

# Ordinary Council Meeting

# Amended

# Agenda<sup>1</sup>

26 April 2022



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<sup>1</sup> The Agenda was amended on 20 April 2022 to include amended Attachments 12.2.1 and 12.3.1 and minor typographical amendments to Item 12.2.

# Notice of Meeting

An **Ordinary Council Meeting** will be held in the Council Chamber of the **City of Belmont Civic Centre**, 215 Wright Street, Cloverdale, on **Tuesday 26 April 2022**, commencing at 7pm.

**This meeting will be held electronically in accordance with Regulation 14D(2)(a) of the *Local Government (Administration) Regulations 1996*.**

Due to the State of Emergency declared in Western Australia on 15 March 2020 and the recent government directives with regard to public gatherings, this meeting will be held by electronic means only. The public are unable to attend this meeting in person. Individuals approved to ask their questions(s) will be sent details of the Teams meeting by email prior to the Meetings' commencement and are required to ask their questions as written.

Public questions can be submitted through the [online form](#), or in writing on the [Public Question Time Form – COVID-19](#) via email to [belmont@belmont.wa.gov.au](mailto:belmont@belmont.wa.gov.au) by **noon** on the business day prior to the meeting. Further information is available on the City's website [www.belmont.wa.gov.au](http://www.belmont.wa.gov.au)

**John Christie**  
**Chief Executive Officer**

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# CITY OF BELMONT

## Ordinary Council Meeting

### Agenda

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### **Attachments Index**

Attachment 12.1.1 – Item 12.1 refers

Attachment 12.3.1 – Item 12.3 refers

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Attachment 12.5.1 – Item 12.5 refers

### **Confidential Attachments Index**

Confidential Attachment 12.2.1 – Item 12.2 refers

Confidential Attachment 12.2.2 – Item 12.2 refers

Confidential Attachment 12.2.3 – Item 12.2 refers

Confidential Attachment 12.2.4 – Item 12.2 refers

Confidential Attachment 14.2.1 – Item 14.2 refers

Confidential Attachment 14.2.2 – Item 14.2 refers

**Councillors are reminded to retain the  
OCM attachments for discussion with the minutes.**

# I Official Opening

The Presiding Member will read aloud the Acknowledgement of Country.

## Acknowledgement of Country

Before I begin, I would like to acknowledge the Noongar Whadjuk 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 will cause the Affirmation of Civic Duty and Responsibility to be read aloud by a Councillor.

## 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

## 3 Declarations of interest that might cause a conflict

Councillors/Staff are reminded of the requirements of s5.65 of the *Local Government Act 1995*, to disclose any interest during the meeting when the matter is discussed, and also of the requirement to disclose an interest affecting impartiality under the City's Code of Conduct.

### 3.1 Financial Interests

A declaration under this section requires that the nature of the interest must be disclosed. Consequently, a member who has made a declaration must not preside, participate in, or be present during any discussion or decision-making procedure relating to the matter the subject of the declaration.

Other members may allow participation of the declarant if the member further discloses the extent of the interest and the other members decide that the interest is trivial or insignificant or is common to a significant number of electors or ratepayers.

Name	Item No and Title	Nature of Interest (and extent, where appropriate)

### 3.2 Disclosure of interest that may affect impartiality

Councillors and staff are required (Code of Conduct), in addition to declaring any financial interest, to declare any interest that might cause a conflict. The member/employee is also encouraged to disclose the nature of the interest. The member/employee must consider the nature and extent of the interest and whether it will affect their impartiality. If the member/employee declares that their impartiality will not be affected then they may participate in the decision-making process.

Name	Item No and Title	Nature of Interest (and extent, where appropriate)

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

### 4.1 Announcements

## 4.2 Disclaimer

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

## 5 Public question time

### 5.1 Responses to questions taken on notice

The following questions were taken on notice at the 22 March 2022 Ordinary Council Meeting. Ms Hollands was provided with a response on 12 April 2022. The response from the City is recorded accordingly:

Question 1

- a) At the end of September 2021, how many staff on any one given day worked in any of the City of Belmont facilities including library, museum, civic centre and the operations centre to name some of the properties?

#### Response

**The City does not maintain records of the movement of staff working within and between City facilities on a daily basis. To undertake a review and collect such information for the purpose of answering the question would impose an unreasonable resource impost on the City and as such will not be undertaken.**

- b) What staffing numbers applied to these same facilities as of last Friday? I am not asking for working from home numbers, I am specifically asking for those that are working in the City facilities.

### **Response**

**Refer to the response to Question 1a.**

### Question 3

- a) There have been a number of events cancelled at the moment with the covid excuse. How many events have been or are likely to be cancelled and how much will the cost saving be to the ratepayer and what will this saving be directed to in future?

### **Response**

**The City will continue to monitor the Global Pandemic and the Directions of the State Government and take all necessary action to protect staff and the community. The City will continue to assess the provision of events in accordance with State Government Directions and risk mitigation. Any savings as a result of the cancellation of events and others savings, will be identified as part of the calculation of the year-end surplus and Council will determine the appropriate allocation of surplus funds as part of the 2022-2023 annual budget process.**

- b) In addition to the savings on events, what other savings will be made as a result of covid and how much will the savings be? Please include the Councillor meal allowance, drinks and the food we have previously heard is passed out to volunteers.

### **Response**

**Refer to the response to Question 3a.**

## **5.2 Questions from members of the public**

# **6 Confirmation of Minutes/receipt of Matrix**

## **6.1 Ordinary Council Meeting held 22 March 2022**

### **Officer Recommendation**

That the Minutes of the Ordinary Council Meeting held on 22 March 2022 as printed and circulated to all Councillors, be confirmed as a true and accurate record.

## **6.2 Matrix for the Agenda Briefing Forum held 19 April 2022**

### **Officer Recommendation**

That the Matrix of the Agenda Briefing Forum held on 19 April 2022, as printed and circulated to all Councillors, be received and noted.

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

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

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

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

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

## **10 Business adjourned from a previous meeting**

## **11 Reports of committees**

### **11.1 Standing Committee (Audit and Risk) held 28 March 2022 (circulated under separate cover)**

### **Officer Recommendation**

That the Minutes and Confidential Minutes of the Standing Committee (Audit and Risk) held on 28 March 2022 as previously circulated to all Councillors, be received and noted.

## **11.2 Executive Committee held 11 April 2022 (circulated under separate cover)**

### **Officer Recommendation**

That the Minutes and Confidential Minutes of the Executive Committee held on 11 April 2022 as previously circulated to all Councillors, be received and noted.

## 12 Reports of administration

### 12.1 Consideration of funding commitment from Metronet for the delivery of infrastructure within the Development Area 6 precinct

#### Attachment details

##### Attachment No and title

- |   |
|---|
| 1. Letter to Director General Department of Planning [12.1.1 - 3 pages] |
|---|

Voting Requirement	:	Simple Majority
Subject Index	:	116/112
Location/Property Index	:	Various
Application Index	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	10 December 2019 (Item 12.3), 23 March 2021 (Item 12.1)
Applicant	:	N/A
Owner	:	Various
Responsible Division	:	Development and Communities

#### Council role

- |                                     |                       |  |
|-------------------------------------|-----------------------|--|
| <input type="checkbox"/>            | <b>Advocacy</b>       | When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.   |
| <input checked="" type="checkbox"/> | <b>Executive</b>      | The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.  |
| <input type="checkbox"/>            | <b>Legislative</b>    | Includes adopting local laws, local planning schemes and policies.   |
| <input type="checkbox"/>            | <b>Review</b>         | When Council reviews decisions made by Officers.   |
| <input type="checkbox"/>            | <b>Quasi-Judicial</b> | 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. 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

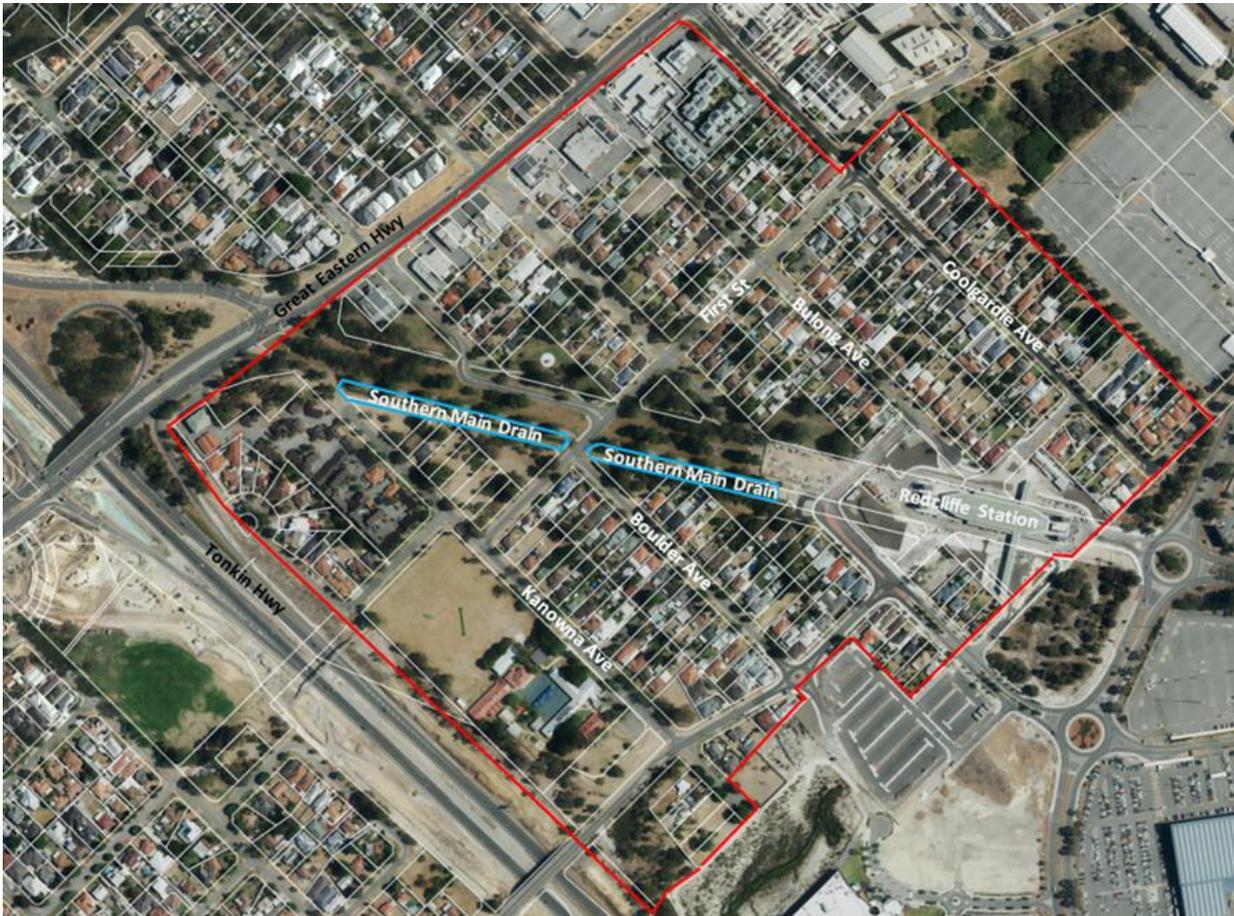
For Council to consider a funding offer of \$4.38 million from Metronet for the delivery of infrastructure within the Development Area 6 (DA6) precinct, its implications for the precinct, and the likely commitments and obligations on the City's part.

## Summary and key issues

- The City of Belmont has prepared the draft Redcliffe Station Precinct Activity Centre Plan to guide development within the DA6 precinct.
- This Plan identifies the need for infrastructure modifications, to support redevelopment within the precinct and the operation of the Metronet Redcliffe Station. The modifications relate to the Water Corporation's Southern Main Drain, roads and services and the delivery of public open space. Except for the Southern Main Drain, these works are proposed to be funded through a Development Contribution Plan.
- The State Government is proposing to provide up to \$4.38m towards various infrastructure upgrades within the DA6 precinct, to improve amenity.
- It is expected that the City progresses the planning framework and prioritises delivery of certain infrastructure items with the funding.
- There are concerns which are likely to prevent the City from delivering the expected outcomes, including:
  - The expectation that the City should fund regional infrastructure works – i.e., conversion of the Southern Main Drain to a hybrid urban stream.
  - The inability to gain support from the Water Corporation for the proposed hybrid urban stream concept.
  - The expectation that the City takes on responsibility for ongoing maintenance (mowing, irrigation and revegetation of water sensitive urban design elements) for land parcels earmarked as future state development sites.
- To address some of these concerns, Council has the option of requesting Metronet to reallocate funding towards upgrading the Southern Main Drain. Notwithstanding this, clear and formal commitments are required from the relevant State Government agencies to provide assurance that the City's significant financial commitment to the project will be met with the agreed actions by the State agencies.
- Given the absence of these commitments from the relevant State Government agencies at this point, as well as the complexities in establishing such an agreement, it is recommended that Council pursue the further alternative of requesting that Development WA takes responsibility for progressing the planning framework for the precinct.

## Location

The DA6 precinct encompasses land bound by Great Eastern Highway (GEH), Coolgardie Avenue, Redcliffe Road, Perth Airport and Tonkin Highway, Redcliffe (refer to Figure 1).



Figure

1: Development Area 6 Precinct

The precinct contains the Metronet Redcliffe Station and the Southern Main Drain, which is located along the former Brearley Avenue reserve, and several land parcels which are currently reserved Parks and Recreation with portions envisaged as future State development sites.

## Consultation

As this relates to an executive role of Council, there has been no community consultation undertaken on this matter.

## Strategic Community Plan implications

In accordance with the 2020 – 2040 Strategic Community Plan:

### Goal 1: Liveable Belmont

**Strategy:** 1.2 Plan and deliver vibrant, attractive, safe and economically sustainable activity centres

**Strategy:** 1.3 Ensure activity centres have a thriving economy

**Strategy:** 1.4 Attract public and private investment and businesses to our City and support the retention, growth and prosperity of our local businesses

### **Goal 2: Connected Belmont**

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

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

### **Goal 3: Natural Belmont**

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

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

**Strategy:** 5.4 Advocate and provide for affordable and diverse housing choices

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

**Strategy:** 5.7 Engage in strategic planning and implement innovative solutions to manage growth in our City

## **Policy implications**

### **Local Planning Policy No. 14 – Development Area 6 Vision**

Local Planning Policy No. 14 (LPP 14) was adopted by Council on 23 February 2016 and provides a statutory basis for implementing the DA6 Vision Plan. The Policy requires any Structure Plan prepared for the precinct to have regard to the Vision Plan. In summary, the Vision Plan for DA6 provides:

- The identification of the future Redcliffe Train Station in the eastern portion of the precinct.
- The creation of a linear public open space area spanning between GEH and the future Redcliffe Station, with the existing Southern Main Drain being redeveloped into a living stream.
- The redevelopment of the existing residential neighbourhood, with a mix of three, six, eight and 13 storey buildings, with higher intensity mixed use development being focused around Redcliffe Train Station and properties fronting GEH.
- Modifications to the internal road networks, including:
  - The closure of Brearley Avenue.
  - Connecting Bulong Avenue and Second Street, on the northern side of the train station.
  - Connecting Central Avenue across the former Brearley Avenue road reserve.
  - Connecting Boulder Avenue and Kanowna Avenue East across the former Brearley Avenue road reserve.

## **Statutory environment**

### **Strategic Planning Framework**

#### **Perth and Peel @ 3.5 Million**

The State strategic planning framework documented under the WAPC 'Perth and Peel @ 3.5 million' guides the planning direction of the City. It recognises that a 'business-as-usual' approach to planning will not adequately accommodate Perth's growth and is likely to result in significant detriment to the liveability of the Perth metropolitan area. It is also likely to put a strain on finances, resources and the environment. There is a directive from the State Government to plan areas in such a way that would:

- Promote a more energy efficient and consolidated urban form.
- Reduce the overall need to travel.
- Support the use of public transport, cycling and walking for access to services, facilities and employment.

It is widely accepted that higher residential densities and mixed use developments within walkable catchments of activity centres and high frequency transit nodes have the potential to reduce car dependence, increase accessibility for those without access to private cars and therefore reduce road congestion and infrastructure demand. It also provides for housing diversity and opportunities for more affordable living within vibrant areas that are well connected with services, employment and public transport.

Perth and Peel @ 3.5 million identifies the Redcliffe Station precinct as forming part of the wider Perth Airport activity centre. Activity centres are intended as hubs that attract people for a variety of activities and would mainly consist of a concentration of commercial uses with a varying proposition of other uses such as residential, or in the case of Perth Airport, aviation services. Ultimately, the residential area surrounding the future Redcliffe Station should be planned to accommodate transit-oriented development and make an attractive place to live and work.

### **Draft Redcliffe Station Precinct Activity Centre Plan**

The draft Redcliffe Station Precinct Activity Centre Plan has been prepared to coordinate future redevelopment of the Redcliffe Station precinct. More specifically, it provides for:

- Mixed commercial and residential development immediately surrounding Redcliffe Train Station and abutting GEH and residential development throughout the remainder of the precinct.
- Built form controls premised on precinct areas, including minimum site area requirements, plot ratio, minimum and maximum building height, street setbacks and car parking requirements.
- A central area of public open space in the former Brearley Avenue road reserve and the realignment of the Southern Main Drain.

- The identification of a road hierarchy and movement network for vehicles, pedestrians and cyclists, as well as the consideration of street design and traffic management and safety measures.
- Strategies for the management and treatment of stormwater runoff within the precinct.
- The identification of infrastructure and servicing requirements required for the redevelopment of the precinct.
- Infrastructure funding and delivery measures, including consideration of staging and implementation.

### **Statutory Planning Framework**

#### **Amendment No. 15 to Local Planning Scheme No. 15**

Amendment No. 15 to Local Planning Scheme No. 15 (LPS 15) proposes to:

- Introduce the 'Urban Development' zone and apply it to the Redcliffe Station precinct to serve as an underlying zoning that facilitates the implementation of the Activity Centre Plan (ACP).
- Establish a Development Contribution Area (DCA) over the Redcliffe Station precinct and an associated Development Contribution Plan to serve as a mechanism for sharing common costs associated with delivering infrastructure to the precinct.
- Update the boundaries of the DA6 precinct to accord with established road alignments within the Perth Airport estate.
- Introduce new provisions applicable to the DA6 precinct that provide for the implementation of the ACP and establish expectations for the future planning of land within Perth Airport estate.

#### **State Planning Policy 3.6 – Development Contributions for Infrastructure**

State Planning Policy 3.6 – Development Contributions for Infrastructure (SPP 3.6) sets out the principles and considerations that apply to development contributions for the provision of infrastructure in new and established urban areas, as well as the form, content and process to be followed. The need for the infrastructure included in a DCP must be clearly demonstrated (need) and the connection between the development and the demand created should be clearly established (nexus).

A Development Contribution Plan operates by requiring landowners to make a financial contribution towards infrastructure when undertaking subdivision and/or development, with the funds collected being expended in accordance with an adopted staging plan.

#### **Redcliffe Station Precinct Development Contribution Plan**

On 10 December 2019, Council resolved to support the preparation of a Development Contribution Plan to provide for the sharing of infrastructure costs amongst developing landowners within the precinct, and to facilitate the implementation of the ACP.

The redevelopment of Redcliffe Station precinct requires significant investment in infrastructure and ongoing administration to support both new development in the area and

the operation of the future Redcliffe Train Station. Table 1 below outlines the infrastructure and administration items proposed for insertion in the DCP, their associated cost estimate and the rationale for their inclusion. Given these cost estimates were prepared to support the December 2019 report to Council, it would be necessary to take into account price increases during the intervening period.

