

# Ordinary Council Meeting

# Minutes

21 November 2023

**BELMONT**  
CITY OF OPPORTUNITY



# CITY OF BELMONT

## Ordinary Council Meeting

### Minutes

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- Confidential Attachment 12.5.1 – Item refers
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**Alternative Formats**

This document is available on the City of Belmont website and can be requested in alternative formats including electronic format by email, in hardcopy both in large and standard print and in other formats as requested. For further information please contact the Community Development team on (08) 9477 7219. For language assistance please contact TIS (Translating and Interpreting Service) on 131 450.

**Councillors are reminded to retain any  
confidential papers for discussion with the minutes.**

**Minutes of the Ordinary Council Meeting held in the Council Chamber of the City of Belmont Civic Centre, 215 Wright Street, Cloverdale on Tuesday 21 November 2023 commencing at 7.03pm.**

# Minutes

## Present

Mayor R Rossi, JP (Presiding Member)	Mayor
Cr D Sessions (Deputy Mayor)	West Ward
Cr G Sekulla, JP	Central Ward
Cr Vijay	Central Ward
Cr B Ryan	East Ward
Cr P Marks	East Ward
Cr N Carter	South Ward
Cr C Kulczycki	West Ward

## In attendance

Mr S Downing	Acting Chief Executive Officer
Mr W Loh	Director Development and Communities
Mr M Murphy	Director Infrastructure Services
Ms A Bird	Manager Governance, Strategy and Risk
Ms L Chaplyn	Coordinator Media and Communications
Mrs J Cherry-Murphy	Senior Governance Officer
Ms M Phillips	Governance Officer

## Members of the gallery

There were 24 members of the public in the gallery and no press representatives.

# I Official Opening

**7.03pm The Presiding Member welcomed all those in attendance and declared the meeting open.**

The Presiding Member read aloud the Acknowledgement of Country.

## Acknowledgement of Country

Before I begin, I would like to acknowledge the Whadjuk Noongar people as the Traditional Owners of this land and pay my respects to Elders past, present and emerging.

I further acknowledge their cultural heritage, beliefs, connection and relationship with this land which continues today.

The Presiding Member invited Cr Sekulla to read aloud the Affirmation of Civic Duty and Responsibility on behalf of Councillors and Officers. Cr Sekulla read aloud the affirmation.

## Affirmation of Civic Duty and Responsibility

I make this affirmation in good faith and declare that I will duly, faithfully, honestly, and with integrity fulfil the duties of my office for all the people in the City of Belmont according to the best of my judgement and ability.

I will observe the City's Code of Conduct and Standing Orders to ensure efficient, effective and orderly decision making within this forum.

## 2 Apologies and leave of absence

Cr J Davis (leave of absence)

South Ward

Mr J Christie (apology)

Chief Executive Officer

## 3 Declarations of interest that might cause a conflict

### 3.1 Financial Interests

Nil.

### 3.2 Disclosure of interest that may affect impartiality

Name	Item No and Title	Nature of Interest (and extent, where appropriate)
Cr D Sessions	12.3 - Vehicle and Pedestrian Road Safety on Lyall Street, Redcliffe	I requested earlier this year that Lyall Street traffic concerns be discussed at an Information Forum with Councillors and Officers (which occurred last week).
Mayor R Rossi	12.3 - Vehicle and Pedestrian Road Safety on Lyall Street, Redcliffe	I attended the West Redcliffe Block Resident Meeting.
Cr B Ryan	12.3 - Vehicle and Pedestrian Road Safety on Lyall Street, Redcliffe	Attended a community meeting on Lyall Steet.
Cr P Marks	12.3 - Vehicle and Pedestrian Road Safety on Lyall Street, Redcliffe	Attended a community meeting on Lyall Street.
Cr G Sekulla	12.3 - Vehicle and Pedestrian Road Safety on Lyall Street, Redcliffe	Attended a meeting 9 November 2023.
Cr Vijay	12.3 - Vehicle and Pedestrian Road Safety on Lyall Street, Redcliffe	Attended a meeting on 9 November 2023

## 4 Announcements by the Presiding Member (without discussion) and declarations by Members

### 4.1 Announcements

Nil.

## 4.2 Disclaimer

**7.05pm The Presiding Member drew the public gallery's attention to the Disclaimer.**

The Presiding Member advised the following:

'I wish to draw attention to the Disclaimer Notice contained within the Agenda document and advise members of the public that any decisions made at the meeting tonight can be revoked, pursuant to the Local Government Act 1995.

Therefore members of the public should not rely on any decisions until formal notification in writing by Council has been received.'

## 4.3 Declarations by Members who have not given due consideration to all matters contained in the business papers presently before the meeting

Nil.

## 5 Public question time

### 5.1 Responses to questions taken on notice

#### 5.1.1 Mr S Walker, Bentley

The following questions were taken on notice at the 31 October 2023 Ordinary Council Meeting. Mr Walker was provided with a response on 8 November 2023. The response from the City is recorded accordingly:

1. All my questions relate to item 12.4. Does consultation closing on 29 September 2023, rapidly accelerating the item into October agenda papers, and informing submitters late last Tuesday afternoon by email of the listing for the Agenda Briefing, not represent another example of the City of Belmont not understanding what good public consultation is?

#### Response

**The Environment & Sustainability Strategy was open for public consultation via the City's website for a period of 28 days, closing on 29 September 2023. The benefit of using the City's website allows City staff to review all feedback as it is received, enabling them to consider and draft amendments as deemed appropriate, prior to the formal closing date of public engagement.**

**The City disputes that the process was accelerated, rather the City allocated both time and resources to the development of the Strategy and the Council report, which was reflected in the feedback and comments provided by the community of Belmont.**

2. What are the City of Belmont Council members doing to fix the consultation problem, as evidenced by the rushed 2023 draft ten year Environmental and Sustainability Strategy September/October 2023 debacle?

### **Response**

**The City does not support the assertion that any of our strategies or policies are rushed through Council. All works undertaken are carefully considered before being offered to either Council or the Belmont community for consideration.**

**Engagement with community is a key component in the delivery of services and as such we are always looking at better methods of engagement.**

3. Why is the City of Belmont still too afraid to talk openly of an approach of strategic land purchasing for environmental purposes, for additional local parks, for better redevelopment, for fixing mistakes, etc.?

### **Response**

**Please refer to the recently endorsed Public Open Space Strategy, where the areas the City has identified for potential future development, are clearly outlined.**

4. Due to the many unanswered questions of the October 2023 officer report, when are the unanswered questions by submitters to their busy September 2023 consultation to be answered?

### **Response**

**All comments received during the public consultation stage have been considered and relevant changes made to the Environment and Sustainability Strategy where appropriate.**

## **5.1.2 Mr L Rosolin, Belmont**

The following question was taken on notice at the 31 October 2023 Ordinary Council Meeting. Mr Walker was provided with a response on 8 November 2023. The response from the City is recorded accordingly:

1. How many bus shelter seats have been replaced in the last five years and what was the cost?

## Response

**There are no accurate records for the number of bus shelter seats replaced over the last five years. Only one bus shelter seat has been replaced in the last 12 months; this was due to damage. Bus shelter seats are replaced/repared as required when damaged or vandalised.**

### 5.1.3 Mr M Russell, Cloverdale

The following questions were taken on notice at the 31 October 2023 Ordinary Council Meeting. Mr Russell was provided with a response on 8 November 2023. The response from the City is recorded accordingly:

2. As per the budget review, why was the Glasshouse made available to only internal events?

## Response

**There has been substantial interest to deliver City initiatives within the Glasshouse, with further work required to determine booking guidelines before making the facility available for external users. For the current financial year, it was determined that the functionality of the space should be tested with bookings for internal functions to permit assessment of the facility in operation. A report is currently being prepared to the City's Executive in collaboration with key stakeholders to establish a set of booking guidelines prior the facility being publicly available for hire.**

3. Do any of the minutes, accomplished tasks or reports of committee get publicly published about the committees and other groups getting voted on tonight in Attachment 12.6.1, if not why not?

## Response

**The other committees and groups contained within 12.6 (1) of the October 23 OCM Agenda are not committees requiring minutes to be published as per Section 5.21 of the Local Government Act 1995.**

### 5.1.4 Mr A Bell, Redcliffe

The following question was taken on notice at the 31 October 2023 Ordinary Council Meeting. Mr Bell as provided with a response on 8 November 2023. The response from the City is recorded accordingly:

2. Is there a statutory requirement to obtain Main Roads approval for a traffic calming modification at an intersection of two local access roads? If there is a statutory requirement, can the City publish the section of the requirement that specifically applies?

## Response

**All traffic calming measures at intersections require associated line marking and signage modifications. This requires Main Roads WA review and approval.**

**Main Roads WA are confirmed as the regulatory body that controls signage and line-marking on Perth metropolitan roads. Under the Commissioner, appointed under the Main Roads Act 1930, and subsequent amendments.**

**Section 297(1) of the Road Traffic Code 2000(RTC2000) the Commissioner of Main Roads (CMR) is listed as the only person with authority to erect, establish, or display, alter or take down any road sign or traffic signal on the State's road network.**

### 5.1.5 Mr M Cardozo, Redcliffe

The following questions were taken on notice at the 31 October 2023 Ordinary Council Meeting. Mr Cardozo was provided with a response on 8 November 2023. The response from the City is recorded accordingly:

1. The City is on notice that it is using a version of the Warrant System to establish the need for traffic calming that is inconsistent with the 2016 Australian Roads traffic management guidelines and as used by the City of Melville, City of Fremantle and City of Stirling to assess and establish the need for traffic calming. It is our contention that this outdated version provided a skewed assessment of the 2021 Lyall Street traffic calming petition. Does the City intend to present Council a breakdown of the point score and will this point score be based on the current industry standard 2016 Australian Roads guidelines?

## Response

**The City currently uses the Local Area Traffic Management (LATM) Warrant System (December 2012), a copy of which was attached to the 26 September 2023 Ordinary Council Meeting (OCM) Minutes.**

**The City's Warrant System document references the Austroads Guide to Traffic Management Part 8: Local Area Traffic Management. The current version is Edition 3.0 published April 2020.**

**There are no material differences between the Austroads document versions of 2008 and 2020, that impact directly on the City's warrant assessment.**

**The warrant assessment of Lyall Street in 2022 and point score of 35, breakdown details of which are included in the 31 October 2023 OCM Agenda, in response to a question taken on notice at the 26 September 2023 OCM from Mr Padua, is still considered valid.**

2. By knowingly using a version of the Warrant System that is inconsistent with the 2016 Australian Roads traffic management guidelines, Lyall Street residents contend that this represents a breach of the City's Governance, Compliance Management Policy by not

presenting Council with an assessment based on current Industry Standards. If the City is unwilling to use the current industry standard Warrant System, can Council for fairness' sake compel the City to provide a comparative point score and threshold that reflects the current Australian Road guidelines in the Petition assessment to avoid potential complaints to Ombudsman WA?

## **Response**

**Refer to the response provided for Question 1.**

**The Austroads document is a guide not a Standard.**

**Establishing when LATM action is necessary or desirable is often based on 'warrants' or other objective measures of relative 'need', usually referring to traffic speeds, volumes, and crash rates. There is no 'best practice' or standard for warrants or setting priorities for LATM, and there is no agreed or formally adopted statement of traffic conditions at which LATM must be implemented or below which it cannot be approved.**

**Examples of LATM warrant systems are provided in the Austroads Guide, refer commentary 16, however they are specific and unique to each road authority.**

**The City has not breached any Governance or Compliance Management policies.**

### **5.1.6 Mr J Harris, Cloverdale**

The following questions were taken on notice at the 31 October 2023 Ordinary Council Meeting. Mr Harris was provided with a response on 8 November 2023. The response from the City is recorded accordingly:

1. Did the City apply for any Bike Month grants this year, and what was the most recent WA Bike Month grant applied for?

## **Response**

**Funding was provided by the Department of Transport (in conjunction with Cycle West) for a Belmont Bike Breakfast event and ride around the City.**

6. What has been the delay preventing the City advertising for a Travelsmart Officer for the last 16 months?

## **Response**

**The Designs, Assets and Development business area has experienced a high turnover of staff and in combination with the COVID restrictions, has made for challenging working conditions.**

**Consequently, priorities and resources were directed to operational and customer service tasks relating to investigation, design, and delivery of the capital and maintenance works program.**

### **5.1.7 Ms L Hollands on behalf of Belmont Resident and Ratepayer Action Group (BRRAG)**

The following questions were taken on notice at the 31 October 2023 Ordinary Council Meeting. Ms Hollands was provided with a response on 8 November 2023. The response from the City is recorded accordingly:

The following questions were taken on notice at the 31 October 2023 Ordinary Council Meeting. Ms Hollands was provided with a response on 8 November 2023. The response from the City is recorded accordingly:

1. What date was the equipment for livestreaming ordered and who is the technology company?

#### **Response**

**The equipment was ordered on 12 June 2023 from Redfish Technologies Pty Ltd.**

4. With regard to SpacetoCo, since implementation of this system which means a staff member is not doing it, how many staff were previously employed to handle the bookings prior to the introduction of SpacetoCo, either fulltime or part time and how many do we have now?

#### **Response**

**City staff are still required to manage the system, approve each booking and provide excellent customer service to residents. Therefore, the staffing levels remain unchanged at one full time and one part time employee.**

5. If you do not have an email address, how are people able to use this system? What provisions has the City made in respect to such people so they are in compliance with s66(2)(f) of the Equal Opportunity Act, "it is unlawful for a person whether for payment or not to provide goods or services or make facilities available to discriminate against another person"?

#### **Response**

**SpacetoCo is an additional tool for managing bookings, the provision still remains for members of the public to either phone the bookings team or come into the Civic Centre where assistance will be provided.**

6. Why don't the questions taken on notice at a Special Council Meeting go in the next Special Council Meeting Agenda?

#### **Response**

**Section 5.22(2) of the *Local Government Act 1995* requires minutes of a Council Meeting (ordinary or special) to be submitted to the next Ordinary Council Meeting.**

7. With respect to the August Meeting where there was another Code of Conduct matter decided by Council and seven out of eight Councillors were there, how can the public believe that any complaint lodged against Council will be taken seriously when unless the complaint was about Cr Marks, we can only assume that the complainant was there, making judgement and the party was not?

## **Response**

**Please refer to the response to this question in the October 2023 Ordinary Council Meeting Minutes. Per section 5.21(2) of the *Local Government Act 1995*, a Councillor if present at the meeting must vote on all matters on the agenda unless they have declared a financial interest. An impartiality disclosure does not stop an Elected Member from participating or voting on an item.**

### **5.1.8 Ms L Hollands, Redcliffe**

The following questions were taken on notice at the 31 October 2023 Ordinary Council Meeting. Ms Hollands was provided with a response on 8 November 2023. The response from the City is recorded accordingly:

1. Under the customer service charter, staff are required to respond to residents within 10 working days and if they need more time they are supposed to get back to the resident and let them know. I along with other people have found that some staff do not respond within this time and people have to keep emailing or phoning. That is not all staff. How does the City ensure this is being implemented and what steps are taken when it is not?

## **Response**

**The City maintains a number of procedures and process maps for the handling of complaints and service requests.**

**Managers are responsible for ensuring their areas adhere to the procedures and process maps and respond to customers within the timeframes outlined in the Customer Service Charter.**

**The Business Improvement section monitors complaints to ensure they are responded to in a timely manner. Overdue complaints and systemic issues are communicated to responsible officers for further action.**

**Response timeframes and the status of complaints are reported quarterly via Performance Management meetings to Directors and Managers for information and actioning as appropriate.**

**This cycle of monitoring and review is consistent with the complaint handling requirements under ISO 9001 Quality to which the City is certified and periodically audited.**

## 5.2 Questions from members of the public

7.06pm The Presiding Member drew the public gallery's attention to the rules of Public Question Time as written in the Public Question Time Form.

In accordance with rule (I), the Mayor advised that he had registered 10 members of the public who had given prior notice to ask questions.

The Presiding Member invited members of the public who had yet to register their interest to ask a question to do so. One further registration was forthcoming.

### 5.2.1 Mr B O'Hara, Redcliffe

1. Accidents are occurring at Bulong Avenue and First Street in Redcliffe, and they appear to be predominately between vehicles which are using this intersection as a form of a rat run to go through Belmont onto Tonkin Highway and into the airport estate. Will Council consider making this intersection and street safer for local residents by closing off the intersection of Bulong Avenue and the newly created Boorn Street at the Railway Station?

#### Response

The Director Infrastructure Services stated that the City have met with residents and plan to erect temporary warning signs at that junction within the next two weeks. The City is working with Main Roads to expedite improved road signage in that area. In the long term, the City will be seeking to gain black spot funding to improve the safety of this intersection.

2. When was the meeting with residents?

#### Response

The Director Infrastructure Services stated that the City's Traffic Engineer met with residents last Thursday following an accident last week.

3. Bulong Avenue is classified as a minor road and as such is unsuitable for trucks and heavy vehicles. Boorn Street was widened and opened to enable access to Redcliffe Station. Given the low passenger numbers using the service at the railway station and the high number of non-station traffic through that intersection, would it be considered that Central Avenue could be shut and re-opened at a later stage?

#### Response

The Director Infrastructure Services stated that the question would be taken on notice.

4. Will Council publish a five-year traffic count with volumes, speeds and accidents for Bulong Avenue between First Street and the Redcliffe Station?

## Response

**The Director Infrastructure Services stated that the City has asked Main Roads WA for that information as that will be part of the City's application for Black Spot funding to improve that junction.**

### 5.2.2 Mr A Bell, Redcliffe

1. Lyall Street and many other local residents here tonight are directly affected by the Stanton Road traffic calming decision-making process in terms of the likely traffic flow redirection onto side streets post installation. Does the City believe it has met their Engagement, Community and Stakeholders Policy given all affected residents were not consulted?

## Response

**The Director Infrastructure Services stated that the question would be taken on notice.**

2. Why did the City proceed with permanent traffic calming measures on Stanton Road prior to the Tonkin Gap project completion when it had previously stated in an Ordinary Council Meeting response that it would wait for the completion?

## Response

**The Director Infrastructure Services stated that the works on Stanton Road were the subject of a Notice of Motion from Council, the City was asked to proceed quite quickly so the City was responding to that motion.**

### 5.2.3 Ms C Scali, Redcliffe

1. I would like to know why the stop sign was taken away from the corner of Stanton Road and Moreing Street, and a give way sign was put in its place? The Traffic along Stanton Road is horrendous, we could be waiting five or more minutes to get out of our driveway onto Stanton Road. I feel this is a very dangerous situation and if it remains as a give way sign a serious accident could happen. What will the City do to rectify this problem?

## Response

**The Director Infrastructure Services stated that the question would be taken on notice.**

### 5.2.4 Ms K Pumphrey, Redcliffe

1. What commitments can Council make around the future closure of Central Avenue?

## Response

**The Director Infrastructure Services stated that in February 2023 there was a recommendation to Council which was accepted in relation to looking at Central Avenue and what the City can do there. It stated it will be investigated after the Tonkin Gap Alliance project is completed. This will involve consultation with the Public Transport Authority, the airport, and the Commonwealth.**

2. Will Central Avenue be closed?

## Response

**The Director Infrastructure Services stated that the City will look at that after the Tonkin Gap Alliance project is completed.**

3. What is the purpose of all the traffic calming if we are going to close the road eventually?

## Response

**The Director Infrastructure Services stated that the plan in relation to the Stanton Road works and also the Tonkin Gap Alliance opening is to see if traffic can be moved out of the area completely. In relation to the closure of Central Avenue, it includes liaison with Public Transport Authority and the State Government which could take some time. The Stanton Road works will be happening in the next six months.**

### 5.2.5 Dr D Mossenson, Redcliffe

1. Could you please let me know if and when traffic counts were undertaken down Boulder Avenue particularly the portion between Brearley Avenue and Great Eastern Highway, Kanowna Road, Stanton Road, First Street and Coolgardie Avenue and will you make these results available to the public?

## Response

**The Director Infrastructure Services stated that the question would be taken on notice to discuss with the City's traffic engineers. The Director Infrastructure Services stated that he assumed it would be made available to the public.**

2. Has any traffic modelling been done by the City for the Redcliffe Station Neighborhood Centre as part of the Activity Centre Planning Strategy within the last two years, if so when and who undertook the last traffic modelling, and can these reports be made available for public reference?

## Response

**The Director Infrastructure Services stated that the question would be taken on notice.**

3. Are you able to provide me with the exact dimensions and nature of the traffic calming measures proposed for Stanton Road e.g. height, width, depth?

### **Response**

**The Director Infrastructure Services stated that the question would be taken on notice.**

### **5.2.6 Mr P Van Der Kooij, Redcliffe**

1. Why can't the City look into technology like putting recognition cameras or number plate readers, if you fine someone once they are not going to do it again?

### **Response**

**The Director Infrastructure Services stated that the installation of those types of cameras would be done by the Police not Council.**

2. Why can't we look into fining people?

### **Response**

**The Director Infrastructure Services stated that the question would be taken on notice.**

### **5.2.7 Ms L Hollands, Redcliffe**

1. Why is the City able to respond within 14 days which includes receiving the complaint, drafting the letter, and sending it out when a complaint was made about me but it's okay to take at present 62 days and I have heard nothing about a complaint I have made about conduct?

### **Response**

**The Acting Chief Executive Officer stated that he is the Complaints Officer and is dealing with the complaint Ms Hollands has lodged. The Acting Chief Executive Officer is waiting for the person to return from leave and then the complaint will be dealt with and Ms Hollands will receive a response in due course.**

2. Have they been on leave for 62 days?

### **Response**

**The Acting Chief Executive Officer stated that no they haven't.**

3. Are Council aware of the changes to the federal food standards code that comes into effect in early December which is administered by the City? The interpretation that is

currently being taken by the city may mean the seniors and sporting clubs with weekly canteens could either be shut down or forced to undertake further training which would be expensive for a not-for-profit if they are not classed as exempt?

### **Response**

**The Director Development and Communities stated that he is aware of the new regulation coming in. There was a one-year transition period and Officers have been working with the Seniors Citizens Club to assist with getting appropriate training. It is a legislative standard that the City needs to comply with.**

4. Has either the Federal or State Government given City staff proper training so that we can be sure that the interpretations are correct, and our clubs are not forced to shut down food fundraising events as a result of not complying to requirements that might not be necessary anyway?

### **Response**

**The Director Development and Communities stated that the question would be taken on notice.**

5. If we can't get these exemptions, will the City consider giving the seniors \$30,000 a year so they can continue to provide the free lunches on Tuesdays?

### **Response**

**The Director Development and Communities stated that the question would be taken on notice.**

## **5.2.8 Ms L Hollands on behalf of Belmont Resident and Ratepayer Action Group (BRRAG)**

1. At the Agenda Briefing Forum, we were advised that the statistics show there are many roads in Belmont that have more accidents than the corner of Lyall Street and Stanton Road. Could I please have an example of such a road and in terms of ranking for safety that might be in comparison?

### **Response**

**The Director Infrastructure Services stated that the question would be taken on notice.**

2. Cr Marks mentioned that in the event that these speed humps go ahead in Lyall Street, it is very likely that we will have speeds humps all over the area. I believe he asked Mr Cardozo whether he was aware of that, was there an answer given to that question?

### **Response**

**The Director Infrastructure Services stated that he is unsure.**

3. Are we likely to get speed humps right across Redcliffe?

### **Response**

**The Director Infrastructure Services stated that the question would be taken on notice. He stated that he understands the principle that if the City put speed humps on one road that redirects the traffic, that could prompt a request from residents for them on another street.**

4. At last month's Ordinary Council Meeting, I asked how residents were able to book facilities using SpacetoCo when there is a requirement to have an email address. I read out Section 62(2)(f) of the Equal Opportunity Act. The response I got was "SpacetoCo is an additional tool for managing bookings, the provision still remains for members of the public to either phone the bookings team or come into the Civic Centre where assistance will be provided." However, how can they come to the Civic Centre and how are you complying with the Equal Opportunity Act if a person does not have an email address and you also told me that having this programme came out as \$57,000 and staff numbers are the same prior to having this programme. Are we just paying for SpacetoCo, and we are not getting any benefit from it, we are not saving money and we have seniors who just can't use it if they don't have an email address and it is costing us \$57,000?

### **Response**

**The Director Infrastructure Services stated that the question would be taken on notice.**

## **5.2.9 Ms B Scharfenstein, Redcliffe**

1. Are these speed humps in Stanton Road the same size width and dimensions that are in Armadale Road, the Wright Street end?

### **Response**

**The Director Infrastructure Services stated that the question would be taken on notice.**

2. Can the traffic calming measures be installed on a non-permanent basis in case it turns out that the noise factor, height, and dimensions are a nuisance? How can we say that Central Avenue is going to be closed when it has always said on the plans that it will remain as an open road to the airport?

### **Response**

**The Director Infrastructure Services stated that in regard to Central Avenue closure, the City does need to liaise with the Public Transport Authority and the Commonwealth. The City is anticipating that this will not be easy. The Director**

**Infrastructure Services stated that the question regarding non-permanent traffic calming measures will be taken on notice.**

3. Why can't Council advocate for the cameras with the Police, instead of saying it's the Police's responsibility?

#### **Response**

**The Director Development and Communities stated that this is something that the City can mention to the Police.**

**7.35pm Vijay moved, Sekulla seconded, that Public Question Time be extended.**

**Carried 8 votes to 0**

For: Carter, Kulczycki, Marks, Rossi, Ryan, Sekulla, Sessions and Vijay

Against: Nil

#### **5.2.10 Mr M Cardozo, Redcliffe**

1. What is the cost of permanent Stanton Road traffic calming?

#### **Response**

**The Director Infrastructure Services stated that it is noted in the report as approximately \$350,000.**

2. Is that a City cost or a State Government cost?

#### **Response**

**The Director Infrastructure Services stated that it will be fully funded by the State Government.**

3. Can the City confirm when and where their Warrant System has previously identified the need or exceeded the City's 70-point threshold to establish the need for traffic calming on a Local Access Road anywhere in the City of Belmont?

#### **Response**

**The Director Infrastructure Services stated that the question would be taken on notice.**

4. My question is when I get to Morrison Street and I'm headed to the City, as most cars would be, do I keep going at 40km/h down Stanton and incur more traffic calming and wait at the set of lights at Great Eastern Highway or do I turn right into Morrison where it's 50km/h, downhill, has no traffic calming goes past a kids playground and has no

controlled intersection. Can the City identify which is the most likely route a driver would take?

### **Response**

**The Director Infrastructure Services stated that the principle of what the City is doing is to move people off local roads completely, when the Tonkin Gap Alliance project is completed and the City have undertaken the Stanton Road works, the City believes there will be a change in driver behaviour.**

### **5.2.11 Ms J Gee, Cloverdale**

1. Shouldn't Cr Ryan have disclosed an interest in Lyall Street because he also lives on Lyall Street and that was not stated?

### **Response**

**The Acting Chief Executive Officer stated that Cr Ryan has disclosed an interest in relation to that item.**

2. If you were to look at closing Central Avenue, how long would it take time wise if you were to approach the Public Transport Authority and State Government?

### **Response**

**The Director Infrastructure Services stated that he genuinely does not know.**

3. Would it be worth finding out and seeing if anyone would be interested?

### **Response**

**The Director Infrastructure Services stated that once discussions have commenced with the Stakeholders, the City will have a much better view on their thoughts on progressing that proposal.**

4. Would it make sense to put speed humps in that could actually be taken out if we close Central Avenue and we don't need them anymore?

### **Response**

**The Director Infrastructure Services stated that the question would be taken on notice.**

**7.45pm As there were no further questions, the Presiding Member declared Public Question Time closed.**

## 6 Confirmation of Minutes/receipt of Matrix

### 6.1 Special Council Meeting held 23 October 2023

#### Officer Recommendation

##### Sessions moved, Sekulla seconded

That the Minutes of the Special Council Meeting held on 23 October 2023, as printed and circulated to all Councillors, be confirmed as a true and accurate record.

##### Carried Unanimously 8 votes to 0

For: Carter, Kulczycki, Marks, Rossi, Ryan, Sekulla, Sessions and Vijay

Against: Nil

### 6.2 Ordinary Council Meeting held 31 October 2023

#### Officer Recommendation

##### Kulczycki moved, Vijay seconded

That the Minutes of the Ordinary Council Meeting held on 31 October 2023, as printed and circulated to all Councillors, be confirmed as a true and accurate record.

##### Carried Unanimously 8 votes to 0

For: Carter, Kulczycki, Marks, Rossi, Ryan, Sekulla, Sessions and Vijay

Against: Nil

## **6.3 Matrix for the Agenda Briefing Forum held 14 November 2023**

### **Officer Recommendation**

#### **Sessions moved, Carter seconded**

That the Matrix of the Agenda Briefing Forum held on 14 November 2023, as printed and circulated to all Councillors, be received and noted.

#### **Carried Unanimously 8 votes to 0**

For: Carter, Kulczycki, Marks, Rossi, Ryan, Sekulla, Sessions and Vijay

Against: Nil

## **7 Questions by Members on which due notice has been given (without discussion)**

Nil.

## **8 Questions by members without notice**

### **8.1 Responses to questions taken on notice**

Nil.

### **8.2 Questions by members without notice**

Nil.

## **9 New business of an urgent nature approved by the person presiding or by decision**

Nil.

## **I 0 Business adjourned from a previous meeting**

Nil.

## **I 1 Reports of committees**

Nil.

## **I 2 Reports of administration**

### **Officer Recommendation**

#### **Sessions moved, Carter seconded**

The Officer Recommendations for Items 12.4, 12.5, 12.7 and 12.8 be adopted en bloc by an Absolute Majority decision.

#### **Carried by Absolute Majority 8 votes to 0**

For: Carter, Kulczycki, Marks, Rossi, Ryan, Sekulla, Sessions and Vijay

Against: Nil

## 12.1 Development Application for Change of Use from 'Single House' to 'Holiday House' - Lot 203 (95) Waterway Crescent Ascot

Voting Requirement	:	Simple Majority
Subject Index	:	115/001 - Development/Subdivision/Strata - Applications and Application Correspondence
Location/Property Index	:	Lot 203 (95) Waterway Crescent, Ascot
Application Index	:	226/2023
Disclosure of any Interest	:	Nil
Previous Items	:	N/A
Applicant	:	T Van Der Merwe
Owner	:	R W McMaster
Responsible Division	:	Development and Communities

### Council role

When Council determines an application/matter that directly affect a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice.

### Quasi-Judicial

Examples of quasi-judicial authority include local planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.

### Purpose of report

For Council to consider a development application for a change of use from 'Single House' to 'Holiday House' at Lot 203 (95) Waterway Crescent, Ascot.

### Summary and key issues

- The subject site is zoned 'Special Development Precinct' (Ascot Waters) under Local Planning Scheme No. 15 (LPS 15). A 'Holiday House' is a use not listed in Table 1 of LPS 15.
- The proposal seeks to provide short term accommodation for a maximum of 5 people at the property, with a minimum stay length of 2 nights.
- The applicant has submitted a Property Management Plan (Attachment 12.1.1) outlining measures to protect the amenity of surrounding properties.

- The application was advertised to the surrounding property owners and occupiers for comment. During the advertisement period, 17 submissions were received, all objecting to the application. The objections raised concerns on the land use being inconsistent with the residential character; impacts on property and rental values; concerns with the ongoing management of the development; setting a precedent for more short-stay accommodation in the area; and amenity impacts (parking, traffic, noise).
- It is considered that the matters raised in objections can be addressed by conditions of approval, which will establish a framework for compliance and ensure that the potential impacts on the amenity of the locality is appropriately managed.
- The use may be considered consistent with the objectives of the of the Ascot Waters 'Special Development Precinct' Zone. The implementation of a Property Management Plan will also ensure that any impact on the amenity of the locality is mitigated, and car parking is appropriately managed.
- It is recommended that the Council approves the application subject to conditions.

