR CONSISTENCY IN LOCAL PLANNING SCHEMES

## 1.1. BACKGROUND

The Planning and Development (Local Planning Schemes) Regulations (the Regulations) 2015 became operational on 19 October 2015 and replaced the Town Planning Regulations 1967 and associated Model Scheme Text. Amongst other things, the Regulations provide for the preparation, adoption and amendment of local planning schemes and the establishment of model and deemed provisions.

Local planning schemes prepared in accordance with the Regulations will generally include the following documents:

- Scheme map
- Local planning scheme text (model provisions as provided in Schedule 1 of the Regulations)
- Deemed provisions (as provided in Schedule 2 of the Regulations) which do not need to be reproduced in individual schemes as they apply automatically
- Supplemental provisions to the deemed provisions
- Any supporting material required by the Western Australian Planning Commission (WAPC)

In regard to the local planning scheme text, there continues to be variance in the zones, land uses and the land use permissibility included in local planning schemes across Western Australia. Variability in the content and format of local planning schemes is largely a consequence of the currency of local planning schemes, with only 44 out of 139 local governments having had a new local planning scheme approved since the Regulations became operational in October 2015. Additionally, there have been a number of variations to the model provisions approved to address circumstances not adequately covered by the zones, reserves and land uses contained in the model provisions.

The lack of consistency within local planning schemes increases the complexity of the planning system and hinders the preparation, interpretation, assessment and implementation of local planning schemes by both local and State Government and the wider planning and development industry. Consistency is required in order to make the Western Australian planning system more efficient and easier to understand and implement by a broad range of stakeholders.

The current planning reforms began in Western Australia in 2018 with the Modernising WA's Planning System: Green Paper. The Green Paper resulted in an Action Plan for Planning Reform (Action Plan).

The Action Plan identified three key themes for the modernisation of planning in Western Australia:

- (a) Planning Creates Great Places for People
- (b) Planning is Easier to Understand and Navigate
- (c) Planning Systems are Consistent and Efficient

More consistent local planning schemes was identified as initiative (C1) within the Action Plan. Initiative C1 seeks to achieve *a standardised approach to zones, land use, permissibility and development control to increase consistency, while retaining the ability for local governments and their communities to respond to local circumstances, such as heritage and character.*

To achieve the consistency required by initiative C1, a number of sub projects were established in order to review and rationalise local planning frameworks, these included:

- Consistent local planning schemes
- Consistent approach to the use and application of discretion
- Consistent approach to development standards for non-residential uses
- Review of the use of local planning policies and associated guidance
- Review of the use of local development plans and associated guidance.

The consistent local planning schemes project has utilised:

- Outcomes from an audit of local planning schemes
- Review of policy changes since the Regulations became operational
- Preliminary consultation within the Department of Planning, Lands and Heritage (the Department) and externally with key stakeholders, to inform a recommended approach for improving the consistency of local planning schemes.

## **1.2. PURPOSE**

The purpose of this report is to provide an opportunity for further consultation with key stakeholders by providing an overview, context and justification for proposed changes to the Regulations and a recommended approach aimed at improving the consistency of local planning schemes. The key stakeholders targeted for consultation on this draft report include local government, State Government agencies and industry representative groups.

The report:

- Provides the relevant background to the project
- Explains the process undertaken to deliver the project and prepare this report
- Summarises feedback from preliminary consultation with key stakeholders
- Outlines principles and rationale for draft proposals to amend the Regulations
- Outlines a recommended approach for improving the consistency of local planning schemes

Feedback received on this report will be used to further refine proposed changes to the Regulations and the recommended approach for improving the consistency of local planning schemes.

## 2. PROJECT PROCESS



Delivery of the project has been undertaken consistent with the process outlined in Figure 1 and in more detail below.

Figure 1 - Project Process



The project is currently within the key stakeholder consultation phase. Further information relating to the path forward is set out in Section 5 of this report.

### 2.1. LOCAL PLANNING SCHEMES AUDIT

To assist the identification of potential changes to zones listed under clause 16(2) of the model provisions, and land use terms defined under clause 38 of the model provisions, an audit of local planning schemes was undertaken by the Department.

Any land use listed in a zoning table of a current local planning scheme that did not use wording identical to a land use term listed in the model provisions, was recorded as a non-model land use. For example, the model provisions include the land use term 'rural pursuit/hobby farm', so where a land use in a zoning table was 'rural pursuit' it was recorded as a non-model land use.

The audit of local planning schemes identified the following key findings:

- Approximately 800 different land use terms are used within Western Australian local planning schemes
- Many land use terms constitute variations of similar land uses, for example *child care*; *child care centre*; *child care premises*; *child care service*; *child day care centre*; *child family care centre*; *child family day care*; *child minding centre*; *childcare centre*
- 269 differing zones are used within Western Australian local planning schemes
- Many of the zones constitute variations of similar zones and have some alignment with those within the model provisions
- Since the introduction of the model provisions in 2015 the following have been inserted into new schemes:
  - 11 new or modified reserves,
  - 24 new or modified zones and
  - 90 new or modified land uses

To narrow down the scope of work, those non-model land use terms (around 90) that have been included in local planning schemes gazetted since 2015 were further investigated for compatibility with the land use terms in the model provisions, with the outcomes contributing to potential changes to land uses that were further considered by key stakeholders during preliminary consultation.

### 2.1.1. CONSIDERATION OF POLICY CHANGES

Since the Regulations became operational in October 2015 a number of State planning policies and position statements have either been prepared, or reviewed, that have implications for model zones and land uses and the associated objectives and definitions. The following State planning policies and position statements proposed new or modified land uses and zones, and consideration was given to them in identifying potential changes to land uses and zones in the model provisions:

- State Planning Policy 2.5 Rural planning
- Draft State Planning Policy 4.2 Activity centres
- Planning Position Statement: Special residential zone
- Planning Position Statement: Residential accommodation for ageing persons
- Planning Position Statement: Renewable energy facilities
- Draft Position Statement: Planning for Tourism

## 2.2. LAND USE PERMISSIBILITY & DEVELOPMENT REQUIREMENTS FOR COMMERCIAL & INDUSTRIAL TYPE ZONES IN THE METROPOLITAN REGION & PEEL REGION SCHEME AREAS



Land use permissibility and development requirements form a substantial part of local planning schemes. Currently the model provisions provide only limited direction on the standardisation of the content of land use permissibility and development requirements. Given the vastness and diversity of issues across WA, a staged approach to achieving more consistent land use permissibility and development requirements in local planning schemes is considered appropriate.

Commercial and industrial type zones in the Metropolitan and Peel region scheme areas were identified as a priority for improving the consistency of land use permissibility and development requirements in the relevant local planning schemes.



A recommended approach, supporting information and guidance to improve consistency of land use permissibility and development requirements for commercial and industrial type zones in the Metropolitan and Peel region scheme areas has been developed.

To inform this, a review of local planning schemes in the metropolitan and Peel region scheme areas. Key findings of their review included:

- 183 different zones across 33 local authorities in the Metropolitan and Peel region scheme areas, including:
  - 31 centre zones,
  - 17 industrial zones
  - 15 commercial zones.
- It is noted that there is increased consistency in zoning within local planning schemes which have recently been reviewed or a new Scheme prepared.
- The need to rationalise the zones, inclusive of consistent naming conventions is evident from the review.

A wide range of land use permissibilities for commercial and industrial type zones were identified along with significant variation in the development requirements for these types of zones.

Without a consistent approach to zoning conventions, the introduction of standardised permissibilities and development requirements for these zones will be difficult to achieve.

Further detail can be found in a Background Report included at **Appendix D**.



## 2.3. PRELIMINARY CONSULTATION

The Department undertook a series of workshops with key stakeholder reference groups during September and October 2022 in order to:

- Confirm the benefits of improved consistency of local planning schemes
- Understand why there is variability in local planning schemes and how the consistency of local planning schemes could be improved
- Review potential changes to zones, reserves and land uses and associated objectives and definitions
- Review a recommended zoning table for commercial and industrial type zones in the Metropolitan and Peel region scheme areas
- Review and discuss principles for guiding more consistent development requirements for commercial and industrial type zones in the Metropolitan and Peel region scheme areas
- Identify and discuss potential changes to the Regulations
- Identify and discuss aspects of the preparation and implementation of local planning schemes that require guidance.

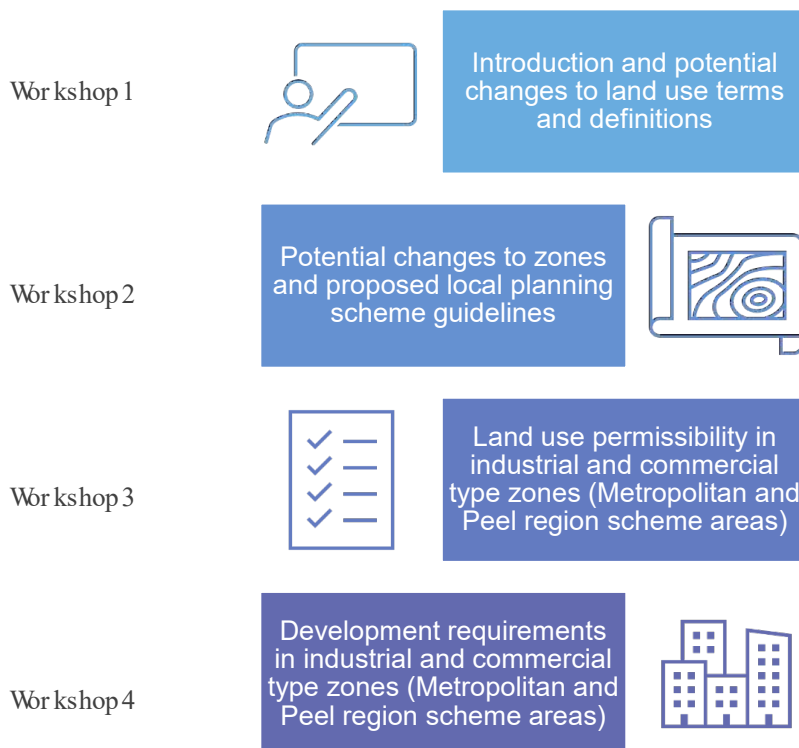
Two stakeholder reference groups (local government and industry) were established by the Department based on nominations received from local governments and industry.

A summary of the workshop content and key outcomes are set out below.

### 2.3.1. WORKSHOP CONTENT

Four workshop sessions with each of the stakeholder reference groups were facilitated by Shape Urban (a total of 8 sessions) to cover the following aspects of the project:

Figure 2 – Key Stakeholder Reference Group Workshops



The outcomes of the workshops have informed the refinement of the identified changes and draft proposals for amendments to the deemed and/or model scheme provisions.

## 2.3.2. KEY WORKSHOP OUTCOMES

A summary of the key outcomes of the workshops as compiled by Shape Urban are set out below:

Table 1 - Key Workshop Outcomes

Areas of general agreement	Areas of varying views
<ul style="list-style-type: none"> <li>• Benefits of improving consistency within local planning schemes</li> <li>• Land uses, zones and associated definitions and objectives need to be less prescriptive and more general</li> <li>• Support for the proposed: <ul style="list-style-type: none"> <li>• deletion of commercial and special residential zones</li> <li>• new and modified zones (local centre, neighbourhood centre, centre, mixed use, rural enterprise, priority agriculture and cultural and natural resource use zones)</li> </ul> </li> <li>• That zones and objectives need to be more contemporary and provide additional clarity</li> <li>• Review the impact of proposed changes creating non-conforming use rights</li> <li>• A need for local planning scheme guidance on the manner and form provisions, transitioning between the current and new system, land use interpretations and discretionary provision test examples</li> <li>• Consideration of car parking implications from the proposed changes</li> <li>• Review and reconsider bulky goods, showroom, supermarket, office and shop definitions and permissibility</li> <li>• Review the definition, size, scale and functionality of alcohol based uses</li> <li>• The limitations of applicability outside Perth and Peel need to be considered</li> <li>• Standardisation should be balanced with local context</li> </ul>	<ul style="list-style-type: none"> <li>• The industry stakeholder reference group had a clear preference for a standardised zoning table to be included in the deemed provisions along with land use definitions</li> <li>• Opinion on the implementation of a standardised zoning table was more varied amongst local government stakeholders, however there was general agreement that local context needed to be accounted for in implementation of any standardised zoning table</li> <li>• The local government stakeholder reference group expressed hesitancy about the implementation of development requirements through either model or deemed provisions, instead preferring that improved consistency in development requirements be facilitated through guidelines</li> <li>• Conversely the industry stakeholder reference group indicated a preference for development requirements be addressed through a mix of deemed and model provisions</li> <li>• The role of local planning policies was viewed differently by the local government and industry stakeholders reference groups</li> </ul>

Other aspects raised include:

- Increased transparency in decision making conditions to ensure that previous approvals could be recognised as they were originally intended when contemplated in a future time frame (even if land use descriptions and definitions change over time).
- The need for guidance to be provided to assist local government to transition from current use of local planning schemes to the recommended approach for more consistent local planning schemes.

### 3. PROPOSED CHANGES TO LOCAL PLANNING SCHEME REGULATIONS



The audit of local planning schemes, review of land use permissibility and development requirements for commercial and industrial type zones in the Metropolitan and Peel region scheme areas and preliminary consultation with key stakeholders has resulted in a consolidation of draft proposals aimed at improving the consistency of local planning schemes.

This section provides a summary of proposals and the principles including justification for the proposals. More specific detail on the draft proposals is provided in **Appendices A, B and C**. **Appendix D** provides further background and context for land use permissibility and development requirements for commercial and industrial type zones in the Metropolitan and Peel region scheme areas.

#### 3.1. LAND USE TERMS & DEFINITIONS – SUMMARY OF DRAFT PROPOSALS

The review process identified that the more specific or prescriptive land uses and associated definitions become, the more likely it is that more land uses and definitions will need to be added to the Regulations, creating additional levels of complexity. The primary principle forming the basis of proposed changes to land use terms and definitions, is the preference to have land uses and associated definitions to be less prescriptive.

The proposed changes to land use definitions can be separated into four key categories:

- Modifications to land uses terms and/or definitions
- Deletion of land use terms and definitions
- Replacement of land use terms and/or definitions
- Addition of land use terms and definitions

The proposed change to land uses are set out in Table 2 below including a summary of the draft proposals and discussion on the principles for change. A detailed rationale for each proposed change to land use term/definition is provided in **Appendix A**.

Table 2 - Land Use Definitions – Summary of Proposals

Proposed Change	Land Uses	Principles behind the draft proposals
Modify	Animal husbandry – intensive Bulky Goods Showroom Caravan Park Community Purpose Freeway Service Centre and Roadhouse Home business Hotel Liquor Store – large Liquor Store – small Small Bar Tavern Market Motel Nightclub Office Park Home Park	<p>It is proposed the definitions associated with these land use terms be modified.</p> <p>The audit of land use terms and definitions identified that these terms and/or definitions could be better defined to become less prescriptive/more flexible and to reflect similar definitions in state planning policies, position statements and other relevant legislation where applicable.</p> <p>Aspects that have been taken into account in reviewing the definitions / suggested modification include:</p> <ul style="list-style-type: none"> <li>▪ Achieving consistency across schemes (review of varying definitions to achieve optimal definition)</li> </ul>

	Recreation - private Restaurant / Café Rural Home Business Service Station Tourist Accommodation Veterinary Centre Warehouse / Storage	<ul style="list-style-type: none"> <li>▪ Achieving consistency with State Planning Policies</li> <li>▪ Achieving consistency with relevant Legislation</li> <li>▪ Providing greater flexibility and improved implementation of terms and definitions</li> <li>▪ Recognising changes in the way land uses operate</li> <li>▪ Providing for ongoing technological and business improvements</li> <li>▪ Addressing bugbears seen in land use definitions by local government and industry</li> </ul>
Delete	Bed and breakfast	It is proposed these land uses are deleted.
Replace	Amusement Parlour (recreation private) Brewery (liquor production facility) Family Day Care (home business) Fast Food Outlet / Lunch Bar (food outlet) Home Occupation (home business) Home Office (home business) Home Store (home business) Industry – Primary Production (industry rural) Motor Vehicle Repair (vehicle repair/wash) Motor Vehicle Wash (vehicle repair/wash) Shop (shop – small, shop – large) Winery (liquor production facility) Wind Farm (renewable energy facility)	<p>It is proposed these land uses and their definitions are replaced with alternative terms.</p> <p>The audit of land use terms and definitions identified that these terms and/or definitions contained similarities with other terms or with definitions within State policy.</p> <p>The proposed replacement land use term is included in brackets.</p>
Add	Aerodrome Aircraft Landing Area Food Outlet Food Outlet with Drive Through Facility Independent Living Complex Industry rural Liquor Production Facility Renewable Energy Facility Repurposed Dwelling Residential Care Facility Second Hand Dwelling Shop – small Shop – large Vehicle repair/wash	<p>It is proposed these land uses be added to the list of land use terms.</p> <p>The audit of land use terms and definitions identified that these terms and/or definitions (or variations of) were included in a number of local planning schemes prepared since 2015 or has a basis established through recent policy reviews.</p> <p>The addition of these terms and associated definitions will provide greater consistency across schemes.</p>

Generally, land uses that appear in a zoning table are predominantly defined under clause 38 of the model provisions, however some land uses that have been included in the zoning tables of some local planning schemes (for example ancillary dwelling, container deposit recycling centre, grouped dwelling, multiple dwelling, and single house) are defined under clause 1 of the deemed provisions (terms used).

To enable better differentiation between land uses included in a zoning table and their definitions and other terms as defined in the Regulations, it is suggested that land use terms that are included in the deemed provisions be separated from other terms defined in the deemed provisions.

### **3.2. ZONES & RESERVES – SUMMARY OF DRAFT PROPOSALS**

The primary principles behind the changes to zones and reserves is that zone names and associated objectives be less prescriptive and more general. The more specific or prescriptive zones and associated objectives become then the more likely it is that more zones and objectives will need to be added to the Regulations.

The objectives of some zones refer to specific State planning policy. It is suggested that any reference to State planning policy refer to 'applicable state planning policy', rather than the specific number and or name of the State planning policy.

The proposed changes to zones and reserves can be separated into four key categories:

- Modifications to zones and reserves
- Deletion of zones and reserves
- Addition of zones and reserves
- Rationalisation of zones and reserves

The zones and reserves identified for change are set out in Table 3 and Table 4 below. A summary of the draft proposals and discussion on the principles for change are provided. A detailed rationale for each proposed change to zones and reserves is provided in **Appendix B**.

Table 3 – Zones – summary of proposals

Proposed Change	Zones	Principles behind the draft proposals
Modify	<p>Centre</p> <p>Mixed Use</p> <p>Urban Development</p> <p>Residential</p> <p>Rural residential</p> <p>Rural small holdings</p> <p>Service commercial</p> <p>Strategic industry</p> <p>Rural Townsite</p> <p>Special Use</p>	<p>It is proposed the objectives associated with these zones be modified.</p> <p>The audit of zones and their objectives identified there was a need to provide a greater ability for zones to guide the appropriateness of the land use and development within the respective zone.</p> <p>Modifying the zone objectives will allow for improved application of zones and in turn provide consistency in application across local planning schemes.</p> <ul style="list-style-type: none"> <li>▪ Aspects that have been taken into account in making the suggested modifications include:</li> <li>▪ Achieving consistency across schemes</li> <li>▪ Achieving consistency with State Planning Policies</li> <li>▪ Achieving consistency with relevant Legislation</li> <li>▪ Providing greater flexibility and improved implementation of zones and their objectives</li> <li>▪ Addressing concerns raised</li> <li>▪ Implementing best practise across all zones</li> <li>▪ Recognising changes in the way land uses operate and how zones need to guide these</li> <li>▪ Administrative edits (i.e removing the “zone” after Rural Townsite and Special Use)</li> </ul>
Delete	<p>Commercial</p> <p>Special Residential</p>	<p>It is proposed these land uses are deleted.</p> <p>The audit of zones and objectives identified that these uses have been made redundant by either the proposed addition of new zones (i.e Commercial to be replaced by widened Centre zones) or through State directives (i.e Special Residential zone).</p>

Add	Local Centre Neighbourhood Centre Priority Agriculture Rural enterprise Cultural and Natural Resource	The audit of local planning schemes identified a number of these zones being included in local planning schemes following the Regulations becoming operational in October 2015. It is proposed these zones and associated objectives be added to the list of zones in the model provisions. Consistency with State Planning Policies such as SPP 2.5 Rural Planning and SPP 4.2 Activity Centres has further guided the recommendation to add these zones and associated objectives. For example it is proposed to include new zones for local centre and neighbourhood centre and expand objectives of the centre zone to implement the activity centre hierarchy established in SPP 4.2.
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Table 4 – Reserves – summary of proposals

Proposed Change	Reserves	Principles behind the draft proposals
Rationalisation	Social Care Facilities (civic and community) Cultural Facilities (civic and community) Medical Services (public purposes) Education (public purposes) Emergency Services (public purposes) Heritage (public purposes) Government Services (public purposes) Recreational (public purposes)	It is proposed these reserves be rationalised to provide for improved application of public purposes. The reserve that is proposed to cover the rationalised reserve is included in brackets. The audit of reserves identified that a number of reserves were highly prescriptive and restricted the ability for these to be readily used. The rationalisation / grouping of various reserves will allow for greater flexibility and application in the reserve purpose.
Add	Foreshore	It is proposed this reserve be added to the list of reserves. The need for a specific foreshore reserve has been identified to assist with the implementation of SPP 2.6 Coastal Planning.
Modify	Infrastructure Services	It is proposed this reserve be modified as a result of feedback from the stakeholder reference groups to provide a more overarching objective to ensure consistency.



### 3.3. LAND USE PERMISSIBILITY & DEVELOPMENT REQUIREMENTS FOR COMMERCIAL & INDUSTRIAL TYPE ZONES IN THE METROPOLITAN REGION & PEEL REGION SCHEME AREAS – SUMMARY OF DRAFT PROPOSALS

The review undertaken on commercial and industrial type zones in Metropolitan and Peel region scheme areas resulted in:

- A proposed zoning table
- Guidance on addressing development requirements
- A number of supporting actions.

Proposals recommended were presented and discussed during the preliminary consultation undertaken with stakeholder reference groups in workshops 3 and 4. Following preliminary consultation, refinements were made to the proposals, with a summary of those proposals provided below and specific detail provided in **Appendix C**.

#### 3.3.1. LAND USE PERMISSIBILITY

The permissibility of land uses in each zone is generally set out in the form of a zoning table, which lists land uses against zones and assigns a permissibility to each land use within a zone. Based on work undertaken a standardised zoning table for commercial and industrial type zones in the Metropolitan and Peel region scheme areas is recommended in **Appendix C**.

In preparing the recommended zoning table the following assumptions were used:

- Given the importance of the objectives of each zone, it is desirable that each land use be first considered against the objectives of the zone
- The process for preparing a zoning table is consistent with the process outlined in section 5.4.3 of **Appendix D**
- Potential changes to land uses and zones proposed in appendices A and B were considered in assigning permissibility to land uses in the zoning table
- An incidental use is not a separate and distinct use in its own right, but rather is a related component of the predominant use and therefore the designation of incidental uses is not incorporated in the recommended zoning table. Given that both ancillary accommodation and caretakers dwelling are both land uses that in all circumstances are incidental to the predominant use, it is appropriate that they be excluded from the zoning table.

In support of the recommended zoning table and in recognition of the importance of the zone objectives in determining the permissibility of land uses, it is recommended that the permissibility definitions contained in the model (clause 18(2)) and deemed (clause 1) provisions be updated as follows:

*class A use, in relation to a zone,*

- (a) means a use identified in the zoning table for this Scheme (regardless of the symbol used) as a use that is consistent with the zone Objectives, but is not permitted in the zone unless the local government has exercised its discretion by granting development approval after advertising the application in accordance with clause 64;

*class D use, in relation to a zone,*

- (a) means a use identified in the zoning table for this Scheme (regardless of the symbol used) as a use that is consistent with the zone Objectives, but is not permitted in the zone unless the local government has exercised its discretion by granting development approval; but
- (b) does not include a class A use;

*class P use, in relation to a zone,*

- (a) means a use identified in the zoning table for this Scheme (regardless of the symbol used) as a use that is consistent with the zone Objectives and does not require approval consistent with cl 61(2) of the Deemed Provisions;

*class X use, in relation to a zone,*

- (a) means a use identified in the zoning table for this Scheme (regardless of the symbol used) as a use that is not permitted in the zone;

### 3.3.2. DEVELOPMENT REQUIREMENTS

The audit of development requirements for commercial and industrial type zones in the Metropolitan and Peel region scheme areas found significant variation for each local authority. It is highlighted that the location of the development requirements can vary between local governments, with some being located within the scheme and others being outlined in local planning policies, local development plans and/or guidelines.

Ideally development requirements for industrial type zones and potentially the service commercial zone will be addressed through an industrial design code. The development of an industrial design code similar to the R-Codes, would enable provisions and/or acceptable outcomes to be developed consistent with development requirement principles specified in a design code. This would ensure an overall consistency whilst also accommodating those localities or developments that might need a different approach.

In the interim it is recommended that a combination of provisions in the local planning scheme and local planning policy be used. It is suggested that the following primary controls be introduced to local planning schemes under part 4 – general development requirements of the model provisions:

- Lot sizes;
- Setbacks;
- Building height (if applicable)

It is also suggested that a local planning policy is used to address discretion in relation to the above primary controls and other elements of design not included in the local planning scheme, consistent with the following:

- General Matters
  - Precinct structure plan references
  - Other Guidance Document references (For example - EPA separation guidelines)
  - Design intent
- Site Layout and Building
  - Building orientation
  - Materials
  - Setbacks (guidance on the application of discretion)
  - Transition to other zones
- Community Spaces, Landscaping and Verges
  - Community spaces
  - Landscaping
  - Verge appearance and infrastructure
- Parking and Access
  - Parking provision (refer to relevant provision(s)), location and materials
  - Crossovers

- Bicycle parking
- End of trip facilities
- Loading and waste
  - Refuse and storage areas
  - Waste
  - Stormwater
  - Waste disposal
- Other matters
  - Lighting
  - Fencing
  - ESD
  - Acoustic considerations

It is recommended that the above guidance and more detail provided in section 4.3.5 of the document included at **Appendix D** be formalised through inclusion in the proposed local planning scheme guidelines.

### 3.3.3. OTHER MATTERS

During discussion regarding land use permissibility it was suggested that the definition of the approved land use(s) be included with the development approval to avoid any dispute or need for another approval should the land use definition change in the future.

It is recommended that clause 68 of the deemed provisions be amended to include a sub-clause as outlined below to require the decision maker to include the definition of the approved land use as an advice note to the approval/decision letter:

- (b) If development approval is granted under clause 68, the local government is to include a list of the approved land use(s) together with the applicable land use definition(s) as approved.

## 3.4. SUPPLEMENTAL PROVISIONS – SUMMARY OF DRAFT PROPOSALS

In addition to the model and deemed provisions, section 73(2A) of the *Planning and Development Act 2005* allows for a scheme to include supplemental provisions, provided those supplemental provisions are consistent with or not already covered by the Regulations.

There are some supplemental provisions commonly included in local planning schemes that may warrant broader application and standardisation in local planning schemes.

It is proposed that provisions relating to the establishment and maintenance of a significant tree register be included in the model or deemed provisions to address the following principles:

- Local governments can choose to establish or not establish a significant tree register
- The manner and form of the significant tree register
- Availability of the published significant tree register for inspection
- Process for inclusion or removal of a tree from the significant tree register
- Process and requirements relating to the cutting, pruning or removal of a tree included on the significant tree register
- Exemptions relating to the cutting, pruning or removal of a tree included on the significant tree register to be addressed through a local planning policy or supplemental provisions rather than the deemed provisions
- Recognition of a significant tree register established under a local planning scheme



## 4. IMPLEMENTATION OPTIONS

The implementation options for improving the consistency of local planning schemes across the State and for implementing the recommended zoning table and development requirements for commercial and industrial type zones in the Metropolitan and Peel region scheme areas are explained below and summarised generally as:

- Deemed provisions
- Model provisions
- Mixture of model and deemed provisions

### 4.1. DEEMED PROVISIONS

This option involves the expansion of the deemed provisions to incorporate more elements of the model provisions into the deemed provisions. Potentially all elements of the model provisions except the scheme map, schedules of special use zones, environmental conditions, special uses, additional uses and restricted uses, additional site development requirements, special control areas and supplemental provisions (provisions that deal with special circumstances for which adequate provisions are not provided in the deemed provisions) could eventually be included in the deemed provisions. Additional work would be required to be undertaken by the Department to first update and standardise more of the content of model provisions (for example standard zoning table and primary development controls for relevant zones).

A logical extension of the expansion of the deemed provisions could be to introduce a 'standardised deemed local planning scheme'. A standardised deemed local planning scheme could involve combining all elements of both the deemed provisions and the model provisions as one consolidated standardised scheme (currently a local planning scheme consists of two documents the deemed provisions and a local planning scheme generally consistent with the model provisions). In addition to improving consistency of local planning schemes a consolidated and standardised deemed local planning scheme would reduce the complexity associated with having both deemed provisions and a local planning scheme (consisting of model provisions, variations to model provisions and supplemental provisions).

### 4.2. MODEL PROVISIONS

An incremental and staged approach to achieving more consistent local planning schemes is through introducing more standardised content to local planning schemes (for example standard zoning table and primary development controls for relevant zones) through inclusion of that content in the model provisions. As acknowledged earlier, based on past uptake of the model provisions it may take a number of years for local governments to appropriately amend their schemes to be consistent with any new standardised content introduced into the model provisions.

To expediate the currency and consistency of the inclusion of the model provisions into local planning schemes, a timeframe for amending local planning schemes to be consistent with the model provisions could be specified. The Minister for Planning could potentially use powers under section 76 of the *Planning and Development Act 2005* to order local governments to amend their local planning scheme to be consistent with the model provisions within a specified timeframe. Prior to specifying a timeframe and ordering local governments to amend their schemes it is expected that the model provisions would have been adequately updated to include the changes proposed in this report and future changes relating to a standardised zoning table and primary development control for all zones.

### 4.3. MIXTURE OF MODEL & DEEMED PROVISIONS

The option of utilising both the model and deemed provisions allows for a balance between consistency and flexibility in local planning scheme provisions. This would require the interrogation of the draft proposals to the Regulations to determine which are best suited under the model provisions and which can be readily incorporated into the deemed provisions. Essentially the recommended approach for improving the overall consistency of local planning schemes across the State and for implementing the recommended zoning table and development requirements for commercial and industrial type zones in the Metropolitan and Peel region scheme areas (as outlined in section 1.2) uses a mixture of model and deemed provisions.

Table 5 – Implementation Options Pros and Cons

Pros	Cons
<b>Model Provisions</b>	
<ul style="list-style-type: none"> <li>Provides for flexibility in the application of changes where relevant</li> <li>Allows for new / unique terms and definitions to be incorporated into schemes where deemed appropriate by the WAPC/Minister</li> </ul>	<ul style="list-style-type: none"> <li>Reliant on local governments to amend or review local planning schemes.</li> <li>Potentially will take a lot longer than the deemed provisions for local planning schemes to become more consistent and contemporary unless Minister utilises powers under 76 of the Planning and Development Act to require updates to schemes</li> <li>Flexibility for variations may be counterproductive to achieving more consistent local planning schemes.</li> </ul>
<b>Deemed Provisions</b>	
<ul style="list-style-type: none"> <li>Ability to ensure ongoing consistency in land use terms and definitions</li> <li>Expedited efficiency of including the provisions in local planning schemes</li> <li>Changes or updates to land use terms, zone and reserve names and their associated definitions and objectives if included within the deemed provisions can be automatically updated in local planning schemes when the deemed provisions are amended.</li> <li>Changes to the content of the deemed provisions require amendments to the Regulations so are unlikely to be frequent and thus contributing to greater consistency.</li> </ul>	<ul style="list-style-type: none"> <li>May result in non-conforming uses arising</li> <li>May still require elements of the local planning scheme to be amended (for example scheme map, additional uses, special control areas etc) when the deemed provisions are updated.</li> <li>Effect on other aspects of the scheme and local planning framework.</li> <li>Assuming land uses and zones are included in the deemed provisions, any new or specific land uses or zones would require amendment to the Regulations to become deemed.</li> <li>The majority of model provisions needs to be included in the deemed provisions at the same time as if it is staged there is potential to contribute to reduced readability and usability of the local planning scheme as scheme information will be split between deemed provisions and the local planning scheme.</li> <li>Requires ongoing amendments to the Regulations to stay current.</li> </ul>
<b>Mixture of Model and Deemed Provisions</b>	
<ul style="list-style-type: none"> <li>Scheme content can be standardised and texted through model provisions</li> <li>Ability to ensure ongoing consistency in planning aspects</li> <li>Allows for separation of provisions where required</li> </ul>	<ul style="list-style-type: none"> <li>Some aspects of change still reliant on local governments to amend or review local planning schemes.</li> </ul>

## **4.4. RECOMMENDED APPROACH**

### **4.4.1. SHORT TO MID TERM ACTIONS (1 - 3 YEARS)**

#### **MODEL PROVISIONS**

1. Update the model provisions to include:
  - (a) proposed changes identified in Appendix A for zones, reserves and land uses and associated definition and objectives
  - (b) recommended zoning table and primary development controls for commercial and industrial type zones in the model provisions (Appendix C) with recognition that it only applies to those local governments located in the Metropolitan and Peel region scheme areas.
  - (c) modified use class definitions for P, D, A and X to recognise consistency with zone objectives
2. Prepare a standardised zoning table and primary development controls (similar to work undertaken for the commercial and industrial type zones in the Metropolitan and Peel region scheme areas), for all other model zones (existing model zones – residential, urban development, settlement, special residential, rural, rural residential, rural smallholdings, rural townsite, environmental conservation, tourism, private clubs, institutions and places of worship; and proposed model zones – priority agriculture, cultural and natural resource use).
3. Undertake a review of supplemental provisions included in local planning schemes (gazetted after 19 October 2015) to identify those that might have broader application to other local governments (for example significant tree register) through inclusion in either model or deemed provisions.
4. Local governments located in the Metropolitan and Peel region scheme areas to commence amending their schemes to:
  - (a) be consistent with the updated model provisions
  - (b) incorporate development provisions for commercial and industrial type zones consistent with guidance provided in the local planning scheme guidelines

#### **DEEMED PROVISIONS**

5. Update the deemed provisions to include:
  - (a) model provisions relating to non-conforming uses and restrictive covenants
  - (b) provisions for the establishment and maintenance of a significant tree register
  - (c) separation of land use terms in the deemed provisions from other terms defined in the deemed provisions
  - (d) a requirement for the decision maker of an Application for Development Approval to include the land use definition(s) of all approved land use(s) as an advice note on a decision
6. Investigate the elements of the model provisions that could be included in the deemed provisions and the appropriateness of a 'deemed local planning scheme' that would include combining all elements of the model and deemed provisions

#### **SUPPORTING IMPLEMENTATION ACTIONS**

7. Prepare local planning scheme guidelines to provide:
  - (a) guidance on the process of preparing and amending a local planning scheme
  - (b) greater transparency on the process for varying model provisions and for sharing information on approved variations to the model provisions
  - (c) translation and alignment of non-model land uses, zones and reserves with those contained in the model provisions
  - (d) guidance for the preparation of development provisions for industrial and commercial type zones

- (e) improved guidance on the inclusion in schemes of additional uses, restricted uses, special use zones, non-conforming uses and special control areas
- (f) improved guidance and updated manner and form for undertaking reports of review and amendments to local planning schemes
- 8. Commence the preparation of a design code for industrial zones, and potentially the service commercial zone
- 9. Preparation and assessment of local planning schemes and amendments to be consistent with local planning scheme guidelines
- 10. Publish approved variations to the model provisions, along with justification for their approval and applicability to other local governments

#### **4.4.2. LONG TERM ACTIONS (3 YEARS+)**

##### **MODEL PROVISIONS**

- 11. Update the model provisions to include a standardised zoning table and primary development controls for all model zones, to be applied statewide (with consideration of regional variations)

##### **DEEMED PROVISIONS**

- 12. Update the deemed provisions to include relevant elements from the model provisions
- 13. Subject to the findings of the investigation in relation to the appropriateness of a 'deemed scheme', the WAPC to consider implementation options

##### **SUPPORTING IMPLEMENTATION ACTIONS**

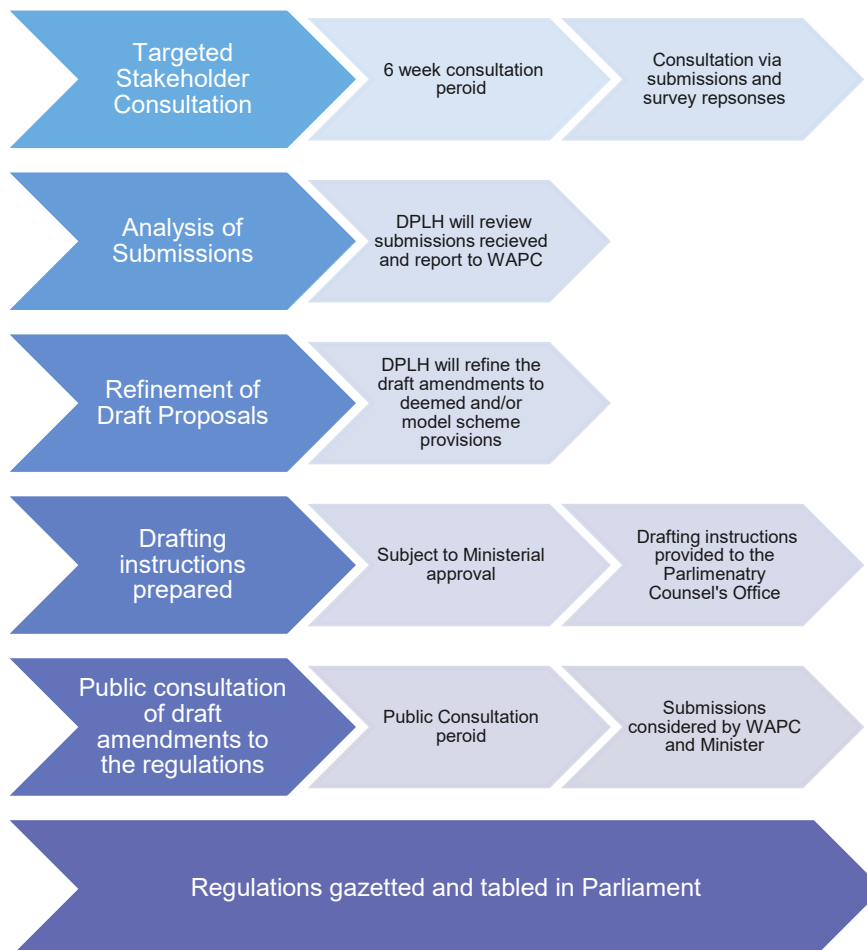
- 14. Release and implement a design code for industrial zones and potentially the service commercial zone
- 15. Conduct an ongoing review of the implementation of the standardised zoning objectives and table for the industrial and commercial zones



## 5. PATH FORWARD

Key stakeholder consultation is the next step for the Department in further progressing consistent local planning schemes project and potential changes to the Regulations. The remaining steps of this process are set out in Figure 3 below:

Figure 3 - Consistent Local Planning Schemes Project - Path Forward



### 5.1. TRANSITIONAL ARRANGEMENTS

The proposed changes contemplated in the draft consistent local planning schemes report are not expected to be integrated into the preparation of new local planning schemes or the amendment of existing local planning schemes until the proposed changes have been incorporated into drafting instructions for changes to the Regulations and or guidance for the preparation or amendment of local planning schemes.

At this stage those new local planning schemes or amendments to existing schemes that have been given consent to advertise prior to proposed changes to the Regulations being incorporated into drafting instructions and or finalisation of guidance for the preparation or amendment of local planning schemes, will not be required to be consistent with those proposed changes.





Land Use	Current	Proposed change and justification	City of Bayswater Comment
Amusement parlour	Means premises — (a) that are open to the public; and (b) that are used predominantly for amusement by means of amusement machines including computers; and (c) where there are 2 or more amusement machines.	<b>Delete land use</b>  The definition of amusement parlour is considered very narrow in scope and it could easily be integrated into the definition of 'recreation- private'.	The City currently has this definition within TPS 24. The proposed modification is supported as the existing definition is overly prescriptive and can be sufficiently covered by 'Recreation – Private'.
Animal husbandry intensive	Means premises used for keeping, rearing or fattening of pigs, poultry (for either egg or meat production), rabbits (for either meat or fur production) or other livestock in feedlots, sheds or rotational pens.	<b>Modify land use</b>  Following a review of State Planning Policy 2.5 - Rural planning, it was suggested that the definition of animal husbandry be expanded to include specific reference to additional animals such as alpacas, beef and dairy cattle, goats and sheep. Rather than expanding the list of specific animals in the definition, it is considered more pragmatic to provide greater flexibility to accommodate a broader range of relevant animals by modifying the definition to remove reference to specific animals (for example pigs, rabbits etc) and replace with more broader reference to animals/livestock.	This definition is not within the City's TPS 24 and is not considered relevant to the City.
Aerodrome	No current definition in Regulations.	<b>Add land use</b>  There have been a number of schemes pre and post Regulations that include a land use term of either aerodrome, airfield or aviation uses. It is proposed that the use aerodrome be introduced to include those areas of land or water certified under the Civil Aviation Act for use as an aerodrome.	This definition is not within the City's TPS 24 and is not considered relevant to the City.
Aircraft landing area	No current definition in Regulations.	<b>Add land use</b>  There have been a number of schemes pre and post Regulations that include a land use term of either aerodrome, airfield or aviation uses. It is proposed that the use aircraft landing area be introduced to include those areas of land suitable for the conduct of take-off and landing and associated aircraft operations for private, aerial work or charter activities.	This definition is not within the City's TPS 24 and is not considered relevant to the City.
Brewery	Means premises the subject of a producer's licence authorising the production of beer, cider or spirits granted under the Liquor Control Act1988.	<b>Replace land use</b>  The current definition of brewery includes other forms of liquor production including distillery and cidery. It is suggested that the land use term brewery and associated definition be replaced with 'liquor production facility'.  The definition of 'liquor production facility' aligns with the Liquor Control Act and provides scope to include the full variety of alcohol production facilities (for example winery, brewery, cidery, distillery etc).	The City does not currently have a brewery definition in TPS 24. A new definition for brewery is supported as the City has received a number of enquiries about establishing a brewery within the City. The City supports the proposed expansion of the definition to include other forms of liquor production as it will provide better clarity on where these uses are appropriate within the City.
Liquor store – large, liquor store – small, small bar, tavern, hotel, motel, nightclub, restaurant/café and proposed 'alcohol production facility'	Various.	<b>Modify land uses</b>  To improve clarity regarding the nature of each use in a planning context and remove potential for confusion regarding approval of the land use being dependent on a liquor license being granted and vice versa, it is proposed to:  delete references to the type of liquor licence replace references to a licence being granted with capable of being granted a licence	The City's TPS 24 current contains a definition of Liquor store – large and Liquor store – small, small bar, tavern, hotel, motel, nightclub, restaurant/café.  The City is supportive of the intent of this modification, as it will reduce references to other legislation which may change and requires other documents to also be reviewed. The City will provide further comment once the detail of the new definitions are known.

Land Use	Current	Proposed change and justification	City of Bayswater Comment
Bulky goods showroom	<p>Means premises —</p> <p>(a) used to sell by retail any of the goods and accessories of the following types that are principally used for domestic purposes -</p> <ul style="list-style-type: none"> <li>(i) automotive parts and accessories;</li> <li>(ii) camping, outdoor and recreation goods;</li> <li>(iii) electric light fittings;</li> <li>(iv) animal supplies including equestrian and pet goods;</li> <li>(v) floor and window coverings;</li> <li>(vi) furniture, bedding, furnishings, fabrics, manchester and homewares;</li> <li>(vii) household appliances, electrical, goods and home entertainment goods;</li> <li>(viii) party supplies;</li> <li>(ix) office equipment and supplies;</li> <li>(x) babies' and children's goods, including play equipment and accessories; (xi) sporting, cycling, leisure, fitness goods and accessories;</li> <li>(xii) swimming pools.</li> </ul> <p>(b) used to sell goods and accessories by retail if -</p> <ul style="list-style-type: none"> <li>(i) a large area is required for the handling, display or storage of the goods; or</li> <li>(ii) vehicular access is required to the premises for the purpose of collection of purchased goods.</li> </ul>	<p><b>Modify land uses</b></p> <p>The review of SPP4.2 noted concerns from stakeholders that shops (such as supermarkets and pharmacies) are starting to locate in bulky goods and large format retail precincts (e.g. service commercial zone) which undermines the role and function of activity centres.</p> <p>In resolving to endorse the final release of SPP 4.2 (March 2022), the WAPC amongst other things resolved to review the 'shop' and 'bulky goods showroom' land use terms and zones related to activity centres in the Planning and Development (Local Planning Schemes) Regulations 2015.</p> <p>It is suggested that the definition of 'bulky goods showroom' be refined to:</p> <p>Specify that goods and services are of a bulky nature</p> <p>Excludes the sale of foodstuffs, alcohol, medicines, footwear or clothing unless their sale is ancillary to the sale of bulky goods</p> <p>Remove reference to the specific types of goods and accessories specified in the current definition</p>	<p>The City currently has a "Bulky Goods" definition but no "Bulk Good Showroom".</p> <p>The City supports the intent of the new 'bulky goods showroom' definition. It is considered that the City's existing definition does not clearly define what is considered a bulky good and what can be sold under this land use. The proposed new definition is considered to provide sufficient flexibility for a variety of land uses while providing greater clarity than the City's existing definition. Additionally, the City supports excluding foodstuffs etc. from the definition to encourage these types of uses to occur within activity and town centres.</p>
Caravan park	<p>Means premises that are a caravan park as defined in the Caravan Parks and Camping Grounds Act 1995 section 5(1).</p>	<p><b>Modify land uses</b></p> <p>9 schemes post Regulations and 21 schemes pre Regulations include camping ground as a land use term and definition.</p> <p>Schemes that include camping ground as a land use term refer to the Caravan Parks and Camping Grounds Act 1995 for a definition.</p> <p>The provision of 'caravan park/camping ground' as a combined land use term and definition in the model provisions, without reference to the Caravan Parks and Camping Grounds Act provides greater clarity to the use.</p>	<p>The City current has a definition for Caravan Park within TPS 24. The City supports the intent of combining Caravan Parks and Camping Grounds to provide greater clarity on appropriate camping locations within the City.</p>
Community purpose	<p>Means premises designed or adapted primarily for the provision of educational, social or recreational facilities or services by organisations involved in activities for community benefit.</p>	<p><b>Modify land use</b></p> <p>It is proposed that the community purpose definition be revised to exclude uses associated with alcohol or other drug rehabilitation services. It is recognised that such land uses could be dealt with as a use not listed.</p>	<p>The City's TPS 24 currently contains the standard Community Purpose land definition. The City has concerns about excluding alcohol from recreational facilities, as these buildings are often leased to community sporting clubs which use the sale of alcohol at events and after games to help make the club sustainable. Removing this option may increase the pressure on these community groups.</p>
Family day care	<p>Means premises where a family day care service as defined in the Education and Care Services National Law (Western Australia) is provided.</p>	<p><b>Replace land use</b></p> <p>As both 'home business' and family day care' are a business operated from a dwelling, there is an opportunity to combine these uses. It is suggested that the 'family day care' use is deleted and integrated into the 'home business' use.</p>	<p>The City's TPS 24 currently contains a definition for Family Day Care which is considered to be out of date as it refers to old regulations. The City supports combining these definitions as they have a similar impact on the surrounding area.</p>

Land Use	Current	Proposed change and justification	City of Bayswater Comment
Fast food outlet/lunch bar	Means premises, including premises with a facility for drive-through service, used for the preparation, sale and serving of food to customers in a form ready to be eaten —  (a) without further preparation; and (b) primarily off the premises.	<b>Replace land use</b>  Replace land use with 'food outlet'.  It is suggested that the definition of food outlet allow for the preparation, sale and serving of food, in a form ready to be consumed without further preparation on and/or off the premises' and explicitly exclude drive-through facility.	The City's TPS 24 currently contains the standard Fast Food Outlet definition.  The City supports the removal of drive through facilities from the fast food definition as a drive through is not always appropriate in a location where a fast food restaurant is.
Food outlet with drive-through facility	No current definition in the Regulations.	<b>Add land use</b>  Currently the Regulations do not distinguish between those food outlets that have a drive through facility and those that do not.  It considered that the nature of land use and potential impact of a food outlet will be different depending on whether the food outlet has a drive through facility.  To allow distinction between a food outlet that has drive through facility and those that do not, it is suggested that a new land use 'food outlet with drive-through facility' be introduced.	The City's TPS 24 does not currently include a definition for Food outlet with drive through facility.  As above the City supports separating drive throughs from a standard food outlet to help ensure a drive through is appropriate in a location where they can occur.
Freeway service centre and roadhouse	Means premises that has direct access to a freeway and which provides all the following services or facilities and may provide other associated facilities or services but does not provide bulk fuel services —  (a) service station facilities; (b) emergency breakdown repair for vehicles; (c) charging points for electric vehicles; (d) facilities for cyclists; (e) restaurant, cafe or fast food services; (f) take-away food retailing; (g) public ablution facilities, including provision for disabled access and infant changing rooms; (h) parking for passenger and freight vehicles; (i) outdoor rest stop facilities such as picnic tables and shade areas. (j) emergency breakdown repair for vehicles; (k) charging points for electric vehicles; (l) facilities for cyclists; (m) restaurant, cafe or fast food services; (n) take-away food retailing; (o) public ablution facilities, including provision for disabled access and infant changing rooms; (p) parking for passenger and freight vehicles; (q) outdoor rest stop facilities such as picnic tables and shade areas.	<b>Modify land use</b>  The definition should be refined to be less prescriptive as the current definition lists a number of specific uses or activities that can be undertaken.	This definition is not within the City's TPS 24 and is not considered relevant to the City.