No.	Infrastructure & Administration Item	Rationale	Estimated Cost
1A	Development of Public Open Space Corridor (POS 1, POS 2 and POS 3)	The Public Open Space Corridor will serve as recreational space for future residents and contribute to the overall POS provision for the precinct. As such, it directly benefits and is needed as a result of future development within the precinct.	\$4,120,238
2A	Construction of Road 1 (Kanowna Avenue to Boulder Avenue)	The construction of Road 1, and the removal of the existing temporary road infrastructure, will serve as an access point from the precinct and allow for the creation of POS 2, which will directly benefit and is needed as a result of future development within the precinct.	\$389,000
2B	Upgrade all Local Roads	The upgrade of local roads within the precinct will improve the streetscape amenity, slow traffic and encourage walking/cycling in the precinct. These upgrades are required to support the intensification of land use and development within the precinct.	\$6,800,000
3A	Electricity Infrastructure – Underground Network	The undergrounding of power within the precinct will improve streetscape amenity, safety and reliability of the power network. As such, it directly benefits and is needed as a result of future development within the precinct.	\$7,150,000
3B	Water Supply Infrastructure – Upgrades	The need to upgrade water infrastructure in the precinct is a direct result of increased development within the precinct.	\$1,038,000
3C	Wastewater Infrastructure – Upgrades	The need to upgrade wastewater infrastructure in the precinct is a direct result of increased development within the precinct.	\$1,362,000
3D	Gas Infrastructure – Upgrades	The need to upgrade gas infrastructure in the precinct is a direct result of increased development within the precinct.	\$472,000
4A	Preparation Costs	The costs incurred by the City of Belmont in preparing the planning framework for the precinct directly benefits the precinct by facilitating redevelopment.	\$460,395
4B	Administrative Costs (0.3% per annum for 10 years)	The costs incurred by the City of Belmont for implementation of the ACP and the administration of the DCP directly benefits and is needed as a result of future development within the precinct.	\$639,937
<b>Total</b>			<b>\$22,431,570</b>

Table 1: Development Contribution Plan items

As outlined above, the progression of a development contribution plan for the Redcliffe Station precinct requires LPS 15 to be amended to insert operational provisions into Schedule No. 11 of the Scheme Text.

### Metropolitan Redevelopment Authority Act 2011

The Metropolitan Redevelopment Authority Act provides for the Governor, on recommendation of the Planning Minister, to declare land as a redevelopment area. Prior to making a recommendation to the Governor, the Planning Minister must:

1. Have regard to whether including the land in a redevelopment area will facilitate the regeneration of the area, the provision of land suitable for commercial or residential purposes close to public transport or the establishment of new industries.
2. Have regard to the likely effect of including the land in a redevelopment area on the effectiveness and integrity of the land use planning system and whether including the land is consistent with orderly and proper planning.
3. Provide the WAPC and relevant local government with at least 30 days to make recommendations on the proposed content of regulations associated with the redevelopment area.

## Background

### State Government Responsibilities and Progression of Planning Framework

There are a number of State agencies involved in delivering and implementing a planning framework for the DA6 precinct. The roles and objectives of each agency are outlined in the table below.

Agency	Role	Comment
City of Belmont	The City has undertaken a range of community consultation in order to establish a vision and subsequent planning framework for the precinct.	Whilst the City has prepared a draft planning framework for the precinct to deliver a holistic high quality outcome, there are a number of challenges that require State Government to take the lead role. The City has raised this as an area of concern since the inception of the project.
Public Transport Authority	Delivering Redcliffe Station and associated parking and access.	Once construction is complete, the Public Transport Authority will only be involved in the operating the train station.
Metronet	Delivery of the Redcliffe Station and State Government development sites.	Metronet was established to work with key stakeholders to coordinate planning and development outcomes.

Agency	Role	Comment
		<p>It is considered that Metronet is well placed to coordinate the desirable outcomes for the precinct. The City has continually raised these matters but has not been included in any State level discussions or negotiations.</p> <p>It has become clear that Metronet's priority is delivery of the Redcliffe Station and immediate surrounds, but not the wider precinct.</p>
Water Corporation	Responsible for provision and maintenance of water infrastructure, including suitable treatment and upgrading of the Southern Main Drain.	The Water Corporation has advised that they are not supportive of the proposed hybrid urban stream and that the drain should be converted into a full living stream. However, Water Corporation has also advised that there is no funding available to deliver this living stream.
Department of Water and Environmental Regulation	Ensuring sustainable environmental and water management measures.	Directing sustainable water and environmental outcomes; in particular, appropriate water sensitive urban design treatment and upgrading of the Southern Main Drain.
Department of Planning, Lands and Heritage	The Department of Planning, Lands and Heritage are responsible for determining the draft Activity Centre Plan and reviewing the associated Local Planning Scheme Amendment to provide a recommendation to the Western Australian Planning Commission and Minister for Planning.	<p>The Department assesses the precinct planning framework to ensure alignment with State planning and development policies.</p> <p>One of the prominent matters arising from preliminary consultation with the community is whether the allocation of existing Park and Recreation Crown land reserves as future development parcels in lieu of achieving the specified 10 percent Public is acceptable.</p>
Development WA	DevelopmentWA is the State Government's development agency. Under the provisions of the Metropolitan Redevelopment Authority Act 2011, DevelopmentWA works closely with relevant stakeholders to facilitate high quality land development outcomes.	<p>DevelopmentWA is enabled through legislation to lead coordination among State agencies to deliver the desired development outcomes.</p> <p>DevelopmentWA has been engaged to progress planning and development of other Metronet Station precincts, but not Development Area 6.</p>
Main Roads WA	Responsible for the closure of Brearley Avenue and Great Eastern Highway which is located adjacent to the precinct.	Since the closure of Brearley Avenue, Main Roads WA has not had significant involvement within

Agency	Role	Comment
		<p>the precinct.</p> <p>It is noted that the land which previously formed the Brearley Avenue roadway needs to be converted from road reserve to the designated zone or reserve once the planning framework is finalised.</p>

*Table 2: Role of State agencies*

In 2019 the State Government announced that DevelopmentWA (formally the Metropolitan Redevelopment Authority), which is the State Government development agency, would progress planning frameworks for land surrounding Bayswater and High Wycombe Stations. Redcliffe Station was not included in this announcement and the City subsequently wrote to the Director General of the Department of Planning, Lands and Heritage (DPLH) to seek clarification on the matter (Attachment 12.1.1).

Due to the need for land-reassembly and complex coordination of State agencies and infrastructure in the Redcliffe Station precinct, the City considered that the powers afforded to DevelopmentWA would provide the appropriate planning instrument to ensure good planning outcomes are achieved. As an alternative, the City considered that an Improvement Scheme may be appropriate to guide redevelopment within the precinct.

The City was subsequently advised that there was no intention for DevelopmentWA to lead progression of the planning framework for the precinct or for an Improvement Scheme to be initiated. The City has continued to progress a planning framework for the Redcliffe Station precinct in the absence of a coordinating role from the State.

### **Development Area 6 Planning Framework**

Given the complexities associated with the draft ACP, it was considered important that the community were afforded as much opportunity as possible to provide feedback. To facilitate this, Council endorsed the first draft of the Redcliffe Station Precinct ACP for pre-consultation at the 10 December 2019 Ordinary Council Meeting. Pre-consultation was subsequently undertaken on the Plan in 2020.

Following pre-consultation, Council resolved to adopt for public consultation the draft ACP, Development Contribution Plan (providing for the funding of infrastructure) and associated Local Planning Scheme amendment. The City needs consent from the Western Australian Planning Commission (WAPC) to formally advertise and seek public submission on these draft documents. The WAPC has not granted approval to advertise on the basis that State funding commitments relating to the Southern Main Drain have yet to be confirmed. The unresolved arrangement for upgrades to the Southern Main Drain would have significant implications for the precinct as the hybrid urban stream transformation is at the forefront of the community’s vision for the precinct and is vital to facilitating a high level of amenity.

### **State Government Funding Commitment**

In December 2021, Metronet wrote to the City advising that the State Budget for the 2021-2022 and 2022-2023 Financial Years includes a total funding commitment of \$4.38 million. The funds are intended to activate and improve the amenity in the Metronet Redcliffe Train Station Precinct. The funds are proposed to be provided to the City to undertake the works in accordance with the table below.

Proposed Work	Allocation
Clearing, revegetation and fencing of the Southern Main Drain	\$520,000
Public open space upgrades	\$750,000
Public open space maintenance	\$300,000
Central Avenue extension	\$2,240,000
Servicing of future State development sites	\$570,000
<b>Total</b>	<b>\$4,380,000</b>

*Table 2: Breakdown of proposed State Government funding commitment*

Further analysis of the funding commitment will be detailed in the officer comment section of this report.

## Officer comment

Whilst the funding commitment from Metronet is appreciated, a number of aspects require further consideration. The details are discussed in the following sections of this report.

### Southern Main Drain

#### Funding of Upgrades

Metronet proposes that a portion of the funding (\$520,000) is allocated to the clearing, revegetation and fencing of the Southern Main Drain. This is inconsistent with the draft ACP to convert the drain into a hybrid urban stream within public open space as the focal point for the community.

Metronet is of the view that the City of Belmont should bear the responsibility of upgrading the drain. On the contrary, it is not appropriate for the City of Belmont to fund and deliver the modifications as:

- The drain is a State Government asset which serves a regional function of conveying water from Kalamunda to the Swan River. It is noted that stormwater from the newly

constructed Metronet Redcliffe Train Station also discharges into the Southern Main Drain.

- There is no 'nexus' to justify funding of upgrades to regional infrastructure through the Development Contribution Plan as the Southern Main Drain does not service the precinct.
- It is improper for the City to expend municipal funds for the purposes of upgrading regional infrastructure. The City can however expend funds on upgrading public open space surrounding the drain as there is a direct correlation between future development and the need for high quality public open space within the precinct.

It is envisaged that the upgrade and consequent realignment of the drain enables the consolidation of various portions of the existing Crown land Parks and Recreation reserves, which would then become available to the State for future development purposes. This provides the nexus and supports the view that upgrading of the Southern Main Drain should be funded by the State.

### **Form of Upgrades**

During discussions in February 2022, the Water Corporation affirmed that it is only supportive of upgrade to the Southern Main Drain in the form of a full living stream as opposed to a hybrid urban stream with a piped portion. The Water Corporation's position does not take into consideration the wider needs of the precinct. There is a need to balance the competing interests of various stakeholders. In this case, a number of State Government agencies have expressed their interest as a priority in development of the precinct. The Water Corporation and Department of Water and Environmental Regulation (DWER) require a full living stream; this impacts on the DPLH requirements for functional public open space and Metronet's delivery of State development sites. It is also considered that delivering a full living stream within the precinct will result in the removal of a significant number of mature trees which the community and residents have expressed concerns over.

It has been the City's consistent position that a hybrid urban stream option presents a balance in addressing the interests of each stakeholder. This option is capable of achieving high quality water sensitive urban design principles, mature tree retention and delivery of functional public open space, while providing land development parcels to support the Transit Oriented Development precinct.

While the hybrid urban stream may be a reasonable option, the City does not have the authority to legitimately downgrade or set aside the priorities of State Government agencies. It is more effective for a State led agency such as Metronet or DevelopmentWA to coordinate the matter.

### **Central Avenue Extension**

Metronet proposes that \$2.24 million of the funding is allocated to the extension of Central Avenue to complete the connection between the intersections of First Street and Second Street as outlined in the draft Activity Centre Plan (refer to Figure 2 below).

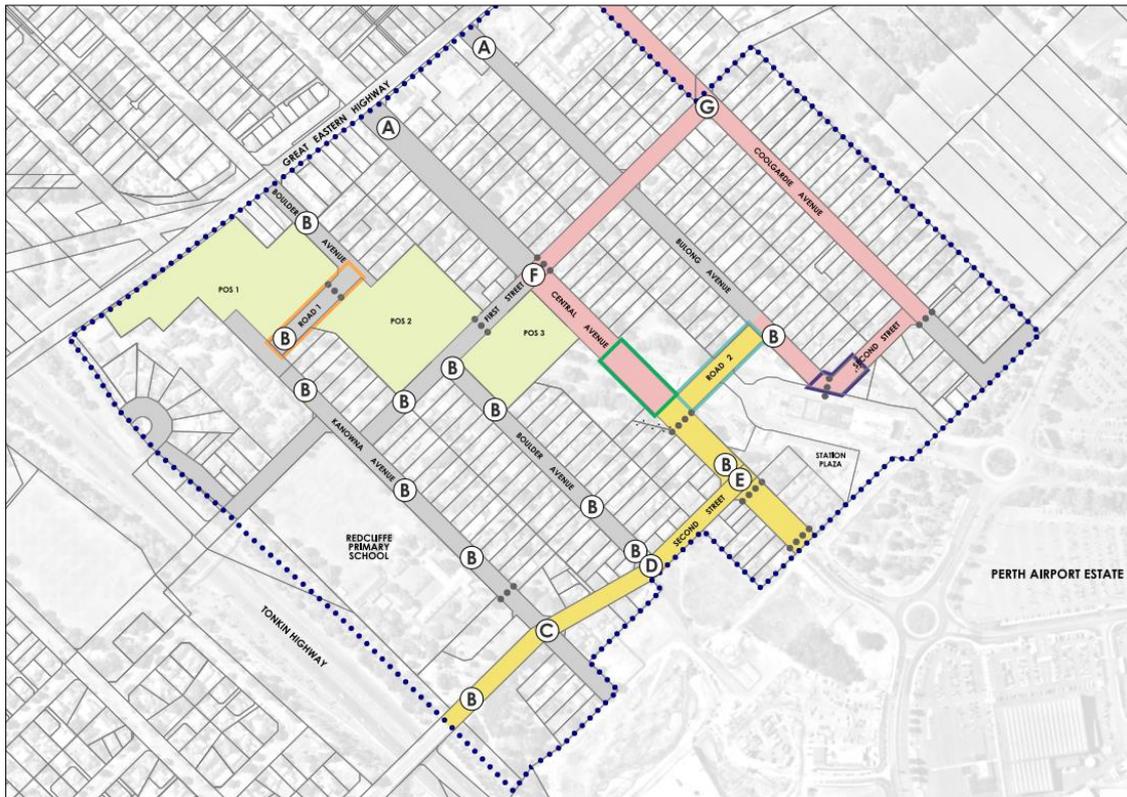


Figure 2: Proposed Central Avenue extension

The construction of this portion of Central Avenue will facilitate access to the adjacent land parcel which is Crown land earmarked as a future development site under the draft ACP.

It is noted that the draft Development Contribution Plan associated with the draft ACP includes funding of the Central Avenue extension. Given this, it is not necessary for Metronet to allocate the current funding to the extension of Central Avenue.

If Metronet considers extension of Central Avenue should be prioritised to facilitate access to the adjacent site, then the City may consider prefunding the work which can then be recouped through the Development Contribution Plan.

A detailed design exercise is required to determine the interface arrangements between the upgraded Southern Main Drain and the Central Avenue extension, and whether staging of the works as discrete projects is possible. In any case, it is desirable for the works to be carried out concurrently to minimise construction mobilisation costs as well as disruption to the community.

Given the above, Metronet should consider reallocating the State's intended funding for the extension of Central Avenue towards upgrading of the Southern Main Drain to a hybrid urban stream as envisaged in the draft Activity Centre Plan.

## Public Open Space

### Funding of Upgrades

A range of public open space upgrades are proposed under the draft ACP. The provision of public open space within the precinct has been divided into three key areas which are identified as POS1, POS2 and POS3 in Figure 3. This equates to 3.79ha in public open space, representing 9.46% of developable land within the precinct.

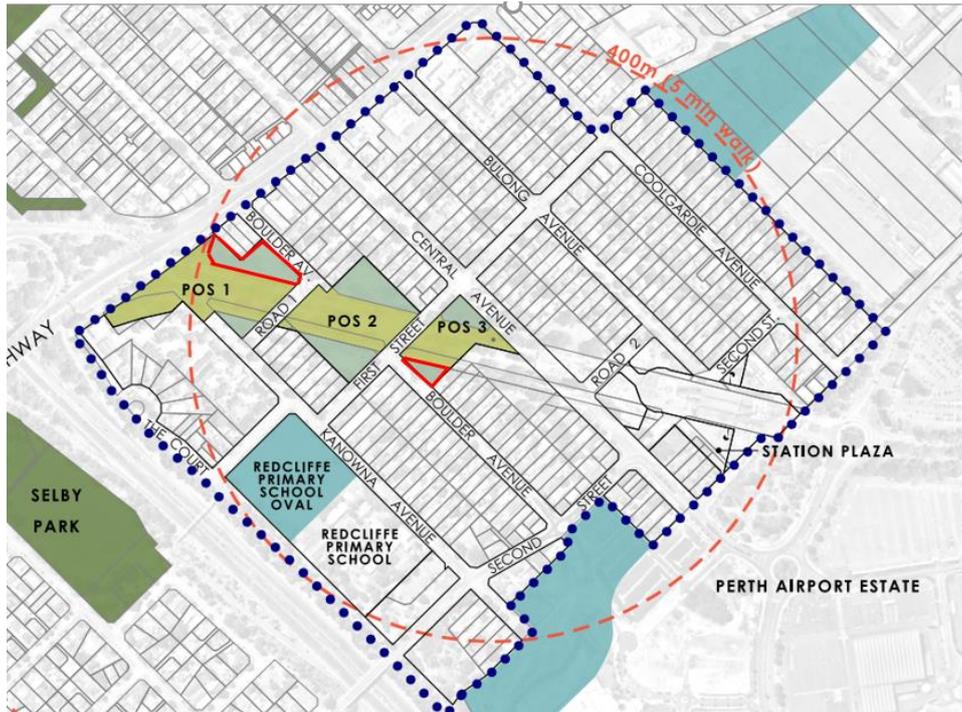


Figure 3: Proposed public open space – draft Structure Plan

Metronet proposes \$750,000 of funds towards upgrading public open space within the precinct. It should be noted that similar to the Central Avenue extension, the upgrading of public open space could ultimately be funded through the development contribution plan. Applying Metronet funding to upgrade the public open space at this stage could complement works to upgrade the Southern Main Drain to a hybrid urban stream. Depending on the final costs of developing the hybrid stream, any funding channeled to public open space upgrades may reduce the Public Open Space cost component under the draft Development Contribution Plan for landowners in the precinct. In such a case, the draft Development Contribution Plan will be revised.

### Reconfiguration of Land Parcels

As a variation to the pre-consultation of the draft Activity Centre Structure Plan, Metronet has suggested reconfiguration of public open space within the precinct as per Figure 4, where:

- The land parcel to the southeast of POS3 is reserved as public open space; and
- The land parcel to the east of POS1 is earmarked for future State led development.

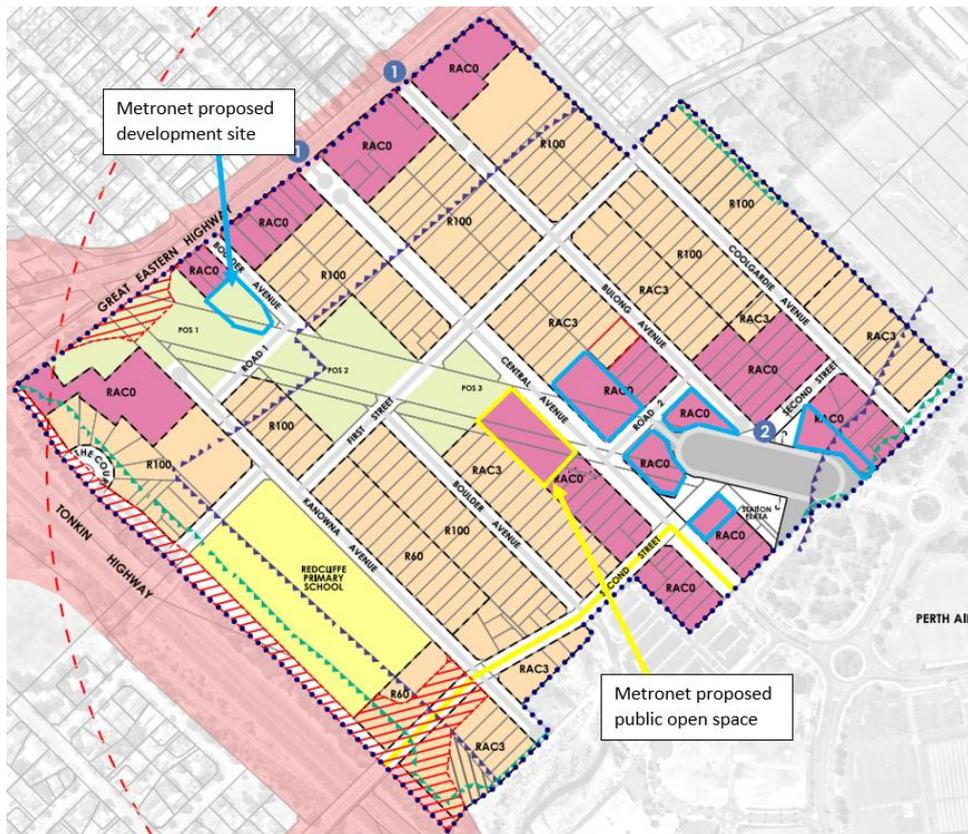


Figure 4: Metronet's proposed development sites

Metronet's public open space configuration presents the following implications for consideration:

- The draft Structure Plan currently proposes 3.5ha of unrestricted public open space within the precinct. The State's proposal would result in small reduction to approximately 3.4714ha of unrestricted public open space within the precinct.
- The alignment of the Southern Main Drain and ultimately the hybrid urban stream dissects the land parcel to the southeast of POS3. This presents constraints for future development of that land parcel. It is considered that Site 6 would be more advantageous as a development site for the State. However, the opportunity for the Site 6 land parcel to supplement POS1 by providing more functional open space in a consolidated area would be lost.