### Officer Recommendation

That Council approve planning application 226/2023 as detailed in plans dated 26 June 2023 and 12 October 2023 submitted by T Van Der Merwe on behalf of the owner R W McMaster for Change of Use from 'Single House' to 'Holiday House' at Lot 205 (No 95) Waterway Crescent, Ascot subject to the following conditions:

1. Development/land use shall be in accordance with the attached approved plan(s) dated 26 June 2023 and 12 October 2023 and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the City.
2. This is a temporary approval only, valid for a period of 6 months from the date of this decision. Upon expiry of this date the Holiday House use shall be ceased.
3. Prior to commencement of use, the landowner shall implement the approved Property Management Plan (as well as any subsequently updated and approved versions of the Property Management Plan) to the satisfaction of the City.
4. Prior to commencement of use, the landowner shall modify the Property Management Plan to include the following:
  - a. All noise from the premises is required to comply with the *Environmental Protection (Noise) Regulations 1997*.
  - b. Details of the noise monitoring devices to be installed and who will receive and act on notifications when noise exceeds acceptable levels.
 to the satisfaction of the City.
5. The landowner shall maintain a complaint register and outline the measures taken to address any complaints. This register shall be submitted to the City for review within three months of the date of this approval. The landowner shall update the Property

Management Plan to address any issues arising from the review to the satisfaction of the City.

6. There shall be no more than five short-stay guests residing at the property at any one time.
7. The whole property is to be rented as one booking only. No bedrooms or other areas of the house are to be rented on an individual basis.

**Note:**

**Cr Sessions put forward the following Alternative Motion.**

### Alternative Councillor Motion

#### Sessions moved, Kulczycki seconded

(a) That Council approve planning application 226/2023 as detailed in plans dated 26 June 2023 and 12 October 2023 submitted by T Van Der Merwe on behalf of the owner R W McMaster for Change of Use from 'Single House' to 'Holiday House' at Lot 205 (No 95) Waterway Crescent, Ascot subject to the following conditions:

1. Development/land use shall be in accordance with the attached approved plan(s) dated 26 June 2023 and 12 October 2023 and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the City.
2. This is a temporary approval only, valid for a period of 6 months from the date of this decision. Upon expiry of this date the Holiday House use shall be ceased.
3. Prior to commencement of use, the landowner shall implement the approved Property Management Plan (as well as any subsequently updated and approved versions of the Property Management Plan) to the satisfaction of the City.
4. Prior to commencement of use, the landowner shall modify the Property Management Plan to include the following:
  - (a) All noise from the premises is required to comply with the *Environmental Protection (Noise) Regulations 1997*.
  - (b) Details of the noise monitoring devices to be installed and who will receive and act on notifications when noise exceeds acceptable levels.
  - (c) Minimum stay length to be amended to 7 nights.
  - (d) Page 5 of Property Management Plan (PMP) – remove the paragraph about installing a lockbox, and insert that the check-in method is to be 'in person meet and greet at the property, or office of the property manager only'. Next paragraph remove 'how to access the lockbox'.
  - (e) Page 7 of the property management plan: Amend noise-free times to 9pm – 9am to be consistent with page 2 of the plan.

- (f) Page 8 of the PMP: Amend the Security details to read "no excessive noise after 9pm" to be consistent with pages 2 and 7.
- (g) Add City of Belmont Community Watch, and City of Belmont Rangers telephone numbers to the property management plan. to the satisfaction of the City.

- 5. The landowner shall maintain a complaint register and outline the measures taken to address any complaints. This register shall be submitted to the City for review within three months of the date of this approval. The landowner shall update the Property Management Plan to address any issues arising from the review to the satisfaction of the City.
- 6. There shall be no more than five short-stay guests residing at the property at any one time.
- 7. The whole property is to be rented as one booking only. No bedrooms or other areas of the house are to be rented on an individual basis.

(b) Write to adjoining landowners and occupiers to advise them that:

- i. A temporary 6 month planning approval has been granted.
- ii. The maximum number of guests is 5.
- iii. The minimum length of stay is 7 nights.
- iv. A complaint register will be maintained and reviewed in 3 months.
- v. A copy of the property management plan will be provided to them.

### **Carried 7 votes to 1**

For: Carter, Kulczycki, Marks, Ryan, Sekulla, Sessions and Vijay

Against: Rossi

### Reason

In relation to proposed condition 4(c), it is noted that the Property Management Plan (PMP) advises that bookings expected are one per week with trip length of 6 – 8 nights.

The proposed 7-day minimum stay is in alignment with the booking period for the only other existing Holiday House within the Ascot Waters Special Development Precinct. Ascot Waters is acknowledged as a Special Development Precinct in the Local Planning Scheme and has unique amenity considerations. A 7-day minimum stay is considered necessary to ensure the preservation of the area's amenity and aligns the Holiday House more closely with a residential style of accommodation which will help minimise party type bookings.

In relation to proposed condition 4(d), the lock box is in the PMP as an optional check-in method. Requiring check-in to be a face to face key handover helps to ensure that those checking in are those who made the booking, reducing the risk of party bookings, and false

booking credentials. This face to face handover would be required to be at the property, or with prior arrangement, guests could collect the keys from Let Go's office in Stirling.

The property is effectively wall to wall with neighbours on both sides. This makes excessive noise even more undesirable.

City of Belmont must have firm and consistent rules across all Holiday House approvals. This motion makes the approval consistent with previous recent approvals.

## Location

The subject site fronts towards Waterway Crescent to the south-west, and has vehicle access via a laneway to the north-east (refer to Figure 1). The site is located opposite to Riverina Park towards the south-west and approximately 50m to Marina Park to the south-east.



Figure 1: Aerial showing the Subject Site – Outlined in Red

## Consultation

The application was advertised in accordance with Clause 64(1)(a) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, Schedule 2 – Deemed

Provisions for Local Planning Schemes (the Deemed Provisions) to all landowners and occupiers within a 200m radius, a sign erected on site and the application placed on the City's website from 28 July 2023, concluding 25 August 2023. Seventeen (17) submissions were received during the advertising period. All submissions objected to the proposal.

The issues raised in the objections to the application include:

- The use will be detrimental to the amenity of the locality (i.e. potential issues from noise, traffic, parking and security).
- The use will negatively affect surrounding property and rent values.
- The proposal is inconsistent with the Ascot Waters residential environment.
- Approval would create an undesirable precedent.

Submissions received during public consultation are to be given due regard when determining whether to grant development approval. However, only matters related to the planning framework can be considered. Matters not related to the planning framework, such as impacts on property and rental values, cannot be considered as they fall outside the scope of the planning framework.

The comments from all submitters, together with the officer response are summarised and provided in Attachment 12.1.2.

## **Strategic Community Plan implications**

In accordance with the 2020 – 2040 Strategic Community Plan:

### **Goal 5: Responsible Belmont**

**Strategy:** 5.5 Engage and consult the community in decision-making.

**Strategy:** 5.6 Deliver effective, fair and transparent leadership and decision-making, reflective of community needs and aspirations.

## **Policy implications**

### **Local Planning Policy No. 6 – Ascot Waters Special Development Precinct Policy**

The subject property falls within the area subject to Local Planning Policy No.6 – Ascot Waters Special Development Precinct Policy (LPP6). The policy has the following objectives:

- To ensure a consistently high standard of development is maintained within the Precinct.
- To facilitate a harmonious and attractive living environment which can be appreciated by both residents of the Precinct and the wider community.
- To promote a contemporary architectural character, with a consistency of form, materials and detailing.
- To provide a unifying identity for the Precinct while allowing freedom of expression.

The purpose of this policy is to guide development through built form controls. In this case, no changes to the appearance of the building are proposed and the application is for a land use only. On this basis, LPP6 is not relevant to the assessment of the proposal.

## Statutory environment

### Local Planning Scheme No. 15

Local Planning Scheme (LPS) No. 15 provides the following definition of 'Holiday House':

**"Holiday House** means a single dwelling on one lot used to provide short-term accommodation but does not include a bed and breakfast."

The land use of a 'Holiday House' is not listed in Table 1 - Zoning Table of LPS 15.

Under Clause 3.4.2 of LPS 15, if a person proposes to carry out on land any use that is not specifically mentioned in the Zoning Table and cannot reasonably be determined as falling within the type, class or genus of activity of any other use category the local government may:

- "(a) determine that the use is consistent with the objectives of the particular zone and is therefore permitted;
- (b) determine that the use may be consistent with the objectives of the particular zone and thereafter follow the advertising procedures contained in Clause 64 of the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2; or
- (c) determine that the use is not consistent with the objectives of the particular zone and is therefore not permitted."

LPS 15 states that the objective of the 'Special Development Precinct' Zone is:

"The 'Special Development Precinct' Zone is intended to allow for the development of predominantly residential precincts which also allows for a mix of varied but compatible supporting land uses such as offices, showrooms and eating establishments which do not generate nuisances detrimental to the amenity of the precincts' residents. Buildings should be of a very high standard of architectural design."

### Planning and Development (Local Planning Schemes) Regulations 2015

Schedule 2 Part 9 Clause 67(2) of the Planning Regulations states the matters to be considered by local government in determining a development application. In summary, the following matters are of particular relevance to this application:

- (a) The aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area.
- (b) The requirements of orderly and proper planning.
- (g) Any local planning policy for the Scheme area.

- (m) The compatibility of the development with its setting including the compatibility of the development with the desired future character of its setting.
- (n) The amenity of the locality including environmental impacts, the character of the locality and any social impacts of the development.
- (s) The adequacy of-
  - i. The proposed means of access to and egress from the site; and
  - ii. Arrangements for the loading, unloading, manoeuvring and parking of vehicles.
- (x) The impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals.
- (y) Any submissions received on the application.

**Deemed Refusal**

Under Clause 75 of the deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*, an application is ‘deemed to be refused’ if it is not determined within a 90-day period. Once this period elapses, the applicant gains the right to appeal the decision. Importantly, if the applicant decides not to exercise their right to appeal, the City still maintains the ability to issue a subsequent determination on the application.

The deemed refusal date for this application passed on 4 September 2023 and the applicant already has deemed refusal rights. The applicant has corresponded with the City regarding the Council meeting dates, and has elected not to exercise their appeal rights, and instead allow the City to determine the matter.

**Right of Review**

Is there a right of review?  Yes  No

The applicant/owner may make application for review of a planning approval/planning refusal to the State Administrative Tribunal (SAT) subject to Part 14 of the *Planning and Development Act 2005*. Applications for review must be lodged with SAT within 28 days. Further information can be obtained from the SAT website—[www.sat.justice.wa.gov.au](http://www.sat.justice.wa.gov.au).

**Background**

<b>Lodgement Date:</b>	30 June 2023	<b>Use Class:</b>	Use Not Listed – ‘Holiday House’
<b>Lot Area:</b>	200m <sup>2</sup>	<b>TPS Zoning:</b>	Special Development Precinct (Ascot Waters) R20/100

<b>Estimated Cost of Development:</b>	N/A	<b>MRS:</b>	Urban
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## Existing Development

The site contains an existing double-storey dwelling with loft and double car garage. It has three bedrooms and two bathrooms, with an outdoor living area fronting Waterway Crescent. The plans illustrating the development on the site are contained in Attachment 12.1.3.

No changes are proposed to the external appearance of the building and the presentation of the dwelling to the street and laneway remains as previously approved.

## Land Use

The key aspects of the proposed 'Holiday House' use are as follows:

- The entire dwelling will be rented out under a single booking to a maximum of five unrelated guests/one family at any one time. The rooms will not be rented out individually.
- Two on-site parking bays are available for use by guests. The double garage is located within the site, accessible from the rear laneway.
- The property manager's contact details are to be provided to the surrounding residents to enable direct access in the event of any issues or concerns regarding guests of the property.
- The 'Holiday House' will operate in accordance with the Property Management Plan (Attachment 12.1.1), which includes the following measures:
  - A minimum of stay length of two nights.
  - Check-in onsite will be between 3.00pm to 9.00pm; with check out at 10.00am or earlier on the date of departure;
  - Guests must not create excessive noise that may disturb any surrounding properties. Amplified music, loud movies, or other such entertainment must not be audible from outside the property between 9.00pm to 9.00am every day.
  - Outdoor areas, courtyard and balcony use is strictly limited to the hours of 7:00am to 9:00pm every day. All guests must make their way inside the property and keep noise to a minimum from 9:00pm.
  - Parties and gatherings are prohibited, and any guests must have prior approval from management for any visitors.
  - Car parking is to be contained on-site in the allocated car bays only. Guest must not block access to neighbouring driveways / properties.
  - The operator has right to terminate the booking and have the guests vacate the premises at their discretion.
- Guests will be required to comply with the terms set out in the Property Management Plan in addition to conditions of approval.

## Previous Approvals for 'Holiday House' uses in the City of Belmont

A number of 'Holiday Houses' have been approved within the City of Belmont in previous years. The reference number and year of application for these properties are listed below:

- 41/2022 – 16 Samphire Street, Ascot – Zoned Special Development Precinct
- 492/2020 - 172 President Street, Kewdale - Zoned Residential R20
- 393/2020 - 232 St Kilda Road, Kewdale - Zoned Residential R20
- 276/2019 - 83 Fauntleroy Avenue, Ascot - Zoned Residential R20
- 255/2019 - 84B Armadale Road, Rivervale - Zoned Residential R20
- 165/2019 -15 St Kilda Road, Riverdale - Zoned Residential R20
- 111/2019 - 191 Armadale Road, Rivervale - Zoned Residential R20
- 65/2019 - 153B Surrey Road, Rivervale - Zoned Residential R20/40
- 57/2019 - 5 Coolbarro Lane, Redcliffe - Zoned Residential R20
- 15/2019 - 75A Morrison Street, Redcliffe - Zoned Residential R20

Previous Holiday House approvals issued by the City have incorporated both a Property Management Plan and conditions of consent to mitigate potential impacts. This approach ensures a robust operational framework for the operator, while also providing the City with robust mechanisms for compliance enforcement in case of violations.

## Report

The key planning considerations relating to the application are discussed below.

## Objectives of the Special Development Precinct Zone

It is first necessary to consider the suitability of the land use against the objectives of the Special Development Precinct zone.

Local Planning Scheme No. 15 outlines the objectives of the Special Development Precinct Zone as follows:

"The 'Special Development Precinct' Zone is intended to allow for the development of predominantly residential precincts which also allows for a mix of varied but compatible supporting land uses such as offices, showrooms and eating establishments which do not generate nuisances detrimental to the amenity of the precincts' residents. Buildings should be of a very high standard of architectural design."

It is clear from the objectives of the zone that there is intent for a variety of land uses that includes both residential and commercial activities. When determining the suitability of a 'use not listed' it is also beneficial to consider nature of other uses capable of approval within the zone. The below land uses are consistent with the objectives of the zone as they listed in the zoning table as being capable of approval:

- Bed and Breakfast;
- Betting Agency;
- Childcare Premise;
- Motel;
- Office;
- Restaurant/Café;

- Consulting Rooms;
- Convenience Store;
- Exhibition Centre;
- Fast Food Outlet/Lunch Bar;
- Hotel;
- Medical Centre.
- Serviced Apartment;
- Shop;
- Showroom;
- Small Bar;
- Tavern; and

It is considered that the nature of the proposed 'Holiday House' use has similar or reduced amenity impacts to many of the above uses that are capable of approval in the zone. In addition, there are several listed uses which also provide short term accommodation. For the purposes of evaluating amenity, it is noted that guests residing at the 'Holiday House' is a land use that is a residential activity in its nature.

Considering that the above uses are consistent with the objectives of the zone, the proposed 'Holiday House' use may also be considered acceptable, subject to appropriate management controls and conditions.

### **Property Management Plan**

It is necessary to consider how the potential amenity impacts of the 'Holiday House' use on surrounding properties can be appropriately managed. The suitability of the proposed management measures needs to be assessed against their ability to maintain the existing amenity of the area.

Currently the surrounding area is largely defined by 'single houses' used for residential purposes. Therefore, it is appropriate to use the residential nature of the area as the amenity context for the assessment of this proposal.

The applicant has provided a Property Management Plan which details measures to ensure the proposed use will not detrimentally affect the amenity of the locality. The proposed measures are discussed under the respective subheadings below, which addresses the matters raised in submissions.

#### Noise

As the 'Holiday House' use is within a residential context, it is necessary to ensure that any potential noise impacts can be managed to a level that is consistent with residential amenity. Potential noise issues arising from the use includes parties, guests using outdoor areas or entering/leaving the premises late at night.

The Property Management Plan outlines the following measures to mitigate potential noise impacts:

- Check-in onsite will be between 3.00pm to 9.00pm; with check out at 10.00am or earlier on the date of departure;

- Guests must not create excessive noise that may disturb any surrounding properties. Amplified music, loud movies, or other such entertainment must not be audible from outside the property between 9:00pm to 9:00am every day;
- Outdoor Use - Outdoor areas, courtyard and balcony use is strictly limited to the hours of 7:00am to 9:00pm every day. All guests must make their way inside the property and keep noise to a minimum from 9:00pm;
- Parties and gatherings are prohibited, and any guests must have prior approval from management for any visitors.
- Noise monitoring devices installed to monitor the decibel level within main living areas which will inform guests and the property manager if level exceed acceptable levels.

Further to the above, the following measures will be imposed via conditions of approval:

- A copy of the Property Management Plan will be provided to the surrounding neighbours, which includes the Property Manager's contact details in the case of any emergency or should they wish to make a complaint.
- A complaint register and an outline of the measures taken to address any complaints will be maintained by the applicant.
- Management plan to be update to clarify the installation of the noise monitoring device and who notifications will be sent to (i.e. property manager).
- There shall be no more than five short-stay guests residing at the property at any one time.
- All noise from the premises is required to comply with the Environmental Protection (Noise) Regulations 1997.

It is considered that the proposed noise management measures and occupancy controls will limit noise impacts from the use to the extent that they will be consistent with that expected of a residential dwelling, and consistent with the residential amenity of the area.

### Car Parking and Traffic

In terms of a car parking standard, LPS 15 does not specify a standard for a 'Holiday House' use. In lieu of this, Clause 4.16.4(1) stipulates:

"The number of spaces to be provided in respect of any particular site shall be determined by the local government, having regard to the nature of the use and the known or likely volume of goods, material or people moving to and from the site..."

The dwelling has been constructed with two parking bays provided in the attached garage. In accordance with Clause 5.3.3 of the Residential Design Codes Volume 1, a minimum of two parking bays are required to be provided on site for a Single House.

As the subject site fronts on to Waterway Crescent and is provided vehicle access via the rear laneway, the property does not have a traditional driveway.

The submitted Property Management Plan proposes the use of two parking bays in the garage, and outlines how guests will be informed of the parking arrangements prior to their stay at the property. In addition the maximum number of people permitted to stay at the site is proposed to be controlled by condition of consent, which also limits parking demand.

It is considered that the two onsite parking bays and the management approach is acceptable for the proposed use.

Regarding traffic, the proposed use is anticipated to have similar traffic movements to the residential dwellings in the area.

#### Precedent

Several submissions raised concerns that the approval of the land use would create an undesirable precedent.

Any potential future application for a 'Holiday House' land use in the area would be considered on its merits and the planning framework at the time. There are very limited circumstances where precedent is a significant factor in planning decisions.

#### Temporary Approval and Management Plan Review

An Inquiry Report for Short Stay accommodation called 'Levelling the Playing Field' was considered in Parliament on 26 September 2019. As a result of the Inquiry, the State Government listed key initiatives for the government agencies to formulate measures that guide and manage short-term rental uses.

The Department of Planning, Lands and Heritage subsequently prepared draft measures that were advertised in late 2021. Council endorsed a submission on the documentation at the 22 February 2022 Ordinary Council Meeting (Item 12.2). The submission was general in nature and did not make any recommendations regarding the appropriateness of the use within the Special Development Precinct zone.

The City has previously issued 12-month temporary approvals for Holiday House applications. These temporary approvals were on the basis that regulatory changes stemming from the 2019 Short Stay Accommodation Inquiry would be forthcoming. It is understood that the State Government will imminently announce a new regulatory framework for short-stay accommodation at the end of 2023 with associated guidelines and legislation in 2024. Given the uncertainty surrounding the details of this impending framework, a temporary 6-month approval period is reasonable.

## Financial implications

There are no financial implications evident at this time.

## Environmental implications

There are no environmental implications associated with this report.

## Social implications

There are no social implications associated with this report.

## Conclusion

The proposed 'Holiday House' is considered to be consistent with the objectives of the Special Development Precinct zone. The concerns relating to potential amenity impacts of the land use are addressed through the imposition of conditions to the approval, and an appropriate property management plan.

On this basis, it is considered appropriate to approve the Change of Use application subject to conditions.

## Attachment details

Attachment No and title	
1.	Property Management Plan [12.1.1 - 10 pages]
2.	Submission Table [12.1.2 - 16 pages]
3.	Development Plans [12.1.3 - 2 pages]



**MANAGEMENT PLAN**

**SHORT-TERM ACCOMMODATION**

**95 Waterway Crescent,  
ASCOT WA 6104**

**October 2023**

**City of Belmont  
AMENDED PLANS  
RECEIVED 12/10/2023  
Application No: 226/2023**

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### 1. Property Overview

This Management Plan applies to the short-stay accommodation to be provided as detailed below. The Plan includes details of the property accommodation and parking; house rules and noise management; as well as booking procedures, complaint handling and other matters managed by the professional short-stay management company, Let Go.

The property is conveniently located 200m to Freshwater Park, 1.1km to Ascot Brick Works, 305m to Pitman Park, 400m to Kuljak Island (Black Swan Island), 3.5km to Bath Street Jetty, 550m to Nauti Picnics, 1.3km to Ascot Racecourse and provides a high level of amenity to tourists, interstate and local visitors looking for short term accommodation in a residential type setting.

The accommodation is intended for small groups and families, who are seeking a relaxed, home-like stay away from home. It is not intended for large groups, parties and late-night activities, which are more suited to hotels and tourism precincts.

The property will be occupied and managed much like an ordinary residential dwelling within the local area. The number of guests and car bays will be consistent with the bedrooms and car bays that the dwelling has been designed for and will not require any building works or modifications to increase capacity beyond a typical residential dwelling.

Tourists and interstate visitors would usually have one hire car or use taxi / ride share. Local guests will be aware of available car parking and limitations in the local streets prior to booking. As the property will be used like a residential dwelling, we expect no excessive number of vehicle trips to and from the property.

<b>Property Address</b>	<b>95 Waterway Crescent, Ascot</b>
<b>Number of Bedrooms</b>	Three (3) bedrooms
<b>Max Number of Guests</b>	Five (5) guests
<b>Car Parking Location</b>	Double Garage
<b>Total Car Parking Bays</b>	Two (2) parking bays
<b>Outdoor Use</b>	No use of outdoor areas (courtyard, balconies etc) between 9pm to 7am.
<b>Visitors</b>	Visitors require management consent. No overnight visitors
<b>Pets</b>	No pets permitted at the property
<b>Parties &amp; Gatherings</b>	No parties or gatherings permitted
<b>Music &amp; Noise</b>	No loud music, movies, noise etc to be heard outside the property between 9pm to 9am
<b>Smoking</b>	No smoking permitted at the property

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### 2. Company Background

Let Go is a leading short-term accommodation management company providing end-to-end management of client's properties, with a proven track record of delivering a 4.7+/5-star review record annually hosting over 3,000 stays.

The Let Go team includes highly experienced and qualified real estate and property management professionals, who manage the property online listing, booking processes, guest screening, guest concierge, housekeeping services and property management. Let Go is a Perth-based company, with the head office in Osborne Park and the company owners living in Doubleview. This ensures staff are available for hands-on management and prompt resolution of any issues.

Stephen Yarwood is the director of the company and Kiri-Marie Yarwood is the manager, their contact details:

**Trish Van Der Merwe** (08) 6147 0802/ [trish@letgobnb.com.au](mailto:trish@letgobnb.com.au)  
**Address** 3/45 Cedric Street, Stirling WA 6021

Our contact details are made available to all guests for properties under our management and we are obliging to provide our contact details to all adjacent neighbours in the rare chance of an issue arising. We are contactable 24/7 and typically able to attend properties in person within an hour for emergencies.

Short-stay accommodation is not subject to the same stringent rules of the *Residential Tenancy Act 1987* in favour of a tenant and their rights to occupy a premise. Therefore, we have significant power to be able to manage any potential antisocial behaviour.

We are financial members of ASTRA (Australian Short-Term Rental Accommodation Association) and have adopted their comprehensive National Code of Conduct.

You can always be assured of our best intentions and respect of the public amenity and neighbourhood.

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### 3. Guest Screening & Booking Process

When a guest requests or books a stay at this property, we can view or determine whether the guest's profile includes their required verification steps, including:

- Contact details including full name(s), phone number & e-mail address
- Acceptance of our stipulated house rules
- Confirmed payment
- Profile photo (if set)
- Government issued ID (such as driver's licence or passport)
- Written reviews/recommendations from other hosts
- Their overall star rating which can be categorised for items such as observance of house rules, cleanliness & communication
- Total number of guests & location based
- Their reason for visiting Perth & booking the property

We can then further screen the potential guest by cross referencing linked social media accounts, obtaining names of all guests, requiring government issued ID, that all guests are required to submit upon successful booking confirmation.

We have set a "pre-booking questionnaire" requesting applicable responses in relation to the above.

Once we have carried out a thorough check of the prospective guest, we then have a right to refuse, accept or cancel the reservation. Prior or after acceptance of the booking, we also send our "party screening" message which essentially reiterates our stance on no parties to be hosted at the premises and encourages guests to cancel their booking if that is their intent.

Our set of house rules are displayed both on the online listing and in our comprehensive guest handbook which is located inside the property in the kitchen. We can add additional house rules to suit the property, location, neighbourhood, or landlord's desires.

Once a guest is confirmed, our direct phone numbers are automatically exchanged for any further required communication. We privately message our guests before, during and after their stays and all the correspondence is saved for our own records.

We anticipate approximately one booking per week and our average trip length is between 6-8 nights. This is based on the average performance of our listings in our portfolio.

We specify a mandatory minimum stay length of two (2) nights as we find this significantly deters any unwanted targeting for parties or gatherings. We also have a booking cut-off time after 7:00pm so that we can't allow last minute and late-night bookings to occur from opportunistic and likely undesirable guests.

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### 4. Check-In & Check-Out Procedure

Check-in is from 3:00 PM to 9 PM

The property includes detailed visual and written easy check in instructions and guests find them extremely easy to follow and do not cause any disruption in checking in or out of our properties.

Check-out is at 10am or earlier on their departure date.

A secured lockbox will be installed at the property and next to the front door so guests can easily access the property with ease. We also offer a 'meet & greet' service and like to find out when their estimated time of arrival will be and may offer to meet the guest from time to time to welcome them to the property if required.

Our check-in instructions are issued to guests three (3) days prior to their arrival and are issued through Airbnb for safety & security. The guests will be issued with detailed check-in instructions to guide them through the whole process, they will receive a photo of the property they are staying at, how to access the lockbox, how to access the front door, a photo of their parking spot and where the council bins are located.

### 5. Guest Handbook & Code of Conduct

When a guest checks in, they are encouraged to read our 'Guest Handbook' which provides them with all the important information they need to know to have an enjoyable, safe & respectful stay.

The Handbook includes the property managers contact details, emergency contact details, emergency plan, house rules, parking rules, bin collection days, public transport, nearby amenities, sights, and attractions in the area and more.

Guests will also always have access to the Airbnb platform during their stay and are required to communicate with their property managers on this platform so all details pertaining to their booking are documented. The Airbnb platform also provides guests with the hosts contact details.

The guest handbook which we have created is very comprehensive which significantly mitigates any risk and issues regarding the stays.

Included in the Guest handbook is the Code of Conduct – which summarises the house rules for all guests and any approved visitors. It also provides property management and emergency contact details.

The Code of Conduct is printed on a one-page, laminated document and affixed in a prominent place/s at the dwelling.

### 6. House Rules

The following House Rules are displayed at the property:

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## Attachment 12.1.1 Property Management Plan

1. Parties & Gatherings – This property has a strict no party policy. Prior permission must be obtained from management for any visitors.
2. Music & Noise – All guests must not create excessive noise, that may disturb any surrounding properties. Amplified music, loud movies, or other such entertainment must not be audible from outside the property between 9pm to 9am every day.
3. Outdoor Use – Outdoor areas, courtyard and balcony use is strictly between the hours of 7:00am to 9:00pm every day. All guests must make their way inside the property and keep noise to a minimum from 09:00pm.
4. Car Parking – Car parking is to be on-site in the allocated car bays only. Guest must not block access to neighbouring driveways / properties.
5. Smoking - This property has a strict no smoking policy. If there is a clear odour of any smoking odour upon checkout or cigarette butts have been found, guests will be charged a deodorising fee.
6. Pets - We have a strict no-pets policy. If there is a clear animal odour and/or if pet hair has been discovered upon checkout, guests will be charged a deodorising fee.
7. Rubbish - Rubbish and recycling items are to be disposed in the correct allocated council bins and placed outside for weekly collection.
8. Security - All doors and windows should be locked when property is not occupied, and the security alarm used (where applicable).

### 7. Hygiene, Comfort & Waste Management

Rubbish and recycling items are to be disposed in accordance with the local council policies, strata by-laws & procedures and in the correct allocated bins for weekly collection on Thursdays.

Guests are notified & reminded to place all rubbish & recycling in the allocated bins at the property.

Any excess rubbish must not be left in sight of a public area and is removed by housekeeping.

The cleaning & housekeeping team are also asked to attend and assist with rubbish disposal at checkout and if the property is vacant.

Bin location & contents are monitored by housekeeping at each check-out, and we may gather photo/evidence of this so we can effectively & efficiently maintain the bins both inside the property and to mitigate risk of problems.

The property includes a fully functional kitchen with fridge and pantry for food storage and there has never been problems with vermin or pests – if this changes then we can

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## Attachment 12.1.1 Property Management Plan

send professional pest control companies to rectify this swiftly and implement measures to prevent occurrence in future.

The linen and towels are removed off-site following each check out clean and provided to a professional commercial laundering service to wash, dry, and return to our storage facility upon completion.

Exhaust fans & air conditioning/heating appliances and regularly checked by the housekeeping teams and repaired or replaced if required, guests are also encouraged to report maintenance to us immediately upon discovery so that swift resolution can be made.

A washing machine & dryer will be provided for guest convenience to use during their stay to wash their clothes as required.

### **8. Maintenance**

The owners of the property can be provided with real-time access of the bookings calendar and may regularly schedule maintenance works in between guests stays to ensure the property is kept up to our property and guest's expectations. Property maintenance is regularly reported and resolved swiftly either during or after guest's stays depending on the severity so that the appearance of the property meets or exceeds the standard of neighbouring properties.

### **9. Safety**

The property includes compliant RCDs and Smoke Alarms. A licenced electrician may be required to provide an electrical safety certificate from time to time to make sure the property is compliant and safe. We also offer first aid kits.

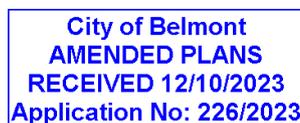
If required, we can consider fire extinguishers, fire blankets and implementing an emergency safety plan in case of a fire. In our detailed guest handbook, guests are provided with the contact details for the local police station, hospitals & fire station and that our emergency contact number is '000'.

### **10. Noise Mitigation & Complaints Procedure**

Guests and visitors must not create noise which is offensive and excessive to occupiers of neighbouring properties especially between 10pm and 7am Monday to Saturday and 10pm – 9am on Sunday and public holidays, during arrival, and during departure, and at any time throughout the occupancy.

Guests and visitors must not engage in any anti-social behaviour and must minimize their impact upon the residential amenity of neighbours and local community.

In our online Airbnb listing, which the guest(s) must agree to before booking with us and the also included in the guest handbook, we have extensively listed our house



## Attachment 12.1.1 Property Management Plan

rules in respect to the property and other nearby residents of the surrounding area & amenity. Priority is given to adherence of our noise and parking policy.