Land Use	Current	Proposed change and justification	City of Bayswater Comment
Home business, home occupation, home office, home store	Various.	<p><b>Replace land use</b></p> <p>There are currently four land uses related to the operation of a commercial business from a residential home.</p> <p>There are subtle differences in the definition of each land use, which are essentially development requirements rather than a definition. For example number of people employed, area occupied etc.</p> <p>To allow for the rationalisation of these uses and deal with subtle differences through development exemptions, development requirements or local planning policies rather than separate land uses.</p>	<p>The City's TPS 24 currently contains a definition for Home Business, Home Occupation, Home Office and Home Store.</p> <p>The City supports these definitions being rationalised as the requirements for these definitions are similar and all have the same permissibility within the scheme.</p>
Independent living complex	No current definition.	<p><b>Add land use</b></p> <p>Independent living complex is a term that was introduced in the Position Statement - Residential accommodation for ageing persons (December 2021) and has been approved as a variation to the model provisions through its inclusion in local planning schemes recently approved by the Minister.</p> <p>It is suggested that the land use 'independent living complex' and associated definition from the Planning Position Statement - Residential accommodation for ageing persons, be included in the Regulations.</p>	<p>The City's TPS 24 does not currently include a definition for Independent Living Complex.</p> <p>The City supports the inclusion of an independent living complex definition as the City's population is aging and this use will likely become more relevant. It will also enable the City to better control the impacts and amenity of the land use.</p>
Industry –Noxious	No current definition.	No current proposal.	<p>The City considers that the MST should include a standard definition for Noxious Industry to cover land uses which are subject to specific licenses under the <i>Environmental Protection Act 1986</i>, such as concrete batching plants, and that this land use should be included in the proposed Standard Land Use table. This will ensure there is a consistent approach to determine where these types of industries are suitably located.</p>
Industry – primary production	<p>Means premises used —</p> <p>(a) to carry out a primary production business as that term is defined in the Income Tax Assessment Act 1997 (Commonwealth) section 995-1;</p> <p>or</p> <p>(b) or a workshop servicing plant or equipment used in primary production businesses.</p>	<p><b>Replace land use</b></p> <p>Continuous review of the Regulations have identified that stakeholders are more comfortable with the term 'industry – rural', than 'industry – primary production'.</p> <p>It is suggested that the land use term 'industry – primary production' be replaced with 'industry – rural'.</p> <p>It is also suggested that the definition be modified to remove reference to the Income Tax Assessment Act 1997.</p>	<p>This definition is not within the City's TPS 24 and is not considered relevant to the City.</p>
Market	Means premises used for the display and sale of goods from stalls by independent vendors.	<p><b>Modify land use</b></p> <p>The review of SPP4.2 acknowledged that the market land use definition may also require review as it may provide an opportunity for large shops to locate out of centre zones.</p> <p>It is suggested that the definition be modified to make reference to 'temporary' stalls.</p>	<p>The City's TPS 24 currently contains the standard Market definition.</p> <p>The City supports the proposed intent of the modification, to help ensure that large shops remain within the identified activity centres.</p>
Motor vehicle repair and motor vehicle wash	<p>Means premises used for or in connection with -</p> <p>(a) electrical and mechanical repairs, or overhauls, to vehicles other than panel beating, spray painting or chassis reshaping of vehicles; or</p> <p>(b) repairs to tyres other than recapping or retreading of tyres.</p> <p>Means premises primarily used to wash motor vehicles.</p>	<p><b>Replace land use</b></p> <p>These uses are likely to result in similar considerations with respect to noise and traffic, and have similar use permissibility in a number of Schemes.</p> <p>It is suggested that Motor Vehicle Repair and Motor Vehicle Wash be combined as one use called vehicle repair / wash</p> <p>It is suggested that the definition for vehicle repair / wash address the following: Includes electrical, mechanical or tyre repairs or washing of vehicles Excludes panel beating, spray painting or chassis reshaping of vehicles or recapping or re-treading of tyres.</p>	<p>The City's TPS 24 currently contains a definition for Automotive Repairs, Automotive Panel Beating /Spray Painting and Car Wash. The definitions are generally consistent with the standard definitions.</p> <p>The City is supportive of the intent of combining the definitions fir vehicle repair and wash as they have a similar impact and permissibility.</p> <p>The City also supports the intent to removal of spray painting etc. from the standard definition as these uses are considered to have a greater impact on an area. This modification is also consistent with the City's current definitions.</p>
Park home park	Means premises used as a park home park as defined in the Caravan Parks and Camping Grounds Regulations 1997 Schedule 8.	<p><b>Modify land use</b></p> <p>Reference to schedule 8 of Caravan Parks and Camping Grounds Regulations 1997 should be deleted as that schedule is no longer included in those Regulations.</p>	<p>This definition is not within the City's TPS 24. It is considered that there is limited need for this definition within the City's TPS 24 as there is no vacant land available to develop a Park Home Park.</p>

Land Use	Current	Proposed change and justification	City of Bayswater Comment
Recreation - private	Means premises that are — (a) used for indoor or outdoor leisure, recreation or sport; and (b) not usually open to the public without charge.	<b>Modify land use</b>  As it is suggested that the land use term 'amusement parlour' and associated definition be deleted, it is also suggested to modify the definition of 'recreation – private' to include reference to 'amusement'.	The City's TPS 24 contains the standard Recreation Private definition.  The City supports the intent of the proposed modification, as it combines to similar land uses which have similar permissibility's and impacts.
Renewable energy facility	Not currently defined in the Regulations.	<b>Add land use</b>  The Minister has approved the inclusion of the term 'renewable energy facility' in 21 schemes post Regulations.  The Position Statement – Renewable energy facilities (March 2020) proposed a definition for a 'renewable energy facility'. It is suggested that the definition for renewable energy facility be consistent with the definition from the position statement.	This definition is not within the City's TPS 24. It is considered that there is limited need for this definition within the City's TPS 24 as there is no vacant land available to develop a Renewable Energy Facility.
Repurposed dwelling and second-hand dwelling	Not currently defined in the Regulations.	<b>Add land use</b>  Amenity concerns have been raised by various stakeholders with respect to repurposed dwellings and second-hand dwellings being exempt from requiring development approval under the Regulations as they currently fall within the definition of a 'single house' which are normally listed as a 'P' use in schemes.  To allow local governments to control the location of repurposed dwellings and second-hand dwellings, the inclusion of repurposed dwelling and second-hand dwelling as land uses has been approved as a variation to the model provisions in around 20 local planning schemes post Regulations.  Preliminary consultation with some local governments and industry stakeholders has suggested that repurposed dwelling and second-hand dwelling are a single house and do not warrant inclusion as individual land uses within the Regulations. Those stakeholders suggested that that the appearance, condition and built form of a dwelling where necessary could be dealt with through scheme provisions or a local planning policy.  Further feedback is sought as to whether repurposed dwelling and second-hand dwelling should be included as separate land uses in the Regulations.	This definition is not within the City's TPS 24.  The City supports the inclusion of a Repurposed Dwelling and Second Hand Dwelling definition, to better control their appearance to ensure they fit with the amenity of the surrounding area.
Residential care facility	Not currently defined in the Regulations.	<b>Add land use</b>  There have been many different land uses and definitions across schemes both pre and post Regulations that have been used to classify or define a facility providing personal and/or nursing care primarily to people who are frail and aged or dependent persons.  Position Statement - Residential accommodation for ageing persons (December 2021) proposed the use of the land use term 'residential aged care facility' and associated definition.  Preliminary consultation with some local governments and industry stakeholders has suggested as people of all ages can require high levels of care, broader reference to residential care is preferred over specific reference to 'aged care'.  It is suggested that the proposed land use remove reference to 'aged' and instead be referred to as 'residential care facility'	The City's TPS 24 currently includes a Retirement Village definition which is considered to be out of date and doesn't meet the types of new facilities which are being built.  The City supports the inclusion of an residential care facility definition as the City's population is aging and this use will likely become more relevant. It will also enable the City to better control the impacts and amenity of the land use.



Land Use	Current	Proposed change and justification	City of Bayswater Comment
Rural home business	<p>Means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out a business, service or occupation if the carrying out of the business, service or occupation —</p> <ul style="list-style-type: none"> <li>(a) does not involve employing more than 2 people who are not members of the occupier's household; and</li> <li>(b) will not cause injury to or adversely affect the amenity of the neighbourhood; and</li> <li>(c) does not occupy an area greater than 200 m2 ; and</li> <li>(d) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only be means of the Internet; and</li> <li>(e) does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood; and</li> <li>(f) does not involve the presence, use or calling of more than 3 vehicles at any one time or of a vehicle of more than 30 tonnes gross weight.</li> </ul>	<p><b>Modify land use</b></p> <p>There are a number of schemes post and pre Regulations that have included a diversity of land uses (e.g. wayside stall, produce stall) that generally relate to the sale of produce or commodity grown on the land on which it is sold.</p> <p>To avoid the introduction of a new land use in the model provisions it is recommended that the definition of rural home business is modified to delete sub-clause (d) from the existing definition, so as to allow for the sale of goods.</p>	<p>This definition is not within the City's TPS 24 and is not considered relevant to the City.</p>
Service station	<p>Means premises other than premises used for a transport depot, panel beating, spray painting, major repairs or wrecking, that are used for —</p> <ul style="list-style-type: none"> <li>(a) the retail sale of petroleum products, motor vehicle accessories and goods of an incidental or convenience nature; or</li> <li>(b) the carrying out of greasing, tyre repairs and minor mechanical repairs to motor vehicles.</li> </ul>	<p><b>Modify land use</b></p> <p>The definition of service station should be refined to be less prescriptive to allow for the various types of fuel (currently limited to petroleum products) and the charging of vehicles.</p>	<p>The City's TPS 24 contains a Service Station definition which is generally the same as the standard definition.</p> <p>The City supports the proposed modification to include charging of vehicles, and other forms of fuel, provided the exclusion of transport depot, panel beating, spray painting, major repairs or wrecking remains.</p>
Shop	<p>Means premises other than a bulky goods showroom, a liquor store — large or a liquor store — small used to sell goods by retail, to hire goods, or to provide services of a personal nature, including hairdressing or beauty therapy services;</p>	<p><b>Modify land use</b></p> <p>Currently the Regulations includes the land use term 'shop'. Shop means premises other than a bulky goods showroom, a liquor store — large or a liquor store — small used to sell goods by retail, to hire goods, or to provide services of a personal nature, including hairdressing or beauty therapy services. The recent review and update of SPP 4.2 provides for two different shop sizes:</p> <ul style="list-style-type: none"> <li>- shop – small – no greater than 1500m2 NLA</li> <li>- shop – large – greater than 1500m2 NLA</li> </ul> <p>The intent of specifying shop – small and shop – large is to encourage larger shops (full-line supermarkets) to locate in higher level activity centres (neighbourhood and above). Locating full-line or large supermarkets in higher order centres encourages diversity of land use and housing density around those centres intended to have the largest population catchments.</p> <p>To support implementation of SPP4.2 and encourage appropriate sized shops in activity centres, it is suggested that the current 'shop' land use be separated into two uses 'shop – small' (a net lettable area of less than 1,500m2) and 'shop – large' (a net lettable area of more than 1,500m2).</p> <p>It suggested that the definitions for shop – small and shop – large exclude other shops and liquor stores.</p>	<p>The City's TPS 24 currently contains the standard definition for Shop.</p> <p>The City does not have any concerns with the proposal to include a large and small shop definition as it will ensure larger shops are in appropriate locations within activity centres rather than the smaller neighbourhood shopping precincts. It will also ensure that the potential impacts (traffic, parking, deliveries etc.) of the larger shops can be better considered.</p>

Land Use	Current	Proposed change and justification	City of Bayswater Comment
Tourist accommodation related land uses	Various definitions.	<p><b>Modify land use</b></p> <p>The draft position statement: planning for tourism (December 2021) proposes a number of new and modified land uses related to tourist accommodation. Overall, it is proposed that land use definitions which refer to 'short-stay' be amended to refer to the updated terminology used in other jurisdictions, being 'short-term rental accommodation'.</p> <p>Holiday Accommodation, Hotel, Motel, Serviced Apartment and Tourist Development are all uses that offer short stay accommodation, along with varying forms of amenities. The likely impacts of these uses are similar. There is potential to possibly combine these uses. The draft position statement proposes a number of new and modified land uses related to tourist accommodation.</p> <p>For instance, it is noted that 'holiday unit' and 'holiday apartment' are potentially overlapping definitions and may be either a grouped or multiple dwelling. It is suggested that the well known 'holiday house' definition as applying to a single house, be retained. The impacts of a holiday house on amenity may not be as considerable compared with a grouped or multiple dwelling, due to factors such as the proximity of neighbours, parking and common facilities.</p> <p>It is intended to delete the land use term 'bed and breakfast' from the model provisions. With the advent of online platforms listing short-term rental accommodation, 'bed and breakfast' as a distinct land use is an out of date concept.</p> <p>Tourist development and serviced apartment are similar definitions, and it is likely that both are not required. Further, the definition for serviced apartment could be refined if retained to exclude references to a reception.</p> <p>It is proposed that the term short-term rental accommodation has been amended to include reference to accommodation provided on a commercial basis.</p> <p>There are two forms of low impact short-term rental accommodation in which it is proposed that they be exempt from the need to obtain development approval. These are as follows:</p> <p>Hosted accommodation: refers to a dwelling or ancillary dwelling, or portion thereof, used for the purpose of short-term rental accommodation, with a permanent resident who is present overnight for the duration of the stay either in the dwelling or ancillary dwelling.</p> <p>Unhosted accommodation: refers to a single house, grouped or multiple dwelling where it is let for no more than 60 days per calendar year. The intent is that unhosted accommodation over the 60 days per year would trigger a change of use, which may require the host to obtain development approval, depending on the requirements of the local government.</p>	<p>This definition is not within the City's TPS 24.</p> <p>The City supports standard short-term accommodation definitions. The City is awaiting the outcome of a review on short-term accommodation and standard definitions to review its 'Short-term Accommodation' policy.</p>
Veterinary centre	Means premises used to diagnose animal diseases or disorders, to surgically or medically treat animals, or for the prevention of animal diseases or disorders.	<p><b>Modify land use</b></p> <p>Update the land use to be consistent with the Veterinary Practice Act 2021.</p>	<p>The City currently has a Veterinary Consulting Room and Veterinary Hospital definition. These definitions are considered out of date and cause confusion for applicants on what is a consulting room and what is a hospital.</p> <p>The City does not have any concerns with the proposed modification to the standard definition.</p>
Warehouse/storage	Means premises including indoor or outdoor facilities used for — (a) the storage of goods, equipment, plant or materials; or (b) the display or sale by wholesale of goods;	<p><b>Modify land use</b></p> <p>The review of SPP4.2 acknowledged that the warehouse/storage land use definition may also require review as the current definition may assist warehouse style supermarkets to locate out of centre.</p> <p>It is suggested that the definition be modified to provide more clarity around the term "wholesale", whereby the goods sold are to be on sold by a retailer.</p>	<p>The City currently has a Warehouse definition.</p> <p>The City supports the intent of the new Warehouse definition. It is considered that the City's existing definition does not clearly define what can be considered a warehouse. The proposed new definition is considered to provide sufficient flexibility for a variety of land uses while providing greater clarity than the City's existing definition. Additionally, the City supports excluding foodstuffs etc. from the definition to encourage these types of uses to occur within activity and town centres.</p>



Land Use	Current	Proposed change and justification	City of Bayswater Comment
Winery	Means premises used for the production of viticultural produce and associated sale of the produce.	Replace land use It is suggested that the 'winery' land use be deleted from the Regulations as it would fall under the broader proposed land use of 'liquor production facility' (see proposed new land use above).	This definition is not within the City's TPS 24 and is not considered relevant to the City.
Wind farm	Means premises used to generate electricity by wind force and any associated turbine, building or other structure but does not include anemometers or turbines used primarily to supply electricity for a domestic property or for private rural use.	Replace land use Consistent with the Position Statement – Renewable energy facilities (March 2020) it is suggested that the wind farm land use be replaced as it will be incorporated in the proposed new land use renewable energy facility.	This definition is not within the City's TPS 24 and is not considered relevant to the City.



ZONE	CURRENT	PROPOSED CHANGE AND JUSTIFICATION	CITY COMMENT
Residential	<ul style="list-style-type: none"> <li>To provide for a range of housing and a choice of residential densities to meet the needs of the community</li> <li>To facilitate and encourage high quality design, built form and streetscapes throughout residential areas</li> <li>To provide for a range of non-residential uses, which are compatible with and complementary to residential development.</li> </ul>	<p><b>Modify zone objectives</b></p> <p>Review of the objectives is required to assist improved alignment of the zone objectives with the R-Codes. It is suggested that this may include clearer reference to the residential density code and objectives of the medium density policy component of the R-Codes</p>	<p>The majority of the City is currently zoned residential with varying density codes.</p> <p>The City supports the intent of this modification in light of the release of the Medium Density Codes and Apartment guidelines.</p>
Strategic Industry	<ul style="list-style-type: none"> <li>To designate industrial sites of State or regional significance</li> </ul>	<p><b>Modify zone objectives</b></p> <p>The current objective is not that useful in assisting the assignment of permissibility of land uses to the zone. It is suggested that additional objectives consistent with SPP 4.1 be included to address principles related to:</p> <ul style="list-style-type: none"> <li>Accommodating high intensity industries of state significance.</li> <li>Accommodating supporting infrastructure</li> <li>Co-location of compatible and complimentary land uses.</li> <li>Incorporate impact areas within the zone that require suitable and appropriate integration with surrounding compatible zones, reserves and land uses.</li> </ul>	<p>TPS 24 does not currently include a Strategic Industry zone. Given the majority of the City is already developed this zone is not considered relevant.</p>

Local Centre	<ul style="list-style-type: none"> <li>No current zone / objectives.</li> </ul>	<p><b>Add zone</b></p> <p>Based on the review of SPP4.2 Activity Centres, the WAPC has formed a position that a local centre warrants an individual zone. It is intended that a local centre provide for the incidental and convenience needs of the local community (within a walkable catchment) primarily through land uses such as convenience store, shop – small, liquor store – small, fast food outlet / lunch bar, restaurant/café, small bar. It is suggested that objectives for the local centre zone address principles related to:</p> <ul style="list-style-type: none"> <li>Providing for the local community's incidental and convenience needs of goods and services, consistent with this level of the activity centre hierarchy as outlined in the applicable State planning policy.</li> <li>Ensuring that development is of a scale compatible with surrounding development and does not adversely impact on adjoining residential areas.</li> <li>Providing for a pedestrian-dominant streetscape where the primary focus of activity is on the street, the public realm and public open spaces.</li> <li>Prioritise walking, cycling and public transport access to and within the centre.</li> <li>Ensuring the design and landscaping of development provides a high standard of safety, convenience and amenity and contributes towards a sense of place and community.</li> </ul>	<p>The City has a number of small retail precincts which are zoned commercial (proposed to be deleted). This zone would likely cover these areas. The City supports the intent of this zone to provide the small day to day requirement of the adjoining community.</p>
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Neighbourhood Centre	<ul style="list-style-type: none"> <li>No current zone / objectives.</li> </ul>	<p><b>Add zone</b></p> <p>Based on the review of SPP4.2 Activity Centres, the WAPC has formed a position a neighbourhood centre warrants an individual zone. It is intended that neighbourhood centres provide a local focal point for daily to weekly household shopping needs, community facilities and a small range of other convenience services. A neighbourhood centre may provide for land uses allowed in a local centre, plus the additional land uses of Shop – large, liquor store – large, market, restricted premises, amusement parlour, educational establishment, recreation – private, small bar, tavern, office – small, medical centre, art gallery.</p> <p>It is suggested that the objectives for the neighbourhood centre zone address the following principles:</p> <ul style="list-style-type: none"> <li>Providing a focal point for accommodating the local community's daily to weekly household shopping needs, community facilities, small range of convenience services and local employment consistent with this level of the activity centre hierarchy as outlined in the applicable State planning policy.</li> <li>Ensuring that development is of a scale compatible with surrounding development and does not adversely impact on adjoining residential areas.</li> <li>Providing for a pedestrian-dominant streetscape where the primary focus of activity is on the street, the public realm and public open spaces.</li> <li>Providing a focus for integrated and well-designed medium density housing and mixed used development.</li> <li>Prioritise walking, cycling and public transport access to and within the centre.</li> <li>Ensuring the design and landscaping of development provides a high standard of safety, convenience and amenity and contributes towards a sense of place and community.</li> </ul>	<p>Neighbourhood Centre would likely apply to the City's town centres (Maylands, Bayswater Noranda) as they provide for the weekly needs of the local community. The City supports the intent of this zone to provide for the weekly needs of the adjoining community.</p>
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Centre	<ul style="list-style-type: none"> <li>To designate land for future development as a town centre or activity centre.</li> <li>To provide a basis for future detailed planning in accordance with the structure planning provisions of this Scheme or the Activity Centres State Planning Policy.</li> </ul>	<p><b>Modify zone objectives</b></p> <p>Based on the review of SPP4.2 Activity Centres, It is generally agreed that the differences between district, secondary and strategic centres as identified in SPP 4.2, is a matter relating to the area of land zoned rather than land use permissibility and so a separate zone is not necessarily required for each of the three centres of district, secondary and strategic. It is therefore suggested that any district, secondary or strategic centres be zoned 'Centre'.</p> <p>It is suggested that the current objectives of the 'Centre' zone under clause 16 of the Model Provisions be modified to address the following principles:</p> <ul style="list-style-type: none"> <li>Providing a focal point for accommodating a broad range of land uses to meet the community's district and/or sub-regional needs for goods and services, community facilities, entertainment and leisure, education, health and tourism, consistent with the centre's level of the activity centre hierarchy as outlined in the applicable State planning policy.</li> <li>Facilitating a broad range of employment to contribute towards the sub-region's employment self-sufficiency, consistent with the centre's level of the activity centre hierarchy.</li> <li>Providing a basis for detailed planning in accordance with any relevant State planning policy.</li> <li>Ensuring that development at the edges of the centre is of a scale which facilitates transition with adjoining residential areas.</li> <li>Providing for a pedestrian-dominant streetscapes where the primary focus of activity is on the street, the public realm and public open spaces</li> <li>Providing a focus for integrated and well-designed high density housing and mixed used development.</li> <li>Providing for a diverse range of housing options to meet the needs of the community.</li> <li>Providing public open space and other infrastructure needed to serve residents, workers and visitors.</li> <li>Ensuring walking, cycling and public transport access to and within the centre is prioritised whilst ensuring safe and efficient access for service vehicles.</li> <li>Ensuring the design and landscaping of development provides a high standard of safety, convenience and amenity and contributes towards a sense of place and community.</li> </ul>	<p>The City currently has a Morley Activity Centre zone which would likely be replaced by this zone as a part of a scheme review. The proposed objectives are broader than the existing Morley Activity Centre zone objectives however that is considered appropriate given the intent of the review. It is considered that the proposed objectives are generally consistent with the existing zone and are supported by the City.</p>
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Mixed Use	<ul style="list-style-type: none"> <li>To provide for a wide variety of active uses on street level which are compatible with residential and other non-active uses on upper levels.</li> <li>To allow for the development of a mix of varied but compatible land uses such as housing, offices, showrooms, amusement centres, eating establishments and appropriate industrial activities which do not generate nuisances detrimental to the amenity of the district or to the health, welfare and safety of its residents.</li> </ul>	<p><b>Modify zone objectives</b></p> <p>SPP 4.2 encourages the use of a 'mixed use' zone for the frame of strategic, secondary and district centres. The frame is the area of land used to transition from the core of the activity centre to surrounding residential areas. Modification to the objectives of the mixed use zone is required to recognise the role of the mixed use zone in providing for the frame of activity centres. It suggested that an objective be included for the mixed used zone that provides for a transition in the scale of development from a centre zone to surrounding areas.</p> <p>As mixed use zones are also used in local governments that do not fall in the Metropolitan, Peel or Bunbury Region Scheme areas and/or do not include a centre zone, it is suggested that a note be included in brackets to acknowledge that the objective only applies where a centre zone exists</p>	<p>The City currently has a Mixed Use Zone. The current Mixed Use zone is similar to the proposed Local and Neighbourhood Centre zones. In light of the proposed introduction of those zones a review of the objectives of the Mixed Use zone is supported. The intent of the proposed zone as a frame between the centre zones and adjoining residential areas is supported.</p>
Service Commercial	<ul style="list-style-type: none"> <li>To accommodate commercial activities which, because of the nature of the business, require good vehicular access and/or large sites.</li> <li>To provide for a range of wholesale sales, showrooms, trade and services which, by reason of their scale, character, operational or land requirements, are not generally appropriate in, or cannot conveniently or economically be accommodated in, the central area, shops and offices or industrial zones.</li> </ul>	<p><b>Modify zone objectives</b></p> <p>To support implementation of SPP 4.2, it is suggested that the objectives of the service commercial zone are modified to make appropriate reference to proposed centre zone(s) and reinforce the importance of the service commercial zone not impacting on the role and function of centre zone(s).</p>	<p>The City does not currently have a Service Commerical zone. This zone would likely replace a number of existing zones including Showroom/Warehouse, Service Station and Private Institutions. The City supports these zones being combined, and the objectives being updated to include reference to the new zones.</p>

Commercial	<ul style="list-style-type: none"> <li>To provide for a range of shops, offices, restaurants and other commercial outlets in defined townsites or activity centres.</li> <li>To maintain the compatibility with the general streetscape, for all new buildings in terms of scale, height, style, materials, street alignment and design of facades.</li> <li>To ensure that development is not detrimental to the amenity of adjoining owners or residential properties in the locality.</li> </ul>	<p><b>Delete zone</b></p> <p>With the addition of the local and neighbourhood centre zones and modification to objectives of the centre zone, it is unlikely that a commercial zone is required. Out-of- centre developments shouldn't really be happening and if they are, an additional use or special use zone is the most appropriate way to do it so that it can be conditioned.</p> <p>It is suggested that the commercial zone and associated objectives be deleted from the Regulations.</p>	<p>TPS 24 currently includes a commercial zone. The City supports the deletion of this zone provided the proposed local and neighbourhood centre zones and introduced.</p>
Cultural and natural resource use	<ul style="list-style-type: none"> <li>No current zone / objectives</li> </ul>	<p><b>Add zone</b></p> <p>A new 'cultural and natural resource use' zone is proposed. It is expected that the zone would typically cover Aboriginal Land Trust land where a variety of land use rights and interests apply over the land as part of indigenous land use agreements under the Native Title Act 1993, such as traditional hunting and camping, management of land and economic ventures.</p> <p>It is suggested that the objectives for a 'cultural and natural resource use' zone address the following principles:</p> <ul style="list-style-type: none"> <li>Ensure the preservation of Aboriginal heritage and culturally significant areas.</li> <li>Provide for the conservation of significant landscape and environmental areas and values.</li> <li>Allow for low impact tourism and economic development opportunities.</li> <li>Allow land uses associated with Aboriginal heritage, traditional law and culture.</li> </ul>	<p>The City supports the inclusion of this zone, as it may become relevant to the City in the future.</p>



Urban development	<ul style="list-style-type: none"> <li>• To provide an intention of future land use and a basis for more detailed structure planning in accordance with the provisions of this Scheme.</li> <li>• To provide for a range of residential densities to encourage a variety of residential accommodation.</li> <li>• To provide for the progressive and planned development of future urban areas for residential purposes and for commercial and other uses normally associated with residential development.</li> <li>• To provide an intermediate transitional zone following the lifting of an urban deferred zoning within the Metropolitan Region Scheme.</li> </ul>	<p><b>Modify zone objectives</b></p> <p>The fourth objective is specific to the Metropolitan region scheme so it is suggested that the objectives for the zone are modified to replace the reference to the Metropolitan Region Scheme with 'a region planning scheme' so that the objective can be applied to those schemes that fall within a region scheme area</p>	<p>TPS 24 does not currently include a Strategic Industry zone. Given the majority of the City is already developed and the intent of the zone is to identify urban development locations in greenfield areas this zone is not considered relevant.</p>
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**LEGEND:**

\*The City does not currently have these zones or a similar zone within TPS 24 so no comparison has been made. No comment has been provided on the appropriateness of the permissibility in these zones as it is not known whether there would be potential impacts.

Red permissibility's are the existing permissibility under TPS 24.

**Bold land uses and or zones are identified in the DPLH's review to be modified, added or removed. Where a land use is proposed to be removed it does not have any permissibility next to it.**

Land uses which are not relevant to the City (due to being rural etc.) have been removed from the table.

USE	Local Centre*	Neighbourhood Centre*	Centre (Morley Activity Core)	Mixed Use (mixed Use)	Service Commercial	Light Industry (Light Industry)	General Industry (General Industry)	Comment
<b>Amusement Parlour</b>								Land use proposed to be removed – Supported
Art Gallery	X	P	P	P	D	X	X	New land use not currently in TPS 24. Land use and proposed permissibility supported.
<b>Bed &amp; Breakfast</b>								Land use proposed to be removed – Supported
Betting Agency	A	A	D	A	D	X	X	Betting agency is a land use in Table 1, 3 and 4 of TPS 24 of TPS 24. The City generally supports the proposed permissibility as is it more restrictive than the current permissibility under TPS 24, other than the Mixed Use Zone. It is considered that the City's current Mixed Use permissibility is overly restrictive and needs to be reviewed. Betting Agency as an A use is considered appropriate as it allows for feedback from the local community.
	-	D	P	X	D	X	X	
<b>Brewery</b>	X	X	D	X	D	D	P	New land use not currently in TPS 24. Land use and proposed permissibility supported, as it is at the City's discretion in activity centre and mixed use zone, and permitted in the industrial area where it will have less impact on the surrounding area.
<b>Bulky goods showroom</b>	X	X	D	D	P	X	X	TPS 24 contains a definition for 'Bulky Goods' but it is not included in Table 1 and there is no defined permissibility. Given the Bulky Goods Showroom is proposed to be broadened and to limit food shops under this land use it is questioned whether is it appropriate as a D use within the Centre zone. A D use in the Mixed Use and a P use in the service zone are considered appropriate.
Car Park	D	D	D	D	P	P	D	Table 1, 3 and 4 of TPS 24 includes Car Park. The proposed permissibility is consistent with the City's existing permissibility and is therefore supported.
	-	D	P	D	P	P	P	
<b>Caravan Park / Camping Ground</b>	X	X	X	X	X	X	X	Table 1 and 4 of TPS 24 includes Caravan Park / Camping Area. The proposed permissibility is consistent with the City's existing permissibility and is therefore supported.
	-	-	X	X	X	X	X	
Child Care Premises	D	P	P	D	D	X	X	Table 1, 3 and 4 of TPS 24 includes Child Care Centre. The proposed permissibility is generally consistent with the City's existing permissibility. The recommended permissibility would make Child Care Premises an X use in the Light Industrial zone. Under TPS 24 it is currently a D use. It is considered more appropriate to be an X use given the potential impacts of the industrial uses which are permitted in this zone. This modification is therefore supported.
	-	p	P	D	D	D	X	

USE	Local Centre*	Neighbourhood Centre*	Centre (Morley Activity Core)	Mixed Use (mixed Use)	Service Commercial	Light Industry (Light Industry)	General Industry General Industry)	Comment
Cinema/Theatre	X	P	P	X	X	X	X	Table 1, 3 and 4 of TPS 24 includes Cinema/Theatre. The proposed permissibility is generally consistent with the City's existing permissibility and is therefore supported.
	-	P	P	X	X	D	D	The recommended permissibility would make Cinema / Theatre an X use in the Light and General Industry zones. Under TPS 24 it is currently a D use. It is considered more appropriate to be an X use given the potential impacts of the industrial uses which are permitted in this zone. This modification is therefore supported.
Civic Use	D	P	P	D	D	X	X	Table 1, 3 and 4 of TPS 24 includes Civic Buildings. The proposed permissibility is generally consistent with the City's existing permissibility and is therefore supported.
	-	P	P	D	D	D	D	The recommended permissibility would make Civic Use an X use in the Light and General Industry zones. Under TPS 24 it is currently a D use. It is considered more appropriate to be an X use given the potential impacts of the industrial uses which are permitted in this zone. This modification is therefore supported.
Club Premises	X	A	A	A	A	X	X	Table 1, 3 and 4 of TPS 24 includes Club Premises. The proposed standard permissibility would make Club Premise an A or X use in lieu of the P or D use under TPS 24. It is considered appropriate for a Club Premise to be an X use within the Light and General Industry zones, given the potential impacts of the industrial uses which are permitted in this zone. An A use in lieu of a P or D use is considered appropriate as it allows the City to consider local context and feedback when considering applications.
	-	D	P	D	D	D	D	
Commercial Vehicle Parking	X	X	X	X	D	P	P	TPS 24 contains a definition for 'Commercial Vehicle' but it is not included in Table 1 and there is no defined permissibility. The City supports Commercial Vehicle Parking being a P use within the Light and General Industry zones. The City does not support it being a D use in the Mixed Use zone as these areas are generally abutting residential areas and may have an impact on the amenity of the surrounding residential properties.
Community Purpose	D	P	P	D	D	X	X	TPS 24 contains a definition for 'Community Purpose' but it is not included in Table 1 and there is no defined permissibility. The City supports the proposed permissibility as Community Purpose is appropriate in the larger centres and may be appropriate within the smaller centres / mixed use areas. Being a D use in these areas allows the City to give greater consideration to their impact on the adjoining residential areas.
Consulting Room	P	P	P	P	D	X	X	Table 1, 3 and 4 of TPS 24 includes Consulting Rooms. The proposed permissibility is for the Mixed Use zone is less restrictive than under TPS 24. Given the Mix Use zone often abuts residential areas it is

USE	Local Centre*	Neighbourhood Centre*	Centre (Morley Activity Core)	Mixed Use (mixed Use)	Service Commercial	Light Industry (Light Industry)	General Industry General Industry)	Comment
	-	P	P	D	D	D	D	considered more appropriate to be a D use to allow for greater consideration of potential impacts (traffic, parking etc) on the adjoining residential areas.  It is considered appropriate for a Club Premise to be an X use within the Light and General Industry zones, given the potential impacts of the industrial uses which are permitted in this zone.
Container Deposit Recycling Centre	X	X	X	X	D	P	P	This land use is not currently included in TPS 24. This type of land use may occur in the future and is considered relevant to the City. Due to the size of these facilities and amenity impacts the proposed permissibility is considered appropriate.
Convenience Store	P	P	P	D	D	D	X	Table 1, 3 and 4 of TPS 24 includes Consulting Rooms. It is considered that the City's current Mixed Use permissibility is overly restrictive and needs to be reviewed. Convenience Store as a D use is considered appropriate as it allows the City to consider the potential impacts on the surrounding area. It is also considered that an X use in the General Industry zone is considered appropriate due to the potential impacts of the surrounding land uses on the convenience store. The proposed permissibility's are supported.
	-	P	P	X	X	D	D	
Educational Establishment	D	P	P	D	D	A	A	Table 1, 3 and 4 of TPS 24 includes Civic Buildings. The proposed permissibility is generally consistent with the City's existing permissibility and is therefore supported.
	-	D	D	D	D	D	D	
Exhibition Centre	X	P	P	D	D	X	X	TPS 24 contains a definition for 'Exhibition Centre' but it is not included in Table 1, 3 or 4 and there is no defined permissibility. The City supports the proposed permissibility as an exhibition centre is appropriate in the larger centres and may be appropriate within the mixed use areas/ service commercial areas. Being a D use in these areas allows the City to give greater consideration to their impact on the adjoining residential areas.
Family Day Care								Land use proposed to be removed – Supported
Fast Food Outlet / Lunch								Land use proposed to be removed – Supported

USE	Local Centre*	Neighbourhood Centre*	Centre (Morley Activity Core)	Mixed Use (mixed Use)	Service Commercial	Light Industry (Light Industry)	General Industry General Industry)	Comment
<b>Food Outlet</b>	P	P	P	D	D	D	X	Table 1, 3 and 4 of TPS 24 contains 'Fast Food Outlet' and 'Lunch Bar'.  It is considered that the City's current Mixed Use permissibility is overly restrictive and needs to be reviewed. Food outlet as a D use is considered appropriate as it allows the City to consider the potential impacts on the surrounding area.  Food outlet as a P use in the Centre zone is considered appropriate with the removal of the drive through element as it has less impact on the adjoining area and it will encourage vibrancy within the activity centre.  A D use within the Mixed Use and Service Commercial zones is considered appropriate as it allows greater consideration of potential impact on the adjoining area.
Fast Food Outlet	-	P	D	X	D	D	X	
Lunch Bar	-	P	P	X	P	X	D	
<b>Food Outlet with Drive-Through Facility</b>	A	P	P	X	D	X	X	This land use is not currently included in TPS 24. The City supports separating Food Outlet and Food Outlet with Drive through facility. It is considered that it should be a D uses within the Centre zone to allow for the City to consider potential traffic impacts and location of drive throughs.
Fuel Depot	X	X	X	X	X	A	P	Table 1, 3 and 4 of TPS 24 contains 'Fuel Depot'. The City supports the recommendation to make Fuel Depot an X use within the Service Commercial zone, to limit where this type of land use can occur. The proposed permissibility in the Light and General Industry areas are generally consistent with TPS 24.
	-	X	X	X	D	D	P	
Funeral Parlour	X	D	P	D	D	D	X	Table 1, 3 and 4 of TPS 24 contains 'Funeral Parlour'. The City supports Funeral Parlour being an X use in the General Industry zone due to the potential impact of the adjoining land uses on the Funeral Parlours. The remaining permissibility's are generally consistent with the City's TPS 24. It is considered that the City's current Mixed Use permissibility is overly restrictive and needs to be reviewed. Funeral Parlour as a D use is considered appropriate. It is considered a Funeral Parlour may be appropriate within a Neighbourhood Centre, a D permissibility allows the City to consider it on its merits.
	-	X	D	X	D	D	D	
Garden Centre	D	D	D	D	P	D	X	Table 1, 3 and 4 of TPS 24 includes Garden Centre. It is considered that the City's current Mixed Use permissibility is overly restrictive and needs to be reviewed. Garden Centre as a D use is considered appropriate as it allows the City to consider the potential impacts on the surrounding area. It is also

USE	Local Centre*	Neighbourhood Centre*	Centre (Morley Activity Core)	Mixed Use (mixed Use)	Service Commercial	Light Industry (Light Industry)	General Industry General Industry)	Comment
	-	X	D	X	D	D	D	considered that an X use in the General Industry zone is considered appropriate due to the potential impacts of the surrounding land uses on the convenience store. It is considered a Garden Centre may be appropriate within a Neighbourhood Centre, a D permissibility allows the City to consider it on its merits. The proposed permissibility's are supported.
Grouped Dwelling	P	D	D	D	X	X	X	Table 1, 3 and 4 of TPS 24 includes Grouped Dwelling. The City does not support the inclusion of Grouped Dwelling as a D use in the Activity Centre zone. It is considered that this would support under development of areas which are intended to be high density.
	-	D	X	P	X	X	X	
Holiday Accommodation	D	D	D	D	X	X	X	This land use is not currently included in TPS 24. This type of land use may occur in the future and is considered relevant to the City. The City is awaiting further information from the State Government on the review of Holiday Accommodation and will provide further comment at that time.
Holiday House	D	D	D	D	X	X	X	This land use is not currently included in TPS 24. This type of land use may occur in the future and is considered relevant to the City. The City is awaiting further information from the State Government on the review of Holiday Accommodation and will provide further comment at that time.
Home Business	D	D	D	D	X	X	X	Table 1, 3 and 4 of TPS 24 includes 'Home Business'. It is noted this land use is proposed to include Home Occupation, Home Office and Home Store land uses. These land uses are all an A or P use under TPS 24 currently. The proposed permissibility is supported as it is generally consistent with TPS 24.
	-	A	D	A	X	X	X	
Home Occupation								
Home Office								
Home Store								
Hospital	X	D	D	A	D	X	X	Table 1, 3 and 4 of TPS 24 includes 'Hospital'. The proposed permissibility is generally consistent with TPS 24 and is supported. It is recommended that further consideration is given to the appropriateness of

USE	Local Centre*	Neighbourhood Centre*	Centre (Morley Activity Core)	Mixed Use (mixed Use)	Service Commercial	Light Industry (Light Industry)	General Industry General Industry)	Comment
	-	X	D	D	X	X	X	a hospital in the Service Commercial zone as it is not considered to be compatible with some of the other uses which are permitted in the zone. It is considered a Hospital may be appropriate within a Neighbourhood Centre, a D permissibility allows the City to consider it on its merits.
Hotel	A	D	D	A	X	X	X	Table 1, 3 and 4 of TPS 24 includes 'Hotel'. It is considered that the City's current Mixed Use permissibility is overly restrictive and needs to be reviewed. Hotel as an A use is considered appropriate as it allows the City to consider the potential impacts on the surrounding area. It is also considered appropriate to have Hotel as a D use within the Centre zone to allow the City to consider the potential impacts (noise, traffic etc.) on the adjoining area.
	-	D	P	X	X	X	X	
Independent Living Complex	D	D	D	D	X	X	X	This land use is not currently included in TPS 24. This type of land use may occur in the future and is considered relevant to the City. The City supports the proposed permissibility as it would be permitted where residential is permitted and as a D use allows the City to consider the potential impacts on the surrounding area.
Industry	X	X	X	X	X	X	P	Table 1, 3 and 4 of TPS 24 includes 'Industry'. The proposed permissibility is supported as it is generally consistent with TPS 24. The City's current Industry use includes 'Industry-Light' uses. As these uses are proposed to be separated out it is considered appropriate to have Industry as an X use in the Light Industrial zone.
	-	X	X	X	X	D	P	
Industry - light	X	X	X	X	D	P	P	TPS 24 contains a definition for 'Industry – Light' but it is not included in Table 1 and there is no defined permissibility. The City supports the proposed permissibility as Industrial-Light is appropriate Industrial zones and some uses which are low impact can be considered on their merits in the Service Commercial zone.
Industry – primary								
Liquor Production Facility	X	X	D	X	D	D	P	This land use is not currently included in TPS 24. The City has previously received applications for this type of land use which had to be considered as a 'use not listed'. It is therefore considered appropriate to include this use. Due to the size of liquor production facilities and potential impacts on surrounding residential areas the proposed permissibility is considered appropriate.