In light of the above, it is considered that the public open space configuration contained within the draft ACP is more appropriate than the configuration proposed by Metronet. However, to facilitate informed decision making, it is considered appropriate to seek community feedback on Metronet's proposed public open space configuration. As part of the advertising of the draft ACP, the City could concurrently seek feedback from the community on the alternative public open space configuration.

### **Public Open Space and Future State Development Site Maintenance**

Metronet proposes to provide \$300,000 to install turf and reticulation, with the expectation that the City would take on the responsibility for ongoing maintenance of public open space and future State development sites.

The City would ordinarily be deemed to be responsible for maintenance of public open space in the precinct, however the ongoing maintenance of future State development sites needs further consideration:

- Whilst these sites were previously used as public open space, they are earmarked for future development as part of the State's Housing Diversity Pipeline Project. The State is proposing that a minimum social housing ratio of 1:5 dwellings be provided on the lots through this project.
- The sites are located directly adjacent to Redcliffe Station and the Public Transport Authority (PTA) have offered funding to install turf and reticulation for the land parcels, which will otherwise remain vacant until such a time that they are developed.
- There is an opportunity for the turfed sites to be enjoyed by Redcliffe Station patrons and the wider DA6 community while they are vacant.
- Metronet has not provided a timeframe as to when they intend on developing the subject sites, and it is not appropriate for the City to expend municipal funds on maintenance of the sites once the initial funds from Metronet are exhausted.

In light of the above, the City could consider facilitating the installation of the turf and reticulation, and maintenance of the State's future development sites as an extension of the maintenance regime of public open space in the precinct. It would be necessary for the State to reimburse the City for these maintenance costs, and this would be a temporary arrangement until such a time that the sites are formalised as development sites.

If Council resolves to endorse this proposal, and the State Government are amenable to this arrangement, it is proposed that a legal agreement would be established to specify the responsibilities and obligations of each party. It is also considered necessary for signage to be installed on the sites which identifies that the land is owned by the State Government and clarifies that the land will be developed in the future.

### **Servicing of Future State Development Sites**

Metronet is proposing to provide \$570,000 towards the servicing of future State development sites but has not provided details on what infrastructure services this would cover.

The Development Contribution Plan prepared for the precinct makes provision for the delivery of a range of common infrastructure works including utility infrastructure upgrades required to support redevelopment within the precinct. These upgrades relate to water, wastewater, electricity and gas which are not otherwise funded by servicing agencies.

It is not appropriate for the City to take responsibility for installation of site specific services for future development sites, albeit State Government sites. It is therefore recommended that the City advise the State that it will not undertake service installation for future State development sites.

### **Options to Progress Planning Framework**

Having regard for the above, three options have been developed for Council to consider:

**Option 1** – Accept the \$4.38m funding commitment and undertake works

Metronet proposes to provide \$4.38m for the City to deliver the following works:

- Clearing, revegetation and fencing of the Southern Main Drain
- Public open space upgrades
- Servicing of future State development sites
- Public open space and future State development site maintenance.

Whilst the funding commitment would facilitate delivery of infrastructure within the precinct, clarity over the intent of the funding commitment is needed. Investment by the State to showcase high-quality development as a catalyst for the precinct is desirable. Good public realm urban design and quality public open space is required to fulfil a sense of place for the precinct. There are a number of concerning implications associated with Option 1:

- The basis for the funding allocation and associated cost estimates are unclear. If the City were to accept the funding commitment from the State there is a risk that the works could cost more than the allocated funds provided by the State. The City would therefore become responsible for additional costs.
- It is not appropriate for the City to take responsibility of upgrades to the Southern Main Drain which is a State agency asset. It is not reasonable for the City to expend municipal funds to upgrade regional infrastructure that does not service the local government area. Acceptance of Metronet's funding implies that the City would assume responsibility for future upgrades to the Southern Main Drain.

To compound the matter, it is noted that the Water Corporation are not supportive of a hybrid urban stream; they have affirmed that a full living stream should be delivered as an upgrade for the Southern Main Drain. Therefore, the planning framework which is currently not advertised, is still in its infancy stage.

The vision for the precinct highlights the transformation of the Southern Main Drain as a high amenity stream in an urban parkland setting as the focal point for the community. This vision was developed in consultation with the community and stakeholders. Given this impasse which threatens the ability to deliver the vision, it would be necessary to revisit the planning framework for the precinct and reconsider the community's aspirations for DA6.

- The public open space configuration proposed by the State is not consistent with the public open space configuration contained within the draft ACP. It is considered that the public open space configuration contained within the draft ACP provides a more useable and high-quality outcome.
- The public open space upgrade can be funded under the proposed Development Contribution Plan and it is not necessary for Metronet to fund these works.
- Metronet has not specified the infrastructure items associated with the funding for preparation for future State development land parcels. Nonetheless, it is not appropriate for the City to take responsibility for establishing site specific service infrastructure for future development parcels albeit State Government landholdings. It is noted that precinct infrastructure to facilitate implementation of the planning

framework would be funded through a Development Contribution Plan. It is not essential for Metronet to allocate funding to these infrastructure works.

- The PTA is proposing to fund the turfing and reticulation of future State development sites adjacent to Redcliffe Station. While Metronet has proposed allocating funds for the City to take responsibility for interim maintenance of future development sites, the timeframe associated with formalising the land tenure of these existing Parks and Recreation reserve land parcels as zoned land for development is unknown. It would be necessary for the State to enter into a legal agreement with the City to specify the responsibilities of each party and the parameters of the arrangement.

The funding from Metronet at this stage should not be taken to automatically offset the obligations for contribution under a formalised Development Contribution Plan when development occurs on the respective development land parcels. Metronet would need to clearly present the case if this were the intention.

### **Financial and Risk Implications**

Metronet's basis for the cost estimates is unknown. If the City accepts the funding commitment from the State, there is a risk that the works could cost more than the allocated funding provided by Metronet. The City would be left with the responsibility of covering additional costs, which could be substantial.

Given the implications and the uncertainty associated with this option, it is recommended that Council does not proceed with this option.

### **Option 2 – Request the State redirect funds to upgrade the Southern Main Drain**

Council could consider committing to prefund infrastructure works which are recoverable through the Development Contribution Plan, and seek that Metronet reallocates funding towards upgrading the Southern Main Drain.

Metronet has proposed the clearing, revegetation and fencing of the Southern Main Drain as an interim measure until the City is in a position to fund upgrades to the drain in accordance with the draft ACP. As previously outlined, it is not appropriate for the City to fund and upgrade the drain, either through the Development Contribution Plan or municipal funds, as it is regional infrastructure that does not service the precinct or municipal area.

Costs for items such as the construction of Central Avenue, the establishment of public open space and the installation of service infrastructure for the precinct can be funded via the Development Contribution Plan. This provides an opportunity for the \$2.99 million associated with these works to be redirected towards upgrading of the Southern Main Drain in accordance with the draft ACP.

While Metronet has indicated in principle that they could consider reallocation of funding towards upgrading of the Southern Main Drain, clear commitments are needed from the Water Corporation and DWER as the responsible agencies to undertake the Southern Main Drain modifications.

Given the interface between the Central Avenue extension, public open space upgrades and Southern Main Drain modifications, it is desirable for these works to be undertaken concurrently. This would require a financial commitment from the City to prefund the works, as no funds would have been collected through the Development Contribution Plan at this

initiation phase. Reimbursement for the prefunding would occur as money is collected through the Development Contribution Plan as properties within the precinct are developed.

### **Financial and Risk Implications**

There are several risks associated with this option:

- The Development Contribution Plan for the precinct has not been endorsed even for advertising by the WAPC. Without the certainty that the Central Avenue extension and public open space establishment are included in the Development Contribution Plan, there is a risk that the City may not be able to recoup its expenses for delivering these works, therefore presenting a significant financial risk.
- Even with an established Development Contribution Plan, prefunding the infrastructure works requires a significant financial contribution from the City. Development contributions are only payable when properties are redeveloped, and there is no certainty to the uptake and timing of when development will occur within the precinct. This means that there is no guarantee as to when the City would be able to recoup its expenses.
- Previous estimates indicate that the cost of upgrading the Southern Main Drain to a hybrid urban stream at approximately \$4.5 million. This means further technical consultancy work is required to establish the extent of work achievable with the available \$2.99 million Metronet funding.

It is probable that the \$2.99 million in funding will not be sufficient to achieve the outcomes desired for the Southern Main Drain. There is also concern that the DWER and Water Corporation will not support the design. This means that the financial outlay for further consultancy work to examine designs within the \$2.99 million budget could be futile.

Having regard for the complexities outlined above, and given the Southern Main Drain is regional infrastructure that does not service the precinct or municipal area, it is considered necessary for Metronet or DevelopmentWA as lead State agencies to coordinate and implement upgrades to the Southern Main Drain.

If Council contemplates this option, it would be necessary to seek formal commitments from Metronet to guarantee that funding will be allocated to the Southern Main Drain, and also gain approval from the Water Corporation for the preferred hybrid urban stream design.

Considering the risks and uncertainty associated with this option, it is recommended that Council does not proceed with this option.

**Option 3** – Request that DevelopmentWA progress and implement the planning framework for the precinct

Considering the complexities discussed in Options 1 and 2, as well as the limitations in the City's authority over decisions with State Government assets and interests, Council may consider requesting that DA6 is declared a redevelopment area under the provisions of the *Metropolitan Redevelopment Authority Act 2011* and that DevelopmentWA take on responsibility as the lead State Government agency to progress the planning framework for the precinct.

The community worked closely with the City to form up the Vision Plan for the precinct in 2013 and have over many years patiently participated in development of the planning framework. They have continually sought certainty regarding the planning framework for their landholdings and the precinct more broadly. At this point, the community are keenly supportive for a planning framework to guide high-quality redevelopment outcomes.

To date, the City has taken the lead role in progressing the planning framework for Development Area 6, but has been unable to resolve key issues with State agency stakeholders, including:

- State funding for upgrades to the Southern Main Drain.
- Whether the hybrid urban stream is an acceptable design outcome to balance different priorities across the relevant government agencies.

The statutory powers afforded to DevelopmentWA provide the appropriate instrument to facilitate good planning outcomes for the precinct. This would enable land-reassembly and complex coordination of State Agencies, with DevelopmentWA as the lead State agency to ascertain the priority interests among the agencies. It is noted that DevelopmentWA is currently engaged to coordinate the planning frameworks for land surrounding other Metronet Station precincts.

### **Financial and Risk Implications**

Given the lengthy delays in gaining State Government support to resolve issues that the City has raised on a number of previous occasions, it is necessary for this matter to be addressed promptly to provide the community with certainty for future development of their property. Whilst the City would no longer take the lead role in progressing a planning framework for the precinct, it is considered that DevelopmentWA could deliver a planning framework for the precinct in a more effective and timely manner with the statutory powers afforded to them. The City would still have an important role in assisting DevelopmentWA and liaising with the community in delivering a planning framework and high amenity outcome for the precinct.

There is a risk that DevelopmentWA may not agree to take on responsibility for the precinct, however this is outweighed by the risk implications for the City if the other options are pursued.

An alternative if DevelopmentWA does not take on progressing the planning framework for the precinct would be for the City to revisit and re-engage with the community to revise the vision and plan for the precinct. It is necessary to take into consideration any evolution in aspirations from the community given the changes to the proposed hybrid urban stream and form of public open space, and the likely changes to amenity for the precinct. While this process would mean significant delays for development in the precinct, it ensures proper and transparent planning.

It is recommended that Council pursue Option 3 and explore the alternatives associated with this option if the need arises.

**Concurrent Option** – Establish discrete Agreement for interim maintenance of State owned sites

Notwithstanding the above options, the PTA are finalising works associated with the train station, including the landscape treatment of future development land parcels adjacent to the train station site (Figure 5). The PTA have offered to contribute \$264,000 in funds towards installing turf and reticulation for these land parcels with the expectation that the City would then be responsible for the ongoing maintenance of the landscaping.



Figure 5: Future State development parcels surrounding train station

While the land tenure of these sites is currently reserved for Parks and Recreation, they are Crown land parcels earmarked as future development sites under the draft ACP. This means that the State Government are the custodians and should bear responsibility for ongoing maintenance of the land. As the timeframe for development on these sites is unknown, it is desirable to ensure a high standard of maintenance given their interface with the train station. To facilitate this outcome, the Council may consider including these sites in its maintenance regime for the surrounding park land and seek reimbursement of the maintenance costs from the State. Such an arrangement should be formalised through a legal agreement specifying the responsibilities and obligations of each party.

As a standalone matter separate from Options 1, 2 and 3, it is recommended that Council endorses this proposal to the State.

## Conclusion

The City has worked closely with the community to develop a planning framework which aims to facilitate the redevelopment of the area into a high amenity, transport orientated precinct. The Southern Main Drain is at the forefront of this vision and is proposed to be converted into a hybrid urban stream, set within public open space.

The State Government is proposing to contribute \$4.38 million in funding towards delivering certain infrastructure items within the precinct. As outlined in this report, there are a number of concerns regarding the funding commitment. Particularly, given the commitment does not extend to the transformation of the Southern Main Drain into a hybrid urban stream as envisioned by the community. In light of this, there are a number of implications for the precinct and the likely commitments and obligations on the City's part.

There is a high level of uncertainty over Metronet's cost estimates associated with Option 1. It is likely that further significant financial input from the City would be required to deliver the

outcomes expected in return for Metronet's funding under this option. It is irreconcilably inappropriate for the City to expend municipal funds to upgrade the Southern Main Drain which is regional infrastructure that does not service the municipal area.

Even if Metronet provides the full amount of funding to upgrade the Southern Main Drain contemplated under Option 2, the City does not have any legitimate authority to override Water Corporation's position that the upgrades must be in the form of a full living stream. There is genuine concern that pursuing either Option 1 or Option 2 places significant financial burden on the City, with very narrow prospect that the envisaged outcomes will be achieved.

It is considered that the statutory powers afforded to DevelopmentWA provide the appropriate instrument to facilitate good planning outcomes for the precinct, as proposed by Option 3. The risk under Option 3 is that DevelopmentWA does not invest itself in progressing the planning framework for DA6. This means that the status quo remains, and the City would be left to lead the planning framework for the precinct. In this case, it is recommended that the City revisits the vision for the precinct rather than take on the risks associated with Options 1 and 2.

## **Financial implications**

The financial implications associated with each option has been discussed above.

## **Environmental implications**

There are no dominant environmental implications associated with the consideration of the proposed funding commitment and progression of the planning framework.

It is noted that the planning framework for the precinct proposes to transform the Southern Main Drain into an environmentally sustainable hybrid urban stream.

## **Social implications**

If the planning framework for the precinct is not progressed in a timely manner, development surrounding Redcliffe Station will be delayed. This will mean a delay in housing opportunities for the growing population. Without the critical mass of housing and activity around the train station, it will not function at its intended capacity which undermines the viability of operations but also has flow on effects on vibrancy, activity and amenity for the community.

If alternative options for the design and configuration of the Southern Main Drain are investigated for the precinct, this has the potential to impact on public open space delivery and may lead to a less desirable urban design outcome for the community.

Due to the delays in progressing a planning framework for the precinct, the community has been provided with little certainty over the future of their homes and property in the precinct.

The delay has also meant that many residents have been left in limbo over decisions they need to make to cater for their personal housing needs in future years.

## Officer Recommendation

That Council:

1. Endorses the proposal for the City to undertake interim landscaping maintenance work for the land parcels in Development Area 6 which are earmarked for future development as State Government landholdings, including:
  - a. Seeking reimbursement for the ongoing maintenance costs from the State.
  - b. Specifying that this maintenance arrangement is temporary and will only be in place until the land parcels are formalised as development sites.
  - c. Outlining the need for signage to be installed on the sites that identifies the land as a State Government asset which is subject to future development.
  - d. Directing the Chief Executive Officer to establish the maintenance arrangements through a legal agreement with Metronet.
2. Directs the Chief Executive Officer to write to:
  - a. Metronet to express the City's concerns over the nature of the proposed funding commitment.
  - b.
    - (i) The Governor
    - (ii) Minister for Transport; Planning; Ports
    - (iii) Western Australian Planning Commission Chairman
    - (iv) Director General of the Department of Planning, Lands and Heritage.to request that the precinct be established as a redevelopment area under the *Metropolitan Redevelopment Authority Act 2011* and that DevelopmentWA take responsibility for progressing the planning framework for the Development Area 6 precinct.
  - c. The Premier and State Member for Belmont to:
    - (i) Express the City's concerns over the lack of funding for necessary upgrade to the Southern Main Drain that will impact on liveability and sustainable housing for a large segment of the Belmont community, and request that funds earmarked for the servicing of State land parcels and other associated infrastructure be rediverted to the upgrading of the main drain with redevelopment of the wider precinct to be pursued and funded through an appropriate planning mechanism;
    - (ii) Seek commitment for further funding to transform the Southern Main Drain into a hybrid urban stream; and
    - (iii) Request support for the precinct to be established as a redevelopment

area under the *Metropolitan Redevelopment Authority Act 2011*.

CITY OF BELMONT  
215 Wright Street  
(LMB 379) Cloverdale  
Western Australia 6105

Council Ref : 117/001  
Customer Ref :  
Enquiries : J Hammah

All communications  
to be addressed to:  
The Chief Executive Officer  
LMB 379 Cloverdale  
Western Australia 6985

12 July 2019

Ms Gail McGowan  
Director General  
Department of Planning, Lands and Heritage  
Locked Bag 2506  
PERTH WA 6001

Dear Ms McGowan

***PLANNING AND LAND MATTERS IN THE CITY OF BELMONT***

The City of Belmont is currently dealing with several planning and land matters which require coordination with the Department of Planning, Lands, and Heritage. I would appreciate a meeting with you, the Chairman of the Western Australian Planning Commission and relevant staff at the Department to discuss the following matters in particular.

**1. Redcliffe Metronet Precinct**

**Planning Implementation Framework**

The Western Australian Planning Commission has yet to make a decision on the ultimate statutory planning framework for the Redcliffe Metronet Precinct. It is noted that the Metropolitan Redevelopment Authority's responsibility now extends over the Bayswater and Forrestfield train station precincts. It is considered that the powers afforded to the Metropolitan Redevelopment Authority provide the appropriate planning instrument to ensure good planning outcomes are realised. However, it is unclear why Redcliffe has not been included in the Metropolitan Redevelopment Authority's charge.

There is a need for land re-assembly, and complex coordination of state agencies and infrastructure in the Redcliffe precinct, this is compounded by the unpredictable and sometimes volatile sentiment of the community which has influenced decision making for the precinct in the past. One such example is the significant delay in the closure of Brearley Avenue.

I understand that that Landcorp have carried out a development feasibility study and have indicated concerns that the proposed development densities in the precinct are not viable in the current market. It has always been the City's approach to redevelopment precincts that in order to ensure that long term sustainable development outcomes are achieved, it is inappropriate to allow short term market demands to lead development of such areas.



The City is interested in discussing the possibility of extending the remit of the Redevelopment Authority over the Redcliffe precinct and the alternative of imposing an Improvement Scheme as an appropriate implementation instrument. It is the City's position that a Local Planning Scheme does not provide adequate controls to catalyse the long term sustainable development outcomes desired for the Redcliffe Metronet precinct.

#### **Infrastructure Pre-funding**

The fragmentation of land ownership in the Redcliffe Metronet Precinct presents infrastructure funding challenges as no particular developer/landowner could reasonably be expected to coordinate the delivery of infrastructure to the area. Furthermore, the ability to deliver substantial infrastructure at the initial stages of development is unlikely without pre-funding commitments from other sources (e.g. State agencies and/or local government).