If guests fail to adhere to our house rules, they will be at risk of having their booking cancelled immediately. We, police, security, rangers, or other engaged professionals may attend in person to have the guest/s removed, lockbox code and door lock/s may also be required to be changed depending on the circumstances.

If we receive any complaints about guests, they will be dealt with immediately upon receipt of said complaint. We will contact the guests informing them of the situation and any breach of house rules and based on the severity of the breach then the reservation may be terminated.

We are contactable 24/7 and our phone numbers and e-mail addresses are provided to our guests upon confirmation of booking and are also advertised in the property for easy access.

We are more than happy to provide these contact details to nearby neighbours for us to be even more effective in managing our properties.

Professionals and/or police may be engaged to attend during & after normal business hours to minimise disruptions to neighbours.

Any complainant will be kept informed throughout the process and will be encouraged to provide evidence to support the cause of us taking swift action. From receipt of a complaint, it is extremely rare for an issue to extend beyond just a few minutes, and we aim to resolve all issues within 30 minutes – 1 hour total.

### 11. Security

A [Ring surveillance video recording cameras](https://ring.com/au/en/doorbell-cameras) <https://ring.com/au/en/doorbell-cameras> can be installed and would be located on the front door and have the ability to regularly monitor CCTV footage if this is desired. The footage may provide an expansive view of the front door of the property which is the only entry point, this is to further ensure compliance and observance of house rules.

We can also install an internal intuitive decibel device named [Roomonitor](https://roomonitor.com/airbnb-eu/) <https://roomonitor.com/airbnb-eu/> which monitors the decibel level within the household and is customised to SMS and call the relevant guests and/or us if levels peak and persist at certain pre-set decibel ranges which will allow mitigation of noise and compliance with the noise policy, particularly between hours of 10:00pm – 7:00am.

This technological device will enable three important criteria to appease non-conformance to the House Rules outlining “no excessive noise after 10pm”.

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## Attachment 12.1.1 Property Management Plan

- **Peaceful Night's Sleep** - Assurance that if a noise nuisance is created by guests, the management is aware before complaint calls need to be made.
- **Protection Against Complaints** - Time stamped data allows management to quickly validate or invalidate a complaint about noise, in real-time or post check-out of guests are often easy targets for false, perceived, or real noise complaints.
- **Proactive Prevention** - With early awareness of a noise issue, management can proactively prevent larger problems. This can always be done in a friendly, positive manner. Guests generally want to follow the rules and appreciate friendly outreach.

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Attachment 12.1.2 Submission Table

CITY OF BELMONT  
SCHEDULE OF SUBMISSIONS

**Application Number:** 226/2023  
**Development Description:** Change of Use to 'Short-Term Accommodation'  
**Address of Development:** 95 Waterway Crescent ASCOT 6104 (Lot 203 PL 22116)

No.	Name and Address	Description of Affected Property, Lot No., Street, etc.	Resume of Submission	Council Recommendation
1.	T. Sh 24 The Boardwalk, Ascot	24 The Boardwalk, Ascot	<p>1. Most of local residents here are owner occupied or long term leasing. It is a nice and safe place. We really don't want to see more and more strangers come in and out the small community. When there are more and more houses turn into this kind of AIR BNB holiday houses, we are concerned this place will become noisy and insecure.</p> <p>Therefore, we are strongly against to the change of to 'Short-Term Accommodation' of the Proposed Development.</p>	<p>1. There is no evidence to suggest that the proposed holiday house would deteriorate the safety and aesthetics of the residential area. While it may introduce more international/ domestic guests to the area, any potential impacts from the guests are managed via the submitted Property Management Plan.</p> <p>The Property Management Plan will be included as part of the approved documents and conditioned. The applicant will be required to enforce the plan otherwise they will be in breach of their planning approval.</p> <p>The Property Management Plan provides restrictions on parties, check-in/check-out times and use of amplified music to minimise the potential impact on the surrounding developments.</p>
2.	A. Auvache 9 Tamblin Place, Karrinyup	16 Marina Drive, Ascot	<p>1. We purchased 1/16 Marina Drive, Ascot in May 2020 and when we did, it was made clear the property couldn't be used for AIR BNB. We don't want the area to become a hotspot of trouble by transients</p>	<p>1. It is noted that 16 Marina Drive was developed as a Mixed Use building comprising of Multiple Dwellings and commercial land uses.</p> <p>An applicant can seek planning approval for a change of use, where the City will assess the application against the requirements of the LPS 15.</p> <p>Due to the configuration of the existing building at 16 Marina Drive, short term accommodations typically won't be supported due to increase impact on the amenity of the residence.</p>
3.	C. H. Ding 11 Clearwater Way, Ascot	11 Clearwater Way, Ascot	<p>I object to the proposed use of 95 Waterway Crescent, Ascot, WA 6104 as short stays for Air BnB due to the below reasons:</p> <ol style="list-style-type: none"> <li>1. It may affect security aspect on the area</li> <li>2. It may have an impact on the noise level if they are having party.</li> <li>3. It may open the avenue of more approval being granted for short stays Air BnB, which will impact the property value of the area.</li> </ol>	<ol style="list-style-type: none"> <li>1. The Property Management Plan contains measures to ensure that security is not compromised. This includes the provision of property manager's contact details to surrounding residents to ensure direct access in the event of any issues regarding the guests.</li> <li>2. The Property Management Plan contains a control so no parties will occur. Breaching the Property</li> </ol>

## Attachment 12.1.2 Submission Table

No.	Name and Address	Description of Affected Property, Lot No., Street, etc.	Resume of Submission	Council Recommendation
			<p>4. Ascot Waters precinct is a small community, mostly occupied by elderly or seniors. And just worried on the security aspect if this is not managed property.</p>	<p>Management Plan requirements will be dealt with as a Compliance matter.</p> <p>3. Future applications would undergo the same development application process and assessed based on the information provided at the time. Property value is not a planning consideration.</p> <p>4. The proposal will not compromise the security of the area. The Property Management Plan contains methods of ensuring security is not compromised.</p>
4.	L. Rakhsha 17 Riverina Drive, Ascot	17 Riverina Drive, Ascot	<p>Rakhsha's family, resident of 17 Riverina Drive, Strongly oppose the conversion of 95 Waterway Crescent Ascot 6104 into an Air BnB property.</p> <p>1. This neighbourhood is primarily residential and not suitable for holiday accommodation.</p> <p>2. As parents of two children who frequently enjoy the park, we are concerned about the potential intrusion of unfamiliar individuals into our family-friendly community.</p>	<p>1. It is acknowledged that the established character, the area is of a single-detached houses, which are used primarily for long term accommodation purposes.</p> <p>In terms of the short term accommodation nature of the use, the Property Management Plan will ensure that only a maximum of six unrelated guests/one family under a single booking are permitted at anyone period, which is in consistent with the definition of 'Dwelling' under the R-Codes.</p> <p>The Property Management Plan also restricts check-in/check out times and house rules to maintain the amenity of the area. On this basis, it is considered that the nature of the land use will not adversely affect the character of the area.</p> <p>In regard to built form, the dwelling is not proposed to change and remains consistent with the residential character of the area.</p> <p>2. The park is a public space available to all, and therefore is also available for use by community in the wider Perth metropolitan region. As such, it is not exclusive to residence of Ascot Waters.</p>
5.	V. and A. Kidman 19/51 Tidewater Way, Ascot	19/51 Tidewater Way, Ascot	<p>1. We are against the proposed of the property for short stays purposes this would have a negative impact on the area as it would bring multiple different people to stay in the area with no regard for the estate and residential due to their short term stays and likely to be disruptive.</p> <p>2. Despite to the commitment of being no parties, this is unlikely to be enforced.</p> <p>3. This is a safe, quiet, relax estate and it would be a shame to ruin it.</p>	<p>1. Multiple visitors to Ascot Waters are not a relevant planning matter for consideration. The Property Management Plan and development approval contains conditions limiting the booking to one at a time, and for a maximum of 6 unrelated persons (which is consistent with the definition of dwelling under the R-Codes).</p> <p>2. The Property Management Plan contains a control so no parties will occur. Breaching the Property Management Plan requirements will be dealt with as a Compliance matter.</p>

Attachment 12.1.2 Submission Table

No.	Name and Address	Description of Affected Property, Lot No., Street, etc.	Resume of Submission	Council Recommendation
				<p>3. The proposed development has been assessed against the relevant scheme/policy requirements. The application approved subject to conditions will require the applicant to ensure compliance with the Property Management Plan is maintained. Any breaches of conditions or the property management plan shall be dealt with through compliance.</p>

## Attachment 12.1.2 Submission Table

No.	Name and Address	Description of Affected Property, Lot No., Street, etc.	Resume of Submission	Council Recommendation
6.	R. and M Justice	Not provided	<ol style="list-style-type: none"> <li>1. Ascot Waters is a residential area, not a resort complex. People who typically rent these premises do so as a means for partying, not as a quiet relaxation away from home. They return late at night and continue whatever celebrations they have been engaged in until the early hours of the morning. Complaints regarding the noise are totally ignored as the occupants are away either the next morning or soon thereafter. They don't care about neighbours.</li> <li>2. Parking is very restricted in this estate and especially with the premises in question. Occupants and their guests park wherever they can find a space...usually this means on the grass verge in front of the house so they don't have to walk far to drive home. This is totally illegal so far as the council is concerned.</li> <li>3. Our bedroom fronts on to the park between our house and the premises in question. Any noise is magnified, especially during the still hours of the early morning. Loud noise will definitely interfere with our amenity and right to peace and quiet after hours. Occupants of the previous Air BNB house in Riverina Drive partied till all hours, congregated outside, played loud music, filled the street with vehicles, and generally annoyed all the neighbours. This stopped completely when that house was changed to a long-term rental.</li> <li>4. There is a shortage of residential rental premises in Ascot Waters. The house proposed in this instance has been providing rental opportunity for some time and the occupants have all been willing to fit in and join the local community. There is no way this could occur when the typical occupants of Air BNB's are short term party goers who are occupying the place for a specific celebratory event and then returning back home. To our knowledge, the current owners have never been without a tenant, so we see changing to an Air BNB as a means to try to generate higher yields than they were getting with long-term occupants.</li> <li>5. With our direct past experience with the Riverina Drive Air BNB, we see this as a social experiment by the owners of the Waterway Crescent premises to increase profits, where we and all the other neighbours would be the victims of their failure. There is a nice elderly couple occupying the premises who are socially involved with the neighbours and have been long term rental residents of the area. This is more the type of occupants who should be encouraged to reside in the area.</li> </ol>	<ol style="list-style-type: none"> <li>1. The Property Management Plan contains a control so no parties will occur. Breaching the Property Management Plan requirements will be dealt with as a Compliance matter.</li> <li>2. The Property Management Plan includes provisions requiring car parking to be provided onsite. Two garage parking bays are provided.</li> <li>3. The Property Management Plan contains a control so no parties will occur, and contains strict check-in and check-out times to minimise the potential for amenity impacts. Breaching the Property Management Plan requirements will be dealt with as a Compliance matter.</li> <li>4. Holiday House is a use that can be considered within the Special Development Precinct zone. There is no nexus for planning to refuse an application due to a shortage of long term residential accommodation.</li> <li>5. Noted, not a relevant planning matter for consideration in this assessment.</li> </ol>
7.	J. and H. Woods 83 Waterway Crescent, Ascot	83 Waterway Crescent, Ascot	<ol style="list-style-type: none"> <li>1. This proposal is out of order with the original development of Ascot Water estate. Key word is RESIDENTIAL. There</li> </ol>	<ol style="list-style-type: none"> <li>1. The Ascot Waters estate is zoned as Special Development Precinct. It is clear from the objectives</li> </ol>

## Attachment 12.1.2 Submission Table

No.	Name and Address	Description of Affected Property, Lot No., Street, etc.	Resume of Submission	Council Recommendation
			<p>are various types of residences. Ascot Waters resonates COMMUNITY. Air BnB violates this principle from carefully reading of the initial development. I am not in favour of this development.</p> <p>2. The ideals of - off street parking.</p> <ul style="list-style-type: none"> <li>- 6 guests</li> <li>- No parties/functions</li> </ul> <p>Is just that an ideal Reality never measures up to the ideal.</p>	<p>of the zone that there is intent for a variety of land uses that includes both residential and commercial activities.</p> <p>2. The Property Management Plan contains a control so no parties will occur, and contains strict check-in and check-out times to minimise the potential for amenity impacts. Breaching the Property Management Plan requirements will be dealt with as a Compliance matter.</p>

Attachment 12.1.2 Submission Table

No.	Name and Address	Description of Affected Property, Lot No., Street, etc.	Resume of Submission	Council Recommendation
8.	D. and S. Russell 1/51 Tidewater Way, Ascot	1/51 Tidewater Way, Ascot	<p>We object to the use of the use of the premises at 95 Waterway Crescent to be used for short term accommodation, for various reasons, as listed below:</p> <ol style="list-style-type: none"> <li><b>Disruption to Neighbours</b> – Despite the assurance of Lets Go bnb Management, the constant changing of occupants on a weekly or shorter basis, will be an impost on the immediate neighbours of the property, who would have constantly changing people, noises and interruptions to their day, as tenants come and go, or seek advice or information from those close by. Having stayed in a number of Air BnB properties in 'tourist' locations, it is inevitable that interaction will occur with those around, which would become unwarranted, intrusive and frustrating.</li> <li><b>Noise</b> - Even with a "no party" policy in place, this will be extremely hard to enforce, with any disruption being caused long before any action can be taken. In other words, "it's too late". At best, the management company could give a stern warning to those using the property, but if it's a true short stay, the tenants would not care, as the chances of them retuning is minimal. So, they would get away with it, yet the neighbours suffer. If the property is being used for recreational purposes, it is inevitable that "social activities" would increase the noise levels for the surrounding properties. It should be noted that with the location and direction of the third story "Loft" at the property, if the upstairs door/window that faces onto Waterway Cres is open, then noise resonates across the parkland's towards the properties near and far, with the Loft location/shape acting a virtual speaker. We have previously spoken to past tenants who used to have music coming from this portion of the property. It was way too loud and was disturbing many of the other properties, and this was during the day. They graciously obliged to keep the door/window shut, however, having to constantly re-visit the premises to stop the various new people who are occupying the property, is an issue.</li> <li><b>Smoking/Vaping</b> - With an increased number of short term tenants, comes the increased amount of Smokers or Vapers. To simply say this is not allowed in the premises will only encourage them to go outside and disturb the local residents, with little regard for their actions.</li> <li><b>Parking infringements</b> - With such minimal street parking in the area already, along with a 24 hour time limit, we already struggle with street parking, and despite the two car policy, it is highly unlikely that all short term tenants would comply, or even know the local by-laws, causing further disruption to an already stretch facility.</li> <li><b>Illegal/Unlawful Activities/Security</b> - I have been advised by neighbors, that a similar short term accommodation location, very close by to this address, was recently raided by police, as it was being used for drug distribution, an increasing and regrettable practice in todays society. Having another short term location so close by would simply encourage the use of the property for such activities, and with the amount money involved with these type of transactions, no amount of Lets Go</li> </ol>	<ol style="list-style-type: none"> <li>The applicants Property Management Plan and House rules will familiarise guests with the site and expectations during a stay. Interactions between neighbours is likely within a residential setting. The inclusion of a property management plan with strict controls will minimise interactions to what would normally be expected for an established community.</li> <li>The Property Management Plan contains a control so no parties will occur onsite. In addition, other controls restricting amplified music and check-in check-out times are provided to further reduce potential noise issues.</li> </ol> <p>The City cannot refuse an application based on a hypothetical scenario that has not occurred. Breaching the Property Management Plan requirements will be dealt with as a Compliance matter.</p> <ol style="list-style-type: none"> <li>The Property Management Plan includes a No Smoking permitted control.</li> <li>The Property Management Plan includes provisions requiring car parking to be provided onsite. Two garage parking bays are provided.</li> <li>Illegal and unlawful activities are matters to be dealt with by the police and is not a relevant matter in determining this application.</li> <li>The Property Management Plan will form part of the approved documentation and will be conditioned. Breaching the Property Management Plan requirements will be dealt with as a Compliance matter.</li> </ol>

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			<p>7. <b>Location</b> - It is hard to understand the need to stay in the area on a short term basis. This location could not be considered a tourist hub, with limited tourist activities close by, which bodes for the property to be used by FIFO worker in transit, awaiting connecting flights, meaning multiple early or late disruptions for neighbors. A problem that is already on the increase in the neighborhood.</p> <p>8. <b>Pelican Walk Strata By-Laws</b> - I am also writing on behalf of the Council of Owners (CoO) for the 22 units at Pelican Walk (51 Tidewater Way). As the chairperson, we recently discussed the above proposal, and in line with our own by-laws, we object to the use of the property for short term accommodation. Please note that at our complex, our Strata by-laws refuse to allow any property to be used for short term occupancy, with any tenant having to have a long term lease. Despite this, a few years ago, one previous owner did try and use their property (#15) for this purpose, which involved various, new to Perth, FIFO workers arriving at all hours of the day and night. Not being sure of how to get in, they would either knock on neighbors doors to seek assistance, or cause a disturbance trying to figure out what to do. Once we identified the practice, it was shut down immediately, with the owner selling the property not long after.</p> <p>Our location at Ascot Water's does not warrant or need the use of properties for short term rental. It is a residential neighborhood, with like minded people trying to enjoy the properties they have worked hard to buy, without the need for commercialisation by others with a different short term financial agenda.</p>	<p>7. The Ascot Waters estate is zoned as Special Development Precinct. It is clear from the objectives of the zone that there is intent for a variety of land uses that includes both residential and commercial activities.</p> <p>8. Noted. The site is not subject to the strata by-laws of the Pelican Walk units.</p>
9.	A. Ashtari 21 The Boardwalk, Ascot	21 The Boardwalk, Ascot	<p>1. If approval of this application create a – that more holiday homes applications will be approved in future, I am against the application approval.</p> <p>2. However, if city of Belmont defer a condition for future approvals, such as maximum 10 holiday homes un each suburb or some sort of restriction, than have no issue with the approval of the application.</p> <p>3. Actually, I believe holiday home can have their pros and cons which should be considered, such as negative effect on neighbour property, whilst it can bring more investors to the area.</p> <p>4. The best is to allocate only one area or street for Holiday home development which will bring investors to the area and also wouldn't affect owner occupiers.</p> <p>I am happy to evolve with any conversations, if required.</p>	<p>1. The application does not set a precedent as all short term accommodations require planning approval. Each application is assessed on its individual planning merits.</p> <p>2. The City cannot include a condition which affects other lots. The application does not set a precedent as all short term accommodations require planning approval. Each application is assessed on its individual planning merits.</p> <p>3. Noted</p> <p>4. Noted</p>
10.	B. Dyktynski	Not provided	<p>1. I live only 2 doors down from this property. I see this application has restrictions to parties, noise, additional people or visitors. But my experience is that this can not be Controlled or Policed in a way that ensures compliance to these restrictions.</p>	<p>1. The Property Management Plan will form part of the approved documentation and will be conditioned. Breaching the Property Management Plan requirements will be dealt with as a Compliance matter.</p>

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			<p>2. Story 1: My sister in-law in Scarborough had her house entirely trashed due to a massive party during an Airbnb hire. Police were involved, medical services were required. To give you the gravity of this story, the toilet was smashed and ripped out of the floor. Walls were kicked in, oven kicked in, neighbours could see what was happening, but were powerless for fear of getting hurt.</p> <p>And yet all protocols required by the Airbnb website and agreement were met.</p> <p>It is as simple as a found or stolen wallet, and you can get an account on Airbnb.</p> <p>3. Story 2: I had a rental in Mandurah, a poor young mum called us from the 'Stayz' website. She had been assaulted by her partner, had 2 small children and almost no possessions. We allowed her to stay 2 nights till she could get better help from some relatives.</p> <p>In those 2 days she converted our apartment into Meth lab, did her cooking, got her harvest. Trashed our kitchen in the process. The house was actually considered a bio-hazard by the police and had to be professionally cleaned.</p> <p>The girl then left the state. The police said they later worked out who it was, but could do very little to help us.</p> <p>Neighbours could hear noise and crying of children, but could not contact us because no one knew our number. Police checks were fobbed off by her simply telling them she would keep the noise down.</p> <p>4. If the Applicant can demonstrate how they ensure compliance to the conditions both before and during the visitors stay, I would be interested in this information.</p>	<p>2. Noted</p> <p>3. Noted</p> <p>4. The Property Management Plan will form part of the approved documentation and will be conditioned. Breaching the Property Management Plan requirements will be dealt with as a Compliance matter.</p>
11.	P. Itzstein 67 Waterway Crescent, Ascot	67 Waterway Crescent, Ascot	<p>1. I wish to object to the proposed application on the basis that the local planning policy never outlined or expressed an intention for housing on the Ascot Waters Estate to be used for short-term accommodation.</p> <p>2. The change from single house to holiday house represents a significant change to the strict planning policy covering Ascot Waters.</p> <p>3. In my view before the Council considers such development applications there needs to be a proper investigation into what such a change of use means for the character and amenity of the area.</p> <p>4. I wish to suggest to the council that it formulates a policy that enables an overarching position on whether the Belmont area thinks it is desirable to have houses</p>	<p>1. The Ascot Waters Local Planning Policy is one Planning document that applies to the Ascot Waters estate. The LPS 15 contains the relevant zoning and land uses which can be considered within Ascot Waters.</p> <p>The Ascot Waters estate is zoned as Special Development Precinct. It is clear from the objectives of the zone that there is intent for a variety of land uses that includes both residential and commercial activities.</p> <p>2. The purpose of this policy is to guide development through built form controls. In this case, no changes</p>

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			<p>standing empty for possibly long periods with transient populations inhabiting the area.</p> <p>5. As part of this investigations to formulate a policy I would like the council to consider the problems being experienced by cities around the world where the Air BnB model has flourished. Cities like Barcelona and Amsterdam are now taking steps to limit the number of nights such short term accommodation can be used. I understand this is due to the negative impacts on the fabric of their society, culture and availability of housing for locals</p> <p>6. With such a low vacancy rate in Perth it is hard to understand how we could entertain removing properties from long term housing rental stock. Thank you.</p>	<p>to the appearance of the building are proposed and the application is for a land use only. On this basis, LPP6 is not relevant to the assessment of the proposal.</p> <p>3. Prior to determining the development application, Council is required to assess the application against the relevant planning requirements.</p> <p>In terms of defining the established character, the area is developed as low density residential primarily consisting of single detached houses. As amenity impacts have been addressed through the implementation of a Property Management Plan, the assessment of the impact on character is based on the nature of the use and built form.</p> <p>In terms of the nature of the use, the Property Management Plan will ensure that the land use is consistent with the existing residential character of the area. The plan ensures that only a maximum of six unrelated guests/one family under a single booking are permitted at anyone period, which is in consistent with the definition of 'Dwelling' under the R-Codes. The Property Management Plan also contains requirements to preserve the amenity of the area through restricted check-in/check out times and house rules. On this basis, it is considered that the nature of the land use will not adversely affect the character of the area.</p> <p>In regard to built form, the dwelling is not proposed to change and will remain consistent with the residential character of the area.</p> <p>4. Belmont is currently preparing a LPP regarding short term accommodation land uses.</p> <p>5. Noted</p> <p>6. There applicant can use their property for short term accommodation subject to obtaining planning approval. There is no nexus for planning to refuse an application due to a shortage of long term residential accommodation.</p>
12.	L. Dawson 97 Waterway Crescent, Ascot	97 Waterway Crescent, Ascot	<p>I have lived within City of Belmont for over 50 years and at 97 Waterway Crescent for the past 23 years. When I bought into the area this address was noted as 'Single House'.</p> <p>95 Waterway Crescent has been rented continuously for approximately 20 years. I therefore have had a lot of experience</p>	<p>1. Property value is not a planning consideration.</p> <p>2. The Property Management Plan will ensure that the land use is consistent with the existing residential character of the area. The plan ensures that only a maximum of six unrelated guests/one</p>

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			<p>about the cons of living next door to a rental. My objections to the change to 'Holiday House' aka 'Airbnb', aka 'Party House' are as follows:</p> <ol style="list-style-type: none"> <li>1. I understand such a change will impact the value of my property – no one wants to buy next to a party house with all its negative connotations.</li> <li>2. The majority of people in the vicinity are working and have the rightful expectation of a peaceful home life. Airbnb on the other hand has an assumption of party time – loud music, loud voices, late nights, anti social behaviour.  People rent 'Holiday Houses' because they want to party. If you just want a break you go to an hotel or B&amp;B where you can get waited on.</li> <li>3. I believe that most of the houses, if not all, along Waterway Crescent have single occupancy or couples. This is what townhouses are designed for – singles and couples.  They are not suited to families or multiple adults and certainly not 6 persons. What little outdoor space there is, is at the front of the building and thus any entertaining would be done there, with maximum disturbance to the neighbours.  Six occupants would have the potential to have 6 vehicles on site at worst, 3 vehicles at best. The property has lock up parking for 2 vehicles. Parking is already an issue in the immediate vicinity. With many people having to resort to parking on the verge. Indeed my sprinklers have been broken so many times that I have given up replacing them.</li> </ol>	<p>family under a single booking are permitted at anyone period, which is in consistent with the definition of 'Dwelling' under the R-Codes. The Property Management Plan also contains requirements to preserve the amenity of the area through restricted check-in/check out times and house rules. On this basis, it is considered that the nature of the land use will not adversely affect the character of the area.</p> <ol style="list-style-type: none"> <li>3. The definition of dwelling is '<i>A building or portion of a building being used, adapted, or designed or intended to be used for the purposes of human habitation on a permanent basis by a single person, a single family, or no more than six persons who do not comprise a single family.</i>'</li> </ol> <p>The proposed maximum number of people permitted each stay is consistent with the number of people under the definition of dwelling.</p> <p>The onsite parking provided is deemed appropriate for the use, with the arrangement reinforced in the Property Management Plan.</p> <p>Issues with regards to illegal parking on the street can be directed to the City's Ranger Services.</p>

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			<p>4. The townhouses are not sound proof by any means, even everyday noises transfer through the adjoining walls. These are not stand alone buildings so there is no buffer from potential noise made by holiday makers.</p> <p>I lived through a very trying 12 months when 3 young men rented #95. Besides their antisocial behaviour and unacceptable activities, their music thumped through my walls day and night. It was so bad that no one could use the bedrooms which resulted in my family/grandchildren not being able to stay overnight.</p> <p>From this experience I can confirm that, unfortunately, COB does not provide any assistance in controlling anti social behaviour within this estate.</p> <p>5. The Agent claims they will carefully vet potential clients and also make themselves available 24/7 to handle any complaints – I find this hard to believe. With short term stays, by the time a complaint has been filed and attended to, the offenders will be long gone and only we, the neighbours (your ratepayers), are left suffering. Other Airbnb in Ascot Waters have caused untold angst for their neighbours.</p> <p>You certainly can't get any assistance from COB 24/7.</p> <p>6. I would also like to say how deeply disappointing it is to think that COB is even considering such a change. Rentals are virtually unavailable throughout the metropolitan area with a 0.09% vacancy rate. No doubt you are aware that people are sleeping rough/in cars within the City of Belmont. To take another rental off the market is disastrous for the local community. The elderly couple who currently rent #95 are absolutely distraught and very concerned about finding alternative accommodation in this area. Indeed many responsible Councils have now put a hold on allowing short term rentals in an attempt to alleviate the problems of homelessness.</p> <p>7. Greed is the sole reason for the owner requesting to change to 'Holiday House'. Perhaps consideration should be given to the ratepayers who actually reside in the area. If Council continues to approve such requests Ascot Waters will soon become an undesirable place to live.</p>	<p>4. The applicants Property Management Plan will be conditioned if approved and contains controls relating to amplified music. Breaching the Property Management Plan requirements will be dealt with as a Compliance matter.</p> <p>5. The applicant is required to provide 24/7 maintenance of the property. A complaints register must also be maintained by the property manager. In the event that the property is not management in accordance with the Property Management Plan, this will be dealt with as a compliance matter.</p> <p>In addition, this application is temporary in nature meaning that the applicant will need to reapply after a year. As part of a future assessment, the performance of the management of the development in the previous year will form part of the assessment and whether an additional approval can be issued.</p> <p>6. Noted. The applicant can use their property for short term accommodation subject to obtaining planning approval. There is no nexus for planning to refuse an application due to a shortage of long term residential accommodation.</p> <p>The Belmont is currently preparing a LPP regarding short term accommodation land uses.</p> <p>7. Noted.</p>

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13.	T. Stack 31 Tidewater Way, Ascot	31 Tidewater Way, Ascot	<ol style="list-style-type: none"> <li>1. How does Council keep a No Party Policy enforced?</li> <li>2. Are only 2 car bays permitted as my concern is the number of parking bays with 'Pelican Walk' and 'Orion Apartments' overflow especially during summer as this is Cnr Tidewater less than 100m from proposed ABnB.</li> <li>3. Housing availability for long term tenancies. ABnb transient people not contributing to the community as a whole.</li> <li>4. How many Abnb's is Council going to allow? Only recently 16 Samphire Street Ascot. "Approved" with conditions.</li> <li>5. Investors using short term accommodation driving up property prices. Disallowing Long Term tenants thus changing the character of Ascot Waters.</li> <li>6. Noise &amp; Disruption. People coming &amp; going possible property damage as guests don't have same attitude as they come and go.</li> <li>7. Drugs- Ever since the government introduced "confiscation of Assets" legislation. I have noted that dealers are happy to use Abnb properties to use short term accommodation to peddle their wares, Thus, undesirable people coming and going.</li> <li>8. I know 90% of people do the right thing. It is very hard to stop this! Long term rentals are less likely to get this criminal element. Several people have suggested street cameras in and around the Ascot Waters. I for one would like o know costs and Canvas residents if they would contribute to this. That's another issue!</li> <li>9. Some business's may argue that Abnb takes away income for the many hotels on GEH. The Ingot, Quest apartments, Country Inn, GEH motor Lodge Etc. These business'd provide employment for 1000's of staff locally. If you allow Abnb's in great numbers we loose the Exclusivity of the Ascot Waters precinct and the community that we have loved since being here!</li> </ol>	<ol style="list-style-type: none"> <li>1. The Property Management Plan contains a control so no parties will occur. Breaching the Property Management Plan requirements will be dealt with as a Compliance matter.</li> <li>2. The provided 2 parking bays is considered sufficient for the proposed use. As the development is restricted to 6 persons which is consistent with the definition of 'Dwelling' under the R-Codes Vol 1, it is deemed suitable to apply the rate for a single house to the use. A single house requires 2 parking bays.</li> <li>3. The applicant can use their property for short term accommodation subject to obtaining planning approval. There is no nexus for planning to refuse an application due to a shortage of long term residential accommodation.</li> <li>4. Noted. The total number of approved developments is not a relevant planning matter to consider when determining an application.</li> <li>5. Noted. The applicant can use their property for short term accommodation subject to obtaining planning approval. There is no nexus for planning to refuse an application due to a shortage of long term residential accommodation and property values.</li> <li>6. The Property Management Plan contains a control relating to Check-in check-out times to minimise potential impacts on the surrounding properties. Breaching the Property Management Plan requirements will be dealt with as a Compliance matter.</li> <li>7. Illegal and unlawful activities are matters to be dealt with by the police and is not a relevant matter in determining this application.</li> <li>8. Noted. This is not a relevant planning matter to consider as part of the assessment of this application.</li> <li>9. Noted. The applicant can use their property for short term accommodation subject to obtaining planning approval. There is no nexus for planning to refuse an application due to the existing supply of hotels.</li> </ol>