USE	Local Centre*	Neighbourhood Centre*	Centre (Morley Activity Core)	Mixed Use (mixed Use)	Service Commercial	Light Industry (Light Industry)	General Industry General Industry)	Comment
Liquor Store - large	D	P	P	A	X	X	X	Table 1, 3 and 4 of TPS 24 currently includes 'Liquor Store – Large'. It is considered that Liquor Store – large should remain an X use within the Mixed Use precinct due to the size of the store. Additionally, it is considered that it should remain an A use within the Neighbourhood Centre to allow the City to consider the application on its merits and to seek community feedback. The City has no concerns with Liquor Store-Large being a P use within the Centre zone.
	-	A	A	X	X	X	X	
Liquor Store - small	P	P	P	A	X	X	X	Table 1, 3 and 4 of TPS 24 currently includes 'Liquor Store – Small'. Due to its size a Liquor Store- Small may be appropriate within the Mixed Use zone. A permissibility of A allows the City to consider local input and the context of the site for this type of application.
	-	P	P	X	X	X	X	
Market	X	P	P	A	D	X	X	Table 3 and 4 of TPS 24 currently includes 'Market'. The proposed permissibility's are consistent with TPS 24. It is considered that an A and D use in the Mixed Use and Service Commercial zones, respectively, is appropriate as they allow the City to consider each application on its merits.
	-	P	P	-	-	-	-	
Medical Centre	D	P	P	D	D	X	X	Table 1, 3 and 4 of TPS 24 includes 'Medical Centre'. The City's Mixed Use zone is considered overly restrictive. Given the increased demand for medical services it is considered appropriate to have medical centre as a D use within the Mixed Use zone as it still allows the City to consider an application based on its merits. It is considered appropriate for a Medical Centre to be an X use within the Light and General Industry zones, given the potential impacts of the industrial uses which are permitted in this zone.
	-	D	P	X	D	D	D	
Motel	X	D	D	A	X	X	X	Table 1 and 3 of TPS 24 includes 'Motel'. The proposed permissibility's do not align with the City's TPS 24, as motel is generally not permitted within the City. It is considered this is an outdated approach to accommodation across the City and that the proposed permissibility will allow for a greater diversity of accommodation options to locate in the City, while still allowing the City to consider each application on its merits.
	-	X	-	X	X	X	X	
Motor Vehicle, Boat or Caravan Sales	X	X	D	A	P	X	X	Table 1, 3 and 4 of TPS 24 includes 'Automotive & Marine Sales & Repairs'. Due to the size and scale of Motor Vehicle, Boat or Caravan Sales the City does not consider them to be appropriate within the Centres and Mixed Use zones. They are considered to be more appropriate in the Industrial zones.
	-	X	X	X	D	D	D	
Motor Vehicle Repair								

USE	Local Centre*	Neighbourhood Centre*	Centre (Morley Activity Core)	Mixed Use (mixed Use)	Service Commercial	Light Industry (Light Industry)	General Industry General Industry)	Comment
<b>Motor Vehicle Wash</b>								?
Multiple Dwelling	P	P	P	P	X	X	X	Table 1, 3 and 4 of TPS 24 includes Multiple Dwelling. The proposed permissibility is consistent with the City's existing permissibility and is therefore supported.
	-	P	P	P	X	X	X	
<b>Nightclub</b>	X	X	D	X	X	X	X	TPS 24 contains a definition for 'Nightclub' but it is not included in Table 1, 3 or 4 and there is no defined permissibility. The City supports the proposed permissibility as a Nightclub may be appropriate in the larger centres. Being a D use in these areas allows the City to give greater consideration to their impact on the adjoining residential areas.
Office	D	D	P	P	D	X	X	Table 1, 3 and 4 of TPS 24 includes 'Office'. The City's Mixed Use zone is considered overly restrictive. It is considered appropriate to have office as a P use within the Mixed Use zone to help support the other businesses which occur in that area. The City considers that an Office should remain a D use within the Light and General Industry zones as the businesses in these zones often have an ancillary office use and this would make it clear that this type of development can still occur.
	-	P	P	D	D	D	D	
<b>Park Home Park</b>	X	X	X	X	X	X	X	This definition is not within the City's TPS 24. It is considered that there is limited need for this definition within the City's TPS 24 as there is no vacant land available to develop a Park Home Park.
Place of Worship	X	D	P	A	D	X	X	Table 1, 3 and 4 of TPS 24 includes 'Place of Worship'. It is considered appropriate for a Place of Worship to be an X use within the Light and General Industry zones, given the potential impacts of the industrial uses which are permitted in this zone.
	-	D	D	D	X	D	D	
Reception Centre	X	D	P	A	D	X	X	Table 1 and 3 of TPS 24 includes 'Reception Lodge'. The City's Mixed Use zone is considered overly restrictive. It is considered appropriate to have Reception Lodge as a D and A use within the Mixed Use and Service Commercial zones, respectively, as the City will be able to consider any application based on its merits.
	-	D	-	X	X	X	X	
<b>Recreation – Private</b>	A	D	D	A	P	X	X	Tables 1, 3 and 4 of TPS 24 include 'Recreation – private'. It is considered appropriate for a Recreation-private to be an X use within the Light and General Industry zones, given the potential impacts of the industrial uses which are permitted in this zone. The remaining permissibility's are generally consistent with TPS 24.
	-	D	P	D	X	D	D	

USE	Local Centre*	Neighbourhood Centre*	Centre (Morley Activity Core)	Mixed Use (mixed Use)	Service Commercial	Light Industry (Light Industry)	General Industry General Industry)	Comment
<b>Renewable Energy Facility</b>	A	A	A	A	D	D	P	This definition is not within the City's TPS 24. It is considered that there is limited need for this definition within the City's TPS 24 as there is no vacant land available to develop a Renewable Energy Facility.
<b>Repurposed Dwelling</b>	D	D	D	D	X	X	X	This definition is not within the City's TPS 24. This type of land use may occur in the future and is considered relevant to the City. The City supports the proposed permissibility as a D use where residential dwellings are currently permitted as it would allow the City to better control potential amenity impacts.
<b>Residential Care Facility</b>	D	D	D	D	X	X	X	This definition is not within the City's TPS 24. This type of land use may occur in the future and is considered relevant to the City. The City supports the proposed permissibility as a D use where residential dwellings are currently permitted as it would allow the City to better control potential amenity impacts.
Residential Building	D	D	D	D	X	X	X	Table 1, 3 and 4 of TPS 24 includes Residential Building. The proposed permissibility is consistent with the City's existing permissibility and is therefore supported.
	-	A	D	D	X	X	X	
Resource Recovery Centre	X	X	X	X	X	A	A	This definition is not within the City's TPS 24. It is considered that there is limited need for this definition within the City's TPS 24 as there is no vacant land available to develop a Resource Recovery Centre.
<b>Restaurant / Café</b>	P	P	P	D	X	X	X	Table 1, 3 and 4 of TPS 24 includes Restaurant. The proposed permissibility is consistent with the City's existing permissibility and is therefore supported.
	-	P	P	D	X	X	X	
Restricted Premises	A	A	D	A	D	X	X	Table 1, 3 and 4 of TPS 24 includes Restricted Premise. The City does not support restricted premises outside of the Centre zone and considers that the proposed permissibility be reviewed.
	-	X	A	X	X	X	X	
Road House	X	X	X	X	X	X	X	This definition is not within the City's TPS 24. It is considered that there is limited need for this definition within the City's TPS 24 as the City does not have any roads which this type of development can occur on.
<b>Second-hand Dwelling</b>	D	D	D	D	X	X	X	This definition is not within the City's TPS 24. This type of land use may occur in the future and is considered relevant to the City. The City supports the proposed permissibility as a D use where residential dwellings are currently permitted as it would allow the City to better control potential amenity impacts.

USE	Local Centre*	Neighbourhood Centre*	Centre (Morley Activity Core)	Mixed Use (mixed Use)	Service Commercial	Light Industry (Light Industry)	General Industry General Industry)	Comment
<b>Service Station</b>	A	D	D	X	P	D	D	Table 1, 3 and 4 of TPS 24 contains Service Station. The proposed permissibility is generally consistent with TPS 24. The City has concerns about it being a D use within a neighbourhood centre due to the potential impacts on adjoining residential properties. It is considered an A use would be more appropriate to allow for community feedback.
	-	X	A	X	D	D	D	
Serviced Apartment	A	A	D	D	X	X	X	Table 3 of TPS 24 contains Serviced Apartment. The City supports the proposed permissibility as a D use where residential dwellings are currently permitted as it would allow the City to better control potential amenity impacts.
	-	P	-	-	-	-	-	
<b>Shop</b>								
<b>Shop – large</b>	D	D	P	A	X	X	X	Table 1,3 and 4 of TPS 24 contains Shop. The City supports splitting the land use into large and small. The City supports the proposed permissibility's as it limits them to locate in the large activity centres.
	-	P	P	X	X	X	X	
<b>Shop – small</b>	P	P	P	A	X	X	X	Table 1, 3 and 4 of TPS 24 contains Shop. The City supports splitting the land use into large and small. The proposed permissibility is generally consistent with the City's TPS 24, other than the Mixed Use zone which is considered overly restrictive and that a shop should be considered on its merit in this area.
	-	P	P	X	X	X	X	
Single House	P	D	D	D	X	X	X	Table 1, 3 and 4 of TPS 24 includes Single Dwelling. The City supports Single Dwelling being a D use within the Mixed use and Neighbourhood Centre Zones as it allows the City to consider whether a single dwelling is appropriate in each location.  The City considers that it should remain an X use within the Centre zone to help encourage higher density development in those areas.
	-	P	X	P	X	X	X	
<b>Small Bar</b>	D	P	P	D	X	X	X	Table 3 and 4 of TPS 24 includes Small Bar. The City supports the proposed permissibility's as they are consistent with the City's TPS 24 or allow the City to consider each application on its merits in an appropriate location.
	-	P	P	-	-	-	-	
<b>Tavern</b>	A	D	D	A	X	X	X	Table 1, 3 and 4 of TPS 24 includes Tavern. The proposed Centre and Mixed Use permissibility are considered appropriate as it allows the City to consider an application on its merits and the use is

USE	Local Centre*	Neighbourhood Centre*	Centre (Morley Activity Core)	Mixed Use (mixed Use)	Service Commercial	Light Industry (Light Industry)	General Industry (General Industry)	Comment
	-	D	P	X	X	D	D	considered appropriate in these areas. It is considered appropriate for Tavern to be an X use within the Light and General Industry zones, given the potential impacts of the industrial uses which are permitted in this zone.
Telecommunications Infrastructure	D	P	P	D	P	P	P	Table 1, 3 and 4 of TPS 24 includes Telecommunications Infrastructure. The City considers that telecommunications infrastructure should remain an A or D use in all zones to allow for the City to consider the potential amenity impacts of any proposed development.
	-	D	A	D	D	D	D	
Tourist Development	A	A	D	D	X	X	X	This definition is not within the City's TPS 24. This type of land use may occur in the future and is considered relevant to the City. The City supports the proposed permissibility as a D in the larger centres where they will have less impact on surrounding residents and an A use in the smaller centres to ensure the surrounding residents are consulted on any proposal.
Trade Display	X	X	X	X	D	P	P	Table 1, 3 and 4 of TPS 24 includes Trade Display. The proposed permissibility is generally aligned with the City's TPS 24. It is considered that Trade Display is an appropriate use within the Service Commercial zone as it will have limited impact on the other uses in this area. A D permissibility will enable the City to consider each application on its merits.
	-	X	X	X	X	D	D	
Trade Supplies	X	X	X	X	D	P	P	This definition is not within the City's TPS 24. This type of land use may occur in the future and is considered relevant to the City. The City supports the proposed permissibility as it is an appropriate use within the Light and General Industry zones and the City can consider each application on its merits in the Service Commercial zone.
Transport Depot	X	X	X	X	X	D	P	Table 1, 3 and 4 of TPS 24 includes Transport Depot. The proposed permissibility's are generally consistent with TPS 24 and are supported by the City. It is considered that a transport depot is an appropriate use within the General Industry zone and is appropriate to be a P use as will not have a negative impact on the other surrounding land uses.
	-	X	X	X	X	D	D	
Vehicle Repair / Wash	X	A	A	X	D	P	P	Table 1, 3 and 4 of TPS 24 contains Automotive Repairs. The proposed permissibility is generally consistent with TPS 24. It is considered that Vehicle Repair / Wash should remain an X use within the Neighbourhood Centre zone due to the potential impacts on surrounding residential areas.
	-	X	A	X	D	D	P	
Veterinary Premises	D	P	P	D	P	X	X	Table 1, 3 and 4 of TPS 24 includes Veterinary Hospital and Veterinary Consulting Rooms. The proposed Veterinary Premises land use combines these two uses. It is considered that the proposed permissibility is appropriate for the combined definition.
Veterinary Hospital	-	X	D	X	D	D	D	

USE	Local Centre*	Neighbourhood Centre*	Centre (Morley Activity Core)	Mixed Use (mixed Use)	Service Commercial	Light Industry (Light Industry)	General Industry General Industry)	Comment
Veterinary Consulting Rooms	-	X	P	D	D	P	P	
Warehouse / Storage	X	X	D	X	P	P	P	Table 1,3 and 4 of TPS 24 includes Warehouse. In light of the broadening of the Centre zone definition it is considered appropriate to have Warehouse as a D use, as it allows the City to consider the merits of the application. It is also considered that the updated definition is more appropriate within the Light and General Industry zones and can be supported as a P use.
	-	X	X	X	P	D	D	
Waste Disposal Facility	X	X	X	X	X	X	A	This definition is not within the City's TPS 24. This type of land use may occur in the future and is considered relevant to the City. The City supports the proposed permissibility as it may be an appropriate use within the General Industry zone and the City can consider each application on its merits.
Waste Storage Facility	X	X	X	X	X	A	D	This definition is not within the City's TPS 24. This type of land use may occur in the future and is considered relevant to the City. The City supports the proposed permissibility as it may be an appropriate use within the Light and General Industry zone and the City can consider each application on its merits.
Workforce Accommodation	X	D	D	D	X	X	X	This definition is not within the City's TPS 24. This type of land use may occur in the future and is considered relevant to the City. The City supports the proposed permissibility as a D use where residential dwellings are currently permitted as it would allow the City to better control potential amenity impacts.

#### 10.4.6 Proposed Change of Day of Annual Australia Day Citizenship Ceremony and Awards

<b>Responsible Branch:</b>	Community Development
<b>Responsible Directorate:</b>	Community and Development
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	Nil
<b>Refer:</b>	Item 11.1: OCM 28.04.2023

#### SUMMARY

The report provides information to Council to determine the appropriateness of an alternative date to celebrate the annual Australia Day Citizenship Ceremony and Awards; and to consider feedback from the members of the Reconciliation Advisory Committee to inform Council deliberations.

#### ADDITIONAL INFORMATION

In relation to 'Officer's Comments' – 'Neighbouring Local Governments Program' in the agenda report, it was identified following subsequent contact from the City of Stirling that the City of Bayswater has inadvertently misrepresented the position of the City of Stirling. Accordingly, the wording of the fourth paragraph is to be amended to remove reference to the City of Stirling.

Additionally, the wording under the sub-heading 'City of Stirling' is to be amended to:  
 "The City of Stirling has not yet decided on the location of the 2024 Australia Day Citizenship Ceremony and Community Citizen of the Year Awards.

#### RECOMMENDED IMPLICATIONS

In light of the above, the Officer's Recommendation remains unchanged.

#### OFFICER'S RECOMMENDATION

That:

1. Council adopts for public advertising, the proposed day to hold the annual Australia Day Citizenship Ceremony, Awards and Community BBQ Breakfast, to be within the three days following the Australia Day public holiday.
2. The proposed change of day to hold the annual Australia Day Citizenship Ceremony, Awards and Community BBQ Breakfast is referred to Council for further consideration following public advertising.

***During debate, Cr Dan Bull foreshadowed an alternative motion that Council resolves to hold the annual citizenship and awards ceremony within three days following Australia Day.***

#### COUNCIL RESOLUTION

That:

1. Council adopts for public advertising, the proposed day to hold the annual Australia Day Citizenship Ceremony and Awards, to be within the three days following Australia Day.
2. The proposed change of day to hold the annual Australia Day Citizenship Ceremony and Awards is referred to Council for further consideration following public advertising.

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

**CARRIED: 7/3**

**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Sally Palmer, Cr Catherine Ehrhardt, Deputy Mayor, Cr Elli Petersen-Pik, Cr Lorna Clarke and Cr Giorgia Johnson.*

**Against:** *Cr Josh Eveson, Cr Michelle Sutherland and Cr Dan Bull.*

### **REASON FOR CHANGE**

*If the date is to be changed a Community BBQ becomes irrelevant if it falls on say a Wednesday when people are at work.*

*The City should do the Community BBQ on an alternative day, such as on Labour Day or WA Day.*

### **BACKGROUND**

The City was advised in January 2023, by the Federal Government that all local governments are now offered greater flexibility for Citizenship ceremonies. In a media release issued by the Department of Home Affairs it stated a new option for an alternative date. A media release issued by the Australian Government announced an update to the Australian Citizenship Ceremonies Code. The relevant information effecting the change of date is summarised below, as extracted from the media release:

*"...The Australian Citizenship Ceremonies Code sets out the requirements for conducting citizenship ceremonies in accordance with the Australian Citizenship Act 2007 (Cth). Prior to this update, councils were required to hold a citizenship ceremony on Australia Day; they will now be able to hold it on 26 January, or on the **three days before and after** – for 2023, councils will be allowed to hold Australia Day ceremonies in the period from Monday 23 to Sunday 29 January..."* (source: link [here](#))."

Council considered a Notice of Motion in relation to this matter at the Ordinary Council Meeting held on 28 February 2023, and resolved as follows:

*"That Council requests the Chief Executive Officer to:*

- 1. Consider, in consultation with the members of the Reconciliation Advisory Committee, the appropriateness of an alternative date to celebrate the Annual Australia Day Citizenship Ceremony and Awards (in light of the recent Federal Government announcement for greater flexibility for Citizenship Ceremonies that are normally held on 26 January).*
- 2. Address the alternative event date and the feedback from members of the Reconciliation Advisory Committee in a further report to Council in May 2023."*

The 28 February 2023 item considered material facts regarding the annual Australia Day Citizenship Ceremony and Awards date. Further information is provided below, including additional information from neighbouring local governments, and feedback from members of the Reconciliation Advisory Group, to inform the officer's recommendation.

### **EXTERNAL CONSULTATION**

Consultation has occurred informally through the City's Reconciliation Advisory Committee. No consultation has yet occurred with the broader public on this matter.

### **OFFICER'S COMMENTS**

#### Current City of Bayswater Australia Day Program

The City has historically offered two activities as part of the Australia Day Program, of which the Citizenship Ceremony and Awards was regulated, under the Australian Citizenship Ceremonies



Code 2022, to occur on the National Australia Day public holiday. The City's celebrations were also held on the same public holiday as below:

1. Annual Citizenship Ceremony and Australia Day Awards - 26 January.

The City's ceremony is conducted on the morning of Australia Day, in compliance with the Australian Citizenship Ceremonies Code 2022, and in partnership with Auspire (Australia Day Council of Western Australia).

2. Community BBQ Breakfast - 26 January

The City celebrates Australia Day on the public holiday each year, concurrently with the ceremony and awards in the morning, with a free sausage sizzle, community stalls, information, food and entertainment. The event has historically had low attendance, with most attendees being new citizens and their families.

### Neighbouring Local Governments Program

This year, the City of Belmont, City of Stirling, City of Perth, Town of Bassendean and Town of Victoria Park also celebrated Australia Day on the public holiday, with Citizenship ceremony, awards and celebrations.

The City of Fremantle held separate activities, with the ceremony held on Australia Day, and their celebrations on 28 January. The City of Vincent also separated activities, with their celebrations on the day after Australia Day, reflecting the commitment in their Reconciliation Action Plan. The Town of Cambridge held their celebrations the day prior to Australia Day in 2023.

Of those local governments who currently hold Citizenship ceremonies, awards and celebrations on the Australia Day public holiday, as above, none are yet to make any definite changes considering the new flexibility introduced by the Department of Home Affairs.

The City of Belmont, City of Stirling, Town of Bassendean, City of Swan and Town of Victoria Park are discussing the opportunity to hold their January Citizenship Ceremony on an alternative day.

### City of Belmont

- The City of Belmont previously held their January Citizenship Ceremony on the public holiday and is discussing an alternative day with their Reconciliation Committee and is consulting with the broader community. The day is yet to be determined by administration. The City of Belmont fund the Belmont RSL who run an Australia Day Party at the RSL venue on Australia Day. The City of Belmont has stepped away from the Auspire Australia Day awards.

### City of Stirling

- The City of Stirling is discussing an alternative January Citizenship Ceremony Day, however with no immediate plans yet. The City of Stirling rotate their Australia Day celebration across venues within the City of Stirling, with the last being Scarborough Beach.

### Town of Bassendean

- The Town of Bassendean previously held their January Citizenship Ceremony on Australia Day and is aiming to move the ceremony to three days before or after as per the new option. The Town of Bassendean celebrates the Noongar Season of Birak and is considering moving the event date to December.

### Town of Victoria Park

- The Town of Victoria Park holds their January Citizenship Ceremony on the public holiday evening and is considering the option of holding the ceremony on an alternative evening.

City of Swan

- The City of Swan is considering an alternative day, with no decisions made yet. Their Citizenship Ceremony is held in a local the park in the evenings.

City of Perth

- The City of Perth is continuing to hold their Citizenship Ceremony on Australia Day, with the Community Citizen of the Year Awards in the Perth Town Hall and Council House outdoor area during the day.

City of Bayswater Reconciliation Advisory Committee (RAC)

In June 2021, the City's RAC suggested the City change the name of the Australia Day celebration to the 'Community BBQ Breakfast'. The change was the result of a suggestion by the Committee due to cultural sensitivities. Since 2022, the City has referred to the celebrations on Australia Day as the Community BBQ Breakfast but has continued to hold the celebration on the public holiday in conjunction with the Citizenship Ceremony and awards.

In response to the Council request to seek further guidance from the RAC members, the City engaged with Committee members at the RAC meeting held on 19 April 2023. The purpose of the discussion was to collect feedback from the Committee members, however not to seek to find a recommendation or a resolution of the Committee. The intent of the general discussion was to collate the feedback from the Committee members to inform this report. It was recognised at the meeting that the event day decision was outside of the terms of reference of the Committee and would be a decision of Council.

The Committee community members were of the view that the day of the Citizenship Ceremony and Awards should be held after the Australia Day public holiday. It was also suggested to incorporate Aboriginal cultural information, Welcome to Country, Aboriginal food and entertainment themes to the season into the Citizenship Ceremony and BBQ breakfast. It was also the considered opinion of the Committee members that this would be a positive experience for new citizens and be an integrated approach.

Proposed Day of Australia Day Citizenship Ceremony, Awards and BBQ Breakfast

In light of the above, it is recommended that the City advertise for public comment the proposed day to hold the annual Australia Day Citizenship Ceremony, Awards and Community BBQ Breakfast, to be within the three days following the Australia Day public holiday.

Consultation

As per the City's Community Engagement Policy, it is recommended that the City facilitate open, honest and timely engagement with stakeholders and community on programs that may impact their lives and livelihood.

Whilst the City has engaged with the RAC to inform this report, no consultation with the broader community has yet occurred.

The City has consulted with the Elders through the RAC, given that the Committee does not have delegated authority outside of the Reconciliation Action Plan, community consultation will assist to better understand community interest in the change of the day of the Citizenship Ceremony events.

It is proposed to engage with the community through a public comment period of 30 days. The public comments will be sought through the Engage Bayswater online platform. This will be supported by the development of an engagement and promotional plan to reach a broad demographic of stakeholders. The City would also provide further accessibility by providing hard copies in City venues during the public comment period. An outcomes report will return to Council.

The City will provide clarity about what it is asking feedback on; the decision is not about changing the date for Australia Day but is a change to the Citizenship Ceremony, Awards and community BBQ breakfast day to celebrate. The City will continue to acknowledge the significance of the Australia Day public holiday and recognises this day as a day of national significance.

## LEGISLATIVE COMPLIANCE

The Australian Citizenship Ceremonies Code 2022 sets out the requirements for conducting citizenship ceremonies in accordance with the *Australian Citizenship Act 2007*(Cth). The City must provide three months' notice of any changes to ceremony dates. In regard to holding ceremonies on Australia Day, the Code has been updated to allow for greater flexibility, local governments must hold a ceremony on Australia Day, or on the three days prior or on the three days after Australia Day.

## 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	Low	Low
Reputation	Low	Moderate
Governance	Low	Low
Community and Stakeholder	Moderate	Moderate
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	There is a moderate risk to the City's reputation and community stakeholders as the broader community may not agree with the recommendation to change the day of the Citizenship Ceremony, Awards and community BBQ breakfast. The City has consulted with the Elders through the RAC, given that the Committee does not have delegated authority outside of the Reconciliation Action Plan, broader community consultation will assist to better understand community interest in the change of the date of the citizenship ceremony events.	

## FINANCIAL IMPLICATIONS

Council has previously determined the budget allocation at the April Council meeting as part of the Community Events Calendar Report. Should an alternative date be decided, the costs associated with the date change is regarded as insignificant lower amount.

## 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 C4: Empower the community by helping them develop social connections.

## CONCLUSION

The City proposes to hold the Australia Day Citizenship Ceremony, Awards and the community BBQ breakfast within the three days after the Australia Day public holiday, as enabled by the Department of Home Affairs. There is a moderate risk to the City should the broader community not agree with the recommendation, and therefore broader consultation will assist to better understand community interest in the change of the day events. The recommendation to deliver the events on an alternative day recognises the value of celebrating multiculturalism, social

connections and culture, with an approach that it is integrated and inclusive, and demonstrates the role local governments have in reconciliation.

**10.5 Major Projects and Commercial Activities Directorate Reports****10.5.1 Tender 6-2023 Design, supply and installation of Grandstand Seating at Morley Sport and Recreation Centre**

<b>Responsible Branch:</b>	Project Services
<b>Responsible Directorate:</b>	Major Projects and Commercial Activities
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	1. Evaluation Matrix [10.5.1.1 - 1 page]

**SUMMARY**

For Council to assess and award tender 6-2023 for design, supply and installation of grandstand seating at Morley Sport and Recreation Centre.

*At 9:44pm Cr Lorna Clarke withdrew from the meeting and did not return.*

*At 9:44pm Cr Elli Petersen-Pik withdrew from the meeting and returned at 9:45pm.*

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

That Council awards Tender 6-2023 for the design, supply and installation of grandstand seating at Morley Sport and Recreation Centre to AKA Seating Systems Pty Ltd for the lump sum price of \$310,400 (exc. GST) in accordance with the tender submission dated 29 April 2023.

Cr Assunta Meleca Moved, Cr Michelle Sutherland Seconded

**CARRIED UNANIMOUSLY: 9/0**

**For:** Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, 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**

Morley Sport and Recreation Centre (MSRC) is managed by BlueFit on behalf of the City of Bayswater. The centre contains five indoor sports courts, a gym, crèche, group fitness room, function room and community spaces. The recent redevelopment of the facility increased the number of sports courts from three to five.

The East Perth District Basketball Association (EPDBA) fields teams in the State Basketball League (SBL) and Western Australian Basketball League (WABL), as well as its own domestic competitions. MSRC is primarily used for junior basketball training in the afternoons/early evenings during the week, competitions and clinics on Saturdays, WABL matches on Sunday. EPDBA would like to fixture National Basketball League home (State) fixtures at MSRC and require suitable spectator seating within the main sports arena.

The City called tenderers for the design, supply and installation of a freestanding permanent grandstand structure with individual seating to accommodate a minimum of 350 persons at MSRC. The structure provided is to be lightweight metal scaffold or similar with anti-slip measures to walking surfaces, noise dampening considerations of foot traffic when in use and protection/preventive measures to existing court surface and internal surface.

**EXTERNAL CONSULTATION**

The City is liaising with Basketball WA, EPDBA and BlueFit to ensure the grandstand seating meets all relevant requirements.

### OFFICER'S COMMENTS

The request for tender (RFT) was advertised through Tenderlink and in the West Australian newspaper on Saturday, 8 April 2023 as per the City's Procurement Policy and the tender regulations. Submissions closed on Friday, 28 April 2023.

At the close of tender, one submission was received from AKA Seating Systems Pty Ltd.

The following selection criteria was applied in assessing the tender applications. The prime consideration in the evaluation is that the tenderer clearly demonstrated an understanding of the project and represents good value for money.

### Qualitative Criteria

Description of Qualitative Criteria	Weighting %
<b>1 - CONTRACTOR AND SUBCONTRACTOR PREVIOUS EXPERIENCE</b> Please nominate in your submission the following: <ul style="list-style-type: none"> <li>- Experience in delivering specific projects of a similar nature.</li> </ul>	15%
<b>2 - DETAILED DESIGN, INSTALLATION METHOD AND PROGRAMME</b> Outlines product suitability and ability to deliver the project in the prescribed timeframes. Your submission shall include a comprehensive program incorporating the anticipated methodology and proposed date for PC and should address the following: <ul style="list-style-type: none"> <li>- Seating design and layout;</li> <li>- Proposed installation method to address requirements as per <b>Codes / Standards</b> for grandstand stadia seating, special requirements, seating capacity and visual aesthetics;</li> <li>- Safe work methods;</li> <li>- Consideration and protection of existing court area;</li> <li>- Ongoing centre usage during installation;</li> <li>- proposed start and finish dates for each stage to include critical path; review dates; City hold-point approvals;</li> </ul>	15%
<b>3 - CAPACITY TO DELIVER INCLUDING SUBCONTRACTORS</b> Please detail in your submission the following: <ul style="list-style-type: none"> <li>- Outline proposed key personnel including subcontractors;</li> <li>- List experience of key personnel relevant to this project, including CV's;</li> <li>- 2 referees for each contractor and sub-contractor;</li> <li>- Outline ability to commit personnel to the Project and % of time they will be allocated to the Project.</li> </ul>	10%

<b>4-WARRANTY (INCLUDING ITEMISED PARTS AND LABOUR) AS PER PROJECT SPECIFICATION</b> <ul style="list-style-type: none"> <li>- All equipment supplied as part of the project is to be guaranteed against faulty design, workmanship, materials and components for a minimum period (12 Months). The guarantee shall include labour, transport and materials to rectify any such faults on site;</li> <li>- Extended Warranty periods outside of 'Defect Liability' Periods.</li> </ul>	10%
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### **Quantitative Criteria**

Tenderers were requested to submit a tendered sum for required resources and supplies to complete the scope of works:

Quantitative Criteria	Weighting %
Price - Total value proposition to the City	50%

The Manager Project Services, Coordinator Project Services and Building Works Project Officer were on the tender evaluation panel:

The qualitative criteria was evaluated and scored using the following matrix where the evaluated total score, compared to total possible score weighted the allocated percentage for that criterion.

Score	Detail
5	Exceeds requirements or the evaluation panel is very confident that the supplier has the necessary capability.
4	Meets the requirement and exceeds in some respects, or the evaluation panel is quite confident that the supplier has the necessary capability.
3	May meet the requirement but no more, or the evaluation panel is not fully confident that the supplier has the necessary capability, or the response is not fully detailed or appears to be only partially comply.
2	Does not meet the requirement but may be adaptable or made acceptable: or the evaluation panel is somewhat confident that the supplier has the necessary capability.
1	Does not meet the requirements except for a few aspects, or the panel is not very confident that the supplier has the necessary capability.
0	Does not meet the requirements at all or no response to this criteria, or the panel has no confidence that the tenderer has the necessary capability.

Scores and comments were recorded on an evaluation matrix (**Attachment 1**) where the total quantitative and qualitative net weighted scores ranked the submission out of 100%. AKA Seating Systems calculated average score is 94.33%.

The submitted tender price of \$310,400 includes an itemised breakdown of categorised expenditure appropriate to the project in line with current market rates. The delivery model to be provided as a freestanding seating structure within the venue is approximately 50% cheaper than a fixed in situ construction. The submission provided the panel confidence that the contractor has the required skills and experience to complete the project to the required standard and within project timelines.

The City has contacted referees supplied within AKA Seating Systems tender submission and received positive feedback regarding meeting project delivery timeframes, delivery within allocated budget and quality of work on previous projects similar in nature.

The project is budgeted in the current 2022-23 financial year and the submitted tender price is within budget and meets all core deliverables. Accordingly, it is recommended to award the Morley Sport and Recreation Centre grandstand seating design, supply and installation contract to AKA Seating Systems.

## 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*.

The tenderer has 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 that they do not have any conflict of interest with the tenderer.

## 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 tender submission from AKA Seating Systems has been evaluated in accordance with the selection criteria and weightings as detailed in the tender specification. AKA Seating systems has proven industry experience with a proven history of similar successful projects. The tender price is within budget.	

## FINANCIAL IMPLICATIONS

The following financial implications are applicable:

**Item 1:** Morley Sport and Recreation Centre Basketball Court Extension

**Asset Category:** New **Source of Funds:** Capital Purchase

**LTFP Impacts:** The outcome of this project will achieve an objective of the long-term financial plan.

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$)		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	\$310,400	\$1,000	N/A	Nil	30Yrs	\$30,000	\$380,000

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

The outcome of this tender will provide a new community asset to provide quality services and facilities into the future.

## **CONCLUSION**

The tender submission from AKA Seating Systems has been evaluated with a high assessment score in accordance with the selection criteria and weightings as detailed in the tender specification. It is recommended, that Council approve the submission from AKA Seating Systems for the Design, supply and installation of grandstand seating at Morley Sport and Recreation Centre.

Company	Qualitative net weighted score 50%																	Quantitative net weighted score 50%	Grand total weighted tendered score 100%
	Contractor and subcontractor previous experience 15%				Detailed design, installation method and programm 15%				Capacity to deliver including subcontractors 10%				Warranty (including itemised parts and labour) as per project specification 10%				Total %	Price 50%	
	Officer 1	Officer 2	Officer 3	Subtotal %	Officer 1	Officer 2	Officer 3	Subtotal %	Officer 1	Officer 2	Officer 3	Subtotal %	Officer 1	Officer 2	Officer 3	Subtotal %	Total %	Total %	
AKA Seating Systems	5	4	5	14.00%	4	5	4	13.00%	4	4	4	8.00%	4	5	5	9.33%	44.33%	50.00%	94.33%

**10.6 Sub Committee Reports****10.6.1 Audit and Risk Management Committee - 8 May 2023****10.6.1.1 City of Bayswater Annual Report and Annual Financial Report 2021/22**

<b>Responsible Branch:</b>	Governance and Organisational Planning and Development and Financial Services
<b>Responsible Directorate:</b>	Office of the CEO and Corporate and Strategy
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	<b><i>ABSOLUTE MAJORITY REQUIRED</i></b>
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. DRAFT Annual Report 2021/22 [<b>10.6.1.1.1</b> - 67 pages]</li> <li>2. Annual Financial Report 2021/22 [<b>10.6.1.1.2</b> - 70 pages]</li> <li>3. CONFIDENTIAL REDACTED - Annual Management Letter 2021/22 - Attachment A [<b>10.6.1.1.3</b> - 27 pages]</li> </ol>
<b>Refer:</b>	Nil.

**SUMMARY**

Local governments are required to prepare an annual report for each financial year. The Annual Report consists of two parts. The first part of the report summarises activities and achievements from the financial year. The second part of the report is the financial report and a report from the Office of the Auditor General.

The report, along with the financial statements is submitted to Council for consideration and adoption.

Once adopted the Annual Report is to be presented to the Electors of the district at an Annual Meeting of Electors held within 8 weeks of the Council adoption. The date proposed for consideration by the Council is Monday 10 July 2023.

**ADDITIONAL INFORMATION**

At the Audit and Risk Management Committee of 8 May 2023, a typing error was identified on page 15 of the City of Bayswater Annual report, which forms **Attachment 1**. The report showed incorrectly that Cr Stephanie Gray was elected on 21/10/2019. The date in **Attachment 1** has now been corrected to 21/10/2017.

**RECOMMENDATION IMPLICATIONS**

In light of the above, the Committee recommendation to Council remains unchanged.

**OFFICER'S RECOMMENDATION**

That the Audit and Risk Management Committee recommends that Council:

1. Accepts the Annual Report for the year ended 30 June 2022 in Attachment 1;
2. Accepts the Annual Financial Report for the year ended 30 June 2022, including the Independent Auditor's Report in Attachment 2;
3. Notes the 2021/22 Annual Audit Management Letter including management comment as contained in the Confidential Attachment 3 to this report.;

4. Authorises the CEO to approve any minor changes that may be required to the Annual Report and the Annual Financial Report for 2021/22 before the document is collated and finalised for printing;
5. Convenes the Annual Meeting of Electors for 7:00pm on Monday 10 July 2023 to be held at the City of Bayswater Civic Centre and gives public notice in accordance with the Local Government Act 1995.

**COUNCIL RESOLUTION****(COMMITTEE RECOMMENDATION TO COUNCIL)**

**That Council:**

1. **Accepts the Annual Report for the year ended 30 June 2022 in Attachment 1;**
2. **Accepts the Annual Financial Report for the year ended 30 June 2022, including the Independent Auditor's Report in Attachment 2;**
3. **Notes the 2021/22 Annual Audit Management Letter including management comment as contained in the Confidential Attachment 3 to this report;**
4. **Notes that the Audit and Risk Management Committee has requested that management prioritise the implementation of findings identified in previous audits in the first instance;**
5. **Authorises the CEO to approve any minor changes that may be required to the Annual Report and the Annual Financial Report for 2021/22 before the document is collated and finalised for printing;**
6. **Convenes the Annual Meeting of Electors for 7:00pm on Monday 10 July 2023 to be held at the City of Bayswater Civic Centre and gives public notice in accordance with the *Local Government Act 1995*.**

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

**CARRIED: 8/1**

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

**Against:** *Cr Dan Bull.*

**BACKGROUND**

The *Local Government Act 1995* (the Act) requires every local government to prepare and adopt an Annual Report for each financial year and to adopt it prior to 31 December of the following financial year, subject to the completion of an independent audit. If the auditor's report is not available in time to be accepted by 31 December, the annual report must be accepted no later than two months after the auditor's report becomes available.

The Office of the Auditor General's report on the City's Annual Financial Report for 2021/22 was received on 6 April 2023.

Prior to consideration by Council, the Annual Financial Report must be considered by the Audit and Risk Management Committee. The Annual Report and the Annual Financial Report for 2021/22 will be presented to the Audit and Risk Management Committee at a meeting scheduled for 8 May 2023, and the Ordinary Council Meeting scheduled for 23 May 2023.

The Annual Report, including the auditor's report and the audited financial report, must be published on the City's website within 14 days after the annual report has been accepted by the Council.

The Act also requires that a general meeting of electors of the district is to be held once every financial year and that the general meeting is held on a day selected by the local government, no more than 56 days after the local government accepts the Annual Report. At least 14 days local public notice is required of the date, time, place and purpose of the Annual Meeting of Electors.

## **EXTERNAL CONSULTATION**

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

The Annual Report 2021/22, once adopted by the Council, will be made available on the City's website and hard copies will be available at the City's Libraries and Civic Centre, and upon request.

## **OFFICER'S COMMENTS**

The Annual Report 2021/22 is made up of two key sections. The first part of the report summarises activities and achievements from the financial year. The second part of the report is the Annual Financial Report and a report from the Office of the Auditor General.

### **Annual Report 2021/22**

The Annual Report provides the community with an overview of the City's programs, services and initiatives delivered during the 2021/22 financial year. The content for the first part of the annual report (the performance commentary) is provided in **Attachment 1**.

The Annual Report is used to inform the community and key stakeholders on activities and achievements for the financial year, and forms a reference document for future years.

The Act and associated regulations specify the contents required to be included in the Annual Report. The commentary for the 2021/22 report is considered to meet the relevant requirements of the Act and Regulations.

The Annual Report for 2021/22 includes

- A report from the Mayor
- A report from the CEO
- An overview of the City of Bayswater demographics and statistics
- Highlights, against the Strategic Community Plan themes, of the City's achievements across the year
- Information about the Council, including details of Councillors and Wards.
- A summary, by Directorate, of significant activities undertaken across 2021-22 and key plans for 2022/23.
- An outline of Integrated Planning and Reporting and key City Strategies
- All disclosures and information prescribed by regulations, including Councillor diversity statistics collected following the Ordinary Election in 2021.

### **Annual Financial Report 2021/22 and Independent Auditor's Report**

The Annual Report also contains the Annual Financial Report of the City for 2021/22. This includes the Statements of Comprehensive Income by Nature or Type, Statement of Financial Position, Statement of Changes in Equity, Statement of Cash Flows, Rate Setting Statement and notes to and forming part of the accounts. The Annual Financial Report has been audited by the Office of the Auditor General. The contents for the second part of the annual report (the Annual Financial Report and the Independent Auditor's report) are provided in **Attachment 2**.

For the financial year ended 30 June 2022, the City recorded a net result for the period of \$790,834 compared to the adopted budget surplus of \$994,368 (refer to the Statement of Comprehensive Income). The unbudgeted increment of the revaluation outcome for the City's land and buildings of \$8,744,537 is the contributing factor to the total comprehensive income for the period of \$9,535,371.

The key factors contributed to the variances are summarised below:

### ***Operating revenue***

For the year operating revenue was \$81,917,545 compared to the budget of \$77,580,385 resulting in an increase of \$4,337,160 (5.6%). This is mainly due to:

- Financial Assistant Grant for 2022/23 was received in advance in 2021/22.
- The recognition of 'found' assets which were previously omitted in the Geographic Information System (GIS).
- The increase in cash rate by the Reserve Bank yielding higher interest earnings compared to budget.
- The increase in revenue for the recreation facilities such as Bayswater Waves, the RISE and Golf Courses due to the unexpected increase in patron numbers participated in activities throughout the year.

### ***Operating expenses***

For the year operating expenses were \$81,145,017 compared to the budget of \$86,216,828 brought a decrease of \$5,071,811 (5.9%).

The majority of the decrease is largely due to:

- Lower expenditure in bulk waste disposal as the Cleanaway bulk processing facility was not operational due to fire. Furthermore, the Material Recovery Facility (MRF) processing cost was lower due to the negotiated lower contract rate.
- Projects such as Les Hansman Community Centre; Tree Planting program; FOGO Implementation – Communication Plan and Delivery; Morley Activity Centre Streetscape plan being carried forward to 2022/23. Maylands Underground Power project did not proceed as planned due to the delay from Western Power. This project has also been carried forward to 2022/23 budget.
- Roads, carparks and crossover projects expenditure are lower than budget due to the changes in contractors as well as prioritising the allocations of resources to works carried forward from previous year.
- The delay in projects such as Business Investment and Economic Growth Program and Information Business Systems were also contributing factors for the decrease in expenditure in 2021/22.
- Employee costs were \$35,134,249 compared to the adopted budget of \$36,150,555, resulting in a decrease of \$1,016,306 due to staff vacancies. This was largely offset by the higher costs of hiring agency staff which are reflected under Materials and Contracts.

A significant adjustment that adversely impacted on the net result related to Discontinued Operations which recognised a net expense of \$8.43M. This relates to the aged care divestment project and a fair value assessment was required as at 30 June 2022 resulting in a book loss (i.e. a decrement on revaluation of assets held for sale).

**Audit Findings**

The 2021/22 audits identified fifteen key areas needing improvement. The details of these items, including Management's responses are outlined in **Confidential Attachment 3**. The City has responded accordingly and completed eight of the fifteen recommendations. The uncompleted recommendations will be recorded in the audit log and will be followed up and reported quarterly to the Audit and Risk Management Committee.

The audit findings relate to an outdated Long-Term Financial Plan, accounting and oversight of the City's aged care facilities and policy and procedure improvements.

The Annual Report must be considered by the Council no later than 2 months after the auditor's report becomes available. The Auditor's report was received on 6 April 2023. The Audit and Risk Management Committee will consider the report at a meeting scheduled for 8 May 2023, and the Council will consider the report at its 23 May 2023 Ordinary Council Meeting.

**Annual Meeting of Electors**

The Annual Meeting of Electors must be held within 56 days (8 weeks) of the Council adoption of the Annual Report 2021/22.

If the Council adopts the Annual Report 2021/22 at its Ordinary Council Meeting held 23 May 2023, the meeting of Electors must be held prior to 18 July 2023.

It is recommended that the Annual Meeting of Electors be convened for 7:00pm, Monday 10 July 2023, to be held in the City of Bayswater Civic Centre.

Public notice for this meeting must be given no later than 26 June 2023.

**LEGISLATIVE COMPLIANCE***Local Government Act 1995*

- Section 5.53 Annual reports
- Section 5.54 Acceptance of annual reports
- Section 5.55 Notice of annual reports
- Section 5.55A Publication of annual reports
- Section 5.27 Electors' general meetings
- Section 5.29 Convening electors' meetings

*Local Government (Administration) Regulations 1996*

- Part 3 – Electors' meetings
- Part 5 – Annual reports and planning

*Local Government (Audit) Regulations 1996*

- Regulation 9 – Performance of audit
- Regulation 10 – Report by auditor
- Regulation 16 – Functions of audit committee

## 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>	<p>The Officer Recommendation is consistent with the legislative requirement for the City to prepare an Annual Report, for the report to be considered and accepted by the Council, and for an Annual Meeting of Electors to be convened.</p> <p>The Annual Financial Report has been audited by the Office of the Auditor General and an unqualified audit has been received.</p> <p>Notes the 2021/22 annual audit management letter including management comments as contained in <b>Attachment 3</b> to this report.</p>	

## FINANCIAL IMPLICATIONS

50-100 copies of the Annual Report 2021/22 will be printed at a total cost of \$1,200 to \$2,200 (including GST).

## STRATEGIC IMPLICATIONS

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

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

## CONCLUSION

The Annual Report 2021/22 has been prepared to highlight the City's achievements and performance from the last financial year and ensure legislative compliance.

The Annual Financial Report for the year ended 30 June 2022, including the Independent Auditor's Report be accepted by Council, the Annual Audit Management Letters be noted and Annual General Meeting of Electors be held on 10 July 2023.

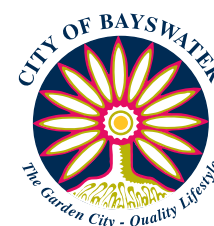


City of  
**Bayswater**

# Annual Report 2021/22



bayswater.wa.gov.au





## 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.

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## Our City

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# 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

## 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; leaving 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 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.

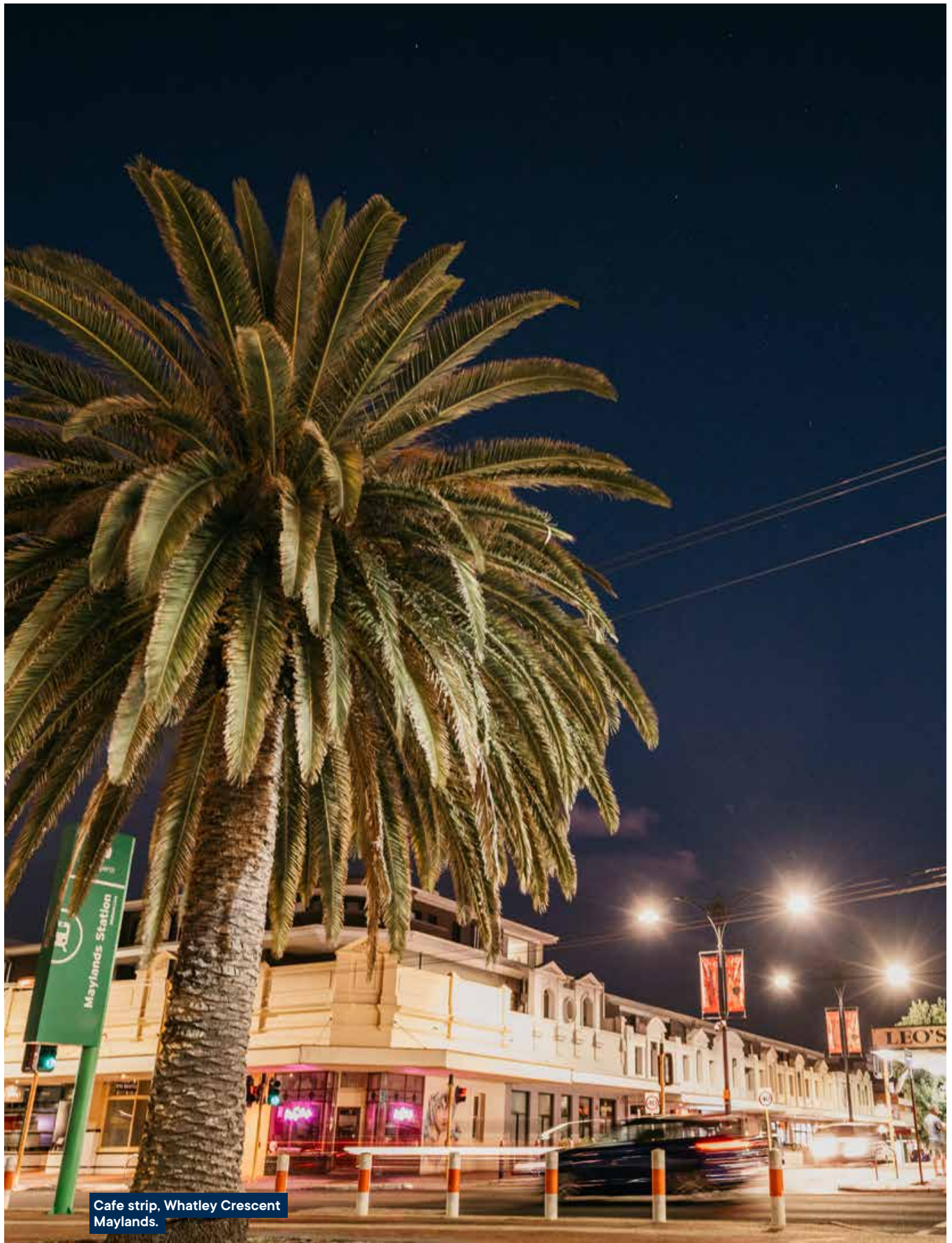
**“The City of Bayswater has moved into an exciting period, and we are working to create a strong local economy, safe and connected neighbourhoods, and an environmentally sustainable future.”**

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**



Cafe strip, Whatley Crescent  
Maylands.





Coventry Village Shopping Centre,  
Morley.