The City's preliminary estimates indicate a substantial infrastructure cost burden for development. The most significant infrastructure items relate to the realignment of the Southern Main Drain and the upgrade of services, particularly electricity and telecommunications.

The realignment of the Southern Main Drain will allow Crown land to be developed; therefore it is considered that the cost associated with its realignment should be borne by the beneficiary (i.e. the Crown).

If an Improvement Scheme is considered to be the appropriate implementation instrument, it is necessary to establish what financial contributions to infrastructure will be made by the State Government to enable the preparation of a Development Contribution Plan over the Precinct.

## **2. Crown Reserve Fauntleroy Avenue, Ascot**

There are a number of inconsistencies in how the Fauntleroy Avenue Regional Foreshore Reserve is established. It is suggested that a review of the existing Parks and Recreation (P & R) reservation alignment under the Metropolitan Region Scheme (MRS) for properties bounded by the Swan River, Fauntleroy Avenue, Hay Road and Hilton Grove, Ascot should occur. The City has identified several impediments to achieving the objectives of the reservation and it is considered that an amendment to the MRS is required. Background to this request forms Attachment 1.

### **Lot 7134 (1) Hilton Grove**

The City seeks support from the Department to realign a portion of the reserve to enable a suitable interface between the reserve and an adjoining residential property. Background to this request forms Attachment 2.

Lot 7134 (1) Hilton Grove, Ascot (Reserve 26219) is a parcel of Crown Reserve vested with the City of Belmont for the purpose of Public Recreation. The Reserve is located within the Swan Canning Development Control Area and is reserved for Parks and Recreation under the MRS. The width of Reserve 26219 is not consistent with the Reservation boundary to the east/upstream, which is much narrower. The existing topography of the land limits the ability to provide public access and recreation through the area without undertaking significant works that would be detrimental to riparian vegetation, and may in any event be futile due to erosion.

Staff at the Department have not favoured the proposal to realign the reserve boundary as it would be inconsistent with policy. However, I feel that the circumstances of this matter are unique and would not set an undesirable precedent. It would be beneficial for us to discuss the options to address the matters that City officers have identified.

I would be grateful if your staff would contact my Executive Assistant, Ms Shervaun Steenson (9477 7202; [shervaun.steenson@belmont.wa.gov.au](mailto:shervaun.steenson@belmont.wa.gov.au)) to arrange a suitable time for the Mayor, myself and relevant senior staff to meet with you to discuss the highlighted issues.

Yours sincerely



**JOHN CHRISTIE**  
**CHIEF EXECUTIVE OFFICER**

cc: Mr David Caddy  
Chair  
Western Australian Planning Commission  
Locked Bag 2506  
PERTH WA 6001

## 12.2 Community Leasing - Belmont Sports and Recreation Club and Belmont City Bowling Club

### Attachment details

Attachment No and title	
1.	CONFIDENTIAL REDACTED - Lease - 400 Abernethy Road (Confidential matter in accordance with Local Government Act 1995 Section 5.23(2)(d)) [12.2.1 - 173 pages]
2.	CONFIDENTIAL REDACTED - Advice Regarding Consultant Report (Confidential matter in accordance with Local Government Act 1995 Section 5.23(2)(d)) [12.2.2 - 7 pages]
3.	CONFIDENTIAL REDACTED - Draft Terms of Agreement and Copies of Correspondence - BSRC - BCBC - 400 Abernethy Road (Confidential matter in accordance with Local Government Act 1995 Section 5.23(2)(d)) [12.2.3 - 6 pages]
4.	CONFIDENTIAL REDACTED - BCBC Correspondence Dated 12 April 2022 - Proposal (Confidential matter in accordance with Local Government Act 1995 Section 5.23(2)(d)) [12.2.4 - 1 page]

Voting Requirement	:	Absolute Majority
Subject Index	:	70/007
Location/Property Index	:	400 Abernethy Road
Application Index	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	Ordinary Council Meeting 24 August 2021 Item 13.2.2; Ordinary Council Meeting 22 June 2021 Item 13.2; Ordinary Council Meeting 28 April 2020 Item 12.2
Applicant	:	N/A
Owner	:	City of Belmont
Responsible Division	:	Infrastructure Services

### Council role

- Advocacy** When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
- Executive** The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
- Legislative** Includes adopting local laws, local planning schemes and policies.
- Review** When Council reviews decisions made by Officers.
- Quasi-Judicial** 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. 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**

To consider the consultant's report titled "Lease – 400 Abernethy Road, Cloverdale". (Confidential Attachment 12.2.1 refers), legal advice regarding this report (Confidential Attachment 12.2.2) and alternative options for consideration in relation to the leasing matters associated with the premises at 400 Abernethy Road currently leased to Belmont Sports and Recreation Club (BSRC).

## **Summary and key issues**

Two organisations, the BSRC and Belmont City Bowling Club (BCBC) are in dispute over access/utilisation of facilities at 400 Abernethy Road, Cloverdale. Subsequent to an unsuccessful attempt at professional mediation in March 2021 and efforts by the City to resolve this matter, an independent consultant was engaged by the City to conduct a review of the disputation and provide a report for consideration by Council on identified options to satisfactorily resolve the dispute.

Key issues addressed in the consultant's report include:

- City documentation relating to the historical and current lease arrangement for 400 Abernethy Road, Cloverdale.
- Correspondence between the BSRC and BCBC.
- Summary of meetings held with stakeholders, including the matters of concern for each party.
- Options to resolve the disputation.
- Recommendations for Council consideration.

Due to concerns in relation to the City's ability to implement the options outlined in the consultant's report, legal advice was sought. The advice confirmed that the options were either not viable or not recommended from a legal perspective. City officers subsequently developed additional options for consideration by Council.

## **Location**

The site and building, the premises leased by the BSRC, is located at 400 Abernethy Road, Cloverdale. The leased area is highlighted in red on the aerial image below.



## Consultation

Consultation was undertaken with the BSRC and BCBC in relation to this matter, details of the consultation undertaken by the independent consultant is outlined in the attached report.

City Officers have engaged with Jackson McDonald (Lawyers) to provide advice on the legality of the options proposed by the independent consultant.

Several neighbouring local governments and bowling/sporting and recreation clubs were surveyed with regards to lease terms, asset maintenance and governance in the preparation of this report:

1. City of Stirling
2. City of Bayswater
3. City of Joondalup
4. Town of Victoria Park
5. Bayswater Bowling and Recreation Club
6. Joondalup Sports Association
7. Morley/Noranda Recreation Club.

## 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**

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

## **Background**

The BSRC and BCBC are in dispute over access/utilisation of facilities at 400 Abernethy Road, Cloverdale.

At the 24 August 2021 Ordinary Council Meeting, the following Notice of Motion was carried unanimously:

- “1. Given the recent deterioration in the relationship between Belmont Sport and Recreation (BSRC) and the Belmont City Bowling Club (BCBC), the City should obtain legal advice regarding whether:
  - The historical agreement between the BSRC and BCBC relating to the use of the greens has any legal standing
  - The BCBC has the right to continue to manage and maintain the bowling greens, as they have done so from 1996 until the recent cancellation of this arrangement by the BSRC
  - The BCBC has the right to have priority use of the internal lounge area within the BSRC
  - There are clauses within the lease to ensure that the BSRC maintains positive working relationships with users of the building and bowling greens
2. If the BSRC does not resolve relations with the BCBC by the end September 2021, that Council directs the CEO to prepare a report to Council outlining the potential options available to the City to resolve this matter.”

It was considered by Council that the increasingly fraught relations between the two groups has had a significant impact on the relations on site and the reputation of both groups.

## **Comment**

Despite efforts made by the City, BSRC and BCBC, agreement and resolution of the issues were not able to be reached. This included professional mediation between the BSRC and the BCBC.

The City therefore engaged an independent consultancy firm to conduct a review of the disputation between the two groups in relation to lease and license access arrangements at the premises. The resulting consultant's report provides background information, an assessment of the current situation, identified options for resolving the matter as well as a

recommended option. The report prepared by the consultant titled “Lease – 400 Abernethy Road, Cloverdale” is provided as Confidential Attachment 12.2.1.

Based on concerns in relation to the City’s ability to implement the options from a legal perspective, the City sought advice from Lawyers as to the legality of the options proposed by the consultant and the ability for the options to be implemented in a practical sense (refer Confidential Attachment 12.2.2).

The following table outlines the options presented by the consultant and comments in relation to the implementation of each option identified through advice received from the Lawyer:

Option	Overview	Summary Of Legal Advice/Issues
Consultant Option 1 – Status Quo Modified	Modification to existing lease to provide BCBC with responsibility for bowling greens	<p>Lease cannot be altered without agreement of both parties. Issues remain over the facilities required to support the BCBC which cannot be excised from the leased area and the parties cannot agree on how the use of these facilities will be allocated or the associated cost.</p> <p>Even if agreed, this option would initiate rewriting almost every provision in the lease.</p> <p>If the parties cannot reach an agreement to a sub-lease, it is unlikely an agreement would be reached on a joint lease/co-tenant arrangement. The BCBC have advised the City that they prefer not to be a party to a joint agreement with the BSRC.</p>

Consultant Option 2 – Provide new facilities	Construction of a fit for purpose bowling facility for the benefit of BCBC	<p>While legally possible, this would come at a significant cost. Research undertaken in relation to recently completed facilities, indicates the costs could run into many millions of dollars.</p> <p>Cost benefit analysis in relation to this option is poor, based on low member numbers versus cost. With Master Planning and aged buildings on site, it is also not recommended to develop a new facility on this location at this time.</p> <p>The proposal for a stand-alone facility is contrary to the approach of the City and other local governments in recent years, which is to move away from stand-alone facilities towards co-located facilities.</p>
Consultant Option 3 – Preparation of new lease/s No 1	Termination of lease with BSRC and preparation of new tri party lease between the City, BSRC and BCBC	This approach requires the two parties to negotiate and agree terms of a new Head Lease providing for the specific needs of each party. Clubs cannot currently agree on shared use arrangements under a sub-lease. The BCBC have advised the City that they prefer not to be a party to a joint agreement with the BSRC.
<b>Option</b>	<b>Overview</b>	<b>Summary Of Legal Advice/Issues</b>
Consultant Option 4 – Preparation of new lease/s No 2	Termination of lease with BSRC and preparation of new lease exclusive of bowling greens and a new lease for the bowling greens be prepared with BCBC	The comments under Option 3 above, also apply to this Option 4. Similar to Option 1, unresolved issues remain over the facilities required to support the BCBC which cannot be excised from the leased area and the parties cannot agree on how the use of these facilities will be allocated or the associated cost under the existing lease agreement that could be executed under a sub-lease arrangement.

Advice received from the Lawyers has indicated that on the whole, the options proposed by the consultant:

1. Are not able to be implemented and/or would have significant challenges with managing on an ongoing basis; or
2. Would require the parties to negotiate and agree. This has not been achievable over the past year of negotiation with City officers, a mediator and the consultant; or

3. Are not recommended from a legal viewpoint.

The consultant and BCBC have suggested the execution of the current lease between the City and the BSRC was the reason for the break down in the relationship between the two clubs and the change of approach in relation to maintaining the bowling greens, whereby the BSRC took over maintaining the bowling greens from the BCBC. The City provides the following clarifications relevant to these concerns:

- Under both the current and previous lease agreement, the BSRC was responsible for maintaining the bowling greens and under both leases, at any time the BSRC could have taken over maintenance of the greens. The arrangement between the BCBC and BSRC, whereby the BCBC maintained the bowling greens, was an arrangement outside the lease agreement between the BCBC and BSRC.
- The key difference between the two documents, is that the current lease provides clarity in relation to the circumstances under which the bowling greens are to be maintained to competition standard (in accordance with Bowls WA requirements), whereas the previous lease was silent in relation to the standard of maintenance or reference to the bowling greens (which fell under “lawn areas” under the previous lease).
- The current lease also provides improved clarity in relation to general maintenance responsibilities between the Lessor and Lessee.
- Based on the City’s engagement with both clubs and reviewing historical documentation, there is evidence of challenges with relations between the BSRC and BCBC prior to the execution of the current lease agreement.

While the previous lease expired on 29 June 2010, between the expiry date and date of execution of the current lease (May 2021), the City had made ongoing attempts to obtain the agreement of the BSRC to the draft lease.

Although the preferred course of action would have been to have an updated lease in place shortly after the expiry of the previous lease in June 2010, the leases do contain holding over provisions which ensures both parties are protected under the provisions of the expired lease on a month-to-month basis.

In reviewing the consultant’s report and legal advice, Officers contacted several neighbouring local governments and bowling and recreation clubs in order to gather comparable examples of the lease terms and governance structures in place for like facilities.

**Lease terms:**

- All four surveyed local governments have bowling clubs within their local government authorities (LGA).
- All four LGAs own bowling facilities, all of which are leased to a tenant. The arrangements in place are a mix of a lease:
  - direct to a bowling club; or
  - sports and recreation association where the bowling club is a user or subtenant of the sport and recreation association, the user arrangement in place is mostly informal and the observations were that this was based on a good working relationship between the clubs.

- Three out of four LGAs grant peppercorn leases with the lessee responsible for operational costs including utilities, ESL, insurance and telecommunications.
- Two out of four lessees are responsible to pay local government rates.
- One out of the four local governments have introduced a leasing policy whereby the City covers the cost of utilities. It should be noted that in general terms this is a unique arrangement for a lease agreement.

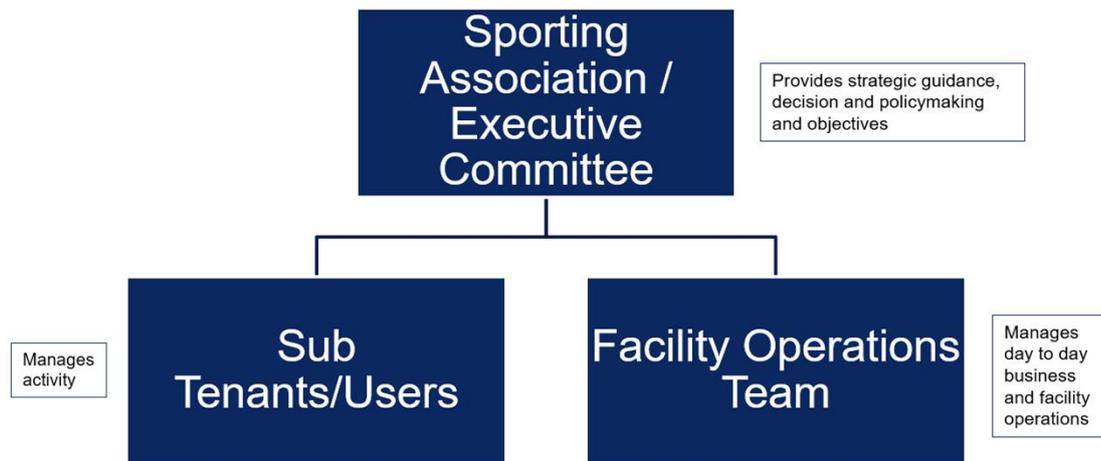
#### **Asset maintenance:**

- In all cases, the lessee is responsible for general repairs and maintenance. In some, the LGA manages the physical maintenance and on-charges the costs.
- In general, the lessor is responsible for structural maintenance. However, this can be determined on a case-by-case basis.
- Generally, if the assets were installed by the LGA (air conditioning, commercial kitchen appliances, etc.) the LGA would be responsible for the replacement. If the assets were installed by the current leaseholder, they would be responsible for its replacement.
- In all cases, the lessee is responsible for maintenance costs of the bowling greens.

#### **Funding:**

- City of Stirling - Occasional funding is provided on a case-by-case basis. Clubs are encouraged to apply for grants that are available.
- City of Bayswater - No ongoing, recurrent arrangements. The City runs an annual community grants program that can be accessed by all eligible groups and organisations within the LGA for upgrades/renovations to facilities. Terms of the grant dictate that the group/organisation are expected to cover a minimum of 20% of the cost.
- City of Joondalup - Annual contribution to bowling clubs for greens maintenance was established in 2013 of \$5,000 (this amount has been indexed each year and the current amount is around \$5,600). The amount of funding provided is halved for synthetic greens.
- Town of Victoria Park - Operating subsidy grant is available that can be used towards outgoings or improvement projects. The subsidy can be accessed by lessees where mutually beneficial objectives are agreed and reported on.
- City of Belmont – Annual grant of \$32,000 is available to Belmont City Bowling Club for contribution towards greens maintenance in addition to grant opportunities that are available to all eligible not for profit organisations within the City.

In addition to the above detail, it is prudent to note that based on the feedback received in all comparable cases, good relationships exist within the clubs and are paramount to the success of any arrangements, either formal or informal. Based on the feedback, below is an example of an effective governance model:



Officers have developed five options for the consideration of Council. These are discussed in detail below.

**Option 1:** Provide the BSRC and BCBC with an absolute deadline for the negotiation of terms of a sub-lease agreement, by 30 May 2022.

As the Lessor, the City has no right or obligation to participate in discussions or negotiations between a Lessee and a prospective or formalised Sub-Lessee. In accordance with the current lease agreement, the City and the Minister for Lands have rights of approval for any sub-lease with absolute discretion to withhold consent for any reason.

To date, a significant amount of time has been spent by the City either directly or indirectly through the involvement of independent mediators to attempt to facilitate a positive resolution between the BSRC and the BCBC in relation to reaching terms of agreement.

Under this option, it is recommended that the City provide notice to the BSRC and the BCBC with an absolute deadline for the negotiation of terms of a sub-lease agreement. The notice should provide clear direction that the parties are to negotiate in good faith and that evidence of the schedule of negotiations should be recorded. As part of this communication, the City would confirm that the club undertaking the maintenance of the bowling greens on the site, will receive the grant currently in place (\$32,000) to assist with the cost of greens maintenance.

While the City in its capacity as Lessor would not typically be involved in the development of sub lease or third-party user terms, the City does provide support and guidance to clubs on matters such as strategic planning and governance through its Leisure team. Support of this kind is also available through the Department of Local Government, Sport, and Cultural Industries and from Bowls WA as the peak body for bowls in WA.

It is notable to mention that during the most recent attempt to facilitate a positive outcome between the BSRC and the BCBC, in October 2021, officers reviewed details of the negotiations to this point and prepared a draft term sheet for consideration by both parties. The details in this document considered the previous comments and requests of both clubs. A copy was provided to Bowls WA who agreed that the terms were reasonable and workable for a bowling club in general terms. An overview of the terms is provided in the table below (note, information was current at the time of negotiations in relation to membership numbers for the BCBC):

Item	Proposed Term
Length of Agreement	In line with (Head) Lease
Areas of property covered in agreement	<u>Exclusive use</u> Bowling greens A + B  <u>During Pennants</u> <ul style="list-style-type: none"> <li>• An appropriate indoor lounge area</li> <li>• Small kitchen</li> </ul> <u>At all times</u> Access to toilets and bar
Use of bowling greens	<u>Exclusive use</u> Bowling greens A + B
Maintenance responsibility	BSRC responsible to maintain greens A + B to Bowls WA Competition Standard  BSRC responsible for maintenance and replacement of lawn maintenance equipment  BSRC to purchase lawn maintenance equipment from the BCBC for a fee of \$1.00
Fees	\$13,900* per annum  *This is calculated as per below: $(A - B) / 2$ A = maintenance costs of 2 greens (as per BSRC User Agreement) B = grant for maintenance contribution from the City  <i>For the BCBC, this equates to \$3.34 per week, per member (based on 80 BCBC members)</i>  <i>For the BSRC, this equates to \$3.34 per week, per member income to the bar</i>

The correspondence further stated that while these proposed items would represent the essential terms of the agreement, should consensus be reached, more detail would need to be added to capture additional items including, but not limited to:

- The use of bowling equipment for external bookings;

- Bowling club volunteers to support external bookings;
- Hospitality/food packages for external bookings; and
- Installation of synthetic turf.

The BSRC reviewed this proposal and responded with acceptance of these terms, save for minor amendments (refer to Confidential Attachment 12.2.3). The BCBC provided written responses to both the City and the BSRC to note that the proposed terms were unacceptable to them.

Refer Confidential Attachment 12.2.3 for copies of this correspondence.