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14.	K. & J. Treffone 41 Waterway Crescent, Ascot	41 Waterway Crescent, Ascot	<p>I object to anymore Holiday Homes, Air BNBs, Leases, with first hand experience how it can be very uncomfortable living next to. We have moved here from Geraldton and have been here 2.5 years, this area is a sanctuary and a wonderful community, which is slowly changing from a paradise, for everyone to share, to a nightmare at times. I will list some of the problems they have helped to create.</p> <ol style="list-style-type: none"> <li>1. Lease arrangement next door to us, at 39 Waterway Cres, were disrespectful, rude and inconsiderate. After 4 weeks I finally complained to Property Manager and listed what they had done, 4 complaints and after our chat she advised that she won't tell them that there has been a complaint, but remind them of their clause for respect, etc.</li> <li>2. They then privately rented a room for \$300 a week.</li> <li>3. There were some very shady things happening with many cars coming and going, and I witnessed one park in front of our house, around 5.30ish, while having a drink on my porch. The male driver went to 39 Waterway and had a discussion inside home, came back to his car, went to boot removed packages and then proceeded to sit in the back seat of his car, I could see the glow of his phone, this was approximately 5.50 as I messaged my neighbour on the other side of this event. I then took my little dog for a walk and got a photo of car registration, he was in back of car for probably 20 mins or so. Then went back to 39 waterway and handed over items and then left. I wasn't privy to their contact as I was sitting on my porch. I was very tempted to report to crime stoppers, and have since been advised that I should have called the police/security.</li> <li>4. There is definitely more car traffic here now , on Cygnus road, which is the street just past us, is a rental that a new couple live in , they park their car out the front of the house, but now there are 3 cars, as they have rented out 2 rooms. They parked a car on Cygnus that was damaged, luckily It was reported and was removed.</li> <li>5. There has been people parking their cars here and then grabbing an uber to the airport, earlier this year there were 2 vehicles that came together, 1 got towed away, not sure why the other one wasn't because they were both reported at same time.</li> <li>6. Parking can be hard to find, especially for regular uses who come to walk their dogs, or catch up with friends, have picnics, visit friends/family and enjoy the surroundings. Generally in winter its not as busy but this last few months it has been.</li> </ol>	<ol style="list-style-type: none"> <li>1. Noted.</li> <li>2. Noted.</li> <li>3. Noted, Illegal and unlawful activities are matters to be dealt with by the police and is not a relevant matter in determining this application.</li> <li>4. Noted. Issues with regards to illegal parking on the street can be directed to the City's Ranger Services.</li> <li>5. Noted. Issues with regards to illegal parking on the street can be directed to the City's Ranger Services.</li> <li>6. As the development is restricted to 6 persons which is consistent with the definition of 'Dwelling' under the R-Codes Vol 1, it is deemed suitable to apply the rate for a single house to the use. A single house requires 2 parking bays. The provided 2 parking bays is considered sufficient for the proposed use.</li> </ol>

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			<p>7. Increase in car robbery, smashing of windows. The neighbour in 39 Waterway, had their small window smashed, but luckily their car had an alarm, which went off at 4am. Then 2 nights after that my daughter was staying over (she has anew car best put in garage) so hubby parked our 2009 ute out front. I was woken about 4am that morning by bright lights, lighting up our bedroom (yes we have our bedroom at the front, but on 2nd floor. I eventually got up at 4.30 having no idea that it was an attempt on my husbands car. Luckily we never leave anything in cars, and to be honest we use our garage for the cars only. His hard roof on back of ute was up. I have been woken before by this bright light not realising what it was, there has over the time we have been here a few smashed windows out the front there. They are obviously very professional, it is now quite a regular occurrence, especially during school holidays.</p> <p>8. The amount of cars that now park on the roadside is increasing, part of this is because they have stuff in their garage, the kids have cars, new cars don't fit in these garages and also rentals, who park the wrong way, on verges and even in front of their property. I have witnessed a couple of delivery trucks side swiping these cars, luckily for them the people were honest and left their details. I would also like to advise that there is some very dangerous parking on or near corners, especially on Lakewood Avenue, it is workman, who have been advised re not parking there, some will put up markers to warn other drivers but most don't care and they are there all day. A lot visitors as well. Some people have no idea where they can park, I wonder whether yellow lines would help this situation, as a walker I do see it all over Ascot.</p> <p>9. Rubbish, I have witnessed people park out front (We do use our front porch, lovely view and mostly tranquil), change clothes, in out of boot and when they drive away, the rubbish they have just cleaned out of their car. Quite a few times I have had to pick up for them.</p> <p>10. Drive through, the roundabout at resolution in peak hour traffic sometimes gets a bit slow, so those impatient drivers speed through here, with no consideration for ducks, dogs, old people or anyone. They are easily doing 60 kls, probably more some of them down Tidewater Way on to Waterway and then turn right onto Lakewood Avenue always on the wrong side, I am yet to witness an accident but its only a matter of time.</p>	<p>7. Noted, Illegal and unlawful activities are matters to be dealt with by the police and is not a relevant matter in determining this application.</p> <p>8. Noted, Refer to Point 6 above.</p> <p>9. The Property Management Plan includes details outlining how waste is to be managed. In the event that compliance with the Property management Plan is not maintained, this will be dealt with as a compliance matter.</p> <p>10. Noted, this is not a relevant planning matter to be considered as part of the assessment of this application.</p>

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No.	Name and Address	Description of Affected Property, Lot No., Street, etc.	Resume of Submission	Council Recommendation
			<p>11. I have never objected to any council, but I feel that you need to know that our home life is being eaten away. We moved from Geraldton and somehow found a paradise, the people are friendly, helpful and very respectful. It's a great area lots of people use this area and so they should, but wonder how this summer will go with all the extra cars everywhere. There is an air BNB on Samphire street, that is causing a few problems for neighbours, especially when they order uber eats at midnight and then the uber eats knocks on the wrong door, wake them up, set the dog and his alarm off. These events have been documented on Ascots fb page for all to see. Pool parties at 10pm at night in summer disregarding neighbours, early this year there was music pouring out loudly from lunchtime on a Saturday and it was heard by us, but that night it was still going I sure it was after midnight before it was stopped and not without many attempts. I know for a fact the neighbours had to go to a motel to get any sleep. Is this the start of the demise of Ascot?</p> <p>12. It is sad to think this lovely neighbourhood could be ruined, especially for people, elderly, young families, all of us who have put our hard earned money into our home. This is our last home, I love this community and I feel that we have the right to feel safe, enjoy our neighbourhood and lifestyle. I love sharing, I am always having chats with people. I am not sure letting more "Holiday Homes, Leasing, Renting or Air BNBs" will improve the area, only make it more susceptible to crime, noise pollution and also I wonder about the bird sanctuary, will they suffer too?</p>	<p>11. Noted. The issues raised have been addressed via the inclusion of the Property Management Plan. Breaching the Property Management Plan requirements will be dealt with as a Compliance matter.</p> <p>12. Noted</p>
15.	R Acott 1 Riverina Drive, Ascot	1 Riverina Drive, Ascot	<p>Parking: There is insufficient street parking as it is. It is only going to add extra strain on the limited parking. On the weekend people who are not residents occupy the parking bays. Although the application states that there are 2 car bays at the rear of the lot, more than likely this will not be complied with, hence my fear.</p> <p>Peaceful Enjoyment: This part of Ascot is zoned residential. The applicant is trying to get this overturned despite the residential aspect. The applicant is asking to change this to a commercial entitative. I object to the proposal.</p>	<p>1. As the development is restricted to 6 persons which is consistent with the definition of 'Dwelling' under the R-Codes Vol 1, it is deemed suitable to apply the rate for a single house to the use. A single house requires 2 parking bays. The provided 2 parking bays is considered sufficient for the proposed use</p> <p>2. The Ascot Waters estate is zoned as Special Development Precinct. It is clear from the objectives of the zone that there is intent for a variety of land uses that includes both residential and commercial activities.</p>
16.	M. de Ruyter 37 Waterway Crescent, Ascot	37 Waterway Crescent, Ascot	<p>1. To allow properties such as this to become commercial residence for profit rather than lifestyle would in time destroy the amenity. I implore Council not to permit what was one of Perth's best planned areas to be destroyed. Maintain the intent of the planners and permit the lifestyle we bought into to be retained.</p> <p>2. Short term tenants don't become part of the community, they can't be relied on for passive security, they make more</p>	<p>1. The Ascot Waters estate is zoned as Special Development Precinct. It is clear from the objectives of the zone that there is intent for a variety of land uses that includes both residential and commercial activities.</p> <p>2. Noted. These issues are addressed by the Property Management Plan.</p>

## Attachment 12.1.2 Submission Table

No.	Name and Address	Description of Affected Property, Lot No., Street, etc.	Resume of Submission	Council Recommendation
			<p>noise, along with abnormal parking requirements. In other words, they are a “fly in the ointment” for their neighbours to deal with.</p> <p>3. It should be noted that the premises next to ours currently has a revolving door of tenants some of which stay a mere week or two. We suffer ongoing excessive noise, disruption from this house. We are also unable to enjoy the life of getting to know one’s neighbours. Being able to rely on them to be part of a community.</p>	3. Noted.
17	J. Kent	Not provided	<p>I would like to raise the following points in relation to the proposal.</p> <p>1. There are many holiday accommodation options already and readily available within a short distance of lot 203.</p> <p>2. The neighbourhood within which lot 203 is located is primarily residential and is not designed for the purposes of holiday rentals; there are simply limited “holiday” services available.</p> <p>3. There is anecdotal evidence that holiday rentals contribute to overall rental pressures. There is therefore broader societal considerations to take into account.</p>	<p>1. Existing holiday accommodation does not prevent the applicant from seeking planning approval for the proposed use. This is not a planning matter to be considered as part of the assessment of this application.</p> <p>2. The Ascot Waters estate is zoned as Special Development Precinct. It is clear from the objectives of the zone that there is intent for a variety of land uses that includes both residential and commercial activities.</p> <p>3. Noted. This is not a planning matter to be considered as part of the assessment of this application.</p>

AREA	M <sup>2</sup>
LOWER FLOOR	93.24
PORTICO	3.91
LOWER FLOOR TOTAL	97.15
UPPER FLOOR	93.24
BALCONY	5.17
UPPER FLOOR TOTAL	98.41
O'ALL TOTAL	195.56

BUILDING LICENCE APPROVAL  
 LOCAL GOVT ACT  
 BUILDING REGULATIONS 1989  
 AS AMENDED  
 Permit No. 242/2000  
 DATE 26-7-2000  
 Bldg Surveyor  
 CITY OF BELMONT

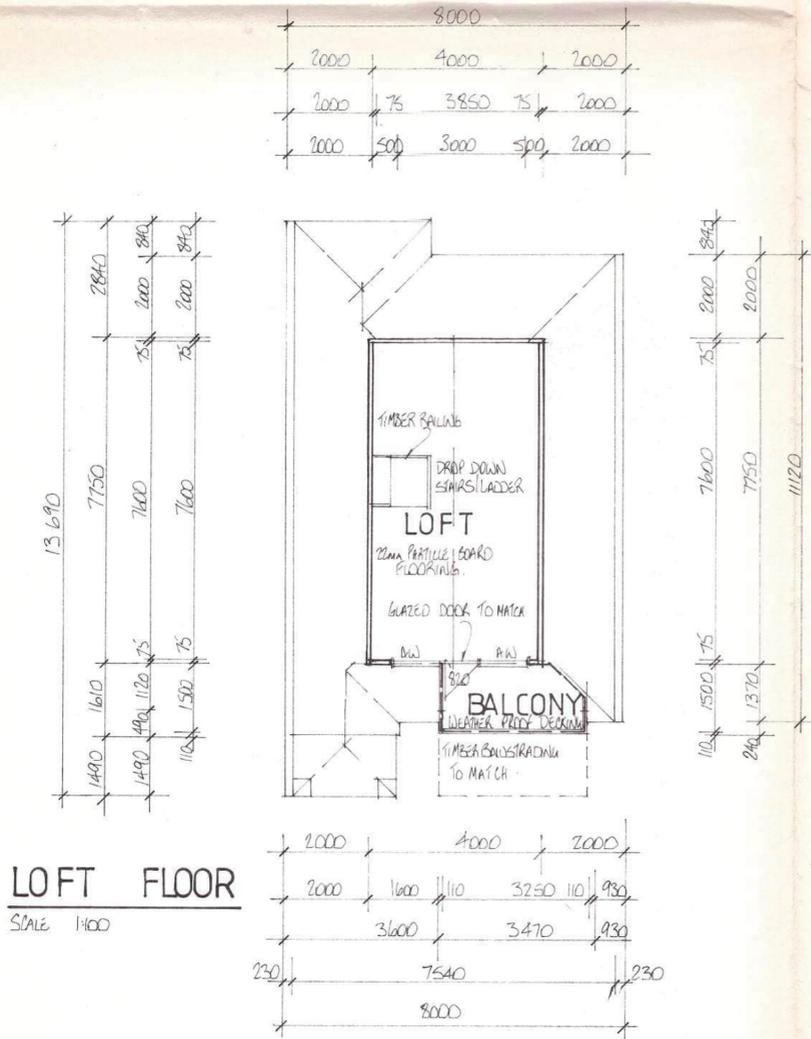
**AMENDED PLAN**

**NOTES :**

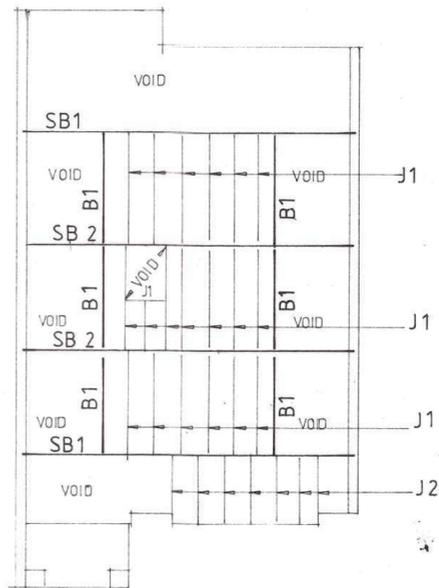
1. PROVIDE 22mm PARTICLE FLOORING SHEETS TO LOFT
2. PROVIDE WEATHER PROOF DECKING TO LOFT BALCONY
3. ALL GATES TO BE 40mm PLATE FULLY WELDED TO MEMBER
4. PROVIDE 2/M12 BOLTS PER CONNECTION
5. ALL ROOF & FLOOR FRAMING TO BE IN ACCORDANCE WITH AS 1684 TIMBER FRAMING CODES.

**SCHEDULE**

MEMBER	DESCRIPTION	PLACEMENT
J1	150 x 50 F5 UNSEASONED	600 C/C
J2	150 x 38 F8 UNSEASONED	600 C/C
SB1	250 UB 26	SINGLE SPAN
SB 2	250 UB 37	SINGLE SPAN
B1	200 x 75 F5 UNSEASONED	4.0M C/C



**LOFT FLOOR**  
SCALE 1:100



**LOFT FLOOR FRAME PLAN**

*A. A. Wilkie*  
20.7.2000

**DOMESTIC DRAFTING SERVICE**  
 LOT 8 ALLEN ROAD FORRESTDALE 6112  
 08 9397 0580  
 CITY OF BELMONT RECEIVED  
 DRAWN 26/06/2023 REJ  
 Application No: 226/2023  
 SCALE 1:100  
 DATE JULY 2000  
 DRAWN F.C. LEWANDZSKI  
**593-2/2-b**

PROPOSED RESIDENCE FOR MR R MCMASTER ON  
 LOT 203 WATERWAY CRESCENT ASCOT WATERS.

## 12.2 Sister City Student Delegation 2024, Elected Member Delegate

Voting Requirement	:	Simple Majority
Subject Index	:	106/004 - Sister City Student Delegation - Project Coordination
Location/Property Index	:	NA
Application Index	:	NA
Disclosure of any Interest	:	Nil
Previous Items	:	25 September 2018 Ordinary Council Meeting 12.3 31 October 2023 Ordinary Council Meeting 12.6
Applicant	:	City of Belmont
Owner	:	City of Belmont
Responsible Division	:	Development and Communities

### Council role

**Executive** The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

### Purpose of report

To endorse the appointment of a Councillor to fulfil the duties of the official Council Representative for the Sister City Student Delegation to Adachi, Japan from Wednesday 10 January 2024 to Friday 19 January 2024.

### Summary and key issues

The City of Belmont entered into a Sister City relationship with the Special Ward of Adachi in October of 1984. The mainstay of this relationship since its inception has been the annual Student Exchange Program, referred to as a 'delegation'.

In preparation for the delegation to Adachi in January 2024, it is necessary for Council to endorse the Council's representative who is charged with undertaking official duties during the delegation.

## Officer Recommendation

That Council:

1. Appoint Cr [redacted] as the official Council representative on the January 2024 Belmont Student Delegation to Adachi, Japan.
2. Delegate authority to the Mayor to appoint another Councillor or Council representative should the Council appointed representative be unavailable to attend.

**Note:**

**Cr Sekulla put forward the following Alternative Motion.**

## Alternative Councillor Motion

**Sekulla moved, Sessions seconded**

That Council:

1. Appoint Cr Sekulla as an official Council representative on the January 2024 Belmont Student Delegation to Adachi, Japan.
2. Delegate authority to the Mayor to appoint another Councillor or Council representative should the Council appointed representative be unavailable to attend.
3. Appoint Mayor Rossi, as the newly appointed Mayor, to accompany the January 2024 Belmont Student Delegation to Adachi, Japan.
4. Direct the Chief Executive Officer to present a budget amendment to the December 2023 Ordinary Council Meeting to facilitate the Mayor attending the Student Delegation to Adachi, Japan in January 2024.

**Carried Unanimously 8 votes to 0**

For: Carter, Kulczycki, Marks, Rossi, Ryan, Sekulla, Sessions and Vijay

Against: Nil

## **Location**

Not applicable.

## **Consultation**

City officers regularly liaise with the Belmont Sister City Association (BSCA), including attending their committee meetings. A review of the Belmont Sister City Association's Terms of Reference has also occurred. Internal consultation has included the Director Development and Communities, Manager Economic & Community Development and the Coordinator Business Planning, Improvement and Risk.

## **Strategic Community Plan implications**

In accordance with the 2020 – 2040 Strategic Community Plan:

### **Goal 4: Creative Belmont**

**Strategy:** 4.1 Promote the growth of arts and culture.

## **Policy implications**

There are no policy implications associated with this report.

## **Statutory environment**

There are no statutory requirements associated with this report.

## **Background**

The City's Sister City Exchange Program provides the opportunity for Belmont's high-achieving young people to participate in a cultural and educational international exchange.

Young people who live in Belmont are eligible to apply where their parent/guardian is a ratepayer; or where the student attends a school in Belmont. Students are offered the unique opportunity to participate in local home hosting, cultural, recreational and educational activities in our sister city, Adachi, in Japan. 16 students have been offered a place on the 2024 Sister City delegation.

Every two years, the Council elects a Council representative and proxy representative to attend the BSCA Committee meetings. This provides the BSCA regular interactions with Council. At the 31 October 2023 Ordinary Council Meeting, Councillor Sekulla was nominated as the Council representative and Councillor Sessions the Proxy Council representative on the BSCA Committee.

At the Ordinary Council Meeting, held on 25 September 2018 (item 12.3) consideration was given to the appointment of a Councillor to fulfil the duties of the official Council Representative for the January 2019 Sister City Student Delegation to Adachi. Similarly, it is necessary to appoint a Council representative for the January 2024 delegation.

## Report

The City manages the effective administration and facilitation of annual Sister City delegations to Adachi, in partnership with the BSCA Committee. On an annual basis, at an Ordinary Council Meeting, a Council representative is nominated and voted upon by Council to act as their representative on the forthcoming delegation to Adachi. The appointed Councillors role is to 'officially represent' the City of Belmont whilst in Adachi.

Council's representative on the BSCA Committee, is typically well placed to attend delegations due to their participation in BSCA meetings. This is consistent with the Belmont Sister City Association (Inc) constitution, section 4.1:

- (b) "Councillor and officer of the City of Belmont ("ex officio members") - to a maximum of 2 - appointed by the City of Belmont following the Local Government Elections of October each second year."

and;

- (c) "Councillor to be the Tour Leader"

As has occurred in previous years, Council is now required to appoint a Councillor to officially represent the City, as a delegation to Adachi is set to occur in January 2024.

Having regard for the above, it is recommended that Councillor Sekulla attends to represent the City on the January 2024 student delegation to Adachi. Nonetheless, it is open for Council to determine who should attend to represent the City on the January 2024 student delegation to Adachi. It is also recommended that Council delegate authority to the Mayor to appoint another Councillor or Council representative should the initially appointed Councillor be unavailable to attend.

## Financial implications

There is an annual budget allocation for the Sister City exchange program, which includes costs associated with the selected Councillor's attendance to the 2024 student delegation as official representative of the City.

## Environmental implications

There are no environmental implications associated with this report.

## Social implications

There are numerous positive social implications for the Sister City Delegation including:

- Enhanced cultural and educational awareness.
- Increased opportunities to develop community capacity of the City's young people.
- Enhanced community participation and engagement.
- Increased opportunities to develop new relationships and mutual understanding of different cultures.
- Increased partnership opportunities with local schools.
- Business opportunities for the City's growing economy.
- An opportunity for the City's high-achieving young people.

## Attachment details

Attachment No and title
Nil

## 12.3 Petition - Vehicle and Pedestrian Road Safety on Lyall Street, Redcliffe

Voting Requirement	:	Simple Majority
Subject Index	:	11/010 - Petition
Location/Property Index	:	Lyall Street, Redcliffe
Application Index	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	Ordinary Council Meeting 22 February 2022 - Item 12.6
Applicant	:	Mr M Cardozo
Owner	:	N/A
Responsible Division	:	Infrastructure Services

### Council role

**Executive** The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

### Purpose of report

To consider a petition request for Council to improve vehicle and pedestrian road safety on Lyall Street, Redcliffe.

### Summary and key issues

On 29 August 2023, a petition conforming to the City's petition requirements bearing 29 elector signatures was received. The petition reads as follows:

We the undersigned electors of the City of Belmont request that Council:

1. To improve vehicle and pedestrian road safety, reduce rat running and maintain an even distribution of traffic on all roads, we request the City install 3 or 4 additional local area traffic management devices in the form of road humps (to the same standard as Moreing Street) on Lyall Street, Redcliffe within the 2023 calendar year.

2. To improve vehicle and pedestrian road safety, reduce rat running and alert drivers they are entering a driving environment that is different from Great Eastern highway, we request the City install a local area traffic management device in the form of a raised threshold entry statement in combination with 50 km/h signage on Lyall Street near the junction of Great Eastern Highway within the 2023 calendar year.

Petition - Request 1: the installation of additional Local Area Traffic Management devices in the form of road humps is not supported at this time, based on the traffic data collected in June 2023.

Petition - Request 2: the installation of a Local Area Traffic Management Device in the form of a Raised Threshold Entry Statement in combination with 50 km/hr signage on Lyall Street near the junction of Great Eastern Highway is not supported at this time. This is based on crash analysis and not satisfying the warrant criteria for Black Spot funding, the potential hazards associated with this type of treatment at this location, and MRWA not supporting the installation of a 50 km/hr sign where this is already the default speed on an urban road.

The City will continue to monitor traffic volumes and speeds following the completion of the Tonkin Gap Alliance and Stanton Road projects.

**7.54pm Sessions moved, Carter seconded that the meeting be adjourned for five minutes to allow time for an amended motion to be prepared.**

**Carried Unanimously 8 votes to 0**

For: Carter, Kulczycki, Marks, Rossi, Ryan, Sekulla, Sessions and Vijay

Against: Nil

**8.17pm Cr Carter departed the meeting.**

**8.21pm Cr Carter returned to the meeting.**

## Officer Recommendation

That Council:

1. Receive the petition on behalf of the petitioners regarding traffic issues in Lyall Street, Redcliffe.
2. Direct the Chief Executive Officer to advise the Lead Petitioner that the installation of additional Local Area Traffic Management devices in the form of Road Humps is not supported at this time.
3. Direct the Chief Executive Officer to advise the Lead Petitioner that the installation of a Local Area Traffic Management Device in the form of a Raised Threshold Entry Statement in combination with 50 km/hr signage on Lyall Street near the junction of Great Eastern Highway is not supported at this time.
4. Direct the Chief Executive Officer to advise the Lead Petitioner that the City will continue to monitor traffic conditions on Lyall Street, following the completion of the Tonkin Gap Alliance and Stanton Road projects and the likely redistribution of traffic away from local roads, including Lyall Street, beyond which time the City will reconsider the merits of implementing further Local Area Traffic Management measures.

### Note:

**Cr Sessions put forward the following Procedural Motion, in accordance with sections 11.1 (g) and 18.1 of the *City of Belmont Standing Orders Local Law 2017*.**

## Procedural Motion

### Sessions moved, Carter seconded

That the item be referred back to a future Information Forum as per sections 11.1 (g) and 18.1 of the Standing Orders.

### Carried 6 votes to 2

For: Carter, Kulczycki, Marks, Rossi, Ryan and Sessions

Against: Sekulla and Vijay

## Location

The petition refers specifically to Lyall Street, Redcliffe as highlighted in red below.



## Consultation

There have been numerous and ongoing communications between the City, the lead petitioner and many other signatories to the petition in recent months on traffic related matters in Lyall Street, Redcliffe.

## Strategic Community Plan implications

In accordance with the 2020 – 2040 Strategic Community Plan:

### Goal 2: Connected Belmont

**Strategy:** 2.2 Make our City more enjoyable, connected and safe for walking and cycling

### Goal 5: Responsible Belmont

**Strategy:** 5.5 Engage and consult the community in decision-making

## Policy implications

There are no policy implications associated with this report.

## Statutory environment

The *City of Belmont Standing Orders Local Law 2017* stipulates:

### 6.8 Petitions

1. A petition is to –
  - a. be addressed to the Mayor;
  - b. be made by electors of the district;
  - c. state the request on each page of the petition;
  - d. contain the name, address and signature of each elector making the request, and the date each elector signed;
  - e. contain a summary of the reasons for the request; and
  - f. state the name of the person to whom, and an address at which, notice to the petitioners can be given.
2. Upon receiving a petition, the local government is to submit the petition to the relevant employee to be included in his or her deliberations and report on the matter that is the subject of the petition, subject to subsection (3).
3. At any meeting, the Council is not to vote on any matter that is the subject of a petition presented to that meeting, unless –
  - a. the matter is the subject of a report included in the agenda; and
  - b. the Council has considered the issues raised in the petition.

## Background

On 12 October 2021, a petition was received on behalf of 8 valid elector signatures regarding traffic volumes and speeds on Lyall Street.

A report was prepared and presented to Council at the February 2022 OCM at which the petition was received. A summary of the resolutions and an update on the resulting actions can be seen in Attachment 12.3.1.

Lyall Street is connected to Stanton Road, forming a T-intersection configuration. In February 2023, a Notice of Motion was raised to investigate measures that improve road user safety in response to community concerns around high traffic volumes, speeds, and safety for both Stanton Road and Second Street between Central Avenue and Epsom Avenue.

A report was considered at the 28 February 2023 OCM which included traffic (speed and volume), crash and routing analysis, along with reference to traffic conditions on Lyall Street.

The following resolutions were made:

1. Present investigation findings to Council on low-cost traffic calming options along Stanton Road and Second Street (that may qualify for funding under the Blackspot Program criteria) in May 2023 so Council may implement change.

2. Re-do the traffic count during next available time during the school term.
3. Review traffic counts and speeds once Tonkin Gap Alliance Project is complete and investigate permanent traffic solutions.
4. Investigate the temporary closure of the road at Central Avenue after the entrance to the train station and before Dunreath Drive, once Tonkin Gap Project is finalised.
5. Implement temporary calming devices to be installed in 2023 between Lyall Street and Epsom Avenue

This project will receive State funding via the MRWA Low-Cost Urban Roads Program (LCURS) and design is in progress with installation anticipated to occur in the first half of 2024 subject to statutory approvals, service relocations and street lighting installations.

Following completion of the Stanton Road and TGA projects further data will be collected to assess their impact on Lyall Street.

## Report

On 29 August 2023, a petition conforming to the City's petition requirements bearing 29 signatures was received. Whilst additional signatures were received, they did not conform on the basis that they were not electors of the district and were deemed invalid. It is relevant to note that this did not influence the process followed in considering the petition.

The petition reads as follows:

"We the undersigned electors of the City of Belmont request that Council:

1. To improve vehicle and pedestrian road safety, reduce rat running and maintain an even distribution of traffic on all roads, we request the City install 3 or 4 additional local area traffic management devices in the form of road humps (to the same standard as Moreing Street) on Lyall Street, Redcliffe within the 2023 calendar year.
2. To improve vehicle and pedestrian road safety, reduce rat running and alert drivers they are entering a driving environment that is different from Great Eastern highway, we request the City install a local area traffic management device in the form of a raised threshold entry statement in combination with 50 km/h signage on Lyall Street near the junction of Great Eastern Highway within the 2023 calendar year."

The City continues to monitor traffic conditions on Lyall Street with the most recent survey being completed in June 2023 (refer Attachment 12.3.2), details of which were included in the 25 July 2023 OCM Minutes for an answer to a question taken on notice and attached at Item 5.1.2.1.

The data showed a marginal change in both traffic volumes and speeds.

### **Petition - Request 1: Installation of Speed Humps.**

The installation of speed humps on Lyall Street is not currently supported by the City, with reference to the traffic data from June 2023 confirming a maximum traffic volume at 2839 vehicles per day and the average 85<sup>th</sup> percentile speed at 49.8 km/hr which is below the urban speed limit of 50 km/hr.

The City has scheduled a further traffic survey for November 2023.

### **Petition - Request 2: Threshold Entry Statement and 50 km/hr Signs**

The five-year MRWA crash records for the period 1 January 2018 until 31 December 2022 show three (3) crashes at the intersection of Great Eastern Highway (GEH) and Lyall Street. These have involved conflicts between through traffic on GEH and local traffic entering Lyall Street, resulting in two property damage only (PDO) and one medical. This pattern of incidents does not meet the warrant for either Federal or State Blackspot funding consideration.

The requested installation of a raised threshold entry statement in isolation of other measures is therefore not supported. There is a large differential of traffic volumes between through traffic on GEH (Primary Distributor Road) and those entering or exiting Lyall Street (Local Access Road). Under these conditions the introduction of a raised plateau treatment, whilst reducing entry speeds, is likely to result in an increased incident of nose to tail or rear end incidents. Any upgrade of this intersection would require the prior review and approval of MRWA.

MRWA will not support the installation of 50km/hr speed signs as the default limit for urban roads is already 50km/hr.

## **Financial implications**

The Stanton Road project has been included in the 2023/2024 Capital Roads budget as part of the October budget review with an allocation of \$354,407.

## **Environmental implications**

There are no environmental implications associated with this report.

## **Social implications**

There are no social implications associated with this report.

## Attachment details

Attachment No and title	
1.	Petition Lyall Street - OCM 22 February 2022 Recommendations and Updates [12.3.1 - 3 pages]
2.	Petition Lyall Street - June 2023 Traffic Data [12.3.2 - 2 pages]

## **Petition – Vehicle and Pedestrian Road Safety on Lyall Street, Redcliffe**

The following resolutions were passed by Council at the 22 February 2022 Ordinary Council Meeting, with updates provided below:

- 1. Receive the petition on behalf of the petitioners regarding concerns with traffic volumes and speeds on Lyall Street, Redcliffe, along with various suggestions to improve the situation.**

Petition received.

- 2. Direct the Chief Executive Officer advise the lead petitioner that based on the results of the November 2021 traffic survey and analysis of crash data, no traffic engineering works on Lyall Street are warranted at this time.**

Letter sent to the lead petitioner on 23 February 2022.

- 3. Direct the Chief Executive Officer to advise the lead petitioner that ongoing monitoring of traffic behaviour and reassessment following receipt of the 2022 traffic survey data will be undertaken to determine whether the implementation of any additional measures is justified.**

Letter sent to the lead petitioner on 23 February 2022.