## Message from the Mayor

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# 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**

## 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.



## 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, unempt properties, unauthorised discharge, and pest control).

## 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.

## 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.

## Thank you to Councillor Barry McKenna



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 Ostaszewskyj**  
Term expires 2023  
steven.ostaszewskyj  
@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



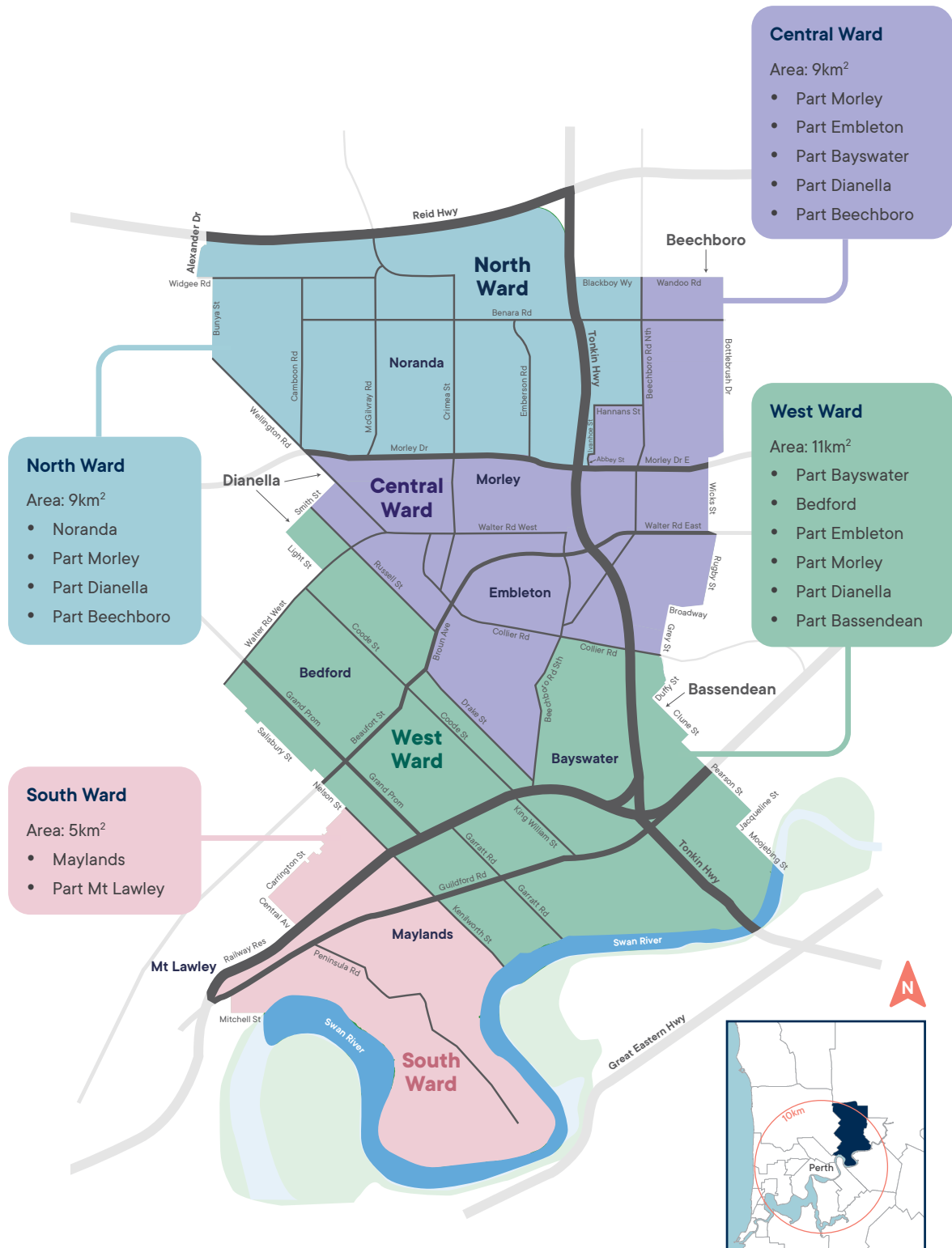
**Cr Sally Palmer**  
Term expires 2023  
sally.palmer  
@bayswater.wa.gov.au



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



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



## Councillor attendance summary

		Mayor Cr Filomena Piffaretti	Deputy Mayor Cr Catherine Ehrhardt	Cr Assunta Meleca	Cr Steven Ostaszewskyj	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



	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	-	-	-	-

## 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



## 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.

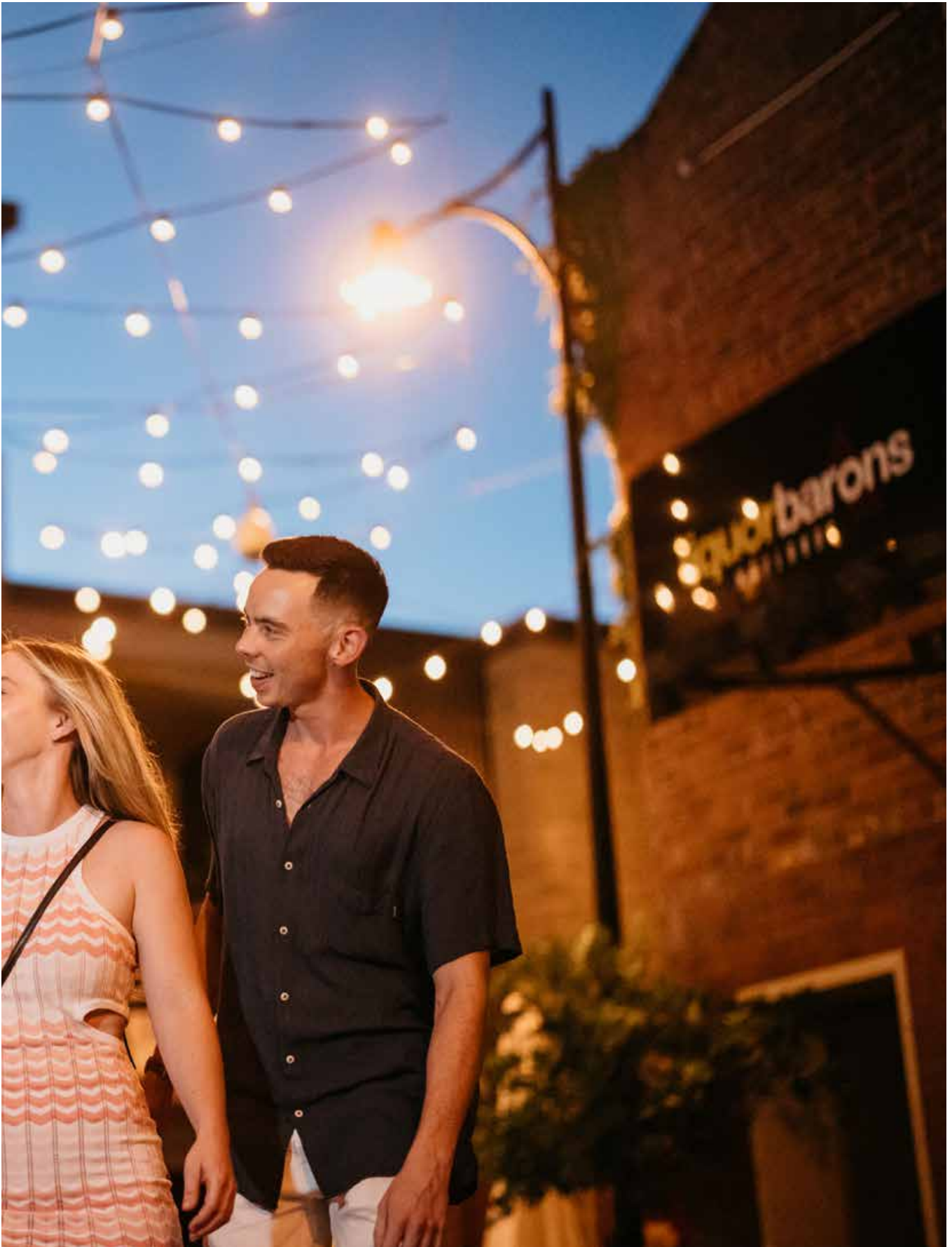
The City continues work to protect the community and staff, and has taken a proactive role in adapting to State Government restrictions and regulations.

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)

# What we delivered for you

Lyric Lane,  
Maylands.





What we delivered for you

## Office of the CEO



Bike Plan Review Community Engagement,  
Riverside Gardens.

## 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.



## 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).



## 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.







## 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.



- 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.

## 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.



#### 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.”



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

## What we delivered for you

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## 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.



- 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.

## 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.

**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.”

## 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

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# 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.

## What we delivered for you

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# 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 farewellled 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.



- 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.”**

## 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.

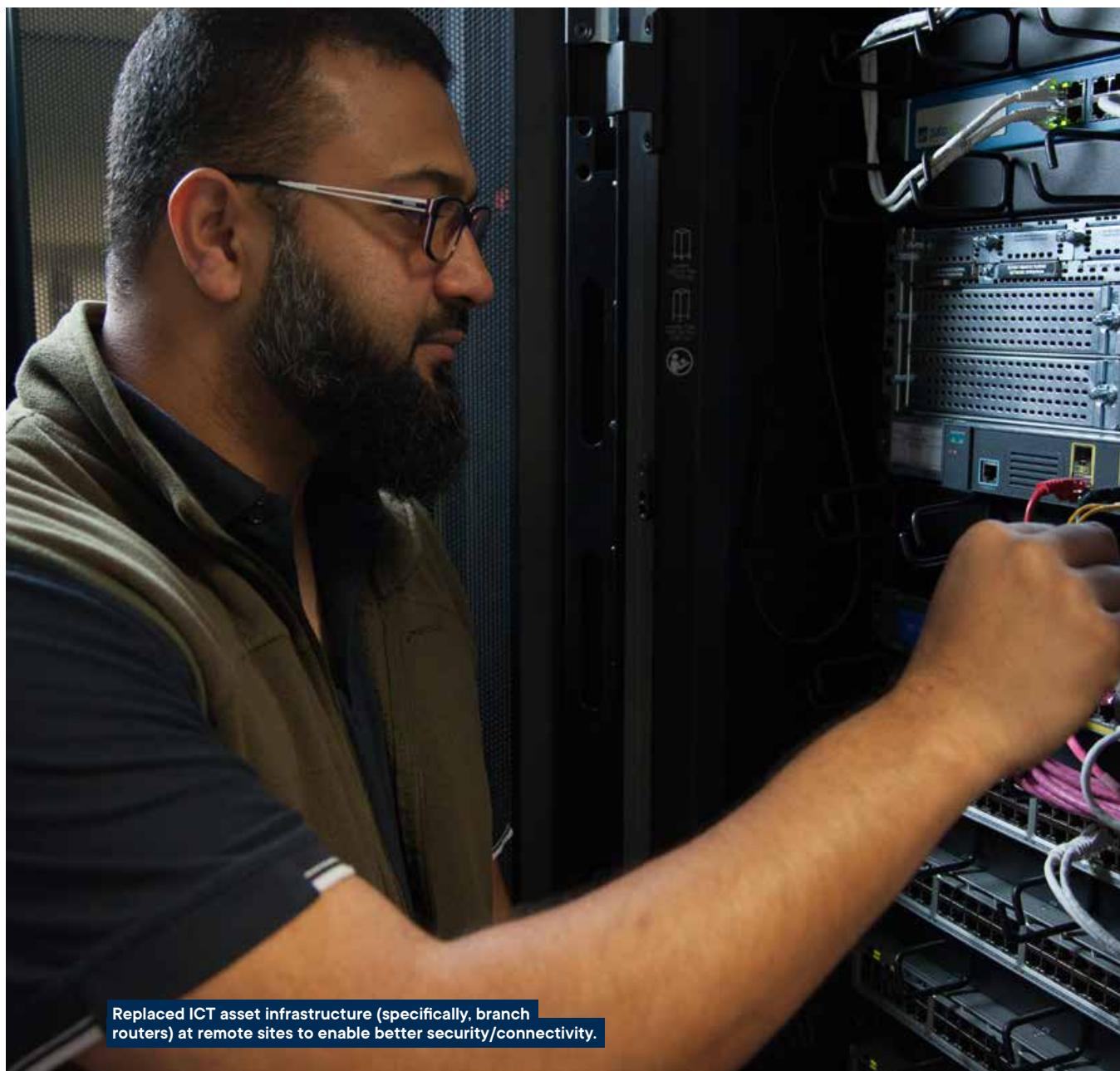
- Migrated the Security Information and Event Management (SIEM) system as part of a system consolidation effort.

### 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.



- 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.

## What we delivered for you

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## 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.

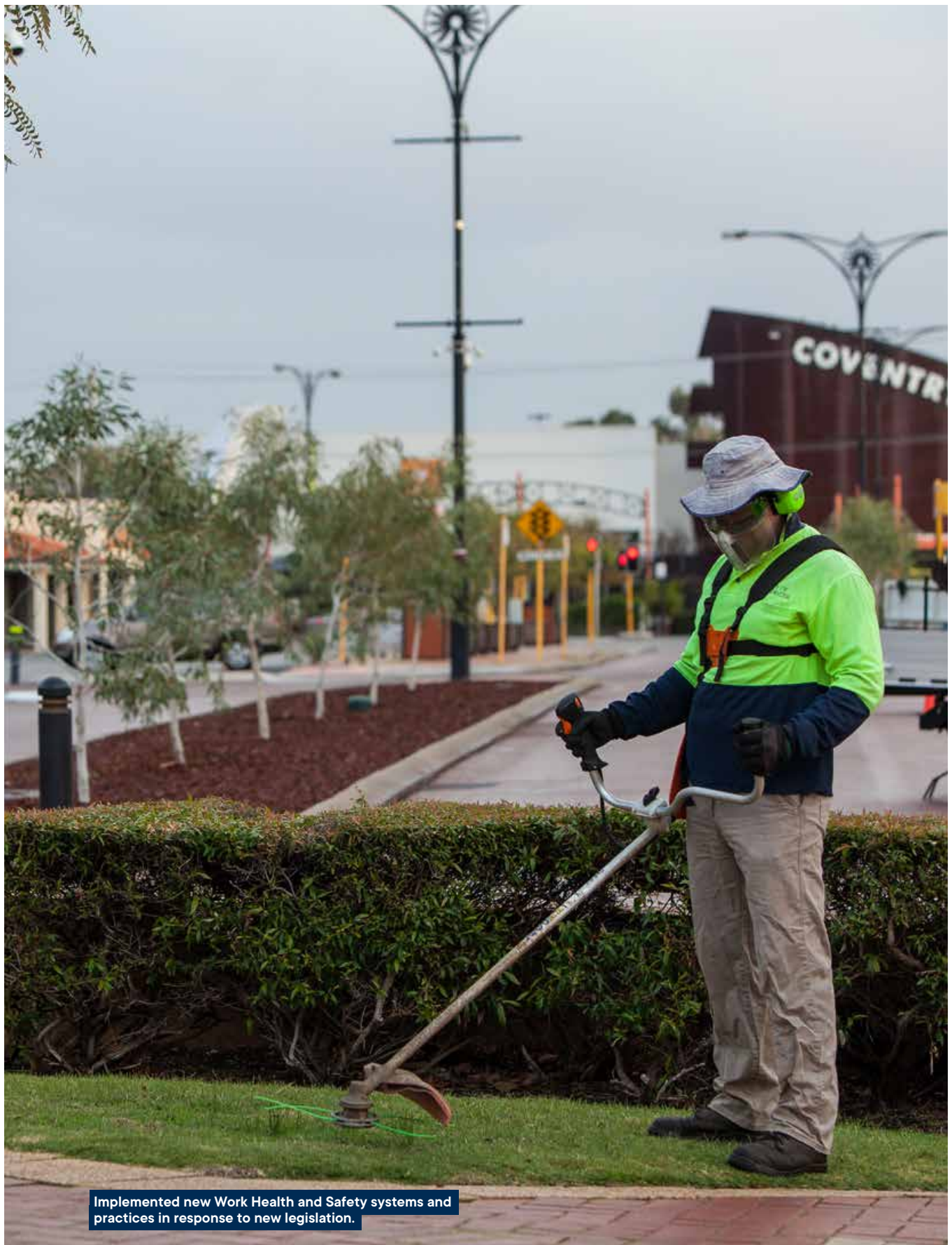
### Statistics

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.





What we delivered for you

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# Works and Infrastructure

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Building Works completed Stage 2 of the Morley Sport and Recreation Centre roof renewal.

## 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.

## 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.





## 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.



Planted 30,000 plants, shrubs and groundcovers.

## 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.





Sustainability, Environment and Waste installed solar photovoltaic systems at three community buildings.

#### 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 Claverling Road on a viaduct, before entering the Tonkin Highway tunnel dive structure to continue north to Ellenbrook.



#### 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.



## 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 Claughton 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.



Redeveloped play spaces within Wattle, Mahogany, and Gibbney Reserves.

#### 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.”





## 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.

### 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).

- 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.

What we delivered for you

# Planning and Reporting



NAIDOC Week event - Rewilding the Derbarl Yerrigan - part of the Reconciliation Action Plan Maylands Foreshore.

## 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.



## 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

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).

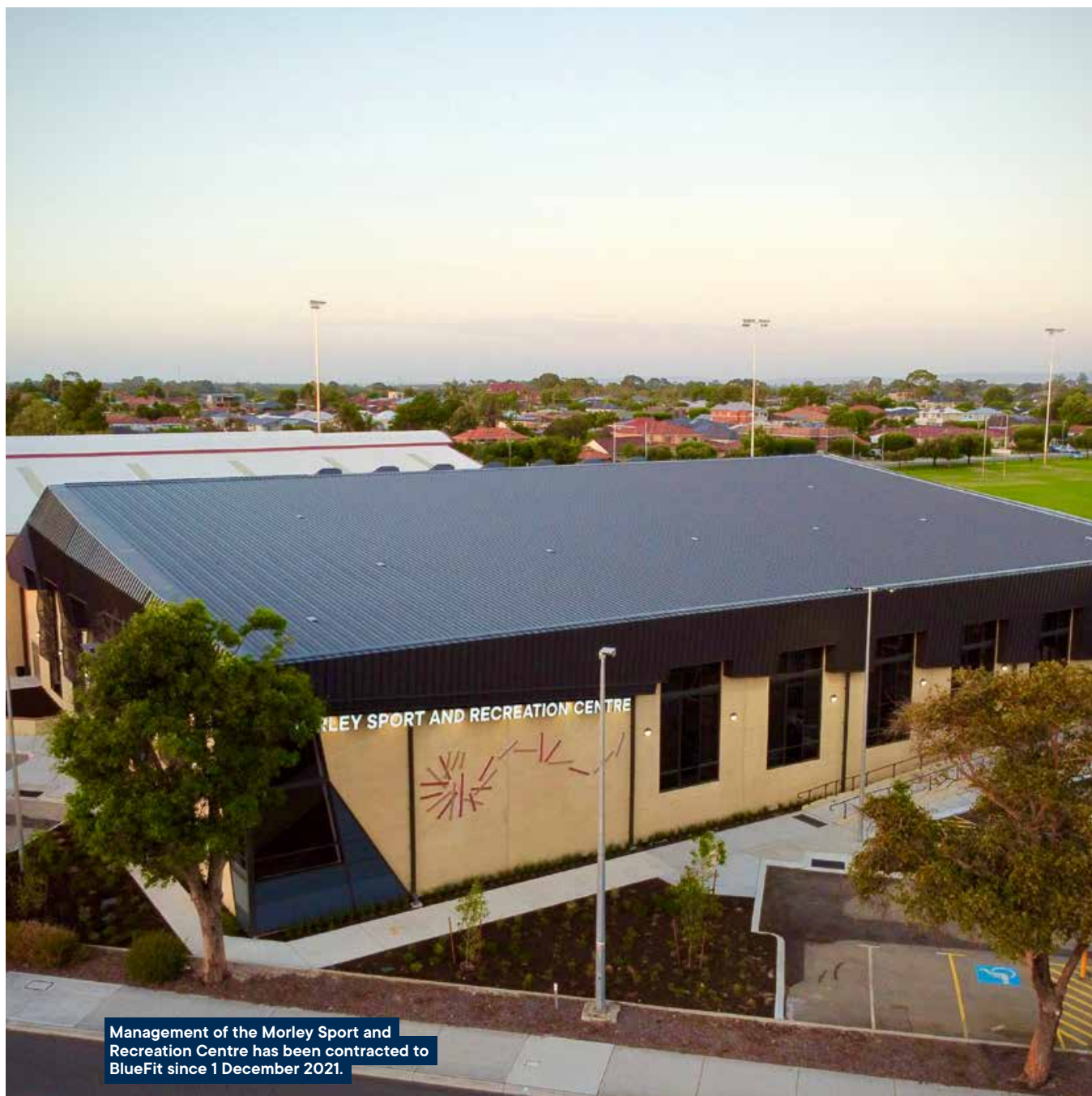
Visit [bayswater.wa.gov.au/city-and-council/management-and-governance/legislation-local-laws-and-policies](https://bayswater.wa.gov.au/city-and-council/management-and-governance/legislation-local-laws-and-policies).

## 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.



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.

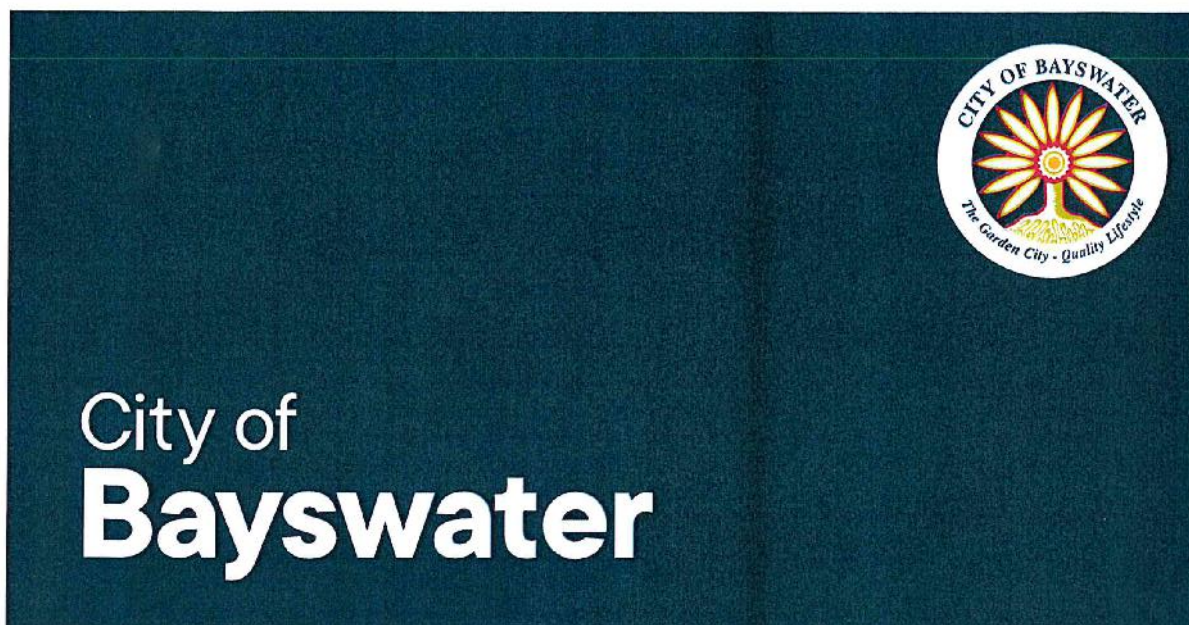
# **General Purpose Financial Statements**

for the year ended 30 June 2022

## **The Financial Report for the Financial Year**

### **Auditor's report**

To be provided by Financial Services



**General Purpose  
Financial Statements**  
for the year ended 30 June 2022



# City of Bayswater Financial Report for the Year Ended 30 June 2022

## Our Vision

A place where community vision becomes a reality.

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## Principal Place of Business

City of Bayswater Civic Centre  
61 Broun Avenue  
Morley WA 6062

# **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**



**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
		81,917,545	77,580,385	76,934,458
<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)
		(81,145,017)	(86,216,828)	(79,879,793)
		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
		18,306	9,630,811	7,186,996
<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.

**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	323,864
<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.

**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	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	0
Transfers to reserves	35	(3,089,555)	3,089,555	0	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	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	0
Transfers to reserves	35	(10,831,458)	10,831,458	0	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.



**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.

**City of Bayswater**  
**Rate Setting Statement**  
**for the year ended 30 June 2022**

	<b>Note</b>	<b>2022 Actual \$</b>	<b>2022 Budget \$</b>	<b>2021 Actual \$</b>
<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)	<u>12,612,756</u>	<u>(881,268)</u>	<u>17,695,587</u>

This statement is to be read in conjunction with the accompanying notes.



## City of Bayswater

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## 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 financial 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



## 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.

## 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	49,708,869	0	49,708,869
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>

#### Interest earnings

Financial assets at amortised cost - self supporting loans

Interest on reserve funds

Rates instalment and penalty interest (refer Note 32(c))

Other interest earnings

2022 Actual	2022 Budget	2021 Actual
336	265	609
92,757	77,932	186,563
431,452	450,000	471,861
168,991	101,717	231,691
693,536	629,914	890,724

## 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
		99,870	110,868	116,370
<b>Finance Costs</b>				
Borrowings	34(b)	257	83,187	623
Lease liabilities	34(d)	4,100	7,153	2,283
		4,357	90,340	2,906
<b>Other expenditure</b>				
Sundry expenses		628,704	789,119	674,091
		628,704	789,119	674,091

## 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.



## 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>
<b>Held as</b>			
- 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.

## 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	<u>1,899,457</u>	<u>1,551,932</u>
	<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.

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

### 6. Inventories

	2022	2021
Current	\$	\$
Inventories	192,963	149,661
	192,963	149,661

The following movements in inventories occurred during the year:

Balance at beginning of year	149,661	161,739
Inventories expensed during the year	0	(12,078)
Additions to inventory	43,302	0
Balance at end of year	192,963	149,661

### 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.



## 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
	<u>29,901,494</u>	<u>3,211,289</u>
<b>Non-current</b>		
Prepayments	346,500	346,500
Assets held for sale	0	35,585,567
	<u>346,500</u>	<u>35,932,067</u>

#### 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).

**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	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	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

## 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
----------------	------	----------------	----------------

#### 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.



**City of Bayswater**  
Notes to and forming part of the Financial Report  
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**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
		\$	\$	\$	\$	\$	\$	\$
Balance at 1 July 2020		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		(3,603,310)	(330,554)	(617,120)	(1,519,116)	(491,042)	0	(6,561,142)
Balance at 30 June 2021	10(a)	109,103,344	45,761,442	31,966,122	22,118,251	4,028,102	0	212,977,261
Comprises:								
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	(153,304,436)
Balance at 30 June 2021		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		(3,672,425)	(333,458)	(652,521)	(1,757,676)	(520,550)	0	(6,936,630)
Balance at 30 June 2022	10(a)	112,026,178	49,081,102	35,577,363	23,009,557	3,996,474	5,370,019	229,060,693
Comprises:								
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)
Balance at 30 June 2022		112,026,178	49,081,102	35,577,363	23,009,557	3,996,474	5,370,019	229,060,693

**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

(i) Fair Value		Asset Class	Hierarchy	Valuation Technique	Basis of Valuation	Valuation Date	Inputs Used		
Roads	Drainage	Footpaths	Park development	Other Infrastructure	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)
					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)
					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)
					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)
					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)).

## 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
		Lighting	10 to 30 years
<b>Drainage</b>	30 to 200 years	Park Furniture	10 to 50 years
		Signage	5 to 10 years
<b>Other Infrastructure</b>		Fencing	10 to 99 years
Bus Shelter	35 to 40 years	Synthetic Surfaces	15 years
Lighting	10 to 30 years		
Park and Street Furniture	10 to 50 years	<b>Plant and Equipment</b>	5 to 42 years
Signage	4 to 20 years	<b>Intangibles</b>	3 to 15 years
Entry Statements	30 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



**City of Bayswater**  
Notes to and forming part of the Financial Report  
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10. Fixed Assets (Continued)

(c) Disposals of Assets

	2022			2022			2022			2022			2021			2021		
	Actual	2022	Actual	2022	Actual	2022	Budget	2022	Budget	2022	Budget	2022	Actual	2021	Actual	2021	Actual	2021
	Value	Proceeds	Sale	Profit	Loss	Value	Net Book	Proceeds	Sale	Profit	Loss	Value	Net Book	Proceeds	Sale	Profit	Loss	Value
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Land	0	0	0	0	0	0	836,000	850,000	14,000	0	0	1,512,720	1,571,000	58,280	0	0	0	0
Buildings	286,956	0	0	0	(286,956)	289,451	0	0	0	0	(289,451)	3,045	0	0	0	0	(3,045)	0
Furniture and equipment	0	0	0	0	0	0	0	0	0	0	0	1,969	0	0	0	0	(1,969)	0
Plant and equipment	423,154	414,250	54,019	54,019	(62,923)	796,385	481,639	14,781	14,781	0	0	755,103	586,078	30,546	(199,571)	0	0	0
Roads	43,588	0	0	0	(43,588)	0	0	0	0	0	0	0	0	0	0	0	0	0
Footpaths	95,710	0	0	0	(95,710)	0	0	0	0	0	0	771	0	0	0	0	(771)	0
Park development	180,844	0	0	0	(180,844)	0	0	0	0	0	0	109,387	0	0	0	0	(109,387)	0
Other Infrastructure	22,031	0	0	0	(22,031)	0	0	0	0	0	0	236,610	0	0	0	0	(236,610)	0
	1,052,283	414,250	54,019	54,019	(692,052)	1,921,836	1,331,639	28,781	(618,978)	88,826	(551,353)	2,619,605	2,157,078	88,826	(551,353)	0	0	0



## 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 note above.



## 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.

	Note	Right-of-use assets - land and buildings	Right-of-use assets - plant and equipment	Right-of-use assets Total
		\$	\$	\$
Balance at 1 July 2020		0	146,209	146,209
Additions		0	5,325	5,325
Depreciation		0	(56,395)	(56,395)
Balance at 30 June 2021		0	95,139	95,139
Additions		73,969	165,938	239,907
Depreciation	10(a)	(32,988)	(71,111)	(104,099)
Balance at 30 June 2022		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)
Total amount recognised in the statement of comprehensive income		(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.

## 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.

## 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.

## City of Bayswater

Notes to and forming part of the Financial Report  
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### 12. Intangible Assets

	2022 Actual	2021 Actual
	\$	\$
Computer Software		
Non-current		
Computer software	1,465,878	1,393,316
Less: Accumulated amortisation	(1,061,554)	(725,910)
	404,324	667,406

Movements in carrying amounts of computer software during the financial year are shown as follows:

Carrying amount at beginning of period	667,406	812,146
Recognition of computer software	72,562	195,908
Amortisation of computer software	(335,644)	(340,648)
Carrying amount at end of period	404,324	667,406

### 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.



## City of Bayswater

Notes to and forming part of the Financial Report  
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### 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.



## City of Bayswater

Notes to and forming part of the Financial Report  
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### 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
	<u>10,697,576</u>	<u>12,715,921</u>

### 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
	<u>19,732,197</u>	<u>20,923,512</u>

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.

## City of Bayswater

Notes to and forming part of the Financial Report  
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### 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>

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

### 18. Borrowings

		2022			2021		
	Note	Current	Non-current	Total	Current	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.

## 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>	<b>\$</b>	<b>\$</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		
	<b>6,852,197</b>	<b>7,321,759</b>		

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.



## 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.

## City of Bayswater

Notes to and forming part of the Financial Report  
for the year ended 30 June 2022

### 20. Revaluation Surplus

	2022				
	2022 Opening Balance	Revaluation Increment/ (Decrement)	2021 Disposal Write-back	Total Movement on Revaluation	2022 Closing 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 Opening Balance	Revaluation Increment/ (Decrement)	2021 Disposal Write-back	Total Movement on Revaluation	2021 Closing 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.

## 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>		<b>49,930,908</b>	<b>34,311,459</b>	<b>43,435,065</b>

##### (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)
<b>Net cash provided by/(used in) operating activities</b>		<b>9,889,048</b>	<b>4,534,146</b>	<b>10,723,066</b>



## 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).

## 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.

## 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
	65,935	140,669	140,669
<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
	116,324	57,716	57,687
<b>Elected member Cr B McKenna</b>			
Meeting attendance fees	9,287	31,678	31,678
Telecommunication allowance	997	3,400	3,400
	10,284	35,078	35,078
<b>Elected member Cr S Palmer</b>			
Meeting attendance fees	31,678	31,678	31,678
Telecommunication allowance	3,400	3,400	3,400
	35,078	35,078	35,078
<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
	50,910	35,078	35,078
<b>Elected member Cr S Gray</b>			
Meeting attendance fees	9,287	31,678	31,678
Telecommunication allowance	997	3,400	3,400
	10,284	35,078	35,078
<b>Elected member Cr L Clarke</b>			
Meeting attendance fees	31,505	31,678	31,678
Telecommunication allowance	3,381	3,400	3,400
	34,886	35,078	35,078



## 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
	34,886	35,078	35,078
<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
	34,886	35,078	35,078
<b>Elected member Cr M Sutherland</b>			
Meeting attendance fees	31,678	31,678	31,678
Telecommunication allowance	3,400	3,400	3,400
	35,078	35,078	35,078
<b>Elected member Cr S Ostaszewsk</b>			
Meeting attendance fees	31,678	31,678	31,678
Telecommunication allowance	3,400	3,400	3,400
	35,078	35,078	35,078
<b>Elected member Cr A Meleca</b>			
Meeting attendance fees	22,218	0	0
Telecommunication allowance	2,384	0	0
	24,602	0	0
<b>Elected member J Eveson</b>			
Meeting attendance fees	22,218	0	0
Telecommunication allowance	2,384	0	0
	24,602	0	0
	512,833	514,087	514,058

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
	512,833	514,087	514,058

## 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 Actual</b>	<b>2021 Actual</b>
			<b>\$</b>	<b>\$</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>

## 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.



## 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 34(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

## 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

##### **2021**

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.



## 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).

## 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.



## 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.

## 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.

## 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
	79,953,875	74,226,170	75,674,049
<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
	11,108,197	12,651,844	8,145,315
<b>Total Income</b>	91,062,072	86,878,014	83,819,364
<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	(1,871,580)	(1,968,433)	(1,228,106)
Other property and services	(304,498)	(527,418)	(419,827)
<b>Total expenses</b>	(81,837,069)	(86,835,806)	(80,431,146)
Discontinued operations	(8,434,169)	952,160	853,443
<b>Net result for the period</b>	790,834	994,368	4,241,661



## 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

	2022 Actual	2022 Budget	2021 Actual
	\$	\$	\$
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
	22,945,045	21,542,335	22,201,768

#### (d) Total Assets

	2022	2021
	\$	\$
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	94,327,179	98,701,475
	850,141,610	842,353,685

## 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)
	172,825	853,443
Decrement on revaluation of assets held for sale	(8,606,994)	0
	(8,434,169)	853,443

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
	7,637,610	14,662,055

\* 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.

**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 Actual Value *	2021/22 Actual Rate	2021/22 Actual Revenue	2021/22 Actual Interim Rates	2021/22 Actual Back Rates	2021/22 Actual Total Revenue	2021/22 Budget Rate	2021/22 Budget Interim Rate	2021/22 Budget Back Rate	2021/22 Budget Total Revenue	2020/21 Actual Total Revenue
General GRV	0.07465	22,244	542,705,444	40,512,976	257,874	0	0	40,770,850	40,512,976	500,000	0	41,012,976	45,099,533
<b>Sub-Total</b>		22,244	542,705,444	40,512,976	257,874	0	0	40,770,850	40,512,976	500,000	0	41,012,976	45,099,533
<b>Minimum payment</b>													
General GRV	1,000	10,555	120,476,302	10,555,000	0	0	0	10,555,000	10,555,000	0	0	10,555,000	11,610,235
<b>Sub-Total</b>		10,555	120,476,302	10,555,000	0	0	0	10,555,000	10,555,000	0	0	10,555,000	11,610,235
		32,799	663,181,746	51,067,976	257,874	0	0	51,325,850	51,067,976	500,000	0	51,567,976	56,709,768
Concessions on general rates (Refer Note 32(b))													
Total amount raised from general rates													
								(2,934)				0	(7,002,899)
								51,322,916				51,567,976	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.

## 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

## 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 Due	Instalment Plan Admin Charge	Instalment Plan Interest Rate	Unpaid Rates 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
		<b>2022 Actual</b>	<b>2022 Budget</b>	<b>2021 Actual</b>
		\$	\$	\$
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



## 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	8,608,994	0	0
Add: Loss on disposal of assets	10(c) 692,052	618,978	551,353
Add: Depreciation	10(a) 12,051,887	11,988,593	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)
<b>Non-cash amounts excluded from operating activities</b>	<b>20,097,462</b>	<b>12,533,025</b>	<b>10,795,962</b>
<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
<b>Non-cash amounts excluded from investing activities</b>	<b>(1,535,095)</b>	<b>0</b>	<b>0</b>
<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>	<b>(60,515,882)</b>	<b>(27,054,607)</b>	<b>(30,189,892)</b>
<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>	<b>12,612,756</b>	<b>(881,268)</b>	<b>17,695,587</b>

## 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
	3,465,308	6,435

##### (b) Repayments - Borrowings

Particulars	Loan Number	Institution	Interest Rate
<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%

##### 2021/22 Actual

Particulars	Principal 1 July 2021	New Loans 30 June 2022	Principal repayments 30 June 2022	Interest repayments 30 June 2022	Principal outstanding 30 June 2022
	\$	\$	\$	\$	\$
<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
	6,435	3,463,979	(5,106)	(7,886)	3,465,308

##### 2021/22 Budget

Particulars	Principal 1 July 2021	New Loans 30 June 2022	Principal repayments 30 June 2022	Interest repayments 30 June 2022	Principal outstanding 30 June 2022
	\$	\$	\$	\$	\$
<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
	6,435	3,971,802	(232,351)	(83,187)	3,745,886

##### 2020/21 Actual

Particulars	Principal 1 July 2020	New Loans 30 June 2021	Principal repayments 30 June 2021	Interest repayments 30 June 2021	Principal outstanding 30 June 2021
	\$	\$	\$	\$	\$
<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
	11,220	0	(4,785)	(623)	6,435



## 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

			Unspent Balance	Borrowed During	Expended During	Unspent Balance
Particulars	Institution	Date Borrowed	1 July 2021	Year	Year	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

## 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)

## 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	2022	2022	2022	2022	2022	2022	2022	2022	2021	2021	2021	2021
	Actual	Actual	Transfer to	Actual	Closing	Actual	Budget	Budget	Transfer to	Budget	Actual	Transfer	Actual
	Opening				Balance		Opening	Opening		Closing	Opening	(from)	Closing
	Balance						Balance	Balance		Balance	Balance		Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Restricted by council</b>													
(a) Aged Persons Homes - General	16,379,693	1,594,165	(553,105)	17,420,753	17,030,614	1,219,865	17,030,614	16,982,774		15,867,801	1,401,399	(688,507)	16,379,693
(b) Aged Persons Homes - Prudential Requirements	2,904,645	11,915	0	2,916,560	2,885,179	0	2,885,179	0	0	2,878,354	226,291	0	2,904,645
(c) Bayswater Bowling Club - Capital Improvements	10,315	41	0	10,356	10,348	41	10,348	0	10,389	10,242	73	0	10,315
(d) Bayswater Tennis Club	138,249	557	0	138,806	138,461	547	138,461	0	139,008	159,553	1,121	(22,425)	138,249
(e) Bayswater Waves Aquatic Centre	428,233	1,754	(91,013)	338,974	411,625	1,627	411,625	106,862	(306,390)	778,039	5,152	(354,958)	428,233
(f) Bore and Reticulation	9,917	40	0	9,957	9,638	38	9,638	0	9,676	169,540	377	(160,000)	9,917
(g) Building Furniture and Equipment	144,457	578	0	145,035	142,217	562	142,217	0	142,779	172,370	1,208	(29,121)	144,457
(h) Cash in Lieu - Public Open Space	575,026	433,948	(515,451)	493,523	0	0	0	0	0	0	575,026	0	575,026
(i) City Buildings and Amenities	838,046	3,378	(14,148)	827,276	612,823	2,422	612,823	533,045	(82,200)	1,567,079	10,221	(739,254)	838,046
(j) Civic Centre	63,440	254	0	63,694	44,611	175	44,611	0	44,787	153,298	863	(90,721)	63,440
(k) Economic Stimulus	4,770,646	43,265	(2,783,548)	2,030,363	4,412,450	17,440	4,412,450	1,821,266	(2,608,624)	7,241,977	47,885	(2,516,196)	4,770,646
(l) Eric Singleton Bird Sanctuary	1,222,256	4,891	0	1,227,147	1,226,163	4,846	1,226,163	0	1,231,009	1,213,691	8,565	0	1,222,256
(m) FOGO	0	4,772,360	(365,591)	4,406,769	656,073	2,620	656,073	2,620	(656,073)	0	0	0	0
(n) Footpath and Cycleway	85,307	271	(35,191)	50,387	85,580	338	85,580	918	(85,000)	84,708	599	0	85,307
(o) General Waste Management	28,370	3,356,331	0	3,384,701	528,460	2,109	528,460	79,413	(451,156)	28,171	199	0	28,370
(p) Golf Courses	1,502,090	5,933	(44,806)	1,463,217	1,462,328	5,780	1,462,328	1,415,998	(52,110)	1,659,343	11,741	(208,994)	1,502,090
(q) Information Technology	275,294	1,047	(55,719)	220,622	315,174	1,046	315,174	6,220	(310,000)	801,280	4,746	(530,732)	275,294
(r) Landfill Restoration	384,008	1,532	(13,476)	372,064	384,905	1,521	384,905	236,426	(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	4,630,885	15,508	4,630,885	2,396,393	(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	1,577,372	6,235	1,577,372	1,583,607	0	1,561,327	11,019	0	1,572,346
(u) Major Capital Works	641,938	519,521	(165,863)	995,576	702,204	518,455	702,204	1,208,689	(12,000)	1,263,050	7,621	(628,743)	641,938



**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 Actual Opening Balance	2022 Actual Transfer to	2022 Actual Transfer (from)	2022 Actual Closing Balance	2022 Budget Opening Balance	2022 Budget Transfer to	2022 Budget Transfer (from)	2022 Budget Closing Balance	2021 Actual Opening Balance	2021 Actual Transfer to	2021 Actual Transfer (from)	2021 Actual Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
(v) Maylands Lakes	4,716	19	0	4,735	4,731	19	0	4,750	4,883	33	0	4,716
(w) Maylands Waterland	428,516	1,715	0	430,231	428,886	1,699	0	431,585	425,513	3,003	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
(y) Morley Sport and Recreation Centre	501,709	2,008	0	503,717	486,556	1,963	0	498,519	521,506	3,642	(23,439)	501,709
(z) Noranda Netball Courts	69,309	277	0	69,586	65,795	280	0	66,055	615,126	4,183	(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
(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
(ac) River Restoration	130,469	492	(9,445)	121,516	20,450	81	(10,643)	9,888	129,598	870	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
(ae) Senior Citizens Buildings	25,503	102	0	25,605	6,040	24	0	6,064	91,979	629	(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
(ag) Streetscapes	388,989	1,223	(174,004)	216,208	410,206	1,621	(185,000)	226,827	689,329	4,785	(314,125)	388,989
(ah) Sustainable Environment	77,300	47,206	(46,855)	77,651	168,406	665	(140,436)	28,636	172,926	1,221	(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
(aj) Workers Compensation	625,816	2,504	0	628,320	627,814	2,481	0	630,295	621,430	4,386	0	625,816
	39,560,227	10,831,458	(8,241,859)	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

All reserves are supported by cash and cash equivalents/financial asset and are restricted within equity as Reserves – cash/financial asset backed.

**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



**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.

## 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



## 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.



## 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.

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.



**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

**10.6.1.2 Office of the Auditor General - Information Systems Audit 2021/22**

<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>	<ol style="list-style-type: none"> <li>1. CONFIDENTIAL REDACTED - Final Management Letter IS Audit - 30 June 2022 [10.6.1.2.1 - 24 pages]</li> <li>2. CONFIDENTIAL REDACTED - Letter to the Minister Including Action Plan 2022 [10.6.1.2.2 - 2 pages]</li> </ol>

**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**

The Office of the Auditor General (OAG) has completed its audit of the Annual Financial Report, which included the Information Systems (IS) audit for the year ended 30 June 2022. The final report was provided to the City on the 6 April 2023.

The City has provided management comment outlining the action the City intends to take to address each of the findings.

**OFFICER'S RECOMMENDATION**

That Council adopts:

1. The findings and management comment to address each finding within the Information Systems Audit ([Attachment 1](#)).
2. The CEO report to the Minister Housing; Lands; Homelessness; Local Government addressing any matters identified as significant by the auditor in the audit report, and stating what action the local government has taken or intends to take with respect to each of those matters ([Attachment 2](#)); and publish the report to the Minister on the City's website.

**COMMITTEE RECOMMENDATION TO COUNCIL**

That Council adopts:

1. The findings and management comment to address each finding within the Information Systems Audit ([Attachment 1](#)).
2. Notes that the Audit and Risk Management Committee has requested that management prioritise the implementation of findings identified in previous audits in the first instance, and that an Information Security (IS) Action Plan be developed;
3. The CEO report to the Minister Housing; Lands; Homelessness; Local Government addressing any matters identified as significant by the auditor in the audit report, and stating what action the local government has taken or intends to take with respect to each of those matters ([Attachment 2](#)); and publish the report to the Minister on the City's website.

**COUNCIL RESOLUTION**

That Council:

1. Adopts the findings and management comment to address each finding within the Information Systems Audit (Attachment 1).
2. Notes that the Audit and Risk Management Committee has requested that management prioritise the implementation of findings identified in previous audits in the first instance, and that an Information Security (IS) Action Plan be developed;
3. Requests the CEO report to the Minister Housing; Lands; Homelessness; Local Government addressing any matters identified as significant by the auditor in the audit report, and stating what action the local government has taken or intends to take with respect to each of those matters (Attachment 2); and publish the report to the Minister on the City's website.

Cr Dan Bull Moved, Cr Catherine Ehrhardt, Deputy Mayor Seconded

**CARRIED UNANIMOUSLY: 9/0**

**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, 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**

***Council made minor amendments to the committee recommendation to ensure it read more clearly.***

**BACKGROUND**

As part of the audit of the Annual Financial Report for the year ended 30 June 2022, the OAG performed the IS Audit. The IS audit gave consideration of internal control relevant to the preparation of the financial report in order to design audit procedures that were appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of internal control.

The IS audit for the year ended 30 June 2022 includes review of the findings identified in the previous years (year ended 30 June 2020 and 2021).

**EXTERNAL CONSULTATION**

External consultation with the Office of the Auditor General was undertaken as part of the audit process.

**OFFICER'S COMMENTS**

In the report received Friday 6 April, 2023, the OAG auditor reported twenty (20) findings.

Sixteen (16) findings are matters outstanding from prior audits and four (4) are new matters identified in the current audit. Three (3) matters were resolved since prior years and therefore closed.

The 2022 review includes re-evaluated findings from the 2020 and 2021 reviews (year ended 30 June 2020 and 2021) for which the City is progressing to implement agreed actions. It should be acknowledged as part of the OAG review process, as management addresses the audit findings, the OAG continues to re-assess and update their findings. This results in audit findings being

updated with new improvements findings, meaning findings and ratings continue to change each time the auditors perform the audit.

Whilst the City has reviewed the report from the OAG and provided a management comment outlining the action the City intends to take to address each of the findings (**Attachment 1**). To prioritise and manage actions, management will develop an Information Security (IS) Action Plan. The intent of the action plan will be to:

- Assess the risk of the finding against the City's risk profile, considering current controls;
- Based on the level of risk determine what action/s will be taken to address the finding;
- Determine if additional resources are required to address actions;
- Identify and allocate accountability to key stakeholders required to work with IS to address the findings.

Once developed, the IS Action Plan will be presented to the ARMC, with implementation of actions monitored and reported through the quarterly reporting process.

### **Rating Actions**

As part of the audit process each audit finding is rated. The ratings are based on the audit team's assessment of risks and concerns with respect to the probability and/or consequence of adverse outcomes if action is not taken. The auditor considers potential adverse outcomes in the context of both quantitative impact (for example financial loss) and qualitative impact (for example inefficiency, non-compliance, poor service to the public or loss of public confidence).

<b>Rating</b>	<b>Description</b>
Significant	Those findings where there is potentially a significant risk to the entity should the finding not be addressed by the entity promptly. A significant rating could indicate the need for a modified audit opinion in the current year, or in a subsequent reporting period if not addressed. However, even if the issue is not likely to impact the audit report, it should be addressed promptly.
Moderate	Those findings which are of sufficient concern to warrant action being taken by the entity as soon as practicable
Minor	Those findings that are not of primary concern but still warrant action being taken.

The twenty (20) findings are rated as follows:

<b>Rating</b>	<b>Number of findings</b>
Significant	2
Moderate	14
Minor	4

### **Reporting to the Minister**

Under section 7.12A (4)(b) of the *Local Government Act 1995*, the City is required to prepare a report addressing any matters identified as significant by the auditor in the audit report and stating what action the local government has taken or intends to take with respect to each of those matters. Within 14 days after a local government gives a report to the Minister, the CEO must publish a copy of the report on the local government's official website. The Chief Executive Officer has prepared a letter for the Minister including the City's action to address the matters.