At the time of preparing this report, both clubs were contacted to confirm their current position in relation to ongoing negotiations for potential shared use of the site. A summary of this feedback is provided below:

#### Belmont Sports and Recreation Club:

1. Remain willing to negotiate
2. Unable to contribute financially to BCBC, however the BSRC have offered cost/profit sharing arrangement (income from third party users of the bowling greens would be deducted from the cost of maintaining the greens, balance of profit shared)
3. Experiencing difficulty in managing during current COVID environment (typical within the hospitality sector at this time)
4. Have requested assistance from the City for the cost of maintaining the bowling greens to competition standard between July and November in lieu of receiving no contribution from the BCBC for these costs.

#### Belmont City Bowling Club:

1. Wish to have bowling greens under their control
2. Want continuation of the grant of \$32,000 per annum or City to cover a portion of the cost of the greenskeeper
3. Want \$25,000 per annum contribution for the remainder of the greens maintenance cost from City or BSRC
4. Preference not to be party to a joint agreement.

Confidential Attachment 12.2.4 is a proposal submitted to the City by the BCBC, that was received on Tuesday, 12 April 2022 at 8:33pm. A summary of the proposal is outlined below:

1. BCBC is given security of tenure through a lease or agreement
2. BCBC is to be given first priority for booking the lounge area, with the proposal specifically referring to the "Bowlers Lounge"
3. BCBC is given full control of the bowling greens, shed, office, small kitchen, ladies room, bowls lockers and storage.

As advised by the Lawyers and for the reasons outlined within this report, it is not possible to excise a portion of the area currently leased to the BSRC to create a separate lease directly with the BCBC, in order to provide exclusive use for spaces within the building.

Although a lease directly between the City and the BCBC for a portion of the building is not possible, if a group were to be given an exclusive lease for outdoor areas and a building (or

portion of), the group would typically cover all costs associated with occupying those areas (including but not limited to routine maintenance, utilities, telecommunications etc.).

As the proposal was received after the finalisation of this report, a full analysis of the potential costs involved with operating the areas requested within the proposal has not been possible. Based on information available regarding costs associated with occupying and operating the areas requested, the City estimates that it would be in excess of \$125,000 per annum. No details have been provided in the proposal in relation to how the costs associated with the proposed exclusive use areas would be funded by the BCBC.

Should the BCBC and BSRC be willing to negotiate, the proposed terms contained in the proposal received from the BCBC (Confidential Attachment 12.2.4) could form part of a sub-lease between the two parties, within which the financial arrangements could be addressed and agreed upon.

Strengths	Weaknesses
<p>Collaboration of clubs would be viable financially and socially.</p> <p>Harmony between the use of the bowling greens and ancillary facilities.</p>	<p>Reliant on major improvements to the relationship between the clubs.</p>
Opportunities	Threats
<p>Fresh start.</p>	<p>Existing relationship issues and history.</p>

Failing agreement by the BSRC and the BCBC by the absolute deadline, under Option 1 a consensus from all parties should be acknowledged that the BSRC remain as Lessee and would continue to operate the facility in accordance with the existing Lease.

Strengths	Weaknesses
<p>Not reliant on a positive relationship between the clubs.</p> <p>Conclusion of the issue for the BSRC.</p>	<p>Does not respond to the issues of the BCBC.</p>
Opportunities	Threats
<p>Fresh start.</p>	<p>The BCBC not having access to bowling facilities at 400 Abernethy Road.</p>

**Option 2:** Terminate the lease with the BSRC by providing the six months' notice and undertake an Expression of Interest process for the property during the notice period.

Under this option, the City would terminate the existing Lease in accordance with *Clause 22. Right to terminate upon notice*; whereby the City can terminate the lease agreement for any reason upon six months written notice to the Lessee.

Within the six month notice period, the City would prepare and advertise an Expression of Interest for the property. The Expression of Interest would include a scope of requirements for interested parties to respond to.

- Lease/City Maintained – City responsible for all maintenance, rent payable (ideally based on cost recovery or above)
- Lease/Lessee Maintained – Lessee responsible for all maintenance, peppercorn rent
- Management Agreement – multiple users (consortium of recreational clubs)

Local governments are increasingly moving towards a model where maintenance of Council assets is kept in house, with tenants being responsible for payment of these costs under a cost recovery plan. This ensures that maintenance of facilities is kept in line with agreed service levels within the Council's asset management plans and ensures compliance with all relevant regulatory requirements. However, there are also several examples where successful and profitable clubs and community organisations take a land lease for a site and then develop and manage their own facility. In order for a lease based on the lessee undertaking maintenance to be viable, respondents would need to demonstrate both financial and operational ability to commit to good quality asset management and maintenance of the facility.

Respondents to the EOI may request a financial contribution toward establishment costs and/or fit out where the existing premises does not meet their specific requirements.

Strengths	Weaknesses
<p>Not reliant on a positive relationship between the clubs.</p> <p>Provides Council with an opportunity to see what (if any interest) the appetite is within the community for a revised operating model at the 400 Abernethy Road site.</p> <p>The BSRC and the BCBC could consider responding to the EOI process.</p>	<p>While the City can terminate the lease 'for any reason', it could be seen to be unreasonable to terminate based on failure to negotiate a sublease with a third party.</p> <p>In the absence of an agreed sub-lease, if the BCBC is unable to reach an agreement with the successful respondent to the EOI process, the matter will not be resolved.</p>
Opportunities	Threats
<p>Fresh start.</p>	<p>While legal to terminate, the decision could be challenged by the BSRC in the event the club determines this is unreasonable.</p>

**Option 3:** Terminate the lease with BSRC and City resume control of the site as a venue for hire - all maintenance of the buildings and surrounds (including the greens) to be undertaken by the City.

Under this option, the City would terminate the existing Lease in accordance with *Clause 22. Right to terminate upon notice*; whereby the City can terminate the lease agreement for any reason upon six months written notice to the Lessee.

Within the six month notice period, the City would prepare a plan for the spaces within the facility to be made available under hire arrangements to be managed by the Venue Bookings team.

Strengths	Weaknesses
Not reliant on a positive relationship between the clubs.	<p>While the City can terminate the lease ‘for any reason’, it could be seen to be unreasonable to terminate based on failure to negotiate a sublease with a third party.</p> <p>Could require significant expense to bring the facility up to the standards of other venues currently available for hire within the City.</p> <p>The City would need to commit additional staff and resources to manage the venue on a daily basis.</p>
Opportunities	Threats
Fresh start.	While legal to terminate, the decision could be challenged by the BSRC in the event the club determines this is unreasonable.

**Option 4:** The City to take responsibility for the maintenance of the greens to the appropriate standard, removing the greens maintenance clause from the lease.

Under this option the City would become responsible for the maintenance of the greens through the appointment of a contractor. This would ensure that the greens are maintained to the appropriate standard. The grant of \$32,000 provided to the BCBC would cease. However, the City would take on the additional cost for greens maintenance.

The City would recover costs associated with maintenance of the bowling greens through the application of hire fees for using the greens, as the City does with other sporting groups using its active reserves. User fees would be determined on an annual basis when reviewing the City’s Fees and Charges, and this would be based on a market analysis undertaken against similar facilities within other LGAs.

Agreement between the two clubs (or other users wishing to hire the greens) would still be required for access to spaces within the facility leased by the BSRC, for the BCBC. The bowling greens would also need to be excised from the leased area, in the event the BSRC does not agree to the excision, the City would need to consider a secondary option.

Strengths	Weaknesses
Not reliant on relationship between the clubs to agree who should maintain the greens.	<p>Reliant on the two clubs coming to a formal agreement with regard to access to the facility.</p> <p>Reliant on the BSRC relinquishing portion of their lease area and effectively relinquishing a potential revenue stream from their business.</p>
Opportunities	Threats
Fresh start.	Additional unrecoverable costs to the City.

**Option 5:** Provide the BSRC and BCBC with an absolute deadline for the negotiation of terms of a sub-lease agreement, by 30 May 2022, based on terms recommended by the City.

As noted under Option 1, in October 2021 City officers developed draft terms for consideration, that while deemed reasonable by Bowls WA for a bowling club in general terms, the terms were not supported by the BCBC and minor amendments were requested by the BSRC.

Although the City would not typically become involved in or determine the terms of a sub-lease, in an effort to resolve this matter a modified version of the terms suggested previously to the clubs by the City has been developed. The modified terms provide improved clarity regarding terms, use and financial support:

Item	Proposed Term
Length of Agreement	In line with (Head) Lease
Areas of Property Covered in Agreement	<p><u>Exclusive use</u></p> <ul style="list-style-type: none"> <li>• BCBC - Bowling greens A + B from sunrise through to 6pm each day</li> <li>• BSRC – Bowling green C at all times, and access to A + B from 6pm each day through to the close of business for that day.</li> </ul> <p><u>BCBC Access During Pennants</u></p> <ul style="list-style-type: none"> <li>• An appropriate indoor lounge area</li> <li>• Small kitchen</li> <li>• To be booked with at least two months' notice by the BCBC to the BSRC</li> </ul> <p><u>BCBC Access - At all times</u></p> <ul style="list-style-type: none"> <li>• Access to toilets and bar</li> </ul>
Maintenance Responsibility	<ul style="list-style-type: none"> <li>• BSRC is responsible for maintaining greens A, B and C to a standard suitable for social bowls and greens A + B are to be kept to Bowls WA Competition Standard.</li> <li>• The City will provide the BSRC with a one-off grant of up to \$10,000 for the purpose of purchasing greens maintenance equipment (reimbursement of actual cost up to \$10,000; proof of purchase required).</li> <li>• BSRC responsible for the ongoing provision, maintenance and replacement of greens maintenance equipment.</li> <li>• Synthetic green, if it proceeds, will be installed on bowling green A or B.</li> </ul>
Financial Support	<ul style="list-style-type: none"> <li>• BCBC will no longer be provided with the \$32,000 grant, on the basis the club is no longer maintaining bowling greens.</li> <li>• BSRC will be allocated an ongoing grant of \$32,000 per annum (for the remaining term of the lease) to support the cost of maintaining the bowling greens.</li> <li>• BSRC will provide exclusive access to an appropriate lounge area during pennant competitions (with 1 hour set up and 1 hour pack down allowance each day). Usage will be free of charge and the BCBC is to provide two months' notice of booking requirements.</li> </ul>

Item	Proposed Term
	<ul style="list-style-type: none"> <li>• Hire fees and food/beverage packages associated with special events held or hosted by the BCBC, are to be negotiated between the two parties, however there is no obligation on the BSRC to provide a discounted rate and hire is subject to availability.</li> </ul>
<p>KPI Driven Financial Support for BCBC</p>	<p>In the event the BCBC meets all of the following KPIs each year, the Club will be able to access an Annual KPI Grant of \$10,000 through to the expiry of the sub-lease:</p> <ul style="list-style-type: none"> <li>• A detailed Financial Sustainability Plan outlining how the Club intends to become progressively independent from the City's funding.</li> <li>• Sponsorship funds sought, grants attained and income which support the recurring operational expense requirements and the outcomes of these activities.</li> <li>• Active promotion and marketing of the club to ensure member growth and that a more diverse cohort of club members is achieved, with a focus on attracting members of a diverse age, culture and abilities.</li> <li>• Partnerships with wellbeing and/or active living providers/services in the promotion, delivery and hosting of two physical health and wellbeing workshops/forums, to be based around bowling as an activity to promote healthy living.</li> <li>• Representation and attendance by two members of the BCBC at the City's Access and Inclusion and/or the Belmont Age Friendly Focus Group (and the subsequent development of new networks as a result of being an active member of these Focus Groups).</li> </ul> <p>Partial meeting of KPIs will not attract a partial payment of the KPI Grant. The above KPIs will be recorded under a Memorandum of Understanding, on the standard terms and conditions applicable to similar groups, including reporting requirements.</p>
<p>KPI Driven Financial Support for BSRC</p>	<p>In the event the BSRC meets all of the following KPIs each year, the Club will be able to access an Annual KPI Grant of \$10,000 through to the expiry of the head lease:</p> <ul style="list-style-type: none"> <li>• Bowling greens are always maintained to the required standard including maintaining greens A, B and C to a standard suitable for playing social bowls and maintaining greens A + B to Bowls WA Competition</li> </ul>

Item	Proposed Term
	<p>Standard.</p> <ul style="list-style-type: none"> <li>• A detailed Financial Sustainability Plan outlining how the Club intends to become progressively independent from the City's funding.</li> <li>• Sponsorship funds sought, grants attained and income which support the recurring operational expense requirements and the outcomes of these activities.</li> <li>• Active promotion and marketing of the club to ensure member growth and that a more diverse cohort of club members is achieved, with a focus on attracting members of a diverse age, culture and abilities.</li> <li>• Partnerships with wellbeing and/or active living providers/services in the promotion, delivery and hosting of two physical health and wellbeing workshops/forums, to be based around bowling as an activity to promote healthy living.</li> <li>• Representation and attendance by two members of the BSRC at the City's Access and Inclusion Focus Group (and the subsequent development of new networks as a result of being an active member of this Focus Group).</li> </ul> <p>Partial meeting of KPIs will not attract a partial payment of the KPI Grant. The above KPIs will be recorded under a Memorandum of Understanding, on the standard terms and conditions applicable to similar groups, including reporting requirements.</p>
Fees	<ul style="list-style-type: none"> <li>• BCBC are to pay the BSRC \$14,000 per annum as a maintenance contribution for the use of the bowling greens, whilst all of the bowling greens are grass.</li> <li>• BCBC are to pay the BSRC a reduced fee of \$10,000 per annum as a maintenance contribution for the use of the bowling greens, upon installation of a synthetic green.</li> <li>• BSRC will retain all income generated from the bowling greens (including but not limited to corporate bowls and bowling green hire) outside the designated hours of use for the BCBC.</li> </ul>

This option would undergo a review 12 months prior to the expiry of the head lease in May 2026, with a review undertaken of the performance of each club in relation to the delivery of its KPIs, financial management and club growth in relation to membership numbers and

diversity of membership. Continuation of the KPI driven grants would be considered as part of the evaluation of the performance of each club and intended future leasing arrangements. In the event the BSRC and BCBC mutually agree to a modified version of the terms outlined under Option 5, this will be subject to the changes not incurring any additional costs for the City and is subject to the acceptance of the City.

In accordance with the current lease agreement, the City and the Minister for Lands have rights of approval for any sub-lease with absolute discretion to withhold consent for any reason.

Failing agreement by the BSRC and the BCBC by the absolute deadline, under Option 5, a consensus from all parties should be acknowledged that the BSRC remain as Lessee and would continue to operate the facility in accordance with the existing Lease. If the clubs do not reach an agreement under Option 5, no grant funding would be payable to either party aside from the standard grant programs available to all groups and clubs within the City.

Strengths	Weaknesses
<p>Collaboration of clubs would be viable financially and socially.</p> <p>Harmony between the use of the bowling greens and ancillary facilities.</p>	<p>Reliant on major improvements to the relationship between the clubs.</p>
Opportunities	Threats
<p>Fresh start.</p>	<p>Existing relationship issues and history.</p>

### Financial implications

Costs associated with the engagement of a consultant and legal advice related to this matter are captured within the City Facilities and Properties operational budget.

In relation to the proposed options, detailed below is an estimate of the cost associated with each option:

**Option 1:** No cost except for the existing grant of \$32,000, minimal officer time.

**Option 2:** Costs associated with an EOI process (including advertising, officer time, legal expenses etc,) is estimated at \$30,000. This would be funded through the City Facilities and Property operational budget. EOI respondents may request financial support as part of their submission to assist with establishment costs.

**Option 3:** Estimated costs for the City to manage the facility as a venue for hire would need to take into consideration the following items, including but not limited to annual building maintenance of around \$90,000, greens maintenance known to be circa \$75,000 and utilities of around \$37,000. The City’s expenditure of \$32,000 a year in the form of a grant to the BCBC for greens maintenance would be reduced to \$0.

The property would also cease to be liable for local government rates, which would further reduce existing annual expenditure by \$13,000. Cost is estimated at \$157,000 per annum and potential income would offset this amount.

The City may also need to consider additional costs to implement this option, including items such as infrastructure to bring the facility up to the standards of other venues currently available for hire within the City, including the installation of a new security and access control system. The City would also need to commit additional staff and resources to manage the venue on a daily basis.

**Option 4:** The costs to maintain the greens to competition standards is known to be circa \$75,000 per annum. Cessation of the \$32,000 grant to BCBC will leave a shortfall of around \$43,000 which would need to be budgeted for by the City.

This does not include the cost of utilities used for maintaining the greens which are currently covered under the BSRC lease arrangements. Separate meters would need to be installed to support the provision of electricity and water to the bowling greens, which is estimated at \$25,000 (one off cost) and the ongoing cost of utilities which is estimated at \$16,000 per annum. There would also be legal fees associated with the preparation of new lease sketches required for excising the bowling greens from the leased area, which are estimated at \$6,000.

**Option 5:** The costs associated with this option relate to grants to be provided to the BSRC in support of maintaining the bowling greens, equating to \$32,000 per annum and two KPI driven grants which includes two grants of \$10,000 each per annum for the BCBC and the BSRC to support the delivery of programs and growth for both clubs. Both grants are subject to the parties meeting KPIs associated with accessing the grants and would apply through to the expiry of the head lease and sub-lease for each party. One additional one-off grant is available (up to \$10,000) to assist with the purchase of maintenance equipment for the bowling greens. Some officer time, can be managed with existing resources.

Financial estimates for option implementation	
Option 1	Nil cost, except for existing grant in place for \$32,000
Option 2	Approx. \$30,000, plus any dispensations requested by respondents as part of EOI submission
Option 3	Approx. \$157,000 per annum plus staffing costs and security upgrades. Potential income would offset this amount.
Option 4	Approx. \$90,000 per annum, plus an initial establishment cost of \$31,000
Option 5	\$32,000 to \$52,000 (in the event both clubs meet grant requirements), plus a one-off grant up to \$10,000 for equipment acquisition

## Conclusion

The City has outlined within this report details relating to five options which are summarised in the table below:

Option Ref.	Overview
1	Provide the BSRC and BCBC with an absolute deadline for the negotiation of terms of a sub-lease agreement by 30 May 2022. Failing agreement, acknowledge the BSRC's right to quiet enjoyment of the premises (status quo remains).
2	<p>Terminate the lease with the BSRC by providing the six months' notice and undertake an Expression of Interest process for the property during the notice period. Suitable proponents could apply based on any of the following options:</p> <ul style="list-style-type: none"> <li>a. Lease – City responsible for all maintenance, rent payable (based on cost recovery or above);</li> <li>b. Lease – Lessee responsible for all maintenance, peppercorn rent; or</li> <li>c. Management Agreement – multiple users (consortium of recreational clubs)</li> </ul>
3	Terminate the lease with BSRC and the City resumes control of the site as a venue for hire, all maintenance of the buildings and surrounds (including the greens) to be undertaken by the City. Terminate the annual grant to the BCBC for greens maintenance.
4	The City takes over responsibility for the maintenance of the bowling greens to the appropriate standard, removing the greens maintenance clause from the lease, excising the bowling greens from the lease (subject to BSRC consent) and terminating the annual grant to the BCBC for greens maintenance.
5	Provide the BSRC and BCBC with an absolute deadline to agree to the terms of a sub-lease agreement by 30 May 2022, based on the terms outlined by the City under Option 5. Failing agreement, acknowledge the BSRC's right to quiet enjoyment of the premises (status quo remains). The existing annual grant for greens maintenance to the BCBC is terminated and three new grants are established, two to the BSRC and one to BCBC.

In formulating a recommendation in relation to what the City's officers believe is the most appropriate option, the City has considered a number of factors including existing relationship challenges on site, contributing factors to the existing issues and the current financial and membership situation for each club.