- 4. Direct the Chief Executive Officer to liaise with WA Police Services to provide resident feedback regarding speeding cars in Lyall Street.**

A speed camera was mobilised by the WA Police Traffic Enforcement Group from 1-7 August 2022 and WA Police also promoted their increased presence in the area via social media. The City requested information from WA Police in relation to any outcomes associated with these initiatives, however this information has not been provided to date. Initial contact was made with the Local Officer in Charge at the Belmont Police Station on 4 March 2022.

- 5. Direct the Chief Executive Officer to liaise with Main Roads WA regarding the installation of a Local Traffic Only sign at the Great Eastern Highway entrance to Lyall Street.**

Initial contact made with Main Roads WA Traffic Services Officer - South East on 15 March 2022.

The Traffic Services Officer – South East has now advised that in relation to the request for the installation of Local Traffic Only signs, Main Roads WA has reservations about the efficacy of such signs. They are not enforceable and there is no evidence that they change driver behaviour. Lyall Street is a public road with no traffic restrictions.

Additionally, Main Roads WA considers that an over proliferation of signs creates not only visual pollution but can also lead to a general ambivalence to road signage and its inherent message which reduces the efficacy of more important signs such as regulatory signs that are essential for maintaining road safety.

Therefore, Main Roads do not support the installation of a Local Traffic Only sign at this location.

**6. Direct the Chief Executive Officer to carry out two additional traffic counts, in three and nine-months' time**

The additional traffic volume and speed surveys were completed in May 2022 and December 2022, three and ten months respectively, following the 22 February OCM report. Comparisons between the traffic volumes and average weekly traffic (AWT) since 2018 are provided below:

Lyall Street: Great Eastern Highway to Miller Avenue				
Year	AWT (vehicles/day)	85%ile speed km/h	Commercial%	Date
2022	2793	42.3	8.07	10/12/2022
2022	2497	41.6	8.24	24/5/2022
2021	2196	43.9	8.53	26/11/2021
2020	1470	43.9	5.18	28/10/2020
2019	1498	43.6	4.33	25/10/2019
2018	1559	50.13	3.40	5/11/2018

Lyall Street: Victoria Street to Smiths Avenue				
Year	AWT (vehicles/day)	85%ile speed km/h	Commercial%	Date
2022	2418	53.5	4.76	10/12/2022
2022	2264	53.5	5.74	24/5/2022
2021	1871	54.7	6.09	26/11/2021
2020	1092	53.3	4.97	28/10/2020
2019	1145	53.8	4.91	25/10/2019
2018	1219	54.54	4.00	5/11/2018

Lyall Street: Drummond Street to Stanton Road				
Year	AWT (vehicles/day)	85%ile speed km/h	Commercial%	Date
2022	2473	40.5	5.61	10/12/2022
2022	2322	40.1	5.31	24/5/2022
2021	1913	40.9	4.89	26/11/2021
2020	1085	41	5.13	28/10/2020
2019	1178	40.7	5.33	25/10/2019
2018	1232	40.68	3.50	5/11/2018

In summary, the data from the December 2022 traffic counts indicates that speeds are consistent with those previously recorded in November 2021, while the traffic volumes have increased between 27% and 29%. It is relevant to note that the current volumes are still within the maximum desirable criteria of 3,000 vehicles per day for an Access Road (as per the Main Roads WA Road hierarchy classification). The increased traffic volumes can be attributed to relaxed COVID-19 restrictions, increased mobility, Redcliffe Rail and Perth Airport operations.

Based on the most recent traffic counts, the data still indicates that the implementation of additional speed limiting traffic engineering devices are not warranted at this time.

The City will continue to monitor traffic conditions and complete surveys at least once per annum at the same locations and timing for benchmarking purposes.

**7. Direct the Chief Executive Officer to place the speed trailer in Lyall Street after the traffic count is undertaken in three months' time.**

The City's speed trailer was mobilised in August 2022, with the results presented below:

East to West Direction of travel 19 - 24 August 2022

Number of Vehicles	Speed Recorded km/h	Percentile
3051	0-50	90.9
241	51-55	7.2
50	56-59	1.5
15	60-79	0.4

West to East Direction of travel 24 – 29 August 2022

Number of Vehicles	Speed Recorded km/h	Percentile
2835	0-50	91.7
199	51-55	6.4
42	56-59	1.3
17	60-79	0.6

The results indicate a high order of speed compliance with only 2% of traffic exceeding 55 km/hr.

**Petition – Vehicle and Pedestrian Road Safety on Lyall Street, Redcliffe**

**June 2023 Traffic Data**

The City continues to monitor traffic conditions on Lyall Street with the most recent survey being completed in June 2023, details of which were included in the 25 July 2023 Ordinary Council Meeting Minutes at Item 5.1.2.

<b>Lyall Street: Great Eastern Highway to Miller Avenue</b>				
<b>Year</b>	<b>AWT (vehicles/day)</b>	<b>85%ile speed km/h</b>	<b>Commercial%</b>	<b>Date</b>
2023	2839	50.0	6.30	15/06/2023
2022	2793	42.3	8.07	10/12/2022
2022	2497	41.6	8.24	24/5/2022
2021	2196	43.9	8.53	26/11/2021
2020	1470	43.9	5.18	28/10/2020
2019	1498	43.6	4.33	25/10/2019
2018	1559	50.13	3.40	5/11/2018
<b>Lyall Street: Outside 35 &amp; 42A</b>				
2023	2729	54	5.04	15/06/2023
<b>Lyall Street: Victoria Street to Smiths Avenue</b>				
<b>Year</b>	<b>AWT (vehicles/day)</b>	<b>85%ile speed km/h</b>	<b>Commercial%</b>	<b>Date</b>
2023	2094	53.1	7.40	15/06/2023
2022	2418	53.5	4.76	10/12/2022
2022	2264	53.5	5.74	24/5/2022
2021	1871	54.7	6.09	26/11/2021
2020	1092	53.3	4.97	28/10/2020
2019	1145	53.8	4.91	25/10/2019
2018	1219	54.54	4.00	5/11/2018
<b>Lyall Street: Outside 61A &amp; 62</b>				
2023	2457	51.7	6.16	15/06/2023
<b>Lyall Street: Drummond Street to Stanton Road</b>				
<b>Year</b>	<b>AWT (vehicles/day)</b>	<b>85%ile speed km/h</b>	<b>Commercial%</b>	<b>Date</b>
2023	2571	40.1	6.05	15/06/2023
2022	2473	40.5	5.61	10/12/2022
2022	2322	40.1	5.31	24/5/2022
2021	1913	40.9	4.89	26/11/2021
2020	1085	41	5.13	28/10/2020
2019	1178	40.7	5.33	25/10/2019
2018	1232	40.68	3.50	5/11/2018

Table 1 – Lyall Street

**Analysis Summary:**

<b>Date</b>	<b>Average Volume</b>	<b>Maximum Volume</b>	<b>Average Speed</b>	<b>Maximum Speed</b>
December 2022 (3 locations)	2561	2793	45.4 km/hr	53.5 km/hr
June 2023 (5 locations)	2538	2839 plus 1.7%	49.8 km/hr plus 9.7%	54.0 km/hr

## 12.4 Petition - Wright Street Pedestrian Priority Crossing

Voting Requirement	:	Simple Majority
Subject Index	:	118/010
Location/Property Index	:	Wright Street, Cloverdale
Application Index	:	NA
Disclosure of any Interest	:	NA
Previous Items	:	NA
Applicant	:	Jarod Harris
Owner	:	NA
Responsible Division	:	Infrastructure Services

### Council role

**Executive** The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

### Purpose of report

To consider a petition request for Council to install a pedestrian – priority crossing on Wright Street east of Robinson Avenue, Cloverdale.

### Summary and key issues

On 21 September 2023, a petition conforming to the City’s petition requirements bearing 15 valid elector signatures was received. The petition reads as follows:

“Install a pedestrian-priority crossing on Wright Street immediately east of Robinson Avenue.”

The provision of a pedestrian crossing on Wright Street, east of Robinson Avenue, was raised in feedback during community consultation associated with developing the Sustainable Transport Plan (March 2020) as a “hotspot” project for implementation in the short term 5-year period or by 2023 – 2024.

Main Roads WA (MRWA) granted conditional approval in August 2021 based on the initial concept design.

Further design development of the pedestrian crossing was held in abeyance while the Public Transport Authority (PTA) upgraded the adjacent bus embayment in July 2022 to ensure there were no conflicts. The pedestrian crossing project is confirmed in the 2023 – 2024 Capital Works Program.

The City completed a traffic and camera survey in March 2023 to provide updated data to inform the design, which is currently at 85% completion status.

The design will be submitted to MRWA for their final review and approval before implementation of various components by MRWA and the City in the 2023 – 2024 financial year.

### Officer Recommendation

That Council:

1. Receive the petition on behalf of the petitioner regarding a pedestrian-priority crossing on Wright Street.
2. Direct the Chief Executive Officer to advise the Lead Petitioner that the investigation and design for the pedestrian crossing east of Robinson Avenue is confirmed in the current 2023 – 2024 Capital Works Program.
3. Direct the Chief Executive Officer to advise the Lead Petitioner that upgrading the existing informal pedestrian crossing, east of Progress Way, will be a future consideration, subject to satisfying Main Roads WA warrant criteria, along with available budget and competing priority considerations.

**Officer Recommendation adopted en bloc by Absolute Majority - Refer to Resolution appearing at Item 12.**

### Location

The petition refers specifically to the section of Wright Street between the City of Belmont Civic Centre/Belmont Hub and the Belmont Forum.



 PEDESTRIAN CROSSING





## Consultation

There has been ongoing consultation with Main Roads WA and the Public Transport Agency.

## Strategic Community Plan implications

In accordance with the 2020 – 2040 Strategic Community Plan:

### Goal 2: Connected Belmont

**Strategy:** 2.1 Design our City so that it is accessible by people of all ages and abilities

**Strategy:** 2.2 Make our City more enjoyable, connected and safe for walking and cycling

**Strategy:** 2.4 Promote alternative forms of transport

### Goal 5: Responsible Belmont

**Strategy:** 5.2 Manage the City's assets and financial resources in a responsible manner and provide the best possible services for the community

**Strategy:** 5.5 Engage and consult the community in decision-making

## Policy implications

There are no policy implications associated with this report.

## Statutory environment

The *City of Belmont Standing Orders Local Law 2017* stipulates:

### 6.8 Petitions

1. A petition is to –
  - a. be addressed to the Mayor;
  - b. be made by electors of the district;
  - c. state the request on each page of the petition;
  - d. contain the name, address and signature of each elector making the request, and the date each elector signed;
  - e. contain a summary of the reasons for the request; and
  - f. state the name of the person to whom, and an address at which, notice to the petitioners can be given.
2. Upon receiving a petition, the local government is to submit the petition to the relevant employee to be included in his or her deliberations and report on the matter that is the subject of the petition, subject to subsection (3).
3. At any meeting, the Council is not to vote on any matter that is the subject of a petition presented to that meeting, unless –
  - a. the matter is the subject of a report included in the agenda; and
  - b. the Council has considered the issues raised in the petition.

## Background

The Belmont Sustainable Transport Plan (2019 – 2023) of March 2020 considered short term initiatives for improving the transport network across 12 neighborhoods, in recognition of the contrasting land use and travel patterns across the City of Belmont. The community were consulted through Belmont Connect and a survey questionnaire over the period November to December 2017 to highlight issues. Four responses were received to provide a dedicated pedestrian crossing on Wright Street between Belmont Avenue and Abernethy Road, within the Central Belmont Neighbourhood Plan. This concern was identified as a “hotspot” project for consideration and implementation as a short term or within a 5-year period i.e.. by 2023–2024.

Following a site-specific investigation, traffic and pedestrian survey, and development of a concept plan, the City submitted a proposal in June 2021 for a raised plateau crossing on Wright Street, east of Robinson Avenue. MRWA confirmed in August 2021 that the proposed crossing satisfied the required warrants for traffic and pedestrian usage, conditional on the following aspects:

- Lighting requirements of AS1158 satisfied,
- Sight distance requirements as detailed in Austroads Guide to Road Design Part 4A and Main Roads Supplement.
- Measures included to slow vehicles exiting from Robinson Avenue onto Wright Street.

The City then became aware of PTA's plans to upgrade the existing bus embayment, immediately adjacent to the proposed pedestrian crossing on the Belmont Forum side. Implementation of the crossing was therefore held in abeyance until the scope and details were known. The bus embayment upgrade works were completed in July 2022. A budget allocation to progress the investigation and design of a pedestrian crosswalk in Wright St was included in the 2022-2023 works program. A further traffic and pedestrian camera survey was completed in April 2023 to provide updated data to help inform and confirm the pedestrian crossing details. PTA were further engaged in September 2023 inclusive of a site visit to review the pedestrian crossing location and were satisfied that there would be no adverse impacts on their bus operations.

## Report

On 21 September 2023, a petition conforming to the City's petition requirements bearing 15 valid elector signatures was received. The petition reads as follows:

"Install a pedestrian-priority crossing on Wright Street immediately east of Robinson Avenue."

Reasons:

The Belmont Forum and Belmont Hub are two of the most-visited places in Belmont, and the two bus stops there are the most used bus stops in the City. This is a very popular pedestrian area and should be pedestrian – priority. Giving cars priority here makes the area hostile and unwelcoming to visitors.

The Sustainable Transport Plan identified this issue as a priority 4 years ago, and the crossing has not changed.

Proposed course of action:

Install a "zebra" crossing at the informal crossing point immediately east of Robinson Avenue as soon as practical. Consider installing similar crossings west and east of Progress Way.

The pedestrian crossing design has now advanced to 85% completion status and will be submitted to Main Roads WA for their final review. The aspects of previous concern, including lighting, sight distance and vehicle movements from Robinson Avenue onto Wright Street have all been addressed and do not include a raised plateau. In addition, the plans include oversized 40km/hr signs to improve driver appreciation and behavior along this section of Wright Street, which will also improve safety for pedestrian movements. MRWA are responsible for scheduling the signs and lines work scope, while the City is

responsible for completing the lighting upgrade, civil works and speed cushion traffic calming works.

### **Additional Pedestrian Crossings on Wright Street**

The City will consider installing similar, dedicated pedestrian crossings on Wright Street.

There is an existing informal crossing (similar in nature to that east of Robinson Avenue) located immediately east of Progress Way, between the City’s Civic Centre and Belmont Forum. However, this crossing location is not as popular and attracts fewer pedestrian movements. The upgrade of this crossing will require the MRWA warrant criteria to be satisfied with the collection and analysis of data from a survey, along with PTA consultation and impact on their bus service operations. Implementation will be dependent upon available budget and competing project priorities.

### **Financial implications**

Funds for the investigation and design for the provision of a pedestrian crossing on Wright Street, immediately east of Robinson Avenue, were carried forward from 2022-2023 and included in the 2023-2024 Capital Works Program.

### **Environmental implications**

There are no environmental implications associated with this report.

### **Social implications**

Installation of the pedestrian crossing will improve pedestrian movement safety to access the City of Belmont Civic Centre/Belmont Forum precinct and adjacent public transport infrastructure (bus) facilities.

### **Attachment details**

<b>Attachment No and title</b>
Nil

## 12.5 Tender 07-2023 - The Esplanade Foreshore Works

Voting Requirement	:	Absolute Majority
Subject Index	:	114/2023-07
Location/Property Index	:	N/A
Application Index	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	N/A
Applicant	:	N/A
Owner	:	N/A
Responsible Division	:	Infrastructure Services

### Council role

**Executive** The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

### Purpose of report

To seek Council approval to award Tender 07/2023 – Esplanade Foreshore Works.

### Summary and key issues

The City is seeking to appoint a qualified and experienced contractor to undertake the civil and landscaping works of The Esplanade Foreshore, Ascot. The scope of work consists primarily of the civil and landscaping works as detailed in the specifications, drawings, reports, and a Separable Portion, pertaining to the upgrade of the stormwater drainage on site.

This report outlines the process undertaken to invite and evaluate tender responses received for Tender 07/2023 – The Esplanade Foreshore Works and includes a recommendation to award the contract to Natural Area Holdings Pty Ltd in accordance with the requirements of the *Local Government Act 1995*.

## Officer Recommendation

That Council:

1. Accepts the tender submitted by Natural Area Holdings Pty Ltd for Tender 07/2023 – The Esplanade Foreshore Works as specified for the lump sum of \$1,317,324.85 exc GST, as the most advantageous.
2. Approve an amendment to the 2023-2024 budget to address the shortfall of \$255,000, as identified below:

Account	Description	Current Budget	Proposed Budget	Movement
PE2201-31-1271	Esplanade Foreshore Stabilisation & Landscaping – Construction Works	1,210,000	1,465,000	255,000
PE2201-31-1279	Esplanade Foreshore Stabilisation & Landscaping - Consultancy	63,000	63,000	0
PE2201-00-3837	Environment Reserve	(656,965)	(911,965)	(255,000)
	TOTAL	616,035	616,035	0

**Officer Recommendation adopted en bloc by Absolute Majority - Refer to Resolution appearing at Item 12.**

## Location

The Esplanade Foreshore Reserve is located in Ascot and is managed by the City of Belmont, reserved as Parks and Recreation under the Metropolitan Region Scheme.



## Consultation

A consultation process with government stakeholders (Department of Biodiversity, Conservation and Attractions (DBCA), Main Roads WA and Public Transport Authority), as well as the community, has been conducted.

Due to the works being carried out within the Swan River precinct, a Section 18 approval has been granted by the Department of Planning, Lands and Heritage for this site. As part of this approval, indigenous monitors will be engaged to observe any ground disturbing works.

## Strategic Community Plan implications

In accordance with the 2020 – 2040 Strategic Community Plan:

### Goal 2: Connected Belmont

**Strategy:** 2.2 Make our City more enjoyable, connected and safe for walking and cycling

### Goal 3: Natural Belmont

**Strategy:** 3.1 Protect and enhance our natural environment

**Strategy:** 3.2 Improve our River and waterways

**Strategy:** 3.4 Provide green spaces for recreation, relaxation and enjoyment

## **Goal 5: Responsible Belmont**

**Strategy:** 5.2 Manage the City's assets and financial resources in a responsible manner and provide the best possible services for the community

**Strategy:** 5.3 Invest in services and facilities for our growing community

## **Policy implications**

### CP 29 – Purchasing

This policy aims to deliver a high level of accountability whilst providing a flexible, efficient and effective procurement framework.

### CP 45 - Environmental Purchasing

This policy aims to clarify the principles, considerations and responsibilities for considering life cycle environmental impacts when purchasing or procuring goods and services.

The process associated with this quotation was undertaken in accordance with these policy requirements, therefore there are no policy implications.

## **Statutory environment**

This issue is governed in the main by the *Local Government Act 1995*, in particular Section 3.57 which states:

‘3.57. Tenders for providing goods or services

- (1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.
- (2) Regulations may provide provision about tenders’

The *Local Government (Functions and General) Regulations 1996* Regulation 11(2)(b) exempts the need for a public tender if:

### 11. When tenders have to be publicly invited

- (1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$250,000 unless subregulation (2) states otherwise.
- (2) Tenders do not have to be publicly invited according to the requirements of this Division if –

- (a) the supply of the goods or services is associated with a state of emergency; or
- (b) the supply of the goods or services is to be obtained through the WALGA Preferred Supplier Program.

## Background

A public invitation to tender for The Esplanade Foreshore Works was advertised in The West Australian on Saturday, 19 August 2023 closing on Tuesday, 26 September 2023 at 2:00pm. Two responses were received from:

- Natural Area Holdings Pty Ltd
- Miraplex Group Pty Ltd

The prices quoted by the respondents are detailed in Confidential Attachment 12.5.1 – Price Schedule.

## Report

The Evaluation Panel consisted of the Project Delivery Coordinator, Acting Coordinator Environment and Coordinator Parks. Each panel member has signed a Declaration of Confidentiality and Impartiality form confirming that they have no known conflict of interest to disclose.

The responses received were assessed on the same selection criteria included with the invitation to quote, being:

	CRITERIA	WEIGHTING
1	Company Profile	10%
2	Experience	20%
3	Company Capacity	20%
4	Methodology	20%
5	Environment	10%
6	Price	20%
	<b>TOTAL</b>	<b>100%</b>

Confidential Attachment 12.5.2 - Tender 07-2023 Evaluation Scorecard, details the evaluation panel's assessment of the submission and demonstrates that the response provided by Natural Area Holdings Pty Ltd Services satisfies the criteria requirements.

Natural Area Holdings Pty Ltd has over 20 years of experience in the environmental sector and have been ISO14001 certified for two years. They have demonstrated previous experience delivering projects that are within a similar scope, scale and complexity to The Esplanade Foreshore and have identified a project team with relevant qualifications and technical experience to deliver this project to the specifications.

Natural Area Holding Pty Ltd have provided an appropriate price that reflects relevant knowledge of the work required and the capability to provide in-house services. Their methodology meets the criteria to achieve an appropriate project outcome.

Natural Area Holdings Pty Ltd are therefore the recommended supplier.

## Financial implications

The current 2023-2024 budget includes an amount of \$1,273,000 for The Esplanade Foreshore works. Additional funding of \$255,000 is required to support the recommendation of this report.

To meet this shortfall, it is proposed that the additional funding of \$255,000 be sourced from the Environment Reserve. Following this amendment, the Environment Reserve will have an estimated closing balance of \$644,037 for the 2023-2024 financial year.

## Environmental implications

Requirements were included in the specification for the Invitation to Quote to ensure that all works should be undertaken with a view to preventing environmental impact and damage to the natural environment, in accordance with the City of Belmont Environment and Sustainability Policy.

The Contractor is required to follow standard tree protection measures when excavating near trees, as set out in the City of Belmont's Tree Protection Fact Sheet.

The works are located within the Swan Canning Development Control Area which is managed by the DBCA. The design and works will be carried out in consultation with DBCA.

## Social implications

There are no social implications associated with this report.

## Attachment details

Attachment No and title	
1.	CONFIDENTIAL - Tender 07-2023 - Price Schedule - (Confidential matter in accordance with Local Government Act 1995 section (5.23(2)(c)(e)) [12.5.1 - 8 pages]
2.	CONFIDENTIAL - Tender 07-2023 - Evaluation Scorecard - (Confidential matter in accordance with Local Government Act 1995 section (5.23(2)(c)(e)) [12.5.2 - 1 page]

## 12.6 Appointments and Nominations to Other Committees/Groups

Voting Requirement	:	Simple Majority
Subject Index	:	175/001-175/007
Location/Property Index	:	N/A
Application Index	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	N/A
Applicant	:	N/A
Owner	:	N/A
Responsible Division	:	Corporate and Governance

### Council role

**Executive** The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

### Purpose of report

To elect, appoint and nominate delegates/representatives to various Advisory and Community Groups, Panels and other Committees.

### Summary and key issues

Elected Members and Officers are appointed/nominated to various groups following each Local Government Election and should note the following responsibilities:

Some of the powers and duties of Group and Committee Members are laid down by the appropriate constitution or Terms of Reference. Councillors/Officers who are Group or Committee Members should make themselves familiar with the relevant provisions.

Further:

- (a) **The duty to act bona fide in the interests of the association as a whole.**  
Generally, the Committee Members are vested with a right and duty of deciding where the association's interests lie, and how they are to be served, so their judgement is generally not open to review provided that the Committee Members have exercised their powers in good faith and not for irrelevant purposes or arbitrarily.
- (b) **Duty not to act for an improper purpose.**

For example, to benefit oneself or one's associate, or to act in such a way as to put a disadvantage on Members of the association whilst advantaging others.

(c) **Duty to avoid conflicts of interest.**

This is particularly important where the Committee Member has in mind to enter into a contract with the association in their own right.

(d) **Duty not to abuse confidential information or corporate opportunities obtained in the course of Committee Membership.**

(e) **Duty of care.**

The standards expected of company directors are changing with the changing expectations of the community. Despite this, the law still recognises a distinction between the duty of care of the Chief Executive and Executive Directors on one hand, and non-Executive Directors on the other.

Given the voluntary nature of service on a committee, it is unlikely that a duty of care of an association Committee Member would be any greater than that of a non-Executive Director of a company. That duty of care is said to be a duty to take reasonable steps to place oneself in a position to guide and monitor the management of the company or association (Halsbury's Laws of Australia [120-7430]).

At the 31 October 2023 Ordinary Council Meeting, some appointments were not made due to no nominations being received. It was resolved that a further report be provided to the 21 November 2023 Ordinary Council Meeting to seek nominations for those positions still available.

## Officer Recommendation

That Council:

1. Appoints the following Elected Member to the Aboriginal Advisory Group:
  - a) Cr \_\_\_\_\_ (Member)
2. Appoints the following Elected Member to the Access and Inclusion Advisory Group:
  - a) Cr \_\_\_\_\_ (Proxy Member)
3. Appoints the following Elected Members and Officers to the Age Friendly Advisory Group:
  - a) Cr \_\_\_\_\_ (Member)
  - b) Cr \_\_\_\_\_ (Proxy Member)
4. Appoints the following Elected Member to the Belmont Business Advisory Group:
  - a) Cr \_\_\_\_\_ (Proxy Member)
5. Appoints the following Elected Member to the Cultural Diversity Advisory Group:
  - a) Cr \_\_\_\_\_ (Member)
6. Appoints the following Elected Member to the Public Art Advisory Panel:
  - a) Cr \_\_\_\_\_ (Proxy Member)
7. Appoints the following Elected Members and Officers to the WA Local Government Association East Metropolitan Zone:
  - a) Cr \_\_\_\_\_ (Proxy Voting Delegate)
  - b) Cr \_\_\_\_\_ (Proxy Voting Delegate)

## Amended Officer Recommendation

### Sessions moved, Sekulla seconded

That Council:

1. Appoints the following Elected Member to the Aboriginal Advisory Group:
  - a. Mayor Rossi (Member)
2. Appoints the following Elected Member to the Access and Inclusion Advisory Group:
  - b. Cr Carter (Proxy Member)
3. Appoints the following Elected Members to the Age Friendly Advisory Group:
  - a. Cr Ryan (Member)
  - b. Mayor Rossi (Proxy Member)
4. Appoints the following Elected Member to the Belmont Business Advisory Group:
  - a. Cr Carter (Proxy Member)
5. Appoints the following Elected Members to the Cultural Diversity Advisory Group:
  - a. Cr Sessions (Member)
  - b. Mayor Rossi (Proxy Member)
6. Appoints the following Elected Member to the Public Art Advisory Panel:
  - a. Cr Kulczycki (Proxy Member)
7. Appoints the following Elected Members to the WA Local Government Association East Metropolitan Zone:
  - a. Cr Sessions (Proxy Voting Delegate)
  - b. Cr Carter (Proxy Voting Delegate)

### Carried Unanimously 8 votes to 0

For: Carter, Kulczycki, Marks, Rossi, Ryan, Sekulla, Sessions and Vijay

Against: Nil

### Location

Not applicable.

### Consultation

There has been no specific consultation undertaken in respect to this matter.

## **Strategic Community Plan implications**

In accordance with the 2020 – 2040 Strategic Community Plan:

### **Goal 5: Responsible Belmont**

**Strategy:** 5.1 Support collaboration and partnerships to deliver key outcomes for our City.

**Strategy:** 5.6 Deliver effective, fair and transparent leadership and decision-making, reflective of community needs and aspirations.

## **Policy implications**

There are no policy implications associated with this report.

## **Statutory environment**

There are no specific statutory requirements in respect to this matter.

## **Background**

The appointment/nomination of Elected Members to various groups is undertaken following the Local Government Elections.

Some appointments were made at the 31 October 2023 Ordinary Council Meeting. Further appointments are required to fill the remaining positions available.

## **Report**

Appointments/nominations to other various Groups and Committees is required following the Local Government Elections. Information regarding the purpose, composition and other meeting information for each Group is set out in Attachment 12.6.1.

For information, the membership of those Groups for the period October 2021 to October 2023 are set out below:

### Aboriginal Advisory Group

Membership	Status	Proxy
Councillor	Cr Marks	N/A
Councillor	Cr Rossi	N/A
Officer	Chief Executive Officer	N/A
Officer	Manager Economic and Community Development	N/A
Officer	Coordinator Community and Cultural Engagement	N/A

### Access and Inclusion Advisory Group

Membership	Status	Proxy
Councillor	Cr Davis	Cr Bass (retired May 2023)
Officer	Manager Economic and Community Development	N/A
Officer	Coordinator Community and Cultural Engagement	N/A
Officer	Seniors and Disability Engagement Officer	N/A

### Age Friendly Advisory Group

Membership	Status	Proxy
Councillor	Cr Sessions	Cr Rossi
Officer	Manager Economic and Community Development	N/A
Officer	Coordinator Community and Cultural Engagement	N/A
Officer	Seniors and Disability Engagement Officer	N/A

### Belmont Business Advisory Group

Membership	Status	Proxy
Councillor	Cr Sekulla	Cr Davis
Councillor	Cr Ryan	Cr Marks
Officer	Director Development and Communities	N/A
Officer	Manager Economic and Community Development	N/A

## Cultural Diversity Advisory Group

Membership	Status	Proxy
Councillor	Cr Sessions	Cr Davis
Officer	Manager Economic and Community Development	N/A
Officer	Coordinator Community and Cultural Engagement	N/A
Officer	Cultural Engagement Officer	N/A

## Public Art Advisory Panel

Membership	Status	Proxy
Councillor	Cr Marks	Cr Rossi
Councillor	Cr Sessions	
Officer	Manager Library, Culture and Place	N/A
Officer	Manager Parks, Leisure and Environment	N/A
Officer	Coordinator Arts and Place	N/A
Officer	Parks Projects Coordinator	N/A
Officer	Arts Officer	N/A

## WA Local Government Association East Metropolitan Zone

Membership	Status	Proxy
Mayor*	Cr Marks*	N/A
Councillor**	Cr Sekulla**	Cr Ryan***
Councillor**	Cr Sessions**	

*\*Voting delegate at the WALGA AGM*

*\*\*Determination of the voting delegate and 1<sup>st</sup> Proxy voting delegate at the WALGA AGM will be by agreement of the two Councillors, in the event that no agreement can be reached, a decision on the voting delegate will be made by the Mayor*

*\*\*\*2<sup>nd</sup> Proxy voting delegate at the WALGA AGM*

On 17 August 2023 the East Metropolitan Zone resolved the following change to the number of delegates on the Zone:

## RESOLUTION

Moved: Cr Giorgia Johnson  
Seconded: Cr Catherine Ehrhardt

**That the East Metropolitan Zone supports the change in Zone membership by reducing its voting delegates from three to two Zone Delegates and two Deputy Zone Delegates from each member Local Government effective from the commencement of the first Zone meeting following the Ordinary Council Elections.**

**CARRIED**

There is no requirement for the Mayor to automatically be a delegate due to their role on Council, but can nominate or be nominated to be a voting or proxy voting delegate.

### Financial implications

There are no financial implications evident at this time.

### Environmental implications

There are no environmental implications associated with this report.

### Social implications

The City's community advisory groups provide the opportunity for community members to regularly meet with City staff and Elected Members to provide recommendations and feedback based on their lived experience to help guide the implementation of our community-based strategies.

There are a range of social implications associated with membership to these advisory groups including:

- Assisting in developing community capacity around leadership and civic participation.
- Increasing the perception of the City being responsive to community needs.
- Contributing to a community in which residents and stakeholders feel valued, included and listened to.

### Attachment details

Attachment No and title
1. Elected Member Representatives Other Groups [12.6.1 - 16 pages]

# CITY OF BELMONT Elected Member Representatives on Committees and Other Groups

Date of Publication

## City of Belmont

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# Other Committees and Groups

## Aboriginal Advisory Group

Membership	Status	Proxy
Councillor		N/A
Councillor		N/A
Officer	Chief Executive Officer	N/A
Officer	Manager Economic and Community Development	N/A
Officer	Coordinator Community and Cultural Engagement	N/A
Officer	Cultural Engagement Officer	N/A

### Purpose of Group

The Aboriginal Advisory Group (AAG) has been established to:

Provide strategic direction and leadership to ensure:

- a. a link between Council, the local government and the Belmont community.
- b. forums exist and community members and stakeholders are given the opportunity to assist in the development and implementation of the City's Aboriginal strategies and plans.
- c. primary focus is on issues which the Council has the ability (financially and legislatively) to address rather than issues which are the responsibility of Commonwealth or State Government Departments, the non-Government sector or other community groups. The Advisory Group may, however, provide information and advice on such issues if it considers the City has a role to play, as an advocate, partner or supporter.