Two significant matters were raised by the OAG in their correspondence dated 6 April 2023, these are as follows with full details on what action the City intends to take as provided in the Letter to the Minister – Including Action Plan to Address Significant Matters (**Attachment 2**):

- Network Security
- Cyber Security Awareness Training

### **Addressing Audit Findings**

The City has adopted the following approach to address the OAG recommendations:

- The City has provided a response to each of the findings.
- Progress reporting on the implementation of against actions is reported through the Audit and Risk Management Committee.

## **LEGISLATIVE COMPLIANCE**

s7.12A (4)(b) of the *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>	Council notes the OAG report and management action to address audit findings.	

## **FINANCIAL IMPLICATIONS**

Financial implications to address audit findings will be considered as part of the development of the IS Action Plan.

## **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**

As part of the Internal Audit Function, implementation of management all actions to address audit findings are monitored through the City's Audit Log Register. On a quarterly basis management are required to provide an update on the status of implementation of the actions. Progress reporting is provided to the Audit and Risk Management Committee and then Council.

Actions deemed complete by management follow a close-out process. Internal audit 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.

**10.6.1.3 Three-Year Internal Audit Plan 2023/24 - 2025/26**

<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. Three Year Internal Audit Plan [10.6.1.3.1 - 6 pages]

**SUMMARY**

The Three-Year Internal Audit Plan is reviewed and updated on an annual, which guides the work of the Internal Auditor.

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

That Council approves the proposed Three-Year Internal Audit Plan as contained in Attachment 1.

Cr Sally Palmer Moved, Cr Assunta Meleca Seconded

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

**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, 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 Three-Year Internal Audit Plan (the Plan) is reviewed and updated on an annual basis, or when considered necessary. The Plan includes the Annual Internal Audit Program (the Program), which guides the work of the Internal Auditor.

The Plan has the following key objectives:

- To report to the Audit and Risk Management Committee (ARMC) – with the service level being via the provision of reports to allow the ARMC to oversee internal / external auditing, risk management, internal control and compliance functions of the City.
- To undertake activities listed in the Program – with the service level being via the provision of an independent and objective review of City operations and systems – provides assurance that risk management, controls and compliance processes are effective.

**EXTERNAL CONSULTATION**

The Plan has been reviewed by in-house management in conjunction with the Internal Audit Service Provider, William Buck

**OFFICER'S COMMENTS**

Internal audit planning is important as it aligns internal audit activity with organisational objectives and the key risk areas to ensure that internal audit resources are targeted in an efficient manner.

The WA Auditor General recognises that there are four lines of defence which underpin a strong governance framework, of which internal audit is the third line of defence:

- First line of defence – internal control measures.

- Second line of defence – internal oversight, monitoring and reporting.
- Third line of defence – internal audit and review.
- Fourth line of defence – external audit, investigations and reviews.

The Plan is designed to bring a systematic methodology that contributes to the overall assurance provided to management and the ARMC, that risks are appropriately identified, managed and controls are implemented and operating effectively.

The Plan is developed following review of the City's audit needs which includes, but is not limited to taking into consideration the following:

- The previous 3-year Plan;
- Results and recommendations of previous audits;
- Potential insurance and high-risk areas identified through consultation with management and Executive Leadership Team;
- Regulatory requirements; and
- Review and analysis of external audit reports including the Corruption and Crime Commission, Office of the Auditor General and the Department of Local Government, Sport and Cultural Industries.

The Plan consists of three (3) audits per annum and includes the proposed internal audit area, the timing of the audit, when the area was last audited and a brief scope for the audit. Detailed scopes for each audit are developed for management agreement and sign-off prior to the commencement of the audit.

Audit areas proposed for inclusion are as follows:

2023/24 Audit Projects	2024/25 Audit Projects	2025/26 Audit Projects
<ul style="list-style-type: none"> <li>• Golf Course Arrangement</li> <li>• Parks / Asset Maintenance</li> <li>• Compliance and Enforcement</li> </ul>	<ul style="list-style-type: none"> <li>• Events Management</li> <li>• Regulation 5</li> <li>• Payroll</li> </ul>	<ul style="list-style-type: none"> <li>• Regulation 17</li> <li>• Procurement – Procure to Pay</li> <li>• Management of Contracts</li> </ul>

The 2023/24 audit projects are estimated to be delivered in approximately 270 hours. Additional internal auditor services relating to reporting and attendance at ARMC, Audit Log Review, and reviewing the City's Strategic Internal Audit Plan are to be provided by the service provider within 38 hours, totalling approximately 308 hours of internal audit services required to deliver the proposed 2023/24 Program.

### **Changes to the Plan**

It is important the City's has an internal audit plan that is outcome-driven, aligned to risk, efficient, delivers cost savings and adds value. For this to occur the City's audit plan cannot be rigid. Some factors that may trigger a change to the plan are:

**Provision of Internal Audit Service Contract** – The City is currently seeking tenders from suitably experienced and qualified internal audit service providers capable of delivering a co-sourced internal audit function. The outcome of this may be that the proposed audits are unable to be delivered in the allocated budgeted hours. Any changes required due to this will be reported to the ARMC.

**Legislative Reviews** – The CEO is to undertake a review of the appropriateness and effectiveness of the financial management systems and procedures (Financial Management Reg 5) and review a local government's systems and procedures in relation to risk management; internal control and legislative compliance (Audit Regulation 17) not less than once in every 3 financial years and report to the local government the results of those reviews.

Consideration into how we can perform these reviews in a more efficient manner will be discussed with the internal audit service provider.

**Risk Analysis** – Over the coming 12 months more effective and comprehensive integrity and risk analysis will be provided. As the risk profile is better understood, the audit plan will need to be agile and able to respond to the new emerging risks and issues.

As per the Internal Audit Charter, as the plan is reviewed and adjusted in response to changes in risk, operations, programs, systems, and controls, all changes are reported to the ARMC.

## LEGISLATIVE COMPLIANCE

Part 7, *Local Government Act 1995*.

Regulations 14, 15 and 17, *Local Government (Audit) Regulations 1996*.

Regulation 5(2)(c), *Local Government (Financial Management) 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>	<p>The Three-Year Internal Audit Plan is intended to direct audit resources in an efficient manner to provide assurance that key risks are being managed effectively.</p> <p>Should proposed audits for inclusion be amended, this may impact the level of risk exposure to the City. Any audits added to the schedule may require additional funding, unless they replace a proposed audit.</p>	

## FINANCIAL IMPLICATIONS

The development of a Three-Year Internal Audit Plan assists in directing internal audit resources more efficiently to provide sufficient assurance that key risks are identified, assessed and controlled effectively.

The proposed allocated budget for 2023/24 is as follows:

Budget item description: Audit Fees  
 Budget account: 14700.6200  
 Budget item amount: \$50,000 FY 23/24 - request submitted through draft budget

**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 Plan is reviewed on an annual basis to direct audit resources in an efficient manner to provide assurance that key risks are being managed effectively and appropriately.

The Plan includes three internal audits per year. The deliverables for each audit topic will be an internal audit report, discussed with management, and will include audit ratings and recommendations for improvement. Managers will then provide their response to audit recommendations, which will be tracked via the City's Audit Log Register.

**Three-Year Internal Audit Plan**

Audit Project	Last Reviewed	Proposed Timing			Reason for Inclusion / Comment
		23/24	24/25	25/26	
Golf Course Arrangement	No audit performed	X			Risk profile. Management flag.
Parks / Asset Maintenance	No audit performed	X			Assurance coverage. Insurance exposure. OAG pre-emptive. Satisfaction survey critical issue.
Compliance and Enforcement	No audit performed	X			Risk profile. Executive flag.
Event Management	No audit performed		X		Risk profile. Improvement opportunity/community service. Executive flag. Insurance exposure.
Payroll Service	21/22		X		Previous internal audit follow-up. Integrity control.
Regulation 5 Financial Controls	21/22		X		Legislative.
Regulation 17 CEO Review	22/23			X	Legislative.
Procurement – Procure to Pay	20/21			X	Risk profile, or with inadequate controls. Follow-up review. Executive flag. Integrity control. Targeted audit focusing on high risk services.
Management of Contracts	20/21			X	Risk profile, or with inadequate controls. Executive flag. Integrity control Targeted audit focusing on high risk services.

**Draft Scope and Proposed Hours**

Year	Audit Project	Potential Services Impacted	Draft Scope	Proposed Hours
2023/24	Golf Course Arrangement	No audit performed	Review process in place to ensure lease monies are collected on a timely basis, reviews are conducted in a timely and appropriate manner, revenue is accurately recorded in the accounts and management monitoring is appropriate and contract matters are complied with.	80
	Parks / Asset Maintenance	No audit performed	Review the process of Park Services in particular for playgrounds, sporting areas, public open space and parks and ensure that: <ul style="list-style-type: none"> <li>work programs and maintenance plans are in place;</li> <li>suitable works and maintenance policies and management guidelines are in place;</li> <li>work programs and maintenance plans are being monitored; and</li> <li>duty of care is addressed in relation to maintenance work.</li> </ul>	100



Year	Audit Project	Potential Services Impacted	Draft Scope	Proposed Hours
	Compliance and Enforcement	Development Building and Health Services	Review the adequacy and effectiveness of processes in place focussing on: <ul style="list-style-type: none"> <li>• Compliance with applicable Management Practice and Bylaws;</li> <li>• Cost and benefit of pursuing a prosecution;</li> <li>• Governance framework over prosecution decision; and</li> <li>• Risk assessment of prosecution decisions.</li> </ul>	90
2024/25	Event Management	Community Development	Review the processes in place to receive, assess and approval community lead events. Review event grant and sponsorship process including eligibility, acquittal process etc.	100
	Financial Controls Regulation 5	Financial Services Business Services	The CEO is to — c) undertake reviews of the appropriateness and effectiveness of the financial management systems and procedures of the local government regularly (and not less than once in every 3 financial years) and report to the local government the results of those reviews.	90
	Payroll	People, Culture and Safety Financial Services	Review and confirm that payroll processing systems and management controls over staff pays are in place, operating satisfactorily and that salaries being paid are accurate and are verified prior to being processed.  Include integrity control checks: <ul style="list-style-type: none"> <li>• Payments made to ghost employees</li> <li>• Payments made after employee termination</li> </ul>	80
2025/26	Regulation 17 Review	Governance and OPD	The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to — a) risk management; and b) internal control; and c) legislative compliance.	90
	Procurement – Procure to Pay	Parks and Building Works Business Services	Assess the City's activities in respect of procurement in high risk areas including policies and procedures, supplier selection process and approval process, and purchase orders to final transaction processes.  Reviewing the adequacy of controls in place to ensure only authorised payments are made and there are no duplicate payments.	100

Year	Audit Project	Potential Services Impacted	Draft Scope	Proposed Hours
			<p>Select a sample of sites (to be agreed with Management) and review the controls to achieve the following process objectives:</p> <ul style="list-style-type: none"> <li>• Goods and services bought are paid correctly in terms of quantity and rates;</li> <li>• Appropriate delegation is in place for authorisation to buy and payment of goods and services;</li> <li>• Segregation of duties exist for incompatible functions;</li> <li>• Goods and services ordered have been checked prior to payment;</li> <li>• Monitoring of expenditures to ensure spending does not breach:                             <ul style="list-style-type: none"> <li>a) contracted amount; and</li> <li>b) quotation/tendering requirements.</li> </ul> </li> </ul>	
	Management of Contracts	Project Management and/or Engineering and Spatial Services and/or Building Works	<p>Assess processes applied by Contract Managers to contractual terms and conditions and monitoring contractual terms and conditions of suppliers - including management of price variation requests, supplier performance, insurance requirements and contract extension requests and approvals.</p> <p>Test a sample of contracts to determine the operating effectiveness of controls from award to payment.</p>	100

**Other Areas for Potential Inclusion – Listed by Priority/Risk**

<b>Audit Project</b>	<b>Last Reviewed</b>
1. Facility Bookings	No audit performed
2. Compliance and Enforcement – Rangers and Community	No audit performed
3. Cash Handling	No audit performed
4. Privacy and Managing Confidential information	No audit performed
5. Inventory/Asset Management	No audit performed
6. Human Resource Management	No audit performed
7. Governance Framework	No audit performed
8. Managing Volunteers	No audit performed
9. Rates	No audit performed
10. Road Asset Maintenance	No audit performed
11. Waste Management	No audit performed
12. Street Tree Management	No audit performed

<b>Audit Project</b>	<b>Potential Services Impacted</b>	<b>Draft Scope</b>
Facility Bookings Process	Project Services	Review the efficiency and effectiveness of processes in place to ensure facilities booking meets the needs of the community. Consider how user friendly the booking process is whilst balancing the needs to maintain appropriate governance (i.e., correct charging of fees).
Compliance and Enforcement – Rangers and Community	Rangers and Community	Review of processes relating to infringement revenue, fines enforcement, follow up of unpaid infringements, debt recovery and write-offs.
Cash Handling	Financial Services Risk area - TBC	Review of system and management controls to determine the operating effectiveness of controls relating to revenue activities to ensure: <ul style="list-style-type: none"> <li>• compliance with City's policies and procedures;</li> <li>• all revenue is accounted for in Authority;</li> <li>• all money collected is accounted for and safeguarded; and</li> <li>• appropriate debt management practices are employed.</li> </ul>
Privacy and managing confidential information	Business Services (Records)	Review of the City's application of the records management plan and record keeping practices. Consider the following: <ul style="list-style-type: none"> <li>• Social media;</li> <li>• Elected members record keeping practices;</li> <li>• Closed-circuit TV footages;</li> </ul>

		<ul style="list-style-type: none"> <li>• Handling of sensitive documents (HR, Legal)</li> <li>• Information classification, i.e., identify private and confidential document; and</li> <li>• Protocols of sharing information between staff and councillor.</li> </ul>
Inventory/Asset Management	Parks and Gardens Service and/or Fleet Services	Ensure the stock we order and attractive and portable assets in the depot are managed in accordance with policy and procedures.
Human Resource Management	People, Culture and Safety	<p>Review the recruitment process covering approval process, employee commencement process such as induction, probationary reviews, necessary legislative checks and requirements performed and met.</p> <p>Review appropriateness of checks undertaken when employing new staff such as working with children checks, police clearances, staff qualification verifications etc.</p>
Governance Framework	Governance and OPD	Review the City's Governance Framework, including mechanisms for managing conflict of interest, gifts and declarations.
Managing Volunteers	Community Development, Sustainability Environment and Waste, People, Culture and Safety	Review processes in place to ensure the City is effectively managing their obligations in relation to the onboarding and on-going management of volunteers.
Rates	Financial Services	<p>Review adequacy of controls in place to ensure:</p> <ul style="list-style-type: none"> <li>• data integrity exists;</li> <li>• legislative requirements are met;</li> <li>• valuation from the Valuer General are obtained and correctly administered for calculation of the annual rates;</li> <li>• appropriate collection procedures are in place;</li> <li>• concessions and rebates (e.g., senior rebates etc.) are correctly applied.</li> </ul>
Road Asset Management	Engineering and Spatial Services	Review how effectively the City plans for, and manages, road assets including inspection/maintenance activities, rehabilitation and rebuilding roads at the end of their useful life.
Waste Management	Sustainability Environment and Waste	Review of the service level provided by the City and the Service Provider, including monitoring service provision, customer services levels
Street Tree Management	Parks and Gardens Services	Review process in place in prioritising tree maintenance works in order to reduce the risks as a result of street tree limbs which are in poor condition and have the potential to cause damage to property and persons.

**Other Services**

Description	Frequency	Total Indicative Hours (per annum)
Audit & Risk Committee Attendance	Quarterly	8
Audit Log	Annually	20
Annual Internal Audit plan	Annually	10
		<b>38</b>

**Total Internal Audit Hours**

Description	Indicative Hours
Internal Audit Projects	270
Other Services	38
	<b>308</b>

**Previous Years Audit Assurance**

- OAG
- ◇ Internal

Area of Review	18/19	19/20	20/21	21/22	22/23
Record Keeping and Performance Reporting	◇				
Cyber Security	◇				
Fraud Resilience		◇			
Contract Extensions and Variation		●			
Regulation 17		◇			
Financial Sustainability		◇			
City Property Leasing			◇		
Information Systems			●	●	●
GST Audit			◇		
Payroll Master File				◇	
Procurement				◇	
Finance				◇	
Swimming Pool Inspections				◇	
Bayswater Waves Aquatic				◇	
Compliance Audit Return					◇
Customer Complaint Handling, Escalation, and Resolution					◇
Regulation 17					◇
Financial Sustainability					◇

**10.6.1.4 RFT 04-2023 - Provision of Internal Audit Services**

<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 - Attachment A - Overview of Assessment [10.6.1.4.1 - 3 pages]

**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**

Through the tender process the City sought suitably experienced and qualified internal audit service providers capable of delivering a co-sourced Internal Audit Function (IAF).

In accordance with the Council approved Internal Audit Charter, the externally appointed internal audit service provider is to be endorsed by the Audit and Risk Management Committee (ARMC) before being awarded.

The evaluation process has concluded, and the preferred tenderer nominated for endorsement.

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

That Council notes the acceptance of the tender submission from William Buck for Tender 04-2023 Provision of Internal Audit Services to be awarded by the CEO under delegated authority, as endorsed by the Audit and Risk Management Committee.

Cr Sally Palmer Moved, Cr Assunta Meleca Seconded

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

**For:** Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, 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 utilises an outsourced with in-house management methodology for the conduct of the IAF. The internal audit plan is delivered by an externally appointed internal audit service provider.

The contract with the City's current service provider, William Buck Consulting (WA) Pty Ltd, expires 30 June 2023, and accordingly tenders were sought for the next program which is expected to run for three to four years.

Through the tender process the City sought suitably experienced and qualified internal audit service providers capable of delivering a co-sourced Internal Audit Function (IAF).

Previously, the ARMC have been kept informed of progress on the appointment of the internal audit services provider, with the decision to appoint made by the Chief Executive Officer, following a selection process undertaken. In accordance with the Council endorsed Internal Audit Charter, the externally appointed internal audit service provider is to be endorsed by the ARMC prior to appointment.

The evaluation process has concluded, and the preferred tenderer nominated for endorsement by the ARMC.

As per the City of Bayswater Delegated Authority Register, delegation FM-D02 Acceptance of Tenders and Quotations, the Chief Executive Officer has authority to accept tenders up to and including an amount of \$250,000.

## EXTERNAL CONSULTATION

Nil

## OFFICER'S COMMENTS

Section 3.57 of the *Local Government Act 1995* requires tenders to be called for procurement over \$250,000, except where specific exemptions apply. The value of the provision of internal audit services is under this threshold meaning the City was not required to go to tender, rather, may have followed the Request for Quotation process, specifically inviting selected parties to submit a proposal.

To get an overall view of the supplier market and to ensure potential suppliers were not excluded from the process, an open tender approach by which an invitation to tender by public advertisement was followed.

Tenders for the Provision of Internal Audit Services were advertised on Tenderlink and in The West Australian newspaper and closed on 12 April 2023. Tender responses were received from:

1. Paxon Group (Paxon)
2. William Buck Consulting (WA) Pty Ltd (William Buck)

## Evaluation

The selection criteria and weightings for the tender were pre-determined as below, and provide the framework for tender assessment:

Qualitative Criteria	Weighting
Relevant Experience - Organisation's experience in supplying similar works and services.	15%
Skills and Experience - Of key personnel to be used on this project.	15%
Methodology - Applied to strengthen internal controls and governance, whilst ensuring achievable business excellence.	30%
Value-for-money pricing to deliver the Internal Audit Services will be an over-riding factor in selection of the Internal Audit Service Provider.	40%

An assessment of the tender submission as undertaken by the Tender Evaluation Panel, which consisted of the Manager Governance and OPD, Manager Financial Services and the Coordinator Risk Management.

Panel members evaluated and scored the submissions prior to a scheduled panel meeting to discuss the scores and comments.



The outcome of the assessment process is as follows:

<b>Tenderer / Respondent</b>	<b>Qualitative ranking</b>	<b>Price ranking</b>	<b>Total Score</b>
Paxon	2	1	80.5
William Buck	1	2	82.3

Based on the results through the evaluation process, it is recommended William Buck be awarded to contract to supply of internal audit services for a period of three years, with a one-year extension option, the attached Overview of Assessment (**Attachment 1**) provides information relating to the basis for this decision.

## LEGISLATIVE COMPLIANCE

The tender process has met the requirements of s3.57 the *Local Government Act 1995*.

All tenderers have indicated that they do not have any conflicts of interest in the performance of their obligations under the contract.

## 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>	This option represents a low risk to the City, as the service providers offer overall value for the specified services.	

## FINANCIAL IMPLICATIONS

As part of the internal audit process, all internal audits are scoped prior to commencement and this process considers budgetary restraints and operational/audit requirements.

Budget item description: Audit Fees  
 Budget account: 14700.6200  
 Budget item amount: \$40,000 FY 22/23  
 \$50,000 FY 23/24 - request submitted through draft budget

## 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**

Following a public tender process, two submissions were received for Tender 04-2023 Provision of Internal Audit Services.

William Buck have demonstrated the ability to deliver on the City's requirements under contract. Therefore, it is recommended that Council notes the endorsement of the ARMC to award the contract through the CEO's delegated authority for the supply of internal audit services for a period of three years, with a one-year extension option to William Buck.

**10.6.1.5 Quarterly Performance Review - Audit Function - Q3 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>	<ol style="list-style-type: none"> <li>1. CONFIDENTIAL REDACTED - Audit Function Dashboard - Quarter 3 [10.6.1.5.1 - 3 pages]</li> <li>2. CONFIDENTIAL REDACTED - Implementation of Recommendations Overdue and Complete [10.6.1.5.2 - 5 pages]</li> </ol>

**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 3 (January to March) 2022/23.

**At 9:50pm Cr Catherine Ehrhardt withdrew from the meeting and returned at 9:54pm prior to discussion of the next item (item 10.6.1.7).**

**COUNCIL RESOLUTION**

**(COMMITTEE/OFFICER RECOMMENDATION TO COUNCIL)**

**That Council:**

1. Notes the progress of the 2022/23 Audit Plan.
2. Notes the status of the Implementation of Recommendations (Attachment 1).

**Cr Dan Bull Moved, Cr Sally Palmer Seconded**

**CARRIED UNANIMOUSLY: 8/0**

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

**Against:** Nil.

**BACKGROUND**

The Quarterly Performance Review – Audit Function was last reported for Quarter 2 (October to December) 2022/23 to the ARMC at their meeting on 7 March 2023.

This report provides the ARMC an update on the 2022/23 Audit Plan and Audit Function – Implementation of Recommendations for Quarter 3 (January to March) 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 – Commencement meeting scheduled 22 May 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 Recommendations**

The implementation of recommendations from internal and external reports continues to be monitored by the ELT prior to reporting to the ARMC. The ELT report includes all actions, ARMC includes actions by exception (overdue and complete).

Quarter 3 reporting period opened with 84 actions and closed with 71 actions.

<b>Status</b>	<b>No.</b>
Period Open	84
Actions Added	12
Actions Complete	25
<b>Period Close</b>	<b>71</b>

The below table depicts the status of actions by audit.

<b>Audit Name</b>	<b>Original Actions</b>	<b>Previously Closed</b>	<b>Closed this Period</b>	<b>Open</b>	<b>Overdue</b>	<b>Not Yet Due</b>
City Property Leasing	-	-	2	4	3	1
Corporate Record Keeping & Performance Reporting	-	-	0	4	4	0
Finance	-	1	3	7	3	4
Financial Sustainability	-	2	3	16	16	0
Regulation 17 Review	-	-	4	1	1	0
Tender Evaluation & Procurement	-	1	7	7	5	2
Payroll Reconciliation	-	-	0	2	0	2
OAG IS 2020	-	-	1	2	2	0
OAG Financial 2020	-	-	0	1	0	1
<b>2022/23 Audit Reporting</b>						
Swimming Pool Inspections	13	12	0	1	1	0
Customer Services Complaints/Compliments	3	0	0	3	0	3
Financial Sustainability 2022	12	0	0	12	0	12
OAG IS 2021	17	6	5	6	2	4
OAG Financial 2021	7	2	0	5	1	4
<b>Total</b>	<b>52</b>	<b>24</b>	<b>25</b>	<b>71</b>	<b>38</b>	<b>33</b>

**New Actions**

This quarter twelve (12) new actions have been added to the Audit Register from previously completed audits as follows:

- Financial Sustainability 2022 – presented 7 March 23.

**Overdue Actions**

This quarter the number of overdue actions decreased, this is due to the number of actions closed by management. Of the 38 overdue actions, three (3) are rated as extreme and were identified as part of the 2021 Annual Financial Report performed by the OAG. Management is progressing to implement the actions. One action is at 90% completion, one action is pending finalisation of asset management plans and one is pending completion of an ICT project 2023/24.

	Qtr. 1	Qtr. 2	Qtr. 3	Qtr. 4
Number of overdue actions	46	51	38	-

28% of overdue actions relate to the finalisation of the Long-Term Financial Plan and 26% relate to the finalisation of Asset Management Plans/Registers.

Process and Policy review and/or development make up 26% of the remaining overdue actions. With the finalisation of the LFTP and Asset Management documents under management control and review, there needs to be an internal shift to support and guide the organisation on the review and development of processes and policies.

**Complete Actions**

25 actions were completed by management this quarter. Areas with a high number of actions met with the Risk Coordinator who reviewed action taken to address audit findings. Through discussion and review of audit findings, where management had addressed the action, the Coordinator Risk Management has requested the action be reported as complete. 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	-

**LEGISLATIVE COMPLIANCE**

*Local Government Act 1995 Section 7.1A* - A local government is to establish an audit committee of 3 or more persons to exercise the powers and discharge the duties conferred on it.

**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>	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.
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**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**

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.

**10.6.1.6 Quarterly Performance Review - Risk Management - Q3 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>	Nil

**SUMMARY**

This report provides an update to the Audit and Risk Management Committee (ARMC) on Corporate Risk Management activities during Quarter 3 2022/23.

**COUNCIL RESOLUTION****(COMITTEE/OFFICER'S RECOMMENDATION TO COUNCIL)**

That Council notes the Quarterly Performance Review - Risk Management Q3 2022/23.

Cr Sally Palmer Moved, Cr Assunta Meleca Seconded

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

**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, 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 Quarterly Performance Review - Risk Management was last reported for Quarter 2 (October to December) 2022/23 to the Audit and Risk Management (ARMC) at their meeting on 7 March 2023.

This report provides the ARMC an update on Corporate Risk Management for Quarter 3 (January to March) 2022/23.

**EXTERNAL CONSULTATION**

Nil.

**OFFICER'S COMMENTS**

During the quarter, seven (7) risk management information sessions were presented to Branch Managers and the first Strategic Risk assessment with the Executive Leadership Team was held.

Two (2) risk assessments were performed this quarter, the risk management function supported risk assessment reviews with Community Development (Volunteer Management Function) and People, Culture and Safety and Engineering & Spatial Services (Fleet Management Function). The Volunteer Management review was performed at the request of the manager. The Fleet Management review was performed following ELT decision to review the control environment following an increase in insurance claims over a two-year period.

Five (5) new risks were identified as part of the risk assessment process and are as shown in Table 1 below:

<b>Risk Description</b>	<b>Status</b>
Worked involved in a vehicle accident whilst conducting operations	Treated Risk
Damage to fleet due to incorrect/unauthorised use	Treated Risk



Failure to provide a safe and suitable volunteer environment	Treated Risk
Volunteer involved in disciplinary incident/accident whilst conducting duties	Treated Risk
At fault slip, trip, fall, injury to client attending Community Centre Activity	Treated Risk

The above risks will be included in branch risk registers as the Operational Risk Review process is completed.

### **Operational Risk Review Process**

The Operational Risk Review process with branches will be completed over three (3) workshops:

Workshop 1: Identify risks including risk cause and consequence

Workshop 2: Identify and rate risk controls

Workshop 3: Rate the risk and identify treatment options

Management will consider their service, fraud and corruption, business disruption and compliance risks as part of the identification process. To complete the operational risk review process across all 18 branches, the estimated timeframe is approximately 6-9 months.

As each branch is completed, on a quarterly basis the Corporate Risk Register, including Risk Treatment Actions will be provided to ELT and ARMC as required.

### **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.

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>	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.

**10.6.1.7 Quarterly Performance Review - Corporate - Qtr.3 - 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. Q3 Performance Report Final 19 04 23 [ <b>10.6.1.7.1</b> - 26 pages]

**SUMMARY**

This report provides an update on the implementation of services, Corporate Business Plan actions, Informing Strategies actions, Corporate and Strategic Measures and the CEO KPIs for quarter 3 (Jan – March) 2022/23.

*At 9:54pm Cr Catherine Ehrhardt, Deputy Mayor returned to the meeting (please note she had withdrawn from the meeting prior to voting on item 10.6.1.5).*

**COUNCIL RESOLUTION****(COMMITTEE/OFFICER RECOMMENDATION TO COUNCIL)**

**That Council notes the Quarterly Performance Review - Corporate Qtr. 3 (Jan – March) 2022/23.**

**Cr Dan Bull Moved, Cr Sally Palmer Seconded**

**CARRIED UNANIMOUSLY: 9/0**

**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, 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****Quarterly Reporting**

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

## **Informing Strategies**

In the December agenda a separate report was provided on the annual progress of several Informing Strategies and a schedule was approved for quarterly and more detailed reporting on the implementation of these during the 2023/24 financial year. At this meeting feedback was received from Committee members on the practicality of these reports and a request was made to refine and re-focus future reporting.

At the last meeting it was noted that, to address the above and support integration with business planning, the approach would be reviewed, and proposals would be presented to this meeting.

Whilst City officers have undertaken significant work, further work still needs to be done before this is provided to the Committee. This work will be completed across the next period and the approach and format for annual reporting on the informing strategies will be submitted for consideration at the next meeting.

This quarter 3 report continues to provide a quarterly update on in-year progress with Informing Strategies.

## **EXTERNAL CONSULTATION**

No external consultation was undertaken to prepare this report.

## **OFFICER'S COMMENTS**

The following information is current as at 31 March 2023 (the end of Q3).

## **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	34
On-Hold	1
Off-Track	

Service Description	Status Q3	Progress Comment: Q3
<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.	On-Hold	The digitisation project is pending formal budget approval. Overall, the City's record keeping systems are compliant, however the operational participation rate for saving records to ECM continues to be below the optimal level which is due in part to staff turnover. We are currently working on ways to resolve that issue.

## **Corporate Business Plan (CBP) Actions**

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 23 actions management provide progress reporting against.

Status of Implementation	No.
--------------------------	-----

<b>On-Track</b>	<b>20</b>
<b>On-Hold</b>	<b>3</b>
<b>Off-Track</b>	

<b>CBP Action</b>	<b>Status Q3</b>	<b>Progress Comment: Q3</b>
<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.
<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>B3.1.1 Structure Plans &amp; built form policies for each town centre:</b>  Prepare a Structure Plan and built form policies for each town centre: Maylands; Morley; Noranda; Bayswater.	<b>On-Hold</b>	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. The City received funding for a precinct structure plan in the area surrounding the new Morley train station. The City is currently in discussions with DPLH to partner on the plan, to ensure consistency between both agencies and to pool resources.

### Informing Strategies

Progress of implementation of Council adopted plans and strategies actions during the quarter is provided by management. There are currently 25 plans and strategies and progress is reported as follows:

<b>Status of Implementation</b>	<b>No.</b>
<b>On-Track</b>	<b>23</b>
<b>On-Hold</b>	<b>1</b>
<b>Off-Track</b>	<b>1</b>

<b>Strategy Actions 2022-2023</b>	<b>Status Q3</b>	<b>Progress Comment: Q3</b>
<b>Destination Marketing Strategy</b> Provide high-level update of strategy actions/outcomes implemented this quarter	<b>On-Hold</b>	Funds not allocated to implement this strategy in 2022/23. Accordingly, this strategy is not progressing at this stage.
<b>Local Housing Strategy</b> Provide high-level update of strategy actions/outcomes implemented this quarter	<b>Off-Track</b>	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.

### **Corporate Business Plan (CBP) and Strategic Community Plan (SCP) Measures**

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)**

CEO KPI's are set by Council. For the 2022/23 year there are 6 CEO KPI's with 10 deliverables. A copy is included in the Attachment and progress detailed below.

Status of Implementation	No.
On-Track	9
On-Hold	
Off-Track	1

Deliverable	Status Q3	Progress Comment: Q3
<b>L2.1.1 Support Equitable Rating Review the City's rating system.</b> <ul style="list-style-type: none"> <li>Draft Rating Strategy presented to Council at the February 2023 Budget Workshop.</li> <li>Final Rating Strategy adopted, and rates ready for advertisement by May 2023.</li> </ul>	Off-Track	The draft rating strategy will follow the adoption of the 2023-24 budget. At the previous workshop it was generally agreed that the strategy and differential rates would be reviewed as part of the 2024-25 budget process.

### **LEGISLATIVE COMPLIANCE**

The *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 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>	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 3 (Jan – March) 2022/23.



# PERFORMANCE REPORTING - QUARTER 3: JANUARY 2023 - MARCH 2023

SERVICE PROGRESS REPORTING - QTR. 3 - 2022/23				<div> <div></div> On-Track           <div></div> On-Hold           <div></div> Off-Track         </div>		
SCP Alignment	Service	Service Description	Branch	Status Q3	Progress Comment: Q3	% Complete Q3
C4.1.1	Aged Persons Homes	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	Business Services	<div></div>	A conditional letter of support has been provided (endorsed by Council) to Hall and Prior to assist with the proposed acquisition of the Mertome Gardens site from the State Govt, but they will continue to manage the site in the meantime. Juniper is continuing to operate the other sites under the terms of the Heads of Agreement until such time as the State Government Dept of Communities approves the sub-leasing arrangements for two of the sites, following which the City will proceed with the Major Land Transaction	40%
C1.1.1	Asset Management and Mapping	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	Engineering and Spatial Services	<div></div>	Infrastructure Asset Management: Appointed APV for Building revaluation with inspections scheduled for July 2023. Asset Management Plan review aim to deliver draft plans to ELT in May 2023. Asset Management Working group inaugural meeting held to accept TOR. AMWG subgroups have met at least once in preparation of the AMP review. Spatial Information Management: ESRI consultants was appointed for 4 days to assist with exploring the Enterprise setup and GIS app environment to allow for proper system administration. The EDEN Project has conducted a GIS app review and allowed for a database administrator to assist with mapping out dataflow and custom integration that has been vital to the systems operations. Currently preparing for moving the GIS servers over to ICT team. Surveying System: Awaiting delivery of the last purchases and reviewing inventory of equipment with aim to update the insurance registers. Digital Mobile Radio and GPS Enabled Emergency Duress System: Reviewing equipment inventory and reviewing custom automated messaging system that has not been functioning for sometime. The need for discussing the system's future has been raised and a meeting is still to be scheduled. Land Tenure: Ongoing service of maintaining various data sets in consultation with Rates team.	75%
C1.1.1	Building Approvals	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	Environmental Health and Statutory Building	<div></div>	246 building permits were assessed between January and March 2023. 85 swimming pools were inspected between January and March 2023.	66%
C1.1.1	Building Services	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	Building Works	<div></div>	Ongoing scheduled maintenance in line with current contract arrangements/agreements are still to be completed. Over 70% of Capex projects have been completed with only three (3) larger projects being deferred due to significant shortfall of funds in current Budget due to the increase in cost in current building industry climate .	70%

# PERFORMANCE REPORTING - QUARTER 3: JANUARY 2023 - MARCH 2023

SERVICE PROGRESS REPORTING - QTR. 3 - 2022/23				<div> <div></div> On-Track           <div></div> On-Hold           <div></div> Off-Track         </div>	
SCP Alignment	Service	Service Description	Branch	Status Q3	<div> <div>Progress Comment: Q3</div> <div>% Complete Q3</div> </div>
L3.1.1	Communications and Marketing	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	Communications and Marketing	<div></div>	<div> <p>Managed reputational risk around the City's Financial Sustainability Review, Crime and Community Safety Plan, Drag Queen Storytime, mosquitos in Maylands, Potter's House, Bayswater Train Station construction, My Foodie, What the Flip operating at Riverside Gardens and the City's youth services. Developed and commenced the implementation of an internal communications plan to raise awareness and encourage staff participation in the City's ERP project, Eden. Continued with LG Reform communications (internal and external). Extensive promotion and marketing of the Dami Im concert. Promoted and supported the City's International Women's Day event through the preparation of speech notes, bios, panel questions and audience participation. Across 19 portfolio areas prepared 17 media releases, responded to 9 media enquiries, produced 72 Facebook posts, 63 Instagram posts, 18 LinkedIn posts and responded to 37 messages. Produced 1 Bayswater Beat, 4 e-newsletters, and 4 CEO catch ups. Completed 125 design projects. Continued to manage the City's website. Ran a new subscriber campaign for the City's e-news.</p> </div> <div>66%</div>
C1.1.1	Community Care and Aged Services	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	Community Development	<div></div>	<div> <p>The Community Centre areas of focus align with the priority areas; P1(2.1) review the City's existing Community Bus Hire Program and explore opportunities to maximise participation of older residents, with fees and charges reviewed and proposed to be increased next financial year to reflect costs increase. P2 (5.2) Investigate opportunities to partner with local businesses and community groups to showcase stories that celebrate 'ageing' in the City of Bayswater, with progress to seek funding and partnerships. The Seniors Expo is planned to showcase seniors in the community and connect them to other people and networks. P3 (5.5) Support and actively promote initiatives that raise awareness of elder abuse and broaden the conversation in community. Elder Abuse Training provided to Ambassadors and Elder Abuse Sessions for members occurred in this period.</p> </div> <div>66%</div>
C1.1.1	Community Development	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	Community Development	<div></div>	<div> <p>Staff changes have occurred in all Community Development areas impacting timeframes. The committees continued with reporting completed. A desktop review of the Reconciliation Action Plan identified that items have not been completed to time and resource. The Youth Action Plan is due to be renewed in the next financial year with YAC meetings resumed after a six month pause due to staff changeovers. The homelessness hub continues with four sessions a week utilising volunteers. The community events grants continued with three grants awarded. The Better Bayswater grants attracted 9 application that are currently being assessed. The main summer program is near complete, with a focus on cultural arts in curating the Music in the Park event. This event will focus on Indigenous artists. The new Whajuk Prize inspired a renewed interest at the Community Arts Awards. The fees and charges for community development have been increased based on increased cost recovery model.</p> </div> <div>66%</div>

# PERFORMANCE REPORTING - QUARTER 3: JANUARY 2023 - MARCH 2023

SERVICE PROGRESS REPORTING - QTR. 3 - 2022/23				<div> <div></div> On-Track           <div></div> On-Hold           <div></div> Off-Track         </div>	
SCP Alignment	Service	Service Description	Branch	Status Q3	<div> <div>Progress Comment: Q3</div> <div>% Complete Q3</div> </div>
L1.1.1	Community Engagement	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	Community Engagement	<div></div>	<p>Community Engagement Projects that the CE Team have advised / assisted on this quarter include the following: Crime Prevention and Safety Plan, Events Strategy, IDAC Project, Play space upgrades x 1, Planning Policies, Scheme Amendments, Local Planning Strategy, Skate &amp; BMX Strategy. The Team has been operating at 0.8 (compared to 1.2) staff capacity due to resignation of a staff member. Branch projects are being delayed due to this. Both the Events Strategy and the Crime and Safety Plan have required large effort from the CE team. In addition staff turnover in the strategic planning team have also required additional training and assistance this quarter.</p>
C1.1.1	Community Events	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	Community Development	<div></div>	<p>The City continued to deliver family community events which are free or low cost, with entertainment for families utilising open space, parks and the riverfront. The City progressed to deliver; the Australia Day Citizenship Ceremony with approximately 500 attendees; and the Community Concert with approximately 3,000 to 5,000 attendees. The International Women's Day with over 200 attendees, a panel discussion and awarded grants to projects; the Evening in the Park was delivered with an increase in community participation, increase in CALD representation and City service stalls. The event attracted approximately 400 attendees; and the Music in the Park will be delivered on 15 April with performances by Indigenous artists, community partners and new Healthway funding. The Events Strategy is currently out for public engagement, and the annual Events Review and proposed Calendar of Events is being presented to the April OCM. The fees and charges for events has been reviewed and increased based on increased costs recovery model.</p> <p>75%</p>
C1.1.1	Community Safety	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	Rangers and Security	<div></div>	<p>Community Safety and Crime Prevention Plan (CSCPP) community survey closed on 31 March 2023. 400 surveys were completed. Interagency and community stakeholder workshops have been planned for next quarter. Six pop-up events were held across the City to promote Ranger and Security services and the CSCPP. With the commencement of the school year the City proactively engaged with all local schools to reinforce the parking safety message and the City focused compliance/enforcement efforts on school parking, particularly in the vicinity of Chisholm Catholic College. Assisted a number police investigations through the provision of quality CCTV footage, directly contributing to the identification of offenders and a reduction in offending. Met with Noranda residents and WA Police to discuss and implement crime reduction strategies. In company with RSPCA conducted a marketing and promotional event, focusing on microchipping and responsible pet ownership</p>

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SCP Alignment	Service	Service Description	Branch	Status Q3	<div> <div>Progress Comment: Q3</div> <div>% Complete Q3</div> </div>
L3.1.1	Customer Service	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	Community Development	<div></div>	<div>                     Customer services delivered this quarter include frontline services and business support. Key deliverables this quarter include:                     <ul style="list-style-type: none"> <li>- Walk-in customers served - 10,747</li> <li>- Visitors signed in - 554</li> <li>- External telephone calls answered - 16,313</li> <li>- First call resolution of external telephone calls by Customer Service team - 27%</li> <li>- Landgate Electronic Advice of Sales checks processed - 467</li> <li>- Plan search request processed - 111</li> <li>- Payments receipted - 1,372</li> <li>- Waste service requests - 3,303</li> <li>- Tip passes issued - 3,410</li> <li>- Knowledge Management System records created - 160</li> <li>- Animal registrations and renewals processed - 176</li> <li>- Snap Send Solve requests processed - 293</li> </ul>                     The number of Knowledge Management System records reached the 2,000 mark over the quarter. The number at the end of the quarter totalled 2,017.                 </div> <div>75%</div>
L2.1.1	Depot Administration	Manage the city's depot assets in accordance with asset management priorities and relevant industry standards. Sub-service/s for this service are: <ol style="list-style-type: none"> <li>1. Depot operations</li> <li>2. Administration Support</li> <li>3. Customer Request Management</li> <li>4. Business Development and Improvement</li> </ol>	Parks and Gardens	<div></div>	<div>                     Services identified in branch plan are being delivered as planned.                 </div> <div>75%</div>
V2.1.1	Economic Development	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	Development and Place	<div></div>	<div> <ul style="list-style-type: none"> <li>• The City is further developing a City of Bayswater Investment Prospectus which will be completed by May 2023.</li> <li>• Additionally, the Chief Executive Officer and Director Community and Development held a meeting with ISPT Super Property as a potential investor to promote the 'Open for Business' message.</li> <li>• The City has organised a Business and Investor Breakfast for 12 May 2023.</li> <li>• The City has appointed a property consultant to undertake a current market review and analysis of the Morley Activity Centre. The consultant will complete the report in May 2023. Some actions from the Interim Economic Development Strategy may be dependent on the outcome of this report.</li> <li>• The City has been in contact with Property Council and UDIA to compare possible opportunities. Further progress may be dependent on the consultant report referred to above.</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> </div> <div>55%</div>
C1.1.1	Engineering Services	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	Engineering and Spatial Services	<div></div>	<div> <ul style="list-style-type: none"> <li>• Engineering capital projects are progressing well. Further arterial roads were completed over the third quarter. The major intersection of Beechboro Rd and Benara Rd was resurfaced under night works to minimise disruption to traffic.</li> <li>• The LCURS program is progressing well with construction commencing on the first two stages of the Frank Drago Precinct and the Bayswater Waves precinct. In combination close to 36 treatments were installed and the City is awaiting Main Roads WA to undertake the regulatory line marking.</li> <li>• Maintenance programs are also progressing well.</li> <li>• The design office presented its report on the Safe routes to School program for Maylands Primary School with a further request from Council to cost the proposed measures for Council's future consideration.</li> </ul> </div> <div>75%</div>

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SERVICE PROGRESS REPORTING - QTR. 3 - 2022/23				<div> <div></div> On-Track           <div></div> On-Hold           <div></div> Off-Track         </div>		
SCP Alignment	Service	Service Description	Branch	Status Q3	Progress Comment: Q3	% Complete Q3
C1.1.1	Environmental Health	Monitor and manage public health and to ensure prescribed legislative requirements are being met. Sub service/s for this service are: Environmental Health	Environmental Health and Statutory Building	<div></div>	265 food premises inspections were undertaken and 12 public buildings were assessed between January and March 2023.	70%
E4.1.1	Environmental Sustainability	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	Sustainability Environment and Waste	<div></div>	Waterwise Bayswater Sampling program complete, community battery program being implemented in Suburb of Bayswater, Continued maintenance (ongoing) over of natural areas (including some living streams) and reserves via operating and capital budgets (SEW). Community planting days booked. Grant applications Swan Canning Riverpark Urban Forest (SCRUF) program.	75%
L4.1.1	Financial Services	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	Financial Services	<div></div>	Financial services have a budget focus at present with the Service Plans adding a new dimension to the annual budget. The % Complete refers to the annual budget process. The Annual Financial Report for the year ended 30 June 2022 has now been signed off by the Office of the Auditor General.	70%
L4.1.1	Governance and Council Support	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	Governance and OPD	<div></div>	<p>The LG Amendment Bill was introduced to Parliament in February 2023. City officers provided a verbal update on key components to the Audit and Risk Management Committee at its meeting held 7 March 2023.</p> <p>Work will now progress to ensure that the City is ready to implement the reforms when they become law.</p> <p>A policy for the management of electronic attendance for Council Meetings has been approved by the Council.</p> <p>A demonstration of the new online petitions module was provided to Council in March. The new functionality will be released in April 2023.</p> <p>A six month Council agenda schedule has now been established so that the ELT have a six month view of key matters coming before the Council.</p> <p>The CEO Probation Review was completed during Q3, and will be presented to Council in April 2023 for adoption.</p> <p>The Ward Boundary and Representation Review was completed during Q3, with a submission made to the LGAB by 14 February 2023. It is anticipated that the outcome of the LGAB deliberations will be available by the end of April.</p> <p>City officers have commenced planning for the 2023 Ordinary Elections. A quote has been received from the WAEC to conduct the election.</p>	75%

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SCP Alignment	Service	Service Description	Branch	Status Q3	Progress Comment: Q3	% Complete Q3
L2.1.1	People, Culture and Safety	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	People, Culture and Safety	<div></div>	The team have progressed with the negotiations for the two Industrial Agreements, through a high workload quarter with recruitment being the main driver as well as a number of industrial issues that have arisen.	
L4.1.1	Information Services	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	Information Services	<div></div>	<p>Services and projects identified in branch plan are being delivered as planned.</p> <p>Key deliverables this quarter include:</p> <ul style="list-style-type: none"> <li>• Implementation of ASD essential 8 cyber security controls</li> <li>• Replace anti-virus solution with Microsoft Defender</li> <li>• Implemented vulnerability management and threat prevention</li> <li>• Reevaluate Microsoft Licensing agreement</li> <li>• Decommissioned and upgraded unsupported operating platforms</li> <li>• 1925 support requests</li> <li>• Upgraded Email services from on-premise to be hosted externally online</li> <li>• Undertaking of first phases of OneDrive implementation</li> <li>• Implemented additional security controls at external sites by adding firewalls</li> <li>• Bayswater Waves network upgrades</li> <li>• Project Eden implementation</li> <li>• TechnologyOne ERP online services delivery and business-as-usual maintenance</li> <li>• Disaster Recovery site upgrades</li> <li>• Network infrastructure upgrades to throughput and disaster recovery capabilities</li> <li>• CCTV infrastructure maintenance</li> </ul>	75%