Outlined below are some of the key considerations in relation to providing a recommendation to Council:

- In the event the lease was terminated and another lessee secured for the premises through an EOI process, to be a user on site, the BCBC would need to negotiate and agree on a sub-lease. Based on the City's experience to date in engaging with the two clubs and external advice provided in relation to the participation of the parties during the investigation, similar challenges may be faced under a new lessee and there would be no guarantee they would be able to reach an agreement in relation to a sub-lease with the BCBC. On this basis the City believes there is a high probability that the existing issues on site will not be resolved through lease termination at this time.
- If the bowling greens were to be excised and placed under a direct lease with the BCBC (or any other bowling club), the club would still be reliant on access to the main building for bathroom facilities and social areas, without an agreement with the head lessee this option would not be viable. Similarly, the building is not designed in a manner that would lend itself to being split into separate leased areas.
- From a cost benefit analysis, investing in new standalone facilities for a single club with low membership numbers would not be a prudent use of financial resources. Standalone facilities do not align with a modern approach for facility provision, whereby use is maximised through co-locating sporting clubs and/or community groups into a hub.
- The City is conscious of the financial position and member numbers associated with the BCBC, and believes it is important for this club to partner with larger club (as a head lessee) to ensure its future success.
- The City must be mindful of both the needs and existing arrangements in place for the other sporting clubs and community groups across the City.

While the City recognises that there will be varying degrees of angst for the individual clubs for all options, based on the outcome of the investigation undertaken and all factors considered, City officers consider Option 1 as the preferred option, with Option 5 as the second preferred option.

## **Environmental implications**

There are no environmental implications associated with this report.

## **Social implications**

Failure to resolve the issues between the clubs could have a negative impact on the clubs and their members as well as a negative reputational impact on the City. Conversely, steps taken to resolve the issues, for example through lease termination, may in turn have a negative impact on the clubs and their members, as well as a negative reputational impact on the City.

## Officer Recommendation

That Council:

1. Endorse Option \_\_\_\_\_, as detailed within the Comments section of the report.
2. Directs the Chief Executive Officer to take all necessary action to implement this decision.
3. The costs associated with the decision in Recommendation 1 above are to be considered as part of the 2022-2023 Budget process, if required.
4. Directs the Chief Executive Officer to make adjustments to the budget for 2021-2022 to implement the decision in Recommendation 1 above, if required.

**\*\*Absolute majority required\*\***

## 12.3 Annual Electors' Meeting Minutes - 16 March 2022

### Attachment details

#### Attachment No and title

1. Annual Electors Meeting 16 March 2022 Minutes [12.3.1 - 7 pages]

Voting Requirement	:	Simple Majority
Subject Index	:	154/006 Annual Electors Meeting
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

- Advocacy** When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
- Executive** The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
- Legislative** Includes adopting local laws, local planning schemes and policies.
- Review** When Council reviews decisions made by Officers.
- Quasi-Judicial** 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. 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 the outcomes and confirm the Minutes of the Annual Electors' Meeting held on Wednesday 16 March 2022 (refer Attachment 12.3.1).

## Summary and key issues

In accordance with Section 5.33 of the *Local Government Act 1995*, Council endorsement and confirmation of the Minutes of the Annual Electors' Meeting held on Wednesday, 16 March 2022 is required.

Council is also required to consider decisions made at the electors' meeting and record the reason for any decision made at a Council Meeting in response to a decision made at an electors' meeting in the minutes.

## 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:** 5.6 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

Section 5.27 of the *Local Government Act 1995* requires that a general meeting of electors be held once every financial year. The meeting is to occur not more than 56 days after the local government accepts the Annual Report.

### **'5.27 Electors' general meetings**

- (1) A general meeting of the electors of a district is to be held once every financial year.
- (2) A general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.

(3)The matters to be discussed at general electors' meetings are to be those prescribed.'

The City of Belmont 2020-2021 Annual Report was formally adopted at the 22 February 2022 Ordinary Council Meeting.

Regulation 15 of the *Local Government (Administration) Regulations 1996* outlines the matters to be discussed at the electors' general meeting.

#### **'15. Matters to be discussed at general meeting (Act s5.27(3))**

For the purposes of Section 5.27(3), the matters to be discussed at a general electors' meeting are, firstly, the contents of the annual report for the previous financial year and then any other general business.'

Section 5.32 of the *Local Government Act 1995* requires that the minutes of the electors' general meeting be kept and made available for public inspection before the Council Meeting at which decisions made at the electors' meeting are first considered.

Section 5.33 of the *Local Government Act 1995* requires all decisions made at electors' meetings be considered at the next available Ordinary Council Meeting, or, if not possible at a Special Council Meeting called for that purpose, whichever happens first. The reasons for a decision made at a Council Meeting in response to a decision made at an electors' meeting are to be recorded in the minutes of the Council Meeting.

## **Background**

The Annual Electors' Meeting was held on Wednesday 16 March 2022 at the City of Belmont Civic Centre, 215 Wright Street, Cloverdale.

## **Officer comment**

Public notice of the Annual Electors' Meeting was placed in The West Australian on Wednesday 2 March 2022 and Perth Now on 3 March 2022 and 10 March 2022.

Public notice was also placed on the notice board in the City of Belmont Civic Centre, the e-Community Board in the Ruth Faulkner Library, the City's website and advertised on social media.

There were four electors in attendance, being:

Mr J Bass  
Mrs J Carn  
Mrs G Godfrey  
Mrs D Metcalf

The following decision was made at the Annual Electors' Meeting held on Wednesday 16 March 2022:

- Receipt of the City of Belmont 2020-2021 Annual Report.

Questions and responses in relation to the reports included in the 2020-2021 Annual Report are included in the minutes of the meeting (refer Attachment 12.3.1)

Under general business, the Mayor invited any further questions. Questions and responses are included in the minutes of the meeting.

There were no questions taken on notice and no Notices of Motion received.

### **Financial implications**

There are no financial implications evident at this time.

### **Environmental implications**

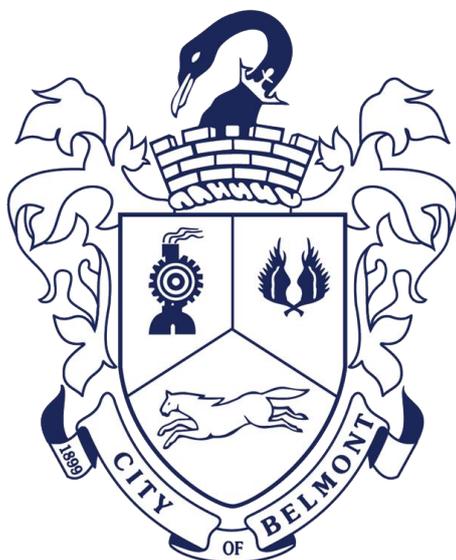
There are no environmental implications associated with this report.

### **Social implications**

There are no social implications associated with this report.

### **Officer Recommendation**

That Council confirm the Minutes of the Annual Electors' Meeting held on Wednesday 16 March 2022 (refer Attachment 12.3.1) as a true and accurate record.



# Annual Electors' Meeting

# Minutes

Wednesday 16 March 2022



# CITY OF BELMONT

## Annual Electors' Meeting

### Minutes

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**Minutes from the Annual Electors' Meeting held in the Function Room, City of Belmont Civic Centre, 215 Wright Street, Cloverdale on Wednesday 16 March 2022 commencing at 7.05pm.**

## Minutes

### Present

Cr P Marks, Mayor (Presiding Member)	East Ward
Cr M Bass (arr 7.10pm)	East Ward
Cr B Ryan	East Ward

### In attendance

Mr J Christie	Chief Executive Officer
Mrs M Lymon	Acting Manager Governance
Mrs J Cherry-Murphy	Senior Governance Officer

### Observers

Cr R Rossi, JP Deputy Mayor	West Ward
Cr N Carter	South Ward
Cr J Davis	South Ward
Cr S Wolff	South Ward
Cr D Sessions	West Ward
Mr S Morrison	Manager Works

### Electors

Mr J Bass  
Mrs J Carn  
Mrs G Godfrey  
Mrs D Metcalf

## **I Welcome**

**7.05pm 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 Noongar Whadjuk 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.

## **2 Apologies and leave of absence**

Cr G Sekulla, JP

West Ward

## **3 Report of the Mayor**

The Report of the Mayor is contained in the 2020-2021 Annual Report. The Mayor asked if there were any questions on the report.

There were none.

## **4 Report of the Chief Executive Officer**

The Chief Executive Officer's report is contained in the 2020-2021 Annual Report. The Mayor asked if there were any questions on the report.

There were none.

## 5 Receiving the Annual Report

The Presiding Member asked if there were any questions on the 2020-2021 Annual Report.

Ms G Godfrey asked the following questions:

1. Why is this meeting being held in March when it is normally held in December?

### Response

**The Chief Executive Officer advised that this was as a result of a delay in the audited accounts being received from the Office of the Auditor General (OAG).**

2. Was the cause of the delay due to the City or State Department?

### Response

**The Chief Executive officer advised that the City were notified by the OAG late in 2021 that there would be a delay in the audited accounts being received due to staffing issues at the OAG.**

3. On page 65 of the Annual Report the amount for Parks and Gardens is \$22,826,376. Is this for maintenance or assets and why has it been the same for the last two years in a row?

### Response

**The Chief Executive Officer advised that he believed the amount was the total cost of maintenance of parks and gardens, including foreshore reserves.**

Note: The Chief Executive Officer sent further clarification to Ms Godfrey following the meeting as follows:

**I can confirm that this amount relates to the asset valuation of the Parks and Gardens turf areas. The amount has remained the same as the previous year as there was no depreciation applied to this asset class over the past 12 months. The depreciation on this asset class is reviewed every three years.**

4. The reserve for the Oasis, is that the reserve the City are putting aside to refurbish the oasis, or do the Oasis pay towards the cost?

### Response

**The Chief Executive Officer advised the reserve was for refurbishment at the Oasis as and when required.**

### Officer Recommendation

**Ms G Godfrey moved, Mr J Bass seconded**

That the City of Belmont [Annual Report 2020-2021](#) be received.

**Carried 4/0**

**7.19pm** The Presiding Member advised that the meeting required to be adjourned for a few minutes as the Chief Executive Officer had an urgent matter to deal with.

**7.21pm** The Presiding Member re-opened the meeting.

## **6 General business**

### **6.1 Mrs J Carn, Cloverdale**

1. Who told the Council that the Belmont City Bowling Club do not want to be there any more?

#### **Response**

**The Mayor and the Chief Executive Officer stated that no-one had mentioned this.**

### **6.2 Mrs D Metcalf, Kewdale**

1. Does the City of Belmont want a Bowling Club in Belmont?

#### **Response**

**The Mayor stated that the City certainly does.**

2. Is the Council aware it is ignoring the skills and basis of the Bowling Club with changes from the original Lease, giving the Belmont Sports and Recreation Club (BSRC) total control, and the BSRC are missing out from money because we cannot play?

#### **Response**

**The Chief Executive Officer stated the terms and conditions of the new lease are similar. The BSRC have always been responsible for the maintenance of the Leased area, which includes the bowling greens, however, the previous Lease did not mention the bowling greens specifically and the new Lease does.**

3. Why has the report on this matter moved to April? This is causing anxiety for many people as they have to travel far to play matches that should have been held in Belmont.

## Response

The Chief Executive Officer stated information was presented to Council at an Information Forum last week. A number of questions were raised by Councillors and further research is required. Staff have been requested to undertake a review of other clubs/facilities in other local government areas. Extra time is required for staff to undertake this research by contacting other organisations and local governments.

### **6.3 Mrs G Godfrey, Redcliffe**

1. Our club is asking for serious consideration to action the synthetic green. We were told nothing will be done until the sub-lease is resolved. We have a Federal grant verbally accepted. Our members have saved up \$100,000. The Council need to get organised and put in place the tender. I want a commitment from elected members that this will be in next year's budget.

## Response

The Chief Executive officer advised that the funds for the synthetic green are in this year's budget. Representatives from the Bowling Club were reluctant to commit the \$100,000 due to clauses in the Lease that BSRC could terminate the Lease with three months' notice and the City could terminate the Lease with six months' notice. The Chief Executive Officer stated he was willing to commit to take this forward and would formally write to the Bowling Club asking for their commitment and if the BCBC commit, Officers can commence this project.

## **7 Closure**

There being no further business, the Presiding Member thanked everyone for their attendance and closed the meeting at 7.40pm.

## 12.4 Accounts for Payment - March 2022

### Attachment details

#### Attachment No. and title

- |  |
|--|
| 1. Accounts for Payment - March 2022 [12.4.1 - 13 pages] |
|--|

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	:	N/A
Responsible Division	:	Corporate and Governance

### Council role

- Advocacy** When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
- Executive** The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
- Legislative** Includes adopting local laws, local planning schemes and policies.
- Review** When Council reviews decisions made by Officers.
- Quasi-Judicial** 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. 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

To present to Council the list of expenditure paid for the period 1 March 2022 to 31 March 2022 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*.

## 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.

## 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.

## Officer comment

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

Payment type	Payment reference	\$
Municipal Fund Cheques	788785 to 788792	5,115.89
Municipal Fund EFTs	EF079951 to EF078306	2,589,664.35
Municipal Fund Payroll	March 2022	1,450,072.84
Trust Fund EFT	EF078047 to EF078048	7,335.19
<b>Total Payments for March 2022</b>		<b>4,052,188.27</b>

A copy of the Authorised Payment Listing is included as Attachment 12.4.1.

## 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.

## **Officer Recommendation**

That the Authorised Payment Listing for March 2022 as provided under Attachment 12.4.1 be received.

 <b>City of Belmont</b>					
<b>Accounts for Payment - March 2022</b>					Compiled : 04/04/22 11:43
Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
<b>Contractors</b>					
EF077961	04/03/22	00412	Dowsing Group Pty Ltd	1,980.00	Concrete Contractor
EF077962	04/03/22	00491	Fujifilm Business Innovation Australia	592.95	Photocopy Expenses
EF077965	04/03/22	00707	LoGo Appointments	11,766.41	Labour/Personnel Hire
EF077966	04/03/22	00718	Major Motors Pty Ltd	1,287.09	Plant Parts & Repairs
EF077967	04/03/22	00726	T-Quip	1,186.20	Plant Parts & Repairs
EF077968	04/03/22	00736	McLeods	2,270.77	Legal Expenses
EF077969	04/03/22	00927	Professional Glass & Maintenance	696.00	Building Maintenance
EF077974	04/03/22	01318	Flexi Staff Pty Ltd	5,143.82	Labour/Personnel Hire
EF077975	04/03/22	01439	SGS Australia Pty Ltd	5,669.40	Leachate Sampling of Operations Centre-Herbicide Washdown Bay
EF077976	04/03/22	01476	Hays Specialist Recruitment	23,466.52	Labour/Personnel Hire
EF077978	04/03/22	01712	Donegan Enterprises Pty Ltd	3,382.50	Gardening Contractor
EF077980	04/03/22	02292	About Bike Hire	550.00	Bicycle Fleet Repairs & Maintenance
EF077983	04/03/22	02844	Chandler Macleod Group Ltd	2,497.89	Labour/Personnel Hire
EF077984	04/03/22	03504	Classic Tree Services	76,546.11	Gardening Contractor
EF077986	04/03/22	03930	The Good Guys	1,305.00	Electrical Goods
EF077988	04/03/22	04246	Bibliotheca Australia Pty Ltd	2,641.49	Computer Software Maintenance
EF077989	04/03/22	04287	Labourforce Impex Personnel Pty Ltd	5,608.14	Labour/Personnel Hire
EF077990	04/03/22	04301	Michael Page - Page Personnel	4,959.07	Labour/Personnel Hire
EF077991	04/03/22	04544	SirsiDynix Pty Ltd	751.30	Computer Software Maintenance
EF077992	04/03/22	04581	Perth Electric Bike Centre	258.00	Bicycle Fleet Repairs & Maintenance
EF077993	04/03/22	04963	Centigrade	479.12	Airconditioning/Refrigeration Maintenance
EF077995	04/03/22	05101	De Lage Landen Pty Ltd	7,275.29	Lease of gym equipment
EF077996	04/03/22	05283	IRP Pty Ltd	30,413.15	Labour/Personnel Hire
EF077997	04/03/22	05344	SUEZ Recycling and Recovery Pty Ltd	2,972.20	Rubbish Removals
EF077998	04/03/22	05493	Dapth	8,135.88	Computer Software Maintenance
EF077999	04/03/22	05838	Petstock Pty Ltd	60.00	Pound Expenses

Attachment 12.4.1 Accounts for Payment - March 2022

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF078000	04/03/22	05923	Hudson Global Resources (Aust) Pty Ltd	1,125.36	Labour/Personnel Hire
EF078001	04/03/22	06178	Helen O'Grady Drama Academy - Southern Suburbs	1,500.00	Library school holiday drama workshop
EF078002	04/03/22	06204	Big Ass Fans Australia Pty Ltd	34,649.88	Belmont Oasis Ceiling Fans
EF078016	11/03/22	00118	Australia Post	5,809.61	Postage
EF078018	11/03/22	00230	Jackson McDonald	1,439.90	Legal Expenses
EF078019	11/03/22	00346	Action Couriers	53.30	Courier Service
EF078021	11/03/22	00557	City Subaru	3,698.30	Plant Repairs & Maintenance
EF078024	11/03/22	01002	RAC Businesswise Vehicle Breakdowns	397.00	Plant Parts & Repairs
EF078025	11/03/22	01059	Sledgehammer Concrete Cutting Service	486.90	Concrete Contractor
EF078028	11/03/22	01507	The Pressure King	19,799.08	Graffiti Removal
EF078030	11/03/22	01731	Charter Plumbing and Gas	793.28	Plumbing Maintenance/Supplies
EF078034	11/03/22	02393	Zipform Pty Ltd	4,255.18	Rate Notice Production and Postage
EF078036	11/03/22	03197	West Coast Turf	1,500.00	Gardening Contractor
EF078038	11/03/22	04002	Ray White Urban Springs	1,056.00	Professional Fees - Property Management
EF078040	11/03/22	04986	Jan McCahon Marshall	2,135.00	Professional Fees - Oral Historian
EF078041	11/03/22	05344	SUEZ Recycling and Recovery Pty Ltd	144.10	Rubbish Removals
EF078043	11/03/22	05776	Level 5 Design Pty Ltd	720.00	Design Review Panel member
EF078044	11/03/22	05783	Emma Williamson	1,209.30	Design Review Panel member
EF078045	11/03/22	05809	Specialized Cleaning Group t/as Clean Sweep	9,616.75	Plant/Equipment Hire
EF078037	11/03/22	03823	Remplan - Compelling Economics Pty Ltd	9,790.00	Professional Fees - Link WA Scoping Study
EF078050	18/03/22	00391	Chemistry Centre (WA) t/as ChemCentre	4,712.45	Professional Fees - Testing
EF078052	18/03/22	00699	Marketforce Pty Ltd	4,814.64	Advertising and Printing
EF078053	18/03/22	00707	LoGo Appointments	7,906.02	Labour/Personnel Hire
EF078054	18/03/22	00783	iSentia Pty Ltd	1,650.00	Professional Fees - Marketing
EF078057	18/03/22	01122	Department of Biodiversity, Conservation and Attractions	2,200.00	Reel It In Project Contribution
EF078061	18/03/22	01318	Flexi Staff Pty Ltd	10,571.31	Labour/Personnel Hire
EF078062	18/03/22	01393	Comestibles	520.00	Catering/Catering Supplies
EF078063	18/03/22	01476	Hays Specialist Recruitment	20,924.44	Labour/Personnel Hire
EF078065	18/03/22	01713	M P Rogers and Associates	13,288.69	Professional Fees - Engineering
EF078066	18/03/22	01731	Charter Plumbing and Gas	1,076.63	Plumbing Maintenance/Supplies
EF078068	18/03/22	02086	Pro AV Solutions (WA)	6,187.18	Electrical Contractor
EF078069	18/03/22	02234	Blackwell and Associates Pty Ltd	768.00	Design Review Panel member