### Meeting Information:

A minimum of three (3) meetings will be held per year and will be scheduled for two (2) hours unless prior agreement is made to extend a meeting for a specific purpose.

Meetings will be held at the City of Belmont Civic Centre, unless otherwise agreed to be held at an alternative community-based venue.

The annual calendar of meetings will be distributed to members by the City's relevant Administration Officer at the beginning of the calendar year.

Meetings may only be called by City of Belmont Officers and a City of Belmont Officer must be present.



## Access and Inclusion Advisory Group

Membership	Status	Proxy
Councillor		
Officer	Manager Economic and Community Development	N/A
Officer	Coordinator Community and Cultural Engagement	N/A
Officer	Seniors and Disability Engagement Officer	N/A

### Purpose of Group

The Access and Inclusion Advisory Group (AIAG) has been established to:

Provide strategic direction and leadership to ensure:

- a. a link between Council, the local government and the Belmont community.
- b. forums exist and community members and stakeholders are given the opportunity to assist in the development and implementation of the City’s Access and Inclusion Plan.
- c. primary focus is on issues which the Council has the ability (financially and legislatively) to address rather than issues which are the responsibility of Commonwealth or State Government Departments, the non-Government sector or other community groups. The Advisory Group may, however, provide information and advice on such issues if it considers the City has a role to play, as an advocate, partner or supporter.

### Meeting Information:

A minimum of three (3) meetings will be held per year and will be scheduled for two (2) hours unless prior agreement is made to extend a meeting for a specific purpose.

Meetings will be held at the City of Belmont Civic Centre, unless otherwise agreed to be held at an alternative community-based venue.

The annual calendar of meetings will be distributed to members by the City’s relevant Administration Officer at the beginning of the calendar year.

Meetings may only be called by City of Belmont Officers and a City of Belmont Officer must be present.



## Age Friendly Advisory Group

Membership	Status	Proxy
Councillor		
Officer	Manager Economic and Community Development	N/A
Officer	Coordinator Community and Cultural Engagement	N/A
Officer	Seniors and Disability Engagement Officer	N/A

### Purpose of Group

The Age-Friendly Advisory Group (AFAG) has been established to:

Provide strategic direction and leadership to ensure:

- a. a link between Council, the local government and the Belmont community.
- b. forums exist and community members and stakeholders are given the opportunity to assist in the development and implementation of the City’s Age-Friendly Belmont Plan.
- c. primary focus is on issues which the Council has the ability (financially and legislatively) to address rather than issues which are the responsibility of Commonwealth or State Government Departments, the non-Government sector or other community groups. The Advisory Group may, however, provide information and advice on such issues if it considers the City has a role to play, as an advocate, partner or supporter.

### Meeting Information:

A minimum of three (3) meetings will be held per year and will be scheduled for two (2) hours unless prior agreement is made to extend a meeting for a specific purpose. Meetings will be held at the City of Belmont Civic Centre, unless otherwise agreed to be held at an alternative community-based venue.

The annual calendar of meetings will be distributed to members by the City’s relevant Administration Officer at the beginning of the calendar year.

Meetings may only be called by City of Belmont Officers and a City of Belmont Officer must be present.

## Airport Consultative Environment and Sustainability Group

Membership	Status	Proxy
Councillor		
Officer	Coordinator Environment	N/A

### Purpose of Group

In keeping with Perth Airport Pty Ltd's (PAPL) vision and as stated within the *Perth Airport Environment Strategy* contained within the Perth Airport Master Plan 2020, the purpose of the Perth Airport Environmental Consultative Group is therefore to allow for the following:

- Meet quarterly
- Discuss topics related to environmental management of the Perth Airport Estate
- Discuss relevant updates
- Inform and discuss relevant updates on Perth Airport developments
- An opportunity for tenants to learn and work together to minimise environmental impacts of their operations, and to facilitate improved environmental outcomes.

### Meeting Information

A quarterly meeting schedule will be developed at the beginning of each calendar year. All meetings will be chaired by PAPL's Head of Approvals, Environment & Heritage and will be minuted by a PAPL representative.



## Belmont Business Advisory Group

Membership	Status	Proxy
Councillor		
Councillor		
Officer	Director Development and Communities	N/A
Officer	Manager Economic and Community Development	N/A

### Purpose of Group

The Belmont Business Advisory Group (BBAG) has been established to:

- Provide strategic direction and leadership to ensure:
  - a. a link between Council, the local government and the Belmont community.
  - b. forums exist and community members and stakeholders are given the opportunity to assist in the development and implementation of the City's Economic Development Strategy.
  - c. primary focus is on issues which the Council has the ability (financially and legislatively) to address rather than issues which are the responsibility of Commonwealth or State Government Departments, the non-Government sector or other community groups. The Advisory Group may, however, provide information and advice on such issues if it considers the City has a role to play, as an advocate, partner or supporter.

### Meeting Information

A minimum of three (3) meetings will be held per year and will be scheduled for two (2) hours unless prior agreement is made to extend a meeting for a specific purpose.

Meetings will be held at the City of Belmont Civic Centre, unless otherwise agreed to be held at an alternative community-based venue.

The annual calendar of meetings will be distributed to members by the City's relevant Administration Officer at the beginning of the calendar year.

Meetings may only be called by City of Belmont Officers and a City of Belmont Officer must be present.



## Belmont Retirement Villages Board of Management (Inc)

Membership	Status	Proxy
Mayor		
Councillor		
Officer	Chief Executive Officer	Director Corporate and Governance

### Purpose of Board

An incorporated body that has the responsibility of managing the entire operations of the Faulkner Park Retirement Estate. Funds earned in excess of the village’s long-term requirements are retained by Council ‘for the use and benefit of the aged persons of the City’.

The Association’s committee of management has two Councillors (historically the Mayor and the Presiding Member of the Community Vision Committee) and the Chief Executive Officer, plus designated community members; namely, one person representing each of the following categories: medical/aged care professional; finance sector; business sector; and prominent community identity.

Clause 8(1)(f) of the Belmont Retirement Villages Association Constitution provides the capacity for each of the City of Belmont delegates to be represented by a proxy.

### Meeting Information

Meetings are held approximately four times per year on the third Thursday of the relevant month at 4.30pm. Duration approximately 1-1.5 hours.



## Belmont Sister City Association (Inc)

Membership	Status	Proxy
Councillor		
Officer	Coordinator Community Development	N/A

### Purpose of Association

To promote the Sister City relationship that exists between the City of Belmont in Western Australia and its Sister City, the special ward of Adachi in Japan, and to increase public awareness of and community involvement in that relationship.

The key activities the City delivers under the relationship are exchange tours to and from Adachi, with annual student tours and less regular citizen exchange tours. These activities support achieving both strategic multicultural objectives and youth leadership development objectives.

The BSCA Terms of Reference identify that the representative member from Council on the BSCA travels to Adachi for the 10-day tours each January, so availability for this, and associated supporting tour preparation meetings and duties should be a consideration of Elected Members.

### Meeting Information

Meetings are held at the City of Belmont Civic Centre, 215 Wright Street, Cloverdale at 5.30pm on the second Wednesday of every second month. Duration of meeting is approximately 2 hours.

## Cultural Diversity Advisory Group

Membership	Status	Proxy
Councillor		
Officer	Manager Economic and Community Development	N/A
Officer	Coordinator Community and Cultural Engagement	N/A
Officer	Cultural Engagement Officer	N/A

### Purpose of Group

The Cultural Diversity Advisory Group (CDAG) has been established to:

- Provide strategic direction and leadership to ensure:
  - a. a link between Council, the local government and the Belmont community.
  - b. forums exist and community members and stakeholders are given the opportunity to assist in the development and implementation of the City's Multicultural Strategy 2020 and Beyond.
  - c. primary focus is on issues which the Council has the ability (financially and legislatively) to address rather than issues which are the responsibility of Commonwealth or State Government Departments, the non-Government sector or other community groups. The Advisory Group may, however, provide information and advice on such issues if it considers the City has a role to play, as an advocate, partner or supporter.

### Meeting Information

A minimum of three (3) meetings will be held per year and will be scheduled for two (2) hours unless prior agreement is made to extend a meeting for a specific purpose.

Meetings will be held at the City of Belmont Civic Centre, unless otherwise agreed to be held at an alternative community-based venue.

The annual calendar of meetings will be distributed to members by the City's relevant Administration Officer at the beginning of the calendar year.

Meetings may only be called by City of Belmont Officers and a City of Belmont Officer must be present.

## Metro Inner-South Joint Development Assessment Panel (JDAP)

Membership	Member*	Alternate Member**
Councillor	Cr *	Cr **
Councillor	Cr *	Cr **

\*Term from 26/01/2022 to 26/01/2024

\*\* Either Alternative Member may be called upon at the discretion of the Department of Planning.

### Purpose of Panel

Development Assessment Panels (DAPs) are panels comprising a mix of technical experts and local government representatives with the power to determine applications for development approvals in place of the relevant decision-making authority. The Metro Inner-South Joint DAP incorporates the local governments of Belmont, Canning, East Fremantle, Fremantle, Melville, South Perth, and Victoria Park.

### Meeting Information

All DAP meetings will be held in public and will be conducted in accordance with the Planning and Development (Development Assessment Panels) Regulations 2011, the DAP Code of Conduct and the DAP Standing Orders published by the Department of Planning, Lands and Heritage (DPLH). The DAP Secretariat, comprising officers of DPLH organise the DAP meeting where that application will be determined.

## Perth Airports Municipalities Group Inc (PAMG)

Membership	Status	Deputy Delegate
Delegate		
Chief Executive Officer*	Chief Executive Officer*	N/A
Officer*	EA to the Mayor and CEO*	N/A

\* Non-voting Member

### Purpose of Group

Providing a forum for open discussion, exchange of information and consultation between Local Governments, their local communities and metropolitan airports relating to on-airport, off-airport development or environmental issues which directly or indirectly impact on the community. Composed of 13 member councils the PAMG's purpose is:

- a. To provide a forum of meaningful discussion on issues which affect Metropolitan Airports and their environs
- b. To investigate, report and formulate recommendations in respect of matters affecting or likely to affect the development of Metropolitan Airports
- c. To monitor the use and environmental impact of Metropolitan Airports on neighbouring communities
- d. To advise relevant State and Federal ministers, State and Commonwealth government departments, Airport Noise Management Committees, Community Aviation Consultative Committees and the Owner/s of Perth and Jandakot airports on issues of major concern affecting airports and the surrounding communities
- e. To establish and maintain a strong partnering relationship with the Owner/s of Perth and Jandakot airports for the purpose of open and effective dialogue to identify, discuss, advise, research and seek proactive resolutions to issues affecting the airports and the immediate local community
- f. To provide a conduit and consultation mechanism for the expression of community views and a proper exchange of information with members of the community
- g. To consider all proposals affecting airport development and operations before policy decisions are made and before changes are effected in relevant legislation and regulations
- h. To liaise with the airport emergency procedures committees where necessary on matters involving emergency co-ordination and rescue response
- i. To pursue active participation on Australian Mayoral Aviation Council (AMAC) and such other bodies that may come into existence for the purpose of fostering participation in the development, use and monitoring the impact of airports
- j. To promote the economic benefits of civil aviation airports
- k. To liaise with local government on issues of concern to the community, and to provide a forum for discussion of planning and development issues affecting future communities close to the major municipal airports.



**Meeting Information:**

There are two ordinary meetings per annum plus an annual general meeting (coincides with an ordinary meeting). Meetings are generally held the first Wednesday of June and December. Meetings start at 5.30pm and conclude at 6.30pm with dinner held afterwards (commencing 6.30pm). Meetings are currently hosted by the City of Belmont.

## Public Art Advisory Panel

Membership	Status	Proxy
Councillor		
Councillor		
Officer	Manager Library, Culture and Place	N/A
Officer	Manager Parks, Leisure and Environment	N/A
Officer	Coordinator Arts and Place	N/A
Officer	Parks Projects Coordinator	N/A
Officer	Arts Officer	N/A

### Purpose of Panel

The purpose of the Public Art Advisory Panel (the Panel) is to provide a formal mechanism for Council to consult with key stakeholders, seek specialist advice in the growth and development of public art in the City of Belmont.

In particular, it will provide advice to Council on issues relating to public art and make recommendations on public art commissions in accordance with the current 'Public Art Directions and Masterplan or similar strategy/policy'.

### Meeting Information

Meetings are to be scheduled on the first Wednesday or Thursday of the month as required.



## WA Local Government Association East Metropolitan Zone

Membership	Status	Proxy
Councillor*	Cr	Cr
Councillor*	Cr	Cr

\*Voting delegate at the WALGA AGM

\*\* Proxy voting delegate at the WALGA AGM

### Purpose of Zone

A designated zone (which incorporates the local governments of Belmont, Bassendean, Bayswater, Kalamunda, Mundaring and Swan) of the Local Government Association that has input into the Western Australian Local Government Association agenda. The Western Australian Local Government Association is the peak representative body for the state's local governments.

### Meeting Information

Meetings are held five times per year at the City of Belmont, commencing at 6.30pm. Meeting duration approximately 2 hours.

## 12.7 Accounts for Payment - October 2023

Voting Requirement	:	Simple Majority
Subject Index	:	54/007-Creditors-Payment Authorisations
Location/Property Index	:	N/A
Application Index	:	N/A
Disclosure of any Interest	:	NIL
Previous Items	:	N/A
Applicant	:	N/A
Owner	:	Surpreet Kaur
Responsible Division	:	Corporate and Governance

### Council role

**Executive** The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

### Purpose of report

To present to Council the list of expenditure paid for the period 1 October 2023 to 31 October 2023 under delegated authority.

### Summary and key issues

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

### Officer Recommendation

That the Authorised Payment Listing for October 2023 as provided under Attachment 12.7.1 be received.

**Officer Recommendation adopted en bloc by Absolute Majority - Refer to Resolution appearing at Item 12.**

## Location

Not applicable.

## Consultation

There has been no specific consultation undertaken in respect to this matter.

## Strategic Community Plan implications

In accordance with the 2020 – 2040 Strategic Community Plan:

### Goal 5: Responsible Belmont

**Strategy:** 5.2 Manage the City's assets and financial resources in a responsible manner and provide the best possible services for the community

**Strategy:** 5.6 Deliver effective, fair and transparent leadership and decision-making, reflective of community needs and aspirations

## Policy implications

There are no policy implications associated with this report.

## Statutory environment

Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* states:

“If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared:

- (a) the payee's name;
- (b) the amount of the payment;
- (c) the date of the payment; and
- (d) sufficient information to identify the transaction.”

(3) A list prepared under sub regulation (1) is to be presented to Council at the next ordinary meeting of Council after the list is prepared; and recorded in the minutes of that meeting.

Regulation 13A of the *Local Government (Financial Management) Regulations 1996* effective from 1 September 2023 states:

- (1) If a local government has authorised an employee to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month showing the following for each payment made since the last such list was prepared —
  - (a) the payee’s name;
  - (b) the amount of the payment;
  - (c) the date of the payment;
  - (d) sufficient information to identify the payment.
- (2) A list prepared under subregulation (1) must be —
  - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
  - (b) recorded in the minutes of that meeting.

## Background

Council has delegated to the Chief Executive Officer under Delegation 1.1.18 to make payment from the Municipal and Trust Fund account. In accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, where this power has been delegated, a list of payments each month is to be compiled and presented to Council.

## Report

The following summary of payments are recommended for confirmation and endorsement.

Payment type	Payment reference	\$
<b>Municipal Fund Cheques</b>	788871,788873	1,922.68
<b>Municipal Fund EFTs</b>	EF086644-EF086958	6,543,237.08
<b>Municipal Fund Payroll</b>	October 2023	1,978,966.08
<b>Trust Fund EFT</b>	EF086776-EF086777	10,174.05
<b>Total Payments for October 2023</b>		<b>8,534,299.89</b>

A copy of the Authorised Payment Listing is included as Attachment 12.8.1.

## Financial implications

All expenditure included in the Authorised Payment Listing is in accordance with Council's Annual budget.

## Environmental implications

There are no environmental implications associated with this report.

## Social implications

There are no social implications associated with this report.

## Attachment details

Attachment No. and title
1. October 2023 payments [12.7.1 - 8 pages]

# Attachment 12.7.1 October 2023 payments



City of Belmont					
Accounts for Payment - October 2023					Compiled : 31/10/23 16:56
Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
<b>Contractors</b>					
EF086644	06/10/23	00163	Bayswater Fire Protection	\$1,411.58	Fire Equipment/Service
EF086648	06/10/23	00390	Landgate	\$5,316.49	Title Searches Fees
EF086649	06/10/23	00412	Dowsing Group Pty Ltd	\$20,624.14	Concrete Contractor-Profiling and Concrete Various Locations
EF086650	06/10/23	00491	Fujifilm Business Innovation Australia	\$122.34	Photocopy Expenses
EF086651	06/10/23	00608	Programmed Skilled Workforce Ltd	\$9,601.74	Labour/Personnel Hire
EF086652	06/10/23	01002	RAC Businesswise Vehicle Breakdowns	\$476.00	Plant Parts & Repairs
EF086655	06/10/23	01411	Award Irrigation Pty Ltd - Award Contracting	\$1,650.00	Reticulation Installation
EF086656	06/10/23	01499	Porter Consulting Engineers	\$687.50	Professional Fees - Design Wilson Park
EF086658	06/10/23	01712	Donegan Enterprises Pty Ltd	\$858.00	Various Parks Repairs and Maintenance
EF086659	06/10/23	01831	Mow Master Turf Equipment	\$210.00	Plant Parts & Repairs
EF086661	06/10/23	02234	Blackwell and Associates Pty Ltd	\$780.00	Professional Fees - Planning
EF086663	06/10/23	02303	Ultimo Catering and Events	\$1,696.00	Catering/Catering Supplies
EF086664	06/10/23	02370	Aha! Consulting	\$2,090.00	Professional Fees - Marketing Engagement Methods
EF086665	06/10/23	02844	Chandler Macleod Group Ltd	\$2,581.67	Labour/Personnel Hire
EF086667	06/10/23	03498	Talis Consultants Pty Ltd	\$12,060.00	Professional Fees - Design
EF086668	06/10/23	03593	Philip Swain	\$1,000.45	Labour/Personnel Hire
EF086670	06/10/23	04131	Total Green Recycling Pty Ltd	\$215.93	Rubbish Removals
EF086671	06/10/23	04301	Michael Page - Page Personnel	\$506.97	Labour/Personnel Hire
EF086672	06/10/23	04391	Lifeskills Australia	\$209.00	Professional Fees - Analysis
EF086675	06/10/23	04579	Mills Recruitment	\$7,704.03	Labour/Personnel Hire
EF086677	06/10/23	05344	Veolia Recycling and Recovery Pty Ltd (Previously Suez)	\$483,731.18	Rubbish Removals
EF086678	06/10/23	05547	FE Technologies Pty Ltd	\$23,921.92	Computer Hardware Maintenance-Annual Maintenance 2023-2024
EF086679	06/10/23	05579	Mark C Evans - Mark Photography	\$677.00	Photography for ROLA Awards
EF086680	06/10/23	05623	Tree Planting and Watering - Baroness Holdings	\$20,775.14	Tree watering services
EF086682	06/10/23	05809	Specialized Cleaning Group t/as Clean Sweep	\$9,497.40	Plant/Equipment Hire
EF086683	06/10/23	05840	Commercial Aquatics Australia Pty Ltd	\$1,837.00	Spa Replacement - Belmont Oasis
EF086684	06/10/23	05911	Cherished Cherubs Pty Ltd	\$564.00	Music/Entertainment Expenses-Food Sensation Program
EF086685	06/10/23	05923	Hudson Global Resources (Aust) Pty Ltd	\$29,700.00	Labour/Personnel Hire
EF086686	06/10/23	06284	Talent International	\$4,723.88	Labour/Personnel Hire
EF086687	06/10/23	06325	StemSmart	\$4,158.00	School Coding Program
EF086688	06/10/23	06334	Foodbank WA	\$5,500.00	Community Nutrition Classes
EF086689	06/10/23	06345	SoCo Studios - Travis Hayto Photography	\$1,402.50	Photography/Framing Expenses - Art Awards 2023
EF086691	06/10/23	06438	Marketlife Pty Ltd T/As Erin Madeley Consulting	\$4,378.00	Consulting Fee- Community Market
EF086692	06/10/23	06461	Kristy Nita Brown	\$625.00	Creative Writing Workshop
EF086693	06/10/23	06479	Designcase Pty Ltd	\$8,552.50	Designcase Showcase
EF086694	06/10/23	06491	Crisdale Recruitment Group	\$2,544.17	Labour/Personnel Hire
EF086695	06/10/23	06544	CI2 Computing	\$1,188.00	Computer Hardware Maintenance
EF086696	06/10/23	06580	Omnicom Media Group	\$2,421.28	Advertising
EF086697	06/10/23	06642	Event Artillery Pty Ltd	\$2,742.60	Furniture
EF086778	13/10/23	00118	Australia Post	\$2,459.91	Postage
EF086780	13/10/23	00230	Jackson McDonald	\$14,726.25	Legal Expenses
EF086783	13/10/23	00294	City of Canning	\$1,800.00	Rubbish Removals
EF086785	13/10/23	00608	Programmed Skilled Workforce Ltd	\$3,240.18	Labour/Personnel Hire
EF086786	13/10/23	00707	LoGo Appointments	\$7,319.61	Labour/Personnel Hire
EF086787	13/10/23	00989	PAV Perth Audiovisual - Royal Pride Pty Ltd	\$6,894.42	Plant/Equipment Hire
EF086790	13/10/23	01243	WARP Pty Ltd	\$1,871.17	Traffic Control-Variou Locations
EF086795	13/10/23	01318	Flexi Staff Group Pty Ltd	\$403.48	Labour/Personnel Hire
EF086796	13/10/23	01393	Comestibles	\$14,663.00	Catering/Catering Supplies-Art Awrds
EF086799	13/10/23	01714	Total Eden Pty Ltd - Nutrien Water	\$263.68	Reticulation Parts & Repairs
EF086800	13/10/23	02207	Wilson Security	\$1,283.92	Security Services
EF086801	13/10/23	02210	Macri Partners	\$3,740.00	Audit Fee
EF086802	13/10/23	02303	Ultimo Catering and Events	\$818.00	Catering/Catering Supplies-Council Dinner
EF086803	13/10/23	02589	Zenien	\$8,529.68	Security Services
EF086806	13/10/23	02844	Chandler Macleod Group Ltd	\$4,936.51	Labour/Personnel Hire
EF086809	13/10/23	03194	Datatel Electrical and Communications	\$17,820.75	Data cabelling - Belmont Hub
EF086810	13/10/23	03419	Gott Health	\$550.00	Community Exercise Classes
EF086811	13/10/23	03504	Classic Tree Services	\$21,682.66	Tree Pruning Within CoB
EF086813	13/10/23	03941	Metro Bee Services	\$165.00	Bee Removal
EF086814	13/10/23	04301	Michael Page - Page Personnel	\$3,749.82	Labour/Personnel Hire
EF086815	13/10/23	04302	Southern Cross Housing Ltd	\$14,035.48	Independent Living Units Management
EF086817	13/10/23	04723	Future Logic	\$5,304.11	Computer Software Maintenance-Restoring Digital Services
EF086820	13/10/23	05016	Cyclus Pty Ltd	\$206.80	Labour/Personnel Hire
EF086821	13/10/23	05137	Practical Products Pty Ltd	\$548.90	Catering/Catering Supplies
EF086822	13/10/23	05252	AAAC Towing Pty Ltd	\$411.40	Towing Vehicles
EF086823	13/10/23	05283	IRP Pty Ltd	\$15,679.84	Labour/Personnel Hire
EF086824	13/10/23	05336	West-Sure Group Pty Ltd	\$512.60	Security Services

# Attachment 12.7.1 October 2023 payments

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF086825	13/10/23	05344	Veolia Recycling and Recovery Pty Ltd (Previously Suez)	\$13,737.33	Rubbish Removals
EF086827	13/10/23	05493	Daphn	\$1,897.50	Computer Software Maintenance-Website Support
EF086828	13/10/23	05692	Newground Water Services Pty Ltd	\$92,964.85	Reticulation Installation-Variou Locations
EF086829	13/10/23	05855	Rock-n Boptots - Candice Watson	\$300.00	Library-Entertainment Expense - Music and Movement
EF086830	13/10/23	05887	1Spatial Australia Pty Ltd	\$16,500.00	FME Local Government Subscription
EF086831	13/10/23	05911	Cherished Cherubs Pty Ltd	\$564.00	Music/Entertainment Expenses-Food Sensation Program
EF086832	13/10/23	06031	Williams Creative Company PL tas Proof The Band	\$1,567.50	Music/Entertainment Expenses-Lets Celebrate Belmont Fair
EF086833	13/10/23	06094	Boyan Electrical Services	\$17,316.20	Electrical Contractor
EF086834	13/10/23	06126	Maintenance Experts Pty Ltd	\$1,815.00	Computer Software Maintenance
EF086835	13/10/23	06160	SEEK Limited	\$3,270.96	Advertising
EF086838	13/10/23	06362	Marjan Partitions Pty Ltd t/as M & M Interiors	\$401.50	Building Construction-Maintenance
EF086840	13/10/23	06389	Netstar Australia Pty Ltd	\$1,217.70	Security Services-Tracking Units
EF086841	13/10/23	06422	Art Display Hire	\$1,936.00	Art Awards/Exhibition
EF086844	13/10/23	06470	Business Aspect Group Pty Ltd	\$74,624.00	Computer Software Maintenance-IT Strategy
EF086845	13/10/23	06491	Crisdale Recruitment Group	\$3,797.81	Labour/Personnel Hire
EF086846	13/10/23	06511	The Trustee for Osborne Truck Rentals T/A Europcar WA	\$500.00	Plant/Equipment Hire
EF086847	13/10/23	06548	Brett Collard	\$700.00	Welcome to County-Mayoral Dinner
EF086848	13/10/23	06572	Laetitia Wilson	\$350.00	Art Awards/Exhibition Judging
EF086849	13/10/23	06608	Robert Walters Pty Ltd	\$4,803.92	Labour/Personnel Hire
EF086851	13/10/23	06617	Paul Rowe	\$400.00	Art Awards/Exhibition-MC
EF086805	13/10/23	02685	SLR Consulting Australia Pty Ltd	\$1,859.00	Asbestos Management Plan Review
EF086863	20/10/23	00394	Child & Adolescent Health Service - Dept of Health WA	\$721.86	Immunisation Expenses
EF086864	20/10/23	00608	Programmed Skilled Workforce Ltd	\$3,539.62	Labour/Personnel Hire
EF086866	20/10/23	00707	LoGo Appointments	\$1,926.21	Labour/Personnel Hire
EF086867	20/10/23	01243	WARP Pty Ltd	\$1,049.74	Traffic Control-Variou Locations
EF086872	20/10/23	01772	Data3 Limited	\$7,372.20	Computer Software Maintenance-Gateway Subscription License
EF086873	20/10/23	02303	Ultimo Catering and Events	\$689.00	Catering/Catering Supplies-Council Dinner
EF086876	20/10/23	02672	Ruah Community Services	\$16,962.73	Preventive Domestic Violence Services
EF086877	20/10/23	02844	Chandler Macleod Group Ltd	\$2,510.49	Labour/Personnel Hire
EF086878	20/10/23	03599	Donald Cant Watts Corke (WA) Pty Ltd	\$3,542.00	Professional Fees - Building-Variation 2 - Project Superintendent Aug
EF086879	20/10/23	03923	Rebecca Jane Flanagan	\$395.00	Library-Entertainment Expense - Storytelling
EF086880	20/10/23	04120	Randstad Pty Ltd	\$9,371.85	Labour/Personnel Hire
EF086881	20/10/23	04579	Mills Recruitment	\$8,987.59	Labour/Personnel Hire
EF086882	20/10/23	04963	Centigrade	\$143.69	Airconditioning/Refrigeration Maintenance
EF086884	20/10/23	05237	Crown Perth	\$9,300.00	Deposit for Christmas function
EF086885	20/10/23	05283	IRP Pty Ltd	\$4,322.56	Labour/Personnel Hire
EF086886	20/10/23	05555	The Organising School	\$400.00	Library-Entertainment Expense - Declutter talk
EF086887	20/10/23	05642	Steve's Sand Sifting for Playground Services	\$1,149.50	Sand Sifting-Variou Parks
EF086888	20/10/23	05771	AlSCO Pty Ltd	\$188.17	Cleaning Services
EF086889	20/10/23	05892	Frontline Interiors	\$4,055.70	Building Maintenance-Cabinet RSL Belmont
EF086890	20/10/23	05923	Hudson Global Resources (Aust) Pty Ltd	\$13,041.60	Labour/Personnel Hire
EF086891	20/10/23	05944	Delron Cleaning Pty Ltd - Ventia	\$97.99	Cleaning Services
EF086892	20/10/23	06031	Williams Creative Company PL tas Proof The Band	\$2,529.45	Photo Booth-Civic Dinner
EF086893	20/10/23	06126	Maintenance Experts Pty Ltd	\$1,815.00	Computer Software Maintenance
EF086894	20/10/23	06188	Cannington Retravision	\$470.80	Electrical Goods
EF086895	20/10/23	06362	Marjan Partitions Pty Ltd t/as M & M Interiors	\$2,733.50	Building Construction-Maintenance
EF086897	20/10/23	06479	Designcase Pty Ltd	\$8,552.50	Designcase Showcase
EF086898	20/10/23	06523	Premier Services Australia Pty Ltd	\$3,779.60	Building Maintenance
EF086899	20/10/23	06592	Grosvenor Engineering Group	\$6,980.97	Electrical Contractor
EF086916	27/10/23	00230	Jackson McDonald	\$1,593.90	Legal Expenses
EF086918	27/10/23	00390	Landgate	\$201.34	Title Searches Fees
EF086921	27/10/23	02050	Austraffica WA	\$1,007.60	Traffic Count Survey- Variou Locations
EF086922	27/10/23	02568	Freiberg Office Solutions Pty Ltd	\$15,443.00	Supply and Install Zone Screens
EF086923	27/10/23	02614	Monsterball Amusements & Hire	\$780.00	Plant/Equipment Hire - Volunteer function
EF086925	27/10/23	04137	Greive Panelbeaters	\$1,000.00	Plant Parts & Repairs
EF086926	27/10/23	04400	The Freedom Fairies	\$1,188.00	Music/Entertainment Expenses-Children's Week
EF086928	27/10/23	05133	Nami Osaki t/as namisartroom	\$500.00	Library-Entertainment Expense-Art Workshop
EF086929	27/10/23	06146	SpacetoCo Pty Ltd	\$1,980.00	Computer Software Maintenance
EF086930	27/10/23	06176	Site Environmental and Remediation Services	\$1,980.00	Building Maintenance-Water Sampling
EF086931	27/10/23	06522	Kieran Togher T/as Toppo Digital	\$3,217.50	Gis Consulting Aug23
EF086932	27/10/23	06528	Diplomatik Pty Ltd	\$3,742.31	Professional Fees - Recruitment Services
EF086934	27/10/23	06689	Holborne Lenhoff Massey	\$2,500.00	Legal Expenses
EF086942	31/10/23	00295	Capital Recycling	\$12,284.14	Rubbish Removals
EF086943	31/10/23	00390	Landgate	\$533.59	Title Searches Fees
EF086944	31/10/23	00412	Dowsing Group Pty Ltd	\$19,497.42	Concrete Contractor-Profiling and Concrete Variou Locations
EF086945	31/10/23	00491	Fujifilm Business Innovation Australia	\$86.30	Photocopy Expenses
EF086946	31/10/23	00585	Hydroquip Pumps	\$27,183.20	Bore Drilling/ Maintenance-Variou Parks
EF086947	31/10/23	00608	Programmed Skilled Workforce Ltd	\$493.52	Labour/Personnel Hire
EF086948	31/10/23	00726	T-Quip	\$1,118.87	Plant Parts & Repairs
EF086949	31/10/23	00736	McLeods	\$650.98	Legal Expenses
EF086951	31/10/23	01138	E & M J Roshier Pty Ltd	\$59.24	Plant Parts & Repairs