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SCP Alignment	Service	Service Description	Branch	Status Q3	Progress Comment: Q3	% Complete Q3
L3.1.1	Library Services	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	Community Development	<div></div>	<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 - 86,502 (23.4% increase on 2022)</li> <li>- Public PC sessions - 6,430 (0.5% increase on 2022)</li> <li>- WIFI sessions commenced - 4,330</li> <li>- New library memberships processed - 1,102 (23.8% increase on 2022)</li> <li>- Activity session attendances - 4,890</li> <li>- Corporate customer service - (rates payments, animal registrations/renewals, waste services etc) processed - 3,650</li> </ul> <p>New services/initiatives delivered</p> <ul style="list-style-type: none"> <li>- <i>Magic the Gathering program</i>. Games based program aimed at engaging vulnerable and isolated youth.</li> <li>- <i>Give a Stitch</i> program. Community led program for young people.</li> <li>- Writers workshops. Program scope expanded in terms of target audience and locations delivered.</li> <li>- 1001 Books before Year One program. Grant funded literacy reading program for pre year 1 children.</li> </ul> <p>General Comment</p> <ul style="list-style-type: none"> <li>- Large interest and attendance at the library's fifth Drag Queen Storytime session. Attracted over 80 attendees of all ages.</li> <li>- Significant growth in individuals seek involvement in the English Conversation Program. Morley Library attendances have increased from eight per session to over 25 per session.</li> </ul>	75%
L4.1.1	Organisational Planning and Development	Facilitates business planning, reporting and improvement within the organisation. Sub-service/s for this service are: Integrated planning Performance reporting Organisational improvement projects	Governance and OPD	<div></div>	<p>Workshops have been held throughout Quarter 3 to progress the development of Service Plans, Project Plans and the Corporate Business Plan.</p> <p>Draft Service Plans have now been presented to Council, with positive feedback received. Project Plans are underway, along with revisions to the service plans.</p> <p>These plans will form the basis of the Corporate Business Plan which will be drafted during Q4, and presented to Council for adoption by 30 June 2023.</p> <p>The Annual Report for 2023/22 has been drafted and circulated for comment. No comments were received. The City is still waiting for the Office of the Auditor General to sign-off the financial statements, and the annual report will then be submitted to Council for consideration. It is likely that the Annual Meeting of Electors will not be able to be held until May or June.</p> <p>Quarterly performance reporting for Q2 was presented to the Audit and Risk Management Committee (ARMC) in March. Q3 reporting will be presented to the May ARMC meeting.</p>	



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SCP Alignment	Service	Service Description	Branch	Status Q3	Progress Comment: Q3	% Complete Q3
E2.1.1	Parks and Gardens	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	Parks and Gardens	<div></div>	<p>Services and projects identified in branch plan are being delivered as planned.</p> <p>Highlights as follows:</p> <p>Hosted industry machinery demonstration at Maylands Golf Course.</p> <p>Successfully negotiated with DWER an increase to the City's groundwater allocation to compensate for the inclusion of unlicensed bores and Shearn Memorial Park.</p> <p>Undertaken successful trial of latest sprinkler technology featuring opposing nozzle design. The opposing nozzle design offers excellent water distribution. With primary and secondary nozzles on opposing sides of the turret, streaming arcs in opposite directions as the sprinkler rotates for outstanding mid-range and close-in watering. This has resulted in more efficient distribution of water which eliminates circle effect on sports grounds, and approximately a 5% reduction in water usage.</p>	75%
V2.1.1	Place Management and Town Centre Activation	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	Development and Place	<div></div>	<p>The City is currently working with consultants Porter's to finalise the cross section and feedback from the Councillor Briefing on 7 March 2023. A further report having regard to the Councillor feedback will be presented to the 26 April 2023 Ordinary Council Meeting, prior to work continuing.</p> <p>The City's Placemaking Grants were advertised in late February / early March. The City is now assessing and finalising the outcomes before sending notification to the successful applicants.</p> <p>The Reconnect Morley Project in partnership with RAC works have been completed. The final stages involves evaluation from external consultants.</p> <p>It is noted that no funding was provided for Major Town Centre events in 2022/23 so no action is being taken on these events this financial year.</p>	50%
E1.1.1	Planning Approval	Ensure planning applications are assessed providing recommendations and approvals. Sub-service/s for this service are: Development approvals Subdivision referrals Design review panel assessments	Development and Place	<div></div>	<p>The Fastrack timeframe is under review and will be reduced to one week. The online portal remains in progress with testing underway. New software in place however further officer training required to embed it. All other actions have been implemented.</p>	
L2.1.1	Plant, Fleet and Equipment	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	Engineering and Spatial Services	<div></div>	<ul style="list-style-type: none"> <li>The City's Plant and Fleet area are still experiencing difficulty with hiring of staff and have managed with contract labour.</li> <li>The further report of associated fleet costs as requested by ELT at its February ELT meeting has been finalized and is being presented to the April round of ELT meeting for further consideration.</li> <li>Purchasing of fleet is 80 % complete with two parks trucks to be purchased once Parks staff are satisfied with the trials being undertaken</li> <li>Delivery times for various items of plant even ordered in Q1 are due to supply constraints from manufacturers will see some items not being delivered until possibly the next financial</li> </ul>	80%

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L2.1.1	Procurement	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	Business Services	<div></div>	All content is now in the Open Windows contract management system other than the IT licences, and that work is currently under way in consultation with the IT Mgr as it requires reconciliation of all active and inactive vendor agreements. Further work has also been done on the guidance notes and procedures for tender development, contract formation and ongoing contractor performance management to make the information more accessible to all operational areas.	60%
C1.1.1	Project Services	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	Project Services	<div></div>	Play Space Strategy Review Completed. Community Capital Request Works Completed of Bayswater Skatepark Opening Completed Season Ground Bookings Completed  City Winter	100%
C3.1.1	Commercial Activities	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	Recreation and Commercial Activities	<div></div>	The Morley Sport and Recreation Centre remained a major focus in the commercial activities in quarter 3. Negotiations continued in an attempt to reach a mutually acceptable position in relation to the unplanned operating deficit. A proposal was presented to Council at the Ordinary Council Meeting held in January 2023 however remains unresolved at this time. Correspondence outlining BlueFit's final offer was submitted to the City in early March and will be presented to Council at the March OCM. Other Qtr. actions included the lease at Waves cafe which ended on 31 January 2023. Officers are planning to go out to the market in time for the facility's grand re-opening. Some interest from a prospective lessee for the RISE cafe and office space is being explored however early indications suggest that there may be the need to modify the office space to the lessee's requirements. This is not currently budgeted in the 2022-23 FY. With the resignation of the Economic Development Officer late in quarter 2 there is no allocation of resources for commercial activities. Plans are being developed to address this situation moving forward.	75%
C3.1.1	Property (Community)	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	Building Works	<div></div>	Still awaiting return of lease renewals from tenants in order to execute new leases that have or are about to expire this financial year.	75%
L3.1.1	Records Management	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	Business Services	<div></div>	The digitisation project is pending formal budget approval. Overall, the City's record keeping systems are compliant, however the operational participation rate for saving records to ECM continues to be below the optimal level which is due in part to staff turnover. We are currently working on ways to resolve that issue.	50%

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SERVICE PROGRESS REPORTING - QTR. 3 - 2022/23				<div> <div></div> On-Track                     <div></div> On-Hold                     <div></div> Off-Track                 </div>		
SCP Alignment	Service	Service Description	Branch	Status Q3	Progress Comment: Q3	% Complete Q3
C1.1.1	Recreation Facilities	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	Recreation and Commercial Activities	<div></div>	Strong visitation continues at Bayswater Waves, The RISE, and Maylands Waterland. With the warmer Summer weather, aquatic visitation at Waves has remained high in qtr. 2 with growth expected to start to decline in qtr. 3 as the cooler months approach. Despite ongoing refurbishment works, Waves remains in a strong position with higher than predicted-usage. It is anticipated that we may see this position change with usage declining to predicted levels as the lengthy refurbishment works progress into the cooler months. We are expecting significant aquatic and dry program growth once the facility reopens completely refurbished. The RISE visitation remains strong with record participation numbers through core programs and higher-than-expected participation numbers in the relocated group fitness program. Visitation at Maylands Waterland is dependent on the temperature and remains high when the weather exceeds 30 degrees. As the temperatures decline further so will visitation.	75%
L4.1.1	Risk Management and Audit	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	Governance and OPD	<div></div>	<p>The Risk Management Framework and Integrity Framework have both been endorsed by the Council in March 2023.</p> <p>A review of the Fraud and Corruption Control Plan is underway. This plan will complement the Risk Management Framework and the Integrity Framework.</p> <p>An RFT has been prepared to for the delivery of the City's Internal Audit Plan. This has been released for advertisement and the results will be presented to a future ARMC meeting.</p> <p>A Strategic Risk Register review was undertaken with Executive during Q3. A workshop will be held with the ARMC during Q4.</p> <p>Risk Review workshops with branches will commence during Q4.</p>	
E1.1.1	Strategic Land-Use Planning	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	Development and Place	<div></div>	<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 City is currently finalising the scope of works for the Morley Station Precinct Structure Plan with the Department of Planning, Lands and Heritage. It is anticipated that the request for tender will be advertised in late April - May 2023.</p> <p>The City has reviewed the car parking plans and cash-in-lieu of car parking and parking dispensation policies to align with the State Government's recently released guidelines and requirements. The updated plans and policies were advertised in early 2023. A report of the outcomes of the engagement is scheduled to be presented to the 23 May 2023 Ordinary Council Meeting.</p>	50%

# PERFORMANCE REPORTING - QUARTER 3: JANUARY 2023 - MARCH 2023

SERVICE PROGRESS REPORTING - QTR. 3 - 2022/23				<div> <div></div> On-Track                 <div></div> On-Hold                 <div></div> Off-Track             </div>		
SCP Alignment	Service	Service Description	Branch	Status Q3	Progress Comment: Q3	% Complete Q3
E4.1.1	Waste Management	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	Sustainability Environment and Waste	<div></div>	<p>Total households with the FOGO service at the end of the quarter is 31,565, 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.</p> <p>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 is underway and will be tailored based on feedback from schools and community groups.</p> <p>Plans to operate a Household Hazardous Waste drop off at Baywaste are continuing. A consultant has been engaged to assist with the licence amendment for the site. Once the licence amendment is complete, construction of the sheds can begin.</p> <p>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.</p>	75%

# PERFORMANCE REPORTING - QUARTER 3: JANUARY 2023 - MARCH 2023

CORPORATE BUSINESS PLAN PROGRESS REPORTING - QTR. 3 - 2022/23				<div> <div></div> On-Track                 <div></div> On-Hold                 <div></div> Off-Track             </div>		
SCP Alignment	Title	CBP Action	Branch	Status Q3	Progress Comment: Q3	% Complete Q3
L1.1.1	Community Perception Survey	Undertake a community perception survey every two years	Community Engagement	<div></div>	RFQ for the Community Perceptions survey has been advertised and will close on 15 April 2023. Aim to have the work completed by June 2023. Business Survey will take place next financial year. Memo to Council drafted to update them on progress.	80%
C1.2.1	Community Recreation Plan	Develop and implement a Community Recreation Plan.	Project Services	<div></div>	Community Sport and Recreation Facility Funding Approved for Hillcrest Changing Rooms. Procurement scope being drafted with install to commence October 2023. Federal Funding Grants for Lighting Park Spectator Cover and Noranda Soccer Changerooms being drafted with the Department of Infrastructure, Transport, Regional Dev, Communication and the Arts (Investing in our Communities Program)	60%
C1.1.1	Maylands Waterland redevelopment	Implement the approved future option for the Maylands Waterland site.	Project Services	<div></div>	Facility opened 1 July 2022 play space and public open space and waterplay splash pad opened October 2022.	100%
L3.1.2	Staff Satisfaction Survey	Undertake annual staff satisfaction surveys	People, Culture and Safety	<div></div>	Staff satisfaction surveys are completed every two years. This is due to allowing the City to address issues raised in the survey before another survey is undertaken. This has been the case for the last few years	0%

CORPORATE BUSINESS PLAN PROGRESS REPORTING - QTR. 3 - 2022/23				<div> <div></div> On-Track           <div></div> On-Hold           <div></div> Off-Track         </div>		
SCP Alignment	Title	CBP Action	Branch	Status Q3	Progress Comment: Q3	% Complete Q3
B2.1.4	Bayswater Town Centre pedestrian friendly	Investigate a pedestrian friendly shared place in the Bayswater Town Centre.	Development and Place	<div></div>	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.	75%
C1.3.1	CPTED in Town Centre developments	Apply Crime Prevention Through Environmental Design principles in Town Centre developments.	Development and Place	<div></div>	CPTED principles are applied through projects as they arise particularly as a part of precinct planning and development application assessments.	75%
B3.2.1	Facilitate shopping precincts	Facilitate the development of shopping precincts.	Development and Place	<div></div>	The City has also finalised the RAC Grand Promenade Precinct Upgrade (with some landscaping still to occur in a suitable season), with the installation of alfresco spaces, lighting and a mural.	90%
B3.1.2	Local Planning Strategy & new TPS	Develop and implement a Local Planning Strategy and develop a new town planning scheme.	Development and Place	<div></div>	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.	50%
B2.1.3	Parking Management Strategies for Town Centres	Develop remaining Parking Management Strategies for Town Centres.	Development and Place	<div></div>	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.	75%
E2.1.3	Public Art Strategic Plan	Develop and implement a Public Art Strategic Plan.	Development and Place	<div></div>	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%
L1.1.1	Simplify Processes	Investigate opportunities to simplify processes and reduce red tape in all areas of the City's business.	Development and Place	<div></div>	<ul style="list-style-type: none"> <li>Improve assessment sheets/processes – to ensure consistency and nothing is missed. New medium density code assessment sheet required.</li> <li>Continue to improve relationships with internal referral partners and review the four day response timeframe.</li> <li>Further improve DCU process by inviting other departments to include items on DCU agenda.</li> <li>Trapeze training – officers to undertake training to use the new improved version.</li> <li>Ensure the online lodgement portal (prior to going live,) is flexible and customer friendly – It is noted the customer satisfaction survey noted this as a matter applicants have difficulty with in other LG's.</li> <li>Improve the FastTrack system by reducing the time period to five working days for current fast track application categories e.g., carports, patios, sheds etc. and expand it to include single houses which would be in accordance with the current timeframe (14 days) or less if possible.</li> </ul>	75%

CORPORATE BUSINESS PLAN PROGRESS REPORTING - QTR. 3 - 2022/23				<div>● On-Track</div> <div>● On-Hold</div> <div>● Off-Track</div>		
SCP Alignment	Title	CBP Action	Branch	Status Q3	Progress Comment: Q3	% Complete Q3
B1.1.1	Streetscape upgrade for Morley & Bayswater	Develop and implement a streetscape upgrade plan for Morley and Bayswater.	Development and Place	●	The City presented the cross section option to the Councillor Briefing held on 7 March 2023, and having regard to the Councillor feedback a further report will be presented to the 26 April 2023 Ordinary Council Meeting.	35%
B1.1.2	Streetscape upgrade for Noranda	Develop and implement a streetscape upgrade plan for Noranda.	Development and Place	●	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.	0%
E2.1.1	Strengthen Morley City Centre	Strengthen the Morley City Centre as a pedestrian friendly environment to meet the requirements of a Strategic Metropolitan Centre.	Development and Place	●	The City presented the cross section option to the Councillor Briefing held on 7 March 2023, and having regard to the Councillor feedback a further report will be presented to the 26 April 2023 Ordinary Council Meeting.	35%
B3.1.1	Structure Plans & built form policies for each town centre	Prepare a Structure Plan and built form policies for each town centre: Maylands; Morley; Noranda; Bayswater.	Development and Place	●	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. The City received funding for a precinct structure plan in the area surrounding the new Morley train station. The City is currently in discussions with DPLH to partner on the plan, to ensure consistency between both agencies and to pool resources.	75%
E2.1.2	Town Centre Activation Plans	Implement Town Centre Activation Plans.	Development and Place	●	<p>The City has finalised the RAC Reconnect Morley Project with the installation of entry structures, seats and shade along Progress Street.</p> <p>The City has also finalised the RAC Grand Promenade Precinct Upgrade (with some landscaping still to occur in a suitable season), with the installation of alfresco spaces, lighting and a mural.</p> <p>The Bert Wright Park concept plan is currently being modified to incorporate more landscaping and to ensure it can still be delivered given the rising costs. This is currently being drafted by the City.</p>	90%
C2.1.1	Aged Care asset review	Review of Aged Care assets.	Business Services	●	The draft sub-leases have been sent to the Department of Communities for comment. The draft Business plan has been approved via the Committee (with minor changes) and an updated valuation is currently being arranged in preparation for the Major Land Transaction	50%
L3.1.3	Implementation of Strategies	Provide an annual report to on the implementation of approved strategies.	Governance and OPD	●	The Audit and Risk Management Committee will be presented with an update on the annual review of strategies at its next meeting scheduled for May 2023.	75%%



CORPORATE BUSINESS PLAN PROGRESS REPORTING - QTR. 3 - 2022/23				<div>● On-Track</div> <div>● On-Hold</div> <div>● Off-Track</div>		
SCP Alignment	Title	CBP Action	Branch	Status Q3	Progress Comment: Q3	% Complete Q3
L2.2.1	Processes & Systems	Develop, review and implement processes and corporate systems to be more responsive to community needs and contemporary customer interaction.	Information Services	●	Development of online services in-line with the City's digital transformation strategy. Online services include facilities for online submission of building permits and development applications; animal registrations; an appeals process and advanced payment options. Eden ERP project progressing to as per schedule.	75%
L3.1.1	Elected Member Training	Co-ordinate ongoing training programs for elected members.	Governance and OPD	●	<ul style="list-style-type: none"> <li>Cr Johnson completed CEO Performance Review Training on 29 November 2022 and was noted in a Delegate's Report to the January OCM.</li> <li>Cr Johnson attended the WALGA Urban Forest Conference on 17 February 2023 and was noted in Delegate's Report to the March OCM.</li> <li>Cr Johnson completed the WALGA Environment and Sustainability Course on 19 March 2023 and is noted in a Delegate's Report to the April OCM.</li> <li>Cr Palmer also attended the WALGA Urban Forest Conference on 17 February 2023 but did not supply a Delegate's Report.</li> </ul>	75%
N1.1.1	Environmental Liveability Framework (ELF) development & implementation	Develop and implement a City of Bayswater Environmental liveability framework including biodiversity, climate change and urban forest.	Sustainability Environment and Waste	●	The preparation of the 5 year plan is ongoing. To be delivered end of Q4.	50%
N2.1.1	Waste collection practices & FOGO	Review waste collection practices, investigate and implement alternative waste treatment technologies including Food Organics and Garden Organics (FOGO).	Sustainability Environment and Waste	●	Total households with the FOGO service at the end of the quarter is 31,565, 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%
N2.1.2	Waste education for community	Deliver waste education to the community in partnership with other stakeholders.	Sustainability Environment and Waste	●	Waste Recovery Education Officer providing ongoing community education at City events.	75%

# PERFORMANCE REPORTING - QUARTER 3: JANUARY 2023 - MARCH 2023

INFORMING STRATEGIES ACTION PROGRESS REPORTING - QTR. 3 - 2022/23				<div> <div>● On-Track</div> <div>● On-Hold</div> <div>● Off-Track</div> </div>		
SCP Alignment	Strategy	Strategy Actions 2022-2023	Branch	Status Q3	Progress Comment: Q3	% Complete Q3
C4.1.1	Access and Inclusion Plan	Provide high-level update of strategy actions/outcomes implemented this quarter	Community Development	●	Overall the City has completed 16 actions to date from a total of 54 actions in total. Two actions have discontinued; one due to the Eden review integration, and one has not progressed mainly due to insufficient funds and COVID-19 impact	50%
L2.1.1	Advocacy Strategy	Provide high-level update of strategy actions/outcomes implemented this quarter	CEO	●	Progress reported in CEO's KPIs	
C4.1.1	Age Friendly Strategy 2021-2025	Provide high-level update of strategy actions/outcomes implemented this quarter	Community Development	●	Priority 1 (2.1) progressing with advertising to increase the pool of volunteer bus drivers to trail service. Priority 2 (5.2) progressing with investigation of grants to fund showcasing of stories. Priority 3 (5.5) Complete, with elder abuse workshops and training delivered. Progressing for a grant for Older Persons Rights Service workshops. Priority 4 (8.4) Complete.	50%
C1.1.1	CCTV Strategy 2019-2028	Provide high-level update of strategy actions/outcomes implemented this quarter	Rangers and Security	●	<ul style="list-style-type: none"> <li>• IT currently investigating the upgrade of Milestone Software to improve functionality and provide an licence plate recognition search function – Strategy 1.3</li> <li>• Funding sought to improve camera infrastructure beyond the end of life expectancy – Strategy 2.2</li> <li>• Trial of Aero Ranger electronic parking enforcement equipment undertaken and funding sought for next financial year – Strategy 2.4</li> <li>• Negotiations ongoing to allow copied Aero Ranger LPR data to be shared with WA Police – Strategy 2.7, 3.4 and 5.1</li> <li>• New conduit installed at AP Hinds / Riverside Gardens T-Junction to allow for future expansion of surveillance coverage along Milne Street inclusive of Ellis House – Strategy 3.1</li> <li>• Liaison with MRD, Tonkin Gap Alliance to discuss installation options for CCTV and lighting under Tonkin Highway Bridge at Claughton Reserve. This is ongoing – Strategy 3.1</li> <li>• Trial of CCTV camera trailer from Town of Bassendean to determine effectiveness – Strategy 3.2</li> <li>• WA Police has approached City of Bayswater to introduce a Rates related rebate for the take up of installation of CCTV at private premises and report via CamMaps. Unable to be facilitated at this time due to cost and resources - Strategy 6.4</li> </ul>	100%
E4.1.1	Collective Local Biodiversity Strategy	Provide high-level update of strategy actions/outcomes implemented this quarter	Sustainability Environment and Waste	●	Ongoing environmental restoration of natural areas. Plants ordered for winter 2023 revegetation. Naturelink Presentation	75%

INFORMING STRATEGIES ACTION PROGRESS REPORTING - QTR. 3 - 2022/23				<div> <div></div> On-Track                 <div></div> On-Hold                 <div></div> Off-Track             </div>		
SCP Alignment	Strategy	Strategy Actions 2022-2023	Branch	Status Q3	Progress Comment: Q3	% Complete Q3
L1.1.1	Community Engagement Strategy	Provide high-level update of strategy actions/outcomes implemented this quarter	Community Engagement	<div></div>	As part of our staff learning program, 8 staff members have been trained this quarter in engagement basics and as project administrators on Engage Bayswater. 1 staff member has also been trained in IAP2 Engagement Essentials. In this quarter we only had one main engagement - Crime and Safety Plan. There was a 8% reduction from very good to good across all the community engagement areas. A lot of the comments were due to promotion. Due to increasing number of projects across the organisation capacity of staff to undertake actions of the strategy implementation action plan have been minimal. The CE team continue to train staff, but other business improvement areas such as template reviews have been put on hold.	75%
C1.1.1	Community Recreation Plan	Provide high-level update of strategy actions/outcomes implemented this quarter	Project Services	<div></div>	Community Sport and Recreation Facility Fund application to Department of Local Government Sport and Culture not approved to progress Skate and BMX Strategy. City now developing with internal budget. Community Sport and Recreation Fund to provide additional changerooms at Upper Hillcrest Reserve approved. Community Sport and Recreation Facility Fund to replace and upgrade sports floodlighting at Halliday Park approved.	100%
C4.1.1	Cultural Plan 2019-2024	Provide high-level update of strategy actions/outcomes implemented this quarter	Community Development	<div></div>	The is progressing with 26 actions. In this period the City delivered two flash mobs integrated into the Volunteer Thank you Luncheon, with burlesque dancers; and at the International Women's Day Event with the Fringe Menagerie singers.	100%
V2.1.1	Destination Marketing Strategy	Provide high-level update of strategy actions/outcomes implemented this quarter	Development and Place	<div></div>	Funds not allocated to implement this strategy in 2022/23. Accordingly, this strategy is not progressing at this stage.	0%
E4.1.1	Emission Reduction and Renewable Energy Plan	Provide high-level update of strategy actions/outcomes implemented this quarter	Sustainability Environment and Waste	<div></div>	Community Battery Program, review of Emission Reduction and Renewable Energy Plan required	25%
E4.1.1	Environmental Liveability Framework 2021-45	Provide high-level update of strategy actions/outcomes implemented this quarter	Sustainability Environment and Waste	<div></div>	Ongoing Plan Preparation	25%

INFORMING STRATEGIES ACTION PROGRESS REPORTING - QTR. 3 - 2022/23				<div> <div>● On-Track</div> <div>● On-Hold</div> <div>● Off-Track</div> </div>		
SCP Alignment	Strategy	Strategy Actions 2022-2023	Branch	Status Q3	Progress Comment: Q3	% Complete Q3
V2.1.1	Interim Economic Development Plan (currently taking place of the Economic/ Business Framework)	Provide high-level update of strategy actions/outcomes implemented this quarter	Development and Place	<div>●</div>	<p>The City has appointed a property consultant to undertake a current market review and analysis of the Morley Activity Centre. The consultant will complete the report in May 2023. Some actions from the Interim Economic Development Strategy may be dependent of the outcome of the report.</p> <p>In light of the advice from Water Corporation that they are not currently progressing infill sewerage upgrades in the Bayswater Industrial Area. The City is seeking quotes from consultants for the preparation of a business case for submission to the State Government.</p> <p>The City has prepared a draft investment prospectus which should be completed by May 2023..</p> <p>The City is currently organising a Business and Investor Breakfast on Friday 12 May 2023.</p> <p><u>The City has been in contact with Registered Training Organisations in the</u></p>	50%
E3.1.1	Local Bike Plan	Provide high-level update of strategy actions/outcomes implemented this quarter	Engineering and Spatial Services	<div>●</div>	The plan is out for community feedback finishing 4 May, 2023 in readiness for an item to Council in May for adoption.	
C4.1.1	Local Homelessness Strategy	Provide high-level update of strategy actions/outcomes implemented this quarter	Community Development	<div>●</div>	Following adoption the DoT will make comment and then the document will be ready for corporate styling to be completed in June, 2023.	40%
V2.1.1	Local Housing Strategy/ Local Planning Strategy 2012	Provide high-level update of strategy actions/outcomes implemented this quarter	Development and Place	<div>●</div>	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.	0%
C1.1.1	Low Cost Urban Road Safety Program (replacing Citywide Traffic Management Implementation Plan)	Provide high-level update of strategy actions/outcomes implemented this quarter	Engineering and Spatial Services	<div>●</div>	<p>Ph.1 - Frank Drago (Bayswater) and Bayswater Waves (Embleton) treatments will be near complete in April, 2023. Only final signs &amp; line marking by MRWA.</p> <p>Ph.2.1 – Shearn Park, Weld Square &amp; Maylands Central, plus</p> <p>Ph.2.2 Beaufort Park &amp; RA Cook all going to second engagement (E2) for draft treatment plan in May, 2023 and treatment deliver before the end of 2023</p> <p>Ph.2.3 – Hillcrest, Whatley Cres North &amp; Maylands Peninsula going to E1 (community lived experience in May 2023.</p>	<p>Ph. 1 - 95%</p> <p>Ph.2.1 - 50%</p> <p>Ph. 2.2 - 50%</p> <p>Ph. 2.3 - 30%</p>
V2.1.1	Morley Activity Centre	Provide high-level update of strategy actions/outcomes implemented this quarter	Development and Place	<div>●</div>	Ph.2.1 – Shearn Park, Weld Square & Maylands Central, plus Ph.2.2 Beaufort Park & RA Cook all going to second engagement (E2) for draft treatment plan in May, 2023 and treatment deliver before the end of 2023	35%
C1.1.1	Play Space Strategy 2019-29	Provide high-level update of strategy actions/outcomes implemented this quarter	Project Services	<div>●</div>	Ph.2.3 – Hillcrest, Whatley Cres North & Maylands Peninsula going to E1 (community lived experience in May 2023.	75%
C1.1.1	Public Health and Wellbeing Plan 2019-24	Provide high-level update of strategy actions/outcomes implemented this quarter	Environmental Health and Statutory Building	<div>●</div>	The City has continued to deliver a range of public health initiatives to the community.	98%
C4.1.1	Reconciliation Action Plan	Provide high-level update of strategy actions/outcomes implemented this quarter	Community Development	<div>●</div>	The City has progressed to deliver 11 deliverables of the Reconciliation Action Plan.	50%

INFORMING STRATEGIES ACTION PROGRESS REPORTING - QTR. 3 - 2022/23				<div> <div></div> On-Track                 <div></div> On-Hold                 <div></div> Off-Track             </div>		
SCP Alignment	Strategy	Strategy Actions 2022-2023	Branch	Status Q3	Progress Comment: Q3	% Complete Q3
C4.1.1	The Platform Youth Action Plan 2019 - 2023	Provide high-level update of strategy actions/outcomes implemented this quarter	Community Development	<div></div>	Position filled, and progressed to complete four deliverables, with Youth Advisory Council returned after while staff resources were low. There are 10 deliverables on track to progress out of 14 deliverables. Youth Week plans complete with three deliverables for youth available, and has partnered with local businesses to deliver training.	75%
V2.1.1	Town Centre Activation Plans Bayswater Morley Maylands Noranda	Provide high-level update of strategy actions/outcomes implemented this quarter	Development and Place	<div></div>	The Reconnect Morley Project in partnership with RAC works have been completed. The final stages involves evaluation from external consultants. The remainder of budgeted works for Bert Wright Park will be completed prior to end of financial year.	75%
V2.1.1	Town Centre Parking Management Plans for Bayswater, Maylands and Morley	Provide high-level update of strategy actions/outcomes implemented this quarter	Development and Place	<div></div>	The City has reviewed the car parking plans and cash-in-lieu of car parking and parking dispensation policies to align with the State Government's recently released guidelines and requirements. The updated plans and policies were advertised in early 2023. A report of the outcomes of the engagement is scheduled to be presented to the 23 May 2023 Ordinary Council Meeting.	40%
E4.1.1	Urban Forest Strategy	Provide high-level update of strategy actions/outcomes implemented this quarter	Sustainability Environment and Waste	<div></div>	Plan requires update in 2024	25%
E4.1.1	Waterwise Bayswater 2020-2030	Provide high-level update of strategy actions/outcomes implemented this quarter	Sustainability Environment and Waste	<div></div>	Contractor selected for detailed design of Rudlock Reserve Basin	25%

# PERFORMANCE REPORTING - QUARTER 3: JANUARY 2023 - MARCH 2023

CITY OF BAYSWATER- PERFORMANCE MEASURE REPORTING - QTR. 3 - 2022/23						<div> <div></div> On-Track                     <div></div> On-Hold                     <div></div> Off-Track                 </div>	
Action Type	Title	SCP and CBP Measure	Branch	Qtr. 3	Qtr. 4	Progress Indicator Q3	Notes Q3
CBPM	Public Health Plan	Environmental Health - Number of targets achieved from the City's Public Health and Wellbeing Plan	Environmental Health and Statutory Building	68		<div></div>	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).
CBPM	Attendance at City managed events	Number of attendees at City managed events	Community Development	5,100		<div></div>	The Australia Day Citizenship Ceremony and BBQ breakfast had lower numbers than usual mainly due to post COVID trend (500). The Community Concert had lower numbers mainly due to the extreme hot weather (4,000). The International Women's Day had increased numbers (200). The Evening in the Park had lower numbers due to location and cooler weather (400).
CBPM		Financial Services - Financial Health Score (Department of Local Government, Sport and Cultural Industries)	Financial Services				Annual Reporting
CBPM	Cycleways and Footpaths	Engineering Services - Kilometres of cycleways and footpaths created or upgraded.	Engineering and Spatial Services		TBC		Annual Reporting
CBPM	City's volunteers	Number of volunteers in the City or percentage of residents who volunteer (Level of volunteerism by City residents (Volunteering WA))	Community Development	75		<div></div>	The City has increased promotion to recruit new volunteers, with six pending applications.
CBPM	Engagement Activities	Number of engagement activities with the business community.	Development and Place	2		<div></div>	The City has undertaken the placemaking grants process which will assist 35 local businesses improve their shop front or promote their business.  Additionally the City is currently planning a Business and Investment Breakfast on 12 May 2023 to attract potential investors and build awareness of the investment opportunities available within the City.
CBPM	Town Centres - Structure Plans	Progress towards implementing structure plans for town centres.	Development and Place	80%		<div></div>	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.
CBPM	Industry Awards	Number of industry awards applied and outcome	Communications and Marketing				The responsibility for the application of industry awards is now the full responsibility of individual branches and is no longer supported by the Communications Team (due to resources being re-allocated to the Social Media function). This data will be collated and reported in the 4th quarter.
CBPM	Participation in engagement	Number of participants in community engagement	Community Engagement	8,800		<div></div>	The City has had 8,800 unique visitors to the engage Bayswater website in the quarter. This is more than double of the same period in the FY 21/22. Community Engagement Projects that the CE Team have advised / assisted on this quarter include the following: Crime Prevention and Safety Plan, Events Strategy, IDAC Project, Play space upgrades x 1, LPS, Local Law reviews, Planning Policies. 84 new registrations were made to the site during this period - half from the same quarter in FY21/22.

CITY OF BAYSWATER- PERFORMANCE MEASURE REPORTING - QTR. 3 - 2022/23						<div>● On-Track</div> <div>● On-Hold</div> <div>● Off-Track</div>	
Action Type	Title	SCP and CBP Measure	Branch	Qtr. 3	Qtr. 4	Progress Indicator Q3	Notes Q3
CBPM	Environmental Strategies	The number of environmental strategies developed and outcomes achieved.	Sustainability, Environment and Waste	1		●	Total households with the FOGO service at the end of the quarter is 31,565, 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.
CBPM	Water Usage and Management	Water usage and management	Sustainability, Environment and Waste	1		●	Detailed design for Rudock Reserve Water Sensitive Urban Design.
CBPM	Waste Targets	Progress towards meeting State government targets for waste, particularly with regard to the introduction of Food Organics and Garden Organics (FOGO).	Sustainability, Environment and Waste	95%		●	Annual Reporting
SCPM	Tree Canopy	Parks and Gardens - Percentage of tree canopy cover - (working towards Council's aspirational target of 20% cover)	Parks and Gardens	0		On-Track	Progressing planning stage for 2023 winter planting program.  Public campaigns and promotions advertising tree planting delivered by Communications team.
SCPM	Public/Play Space Development	Parks and Gardens - Number of public/play spaces developed	Parks and Gardens	0		On-Track	Feredy Reserve on track to be delivered.  Birkett has been put on hold until further notice due to anti social activity in the area. This is being followed up by the City with the Department of Communities.  Other projects identified in branch plan are progressing through various stages as planned.
SCPM	Businesses Operating/Employment Opportunities	Number of businesses operating in the City Number of employment opportunities in the City	Development and Place	2,125		●	An audit of the City's businesses was last undertaken in 2021.
SCPM	Events and initiatives	Community and Civic Events - The number of City-led events	Community Development	4		●	Four City led events occurred through community development, with the last of the summer series on 15 April 2023.
SCPM	Annual Grant Program	Number of grant applications/outcomes against the annual grant program to support community groups to lead community events and initiatives	Development and Place	38		●	The City has recently undertaken the placemaking grants process which will assist 35 local businesses improve their shop front or promote their business and three community groups hold events. All funding was exhausted as a part of this process.
SCPM	Events and initiatives	Number of events and initiatives focused on town centres.	Development and Place	12		●	The City has finalised the RAC Reconnect Morley Project with the installation of entry structures, seats and shade along Progress Street.  The City has also finalised the RAC Grand Promenade Precinct Upgrade (with some landscaping still to occur in the suitable season), with the installation of alfresco spaces, lighting and a mural.



CITY OF BAYSWATER- PERFORMANCE MEASURE REPORTING - QTR. 3 - 2022/23						<div>● On-Track</div> <div>● On-Hold</div> <div>● Off-Track</div>	
Action Type	Title	SCP and CBP Measure	Branch	Qtr. 3	Qtr. 4	Progress Indicator Q3	Notes Q3
SCPM	General Waste	Waste Management -Tonnes of general waste to landfill per year (report by quarter)	Sustainability, Environment and Waste	4,000		●	general waste, MUDs (front lifts), MRF residual waste tonnages and public litter bins. It excludes the waste delivered to Baywaste and any forms of green waste/FOGO as this material is recovered.  Total Landfill Q3 (Domestic Waste, Bulk Verge and Constitute) = 4,000
SCPM	Satisfaction with the Facilities and Services (Community Perceptions Survey Data)	Percentage of the community satisfied with facilities and services for older adults (Community Perceptions Survey Data)	Community Engagement	77.20%		●	RFQ for the Community Perceptions survey has been advertised and will close on 15 April 2023. Aim to have the work completed by June 2023.
SCPM	Satisfaction with the Footpaths and Cycleways. (Community Perceptions Survey Data)	Percentage of the community satisfied with footpaths and cycleways. (Community Perceptions Survey Data)	Community Engagement	73%		●	RFQ for the Community Perceptions survey has been advertised and will close on 15 April 2023. Aim to have the work completed by June 2023.
SCPM	Satisfaction with the Streetscapes and Building Design and Scale. (Community Perceptions Survey Data)	Percentage of the community satisfied with streetscapes and building design and scale. (Community Perceptions Survey Data)	Community Engagement	73.10%		●	RFQ for the Community Perceptions survey has been advertised and will close on 15 April 2023. Aim to have the work completed by June 2023.
SCPM	City-led programs	The number of City-led community programs connecting people to opportunities to participate	Community Development	23		●	Duplication of the computer mentoring sessions was amalgamated with the libraries.
SCPM	City's volunteers	Community Care and Aged Services - The number of hours the City's volunteers contributed	Community Development	6000		●	More volunteers are assisting members at the community centres. More volunteers used at the events, and an increase participation of volunteers in the Youth Advisory Council.
SCPM	City-led programs	Library Services - The number of City-led community programs connecting people to opportunities to participate	Community Development	26		●	<b>Adult Programs</b> - Number of programs (individual programs not number of sessions) - 16 - Program attendance – 1,036 Adult Program highlights for the quarter: - Increase in the number of individuals seeking English conversation experiences, e.g. Morley Library English Conversation Group sessions attendances have increased from 8 to over 25. <b>Children and Youth Programs</b> - Number of programs (individual programs not number of sessions) - 10 - Program attendance – 3,860 <b>Children and Youth Program highlights include:</b> - 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

CITY OF BAYSWATER- PERFORMANCE MEASURE REPORTING - QTR. 3 - 2022/23						<div>● On-Track</div> <div>● On-Hold</div> <div>● Off-Track</div>	
Action Type	Title	SCP and CBP Measure	Branch	Qtr. 3	Qtr. 4	Progress Indicator Q3	Notes Q3
SCPM	Libraries	The number of visits to City-run libraries	Community Development	54,752		●	Bayswater Library - 13,542 visitations Maylands Library - 18,904 visitations (16.5% increase) Morley Library - 22,306 visitations(9.4% increase) <b>All Libraries - 54,752 visitations (8.6% increase on 2022)</b>
SCPM	Recreation Centres	The number of visits to City-run recreation centres - Waves and The RISE	Recreation	Waves 191,231 RISE 38,495 MWL 1,200		On-Track	Attendance is down slightly due to access control issues incurred during the weeks that the transportable and tree issues were attended to. This would have caused the attendance stats to be under-reported. RISE stats are showing lower as they are now being formulated through recorded attendance as opposed to general assumptions.
SCPM	Satisfaction with the City as a place to live (Community Perceptions Survey Data)	Percentage of community satisfied with the City as a place to live (Community Perceptions Survey Data)	Community Engagement	75.00%		●	RFQ for the Community Perceptions survey has been advertised and will close on 15 April 2023. Aim to have the work completed by June 2023.
SCPM	Annual Grant Program	Number or grant applications/outcomes against the annual grant program to support community groups to lead community events and initiatives	Community Development	3		●	The City awarded three Community Events grants in March, and are currently assessing nine Better Bayswater grants.
SCPM	City-led Programs	Environmental Sustainability - Number of City-led community programs connecting people to opportunities to participate	Sustainability, Environment and Waste	3		●	Night Stalk, Frog forage, Nature link presentation.
SCPM	Renewable Energy	Environmental Sustainability - Percentage of renewable energy used for corporate operations.	Sustainability, Environment and Waste	75		●	Ongoing 100% renewable electricity purchased for all City buildings and facilities. Sustainability Officer hired.
SCPM	River and Foreshore Health	Environmental Sustainability - Number of projects that support river and foreshore health.	Sustainability, Environment and Waste			●	Grant applications Swan Canning Riverpark Urban Forest (SCRUF) program.
SCPM	Plants Planted in Natural Areas	Environmental Sustainability - Number of plants planted in natural areas (bushlands, wetlands, river foreshore).	Sustainability, Environment and Waste	89,310		●	Annual Reporting
SCPM	Tree Canopy	Environmental Sustainability - Percentage of tree canopy cover - (working towards Council's aspirational target of 20% cover)	Sustainability, Environment and Waste	14.55%		●	Annual Reporting

# PERFORMANCE REPORTING - QUARTER 3: JANUARY 2023 - MARCH 2023

CEO KPI PROGRESS REPORTING - QTR. 3 - 2022/23				<div> <div></div> On-Track                     <div></div> On-Hold                     <div></div> Off-Track                 </div>		
SCP Alignment	Title	Deliverable	Branch	Status Q3	Progress Comment: Q3	% Complete Q3
L2.1.1	Ensure ongoing Financial Sustainability	<b>Review the City's Long-Term Financial Plan.</b> <ul style="list-style-type: none"> <li>Draft LTFP presented to Council at the February 2023 Budget Workshop. Financial overview provided November 2022.</li> <li>Final LTFP ready for Council endorsement by 30 June 2023.</li> </ul>	Financial Services	<div></div>	Currently being worked on as part of the 2023-24 budget. Once the 2023-24 Rate Setting Statement is close to being finalised this will be the base for the LTFP.	70%
L2.1.1	Support Equitable Rating	<b>Review the City's rating system.</b> <ul style="list-style-type: none"> <li>Draft Rating Strategy presented to Council at the February 2023 Budget Workshop.</li> <li>Final Rating Strategy adopted, and rates ready for advertisement by May 2023.</li> </ul>	Financial Services	<div></div>	The draft rating strategy will follow the adoption of the 2023-24 budget. At the previous workshop it was generally agreed that the strategy and differential rates would be reviewed as part of the 2024-25 budget process.	10%
V2.2.1	Review City Property Portfolio	<b>Progress the implementation of the City's Land Acquisition and Disposal Strategy.</b> <ul style="list-style-type: none"> <li>Ongoing implementation with quarterly progress updates to 30 June 2023.</li> </ul>	Recreation and Commercial Activities	<div></div>	A preliminary review of City properties was undertaken in quarter 2 with a number of follow-up actions prioritised. Recent staffing changes have left this project area without a resource. Plans are currently being developed to rectify this situation to minimise the impact on progress into the future.	10%
L4.1.1	Lead improved organisational change	<b>Undertake an organisational review.</b> <ul style="list-style-type: none"> <li>Organisational Review completed and Improvement Plan developed and presented to Council.</li> </ul> <b>Develop and implement an Improvement Plan to ensure alignment and delivery capability of the City's outcomes, defined by Councils' strategic direction.</b> <ul style="list-style-type: none"> <li>Improvement Plan implemented, with quarterly progress reports to Council.</li> </ul>	Governance and OPD	<div></div>	<p>The Organisation Review has been completed, and the results presented to the CEO Review Committee in March 2023. The results will be presented to Council in April 2023.</p> <p>An Improvement Plan will now be developed to identify priority actions for implementation over the next 12-24 months. The improvement plan will be prepared during Q4.</p>	70%
L4.1.1	Lead improved organisational change	<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	<div></div>	<p>Draft Services Plans were presented to Council at a business planning and budget workshop held on 14 March 2023. These plans were costed and should changes to services and service FTE (where applicable).</p> <p>Council provided input and asked questions in relation to the Service Plans. Responses to questions were sent out Friday 31 March 2023.</p> <p>Updated Services Plans and Project Plans will be presented back to Council in May 2023. These plans will form the basis of the Corporate Business Plan which will also be drafted during Q4.</p> <p>The final Corporate Business Plan will be presented to Council in early June, so that it can be considered and adopted by Council prior to 30 June 2023.</p> <p>A new Council Policy on the Integrated Planning and Reporting Framework is also being drafted and will be presented to the Policy Development Committee in June 2023.</p>	70%

CEO KPI PROGRESS REPORTING - QTR. 3 - 2022/23				<div> <div></div> On-Track                 <div></div> On-Hold                 <div></div> Off-Track             </div>		
SCP Alignment	Title	Deliverable	Branch	Status Q3	Progress Comment: Q3	% Complete Q3
L4.1.1	Lead sustained Council governance	<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	<div></div>	<p>The Ward Boundary and Representation Review was considered by Council at its January OCM and a submission was made to the LGAB by the deadline of 14 February 2023. The City awaits the outcome of that proposal to the LGAB.</p> <p>The LG Amendment Bill 2023 was introduced to Parliament in February 2023. A verbal update on the proposed reforms was provided to the ARMC at its meeting held 7 March 2023. City officers are making preparations to ensure that the City is ready to introduce any changes as and when they become law.</p>	70%
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	<div></div>	<p>The updated Risk Management Framework and the Integrity Framework were adopted by the Council at its March OCM.</p> <p>The Fraud and Corruption Plan is currently under review and will be submitted to the May ARMC meeting.</p> <p>A review of the City's Strategic Risk Register has commenced with the Executive Leadership Team, and a review will shortly be carried out with the ARMC.</p> <p>Risk reviews with branch managers will be commencing during Q4.</p> <p>The Regulation 17 audit will take place in May 2023.</p> <p>An RFT for the City's Internal Auditors has been released for advertisement.</p>	75%
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	<div></div>	<ul style="list-style-type: none"> <li>The City is further developing a City of Bayswater Investment Prospectus which will be completed by May 2023.</li> <li>Additionally, the Chief Executive Officer and Director Community and Development held a meeting with ISPT Super Property as a potential investor to promote the 'Open for Business' message.</li> <li>The City has organised a Business and Investor Breakfast for 12 May 2023.</li> <li>The City has appointed a property consultant to undertake a current market review and analysis of the Morley Activity Centre. The consultant will complete the report in May 2023. Some actions from the Interim Economic Development Strategy may be dependent on the outcome of this report.</li> <li>The City has been in contact with Property Council and UDIA to compare possible opportunities. Further progress may be dependent on the consultant report referred to above.</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>	50%
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	<div></div>	<p>The City is partnering with the Department of Planning, Lands and Heritage (DPLH) to develop the Morley Station Precinct Structure Plan (on a 50:50 cost sharing basis). The project will be led by the City in collaboration with the DPLH. This will enable the City to ensure that critical components are fully addressed in the Plan.</p> <p>The City and the DPLH have finalised the scope of works and the tender process will commence 22 April 2023, for a period of four weeks, and a consultant appointed shortly afterward.</p>	25%

CEO KPI PROGRESS REPORTING - QTR. 3 - 2022/23				<div> <div></div> On-Track                 <div></div> On-Hold                 <div></div> Off-Track             </div>		
SCP Alignment	Title	Deliverable	Branch	Status Q3	Progress Comment: Q3	% Complete Q3
V2.1.1	Lead economic development, advocacy and the development of future partnerships	Ensure advocacy is Council led through the development of an advocacy plan. <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	<div> <div></div> </div>	The City has been developing a list of advocacy projects, which will be presented to Council via a workshop.  In June, the CEO will travel to Canberra with the Mayor, Deputy Mayor and Cr Palmer to participate in the Australian Local Government Association's National General Assembly to advocate on behalf of the City of Bayswater. City staff are scheduling meetings with relevant Ministers to advocate on specific projects while the delegation is in Canberra.  A Business and Investor Breakfast has been planned for 12 May 2023 to encourage investment in the City of Bayswater.	20%

**10.6.1.8 Debtors write-off**

<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. CONFIDENTIAL REDACTED - Infringement debtors list - for debts under \$500 [ <b>10.6.1.8.1</b> - 1 page]

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

**SUMMARY**

This report presents and notifies Council of a list of debts written-off that have been written off under delegated authority in accordance with the Sundry Debt and Recovery Policy.