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Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF078071	18/03/22	02844	Chandler Macleod Group Ltd	4,033.11	Labour/Personnel Hire
EF078072	18/03/22	03197	West Coast Turf	354.20	Gardening Contractor
EF078074	18/03/22	04120	Randstad Pty Ltd	10,095.72	Labour/Personnel Hire
EF078075	18/03/22	04287	Labourforce Impex Personnel Pty Ltd	5,773.86	Labour/Personnel Hire
EF078076	18/03/22	04301	Michael Page - Page Personnel	7,380.04	Labour/Personnel Hire
EF078077	18/03/22	04482	Allan Davies & Trevor Chudleigh Architects	3,300.00	Architectural Services - The Glasshouse
EF078078	18/03/22	05283	IRP Pty Ltd	29,972.35	Labour/Personnel Hire
EF078079	18/03/22	05394	DFP Recruitment Services Pty Ltd	3,671.36	Labour/Personnel Hire
EF078081	18/03/22	05493	Dapth	682.00	Computer Software Maintenance
EF078082	18/03/22	05684	Hungry Sky Pty Ltd	11,880.00	Cadastral Map Interactive Display
EF078083	18/03/22	05895	Outside the box, Rope Access Solutions	990.00	Cleaning Services
EF078084	18/03/22	05944	Delron Cleaning Pty Ltd	26.40	Cleaning Services
EF078085	18/03/22	06160	SEEK Limited	3,183.64	Advertising
EF078086	18/03/22	06169	Lucid Economics Pty Ltd	5,390.00	Economic Development Strategy Review
EF078105	25/03/22	00346	Action Couriers	118.13	Courier Service
EF078106	25/03/22	00412	Dowsing Group Pty Ltd	22,143.62	Concrete Contractor
EF078107	25/03/22	00494	Filmbites	14,000.00	Library school holiday filmmaking workshop
EF078110	25/03/22	00988	Reece Australia Pty Ltd	275.71	Plumbing Maintenance/Supplies
EF078111	25/03/22	01006	Ron Fullers Air	1,389.30	Plant Repairs & Maintenance
EF078112	25/03/22	01170	Relay Concrete	660.00	Concrete Contractor
EF078114	25/03/22	01318	Flexi Staff Pty Ltd	3,350.27	Labour/Personnel Hire
EF078117	25/03/22	01731	Charter Plumbing and Gas	151.56	Plumbing Maintenance/Supplies
EF078119	25/03/22	02290	Belmont Potters Group Inc	1,300.00	Community Pottery Workshops
EF078120	25/03/22	02844	Chandler Macleod Group Ltd	1,918.18	Labour/Personnel Hire
EF078122	25/03/22	03504	Classic Tree Services	73,851.35	Gardening Contractor
EF078125	25/03/22	04301	Michael Page - Page Personnel	4,977.55	Labour/Personnel Hire
EF078126	25/03/22	04393	People on Bicycles Pty Ltd	620.00	Community Bicycle Skills Classes
EF078131	25/03/22	05190	Mark Foote	2,354.00	Building Maintenance
EF078132	25/03/22	05283	IRP Pty Ltd	3,746.95	Labour/Personnel Hire
EF078133	25/03/22	05293	Bellrock Cleaning Services	66,227.06	Cleaning Services
EF078134	25/03/22	05336	West-Sure Group Pty Ltd	518.10	Security Services
EF078135	25/03/22	05344	SUEZ Recycling and Recovery Pty Ltd	1,485.00	Rubbish Removals

## Attachment 12.4.1 Accounts for Payment - March 2022

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF078136	25/03/22	05427	Horizon West Landscape & Irrigation Pty Ltd	18,023.50	Gardening Contractor
EF078137	25/03/22	05729	James Clive Kearing - Nyoonaie	500.00	Welcome to Country - Citizenship Ceremony
EF078138	25/03/22	05739	Geared Construction Pty Ltd	109,113.50	Building Refurbishment - The Glasshouse
EF078139	25/03/22	05758	Branch Arboriculture	2,800.00	Gardening Contractor
EF078140	25/03/22	05801	Integrated Fuel Services & Solutions	941.60	Plant Parts & Repairs
EF078142	25/03/22	05923	Hudson Global Resources (Aust) Pty Ltd	1,666.67	Labour/Personnel Hire
EF078144	25/03/22	06191	Rebecca Louise Higgie	365.00	Library Community Event - History workshop
EF078146	25/03/22	06217	Local Geotechnics	2,007.50	Professional Fees - Road Testing
EF078151	30/03/22	00033	ATF Services Pty Ltd - Aust Temporary Fencing	561.66	Fencing
EF078155	30/03/22	00187	Statewide Bearings	41.90	Plant Parts & Repairs
EF078157	30/03/22	00221	John Hughes Group	1,519.27	Plant Repairs & Maintenance
EF078160	30/03/22	00247	CAI Fences	4,290.00	Fencing
EF078163	30/03/22	00294	City of Canning	1,620.00	Rubbish Removals
EF078164	30/03/22	00295	Capital Recycling	12,062.76	Rubbish Removals
EF078165	30/03/22	00305	CJD Equipment Pty Ltd	398.37	Mower Parts & Repairs
EF078167	30/03/22	00390	Landgate	432.14	Title Searches
EF078169	30/03/22	00491	Fujifilm Business Innovation Australia	1,597.64	Photocopy Expenses
EF078170	30/03/22	00557	City Subaru	3,942.25	Plant Repairs & Maintenance
EF078171	30/03/22	00585	Hydroquip Pumps	3,660.80	Bore Drilling/ Maintenance
EF078172	30/03/22	00613	Qualcon Laboratories Pty Ltd	4,374.62	Bore Drilling/ Maintenance
EF078175	30/03/22	00665	Kennards Hire Pty Ltd	574.20	Plant/Equipment Hire
EF078176	30/03/22	00679	LD Total	418.00	Gardening Contractor
EF078178	30/03/22	00699	Marketforce Pty Ltd	7,316.05	Advertising and Printing
EF078179	30/03/22	00726	T-Quip	5,397.00	Plant Repairs & Maintenance
EF078180	30/03/22	00736	McLeods	3,291.60	Legal Expenses
EF078181	30/03/22	00784	Bucher Municipal	2,388.31	Plant Repairs & Maintenance
EF078182	30/03/22	00906	Pirtek Welshpool	620.04	Plant Parts & Repairs
EF078183	30/03/22	00917	Positive Auto Electrics	916.50	Plant Parts & Repairs
EF078184	30/03/22	00931	Sonic HealthPlus Pty Ltd	737.00	Medical Examinations
EF078186	30/03/22	00972	Repco Auto Parts	383.86	Plant Parts & Repairs
EF078187	30/03/22	00988	Reece Australia Pty Ltd	42.79	Plumbing Maintenance/Supplies
EF078188	30/03/22	01058	Slater-Gartrell Sports	1,320.00	Cricket Wicket Repairs

## Attachment 12.4.1 Accounts for Payment - March 2022

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF078191	30/03/22	01110	Downer EDI Works Pty Ltd	59,289.11	Road Building Project - Kewdale Road
EF078192	30/03/22	01112	Sunny Industrial Brushware	1,438.80	Plant Repairs & Maintenance
EF078193	30/03/22	01138	E & M J Rosher Pty Ltd	320.21	Plant Parts & Repairs
EF078195	30/03/22	01186	ZircoDATA Pty Ltd	1,855.41	Records Storage
EF078197	30/03/22	01233	Stihl Shop Redcliffe	1,303.20	Tools/Tool Repairs
EF078198	30/03/22	01243	WARP Pty Ltd	73,713.35	Traffic Control
EF078203	30/03/22	01289	Wayne's Windscreens Pty Ltd	298.00	Plant Parts & Repairs
EF078208	30/03/22	01533	WC Convenience Management	5,462.61	Building Maintenance
EF078210	30/03/22	01712	Donegan Enterprises Pty Ltd	11,781.00	Gardening Contractor
EF078211	30/03/22	01714	Total Eden Pty Ltd - Nutrien Water	25,646.46	Reticulation Parts & Repairs
EF078212	30/03/22	01731	Charter Plumbing and Gas	9,103.61	Plumbing Maintenance/Supplies
EF078213	30/03/22	01831	Mow Master Turf Equipment	2,298.60	Plant Repairs & Maintenance
EF078214	30/03/22	02023	YMCA of Perth Youth and Community Services Inc	72,636.94	Youth Services Expenses
EF078215	30/03/22	02050	Austraffic WA	2,024.00	Traffic Data Collection
EF078220	30/03/22	02207	Wilson Security	118,079.79	Security Services
EF078222	30/03/22	02298	Pelican Linemarking	770.00	Line Marking
EF078223	30/03/22	02303	Ultimo Catering and Events	3,597.00	Council Dinner Catering
EF078224	30/03/22	02359	Swan Towing Service Pty Ltd	121.00	Towing Vehicles
EF078225	30/03/22	02387	Triton Electrical Contractors Pty Ltd	1,292.50	Electrical Contractor
EF078226	30/03/22	02411	Allsports Linemarking	3,234.00	Line Marking
EF078227	30/03/22	02425	Prestige Alarms	330.00	Security Services
EF078228	30/03/22	02451	Carlisle Events Hire Pty Ltd	2,915.00	Plant/Equipment Hire - Citizenship Ceremony
EF078229	30/03/22	02779	Natural Area Holdings Pty Ltd	4,240.67	Gardening Contractor
EF078230	30/03/22	02837	GLG Greenlife Group	16,567.88	Gardening Contractor
EF078233	30/03/22	02941	Taman Tools - Quality Nominees Pty Ltd	12,738.00	Tools/Tool Repairs
EF078234	30/03/22	03031	Retech Rubber	7,579.00	Playground Inspections/Repairs
EF078235	30/03/22	03366	Daimler Trucks Perth	186.97	Plant Parts & Repairs
EF078236	30/03/22	03464	Bridgestone Australia Ltd	2,511.34	Plant Repairs & Maintenance
EF078237	30/03/22	03504	Classic Tree Services	22,805.44	Gardening Contractor
EF078238	30/03/22	03567	Gardner Autos Pty Ltd t/as Gardner Isuzu	3,886.60	Plant Repairs & Maintenance
EF078239	30/03/22	03584	Devco Builders	10,835.00	Tomato Lake Boardwalk Repairs

## Attachment 12.4.1 Accounts for Payment - March 2022

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF078241	30/03/22	03689	Landmann IT Consulting Pty Ltd	239.25	Building Permit Data Report Redevelopment
EF078242	30/03/22	03941	Metro Bee Services	165.00	Bee Removal
EF078244	30/03/22	04046	Beacon Equipment	269.65	Plant Parts & Repairs
EF078246	30/03/22	04105	Cleanflow Environmental Solutions	6,527.95	Drainage Maintenance
EF078247	30/03/22	04125	Pressure Cleaner Shop WA/Industrial Cleaning	174.90	Plant Parts & Repairs
EF078248	30/03/22	04146	JB Hi-Fi Group Commercial Account	690.43	Electrical Goods
EF078249	30/03/22	04211	Advance Scanning Services	1,320.00	Survey Expenses
EF078250	30/03/22	04246	Bibliotheca Australia Pty Ltd	2,592.01	Computer Software Maintenance
EF078251	30/03/22	04247	Barrett Exhibition Group Pty Ltd	500.00	Plant Parts & Repairs
EF078252	30/03/22	04320	ABM Landscaping	3,663.00	Bricks/Bricklaying
EF078253	30/03/22	04352	FSA (WA) Pty Ltd	2,766.21	Fire Equipment/Service
EF078254	30/03/22	04391	Lifeskills Australia	396.00	Professional Fees
EF078256	30/03/22	04496	Azure Painting Pty Ltd	17,193.00	Painting Contractor
EF078257	30/03/22	04579	Mills Recruitment - Octet Finance Pty Ltd	19,813.49	Labour/Personnel Hire
EF078258	30/03/22	04645	Instant Products Hire	1,035.68	Plant/Equipment Hire
EF078260	30/03/22	04723	Future Logic	1,056.00	Computer Software Maintenance
EF078261	30/03/22	04772	ATM Advanced Traffic Management	390.28	Plant/Equipment Hire
EF078262	30/03/22	04779	One 20 Productions	85.80	Plant/Equipment Hire
EF078263	30/03/22	04812	Crommelins Machinery	935.00	Tools/Tool Repairs
EF078264	30/03/22	04870	Bandit Tree Equipment	3,056.56	Plant Repairs & Maintenance
EF078266	30/03/22	04917	Environmental Industries Pty Ltd	18,616.99	Gardening Contractor
EF078267	30/03/22	04941	Perth Pet Cremation - Lawnswood	62.50	Pound Expenses
EF078268	30/03/22	04963	Centigrade	16,342.36	Airconditioning/Refrigeration Maintenance
EF078269	30/03/22	04974	Turf Care WA Pty Ltd	60,543.11	Gardening Contractor
EF078272	30/03/22	05103	360 Environmental	48,040.30	The Glasshouse Hazmat Inspection
EF078273	30/03/22	05252	AAAC Towing Pty Ltd	418.00	Towing Vehicles
EF078274	30/03/22	05293	Bellrock Cleaning Services	58,512.73	Cleaning Services
EF078275	30/03/22	05308	Modern Motor Trimmers	273.35	Plant Parts & Repairs
EF078276	30/03/22	05339	Elliotts Filtration Pty Ltd	896.50	Reticulation Parts & Repairs
EF078278	30/03/22	05523	Go Doors Pty Ltd	10,197.98	Building Maintenance
EF078279	30/03/22	05558	BlueFit Pty Ltd	7,885.08	Belmont Oasis Facility Management Fee
EF078280	30/03/22	05612	ASCON Survey and Drafting Pty Ltd	819.50	Survey Expenses

## Attachment 12.4.1 Accounts for Payment - March 2022

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF078281	30/03/22	05623	Tree Planting and Watering - Baroness Holdings	56,656.16	Gardening Contractor
EF078282	30/03/22	05642	Steve's Sand Sifting for Playground Services	4,710.60	Playground Inspections/Repairs
EF078283	30/03/22	05692	Newground Water Services Pty Ltd	2,556.40	Reticulation Repairs
EF078284	30/03/22	05726	Pool Robotics Perth	567.60	Plant Parts & Repairs
EF078287	30/03/22	05751	Traffic Systems West	1,056.00	Survey Expenses
EF078288	30/03/22	05771	Alsco Pty Ltd	197.74	Catering/Catering Supplies
EF078289	30/03/22	05799	Chivers Asphalt Pty Ltd	4,284.50	Road Building Contractor
EF078290	30/03/22	05819	Ritz Drycleaners	85.25	Cleaning Services
EF078291	30/03/22	05840	Commercial Aquatics Australia Pty Ltd	2,841.66	Oasis Pool Water Treatment Plant Service
EF078292	30/03/22	05885	Nemjon Pty Ltd	24,267.10	Belmont Hub Boiling Water Taps Installation
EF078293	30/03/22	05904	Pinnacle People	4,323.28	Labour/Personnel Hire
EF078295	30/03/22	06062	Profiling West Pty Ltd	6,552.70	Profiling Kewdale Road
EF078298	30/03/22	06094	Boyan Electrical Services	16,750.49	Electrical Contractor
EF078299	30/03/22	06104	Flick Anticimex Pty Ltd	2,244.01	Pest Control
EF078300	30/03/22	06109	McDowall Affleck Consulting Engineers	990.00	Professional Fees - Structural Assessment
EF078301	30/03/22	06117	ELM (WA) Pty Ltd	18,117.00	Gardening Contractor
EF078303	30/03/22	06195	THM Electrical Pty Ltd	1,946.94	Electrical Contractor
EF078304	30/03/22	06202	The Resources Hub	11,925.15	Labour/Personnel Hire
<b>Contractors Total</b>				<b>1,780,249.27</b>	
<b>Councillor Payments</b>					
EF078104	25/03/22	00158	Margie Bass	8,794.50	Councillor Sitting Fee/Reimbursement
EF078109	25/03/22	00919	Janet Powell	17,838.44	Councillor Sitting Fee- outstanding cheques cancelled and pmt made by EFT
EF078115	25/03/22	01369	Philip Marks	34,317.25	Councillor Sitting Fee/Reimbursement
EF078116	25/03/22	01520	Stephen Wolff	8,794.50	Councillor Sitting Fee/Reimbursement
EF078118	25/03/22	02145	Robert Rossi	14,404.00	Councillor Sitting Fee/Reimbursement
EF078124	25/03/22	03916	Bernard Ryan	8,794.50	Councillor Sitting Fee/Reimbursement
EF078129	25/03/22	05084	Jenny Davis	8,794.50	Councillor Sitting Fee/Reimbursement
EF078130	25/03/22	05085	George Sekulla	8,794.50	Councillor Sitting Fee/Reimbursement
EF078141	25/03/22	05828	Deborah Sessions	8,972.80	Councillor Sitting Fee/Reimbursement
EF078143	25/03/22	06162	Natalie Carter	8,794.50	Councillor Sitting Fee/Reimbursement
<b>Councillor Payments Total</b>				<b>128,299.49</b>	

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Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
<b>Fuels and Utilities</b>					
EF077959	04/03/22	00042	Alinta Energy	3,496.76	Light, Power, Gas
EF077971	04/03/22	01142	Telstra Corporation Limited	25,250.38	Phone/Internet expenses
EF077972	04/03/22	01252	Water Corporation	16,835.35	Water, Annual & Excess
EF077973	04/03/22	01274	Synergy	7,330.49	Light, Power, Gas
EF077981	04/03/22	02635	MessageMedia - Message4U Pty Ltd	33.00	Phone/Internet expenses
EF078015	11/03/22	00042	Alinta Energy	47.30	Light, Power, Gas
EF078026	11/03/22	01142	Telstra Corporation Limited	471.49	Phone/Internet expenses
EF078049	18/03/22	00042	Alinta Energy	1,090.43	Light, Power, Gas
EF078058	18/03/22	01142	Telstra Corporation Limited	3,928.90	Phone/Internet expenses
EF078059	18/03/22	01252	Water Corporation	111.13	Water, Annual & Excess
EF078060	18/03/22	01274	Synergy	27,859.21	Light, Power, Gas
EF078070	18/03/22	02631	Ampol - Caltex	15,978.60	Fuel, Oil, Additives
EF078103	25/03/22	00042	Alinta Energy	513.60	Light, Power, Gas
EF078108	25/03/22	00788	Motorcharge - WEX Fuel Cards Australia Ltd	16,123.33	Fuel, Oil, Additives
EF078113	25/03/22	01252	Water Corporation	1,168.30	Water, Annual & Excess
EF078152	30/03/22	00042	Alinta Energy	4,586.63	Light, Power, Gas
EF078161	30/03/22	00264	Castrol Australia Pty Ltd	330.63	Fuel, Oil, Additives
EF078202	30/03/22	01274	Synergy	9,858.43	Light, Power, Gas
<b>Fuels and Utilities Total</b>				<b>135,013.96</b>	
<b>Materials</b>					
EF077977	04/03/22	01547	Big W	175.00	Books/CDs/DVDs
EF077979	04/03/22	01780	Bodycare Workplace Solutions - Healthworks	436.16	Publications/Newspapers
EF077985	04/03/22	03660	Safe T Card Australia Pty Ltd	44.00	Safety Clothing/Equipment
EF077987	04/03/22	04036	CleverPatch Pty Ltd	218.75	Craft/Display Materials
EF077994	04/03/22	05082	Accidental Health and Safety Perth	2,172.97	Medical/First Aid Supplies
EF078027	11/03/22	01263	West Australian Newspapers Ltd	293.37	Publications/Newspapers
EF078031	11/03/22	01780	Bodycare Workplace Solutions - Healthworks	165.00	Publications/Newspapers
EF078032	11/03/22	02021	RSEA Pty Ltd	66.40	Safety Clothing/Equipment
EF078042	11/03/22	05465	QBD Books	311.70	Books/CDs/DVDs
EF078067	18/03/22	01906	Frazzcon Enterprises	2,123.80	Signs
EF078073	18/03/22	03856	SEM Distribution - newspaper delivery	267.52	Newspapers