# Attachment 12.7.1 October 2023 payments

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF086952	31/10/23	01237	Wren Oil	\$49.50	Rubbish Removals
EF086953	31/10/23	01243	WARP Pty Ltd	\$24,950.00	Traffic Control-Variou Locations
EF086954	31/10/23	01393	Comestibles	\$2,930.00	Catering/Catering Supplies-Art Awrds
EF086956	31/10/23	01507	The Pressure King	\$14,765.07	Graffiti Removal
EF086957	31/10/23	01712	Donegan Enterprises Pty Ltd	\$6,402.00	Various Parks Repairs and Maintenance
EF086959	31/10/23	01731	Charter Plumbing and Gas	\$13,744.58	Plumbing Maintenance/Supplies
EF086961	31/10/23	02425	Prestige Alarms	\$3,996.30	Security Services
EF086963	31/10/23	02589	Zenien	\$10,365.60	Security Services
EF086966	31/10/23	03504	Classic Tree Services	\$10,636.80	Tree Pruning Within CoB
EF086967	31/10/23	04105	Cleanflow Environmental Solutions	\$4,367.28	Drainage Maintenance
EF086968	31/10/23	04565	Heritage Conservation Solutions - Dr Ian MacLeod	\$1,091.20	Professional Fees - Analysis Hampton Cheeses
EF086970	31/10/23	04963	Centigrade	\$6,359.14	Airconditioning/Refrigeration Maintenance
EF086971	31/10/23	04974	Turf Care WA Pty Ltd	\$16,069.22	Gardening Contractor
EF086972	31/10/23	05252	AAAC Towing Pty Ltd	\$2,403.50	Towing Vehicles
EF086973	31/10/23	05344	Veolia Recycling and Recovery Pty Ltd (Previously Suez)	\$213,553.73	Rubbish removal
EF086974	31/10/23	05523	Go Doors Pty Ltd	\$5,419.50	Building Maintenance-Variou Locations
EF086975	31/10/23	05692	Newground Water Services Pty Ltd	\$132,674.85	Reticulation Installation-Variou Locations
EF086977	31/10/23	05944	Delron Cleaning Pty Ltd - Ventia	\$96,412.04	Cleaning Services
EF086979	31/10/23	06094	Boyan Electrical Services	\$47,021.56	Electrical Contractor - light installation
EF086980	31/10/23	06276	Efficient Site Services (WA)	\$11,440.00	Gardening Maintenance
EF086981	31/10/23	06293	Freo Fire Maintenance Services Pty Ltd	\$2,956.81	Fire Equipment/Service
EF086982	31/10/23	06304	Prestige Property Maintenance	\$2,959.55	Building Maintenance Bowling Green Temporary Fencing
EF086983	31/10/23	06414	Complete Glass & Glazing Services	\$407.00	The Glass House-Glass Replacement
<b>Contractors Total</b>				<b>\$1,917,527.31</b>	
<b>Councillor Payments</b>					
EF086920	27/10/23	01520	Stephen Wolff	\$2,080.60	Councillor Sitting Fee
<b>Councillor Payments Total</b>				<b>\$2,080.60</b>	
<b>Credit Card 1008</b>					
EF086913	24/10/23	03526	Google	\$9.24	Subscription
EF086913	24/10/23	03526	Coles Supermarkets Aust Pty Ltd	\$207.00	Supplies
EF086913	24/10/23	03526	AGL Sales	\$1,476.02	CBA Disputed Amount
EF086913	24/10/23	03526	EB Psychological Safe	\$165.00	Registration-Psychological Safety Event
EF086913	24/10/23	03526	EB Working with Local	\$198.00	Registration-Working with LG to end Homelessness
EF086913	24/10/23	03526	Qantas Airways	\$1,890.60	Flights-Sister Cities Australia Conference
EF086913	24/10/23	03526	Walga	\$85.50	Registration- WALGA Planning Showcase
EF086913	24/10/23	03526	Planning Institute of Barton ACT	\$253.00	Nomination Fee-2023 WA Awards
EF086913	24/10/23	03526	Try Booking	(\$1,500.00)	Registration-Sister Cities Australia Refund
EF086913	24/10/23	03526	Try Booking	\$1,501.50	Registration-Sister Cities Australia
<b>Credit Card 1008 Total</b>				<b>\$4,285.86</b>	
<b>Credit Card 2977</b>					
EF086914	24/10/23	06342	Google	\$2,000.00	Advertising
EF086914	24/10/23	06342	LinkedIn	\$472.63	Advertising
EF086914	24/10/23	06342	Facebook	\$3,210.07	Advertising
EF086914	24/10/23	06342	Twilio	\$32.15	Subscription
EF086914	24/10/23	06342	Adobe	\$39.59	Subscription
EF086914	24/10/23	06342	Microsoft	\$1,636.33	Subscription
EF086914	24/10/23	06342	Campaign Monitor	\$1,373.90	Subscription
EF086914	24/10/23	06342	Paddle Net - Link Checker	\$33.87	Subscription
EF086914	24/10/23	06342	News Ltd	\$28.00	Subscription
EF086914	24/10/23	06342	Remix Summits	\$825.00	Training
EF086914	24/10/23	06342	WANEWSDTI	\$66.46	Subscription
EF086914	24/10/23	06342	GRRENVELOPE	\$385.00	Subscription
<b>Credit Card 2977 Total</b>				<b>\$10,103.00</b>	
<b>Credit Card 4739</b>					
EF086915	24/10/23	06409	Public Sector Network	\$889.80	Training Registration
EF086915	24/10/23	06409	Company Director	\$660.00	Membership
EF086915	24/10/23	06409	Google	\$9.24	Subscription
EF086915	24/10/23	06409	CPP Convention	\$24.23	Parking
<b>Credit Card 4739 Total</b>				<b>\$1,583.27</b>	
<b>Fuels and Utilities</b>					
EF086647	06/10/23	00323	John Christie	\$141.00	Phone/Internet expenses
EF086653	06/10/23	01252	Water Corporation	\$5,521.71	Water, Annual & Excess
EF086654	06/10/23	01274	Synergy	\$51,146.05	Light, Power, Gas
EF086793	13/10/23	01274	Synergy	\$5,088.06	Light, Power, Gas
EF086804	13/10/23	02631	Ampol - Caltex	\$19,663.61	Fuel, Oil, Additives
EF086812	13/10/23	03592	Steven Harling	\$61.22	Fuel, Oil, Additives
EF086842	13/10/23	06424	Telstra Limited	\$3,928.90	Phone/Internet expenses
EF086860	20/10/23	00042	Alinta Energy	\$2,188.75	Light, Power, Gas
EF086868	20/10/23	01252	Water Corporation	\$19,168.41	Water, Annual & Excess
EF086870	20/10/23	01274	Synergy	\$2,832.09	Light, Power, Gas
EF086896	20/10/23	06424	Telstra Limited	\$13,479.46	Phone/Internet expenses

# Attachment 12.7.1 October 2023 payments

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF086941	31/10/23	00042	Alinta Energy	\$3,513.90	Light, Power, Gas
EF086950	31/10/23	00788	Motorcharge 8476-Liberty Fuel	\$33.59	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 7988- 7 Eleven Lansdale	\$240.61	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 3438-Coles Express Cloverdale	\$379.71	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 7903-BP Canning vale	\$189.81	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 3573-Better Choice Stratton	\$153.92	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 9738-7 Eleven Balcatta	\$262.68	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 1086-Ampol Murdoch	\$119.97	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 4538-Vibe Bassendean	\$124.03	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 3516-BP Express Carlisle	\$357.15	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 5651-Ampol Mundaring	\$115.98	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 0318-Coles Express Cloverdale	\$367.14	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 3660-Ampol Applecross	\$91.40	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 5341-BP Crystal Brooke	\$155.63	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 5015-BP Baldivis	\$205.76	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 9388-Ampol Willetton	\$79.62	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 6760-Vibe Nollamara	\$156.97	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 3615-Coles Express Cloverdale	\$149.15	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 2505-Coles Express Cloverdale	\$156.01	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 0659-Caltex Mount Lawley	\$301.05	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 9009-BP Huntingdale	\$139.41	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 9586-Coles Express Southern River	\$291.49	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 0844- BP Baldivis	\$273.22	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 9617-Ampol Rivervale	\$114.62	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 8437- Ampol Bentley	\$110.64	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 0884-Ampol Murdoch	\$382.34	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 6324-7 Eleven Kelmscott	\$128.32	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 8183-Coles Express Cloverdale	\$278.02	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 0485-Coles Express Bayswater	\$173.49	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 1370-Ampol Forrestdale	\$351.84	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 1383-Coles Express Cloverdale	\$107.02	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 7576-Shell Denmark	\$374.14	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 8364-EG Fuel Greenwood	\$250.48	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 6207-Coles Express Cloverdale	\$151.05	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 2965-Caltex Guilford	\$64.73	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 3990-Ampol Albany	\$108.61	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 3412- BP Bibra lake	\$155.89	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 8862-Caltex Yokine	\$124.92	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 3786-Coles Express Duncraig	\$238.91	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 6034-BP Express Carlisle	\$69.43	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 0158-BP Express Carlisle	\$114.40	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 8207-BP Express Carlisle	\$127.23	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 3563-Ampol Bentley	\$149.16	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 2554- Shell Gidgegannup	\$47.89	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 7352-Caltex Midvale	\$448.63	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 5001-BP Express Carlisle	\$89.30	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 9721-BP Welshpool	\$439.33	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 6497-Ampol Forrest HWY	\$206.38	Fuel, Oil, Additives
EF086950	31/10/23	00788	Motorcharge 4418- Night owl Redcliffe	\$142.09	Fuel, Oil, Additives
EF086962	31/10/23	02471	Western Power	\$2,427.85	Light, Power, Gas
EF086984	31/10/23	06707	Motorcharge 0085-Coles Express Perth	\$162.28	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 0591-BP Express Carlisle	\$203.97	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 8922-Puma energy Dianella	\$95.01	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 9327-BP Welshpool	\$141.25	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 2466-BP Bibra lake	\$118.85	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 5578-Coles Express Cloverdale	\$162.63	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 5523-BP Kelmscott	\$166.19	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 4232-Coles Express Cloverdale	\$80.25	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 1411-7 Eleven Carlisle	\$81.02	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 1661-BP Connect Thompsons Lake	\$500.57	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 2823-Coles Express Cloverdale	\$126.64	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 1178-ampol Scarborough	\$91.97	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 5974-Atlas Fuel Ascot	\$82.94	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 7657-7 Eleven Kelmscott	\$112.37	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 2681-Coles Express Cloverdale	\$98.91	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 7994-Coles Express Cloverdale	\$118.59	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 3289-Caltex Welshpool	\$357.24	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 5561-BP Express Carlisle	\$132.53	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 5818-7 Eleven Lansdale	\$177.79	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 1893-Caltex Mundaring	\$196.47	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 3239-Coles Express Cloverdale	\$107.87	Fuel, Oil, Additives

## Attachment 12.7.1 October 2023 payments

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF086984	31/10/23	06707	Motorcharge 5173-Coles Express Cloverdale	\$469.39	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 3748-BP Connect Kwinana	\$236.05	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 2710-BP Bull Creek	\$125.17	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 9603-Coles Express Cloverdale	\$116.43	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 6284-Caltex Mount Lawley	\$132.76	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 9357-Ampol Forrestdale	\$169.76	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 1615-Coles Express Cloverdale	\$88.12	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 3839-Ampol Belmont	\$118.32	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 4361-Liberty Gosnells	\$241.61	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 6390-Ampol Bentley	\$60.42	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 4201-EG Fuleco Greenwood	\$90.41	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 7786-Caltex Joondalup	\$201.72	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 5997-BP Cannington	\$258.82	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 4031-Coles Express Bayswater	\$125.24	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 0034-Coles Express Bull creek	\$122.45	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 0091-Ampol Applecross	\$78.42	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 4565-Ampol Willetton	\$109.43	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 3741-BP Express Carlisle	\$104.67	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 0327-Ampol Belmont	\$73.83	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 7033-BP Express Carlisle	\$248.33	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 5317-Coles Express Cloverdale	\$57.72	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 6117-Ampol Bentley	\$166.63	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 4903-Puma Belmont	\$86.33	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 4060-7 Eleven Morley	\$81.92	Fuel, Oil, Additives
EF086984	31/10/23	06707	Motorcharge 3142-Coles Express Banksia Grove	\$267.80	Fuel, Oil, Additives
			<b>Fuels and Utilities Total</b>	<b>\$145,601.26</b>	
			<b>Materials</b>		
EF086645	06/10/23	00185	Benara Nurseries	\$8,357.36	Gardening - Assorted Tress
EF086646	06/10/23	00317	Coles Supermarkets Aust Pty Ltd	\$326.51	Groceries
EF086660	06/10/23	02139	Ulverscroft Large Print Books Ltd	\$569.16	Books/CDs/DVDs
EF086666	06/10/23	02862	James Bennett Pty Ltd	\$538.65	Books/CDs/DVDs
EF086673	06/10/23	04394	JB Hi-Fi Belmont Forum - Library purchases	\$677.32	Books/CDs/DVDs
EF086674	06/10/23	04491	Woolworths Group - Functions/Catering only	\$114.58	Groceries
EF086676	06/10/23	05011	Bullet Produce (was WA Fresh)	\$433.50	Groceries
EF086681	06/10/23	05770	Kwik Kopy Perth CBD	\$236.50	Stationery & Printing
EF086690	06/10/23	06385	Belmont Liquor Store (Cellarbrations at Belmont)	\$313.00	Beverages-Art Awards
EF086779	13/10/23	00185	Benara Nurseries	\$14,954.50	Gardening - Assorted Tress
EF086781	13/10/23	00231	Bunnings Group Ltd	\$499.05	Hardware
EF086784	13/10/23	00317	Coles Supermarkets Aust Pty Ltd	\$354.54	Groceries
EF086788	13/10/23	01066	Snap Belmont - Belsnap Pty Ltd	\$242.00	Stationery & Printing
EF086791	13/10/23	01265	Westbooks	\$648.33	Books/CDs/DVDs
EF086792	13/10/23	01266	Westcare Incorporated	\$356.07	Safety Clothing/Equipment
EF086797	13/10/23	01398	Winc Australia Pty Ltd	\$506.11	Stationery & Printing
EF086807	13/10/23	02862	James Bennett Pty Ltd	\$992.20	Books/CDs/DVDs
EF086816	13/10/23	04471	Booktopia	\$28.26	Books/CDs/DVDs
EF086818	13/10/23	04763	Merchandising Libraries Pty Ltd	\$538.00	Books/CDs/DVDs
EF086819	13/10/23	05011	Bullet Produce (was WA Fresh)	\$433.50	Groceries
EF086826	13/10/23	05432	Bloomin Boxes	\$153.00	Flowers
EF086836	13/10/23	06234	Brandworx Australia	\$384.97	Uniforms
EF086839	13/10/23	06385	Belmont Liquor Store (Cellarbrations at Belmont)	\$4,378.00	Art Awards expenses
EF086852	13/10/23	06643	Fox and Rabbit Premium Flowers Pty Ltd	\$185.00	Flowers-Mayoral Dinner
EF086861	20/10/23	00203	BOC Gases Australia Ltd	\$19.80	Welding Equipment/Supplies
EF086862	20/10/23	00317	Coles Supermarkets Aust Pty Ltd	\$570.00	Groceries
EF086865	20/10/23	00664	Kmart Australia Limited	\$69.25	Stationery & Printing
EF086869	20/10/23	01261	Wesfarmers Kleenheat Gas Pty Ltd	\$83.64	Welding Equipment/Supplies
EF086871	20/10/23	01398	Winc Australia Pty Ltd	\$115.44	Stationery & Printing
EF086875	20/10/23	02498	City of South Perth	\$220.00	Books/CDs/DVDs
EF086883	20/10/23	05055	Statewide Cleaning Supplies	\$1,457.15	Cleaning Products
EF086924	27/10/23	03660	Safe T Card Australia Pty Ltd	\$46.20	Safety Clothing/Equipment
EF086927	27/10/23	05011	Bullet Produce (was WA Fresh)	\$433.50	Groceries
EF086955	31/10/23	01398	Winc Australia Pty Ltd	\$763.37	Stationery & Printing
EF086964	31/10/23	02862	James Bennett Pty Ltd	\$384.60	Books/CDs/DVDs
EF086965	31/10/23	03144	COS Complete Office Supplies Pty Ltd	\$259.05	Stationery & Printing
EF086969	31/10/23	04681	Joyland	\$165.00	Stationery & Printing
EF086976	31/10/23	05701	Bing Technologies Pty Ltd	\$11.44	Stationery & Printing
EF086978	31/10/23	06084	Asphaltch Pty Ltd	\$71,210.90	Road/Drainage Material- COB, Various Locations
			<b>Materials Total</b>	<b>\$112,029.45</b>	
			<b>Other</b>		
EF086657	06/10/23	01599	WA Rangers Association Inc	\$600.00	Membership Fee
EF086698	06/10/23	06663	Rebecca Hall	\$119.00	Staff Reimbursement
EF086699	06/10/23	06664	Jodi Oglvie	\$88.53	Staff Reimbursement

# Attachment 12.7.1 October 2023 payments

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF086703	06/10/23	99998	VN & L Rapos	\$636.40	Vendor Pension Rebate
EF086704	06/10/23	99998	A & D Grigg	\$205.21	Vendor Pension Rebate
EF086705	06/10/23	99998	Dann	\$158.05	Vendor Pension Rebate
EF086706	06/10/23	99998	Realside Asset Mgt	\$12,476.70	Application Fee Refund
EF086707	06/10/23	99998	Chang Mei Chew	\$26.00	Cloth Nappy Rebate
EF086708	06/10/23	99998	Christine Mooney	\$91.95	Cloth Nappy Rebate
EF086709	06/10/23	99998	Culshaw Miller Lawyers	\$391.65	Rates Refund
EF086710	06/10/23	99998	Mod Property Group	\$1,537.16	Rates Refund
EF086711	06/10/23	99998	Vicki Philipoff Settlements	\$1,469.44	Rates Refund
EF086712	06/10/23	99998	Lito Uyami	\$800.00	Sport Donation
788871	09/10/23	00889	Petty Cash - Finance	\$1,542.95	Petty Cash Recoup
EF086713	10/10/23	99998	T M Goates	\$10,000.00	Art Prize 2023
EF086714	10/10/23	99998	J A W Heather	\$500.00	Art Prize 2023
EF086715	10/10/23	99998	Nga Hei Emma Xu	\$500.00	Art Prize 2023
EF086716	10/10/23	99998	Charlotte Robinson	\$500.00	Art Prize 2023
EF086717	10/10/23	99998	Mecah Siarn White	\$500.00	Art Prize 2023
EF086718	10/10/23	99998	Sabrina Maher	\$54.55	Remittance of funds for art purchase
EF086719	10/10/23	99998	Jennifer Shepherdson	\$637.50	Remittance of funds for art purchase
EF086720	10/10/23	99998	DJ & RF Blackburn	\$525.00	Remittance of funds for art purchase
EF086721	10/10/23	99998	Fenella Dexheimer	\$210.00	Remittance of funds for art purchase
EF086722	10/10/23	99998	RJ & CJ Cook	\$202.50	Remittance of funds for art purchase
EF086723	10/10/23	99998	Narelle Higson	\$1,162.50	Remittance of funds for art purchase
EF086724	10/10/23	99998	Ruixian Dai	\$56.25	Remittance of funds for art purchase
EF086725	10/10/23	99998	Savings	\$127.49	Remittance of funds for art purchase
EF086726	10/10/23	99998	Mrs D Raphael	\$112.50	Remittance of funds for art purchase
EF086727	10/10/23	99998	F.K. Fulton	\$450.00	Remittance of funds for art purchase
EF086728	10/10/23	99998	Bencoy Trust	\$51.13	Remittance of funds for art purchase
EF086729	10/10/23	99998	Stuart Ridgway	\$187.50	Remittance of funds for art purchase
EF086730	10/10/23	99998	Susannah S Thompson	\$112.50	Remittance of funds for art purchase
EF086731	10/10/23	99998	Linda Mahe	\$450.00	Remittance of funds for art purchase
EF086732	10/10/23	99998	James Ward Gillan	\$75.00	Remittance of funds for art purchase
EF086733	10/10/23	99998	CMThane and SGMcClelland	\$356.25	Remittance of funds for art purchase
EF086734	10/10/23	99998	Charlene Foo	\$350.25	Remittance of funds for art purchase
EF086735	10/10/23	99998	Elizabeth Turnbull	\$225.00	Remittance of funds for art purchase
EF086736	10/10/23	99998	R & G Suardana	\$262.50	Remittance of funds for art purchase
EF086737	10/10/23	99998	Michael Robert Sukys	\$112.50	Remittance of funds for art purchase
EF086738	10/10/23	99998	Delma J White	\$712.50	Remittance of funds for art purchase
EF086739	10/10/23	99998	Mrs M. Woltersdorf	\$525.00	Remittance of funds for art purchase
EF086740	10/10/23	99998	Isabelle Lyons	\$37.50	Remittance of funds for art purchase
EF086741	10/10/23	99998	Emily Lin Raymond	\$75.00	Remittance of funds for art purchase
EF086742	10/10/23	99998	Paul Frederick Aldred	\$238.63	Remittance of funds for art purchase
EF086743	10/10/23	99998	Anjani Kantilal Hirani	\$112.50	Remittance of funds for art purchase
EF086744	10/10/23	99998	Shih Hui Cheng	\$225.00	Remittance of funds for art purchase
EF086745	10/10/23	99998	Sireal Art	\$872.73	Remittance of funds for art purchase
EF086746	10/10/23	99998	Maryam Harahsheh	\$712.50	Remittance of funds for art purchase
EF086747	10/10/23	99998	J. M. Currie	\$390.00	Remittance of funds for art purchase
EF086748	10/10/23	99998	Scott Macniven	\$300.00	Remittance of funds for art purchase
EF086749	10/10/23	99998	J.C. Meleisea	\$375.00	Remittance of funds for art purchase
EF086750	10/10/23	99998	Allison Snell	\$327.27	Remittance of funds for art purchase
EF086751	10/10/23	99998	CA and G Harvey	\$506.25	Remittance of funds for art purchase
EF086752	10/10/23	99998	Melissa Craggs	\$112.50	Remittance of funds for art purchase
EF086753	10/10/23	99998	Karen McLaughlin	\$487.50	Remittance of funds for art purchase
EF086754	10/10/23	99998	ANZ One Offset C.Chamberlain	\$165.00	Remittance of funds for art purchase
EF086755	10/10/23	99998	Jane Zandi	\$746.25	Remittance of funds for art purchase
EF086756	10/10/23	99998	RJ & KF Devlin	\$712.50	Remittance of funds for art purchase
EF086757	10/10/23	99998	Leon Holmes	\$681.82	Remittance of funds for art purchase
EF086758	10/10/23	99998	Simone Gandossini	\$1,350.00	Remittance of funds for art purchase
EF086759	10/10/23	99998	I J Kallas	\$450.00	Remittance of funds for art purchase
EF086760	10/10/23	99998	Sebastian Aaron Steed	\$82.50	Remittance of funds for art purchase
EF086761	10/10/23	99998	Farida Ulumbekova	\$292.50	Remittance of funds for art purchase
EF086762	10/10/23	99998	Melissa and Gary De Winter	\$1,200.00	Remittance of funds for art purchase
EF086763	10/10/23	99998	Claudia Woeltjes	\$375.00	Remittance of funds for art purchase
EF086764	10/10/23	99998	J A W Heather	\$255.00	Remittance of funds for art purchase
EF086765	10/10/23	99998	Julian Cook	\$750.00	Remittance of funds for art purchase
EF086766	10/10/23	99998	Hauxby Charles Ives	\$300.00	Remittance of funds for art purchase
EF086767	10/10/23	99998	Jo Haythornthwaite	\$506.25	Remittance of funds for art purchase
EF086768	10/10/23	99998	MJ and WJ Marinich	\$337.50	Remittance of funds for art purchase
EF086769	10/10/23	99998	David Brian Prior	\$1,200.00	Remittance of funds for art purchase
EF086770	10/10/23	99998	Birgit Viotti	\$545.45	Remittance of funds for art purchase
EF086771	10/10/23	99998	Mecah Siarn White	\$892.50	Remittance of funds for art purchase
EF086772	10/10/23	99998	Michael Francas	\$1,650.00	Remittance of funds for art purchase

## Attachment 12.7.1 October 2023 payments

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF086773	10/10/23	99998	Michelle Williamson	\$2,100.00	Remittance of funds for art purchase
EF086774	10/10/23	99998	Nicola Cowie	\$900.00	Remittance of funds for art purchase
EF086775	10/10/23	99998	Dr.John Keith Simpson & Dr Jo-Anne Marie	\$847.50	Remittance of funds for art purchase
EF086782	13/10/23	00285	City of Armadale	\$1,242.52	Printing Services
EF086794	13/10/23	01309	Youth Affairs Council of WA	\$300.00	Subscription
EF086808	13/10/23	03071	Department of Transport - Vehicle Owner Searches	\$554.40	Vehicle Ownership Searches
EF086850	13/10/23	06613	Host Tel	\$150.00	State Emergency Services Expense
EF086853	13/10/23	06675	Shanti Bhandari	\$595.00	Staff Reimbursement
EF086854	13/10/23	99998	H2 Conveyancing	\$386.05	Rates Refund
EF086855	13/10/23	99998	Welsh Real Estate	\$460.05	Rates Refund
EF086856	13/10/23	99998	Sean Leonard	\$84.00	Application Fee Refund
EF086857	13/10/23	99998	Loraine Romeo	\$555.93	Crossover Subsidy
EF086859	18/10/23	01236	Department of Fire and Emergency Services	\$3,165,889.44	Emergency Services Levy
EF086900	20/10/23	06646	AFG Young Leaders	\$5,000.00	Community Contribution Funds
EF086901	20/10/23	06683	Mike Hayward	\$684.00	Staff Reimbursement
EF086902	20/10/23	06685	Chantelle Gilbert	\$267.87	Staff Reimbursement
EF086903	20/10/23	06686	Joel Warner	\$114.85	Staff Reimbursement
EF086907	20/10/23	99998	Ang Dawa J Sherpa	\$509.60	Crossover Subsidy
EF086908	20/10/23	99998	Charles Mark	\$630.05	Crossover Subsidy
EF086909	20/10/23	99998	M Widner	\$767.42	Vendor Pension Rebate
EF086910	20/10/23	99998	Christine M Brooke	\$327.06	Vendor Pension Rebate
EF086911	20/10/23	99998	Ross Reality	\$1,553.87	Rates Refund
EF086912	20/10/23	99998	Ting Fang	\$114.67	Rates Refund
EF086939	26/10/23	01244	Western Australian Treasury Corporation	\$539,241.69	Loan Repayment- November 2023 Instalment
EF086917	27/10/23	00242	Cabcharge Australia Pty Ltd	\$12.23	Taxi Fares
EF086933	27/10/23	06553	Darren Trengove	\$180.38	Staff Reimbursement
EF086935	27/10/23	99998	Brooke Morse-Percival	\$52.42	Cloth Nappy Rebate
EF086936	27/10/23	99998	Westfarmers LTD	\$400.00	Infringement Refund
EF086937	27/10/23	99998	Joondalup Settlements	\$1,575.69	Rates Refund
EF086938	27/10/23	99998	Erin Nichols	\$51.80	Cloth Nappy Rebate
788873	31/10/23	00893	Petty Cash - Library	\$379.73	Petty Cash Recoup
EF086940	31/10/23	00795	LGISWA	\$542,797.32	LGISWA Liability Protection Scheme 23-24 Insurance
EF086985	31/10/23	99998	Marion Chalker	\$250.00	Rates Refund
			<b>Other Total</b>	<b>\$4,325,341.65</b>	
			<b>Property, Plant &amp; Equipment</b>		
EF086662	06/10/23	02254	PLE Computers	\$2,156.97	Computer Hardware
EF086837	13/10/23	06332	New Eagle International Pty Ltd T/A UMart	\$375.00	Computer Hardware
EF086843	13/10/23	06449	Civic Settlements	\$386.05	Civic Settlement Fee
EF086960	31/10/23	02090	Woodlands Distributors & Agencies	\$5,586.35	Drink Station
			<b>Property, Plant &amp; Equipment Total</b>	<b>\$8,504.37</b>	
			<b>Salaries/Wages</b>		
EF086643	04/10/23	99971	SuperChoice	\$136,236.29	Superannuation Contribution
WG051023	05/10/23	COB	City of Belmont Payroll	\$132,348.74	Salaries/Wages
EF086700	06/10/23	99952	Child Support Agency	\$1,457.34	Salaries/Wages
EF086701	06/10/23	99954	City of Belmont Social Club	\$355.00	Salaries/Wages
EF086702	06/10/23	99962	LGRCEU - WA Shire Councils Union	\$132.00	Salaries/Wages
WG061023	06/10/23	COB	City of Belmont Payroll	\$6,983.17	Salaries/Wages
SL121023	12/10/23	COB	City of Belmont Payroll	\$738,962.46	Salaries/Wages
WG161023	16/10/23	COB	City of Belmont Payroll	\$1,717.17	Salaries/Wages
EF086858	17/10/23	99971	SuperChoice	\$146,257.48	Superannuation Contribution
WG191023	19/10/23	COB	City of Belmont Payroll	\$136,145.37	Salaries/Wages
EF086904	20/10/23	99952	Child Support Agency	\$1,694.21	Salaries/Wages
EF086905	20/10/23	99954	City of Belmont Social Club	\$360.00	Salaries/Wages
EF086906	20/10/23	99962	LGRCEU - WA Shire Councils Union	\$132.00	Salaries/Wages
SL261023	26/10/23	COB	City of Belmont Payroll	\$676,184.85	Salaries/Wages
			<b>Salaries/Wages Total</b>	<b>\$1,978,966.08</b>	
			<b>Training and Conferences</b>		
EF086669	06/10/23	03760	Wilmot Loh	\$434.39	Expense reimbursement
EF086798	13/10/23	01538	Department of Justice	\$1,035.00	Training
EF086789	13/10/23	01240	WA Local Government Association	\$1,776.00	Training
EF086874	20/10/23	02439	Down to Earth Training & Assessing	\$7,788.00	Training
EF086919	27/10/23	00602	Local Government Professionals Australia WA	\$1,200.00	Conference Expenses
EF086958	31/10/23	01726	ATI-Mirage Pty Ltd	\$5,869.60	Training
			<b>Training and Conferences Total</b>	<b>\$18,102.99</b>	
			<b>MUNI Total</b>	<b>\$8,524,125.84</b>	
			<b>Trust Funds</b>		
EF086776	11/10/23	150748	Building and Construction Industry Training Fund	\$91.75	Building and Construction Industry Training Fund
EF086777	11/10/23	154102	Building and Energy - Building Services Levy	\$10,082.30	Building and Energy - Building Services Levy
			<b>Trust Funds Total</b>	<b>\$10,174.05</b>	
			<b>TRUST Total</b>	<b>\$10,174.05</b>	
			<b>Grand Total</b>	<b>\$8,534,299.89</b>	

# Attachment 12.7.1 October 2023 payments

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
				\$8,534,299.89	
			Breakdown - Cheques :	\$1,922.68	
			EFT :	\$8,532,377.21	

## 12.8 Monthly Financial Report for October 2023

Voting Requirement	:	Absolute Majority
Subject Index	:	Financial Operating Statements
Location/Property Index	:	N/A
Application Index	:	N/A
Disclosure of any Interest	:	N/A
Previous Items	:	N/A
Applicant	:	N/A
Owner	:	N/A
Responsible Division	:	Corporate and Governance

### Council role

**Executive** The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

### Purpose of report

To provide Council with relevant monthly financial information for the 2023-2024 financial year.