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

That Council notes for the period 1 January 2023 to 28 February 2023, an amount of \$1,592.22 of sundry (infringement) debts as outlined in Attachment 1 and rates penalty interest of \$224.57 has been written off under delegated authority.

Cr Sally Palmer Moved, Cr Assunta Meleca Seconded

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

**For:** Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, 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**

This report provides an overview of debts that have either been written off or that require Council approval to write off under Delegated Authority *FM-D05 Granting Concessions and Write-Offs*

Australian Accounting Standards and the provisions of the *Local Government Act 1995* and Financial Management Regulations require, inter alia, ongoing assessment of the likelihood that debts recognised in the organisation's accounts will be collected.

Debtors are managed in accordance with the City's Sundry Debt Collection and Recovery Policy. While all reasonable efforts are made to recover aged debts, there are also some that, for practical purposes, require write off.

These debts relate to monies due for user charges, infringements, fees and other services rendered, and the process for collection is dependent on the type of debt raised and the mechanisms available under various legislation for recovery. Section 6.12 (1) of the *Local Government Act 1995* allows for debts to be written off by Council, and Delegated Authority *FM-D05 Granting Concessions and Write-Offs* gives delegated authority to the Chief Executive Officer to write off any sundry debtors debts under \$1,000 per account, and advise Council accordingly.

Any amount in excess of \$1,000.00 requires approval from Council to write off.

**EXTERNAL CONSULTATION**

Not applicable.

## OFFICER'S COMMENTS

### Infringement Debtors

The infringement write-off list (**Attachment 1**) refers to current infringements where either the City cannot acquire the offender's details from the Department of Transport or the Fines Enforcement Registry (FER) has advised that the debt is not recoverable or economical to enforce. The amount written off under Delegated Authority is \$1,592.22.

### Rates Penalty Interest

Penalty interest associated with rates with an account balance of \$5 or less are written off under Delegated Authority. For the period 1 January 2023 to 28 February 2023, 258 properties had a small balance of penalty interest totalling \$224.57, which was written off under Delegated Authority.

There is no debt exceeding the Delegated Authority threshold that is required to be written off by Council during this reporting period.

## LEGISLATIVE COMPLIANCE

The Sundry Debt Collection and Recovery Policy applies and section 6.12 (1) of *the Local Government Act 1995* states:

*"Subject to subsection (2) and any other written law, a local government may —  
...(c) write off any amount of money, which is owed to 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>	By writing off these debts, the outstanding debtors account will reflect amounts that are deemed recoverable.	

## FINANCIAL IMPLICATIONS

Debts written-off are reflected in the end-of-year operating result. The ongoing review of the City's revenue collection and debt recovery practices is considered to be an important feature of risk management and strengthening corporate governance.

## 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 notes an amount of \$1,592.22 of sundry (infringement) debts has been written off in **Attachment 1** and \$224.57 of rates penalty interest have been written off under delegated authority.

**10.6.1.9 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>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority
<b>Attachments:</b>	1. LGA Reform Proposals [ <b>10.6.1.9.1</b> - 33 pages]
<b>Refer:</b>	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 Assunta Meleca Seconded

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

**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, 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 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.

Following the public consultation period, the Department of Local Government, Sport and Cultural Industries (DLGSCI) published a document entitled "Local Government Reforms: Full Reform Proposals" which forms **Attachment 1** to this report.

On 24 March 2023, the Hon John Carey, Minister for Housing; Lands; Homelessness and Local Government, released a media statement to advise that the [Local Government Amendment Bill 2023](#) (Amendment Bill) has been passed by the Legislative Assembly and will now be considered by the Legislative Council. At the time of drafting this report, the bill has been read a second time at the Legislative Council.

The Amendment Bill incorporates “tranche one reforms”. The Department of Local Government is continuing to work with the sector on “tranche two reforms, including the establishment of the new Local Government Inspector and local government monitors for early intervention.

## EXTERNAL CONSULTATION

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

## OFFICER'S COMMENTS

The table below explores the key changes proposed by the Amendment Bill that will have implications for the City of Bayswater. It is not a complete list of all of the amendments to the Act. At this stage the exact implementation dates and details of transitional arrangements are not known.

Amendment Bill Proposal	Comment/Status for City of Bayswater
Introduction of optional preferential voting, bringing local government elections more in line with State and Federal elections.	<p>The optional preferential voting system provides for an elector to number the candidates on the ballot paper in the order of their choice. Electors may vote for just one candidate or provide preferences for some or all candidates. The elector has control over their preferences and which candidate, if any, they are directed to.</p> <p>Under the proposed legislation, the election of the Mayor, Ward Councillors; Deputy Mayor and the Chairperson/Deputy Chairperson of each Committee for the City of Bayswater would all be conducted using the optional preferential voting system, with the Mayor and Ward Councillors being directly elected by the electors of the district and the Deputy Mayor and Chairperson positions being elected by the Council and Committee respectively.</p> <p>At a webinar organised by the DLGSCI on 27 April 2023, officers from the WAEC informed participants that the counting of votes under the optional preferential voting system will be more complex and is expected to take longer than for previous elections. They advised the count may take up to two days, with the announcement of successful candidates likely being made on day three (the Monday following the election date).</p> <p>Due to the extended timeframe for the count and announcement of successful candidates, the meeting dates for the Swearing in Ceremony and Election of Deputy Mayor and the first Agenda Briefing Forum of the new Council will likely need to be rescheduled.</p> <p>The City will be further engaging the Western Australian Electoral Commission to seek information and advice on the method to be used to count votes for the 2023 Ordinary Elections.</p>
Public election of a Mayor or President required for all larger councils.	<p>The Amendment Bill amends S2.11 of the Act to provide the power to make regulations which may require the election of the Mayor or President to be directly by the electors.</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>
The size of Councils to be aligned with the size of the population for each local government area.	<p>As the City of Bayswater has less than 75,000 residents, it will be required to reduce to nine Councillors including the directly elected Mayor by the 2025 Ordinary Elections.</p>

	<p>In preparation for this reduction of members, Council proactively instigated a Ward and Representation Review and at its meeting of 31 January 2023, resolved for the Chief Executive Officer to prepare a report to the Local Government Advisory Board (LGAB) proposing retention of a four ward structure with amendments to existing ward boundaries over two elections (2023 and 2025) which would allow for the number of Council positions to be reduced from 11 to 10 Councillors at the 2023 Ordinary Election, by removing one Councillor position from the Central Ward, and reducing from 10 to eight Councillors at the 2025 Ordinary Elections, by removing one Councillor position from the North Ward and one Councillor position from the West Ward.</p> <p>At the time of writing this report, the City is awaiting the determination on the above proposal from the LGAB.</p>
Enabling reforms to the owners and occupiers roll to prevent the use of 'sham leases', addressing critical findings of the City of Perth Inquiry.	<p>The amendment bill provides for regulations to be made to deal with the eligibility requirements for an occupier in relation to the owner occupier roll. It also amends s4.32 of the Act to require that a claim for enrolment as an occupier cannot be accepted unless the claimant has had the lease for 12 months prior to making the claim. This is intended to prevent the procurement of a short lease for the sole purpose of obtaining a vote or standing for election. The amendment bill also provides for expiry of enrolment eligibility claims made by a person on the basis of occupation of rateable property, stating that the claim expires when the person ceases to occupy the property,</p> <p>The City will need to alter its Enrolment Eligibility Claim form (Form 2, <i>Local Government (Elections) Regulations 1997</i>) in accordance with the amendments to those regulations, once made.</p> <p>The City is currently reviewing these forms to make them easier to read and understand.</p>
State-wide caretaker periods during ordinary council elections	<p>The proposed state-wide caretaker provisions would take effect from the close of nominations and end on the day the returning officer declares the result of the election.</p> <p>The new legislation proposes to change the due date for nominations for local government elections. The current legislation requires that nominations close at 4pm, 37 days before polling day. The Amendment Act changes the date of close of nominations to 4pm, 44 days before polling day. This would mean that if the 2023 elections go ahead on 21 October, the caretaker period would begin at 4pm on 7 September 2023. This means the City will likely need to reschedule its September Council Meeting, which is currently planned for 12 September 2023.</p> <p>The City already has a <a href="#">Caretaker Election Period Policy</a>, which will be reviewed to ensure alignment with the legislation and to ensure the correct references to the legislation are included, once introduced.</p>
Setting of standardised council meeting procedures.	<p>The amendments to the Act allow for regulations to be made prescribing standardised meeting procedures for local governments.</p> <p>No action is required on this amendment until the regulations regarding standardised meeting procedures are made.</p>
Establishing mandated communications agreements	<p>The communications agreement would regulate the steps that a Council member who wants information must take, and the steps</p>

<p>between council members and the local government administration.</p>	<p>that the CEO must take if the member requests information. The agreement would also cover the way in which, and the circumstances in which, dealings and communications may be had between Council or Committee members and employees. This amendment to the Act also allows for regulations to be made specifying the content that should and shouldn't be included in a communications agreement.</p> <p>No implementation can be undertaken on this amendment until the relevant regulations are made.</p>
<p>Enabling reforms to require all local governments to publish information through online registers, including registers that disclose information about local government leases, grants, and goods and services contracts.</p>	<p>The amendment provides that the regulations may require a local government CEO to keep registers which must be published on a local government's website. These regulations may include the form of the register and requirements for timely updating. It is intended that these registers include:</p> <ul style="list-style-type: none"> <li>• A register of the leases the City is party to.</li> <li>• A register of grants and sponsorship given by a local government</li> <li>• A register of all the contracts for goods and services the local government has entered into</li> <li>• Register of matters relating to the function of the local government under the <i>Planning and Development Act 2005</i>.</li> </ul> <p>The City is aware of this future requirement, and awaiting the new regulations to ensure the registers will be in the correct form.</p>
<p>Introducing new requirements for the publication of performance indicators and results for all local government Chief Executive Officers, with provision for limited exemptions for sensitive matters.</p>	<p>The amendments will require the publication of:</p> <ul style="list-style-type: none"> <li>• The CEO's performance criteria as set out in their contract;</li> <li>• Any report prepared relating to the CEO's performance against criteria.</li> <li>• The CEO's response to any report on their performance against criteria.</li> </ul> <p>The City already publishes the CEO's Key Performance Indicators on its website once endorsed by Council, in line with the CEO Performance Review Policy, which was adopted by Council on 20 September 2022.</p> <p>An update on progress against the CEO Key Performance Indicators is provided to the ARMC and the Council each quarter through the agenda for the Ordinary Council Meeting. Going forwards, this information can also be made available on a dedicated page on the City's website.</p>
<p>Parental leave entitlements for Councillors.</p>	<p>Section 2.25 is to be amended to enable Councillors to take parental leave of up to six months, where the member gives birth or adopts, or becomes the guardian or foster parent of a child under 16 years of age.</p> <p>The proposed amendments to the Act would also enable the automatic reduction of the quorum for a Council or Committee where the Council member is taking parental leave based on new subsection 2.25.</p> <p>No action is required at this time.</p>
<p>New requirement for the individual votes of each Council member to be recorded in the minutes of the meeting.</p>	<p>This is already an established practice at the City.</p>

Mandating live streaming and recording of council meetings.	<p>The Amendment Act provides for regulations to be made for livestreaming of Council and Committee meetings.</p> <p>The City already livestreams and records its meetings in accordance with the Council resolution of 24 August 2021.</p>
Local Governments to be able to remunerate independent committee members to receive fees and expenses for their services within Salaries and Allowances Tribunal Limits.	<p>No action at this stage but the City will need to follow these provisions when organising payments for independent committee members following the law being made.</p> <p>This can be done at the time of appointment to the Committee.</p>

## 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 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.



# Local Government Reforms: Full Reform Proposals





# Theme 1: Early Intervention, Effective Regulation and Stronger Penalties

CURRENT PROVISIONS	ORIGINAL PROPOSAL	AMENDED PROPOSAL
<b>1.1 Early Intervention Powers</b>		
<ul style="list-style-type: none"> <li>The Act provides the means to regulate the conduct of local government staff and council members and sets out powers to scrutinise the affairs of local government. The Act provides certain limited powers to: <ul style="list-style-type: none"> <li>Suspend or dismiss councils</li> <li>Appoint Commissioners</li> <li>Suspend or order remedial action (such as training) for individual councillors.</li> </ul> </li> <li>The Act also provides the Director General with the power to: <ul style="list-style-type: none"> <li>Conduct Authorised Inquiries</li> <li>Refer allegations of serious or recurrent breaches to the State Administrative Tribunal</li> <li>Commence prosecution for an offence under the Act.</li> </ul> </li> <li>Authorised Inquiries are a costly and relatively slow response to significant issues. Authorised Inquiries are currently the only significant tool for addressing significant issues within a local government.</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed to establish a Chief Inspector of Local Government (the Inspector), supported by an Office of the Local Government Inspector (the Inspectorate).</li> <li>The Inspector would receive minor and serious complaints about elected members.</li> <li>The Inspector would oversee complaints relating to local government Chief Executive Officers (CEOs).</li> <li>Local Governments would still be responsible for dealing with minor behavioural complaints.</li> <li>The Inspector would have powers of a standing inquiry, able to investigate and intervene in any local government where potential issues are identified.</li> <li>The Inspector would have the authority to assess, triage, refer, investigate, or close complaints, having regard to various public interest criteria – considering laws such as the <i>Corruption, Crime and Misconduct Act 2003</i>, the <i>Occupational Safety and Health Act 1984</i>, the <i>Building Act 2011</i> and other legislation.</li> <li>The Inspector would have powers to implement minor penalties for less serious breaches of the Act, with an appeal mechanism.</li> <li>The Inspector would also have the power to order a local government to address non-compliance with the Act or Regulations.</li> </ul>	<p>No major changes to the central concepts. Work to develop and refine detail is ongoing.</p>

CURRENT PROVISIONS	ORIGINAL PROPOSAL	AMENDED PROPOSAL
<ul style="list-style-type: none"> <li>The Panel Report, City of Perth Inquiry and the Select Committee Report made various recommendations related to the establishment of a specific office for local government oversight.</li> </ul>	<ul style="list-style-type: none"> <li>The Inspector would be supported by a panel of Local Government Monitors (see item 1.2).</li> <li>The existing Local Government Standards Panel would be replaced with a new Conduct Panel (see item 1.3).</li> <li>Penalties for breaches to the Local Government Act and Regulations will be reviewed and are proposed to be generally strengthened (see item 1.4).</li> <li>These reforms would be supported by new powers to more quickly resolve issues within local government.</li> </ul>	
<b>1.2 Local Government Monitors</b>		
<ul style="list-style-type: none"> <li>There are currently no legislative powers for the provision of monitors/temporary advisors.</li> <li>The DLGSC provides support and guidance to local governments, however, there is no existing mechanism for pre-qualified, specialised assistance to manage complex cases.</li> </ul>	<ul style="list-style-type: none"> <li>A panel of Local Government Monitors would be established.</li> <li>Monitors could be appointed by the Inspector to go into a local government and try to resolve problems.</li> <li>The purpose of Monitors would be to proactively fix problems, rather than to identify blame or collect evidence.</li> <li>Monitors would be qualified specialists, such as: <ul style="list-style-type: none"> <li>Experienced and respected former Mayors, Presidents, and CEOs - to act as mentors and facilitators</li> <li>Dispute resolution experts - to address the breakdown of professional working relationships</li> <li>Certified Practising Accountants and other financial specialists to assist with financial management and reporting issues</li> <li>Governance specialists and lawyers - to assist councils to resolve legal issues</li> <li>Human Resource and procurement experts - to help with processes like recruiting a CEO or undertaking a major land transaction.</li> </ul> </li> </ul>	<p>No major changes to the central concepts. Work to develop and refine detail is ongoing.</p>

CURRENT PROVISIONS	ORIGINAL PROPOSAL	AMENDED PROPOSAL
	<ul style="list-style-type: none"> <li>Only the Inspector would have the power to appoint Monitors.</li> <li>Local governments would be able to make requests to the Inspector to appoint Monitors for a specific purpose.</li> </ul>	
<b>1.3 Conduct Panel</b>		
<ul style="list-style-type: none"> <li>The Local Government Standards Panel was established in 2007 to resolve minor breach complaints relatively quickly and provide the sector with guidance and benchmarks about acceptable standards of behaviour.</li> <li>Currently, the Panel makes findings of alleged breaches based on written submissions.</li> <li>The City of Perth Inquiry report made various recommendations that functions of the Local Government Standards Panel be reformed.</li> </ul>	<ul style="list-style-type: none"> <li>The Standards Panel is proposed to be replaced with a new Local Government Conduct Panel.</li> <li>The Conduct Panel would be comprised of suitably qualified and experienced professionals. Sitting councillors will not be eligible to serve on the Conduct Panel.</li> <li>The Inspector would provide evidence to the Conduct Panel for adjudication.</li> <li>The Conduct Panel would have powers to impose stronger penalties – potentially including being able to suspend councillors for up to three months, with an appeal mechanism.</li> <li>For very serious or repeated breaches of the <i>Local Government Act 1995</i> (the Act), the Conduct Panel would have the power to recommend prosecution through the courts.</li> <li>Any person who is subject to a complaint before the Conduct Panel would have the right to address the Conduct Panel before the Panel makes a decision.</li> </ul>	No major changes to the central concepts. Work to develop and refine detail is ongoing.

CURRENT PROVISIONS	ORIGINAL PROPOSAL	AMENDED PROPOSAL
<b>1.4 Review of Penalties</b>		
<ul style="list-style-type: none"> <li>There are currently limited penalties in the Act for certain types of non-compliance with the Act.</li> </ul>	<ul style="list-style-type: none"> <li>Penalties for breaching the Act are proposed to be strengthened.</li> <li>It is proposed that the suspension of councillors (for up to three months) is established as the main penalty where a councillor breaches the Act or Regulations on more than one occasion.</li> <li>Councillors who are disqualified would not be eligible for sitting fees or allowances. They will also not be able to attend meetings or use their official office (such as their title or council email address).</li> <li>It is proposed that a councillor who is suspended multiple times may become disqualified from office.</li> <li>Councillors who do not complete mandatory training within a certain timeframe will also not be able to receive sitting fees or allowances.</li> </ul>	<p><b>Disqualifications</b></p> <p>It is further proposed to establish a provision that results in a person automatically becoming disqualified for 10 years from being an elected member at any local government in WA if they have been suspended three times (by either the Conduct Panel, State Administrative Tribunal or Minister).</p>
<b>1.5 Red Card Referrals</b>		
<ul style="list-style-type: none"> <li>Currently, local governments have different local laws and standing orders that govern the way meetings run. Presiding members (Mayors and Presidents) are reliant on the powers provided in the local government standing orders local laws.</li> <li>Differences between local governments is a source of confusion about the powers that presiding members have to deal with disruptive behaviours at council meetings.</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed that Standing Orders are made consistent across Western Australia (see item 2.6). Published recordings of all meetings would also become standard (item 3.1).</li> <li>It is proposed that Presiding Members have the power to 'red card' any attendee (including councillors) who unreasonably and repeatedly interrupt council meetings. This power would: <ul style="list-style-type: none"> <li>Require the Presiding Member to issue a clear first warning.</li> <li>If the disruptions continue, the Presiding Member will have the power to 'red card' that person, who must be silent for the rest of the meeting.</li> </ul> </li> </ul>	<p><b>Red Cards Not Progressed</b></p> <p>'Red Card Resolutions' will not be progressed. However, it is proposed that the new Meeting Procedure Regulations will have clear powers for Presiding Members to maintain order at meetings.</p>

CURRENT PROVISIONS	ORIGINAL PROPOSAL	AMENDED PROPOSAL
<ul style="list-style-type: none"> <li>Disruptive behaviour at council meetings is a very common cause of complaints. Having the Presiding Member be able to deal with these problems should more quickly resolve problems that occur at council meetings.</li> </ul>	<ul style="list-style-type: none"> <li>A councillor issued with a red card will still vote but must not speak or move motions.</li> <li>If the person continues to be disruptive, the Presiding Member can instruct that they leave the meeting.</li> <li>Any Presiding Member who uses the “red card” or ejection power will be required to notify the Inspector.</li> <li>Where an elected member refuses to comply with an instruction to be silent or leave, or where it can be demonstrated that the Presiding Member has not followed the law in using these powers, penalties can be imposed through a review by the Inspector.</li> </ul>	
<b>1.6 Vexatious Complaint Referrals</b>		
<ul style="list-style-type: none"> <li>No current provisions.</li> </ul>	<ul style="list-style-type: none"> <li>Local governments already have a general responsibility to provide ratepayers and members of the public with assistance in responding to queries about the local government’s operations. Local governments should resolve queries and complaints in a respectful, transparent and equitable manner.</li> <li>Unfortunately, local government resources can become unreasonably diverted when a person makes repeated vexatious queries, especially after a local government has already provided a substantial response to the person’s query.</li> <li>It is proposed that if a person makes repeated complaints to a local government CEO that are vexatious, the CEO will have the power to decide that the complainant is being unreasonable, and that they will no longer respond.</li> <li>A person who is deemed an unreasonable complainant can appeal to the Inspector.</li> </ul>	<p>No major changes. Work to develop and refine detail is ongoing.</p>

CURRENT PROVISIONS	ORIGINAL PROPOSAL	AMENDED PROPOSAL
<b>1.7 Other Minor Reforms</b>		
<ul style="list-style-type: none"> <li>Other minor reforms are being considered to enhance the oversight of local government.</li> <li>Ministerial Circulars have traditionally been used to guide the local government sector.</li> </ul>	<ul style="list-style-type: none"> <li>Potential other reforms to strengthen guidance for local governments are being considered.</li> <li>For example, one option being considered is the potential use of sector-wide guidance notices. Guidance notices could be published by the Minister or Inspector to give specific direction for how local governments should meet the requirements of the Act and Regulations. For instance, the Minister could publish guidance notices to clarify the process for how potential conflicts of interests should be managed.</li> <li>It is also proposed (see item 1.1) that the Inspector has the power to issue notices to individual local governments to require them to rectify non-compliance with the Act or Regulations.</li> </ul>	<p><b>Primary and Annual Returns</b></p> <p>Based on submissions, reforms to Annual and Primary Returns will add new penalties for non-compliance, and powers for the Inspector to compel any person to correct a potential error or omission on their return.</p>

## Theme 2: Reducing Red Tape, Increasing Consistency and Simplicity

CURRENT PROVISIONS	ORIGINAL PROPOSAL	AMENDED PROPOSAL
<b>2.1 Resource Sharing</b>		
<ul style="list-style-type: none"> <li>The Act does not currently include specific provisions to allow for certain types of resource sharing – especially for sharing CEOs.</li> <li>Regional local governments would benefit from having clearer mechanisms for voluntary resource-sharing.</li> </ul>	<ul style="list-style-type: none"> <li>Amendments are proposed to encourage and enable local governments, especially smaller regional local governments, to share resources, including Chief Executive Officers and senior employees.</li> <li>Local governments in bands 2, 3 or 4 would be able to appoint a shared CEO at up to two salary bands above the highest band. For example, a band 3 and a band 4 council sharing a CEO could remunerate to the level of band 1.</li> </ul>	No major changes. Work to develop and refine detail is ongoing.
<b>2.2 Standardisation of Crossovers</b>		
<ul style="list-style-type: none"> <li>Approvals and standards for crossovers (the section of driveways that run between the kerb and private property) are inconsistent between local government areas, often with very minor differences.</li> <li>This can create confusion and complexity for homeowners and small businesses in the construction sector.</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed to amend the <i>Local Government (Uniform Local Provisions) Regulations 1996</i> to standardise the process for approving crossovers for residential properties and residential developments on local roads.</li> <li>A Crossover Working Group has provided preliminary advice to the Minister and DLGSC to inform this.</li> <li>The DLGSC will work with the sector to develop standardised design and construction standards.</li> </ul>	No major changes. Work to develop and refine detail is ongoing.



CURRENT PROVISIONS	ORIGINAL PROPOSAL	AMENDED PROPOSAL
<b>2.3 Introduce Innovation Provisions</b>		
<ul style="list-style-type: none"> <li>Currently, the Act has very limited provisions to allow for innovations and responses to emergencies (such as the Shire of Bruce Rock Supermarket).</li> </ul>	<ul style="list-style-type: none"> <li>New provisions are proposed to allow exemptions from certain requirements of the Act for:                             <ul style="list-style-type: none"> <li>Short-term trials and pilot projects</li> <li>Urgent responses to emergencies.</li> </ul> </li> </ul>	No major changes. Work to develop and refine detail is ongoing.
<b>2.4 Streamline Local Laws</b>		
<ul style="list-style-type: none"> <li>Local laws are required to be reviewed every eight years.</li> <li>The review of local laws (especially when they are standard) has been identified as a burden for the sector.</li> <li>Inconsistency between local laws is frustrating for residents and business stakeholders.</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed that local laws would only need to be reviewed by the local government every 15 years.</li> <li>Local laws not reviewed in the timeframe would lapse, meaning that old laws will be automatically removed and no longer applicable.</li> <li>Local governments adopting Model Local Laws will have reduced advertising requirements.</li> </ul>	No major changes. Work to develop and refine detail is ongoing.
<b>2.5 Simplifying Approvals for Small Business and Community Events</b>		
<ul style="list-style-type: none"> <li>Inconsistency between local laws and approvals processes for events, street activation and initiatives by local businesses is frustrating for business and local communities.</li> </ul>	<ul style="list-style-type: none"> <li>Proposed reforms would introduce greater consistency for approvals for:                             <ul style="list-style-type: none"> <li>alfresco and outdoor dining</li> <li>minor small business signage rules</li> <li>running community events.</li> </ul> </li> </ul>	No major changes. Work to develop and refine detail is ongoing.
<b>2.6 Standardised Meeting Procedures, Including Public Question Time</b>		
<ul style="list-style-type: none"> <li>Local governments currently prepare individual standing order local laws.</li> <li>The Act and regulations require local governments to allocate time at meetings for questions from the public.</li> <li>Inconsistency among the meeting procedures between local governments is a common source of complaints.</li> </ul>	<ul style="list-style-type: none"> <li>To provide greater clarity for ratepayers and applicants for decisions made by council, it is proposed that the meeting procedures and standing orders for all local government meetings, including for public question time, are standardised across Western Australia.</li> <li>Regulations would introduce standard requirements for public question time and the procedures for meetings generally.</li> </ul>	<b>Electors' Meetings</b> Further minor changes to Electors Meetings are proposed to: <ul style="list-style-type: none"> <li>Increase the number of electors required to call an Electors' Special Meeting to 300 (from 100) or five per cent of the number of electors (whichever is less).</li> </ul>

CURRENT PROVISIONS	ORIGINAL PROPOSAL	AMENDED PROPOSAL
	<ul style="list-style-type: none"> <li>Members of the public across all local governments would have the same opportunities to address council and ask questions.</li> </ul>	<ul style="list-style-type: none"> <li>Allow a Presiding Member to refuse to hold a second Electors' Special Meeting if the matter raised has already been considered at a Special Electors' Meeting within the last 12 months (the local government would still have to refer the matter for inclusion on the agenda of the next Council Meeting)</li> <li>The new meeting procedures regulations will also apply to Electors' meetings, including the annual electors' meeting. This will enable the Presiding Member to maintain order while ensuring members of the public have a clear right to ask questions.</li> </ul>
<b>2.7 Regional Subsidiaries</b>		
<ul style="list-style-type: none"> <li>Initiatives by multiple local governments may be managed through formal Regional Councils or less formal "organisations of councils" such as NEWROC and WESROC.</li> <li>These initiatives typically have to be managed by a lead local government.</li> <li>In 2016-17, provisions were introduced to allow for the formation of Regional Subsidiaries.</li> <li>Regional Subsidiaries can be formed in line with the <i>Local Government (Regional Subsidiaries) Regulations 2017</i>.</li> <li>So far, no Regional Subsidiary has been formed.</li> </ul>	<ul style="list-style-type: none"> <li>Work is continuing to consider how Regional Subsidiaries can be best established to: <ul style="list-style-type: none"> <li>enable Regional Subsidiaries to provide a clear and defined public benefit for people within member local governments</li> <li>provide for flexibility and innovation while ensuring appropriate transparency and accountability of ratepayer funds</li> <li>where appropriate, facilitate financing of initiatives by Regional Subsidiaries within a reasonable and defined limit of risk</li> <li>Ensure all employees of a Regional Subsidiary have the same employment conditions as those directly employed by member local governments.</li> </ul> </li> </ul>	<p><b>Financial Reporting</b> Streamlined financial reporting requirements will be extended for regional subsidiaries, so they only need to comply with band 3 and 4 model financial statement provisions.</p> <p><b>Borrowing for Projects</b> It is proposed to amend the Act to enable regional subsidiaries to borrow money for capital projects to achieve the purpose specified in the regional subsidiaries charter (subject to conditions, including within prescribed borrowing limits).</p>

## Theme 3: Greater Transparency & Accountability

CURRENT PROVISIONS	ORIGINAL PROPOSAL	AMENDED PROPOSAL
<b>3.1 Recordings and Live-Streaming of All Council Meetings</b>		
<ul style="list-style-type: none"> <li>Currently, local governments are only required to make written minutes of meetings.</li> <li>While there is no legal requirement for live streaming or video or audio recording of council meetings, many local governments now stream and record their meetings.</li> <li>Issues relating to behaviours and decisions at meetings constitute a large proportion of complaints about local governments.</li> <li>Local governments are divided into bands with the largest falling in bands 1 and 2, and smaller local governments falling bands 3 and 4. The allocation of local governments into bands is determined by The Salaries and Allowances Tribunal based on factors<sup>1</sup> such as: <ul style="list-style-type: none"> <li>Growth and development</li> <li>Strategic planning issues</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>It is proposed that all local governments will be required to record meetings.</li> <li>Band 1 and 2 local governments would be required to live-stream meetings and make video recordings available as public archives.</li> <li>Band 1 and 2 are larger local governments, are generally located in larger urban areas, with generally very good telecommunications infrastructure, and many already have audio-visual equipment.</li> <li>Band 1 and 2 local governments would be required to live-stream meetings and make video recordings available as public archives.</li> <li>Several local governments already use platforms such as YouTube, Microsoft Teams and Vimeo to stream and publish meeting recordings.</li> <li>Limited exceptions would be made for meetings held outside the ordinary council chambers, where audio recordings may be used.</li> <li>Recognising their generally smaller scale, typically smaller operating budget, and potential to be in more remote locations, band 3 and 4 local governments would be required to record and publish audio recordings, at a minimum.</li> </ul>	<p><b>Limited Exemptions</b></p> <p>It is proposed to allow for minor exemptions to the requirement for live-streaming in defined scenarios (for instance, for a council holding a meeting outside of council chambers, and with the prior written consent of the Inspector).</p>

<sup>1</sup> See page 3 of the [2018 Salaries and Allowance Tribunal Determination](#)

CURRENT PROVISIONS	ORIGINAL PROPOSAL	AMENDED PROPOSAL
<ul style="list-style-type: none"> <li>○ Demands and diversity of services provided to the community</li> <li>○ Total expenditure</li> <li>○ Population</li> <li>○ Staffing levels.</li> </ul>	<ul style="list-style-type: none"> <li>• These local governments would still be encouraged to Livestream or video record meetings.</li> <li>• All council meeting recordings would need to be published at the same time as the meeting minutes. Recordings of all confidential items would also need to be submitted to DLGSC for archiving.</li> </ul>	
<b>3.2 Recording All Votes in Council Minutes</b>		
<ul style="list-style-type: none"> <li>• A local government is only required to record which councillor voted for or against a motion in the minutes of that meeting if a request is made by an elected member at the time of the resolution during the meeting.</li> <li>• The existing provision does not mandate transparency.</li> </ul>	<ul style="list-style-type: none"> <li>• To support the transparency of decision-making by councillors, it is proposed that the individual votes cast by all councillors for all council resolutions be required to be published in the council minutes to identify those for, against, on leave, absent or who left the chamber.</li> <li>• Regulations would prescribe how votes are to be consistently minuted.</li> </ul>	No major changes. Work to develop and refine detail is ongoing.
<b>3.3 Clearer Guidance for Meeting Items that may be Confidential</b>		
<ul style="list-style-type: none"> <li>• The Act currently provides broad definitions of what type of matters may be discussed as a confidential item.</li> <li>• There is limited potential for the review of issues managed as confidential items under the current legislation.</li> </ul>	<ul style="list-style-type: none"> <li>• Recognising the importance of open and transparent decision-making, it is considered that confidential meetings and confidential meeting items should only be used in limited, specific circumstances.</li> <li>• It is proposed to make the Act more specific in prescribing items that may be confidential and items that should remain open to the public.</li> <li>• Items not prescribed as being confidential could still be held as confidential items only with the prior written consent of the Inspector.</li> <li>• All confidential items would be required to be audio recorded, with those recordings submitted to DLGSC.</li> </ul>	<p><b>Specific Provisions</b></p> <p>Proposed provisions for managing confidential items at council meetings (and preventing councils from unreasonably using confidentiality provisions to avoid public scrutiny) have been refined to:</p> <ul style="list-style-type: none"> <li>• clarify that only a limited part of a meeting specific to confidential information (e.g., receiving legal advice) may be closed</li> </ul>

CURRENT PROVISIONS	ORIGINAL PROPOSAL	AMENDED PROPOSAL
		<ul style="list-style-type: none"> <li>specify that certain matters (town planning and development applications, budgeting, major land transactions, leases of local government property) must be held in full public view</li> <li>Specify that certain matters (CEO appointment, management of behavioural complaints about elected members, local government cybersecurity) must be held confidentially</li> <li>Require that any other matters proposed to be considered confidentially will require the prior approval of the Inspector.</li> </ul>
<b>3.4 Additional Online Registers</b>		
<ul style="list-style-type: none"> <li>Local governments are required to provide information to the community through annual reports, council minutes and the publication of information online.</li> <li>Regular online publication of information can substitute for certain material in annual reports.</li> <li>Consistency in online reporting across the sector will provide ratepayers with better information.</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed to require local governments to report specific information in online registers on the local government's website. Regulations would prescribe the information to be included.</li> </ul> <p>The following new registers, each updated quarterly, are proposed:</p> <ul style="list-style-type: none"> <li>○ <b>Lease Register</b> to capture information about the leases the local government is a party to (either as lessor or lessee)</li> <li>○ <b>Community Grants Register</b> to outline all grants and funding provided by the local government</li> </ul>	<p>To clarify, the online register of contracts is only for the supply of goods and services and will not include direct employment contracts.</p> <p>To clarify, information about the identity of individual residential tenants of housing owned by the local government will not be required to be published on the online lease register.</p>

CURRENT PROVISIONS	ORIGINAL PROPOSAL	AMENDED PROPOSAL
<ul style="list-style-type: none"> <li>These registers supplement the simplification of financial statements in Theme 6.</li> </ul>	<ul style="list-style-type: none"> <li><b>Interests Disclosure Register</b> that collates all disclosures made by elected members about their interests related to matters considered by council</li> <li><b>Applicant Contribution Register</b> accounting for funds collected from applicant contributions, such as cash-in-lieu for public open space and car parking</li> <li><b>Contracts Register</b> that discloses all contracts above \$100,000.</li> </ul>	
<b>3.5 Chief Executive Officer Key Performance Indicators (KPIs) be Published</b>		
<ul style="list-style-type: none"> <li>It is a requirement of the Act that CEO performance reviews are conducted annually.</li> <li>The Model Standards for CEO recruitment and selection, performance review and termination require that a local government must review the performance of the CEO against contractual performance criteria.</li> <li>Additional performance criteria can be used for performance review by agreement between both parties.</li> </ul>	<ul style="list-style-type: none"> <li>To provide for minimum transparency, it is proposed to mandate that the KPIs agreed as performance metrics for CEOs: <ul style="list-style-type: none"> <li>Be published in council meeting minutes as soon as they are agreed prior to (before the start of the annual period)</li> <li>The KPIs and the results be published in the minutes of the performance review meeting (at the end of the period)</li> <li>The CEO has a right to provide written comments to be published alongside the KPIs and results to provide context as may be appropriate (for instance, the impact of events in that year that may have influenced the results against KPIs).</li> </ul> </li> </ul>	<p><b>Limited Exemptions</b></p> <p>It is proposed that a provision is included to allow councils to seek the Inspector's approval not to publish a specific CEO KPI, if there is a clear public interest reason for doing so.</p>

## Theme 4: Stronger Local Democracy and Community Engagement

CURRENT PROVISIONS	ORIGINAL PROPOSAL	AMENDED PROPOSAL
<b>4.1 Community and Stakeholder Engagement Charters</b>		
<ul style="list-style-type: none"> <li>There is currently no requirement for local governments to have a specific engagement charter or policy.</li> <li>Many local governments have introduced charters or policies for how they will engage with their community.</li> <li>Other Australian States have introduced a specific requirement for engagement charters.</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed to introduce a requirement for local governments to prepare a community and stakeholder engagement charter which sets out how local government will communicate processes and decisions with their community.</li> <li>A model Charter would be published to assist local governments who wish to adopt a standard form.</li> </ul>	No major changes. Work to develop and refine detail is ongoing.
<b>4.2 Ratepayer Satisfaction Surveys (Band 1 and 2 local governments only)</b>		
<ul style="list-style-type: none"> <li>Many local governments already commission independent surveying consultants to hold a satisfaction survey of residents/ratepayers.</li> <li>These surveys provide valuable data on the performance of local governments.</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed to introduce a requirement that every four years, all local governments in bands 1 and 2 hold an independently managed ratepayer satisfaction survey.</li> <li>Results would be required to be reported publicly at a council meeting and published on the local government's website.</li> <li>All local governments would be required to publish a response to the results.</li> </ul>	<b>Standardised Questions</b> Based on requests from ratepayers, it is proposed that some standard questions be pre-defined in Regulation to allow for the comparison of results between local governments.



CURRENT PROVISIONS	ORIGINAL PROPOSAL	AMENDED PROPOSAL
<b>4.3 Introduction of Preferential Voting</b>		
<ul style="list-style-type: none"> <li>The current voting method for local government elections is first-past-the-post.</li> <li>The existing first-past-the-post does not allow for electors to express more than one preference.</li> <li>The candidate with the most votes wins, even if that candidate does not have a majority.</li> <li>Preferential voting better captures the precise intentions of voters and as a result may be regarded as a fairer and more representative system. Voters have more specific choice.</li> </ul>	<ul style="list-style-type: none"> <li>Preferential voting is proposed to be adopted as the method to replace the current first past the post system in local government elections.</li> <li>In preferential voting, voters number candidates in order of their preferences.</li> <li>Preferential voting is used in State and Commonwealth elections in Western Australia and other states. This provides voters with more choice and control over who they elect.</li> <li>All other states use a form of preferential voting for local government.</li> </ul>	<p><b>Optional Preferential Voting</b></p> <p>Optional preferential voting is proposed, to ensure that electors may lodge a valid vote without numbering all candidates, if they wish to vote in that way.</p>
<b>4.4 Public Vote to Elect the Mayor and President</b>		
<ul style="list-style-type: none"> <li>The Act currently allows local governments to have the Presiding Member (the Mayor or President) elected either: <ul style="list-style-type: none"> <li>by the electors of the district through a public vote; or</li> <li>by the council as a resolution at a council meeting.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Mayors and Presidents of all local governments perform an important public leadership role within their local communities.</li> <li>Band 1 and 2 local governments generally have larger councils than those in bands 3 and 4.</li> <li>Accordingly, it is proposed that the Mayor or President for all band 1 and 2 councils is to be elected through a vote of the electors of the district. Councils in bands 3 and 4 would retain the current system.</li> <li>A number of Band 1 and Band 2 councils have already moved towards Public Vote to Elect the Mayor and President in recent years, including City of Stirling and City of Rockingham.</li> </ul>	<p>No major changes. Work to develop and refine detail is ongoing. Transitional arrangements are under consideration.</p>

CURRENT PROVISIONS	ORIGINAL PROPOSAL	AMENDED PROPOSAL
<b>4.5 Tiered Limits on the Number of Councillors</b>		
<ul style="list-style-type: none"> <li>The number of councillors (between 5 and 15 councillors) is decided by each local government, reviewed by the Local Government Advisory Board and approved by the Minister.</li> <li>The Panel Report recommended electoral reforms to improve representativeness.</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed to limit the number of councillors based on the population of the entire local government.</li> <li>Some smaller local governments have already been moving to have smaller councils to reduce costs for ratepayers.</li> <li>The <a href="#">Local Government Panel Report</a> proposed for a population of: <ul style="list-style-type: none"> <li>up to 5,000 – five councillors (including the President)</li> <li>between 5,000 and 75,000 – five to nine councillors (including the Mayor/President)</li> <li>above 75,000 – nine to fifteen councillors (including Mayor).</li> </ul> </li> </ul>	<p><b>Change for Smaller Local Governments</b> Based on requests from impacted councils, it is proposed to adjust this to allow local governments with a population of up to 5,000 people to decide to have 5, 6 or 7 councillors.</p>
<b>4.6 No Wards for Small Councils (Band 3 and 4 Councils only)</b>		
<ul style="list-style-type: none"> <li>A local government can make an application to be divided into wards with councillors elected to those wards.</li> <li>Only about 10% of band 3 and 4 local governments currently have wards.</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed that the use of wards for councils in bands 3 and 4 is abolished.</li> <li>Wards increase the complexity of elections, as this requires multiple versions of ballot papers to be prepared for a local government's election.</li> <li>In smaller local governments, the population of wards can be very small.</li> <li>These wards often have councillors elected unopposed or elect a councillor with a very small number of votes. Some local governments have ward councillors elected with less than 50 votes.</li> <li>There has been a trend in smaller local governments looking to reduce the use of wards, with only 10 councils in bands 3 and 4 still having wards.</li> </ul>	<p>No major changes. Work to develop and refine detail is ongoing. Transitional arrangements are under consideration.</p>

CURRENT PROVISIONS	ORIGINAL PROPOSAL	AMENDED PROPOSAL
<b>4.7 Electoral Reform – Clear Lease Requirements for Candidate and Voter Eligibility</b>		
<ul style="list-style-type: none"> <li>• A person with a lease in a local government district is eligible to nominate as a candidate in that district.</li> <li>• A person with a lease in a local government district is eligible to apply to vote in that district.</li> <li>• The City of Perth Inquiry Report identified a number of instances where dubious lease arrangements put to question the validity of candidates in local government elections, and subsequently their legitimacy as councillors.</li> </ul>	<ul style="list-style-type: none"> <li>• Reforms are proposed to prevent the use of “sham leases” in council elections. Sham leases are where a person creates a lease only to be able to vote or run as a candidate for council.</li> <li>• The City of Perth Inquiry Report identified sham leases as an issue.</li> <li>• Electoral rules are proposed to be strengthened:               <ul style="list-style-type: none"> <li>○ A minimum lease period of 12 months will be required for anyone to register a person to vote or run for council</li> <li>○ Home-based businesses will not be eligible to register a person to vote or run for council because any residents are already the eligible voter(s) for that address</li> <li>○ Clarifying the minimum criteria for leases eligible to register a person to vote or run for council.</li> </ul> </li> <li>• The reforms would include minimum lease periods to qualify as a registered business (minimum of 12 months), and the exclusion of home-based businesses (where the resident is already eligible) and very small sub-leases.</li> <li>• The basis of eligibility for each candidate (e.g., type of property and suburb of property) is proposed to be published, including in the candidate pack for electors.</li> </ul>	<p>Further work is being progressed to ensure the integrity of enrolment on the owner and occupier rolls for local government elections, including:</p> <ul style="list-style-type: none"> <li>• further definition to minimum lease requirements to exclude sham leases (while ensuring legitimate businesses are represented);</li> <li>• guidance to standardise evidence requirements for claiming eligibility based on a property lease or ownership; and</li> <li>• minor amendments to clarify and standardise disclosure and decision-making related to electoral gifts.</li> </ul>

CURRENT PROVISIONS	ORIGINAL PROPOSAL	AMENDED PROPOSAL
<b>4.8 Reform of Candidate Profiles</b>		
<ul style="list-style-type: none"> <li>Candidate profiles can only be 800 characters, including spaces. This is equivalent to approximately 150 words.</li> </ul>	<ul style="list-style-type: none"> <li>Further work will be undertaken to evaluate how longer candidate profiles could be accommodated.</li> <li>Longer candidate profiles would provide more information to electors, potentially through publishing profiles online.</li> <li>It is important to have sufficient information available to assist electors to make informed decisions when casting their vote.</li> </ul>	<p>No major change to the proposal, though candidate profiles are likely to be published online, rather than on ballot papers.</p>
<b>4.9 Other Minor Electoral Reforms</b>		
<ul style="list-style-type: none"> <li>Other minor reforms are proposed to improve local government elections.</li> </ul>	<ul style="list-style-type: none"> <li>Reforms are proposed to include: <ul style="list-style-type: none"> <li>The introduction of standard processes for vote re-counts if there is a very small margin between candidates (e.g., where there is a margin of fewer than 10 votes a recount will always be required)</li> <li>The introduction of more specific rules concerning local government council candidates' use of electoral rolls.</li> </ul> </li> </ul>	<p><b>Recounts</b> It is proposed to provide candidates, or their nominated scrutineers, with a specific avenue to request a recount immediately at the counting of votes, if a set percentage margin in the count is within a limit to be prescribed in regulations.</p> <p><b>Filling Extraordinary Vacancies Following Elections</b> Based on input from the sector, it is proposed to create a new power to allow vacancies on councils arising up to twelve months after an election to be filled by the next highest-polling candidate.</p> <p><b>Election Timeframes</b> It is necessary to extend timeframes for elections in the Act to account for slower postal services.</p>

CURRENT PROVISIONS	ORIGINAL PROPOSAL	AMENDED PROPOSAL
		<p><b>Electronic/Online Voting</b> It is proposed to amend the Act to allow for the future implementation of electronic voting in elections (when the technology is deemed suitable). Regulations would then need to be developed.</p> <p><b>Extended Leave from Meetings</b> Based on advocacy from the sector, it is proposed to provide a right for elected representatives to take up to six months' leave if they become a parent or guardian. Similarly, they may take up to six months of medical leave with a medical certificate.</p>

## Theme 5: Clear Roles and Responsibilities

CURRENT PROVISIONS	ORIGINAL PROPOSAL	AMENDED PROPOSAL
<b>5.1 Introduce Principles in the Act</b>		
<ul style="list-style-type: none"> <li>The Act does not currently outline specific principles.</li> <li>The Act contains a short “Content and Intent” section only.</li> <li>The Panel Report recommended greater articulation of principles</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed to include new principles in the Act, including:                             <ul style="list-style-type: none"> <li>The recognition of Aboriginal Western Australians</li> <li>Tiering of local governments (with bands being as assigned by the Salaries and Allowances Tribunal)</li> <li>Community Engagement</li> <li>Financial Management.</li> </ul> </li> </ul>	No major changes. Work to develop details and refine exact phrasing/wording is ongoing.
<b>5.2 Greater Role Clarity</b>		
<ul style="list-style-type: none"> <li>The Act provides for the role of council, councillor, mayor or president and CEO.</li> <li>The role of the council is to:                             <ul style="list-style-type: none"> <li>govern the local government’s affairs</li> <li>be responsible for the performance of the local government’s functions.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>The <a href="#">Local Government Act Review Panel</a> recommended that roles and responsibilities of elected members and senior staff be better defined in law.</li> <li>It is proposed that these roles and responsibilities are further defined in the legislation.</li> <li>These proposed roles will be open to further consultation and input.</li> <li>These roles would be further strengthened through Council Communications Agreements (see item 5.3).</li> </ul>	See below
	<b>5.2.1 - Mayor or President Role</b> <ul style="list-style-type: none"> <li>It is proposed to amend the Act to specify the roles and responsibilities of the Mayor or President.</li> <li>While input and consultation will inform precise wording, it is proposed that the Act is amended to generally outline that the Mayor or President is responsible for:                             <ul style="list-style-type: none"> <li>Representing and speaking on behalf of the whole council and the local government, at all times being consistent with the resolutions of council</li> </ul> </li> </ul>	Minor changes in wording to provide that the presiding member is to exemplify respectful conduct.  Work to develop details and refine exact phrasing/wording is ongoing.