### Summary and key issues

The following report includes a concise list of material variances for the month ending October 2023.

It should be noted that the comparative figures contained within this report for the period ending 30 June 2023 remain subject to finalisation of end of financial year processing and financial audit.

This report also contains a budget amendment relating to the replacement of basketball backboards at the Belmont Oasis, proposing a budget amendment to increase expenditure to fund works not complete in the 2022-2023 year.

## Officer Recommendation

That Council:

1. Receives the Monthly Financial Reports as at 31 October 2023 as included in Attachment 12.8.1.
2. Adopts the following amendment to the 2023-2024 budget relating to the replacement of basketball backboards at the Belmont Oasis

Account	Account Desc.	Current Budget	Proposed Budget	Movement
BB2302-30-1279	Oasis Leisure Centre	0	100,000	100,000
999800-00-1997	Closing Balance	(500,000)	(400,000)	(100,000)
TOTAL				0

**Officer Recommendation adopted en bloc by Absolute Majority - Refer to Resolution appearing at Item 12.**

### Location

Not applicable.

### Consultation

There has been no specific consultation undertaken in respect to this matter.

### Strategic Community Plan implications

In accordance with the 2020 – 2040 Strategic Community Plan:

#### Goal 5: Responsible Belmont

**Strategy:** 5.2 Manage the City's assets and financial resources in a responsible manner and provide the best possible services for the community.

### Policy implications

There are no policy implications associated with this report.

## Statutory environment

Section 6.4 of the *Local Government Act 1995* in conjunction with Regulations 34 (1) of the *Local Government (Financial Management) Regulations 1996* requires monthly financial reports to be presented to Council.

Regulation 34(1) requires a monthly Statement of Financial Activity reporting on revenue and expenditure.

Regulation 34(5) determines the mechanism required to ascertain the definition of material variances which are required to be reported to Council as a part of the monthly report.

## Background

*Local Government (Financial Management) Regulations 1996* prescribe that a Local Government is to prepare each month a Statement of Financial Activity.

Regulation 34(2) requires the Statement of Financial Activity to be accompanied by documents containing:

1. Explanation for each material variance identified between year to date budgets and actuals
2. Any other supporting information considered relevant by the Local Government.

*Local Government (Financial Management) Regulations 1996* - Regulation 34 (5) states "Each financial year, a Local Government is to adopt a percentage or value, calculated in accordance with the Australian Accounting Standards, to be used in statements of financial activity for reporting material variances."

This regulation requires Council to annually set a materiality threshold for the purpose of disclosing budget variances within monthly financial reporting.

The materiality threshold has been set by Council at \$100,000 for the 2023-2024 financial year.

## Report

At the June 2023 Ordinary Council Meeting, Council adopted the materiality threshold for the 2023-2024 financial year as \$100,000. The below table provides a summary of significant variances based on this materiality threshold. The detailed financial activity report is included at Attachment 12.8.1.

Report Section	Budget YTD	Actual YTD	Report Comments
<b>Operating Activities</b>			
<b>Revenue from operating activities (excluding rates)</b>			
<b>Interest earnings</b>			

Report Section	Budget YTD	Actual YTD	Report Comments
Finance	1,529,615	2,020,400	Higher interest resulting from higher rates on investments and increased balances.
<b>Expenditure from operating activities</b>			
<b>Employee costs</b>			
Governance, Strategy & Risk	(875,249)	(689,394)	Underspend due to vacancies currently being recruited by the City.
Safer Communities	(1,178,528)	(1,004,117)	
<b>Materials and contracts</b>			
Governance, Strategy & Risk	(267,015)	(124,273)	Variance due to timing election expenses.
Finance	(234,561)	(128,638)	Asset revaluation costs yet to be incurred.
Information Technology	(1,225,752)	(1,342,222)	Advance payment of Cybersecurity solution.
Works	(2,098,401)	(1,991,203)	Timing variance relating to reactive maintenance.
Parks, Leisure & Environment	(1,616,086)	(1,494,074)	Delays in turf renovations due to contractor staffing issues.
City Facilities & Property	(823,244)	(669,897)	Costs associated with repairs following Hub fire (costs to be reimbursed via insurance).
Safer Communities	(905,791)	(752,105)	October Community Watch expense yet to be incurred.
Economic & Community Development	(717,915)	(543,192)	Delay in progression of various programs.
Library, Culture & Place	(868,758)	(675,322)	Costs associated with the Imaginarium yet to be paid.
<b>Interest expenses</b>			
Finance	Nil	(233,103)	Loan repayment processed in October ahead of November due date as budgeted.
<b>Insurance expenses</b>			
Governance, Strategy & Risk	(268,640)	(147,970)	Final Workers Compensation insurance installment due in January 2024.

Report Section	Budget YTD	Actual YTD	Report Comments
<b>Investing Activities</b>			
<b>Non-operating grants, subsidies and contributions</b>			
City Projects	205,000	Nil	Grant funding for Wilson Park expected in November.
<b>Payments for property, plant and equipment</b>			
City Facilities & Property	(173,266)	(7,832)	Work to Old Library workroom yet to commence. Completion now expected January 2024.
<b>Payments for construction of infrastructure</b>			
Works	(798,351)	(610,261)	Road programme underway, with various minor timing variances.
City Projects	(332,054)	(136,038)	Projects are in progress with some timing variances, including Faulkner Civic Precinct (\$60k).
Parks, Leisure & Environment	(1,843,293)	(1,271,101)	Delays in various irrigation and playground renewal projects.
<b>Financing Activities</b>			
<b>Repayment of borrowings</b>	Nil	(306,139)	Loan repayment processed in October ahead of November due date as budgeted.

### Budget Amendment

The replacement of the basketball backboards at the Belmont Oasis was planned to have been completed in the 2022-2023 financial year. Due to a longer than anticipated manufacturing lead time, the backboards were neither delivered nor installed prior to June 30, however are now ready for installation.

The funds were not identified as part of the carry forward works included in the October budget review, however formed part of the 2023-2024 opening surplus. In order to complete this project, a budget amendment to fund this installation is proposed now rather than to wait for the March Budget Review. As a result, an increase of \$100,000 will be required, reducing the overall budgeted surplus for the 2023-2024 budget to \$400,000.

### Financial implications

The presentation of these reports to Council ensures compliance with the *Local Government Act 1995* and associated Regulations, and also ensures that Council is regularly informed as to the status of its financial position.

## Environmental implications

There are no environmental implications associated with this report.

## Social implications

There are no social implications associated with this report.

## Attachment details

Attachment No. and title
1. October 2023 payments [12.8.1 - 8 pages]

**CITY OF BELMONT**

**MONTHLY FINANCIAL REPORT  
For the period ended 31 October 2023**

***LOCAL GOVERNMENT ACT 1995  
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996***

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# Attachment 12.8.1 Monthly Financial Report - October

## CITY OF BELMONT STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 OCTOBER 2023

	Amended Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b)	Variance* % ((c) - (b))/(b)	Var.	
<b>OPERATING ACTIVITIES</b>							
<b>Revenue from operating activities</b>							
Rates	56,495,635	56,327,279	56,321,216	(6,063)	(0.01%)		
Grants, subsidies and contributions	2,572,530	368,340	408,019	39,679	10.77%		
Fees and charges	9,641,453	7,874,453	7,985,879	111,426	1.42%	▲	
Interest revenue	4,793,452	1,529,616	2,031,128	501,512	32.79%	▲	
Other revenue	673,313	217,885	303,538	85,653	39.31%		
Profit on asset disposals	76,289	0	0	0	0.00%		
	<b>74,252,672</b>	<b>66,317,573</b>	<b>67,049,780</b>	<b>732,207</b>	<b>1.10%</b>		
<b>Expenditure from operating activities</b>							
Employee costs	(27,290,266)	(9,179,593)	(8,572,448)	607,145	6.61%	▲	
Materials and contracts	(33,286,449)	(9,490,722)	(8,189,392)	1,301,330	13.71%	▲	
Utility charges	(1,746,344)	(707,794)	(544,009)	163,785	23.14%	▲	
Depreciation	(11,400,000)	(3,799,998)	(3,800,000)	(2)	(0.00%)		
Finance costs	(544,195)	0	(233,103)	(233,103)	0.00%		
Insurance	(855,284)	(854,981)	(738,088)	116,893	13.67%	▲	
Other expenditure	(1,721,618)	(727,264)	(656,783)	70,481	9.69%		
	<b>(76,844,156)</b>	<b>(24,760,352)</b>	<b>(22,733,823)</b>	<b>2,026,529</b>	<b>8.18%</b>		
Non-cash amounts excluded from operating activities	Note 2(b)	11,388,533	3,799,998	3,774,212	(25,786)	(0.68%)	
<b>Amount attributable to operating activities</b>	<b>8,797,049</b>	<b>45,357,219</b>	<b>48,090,169</b>	<b>2,732,950</b>	<b>6.03%</b>		
<b>INVESTING ACTIVITIES</b>							
<b>Inflows from investing activities</b>							
Proceeds from capital grants, subsidies and contributions	3,391,835	1,171,329	979,382	(191,947)	(16.39%)	▼	
Proceeds from disposal of assets	1,240,739	0	0	0	0.00%		
	<b>4,632,574</b>	<b>1,171,329</b>	<b>979,382</b>	<b>(191,947)</b>	<b>(16.39%)</b>		
<b>Outflows from investing activities</b>							
Payments for property, plant and equipment	2	(4,812,964)	(860,095)	(636,953)	223,142	25.94%	▲
Payments for construction of infrastructure	2	(12,133,234)	(2,947,931)	(2,007,272)	940,659	31.91%	▲
<b>Amount attributable to investing activities</b>	<b>(12,313,624)</b>	<b>(2,636,697)</b>	<b>(1,664,843)</b>	<b>971,854</b>	<b>36.86%</b>		
<b>FINANCING ACTIVITIES</b>							
<b>Inflows from financing activities</b>							
Transfer from reserves	1	4,757,809	0	0	0.00%		
		<b>4,757,809</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>		
<b>Outflows from financing activities</b>							
Repayment of borrowings		(618,110)	(306,139)	(306,139)	0	0.00%	
Payments for principal portion of lease liabilities		(67,308)	0	0	0	0.00%	
Transfer to reserves	1	(12,169,756)	0	0	0.00%		
		<b>(12,855,174)</b>	<b>(306,139)</b>	<b>(306,139)</b>	<b>0</b>	<b>0.00%</b>	
<b>Amount attributable to financing activities</b>	<b>(8,097,365)</b>	<b>(306,139)</b>	<b>(306,139)</b>	<b>0</b>	<b>0.00%</b>		
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>							
<b>Surplus or deficit at the start of the financial year</b>		12,113,940	12,113,940	11,952,647	(161,293)	(1.33%)	▼
Amount attributable to operating activities		8,797,049	45,357,219	48,090,169	2,732,950	6.03%	▲
Amount attributable to investing activities		(12,313,624)	(2,636,697)	(1,664,843)	971,854	36.86%	▲
Amount attributable to financing activities		(8,097,365)	(306,139)	(306,139)	0	0.00%	
<b>Surplus or deficit after imposition of general rates</b>		<b>500,000</b>	<b>54,528,323</b>	<b>58,071,834</b>	<b>3,543,511</b>	<b>6.50%</b>	▲

### KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

\* Refer to Note 3 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

# Attachment 12.8.1 Monthly Financial Report - October

## CITY OF BELMONT STATEMENT OF FINANCIAL POSITION FOR THE PERIOD ENDED 31 OCTOBER 2023

	Supplementary Information	30 June 2023	31 October 2023
		\$	\$
<b>CURRENT ASSETS</b>			
Cash and cash equivalents		12,671,468	6,726,577
Trade and other receivables		24,316,211	40,241,057
Other financial assets		33,253,360	70,385,399
Inventories		246,770	278,766
Other assets		2,533,328	2,360,066
<b>TOTAL CURRENT ASSETS</b>		<b>73,021,137</b>	<b>119,991,865</b>
<b>NON-CURRENT ASSETS</b>			
Trade and other receivables		457,172	431,384
Other financial assets		31,226,126	31,226,126
Property, plant and equipment		343,596,968	344,013,442
Infrastructure		291,645,811	289,872,043
Right-of-use assets		275,308	275,308
Intangible assets		145,828	145,828
<b>TOTAL NON-CURRENT ASSETS</b>		<b>667,347,213</b>	<b>665,964,131</b>
<b>TOTAL ASSETS</b>		<b>740,368,350</b>	<b>785,955,996</b>
<b>CURRENT LIABILITIES</b>			
Trade and other payables		5,743,434	3,427,308
Other liabilities		1,400,503	4,070,870
Lease liabilities		118,561	118,561
Borrowings		618,110	311,971
Employee related provisions		4,428,402	4,380,086
<b>TOTAL CURRENT LIABILITIES</b>		<b>12,309,010</b>	<b>12,308,796</b>
<b>NON-CURRENT LIABILITIES</b>			
Other liabilities		165,134	62,747
Lease liabilities		162,469	162,469
Borrowings		11,618,252	11,618,252
Employee related provisions		366,690	366,690
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>12,312,545</b>	<b>12,210,158</b>
<b>TOTAL LIABILITIES</b>		<b>24,621,555</b>	<b>24,518,954</b>
<b>NET ASSETS</b>		<b>715,746,795</b>	<b>761,437,042</b>
<b>EQUITY</b>			
Retained surplus		202,240,917	247,931,164
Reserve accounts	1	61,681,383	61,681,383
Revaluation surplus		451,824,495	451,824,495
<b>TOTAL EQUITY</b>		<b>715,746,795</b>	<b>761,437,042</b>

This statement is to be read in conjunction with the accompanying notes.

## NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 OCTOBER 2023

### 1 BASIS OF PREPARATION AND SIGNIFICANT ACCOUNTING POLICIES

#### BASIS OF PREPARATION

This prescribed financial report has 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.

*Local Government (Financial Management) Regulations 1996*, regulation 34 prescribes contents of the financial report. Supporting information does not form part of the financial report.

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.

All monies held in the Trust Fund are excluded from the 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 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 assets

#### SIGNIFICANT ACCOUNTING POLICIES

Significant accounting policies utilised in the preparation of these statements are as described within the 2023-24 Annual Budget. Please refer to the adopted budget document for details of these policies.

#### PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 31 October 2023

# Attachment 12.8.1 Monthly Financial Report - October

## CITY OF BELMONT NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 OCTOBER 2023

### 2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION

	Amended Budget Opening 30 June 2023	Last Year Closing 30 June 2023	Year to Date 31 October 2023
<b>(a) Net current assets used in the Statement of Financial Activity</b>			
<b>Current assets</b>	\$	\$	\$
Cash and cash equivalents	11,451,932	12,671,468	6,726,577
Trade and other receivables	1,717,407	24,316,211	40,241,057
Other financial assets	39,012,440	33,253,360	70,385,399
Inventories	177,335	246,770	278,766
Other assets	336,836	2,533,328	2,360,066
	52,695,950	73,021,137	119,991,865
<b>Less: current liabilities</b>			
Trade and other payables	(5,539,964)	(5,743,434)	(3,427,308)
Other liabilities	(969,598)	(1,400,503)	(4,070,870)
Lease liabilities	(58,056)	(118,561)	(118,561)
Borrowings	(641,884)	(618,110)	(311,971)
Employee related provisions	(4,542,090)	(4,428,402)	(4,380,086)
Other provisions	(102,912)	0	0
	(11,854,504)	(12,309,010)	(12,308,796)
<b>Net current assets</b>	<b>40,841,446</b>	<b>60,712,127</b>	<b>107,683,069</b>
<b>Less: Total adjustments to net current assets</b>	2(c) (40,341,446)	(48,759,480)	(49,611,235)
<b>Closing funding surplus / (deficit)</b>	<b>500,000</b>	<b>11,952,647</b>	<b>58,071,834</b>

#### (b) Non-cash amounts excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

	Amended Budget	YTD Budget (a)	YTD Actual (b)
<b>Non-cash amounts excluded from operating activities</b>	\$	\$	\$
<b>Adjustments to operating activities</b>			
Less: Profit on asset disposals	(76,289)	0	0
Add: Depreciation	11,400,000	3,799,998	3,800,000
Movement in non-current employee provisions	64,822	0	0
- Pensioner deferred rates	0	0	(25,788)
<b>Total non-cash amounts excluded from operating activities</b>	<b>11,388,533</b>	<b>3,799,998</b>	<b>3,774,212</b>

#### (c) Current assets and liabilities excluded from budgeted deficiency

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

	Amended Budget Opening 30 June 2023	Last Year Closing 30 June 2023	Year to Date 31 October 2023
	\$	\$	\$
<b>Adjustments to net current assets</b>			
Less: Reserve accounts	(44,568,885)	(61,681,383)	(62,277,838)
Add: Financial assets at amortised cost		31,022,402	31,022,402
- EMRC receivable	0	(20,927,619)	(20,927,619)
Add: Current liabilities not expected to be cleared at the end of the year:			
- Current portion of borrowings	641,884	618,110	311,971
- Current portion of lease liabilities	58,056	118,561	118,561
- Current portion of employee benefit provisions held in reserve	3,527,499	2,090,449	2,141,288
<b>Total adjustments to net current assets</b>	2(a) <b>(40,341,446)</b>	<b>(48,759,480)</b>	<b>(49,611,235)</b>

#### CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the City's operational cycle.

# Attachment 12.8.1 Monthly Financial Report - October

**CITY OF BELMONT**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 OCTOBER 2023**

### 3 EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.  
 The material variance adopted by Council for the 2023-24 year is \$100,000.

Description	Var. \$ \$	Var. % %	
<b>Revenue from operating activities</b>			
<b>Fees and charges</b>	111,426	1.42%	▲
Various fees and charges above budget by amounts below material variance threshold			
<b>Interest revenue</b>	501,512	32.79%	▲
Finance - Increased interest resulting from higher interest rates on investments and increased balances at beginning of the financial year			
<b>Expenditure from operating activities</b>			
<b>Employee costs</b>	607,145	6.61%	▲
Salaries are below budget due to vacancies currently being recruited			
<b>Materials and contracts</b>	1,301,330	13.71%	▲
Governance, Strategy & Risk - Variance due to timing of elected members expenditure - (\$142,742)			
Finance - Asset revaluation costs yet to be incurred - (\$105,923)			
Information Technology - Advance payment of Cybersecurity solution - \$116,470			
Works - Reactive and scheduled maintenance programs are in progress - (\$107,198)			
Parks, Leisure & Environment - Delays in turf renovations due to contractor staffing issues - (\$122,012)			
City Facilities & Property - Costs associated with repairs following Hub fire (costs to be reimbursed via insurance) - (\$153,346)			
Safer Communities - October Community Watch expense yet to be incurred - (\$153,686)			
Economic & Community Development - Delay in progression of various programs - (\$174,723)			
Library, Culture & Place - Costs associated with the Imaginarium yet to be incurred - (\$193,346)			
<b>Utility charges</b>	163,785	23.14%	▲
Various utilities above budget by amounts below material variance threshold			
<b>Insurance</b>	116,893	13.67%	▲
Governance, Strategy & Risk - Final Workers Compensation insurance installment due in January 2024 - (\$120,670)			
<b>Inflows from investing activities</b>			
<b>Proceeds from capital grants, subsidies and contributions</b>	(191,947)	(16.39%)	▼
City Projects - Grants funding for Wilson Park expected in November - (\$205,000)			
<b>Outflows from investing activities</b>			
<b>Payments for property, plant and equipment</b>	223,142	25.94%	▲
City Facilities & Property - Work to Old Library workroom yet to commence. Completion now expected January 2024 - \$165,434			
<b>Payments for construction of infrastructure</b>	940,659	31.91%	▲
Works - Road program underway, with various minor timing variances - \$188,089			
City Projects - Projects are in progress with some timing variances, including Faulkner Civic Precinct - \$196,016			
Parks, Leisure & Environment - Delays in various irrigation and playground renewal projects - \$572,192			
<b>Surplus or deficit at the start of the financial year</b>	(161,293)	(1.33%)	▼
Variance as a result of audit adjustments to prior year made after October budget review			
<b>Surplus or deficit after imposition of general rates</b>	3,543,511	6.50%	▲
Due to variances described above			

**CITY OF BELMONT**  
**SUPPLEMENTARY INFORMATION**

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# Attachment 12.8.1 Monthly Financial Report - October

**CITY OF BELMONT**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 OCTOBER 2023**

**1 RESERVE ACCOUNTS**

Reserve name	Budget	Budget	Budget	Budget	Budget	Actual	Actual	Actual	Actual	Actual
	Opening	Interest	Transfers In	Transfers	Closing	Opening	Interest	Transfers In	Transfers	YTD
	Balance	Earned	(+)	Out (-)	Balance	Balance	Earned	(+)	Out (-)	Closing
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Restricted by Council</b>										
Administration building Reserve	245,980	11,266	0	0	257,246	246,141	(982)	982	0	246,141
Aged Accommodation - Homeswest Reserve	908,719	42,529	7,469	0	958,717	928,711	(3,708)	3,708	0	928,711
Aged Community Care Reserve	228,170	10,450	0	0	238,620	228,321	(911)	911	0	228,321
Aged persons housing Reserve	849,246	32,478	6,915	(180,096)	708,543	712,757	(2,832)	2,832	0	712,757
Aged Services Reserve	1,109,943	50,836	0	0	1,160,779	1,110,671	(4,433)	4,433	0	1,110,671
Ascot Waters Marina Maintenance & Restoration	1,006,902	48,407	0	(50,000)	1,005,309	1,057,596	(4,221)	4,221	0	1,057,596
Belmont District Band Reserve	48,952	2,242	0	0	51,194	48,983	(195)	195	0	48,983
Belmont Oasis Refurbishment Reserve	4,314,360	197,601	0	0	4,511,961	4,317,189	(17,230)	17,230	0	4,317,189
Belmont Trust Reserve	1,471,352	74,602	0	0	1,545,954	1,630,571	(6,505)	6,505	0	1,630,571
Building maintenance Reserve	6,279,107	233,866	0	(321,450)	6,191,523	5,103,194	(20,393)	20,393	0	5,103,194
Capital Projects Reserve	0	0	4,753,012	0	4,753,012	0	0	0	0	0
Car Parking Reserve	64,553	2,957	0	0	67,510	64,594	(258)	258	0	64,594
District valuation Reserve	132,287	757	85,000	0	218,044	22,916	(66)	66	0	22,916
Election expenses Reserve	139,567	6,477	35,000	(138,000)	43,044	140,105	(565)	565	0	140,105
Environment Reserve	1,513,342	69,992	0	(656,965)	926,369	1,513,903	(6,103)	6,103	0	1,513,903
Faulkner Park Retirement Village Buy Back Reserve	2,452,738	112,337	20,000	0	2,585,075	2,454,347	(9,796)	9,796	0	2,454,347
Faulkner Park Retirement Village Owners Maintenance Reserve	586,200	31,730	61,000	0	678,930	690,804	(2,767)	2,767	0	690,804
History Reserve	173,315	7,938	0	0	181,253	173,429	(692)	692	0	173,429
Information Technology Reserve	1,309,262	65,919	0	(60,000)	1,315,181	1,440,206	(5,748)	5,748	0	1,440,206
Land acquisition Reserve	10,020,640	468,638	0	(100,000)	10,389,278	10,224,436	(40,864)	40,864	0	10,224,436
Long Service Leave Reserve - Salaries	1,453,419	86,810	0	(326,933)	1,213,296	1,897,921	(7,570)	7,570	0	1,897,921
Long Service Leave Reserve - Wages	229,306	11,096	0	(19,969)	220,433	243,367	(968)	968	0	243,367
Miscellaneous Entitlements Reserve	1,216,695	36,293	553,603	(20,000)	1,786,591	785,400	(3,165)	3,165	0	785,400
Plant replacement Reserve	1,284,971	75,578	0	(242,250)	1,118,299	1,646,845	(6,590)	6,590	0	1,646,845
Property development Reserve	15,888,740	706,865	3,813,873	0	20,409,478	15,367,065	(61,637)	61,637	0	15,367,065
Public Art Reserve	412,077	18,873	0	(14,000)	416,950	412,347	(1,646)	1,646	0	412,347
Ruth Faulkner library Reserve	47,859	2,192	0	0	50,051	47,892	(191)	191	0	47,892
Streetscapes Reserve	512,770	23,485	0	0	536,255	513,107	(2,048)	2,048	0	513,107
Urban Forest Strategy Management Reserve	121,087	5,546	0	0	126,633	121,168	(484)	484	0	121,168
Waste Management Reserve	6,503,125	331,133	4,307	(2,409,041)	4,429,524	7,208,970	(28,874)	28,874	0	7,208,970
Workers Compensation/Insurance Reserve	1,438,947	60,684	0	(219,105)	1,280,526	1,328,427	(5,292)	5,292	0	1,328,427
	<b>61,963,631</b>	<b>2,829,577</b>	<b>9,340,179</b>	<b>(4,757,809)</b>	<b>69,375,578</b>	<b>61,681,383</b>	<b>(246,734)</b>	<b>246,734</b>	<b>0</b>	<b>61,681,383</b>

**CITY OF BELMONT  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 OCTOBER 2023**

**INVESTING ACTIVITIES**

**2 CAPITAL ACQUISITIONS**

	Amended		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
<b>Capital acquisitions</b>				
Land - freehold land	100,000	0	0	0
Buildings - non-specialised	2,255,256	173,283	11,231	(162,052)
Furniture and equipment	776,628	236,885	237,908	1,023
Plant and equipment	1,631,080	437,427	387,814	(49,613)
Other property, plant and equipment	50,000	12,500	0	(12,500)
<b>Acquisition of property, plant and equipment</b>	<b>4,812,964</b>	<b>860,095</b>	<b>636,953</b>	<b>(223,142)</b>
Infrastructure - Roads	3,215,798	611,305	411,150	(200,155)
Infrastructure - Reserves Improvements	7,817,466	2,149,580	1,397,004	(752,576)
Infrastructure - Footpath Network	713,336	29,099	11,246	(17,853)
Infrastructure - Drainage Network	386,634	157,947	187,872	29,925
<b>Acquisition of infrastructure</b>	<b>12,133,234</b>	<b>2,947,931</b>	<b>2,007,272</b>	<b>(940,659)</b>
<b>Total capital acquisitions</b>	<b>16,946,198</b>	<b>3,808,026</b>	<b>2,644,225</b>	<b>(1,163,801)</b>
<b>Capital Acquisitions Funded By:</b>				
Capital grants and contributions	3,391,835	1,171,329	0	(1,171,329)
Other (disposals & C/Fwd)	1,240,739	0	0	0
Reserve accounts				
Building maintenance Reserve	321,450	0	0	0
Election expenses Reserve	138,000	0	0	0
Environment Reserve	656,965	0	0	0
Information Technology Reserve	60,000	0	0	0
Long Service Leave Reserve - Wages	19,969	0	0	0
Plant replacement Reserve	242,250	0	0	0
Public Art Reserve	14,000	0	0	0
Workers Compensation/Insurance Reserve	219,105	0	0	0
Contribution - operations	11,197,209	2,636,697	2,644,225	7,528
<b>Capital funding total</b>	<b>17,501,522</b>	<b>3,808,026</b>	<b>2,644,225</b>	<b>(1,163,801)</b>

**SIGNIFICANT ACCOUNTING POLICIES**

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.

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.

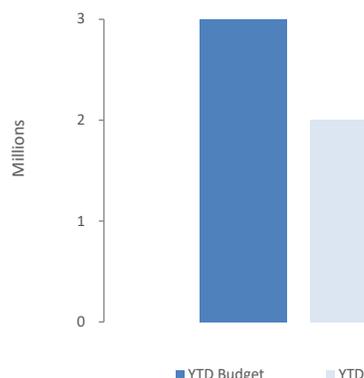
**Initial recognition and measurement for assets held at cost**

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 recognise at fair value. Assets held at cost are depreciated and assessed for impairment annually.

**Initial recognition and measurement between mandatory revaluation dates for assets held at fair value**

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.

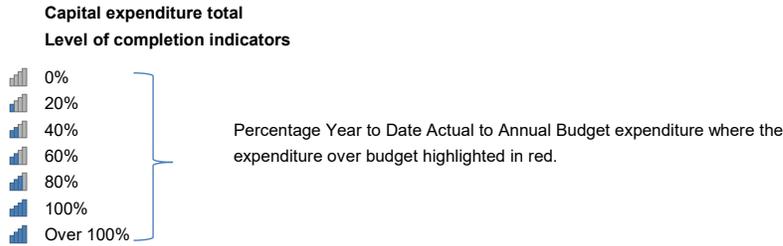
**Payments for Capital Acquisitions**



**CITY OF BELMONT  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 OCTOBER 2023**

**INVESTING ACTIVITIES**

**2 CAPITAL ACQUISITIONS - DETAILED**



*Level of completion indicator, please see table at the end of this note for further detail.*

Account Description	Amended			Variance (Under)/Over
	Budget	YTD Budget	YTD Actual	
	\$	\$	\$	\$
City Projects	3,394,749	332,055	136,037	(196,018)
Parks and Environment	4,480,817	1,843,292	1,271,104	(572,188)
Buildings and facilities	2,197,156	154,516	8,831	(145,685)
Infrastructure Capital Works	4,315,772	798,351	610,268	(188,083)
Furniture and equipment	776,628	236,885	237,908	1,023
Plant and equipment	1,631,080	437,427	387,814	(49,613)
Other	150,000	12,500	0	(12,500)
	<b>16,946,202</b>	<b>3,815,026</b>	<b>2,651,962</b>	<b>(1,163,064)</b>

# Attachment 12.8.1 Monthly Financial Report - October

## CITY OF BELMONT SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 OCTOBER 2023

### 3 BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

Description	Council Resolution	Classification	Non Cash Adjustment \$	Increase in Available Cash \$	Decrease in Available Cash \$	Amended Budget Running Balance \$
<b>Budget adoption</b>						500,000
T04/2023 Civic Centre Chiller Unit Replacement	June OCM #12.10	Capital expenses	0	0	(74,300)	425,700
Independent Living Units	August OCM #12.12	Capital expenses	0	0	(137,000)	288,700
Independent Living Units	August OCM #12.12	Capital revenue	0	137,000	0	425,700
October Budget Review	October OCM #	Opening surplus(deficit)	4,554,448	0	0	4,980,148
October Budget Review	October OCM #	Operating revenue	0	2,935,023	0	7,915,171
October Budget Review	October OCM #	Operating expenses	0	0	(1,662,615)	6,252,556
October Budget Review	October OCM #	Capital revenue	0	2,372,673	0	8,625,229
October Budget Review	October OCM #	Capital expenses	0	0	(8,194,238)	430,991
October Budget Review	October OCM #	Non cash item	0	69,009	0	500,000
				<b>5,513,705</b>	<b>(10,068,153)</b>	<b>(4,554,448)</b>

## 13 Reports by the Chief Executive Officer

### 13.1 Request for leave of absence

Nil.

### 13.2 Notice of motion

Nil.

## 14 Matters for which the meeting may be closed

Nil.

## 15 Closure

There being no further business, the Presiding Member thanked everyone for their attendance and closed the meeting at 8.36pm.

### Minutes confirmation certification

The undersigned certifies that these Minutes of the Ordinary Council Meeting held on 21 November 2023 were confirmed as a true and accurate record at the Ordinary Council Meeting held 12 December 2023:

Signed by the Person Presiding: \_\_\_\_\_



PRINT name of the Person Presiding:

**ROBERT ROSSI**