CURRENT PROVISIONS	ORIGINAL PROPOSAL	AMENDED PROPOSAL
	<ul style="list-style-type: none"> <li>Facilitating the democratic decision-making of council by presiding at council meetings in accordance with the Act</li> <li>Developing and maintaining professional working relationships between councillors and the CEO</li> <li>Performing civic and ceremonial duties on behalf of the local government</li> <li>Working effectively with the CEO and councillors in overseeing the delivery of the services, operations, initiatives and functions of the local government.</li> </ul>	
	<p><b>5.2.2 – Council Role</b></p> <ul style="list-style-type: none"> <li>It is proposed to amend the Act to specify the roles and responsibilities of the Council, which is the entity consisting of all of the councillors and led by the Mayor or President.</li> <li>While input and consultation will inform precise wording, it is proposed that the Act is amended to generally outline that the Council is responsible for: <ul style="list-style-type: none"> <li>Making significant decisions and determining policies through democratic deliberation at council meetings</li> <li>Ensuring the local government is adequately resourced to deliver the local government's operations, services and functions – including all functions that support informed decision-making by council</li> <li>Providing a safe working environment for the CEO</li> <li>Providing strategic direction to the CEO</li> <li>Monitoring and reviewing the performance of the local government.</li> </ul> </li> </ul>	No major changes. Work to develop details and refine exact phrasing/wording is ongoing.
	<p><b>5.2.3 – Elected Member (Councillor) Role</b></p> <ul style="list-style-type: none"> <li>It is proposed to amend the Act to specify the roles and responsibilities of all elected councillors.</li> </ul>	No major changes. Work to develop details and refine exact phrasing/wording is ongoing.



CURRENT PROVISIONS	ORIGINAL PROPOSAL	AMENDED PROPOSAL
	<ul style="list-style-type: none"> <li>While input and consultation will inform precise wording, it is proposed that the Act is amended to generally outline that every elected councillor is responsible for: <ul style="list-style-type: none"> <li>Considering and representing, fairly and without bias, the current and future interests of all people who live, work and visit the district (including councillors elected for a particular ward)</li> <li>Positively and fairly contributing and applying their knowledge, skill, and judgement to the democratic decision-making process of council</li> <li>Applying relevant law and policy in contributing to the decision-making of the council</li> <li>Engaging in the effective planning and review of the local government's resources, and the performance of its operations, services, and functions</li> <li>Communicating the decisions and resolutions of council to stakeholders and the public</li> <li>Developing and maintaining professional working relationships with all other councillors and the CEO</li> <li>Maintaining and developing their knowledge and skills relevant to local government</li> <li>Facilitating public engagement with local government.</li> </ul> </li> <li>It is proposed that elected members should not be able to use their title (e.g., "Councillor", "Mayor", or "President") and associated resources of their office (such as email address) unless they are performing their role in their official capacity.</li> </ul>	
	<p><b>5.2.4 – CEO Role</b></p> <ul style="list-style-type: none"> <li>The Act requires local governments to employ a CEO to run the local government administration and implement the decisions of council.</li> </ul>	<p>No major changes. Work to develop details and refine exact phrasing/wording is ongoing.</p>

CURRENT PROVISIONS	ORIGINAL PROPOSAL	AMENDED PROPOSAL
	<ul style="list-style-type: none"> <li>• To provide greater clarity, it is proposed to amend the Act to specify the roles and responsibilities of all local government CEOs.</li> <li>• While input and consultation will inform precise wording, it is proposed that the Act is amended to generally outline that the CEO of a local government is responsible for: <ul style="list-style-type: none"> <li>○ Coordinating the professional advice and assistance necessary for all elected members to enable the council to perform its decision-making functions</li> <li>○ Facilitating the implementation of council decisions</li> <li>○ Ensuring functions and decisions lawfully delegated by council are managed prudently on behalf of the council</li> <li>○ Managing the effective delivery of the services, operations, initiatives and functions of the local government determined by the council</li> <li>○ Providing timely and accurate information and advice to all councillors in line with the Council Communications Agreement (see item 5.3)</li> <li>○ Overseeing the compliance of the operations of the local government with State and Commonwealth legislation on behalf of the council</li> <li>○ Implementing and maintaining systems to enable effective planning, management, and reporting on behalf of the council.</li> </ul> </li> </ul>	
<b>5.3 Council Communication Agreements</b>		
<ul style="list-style-type: none"> <li>• The Act provides that council and committee members can have access to any information held by the local government that is relevant to the performance of the member's functions.</li> </ul>	<ul style="list-style-type: none"> <li>• In State Government, there are written Communication Agreements between Ministers and agencies that set standards for how information and advice will be provided.</li> </ul>	

CURRENT PROVISIONS	ORIGINAL PROPOSAL	AMENDED PROPOSAL
<ul style="list-style-type: none"> <li>The availability of information is sometimes a source of conflict within local governments.</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed that local governments will need to have Council Communications Agreements between the council and the CEO.</li> <li>These Council Communication Agreements would clearly specify the information that is to be provided to councillors, how it will be provided, and the timeframes for when it will be provided.</li> <li>A template would be published by DLGSC. This default template will come into force if a council and CEO do not make a specific alternative agreement within a certain timeframe following any election.</li> </ul>	<p><b>Default Agreement</b></p> <p>The default agreement (to be developed in consultation with the sector) will start at the commencement of election caretaker periods. The CEO and an absolute majority of council must agree for an arrangement other than the default to apply.</p> <p>The agreement will specify <u>how</u> information should be requested and received. Provisions about the information elected members can access would be unchanged.</p>
<b>5.4 Local Governments May Pay Superannuation Contributions for Elected Members</b>		
<ul style="list-style-type: none"> <li>Elected members are eligible to receive sitting fees or an annual allowance.</li> <li>Superannuation is not paid to elected members. However, councillors can currently divert part of their allowances to a superannuation fund.</li> <li>Councils should be reflective and representative of the people living within the district.</li> <li>Local governments should be empowered to remove any barriers to the participation of gender and age diverse people on councils.</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed that local governments should be able to decide, through a vote of council, to pay superannuation contributions for elected members. These contributions would be additional to existing allowances.</li> <li>Superannuation is widely recognised as an important entitlement to provide long term financial security.</li> <li>Other states have already moved to allow councils to make superannuation contributions for councillors.</li> <li>Allowing council to provide superannuation is an important part of encouraging equality for people represented on council – particularly for women and younger people. Providing superannuation to councillors recognises that the commitment to elected office can reduce a person's opportunity to undertake employment and earn superannuation contributions.</li> </ul>	<p><b>Councils to Determine Whether to Pay Additional Superannuation Allowance</b></p> <p>No change, confirming councils will be able to decide whether to pay superannuation.</p> <p>This is based on the model recently introduced in New South Wales.</p>

CURRENT PROVISIONS	ORIGINAL PROPOSAL	AMENDED PROPOSAL
<b>5.5 Local Governments May Establish Education Allowances</b>		
<ul style="list-style-type: none"> <li>Local government elected members must complete mandatory training.</li> <li>There is no specific allowance for undertaking further education.</li> </ul>	<ul style="list-style-type: none"> <li>Local governments will have the option of contributing to the education expenses for councillors, up to a defined maximum value, for tuition costs for further education that is directly related to their role on council.</li> <li>Councils will be able to decide on a policy for education expenses, up to a maximum yearly value for each councillor. Councils may also decide not to make this entitlement available to elected members.</li> <li>Any allowance would only be able to be used for tuition fees for courses, such as training programs, diplomas and university studies, which relate to local government.</li> <li>Where it is made available, this allowance will help councillors further develop skills to assist with making informed decisions on important questions before council and provide professional development opportunities for councillors.</li> </ul>	No major changes. Work to develop and refine detail is ongoing.
<b>5.6 Standardised Election Caretaker period</b>		
<ul style="list-style-type: none"> <li>There is currently no requirement for a formal caretaker period, with individual councils operating under their own policies and procedures.</li> <li>This is commonly a point of public confusion.</li> </ul>	<ul style="list-style-type: none"> <li>A State-wide caretaker period for local governments is proposed.</li> <li>All local governments across the State would have the same clearly defined election period, during which: <ul style="list-style-type: none"> <li>Councils do not make major decisions with criteria to be developed defining 'major'</li> <li>Incumbent councillors who nominate for re-election are not to represent the local government, act on behalf of the council, or use local government resources to support campaign activities.</li> <li>There are consistent election conduct rules for all candidates.</li> </ul> </li> </ul>	<b>Limited Exemptions</b> It is proposed to include minor exemptions to allow councils to make specific decisions essential to ongoing operation of the local government during the caretaker period.

CURRENT PROVISIONS	ORIGINAL PROPOSAL	AMENDED PROPOSAL
<b>5.7 Remove WALGA from the Act</b>		
<ul style="list-style-type: none"> <li>The Western Australian Local Government Association (WALGA) is constituted under the Act</li> <li>The Local Government Panel Report and the Select Committee Report included this recommendation.</li> </ul>	<ul style="list-style-type: none"> <li>The <a href="#">Local Government Panel Report</a> recommended that WALGA not be constituted under the Act.</li> <li>Separating WALGA out of the Act will provide clarity that WALGA is not a State Government entity.</li> </ul>	No major changes. Work to develop and refine detail is ongoing.
<b>5.8 CEO Recruitment</b>		
<ul style="list-style-type: none"> <li>Recent amendments introduced provisions to standardise CEO recruitment.</li> <li>The recruitment of a CEO is a very important decision by a local government.</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed that DLGSC establishes a panel of approved members to perform the role of the independent person on CEO recruitment panels.</li> <li>Councils will be able to select an independent person from the approved list.</li> <li>Councils will still be able to appoint people outside of the panel with the approval of the Inspector.</li> </ul>	No major changes. Work to develop and refine detail is ongoing.

## Theme 6: Improved Financial Management and Reporting

CURRENT PROVISIONS	ORIGINAL PROPOSAL	AMENDED PROPOSAL
<b>6.1 Model Financial Statements and Tiered Financial Reporting</b>		
<ul style="list-style-type: none"> <li>The financial statements published in the Annual Report are the main financial reporting currently published by local governments.</li> <li>Reporting obligations are the same for large (Stirling, Perth, Fremantle) and small (Sandstone, Wiluna, Dalwallinu) local governments, even though they vary significantly in complexity.</li> <li>The Office of the Auditor General has said that some existing reporting requirements are unnecessary or onerous - for instance, information that is not relevant to certain local governments, or that is a duplicate of other published information.</li> </ul>	<ul style="list-style-type: none"> <li>The Minister strongly believes in transparency and accountability in local government. The public rightly expects the highest standards of integrity, good governance and prudent financial management in local government.</li> <li>It is critically important that clear information about the financial position of local governments is openly available to ratepayers. Financial information also supports community decision-making about local government services and projects.</li> <li>Local governments differ significantly in the complexity of their operations. Smaller local governments generally have much less operating complexity than larger local governments.</li> <li>The Office of the Auditor General has identified opportunities to improve financial reporting, make statements clearer and reduce unnecessary complexity.</li> <li>Recognising the difference in the complexity between smaller and larger local governments, it is proposed that financial reporting requirements should be tiered—meaning that larger local governments will have greater financial reporting requirements than smaller local governments.</li> <li>It is proposed to establish standard templates for Annual Financial Statements for band 1 and 2 councils and simpler, clearer financial statements for bands 3 and 4.</li> </ul>	<p>No significant changes.</p> <p>Work on the Model Financial Statements is ongoing. It is expected that the new Model Financial Statements will be in place for the 2022-23 financial year.</p>

CURRENT PROVISIONS	ORIGINAL PROPOSAL	AMENDED PROPOSAL
	<ul style="list-style-type: none"> <li>Online Registers, updated quarterly (see item 3.4), would provide faster and greater transparency than current annual reports. Standard templates will be published for use by local governments.</li> <li>Simpler Strategic and Financial Planning (item 6.2) would also improve the budgeting process.</li> </ul>	
<b>6.2 Simplify Strategic and Financial Planning</b>		
<ul style="list-style-type: none"> <li>Requirements for plans are outlined in the Local Government Financial Management and Administration Regulations.</li> <li>There is also the Integrated Planning and Reporting (IPR) framework.</li> <li>While many councils successfully apply IPR to their budgeting and reporting, IPR may seem complicated or difficult, especially for smaller local governments.</li> </ul>	<ul style="list-style-type: none"> <li>Clear information about the finances of local government enables informed public and ratepayer engagement and input to decision-making.</li> <li>The framework for financial planning should be based around information being clear, transparent and easy for all ratepayers and members of the public to understand.</li> <li>In order to provide more consistency and clarity across the State, it is proposed that greater use of templates is introduced to make planning and reporting clearer and simpler, providing greater transparency for ratepayers.</li> <li>Local governments would be required to adopt a standard set of plans, and there will be templates published by DLGSC for use or adaptation by local governments.</li> <li>It is proposed that the plans that are required are: <ul style="list-style-type: none"> <li>Simplified Council Plans that replace existing Strategic Community Plans and set high-level objectives with a new plan required at least every eight years. These will be short-form plans with a template available from DLGSC</li> <li>Simplified Asset Management Plans to consistently forecast costs of maintaining the local government's assets.</li> </ul> </li> </ul>	<p><b>Borrowing Against Freehold Land</b></p> <p>A further amendment is proposed to allow a local government to borrow against the freehold (private/zoned) land it owns. Otherwise, no major changes. Work to develop and refine detail is ongoing.</p>



CURRENT PROVISIONS	ORIGINAL PROPOSAL	AMENDED PROPOSAL
	<p>A new plan will be required at least every 10 years, though local governments should update the plan regularly if the local government gains or disposes of major assets (e.g., land, buildings or roads). A template will be provided, and methods of valuations will be simplified to reduce red tape</p> <ul style="list-style-type: none"> <li>○ Simplified Long Term Financial Plans will outline any long-term financial management and sustainability issues, and any investments and debts. A template will be provided, and these plans will be required to be reviewed in detail at least every four years</li> <li>○ A new Rates and Revenue Policy (see item 6.3) that identifies the approximate value of rates that will need to be collected in future years (referencing the Asset Management Plan and Long-Term Financial Plan) providing a forecast to ratepayers (updated at least every four years)</li> <li>○ The use of simple, one-page Service Proposals and Project Proposals that outline what proposed services or initiatives will cost, to be made available through council meetings. These will become Service Plans and Project Plans added to the yearly budget if approved by council. This provides clear transparency for what the functions and initiatives of the local government cost to deliver. Templates will be available for use by local governments.</li> </ul>	
<b>6.3 Rates and Revenue Policy</b>		
<ul style="list-style-type: none"> <li>• Local governments are not required to have a rates and revenue policy.</li> </ul>	<ul style="list-style-type: none"> <li>• The Rates and Revenue Policy is proposed to increase transparency for ratepayers by linking rates to basic operating costs and the minimum costs for maintaining essential infrastructure.</li> </ul>	<p>No major changes. Work to develop and refine detail is ongoing.</p>

CURRENT PROVISIONS	ORIGINAL PROPOSAL	AMENDED PROPOSAL
<ul style="list-style-type: none"> <li>Some councils defer rate rises, resulting in the eventual need to drastically raise rates to cover unavoidable costs, especially for the repair of infrastructure.</li> </ul>	<ul style="list-style-type: none"> <li>A Rates and Revenue Policy would be required to provide ratepayers with a forecast of future costs of providing local government services.</li> <li>The Policy would need to reflect the Asset Management Plan and the Long-Term Financial Plan (see item 6.2), providing a forecast of what rates would need to be, to cover unavoidable costs.</li> <li>A template would be published for use or adaptation by all local governments.</li> <li>The <a href="#">Local Government Panel Report</a> included this recommendation.</li> </ul>	
<b>6.4 Monthly Reporting of Credit Card Statements</b>		
<ul style="list-style-type: none"> <li>No legislative requirement.</li> <li>Disclosure requirements brought in by individual councils have shown significant reduction of expenditure of funds.</li> </ul>	<ul style="list-style-type: none"> <li>The statements of a local government's credit cards used by local government employees will be required to be tabled at council meetings on a monthly basis.</li> <li>This provides oversight of incidental local government spending.</li> </ul>	No major changes. Work to develop and refine detail is ongoing.
<b>6.5 Amended Financial Ratios</b>		
<ul style="list-style-type: none"> <li>Local governments are required to report seven ratios in their annual financial statements.</li> <li>These are reported on the MyCouncil website.</li> <li>These ratios are intended to provide an indication of the financial health of every local government.</li> </ul>	<ul style="list-style-type: none"> <li>Financial ratios will be reviewed in detail, building on work already underway by DLGSC.</li> <li>The methods of calculating ratios and indicators will be reviewed to ensure that the results are accurate and useful.</li> </ul>	Further work on this is ongoing.

CURRENT PROVISIONS	ORIGINAL PROPOSAL	AMENDED PROPOSAL
<b>6.6 Audit Committees</b>		
<ul style="list-style-type: none"> <li>Local governments must establish an Audit Committee that has three or more persons, with the majority to be council members.</li> <li>The Audit Committee is to guide and assist the local government in carrying out the local government's functions in relation to audits conducted under the Act.</li> <li>The Panel Report identified that Audit Committees should be expanded, including to provide improved risk management.</li> </ul>	<ul style="list-style-type: none"> <li>To ensure independent oversight, it is proposed the Chair of any Audit Committee be required to be an independent person who is not on council or an employee of the local government.</li> <li>Audit Committees would also need to consider proactive risk management.</li> <li>To reduce costs it is proposed that local governments should be able to establish shared Regional Audit Committees.</li> <li>The Committees would be able to include council members but would be required to include a majority of independent members and an independent chairperson.</li> </ul>	<p><b>No Requirement for Majority of Independent Members (only Independent Chair)</b></p> <p>Recognising the practical difficulty in recruiting independent people expressed by several local governments, the requirement for Audit Committees to have a majority of independent members will not be progressed.</p> <p>However, the requirement for an independent chairperson remains.</p> <p><b>Local Governments May Renumerate Independent Committee Members</b></p> <p>The Act will be amended to allow local governments to pay fees to committee members within Salaries and Allowances Tribunal limits.</p>

CURRENT PROVISIONS	ORIGINAL PROPOSAL	AMENDED PROPOSAL
<b>6.7 Building Upgrade Finance</b>		
<ul style="list-style-type: none"> <li>The local government sector has sought reforms that would enable local governments to provide loans to property owners to finance building improvements.</li> <li>This is not currently provided for under the Act.</li> <li>The Local Government Panel Report included this recommendation.</li> </ul>	<ul style="list-style-type: none"> <li>Reforms would allow local governments to provide loans to third parties for specific building improvements - such as cladding, heritage and green energy fixtures.</li> <li>This would allow local governments to lend funds to improve buildings within their district.</li> <li>Limits and checks and balances would be established to ensure that financial risks are proactively managed.</li> </ul>	<p><b>Clarification – Lending Terms</b></p> <p>No major changes, but it should be clarified that financial institutions may provide the principal funds for the loan. Local governments would then collect repayments via rates notices (and pass on funds to any external lender) and would be able to foreclose on the land to recover debts using existing <i>Local Government Act 1995</i> provisions in the event of default by the borrower.</p> <p>Work to develop and refine detail is ongoing.</p>
<b>6.8 Cost of Waste Service to be Specified on Rates Notices</b>		
<ul style="list-style-type: none"> <li>No requirement for separation of waste charges on rates notice.</li> <li>Disclosure will increase ratepayer awareness of waste costs.</li> <li>The Review Panel Report included this recommendation.</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed that waste charges are required to be separately shown on rate notices (for all properties which receive a waste service).</li> <li>This would provide transparency and awareness of costs for ratepayers.</li> </ul>	<p>No major changes. Work to develop and refine detail is ongoing.</p>

**COUNCIL RESOLUTION - ADOPTION BY EXCEPTION**

That the recommendations relating to items: 10.2.2, 10.4.5, 10.6.1.3, 10.6.1.4, 10.6.1.4, 10.6.1.8 and 10.6.1.9 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 Assunta Meleca Seconded

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

***For: Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, 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.***

**11 Motions of Which Previous Notice Has Been Given****11.1 Cr Josh Eveson - Better Bins Plus Go FOGO Bin Size Transition**

<b>Responsible Branch:</b>	Works and Infrastructure
<b>Responsible Directorate:</b>	Sustainability, Environment and Waste
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required

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 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.**

**Cr Josh Eveson Moved, Cr Michelle Sutherland Seconded**

**CARRIED: 7/2**

**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, 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.*

**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.

At the Ordinary Council meeting in February 2020, Council considered a report in relation to the proposed introduction of a Food Organics and Garden Organics (FOGO) waste collection service and resolved as follows:

*"That Council:*

- 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:*
  - FOGO (green lid) weekly*
  - Residual waste (red lid) fortnightly*
  - Recyclables (yellow lid) fortnightly.*
- 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.*
- 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: Go FOGO Kerbside Collection*

*Program* grant. In order to obtain the funding from the Waste Authority, the participating Councils needed to agree to provide kerbside services to standard 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:*

- Endorses the proposed budget of up to \$1.95M as per Attachment 1 for the Food Organics and Garden Organics (FOGO) commencement project.*
- 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.*
- 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

			
	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
	Kitchen asset and consumables		
Kitchen caddies	5 to 8 litres		
Kitchen caddie liners	AS4736-2006 for compostable and biodegradable plastics		

*Table 1. Minimum Kerbside Service requirements for Standard Single Unit Dwelling Households*

Following the endorsement of *Better Bins Plus* 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. This was proposed to take place as part of the tender process for waste services in 2023; however, this did not progress due to a number of limitations. The City now has three years remaining to comply with the terms of the *Better Bins*



*Plus* funding 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 (30 June 2026).

Grant funds will 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.

To qualify for these grant payments, 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, or which do not meet the special conditions detailed above.

#### **OFFICER'S COMMENT**

The City of Bayswater is currently compliant with the requirements of the *Better Bins Plus* 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* funding cannot be revoked, as the agreement has been signed and the project implemented. 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 considered to be 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.

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 three bins, 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 of Bayswater.

The Waste Authority has indicated there are four options for variations to the requirement for a maximum 70L weekly capacity for general waste collection as mentioned earlier in this report (points (a) to (d)). These were created in response to several local governments that also raised concerns regarding the reduction in general waste capacity. These options give local governments the opportunity to transition as many households as possible, whilst also making considerations for households with genuine capacity needs. These variations would have little to no impact on the funding agreement.

Alternatively, if Council was to decide to not transition to the smaller bin, either fully or by a significant portion by the deadline, it would effectively not meet the conditions of the funding agreement. The City would then be required to return the funding.

If this motion is supported, then the further report to Council will include an assessment of each of the variation options proposed, how the City could look to implement these strategies, as well as the cost implications associated with each option. This will also include the option of retaining the current bin sizes.

### **LEGISLATIVE COMPLIANCE**

- Better Bins Plus: Go FOGO Kerbside Collection Program Funding Agreement
- Waste Avoidance and Resource Recovery Strategy 2030

### **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). The total amount of the refund would be dependent on whether the City adopts any of the variation options proposed.

If the City transitions to the smaller bin, it will need to fund the bin purchase and delivery, which is estimated to be in the vicinity of \$1.8M.

### **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**

The City received funding from the Waste Authority in December 2020 for the *Better Bins Plus: Go FOGO Kerbside Collection Program* to assist with the rollout of FOGO. 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. Exiting the *Better Bins Plus* funding agreement would have financial and waste diversion implications.

### **VOTING REQUIREMENT**

Simple Majority Required.

**11.2 Cr Josh Eveson - Waste Management Services**

<b>Responsible Branch:</b>	Works and Infrastructure
<b>Responsible Directorate:</b>	Sustainability, Environment and Waste
<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. Investigate the City's management of ancillary waste services, with the aim of streamlining processes for residents and City administration staff.**
- 2. Present a report to Council by December 2023 with recommendations regarding:**
  - (a) The annual household entitlements of tip passes and bulk bins; and**
  - (b) The transition from paper tip passes to an electronic self-service system.**

**Cr Josh Eveson Moved, Cr Catherine Ehrhardt, Deputy Mayor Seconded**

**CARRIED UNANIMOUSLY: 9/0**

**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, 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.

Households paying for a residential waste service are entitled to a variety of ancillary waste services including access to tip passes, bulk bins and mattress/white goods collections. Each of these services has a specific number of allocations per household which are accessible within a specified timeframe:

- Tip Passes and Bulk Bins – Each residential property is entitled to a combination of tip passes and bulk bins (general or green waste), up to a maximum of three allocations per waste year. The waste year runs from 1 April to 31 March and the allocations for each residential property reset as of 1 April.
- Mattress and White Goods Collections – Each residential property is entitled to collection of mattresses and white goods, up to a maximum of two collections per financial year. The allocations for each residential property reset as of 1 July.

The allocations for these services are associated with the property address and not the owner, therefore the allocations do not reset if there is a change of ownership.

If a resident wishes to utilise a tip pass, they must collect a printed tip pass from either the Civic Centre, or one of the City's libraries (Maylands, Bayswater or Morley) and provide proof of address upon collection e.g. driver's licence, utility bill. Alternatively, tip passes can be collected by a

nominated person who can provide a letter of authorisation and supporting documentation. Each tip pass has a unique number ID, however they do not have an expiry date and can be utilised by the resident at any time after collection.

To request a bulk bin service or mattress/white goods collection, residents can either call Cleanaway directly or use the self-service residential booking portal which is accessible from the City of Bayswater website. In cases where the verge has been deemed unsuitable for the delivery of bulk bins, either due to the size of the verge or surrounding traffic conditions, the property will only be eligible for tip passes.

#### **OFFICER'S COMMENT**

The management of household allocations is currently administered through the City's Spatial Waste Management Application. The process for this is currently time consuming; the City's Waste Management team are required to manually input data into the bulk bin section of City Spatial. Due to changes in workloads and priorities throughout the year, this process can sometimes lead to a backlog of data entry. This has implications on the accuracy of the City Spatial system and remaining property allocations. The consequence of this is that additional tip passes or bulk bins may be allocated to properties simply due to poor data management and inefficiencies with the current system. The same process applies to the management of the mattress/white good collections, whereby Cleanaway sends through daily collection schedules which are manually entered into the City Spatial system by the Waste Management team.

The City has had preliminary discussions with software management systems providers for the waste industry for the provision of an online system. Further investigation is required to understand the functionality of the services available and how these could be integrated with the City's management system and allocation of bulk bins. The most significant benefits of implementing an electronic tip pass system would be the reduction of time spent by the City's customer service teams, as well as reducing the logistical burden on residents.

#### **LEGISLATIVE COMPLIANCE**

N/A.

#### **FINANCIAL IMPLICATIONS**

Costs associated with the transition to an online system for the distribution of electronic tip passes will need to be investigated further; preliminary costings suggest a proposed budget of \$15,000 - \$25,000 per annum, depending on the level of service selected. This is in comparison to the current annual expenditure for tip passes, which is approximately \$1,200 for printing costs. Whilst there would be an increase in annual expenditure with the adoption of electronic tip passes, this option is more convenient and accessible for residents. There would also be a significant reduction in time spent on administration for customer service officers. Based on the number of tip pass interactions in the 2022/23 waste year, the estimated time spent by the customer service teams across the City, equates to approximately \$10,000 per annum. Further cost savings may be achievable for the Waste Management team, if the process of data management between Cleanaway and the City can be improved.

#### **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**

There have been a number of inefficiencies identified in the current processes for waste management. City officers will further investigate options available to streamline waste services, including data management, service allocations and electronic tip pass management and present a report to Council by December 2023 with recommendations.

**VOTING REQUIREMENT**

Simple Majority required.

**11.3 Cr Elli Petersen-Pik - Sharing Promotional Activities Amongst Councillors**

<b>Responsible Branch:</b>	Governance and Organisational Strategy
<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 10.6.1.1: OCM 31.01.2023 Item 9.3: OCM 27 May 2014 Item 9.1: OCM 28.01.2014

**ADDITIONAL INFORMATION**

The officer's comment in this item mentions that the date of the next Policy Review and Development Committee is scheduled for 12 June 2023. The meeting has since been rescheduled to 28 June 2023.

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 requests the Chief Executive Officer to present the Communications and Social Media Policy for review by the Policy Review and Development Committee, and then by Council, prior to the 2023 Local Government Elections. The revised draft policy is to include a process (to be applied after the Elections) for sharing promotion of activities undertaken by the City or with the City's involvement equally amongst Elected Members."*

***Cr Elli Petersen-Pik proposed a minor amendment to his motion, to replace the word 'review' with the word 'consideration'. The amendment was accepted as minor by the Presiding Member.***

**COUNCIL RESOLUTION**

**That Council requests the Chief Executive Officer to present the Communications and Social Media Policy for consideration by the Policy Review and Development Committee, and then by Council, prior to the 2023 Local Government Elections. The revised draft policy is to include a process (to be applied after the Elections) for sharing promotion of activities undertaken by the City or with the City's involvement equally amongst Elected Members.**

**Cr Elli Petersen-Pik Moved, Cr Dan Bull Seconded**

**LOST: 4/5**

***For: Cr Sally Palmer, Cr Elli Petersen-Pik, Cr Dan Bull and Cr Georgia Johnson.***

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

**REASON FOR THE MOTION**

*The proposal would help to strengthen the public's understanding that all Elected Members are involved in Council's making decision processes and initiatives and would contribute to creating a harmonious and united Council.*

**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.

S2.8 - s2.10 of the *Local Government Act 1995* (the Act) prescribes the role of Elected Members and specifies that the Mayor or President is to speak on behalf of the local government. The Mayor can delegate any part of their role to the Deputy Mayor. Should the Mayor or Deputy Mayor not be available to fulfil Mayoral duties, the Council may delegate these duties to another Elected Member. The legislation clearly intends that local governments engage with their Mayor or President in the first instance for promotional opportunities.

The City does not currently have a policy which provides guidance on how the Mayor should share promotional opportunities amongst Councillors as the City relies on the existing legislative provisions to guide this process.

### OFFICER'S COMMENT

The City's Communications and Social Media Policy references the role of the Mayor as the official spokesperson of the City:

*"The Mayor is the official spokesperson for the City and may represent the City in official communications. Where the Mayor is unavailable, the Deputy Mayor may act as the spokesperson. The CEO may speak on behalf of the City where authorised to do so by the Mayor or Deputy Mayor."*

The Communications and Social Media Policy is scheduled for review at the Policy Review and Development Committee (PRDC) meeting of 20 November 2023. It is the preference of City Officers that the Policy is not reviewed any earlier than the November PRDC meeting for the following reasons:

- The only meetings of the PRDC prior to the 2023 Local Government Elections are scheduled for 12 June 2023 and 28 August 2023. There are already a large number of policies scheduled for review at these meetings to meet the requirements of the Policy Review Schedule, which was adopted by Council on 31 January 2023. There are also a number of new Policies that will be submitted for consideration at these meetings, some of which should not be deferred to make way for reviewing other policies as they have been developed to meet an audit action and/or to control organisational risks.
- The City has several policies in place dealing with various matters relating to Elected Members, which may cause confusion. It is recommended that the City review and combine some of these policies and at that stage establish policy positions for sharing of invitations to events and sharing of promotional opportunities between Elected Members. That will be a significant piece of work best undertaken following the 2023 Local Government Elections.
- If passed, Tranche 1 of the proposed reforms to the *Local Government Act 1995* would require each Council to enter into a communications agreement with the CEO. Whilst at this stage it is not clear what will need to be included in the communications agreement, it might cover the process for advising and involving Councillors in promotional opportunities or events. Or it may provide the opportunity to include something that would cover this.

### LEGISLATIVE COMPLIANCE

s2.8 to 2.10 *Local Government Act 1995* set out the role of the Mayor, Deputy Mayor and Councillors for Western Australian local governments.

City of Bayswater Communications and Social Media Policy

### FINANCIAL IMPLICATIONS

Nil.

### STRATEGIC IMPLICATIONS



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

Theme: Leadership and Governance

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

## **CONCLUSION**

The *Local Government Act 1995* sets out the role of the Mayor and Elected Members, prescribing that the Mayor is the spokesperson for the City and can delegate that role to the Deputy Mayor. If the Mayor or Deputy Mayor is not available to speak on behalf of the City, Council may choose a representative from its Elected Members to do so. As the majority of media and promotional opportunities require the Mayor or Deputy Mayor to be the spokesperson for the City the subsequent promotion of the matter would involve the Mayor or Deputy Mayor at this point in time.

It is the preference of officers that development of this policy position take place after the 2023 Local Government Elections in conjunction with a review of all policies relating to Elected Members.

**12 Questions From Members Without Notice**

**12.2 Question From Members Without Notice**

Nil.

**13 New Business Of An Urgent Nature**

Nil.

**14 Meeting Closed To The Public****COUNCIL RESOLUTION**

That the meeting be closed to the public and the live streaming be suspended.

Cr Dan Bull Moved, Cr Sally Palmer Seconded

**CARRIED: 8/2**

**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, Cr Sally Palmer, Cr Josh Eveson, Cr Michelle Sutherland, Cr Dan Bull, Cr Lorna Clarke and Cr Giorgia Johnson.*

**Against:** *Cr Catherine Ehrhardt, Deputy Mayor and Cr Elli Petersen-Pik.*

*At 10:26pm, the meeting closed to the public and the live streaming was suspended.*

**14.1 Matters for Which the Meeting May be Closed****14.1.1 Proposed Naming of Reserve 33059**

<b>Responsible Branch:</b>	Community and Development
<b>Responsible Directorate:</b>	Development and Place
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	Nil
<b>Refer:</b>	Item 10.4.2 :OCM 31.01.2023 Item 14.2 : OCM 22.10.1991 Item 8.4 : OCM 28.02.1988 OCM: 28.09.1981

**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 business relating to:**

**(b) personal affairs of any person**

**SUMMARY**

At its Ordinary Council Meeting held 31 January 2023, Council resolved to request the Chief Executive Officer to investigate the potential naming of the Reserve 33059, located at 10 Cosentino Place, Bayswater. Reserve 33059 is informally known as 'Dunkley Reserve'; however, this name has not been gazetted with Landgate, meaning it could be potentially formally named.

'Cosentino Reserve' has been previously proposed for consideration for Reserve 33059 in commemoration of Vincenzo and Rosa Cosentino, who were prominent figures in the Bayswater community and whose family members continue to live within the City of Bayswater.

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

1. Council adopts for public advertising the proposed name 'Cosentino Reserve' for Reserve 33059 at 10 Cosentino Place, Bayswater.
2. The proposed naming of Reserve 33059 is referred to Council for further consideration following public advertising.
3. Following the adoption of limbs 1. and 2. above, this resolution and the contents of this report be made public.

**Cr Josh Eveson Moved, Cr Michelle Sutherland Seconded****CARRIED UNANIMOUSLY: 9/0**

**For:** *Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, 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**

Reserve 33059 is located at 10 Cosentino Place, Bayswater and is informally known as 'Dunkley Reserve'. The reserve is owned by the State Government and managed by the City of Bayswater. The site is 1,227m<sup>2</sup> in area and zoned Medium Density Residential R25 under the City's Town Planning Scheme No.24.

It is considered that the informal name is due to the adjoining street, now named 'Cosentino Place', previously being named 'Dunkley Street'.

Reserve 33059 was originally part of the land owned by the Cosentino family prior to the land being subdivided in the 1970's. As a part of the subdivision process the former Dunkley Street was created, and the family were required to cede a portion of the subdivision to the Crown for public open space (POS), now known as Reserve 33059.

In March 1981, Vince and Rosa Cosentino requested to have the reserve cancelled and the City allow him to purchase back the land. Council at its Ordinary Meeting held 28 September 1981, resolved to support this request because the reserve had no significant recreational value and was a maintenance problem for the City. Following Council's resolution, the then Department of Land Administration advised the City that they would support the matter only if a similar sized lot in close proximity was exchanged for the cancellation of Reserve 33059. Negotiations came to an end in 1985 when the City was unable to find a suitable lot to be exchanged for Reserve 33059.

In 1988, Vince and Rosa Cosentino made the same request to the City to cancel Reserve 33059 and be able to purchase back the land. Following the request, Council at its Ordinary Meeting held 28 February 1988 resolved the following:

1. *"To request cancellation of Reserve 33059 Dunkley Street, Bayswater, under Section 37 of the Land Act.*
2. *Mr. V Cosentino be given the option to purchase the land with funds being allocated to POS improvements within locality."*

However, following discussions between the City and the Department of Land Administration from 1989 to 1991, the matter was ultimately closed in 1991 following a lack of support for the cancellation of the reserve from the community.

In 1989, the City received a request from a resident requesting the street be renamed to 'Cosentino Place', in commemoration of Vincenzo and Rosa Cosentino. While considering this request, the City found that 'Dunkley Place' was not one long street, but two separate streets. Council at its Ordinary Meeting held 22 October 1991 considered the renaming request and resolved as follows:

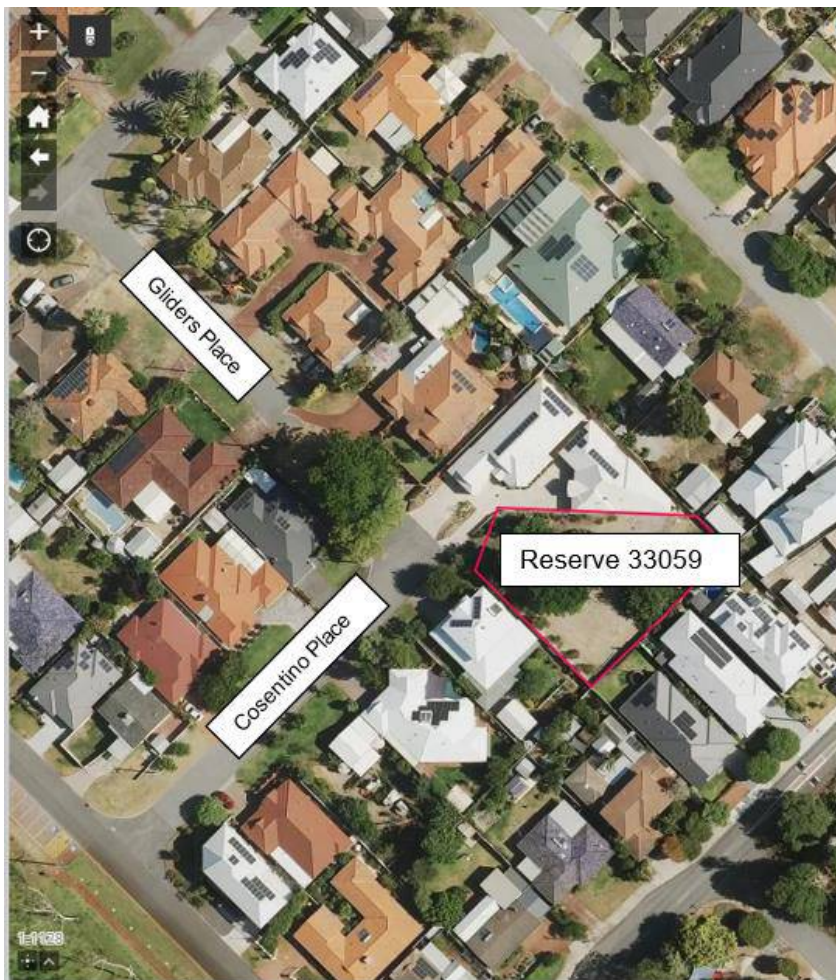
*"That:*

- 1. Rename that portion of Dunkley Place off Drake Street to Cosentino Place;*
- 2. Rename that portion of Dunkley Place off Union Street to Gilders Place; and*
- 3. The developed park bounded by Haddrill, Hester and Coode Streets be named Dunkley Park."*

Council at its Ordinary Council Meeting held on 31 January 2023 considered a Notice of Motion relating to the potential formal naming of Reserve 33059 as Cosentino Reserve, and resolved as follows:

*"That:*

- 1. Investigate the potential formal naming of Reserve 33059 as Cosentino Reserve*
- 2. Present a report to Council on the outcomes of the potential naming investigations by May 2023*
- 3. Keep the contents of this resolution confidential until the matter has been finally determined."*







Southern Portion of Reserve





South-Western Portion of Reserve Adjoining 8 Cosentino Place





Northern Portion of Reserve Adjoining 12 Cosentino Place

Reserve 33059 is a public open space that can be utilised by members of the public. The reserve is zoned 'Residential' R25 under Town Planning Scheme No. 24. It is understood that the site should have been rezoned to 'Local Public Open Space', however this has not yet been initiated. The City will consider rezoning this site as a part of the town planning scheme review.

The area shares fences with the adjoining neighbouring properties with an unfenced and ungated entrance via Cosentino Place. The reserve is located off the north-eastern side of Cosentino Place and not easily seen when entering Cosentino Place due to houses obstructing the view of the reserve. In addition, the only access point to the reserve involves walking over the private driveway of 12 Cosentino Place. The reserve area includes multiple large trees, plants located along the fencing line adjoining 12 Cosentino Place as well as a shed, bench and wheelbarrow. The City does not have a record of when the shed was approved and constructed.

The City undertakes fortnightly maintenance of the reserve, with tree works being undertaken as required, the Cosentino family also maintains the reserve.

## EXTERNAL CONSULTATION

No consultation has yet occurred with the public or other agencies on this matter. Should Council commence the naming consultation process, the proposal will be advertised by way of:

- Written notice sent to landowners in the locality;
- Notification being published in the local newspaper(s); and
- Information and survey being placed on the City's engagement website.

## OFFICER'S COMMENTS

### Geographic Naming

Any proposed renaming of a park or reserve is required to be approved by Landgate's Geographic Names Committee and is required to comply with its Policies and Standards for Geographic Naming in WA. Any name proposed for Reserve 33059 would be assessed against the relevant aspects of these policies.

Landgate advised they would not be supportive of formally naming the reserve 'Dunkley Reserve', despite the reserve being informally named that. Landgate advised that Wymond Park was previously named 'Dunkley Park' and there is a separate road named Dunkley Place off Kitchener Avenue, Bayswater, which was named in commemoration of Louisa Dunkley. Given the previous naming of a park and the proximity to Dunkley Place, the name would not be approved by Landgate.

They also advised that they do not have any concerns with the name 'Cosentino Reserve' as it is in alignment to the default Geographic Naming Policy position of naming after adjoining road names. However, Landgate also advised that due to the limited naming opportunities available within the City, they would also support an alternative name to commemorate other citizens of Bayswater, if proposed.

Landgate further advised that despite being zoned 'Medium Density Residential R25', they have no concerns with the City formally naming the reserve.

The Department of Planning Lands and Heritage (DPLH) is the responsible agency for Reserve 33059. The DPLH advised that in order to consider the naming, the City must submit a Crown Land Enquiry Form via the Department's website. The name will then be considered by the DPLH.

### Naming of Local Parks and Recreational Reserves

In accordance with Landgate's requirements, official local park or recreational reserve names are expected to be enduring. Landgate discourages any changes to official names without good reason, however such proposals may be considered on their individual merit. It is noted that as Reserve 33059 is not formally named there is scope to name the reserve.

### Commemorative Naming

Landgate recognises the significance of historic commemorative naming and encourages the continued recognition of outstanding achievements, contributions to the community and significant events. The Policies and Standards state that commemorative names applied to local parks and recreational reserves may use the first name and surname of a person; although, it is preferred that only the surname is used.

As above Landgate has advised that they do not have any concerns with the name 'Cosentino Reserve'. However, it is noted that they do not consider it a commemorative name, instead it is considered to align to the default Geographic Naming Policy position of naming after adjoining road names.

### Cosentino Family

One of the proposed names for Reserve 33059 is Cosentino Reserve, named after Vincenzo and Rose Cosentino. In February 2023, George Cosentino provided the City with a brochure containing details of the family and their history since moving to Perth and settling in the Bayswater area, and the below information is from this brochure.

Vincenzo (Vince) Cosentino arrived in Australia in 1949 and worked for two years before his wife Rosa and five children joined him in Australia in 1951. In 1953, Vince and Rosa migrated to Perth and purchased 78 Langley Street, Bayswater, a four acre parcel of land, now known as 10 Langley Road, Bayswater. Vince and Rosa lived and worked on the land with their eight children, which operated as a poultry farm and market garden.

The reserve has a large mulberry tree, planted by Vince and Rosa Cosentino, two established prickly pear trees and two large flame trees, all of which are fertilised, pruned and watered by the family who reside along the street. The family often visit and hold family get-togethers at the reserve to honor Vince and Rosa. There are currently 10 members of the Cosentino family residing along Cosentino Place and a total of 100 members of the Cosentino extended family continue to reside within the City.

'Cosentino' is considered to be an appropriate name option for the reserve as it aligns with the City's Naming of Parks, Reserves, Streets and Infrastructure Policy requirements. The Policy states that all requests for the naming of a park, street, reserve or infrastructure should be a figure of historical note and that priority will be given to the naming of parks and reserves after an adjacent street or feature to maximise the identification of that park or reserve within an area.

### Alternative Name Consultation

The City has recently undertaken community consultation on the proposed naming of a right of way (ROW) as addressed in another report to council as part of this agenda. At the closure of the consultation period, over half of the submissions raised concern with the City's consultation process. In light of the feedback received, it is recommended that the City engage with the community and invite residents to submit name options that can be considered for future naming matters as part of a separate process.

This process isn't recommended to impact the naming of this reserve however any names received will be considered as a part of future road naming matters.

## LEGISLATIVE COMPLIANCE

As per the provisions in the *Land Administration Act 1997*, the Minister for Lands has the authority for officially naming and removing the names of all roads in Western Australia. Through delegated authority, Landgate acts on the Minister's behalf to undertake the administrative responsibilities, including the development of policies and procedures required for the formal approval of local parks and recreational reserve names.

The City's Naming of Parks, Reserves, Streets and Infrastructure Policy sets out its requirements in support of a consistent approach to the naming of parks, reserves, streets and infrastructure and is aligned with the requirements set out by the Geographic Names Committee Policies and Standards for Geographic Naming in WA.

## 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	Low
Organisational Health and Safety	Low	Low
<b>Conclusion</b>	<p>If Council supports the officer's recommendation, there is a moderate reputational and community and stakeholder risk as the community may not feel like they have been properly engaged and consulted with and that the proposed name does not reflect the current community.</p> <p>In the event Council chose not to proceed with the officer's recommendation there is a moderate community and stakeholder risk as there appears to be some support for the name Cosentino Reserve.</p>	

## FINANCIAL IMPLICATIONS

The following financial implications are applicable:

**Item 1:** Advertise the proposed name of 'Cosentino Reserve' in the local newspaper

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

**LTFP Impacts:** Not itemised 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	\$400	-	-	-	-	-	\$14,000

## 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.

By naming Reserve 33059 'Cosentino Reserve' the City has the opportunity to commemorate Vince and Rosa Cosentino, who previously owned the reserve and resided in Bayswater until their passing. The Cosentino family remains part of the Bayswater community and has long standing ties within the community and Reserve 33059.

## **CONCLUSION**

In light of the above, it is recommended that Council support naming Reserve 33059 'Cosentino Reserve' and advertise the proposed naming for public comment by way of a newspaper advertisement, written notice to land owners in the locality and details and a survey on the City's webpage and engagement website.

**COUNCIL RESOLUTION**

**That the meeting be reopened to the public and the live streaming resume.**

**Cr Dan Bull Moved, Cr Assunta Meleca Seconded**

**CARRIED UNANIMOUSLY: 9/0**

***For: Cr Filomena Piffaretti, Mayor, Cr Assunta Meleca, 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 10.29pm, the meeting reopened to the public and the live streaming resumed.*

**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 10:30pm.