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Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF078080	18/03/22	05432	Bloomin Box Co	75.00	Flowers
EF078088	18/03/22	06219	Westlab	262.85	Gardening - Plants/Supplies
EF078123	25/03/22	03660	Safe T Card Australia Pty Ltd	44.00	Safety Clothing/Equipment
EF078127	25/03/22	04491	Woolworths Group	120.20	Groceries
EF078128	25/03/22	04763	Merchandising Libraries Pty Ltd	2,690.60	Books/CDs/DVDs
EF078145	25/03/22	06216	Axon Public Safety Australia Pty Ltd	6,655.00	Safety Clothing/Equipment
EF078150	30/03/22	00009	Cafe Corporate	1,027.80	Groceries
EF078154	30/03/22	00148	Bladon WA Pty Ltd	1,149.50	Promotional Items
EF078156	30/03/22	00203	BOC Gases Australia Ltd	173.88	Welding Equipment/Supplies
EF078158	30/03/22	00231	Bunnings Group Ltd	2,274.51	Hardware
EF078159	30/03/22	00233	Bunzl Limited	4,703.31	Cleaning Products
EF078162	30/03/22	00278	Chefmaster Australia	1,364.27	Cleaning Products
EF078166	30/03/22	00311	Cloverdale Hardware and Western Supply	162.37	Hardware
EF078168	30/03/22	00414	Dulux Australia	162.21	Paint & Accessories
EF078173	30/03/22	00617	Jacksons Drawing Supplies Pty Ltd	36.90	Craft/Display Materials
EF078174	30/03/22	00627	Jason Signmakers	55.57	Signs
EF078177	30/03/22	00697	Nutrien AG Solutions Ltd	1,763.26	Gardening - Plants/Supplies
EF078185	30/03/22	00936	Pro-Lamps Pty Ltd	66.00	Lights & Light Fittings
EF078189	30/03/22	01066	Snap Belmont - Belsnap Pty Ltd	1,049.40	Stationery & Printing
EF078190	30/03/22	01086	Archival Survival Pty Ltd	1,320.83	Stationery & Printing
EF078194	30/03/22	01183	Total Packaging (WA) Pty Ltd	3,432.00	Cleaning Products
EF078196	30/03/22	01206	Access Icon Pty Ltd t/a Cascada	3,052.50	Concrete Products
EF078199	30/03/22	01261	Wesfarmers Kleenheat Gas Pty Ltd	76.21	Welding Equipment/Supplies
EF078200	30/03/22	01265	Westbooks	811.43	Books/CDs/DVDs
EF078204	30/03/22	01325	Poolegrave Signs and Engraving	302.50	Signs
EF078205	30/03/22	01398	Winc Australia Pty Ltd	2,529.45	Stationery & Printing
EF078206	30/03/22	01426	Sprayline Spraying Equipment	20.46	Gardening - Plants/Supplies
EF078207	30/03/22	01430	Raeco - CEI Pty Ltd	597.39	Stationery & Printing
EF078209	30/03/22	01570	Blackwoods	1,820.65	Hardware
EF078216	30/03/22	02088	Lock Stock & Farrell Locksmith	67.50	Hardware
EF078217	30/03/22	02139	Ulverscroft Large Print Books Ltd	124.72	Books/CDs/DVDs
EF078219	30/03/22	02201	Neverfail Springwater Limited	27.00	Beverages

Attachment 12.4.1 Accounts for Payment - March 2022

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF078231	30/03/22	02862	James Bennett Pty Ltd	440.86	Books/CDs/DVDs
EF078232	30/03/22	02922	United Fasteners	4.12	Hardware
EF078240	30/03/22	03630	Direct Trades Supply Pty Ltd	837.76	Safety Clothing/Equipment
EF078243	30/03/22	04036	CleverPatch Pty Ltd	203.52	Craft/Display Materials
EF078245	30/03/22	04053	Totally Workwear TWW	976.43	Safety Clothing/Equipment
EF078255	30/03/22	04394	JB Hi-Fi Belmont Forum	2,574.49	DVDs and Electrical Goods
EF078259	30/03/22	04705	Quality Press	1,072.50	Signs
EF078270	30/03/22	05011	WA Fresh Delivered	1,520.00	Groceries
EF078271	30/03/22	05082	Accidental Health and Safety Perth	1,650.00	Medical/First Aid Supplies
EF078277	30/03/22	05402	Heatley Sales Pty Ltd	988.39	Safety Clothing/Equipment
EF078286	30/03/22	05744	TCD Services Australia - TC Drainage (WA) Pty Ltd	6,105.00	Drainage Materials
EF078294	30/03/22	05992	Corsign WA	1,657.70	Signs
EF078296	30/03/22	06069	Wheatbelt Services Pty Ltd	1,656.60	Signs
EF078297	30/03/22	06084	Asphaltech Pty Ltd	40,606.39	Road/Drainage Material
EF078302	30/03/22	06182	GMS Holdings International Steelweld Fabrication	12,941.50	Metal Goods
<b>Materials Total</b>				<b>117,529.20</b>	
<b>Other</b>					
EF077952	03/03/22	163291	Western Patrol Club Incorporated	165.00	Bond Payment/Refund
EF077953	03/03/22	164412	Circus Joseph Ashton	1,000.00	Bond Payment/Refund
EF077954	03/03/22	164528	Beckenham Angels Soccer Club/Football West Limited	330.00	Bond Payment/Refund
EF077955	03/03/22	164780	Carlos Kalala Milongo	165.00	Bond Payment/Refund
EF077956	03/03/22	164933	Strata Asset Services (WA) Pty Ltd	200.00	Bond Payment/Refund
EF077957	03/03/22	165578	Mohammad Wahid Sidiqi	400.00	Bond Payment/Refund
EF077958	03/03/22	166764	Dementia Australia	400.00	Bond Payment/Refund
EF077960	04/03/22	00242	Cabcharge Australia Pty Ltd	62.32	Taxi Fares
EF077963	04/03/22	00530	Natasha Griggs	360.00	Australian Library and Information Association Membership Fee
EF077970	04/03/22	00957	The Artists Foundation of WA - Artsource	275.00	Membership Fee
EF078007	04/03/22	99998	Dementia Australia	100.75	Hall Hire Fee Refund
EF078008	04/03/22	99998	Cindy Dana McCaw	611.35	Rates Refund
EF078009	04/03/22	99998	Jack Richardson	647.51	Rates Refund
EF078010	04/03/22	99998	Laura Louise Beahan	973.98	Rates Refund

Attachment 12.4.1 Accounts for Payment - March 2022

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF078039	11/03/22	04470	Arts Law Centre of Australia	600.00	Subscription
EF078011	11/03/22	165596	Gott Health	400.00	Bond Payment/Refund
EF078012	11/03/22	167023	Happy Healthy Hoops	400.00	Bond Payment/Refund
EF078013	11/03/22	167057	9Round Rivervale	400.00	Bond Payment/Refund
EF078014	11/03/22	167145	Grow WA	400.00	Bond Payment/Refund
EF078017	11/03/22	00169	Belmont Business Enterprise Centre Inc	22,341.00	Accommodation Support Contribution
EF078022	11/03/22	00795	LGISWA	13,713.70	Insurance Premiums
EF078033	11/03/22	02142	Carlisle Primary School	990.00	Safe 4 Kids Program Contribution
EF078046	11/03/22	99998	Nishma Ottamchand Shah	2,500.00	Rates Refund
788791	18/03/22	00894	Petty Cash - Operations Centre Stores	228.90	Petty Cash Recoup
788792	18/03/22	01730	Department of Finance RevenueWA	4,886.99	Rates Refund
EF078055	18/03/22	00795	LGISWA	103,918.10	Insurance Premiums
EF078089	18/03/22	99998	John Edward Nerney	2,538.89	Rates Refund
EF078090	18/03/22	99998	Taylor Evans and Chester Hobbs	250.17	Council Crossover Subsidy
EF078091	18/03/22	99998	Maddison Fenwick	400.00	Sporting Trip Donation
EF078092	18/03/22	99998	Charisse Rond	400.00	Sporting Trip Donation
EF078093	18/03/22	99998	Alsalaam Islamic Society	8.75	Debtors Overpayment Refund
EF078094	18/03/22	99998	Simeon Dias	1,211.48	Rates Refund
EF078095	18/03/22	164981	BSRC Just Dance Club	200.00	Bond Payment/Refund
EF078096	18/03/22	166313	Forward in Faith Ministeries International	400.00	Bond Payment/Refund
EF078097	18/03/22	166967	Heritage College Perth	400.00	Bond Payment/Refund
EF078099	18/03/22	03526	City of Belmont Corporate Card Executive Assistant Mayor/CEO	579.00	Property Council Corporate Breakfast and Staff Farewell Gift Voucher
EF078100	18/03/22	05121	City of Belmont Corporate Card CEO	10.10	Parking Expenses
EF078101	18/03/22	05430	City of Belmont Corporate Card Director Corporate and Governance	1,549.04	Computer Software Maintenance and Staff 20 Year Service Gift Voucher
EF078102	18/03/22	06181	City of Belmont Corporate Card Principal Governance and Compliance Adviser	1,345.19	Facebook Advertising, Subscriptions and Western Power Application Fee
EF078098	21/03/22	01236	Department of Fire and Emergency Services	241,684.96	Emergency Services Levy
EF078149	24/03/22	165350	Janet Powell	80.00	Local Government Election Nomination
EF078121	25/03/22	03071	Department of Transport	401.80	Vehicle Ownership Searches
EF078147	25/03/22	99998	Bruce Mentz	134.81	Fuel Expense Reimbursement

## Attachment 12.4.1 Accounts for Payment - March 2022

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF078148	25/03/22	99998	LD Sharp and HA Robson	453.80	Rates Refund
EF078201	30/03/22	01270	Perth Racing - WA Turf Club	2,291.67	Grandstand Road Irrigation Contribution
EF078305	30/03/22	99998	Haydn Daxter	547.50	Council Crossover Subsidy
EF078306	30/03/22	99998	Anthony Brown	491.07	Council Crossover Subsidy
<b>Other Total</b>				<b>411,847.83</b>	
<b>Property, Plant &amp; Equipment</b>					
EF078020	11/03/22	00377	Dell Australia Pty Ltd	3,164.90	Computer Hardware
EF078265	30/03/22	04888	Database Consultants Australia	2,112.00	Printers and Power Adapters
EF078218	30/03/22	02168	Ergolink	464.09	Office Chair
EF078221	30/03/22	02254	PLE Computers	356.00	Computer Hardware
EF078285	30/03/22	05740	Zenith Interiors Pty Ltd	918.50	Office Furniture
<b>Property, Plant &amp; Equipment Total</b>				<b>7,015.49</b>	
<b>Salaries/Wages</b>					
EF077951	01/03/22	99971	SuperChoice	115,993.84	Superannuation Contribution
SL030322	03/03/22	COB	City of Belmont Payroll	606,513.42	Salaries/Wages
EF078003	04/03/22	99950	Australian Services Union	51.80	Salaries/Wages
EF078004	04/03/22	99952	Child Support Agency	359.23	Salaries/Wages
EF078005	04/03/22	99954	City of Belmont Social Club	295.00	Salaries/Wages
EF078006	04/03/22	99962	LGRCEU - WA Shire Councils Union	71.76	Salaries/Wages
WG100322	10/03/22	COB	City of Belmont Payroll	94,290.84	Salaries/Wages
SL160322	17/03/22	COB	City of Belmont Payroll	531,781.04	Salaries/Wages
WG230322	24/03/22	COB	City of Belmont Payroll	100,715.91	Salaries/Wages
<b>Salaries/Wages Total</b>				<b>1,450,072.84</b>	
<b>Training and Conferences</b>					
EF077964	04/03/22	00600	Institute of Public Works Engineering WA	4,600.00	IPWEA Full Conference Live Stream Shared Registration
EF077982	04/03/22	02719	Aveling	55.00	Staff Safety Inductions
EF078023	11/03/22	00945	Committee for Economic Development of Aust	100.00	Economic and Political Outlook 2022 Livestream
EF078029	11/03/22	01660	Local Government Planners Association	65.00	Planning Reform for Better Places Seminar
EF078035	11/03/22	02719	Aveling	110.00	Staff Safety Inductions



## 12.5 Monthly Activity Statement as at 31 March 2022

### Attachment details

#### Attachment No and title

1. Financial Activity Report March 2022 [12.5.1 - 9 pages]

Voting Requirement : Simple Majority  
Subject Index : Monthly Activity Statement as at 31 March 2022  
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

- Advocacy** When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
- Executive** The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
- Legislative** Includes adopting local laws, local planning schemes and policies.
- Review** When Council reviews decisions made by Officers.
- Quasi-Judicial** 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. 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

To provide Council with relevant monthly financial information for the period ending 31 March 2022.

## Summary and key issues

The following report includes a concise list of material variances and a Reconciliation of Net Current Assets for the month ending 31 March 2022.

## 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. It also requires Council to adopt a “percentage or value” for what it will consider to be material variances on an annual basis. Further clarification is provided in the Officer Comments section.

## Background

The *Local Government (Financial Management) Regulations 1996* requires that financial statements are presented on a monthly basis to Council. Council has adopted 10% of the budgeted closing balance as the materiality threshold.

## Officer comment

The Statutory Monthly Financial Report is to consist of a Statement of Financial Activity reporting on revenue and expenditure as set out in the Annual Budget. It is required to include:

- Annual budget estimates
- Budget estimates to the end of the reporting month
- Actual amounts to the end of the reporting month
- Material variances between comparable amounts
- Net current assets as at the end of the reporting month.

Previous amendments to the Regulations fundamentally changed the reporting structure which requires reporting of information consistent with the “cash” component of Council’s budget rather than being “accrual” based.

The monthly financial report is to be accompanied by:

- An explanation of the composition of the net current assets, less committed\* and restricted\*\* assets
- An explanation of material variances\*\*\*
- Such other information as is considered relevant by the local government.

\*Revenue unspent but set aside under the annual budget for a specific purpose.

\*\*Assets which are restricted by way of externally imposed conditions of use e.g. tied grants.

\*\*\*Based on a materiality threshold of 10%.

In order to provide more details regarding significant variations as included in Attachment 12.5.1 the following summary is provided.

Report Section	Budget YTD	Actual YTD	Comment
<b>Expenditure - Capital</b>			
Computing	592,500	71,393	Variance due to Disaster Recovery to Cloud Project and Redevelopment of BelNet yet to

Report Section	Budget YTD	Actual YTD	Comment
			commence
City Facilities & Property	106,500	0	Purchase of equipment for Glasshouse project yet to occur and consultancy project associated with land asset management yet to commence.
Town Planning	90,500	0	Purchase of new fleet yet to occur and timing variance for Springs development contribution.
Environment	471,320	86,617	Variance is due to project phasing of Esplanade Foreshore Stabilisation Project & Garvey Park Section 2 Project.
Grounds Operations	1,188,959	354,502	Timing variance due to playground replacement projects for Miles Park and Middleton Park and various irrigation projects.
Road Works	2,394,384	2,027,502	Budget variance due to timing of receipt invoices for road works on Abernethy Road and other minor variances.
Streetscapes	179,741	110,275	Phasing of renewal of irrigation/landscaping of Forester Park - Abernethy Rd and timing of Bus Shelter Renewal Program has resulted in variances.
Operations Centre	162,172	70,609	Variance due to timing of replacement of plant.
Building Operations	2,355,132	1,873,702	Variance due to budget timing of the Glasshouse Project and Belmont Tennis Club Lighting Upgrade Project.
City Projects	94,295	43,958	Variance relates to Wilson Park Netball Court Project. The commencement date of the project has been deferred to 2022/2023.
<b>Expenditure - Operating</b>			
Finance Department	1,606,731	1,435,956	Variance attributed to salaries due to vacancies and auditing

Report Section	Budget YTD	Actual YTD	Comment
			fees not yet invoiced.
Computing	2,283,341	2,123,302	Software licenses and subscription invoices have not been received.
Marketing & Communications	1,771,422	1,329,175	Salaries are below budget due to vacancies.
Insurance	896,365	982,385	Additional workers compensation adjustment required for 2018 - 2020 based on actual performance.
Executive Services	1,137,931	1,043,255	Salaries are below budget due to vacancies.
Records Management	615,376	549,770	Salaries are below budget due to vacancies.
Human Resources	1,377,316	1,196,262	Salaries are below budget due to vacancies.
Organisational Development	705,584	575,671	Salaries are below budget due to vacancies.
Governance	2,597,959	2,316,341	Variances due to timing of Activity Based Costing allocations.
Belmont Trust	135,000	41,982	Variance due to timing of legal and consultancy costs.
Accommodation Costs	521,425	441,570	Cleaning costs & equipment maintenance are lower than anticipated.
Rates	2,545,540	2,453,286	Salaries are below budget due to vacancies.
City Facilities & Property	698,749	599,709	Variance due to the new on-line booking system (fees for the system are now deducted straight from the booking fee for each venue) and salaries are below budget due to vacancies.
Belmont Community Watch	1,013,636	874,854	Variance due to outstanding invoices for security services.
Crime Prevention & Comm Safety	761,940	705,507	Variance due to timing of reimbursement of positive engagement grant funds.
Health	1,198,528	1,111,229	Salaries are below budget due to

Report Section	Budget YTD	Actual YTD	Comment
			vacancies.
Engagement Strategies	1,156,839	1,065,944	Variances for salaries and other services.
Town Planning	2,191,395	1,966,347	Variances for salaries, legal and consultancy costs.
Sanitation Charges	3,964,466	3,429,228	Variance due to outstanding invoices relating to rubbish services and salaries.
Marketing & Communications	485,550	307,068	Variance due to cancellation of community events (Kidz Fest, Harmony Day) because of COVID-19.
Ruth Faulkner Library	2,375,296	2,140,838	Various minor timing variances due to outstanding invoices and salaries due to vacancies.
Community Place Making	106,666	25,763	Various Art Programs are not proceeding due to current restrictions.
Community Wellbeing	393,073	331,050	Variance is due to consultancy costs relating to Wilson Park netball courts which have been deferred to next financial year.
Community Development	483,788	385,320	Variance due to the spread of donations and project management costs.
Grounds Operations	4,493,517	3,902,997	Variance relates to budget phasing of consultancy costs and environmental services.
Grounds Active Reserves	1,034,815	971,432	Variance relates to timing of invoices for various parks maintenance works.
Grounds Overheads	1,209,513	1,132,337	Variance relates to salaries, wages, and superannuation costs due to vacancies
Streetscapes	1,656,790	1,088,165	Variance relates to budget timing of various budget lines and savings in wages due to vacancies.
Operations Centre	627,621	680,293	Variance resulting from more fleet usage than anticipated.

Report Section	Budget YTD	Actual YTD	Comment
Building Operations	1,026,976	964,656	Variance due to salaries, activity-based costing allocations and consulting costs.
Public Works Overheads	1,051,753	982,091	Wages below budget due to vacancies.
Plant Operating Costs	749,700	678,859	Wages below budget due to vacancies.
Technical Services	2,019,714	1,860,123	Variance due to budget phasing of consultancy costs and agency staff.
City Projects	570,396	382,213	Variance due to budget phasing of consultancy costs.
Other Public Works	635,859	527,018	Street lighting costs are paid one month in arrears.
<b>Revenue - Capital</b>			
Human Resources	(154,868)	(33,975)	Variance due to Miscellaneous Entitlements Reserve are below budget spread and vehicle replacement deferred to 2022/2023.
Environment	(84,053)	Nil	Grant income yet to be received.
Grounds Operations	Nil	(53,650)	Grant Income for Gerry Archer Turf was received ahead of budget.
Road Works	(933,779)	(534,655)	Variance for grant income due to capital scheduling being amended.
<b>Revenue - Operating</b>			
Finance Department	(1,603,988)	(1,435,956)	Activity Based Costing (ABC's) recoveries are currently below budget.
Computing	(2,419,122)	(2,123,302)	Activity Based Costing (ABC's) recoveries are currently below budget.
Insurance	(865,726)	(948,554)	Insurance reimbursements are higher than expected.
Records Management	(617,617)	(549,770)	ABC recoveries are currently below budget.
Human Resources	(1,132,025)	(1,196,262)	ABC recoveries are above budget.

Report Section	Budget YTD	Actual YTD	Comment
Rates	(52,767,466)	(52,995,299)	Variance due to the budget phasing of ex gratia rates and favourable interim rating.
Financing Activities	(334,377)	(236,922)	Bank interest is lower than anticipated.
Town Planning	(881,350)	(806,403)	ABC recoveries are currently below budget.
Sanitation Charges	(7,064,219)	(6,660,884)	Variance due to grant income for the Better Bins Program has not been received.
Streetscapes	(120,000)	(55,023)	Contribution income for Orrong Road is expected to be received later in the financial year.
Customer Service	(404,578)	(455,222)	ABC recoveries are above budget.
Public Works Overheads	(994,204)	(908,347)	Wages and salaries recoveries below budget.
Plant Operating Costs	(747,449)	(662,776)	Plant utilisation recovery below budget.

In accordance with *Local Government (Financial Management) Regulations 1996*, Regulation 34 (2)(a) the following table explains the composition of the net current assets amount which appears at the end of the attached report.

Reconciliation of Net Current Assets to Statement of Financial Activity		
Current Assets as at 31 March 2022	\$	Comment
Cash and investments	83,136,824	Includes municipal and reserves
- less non-rate setting cash	(50,691,444)	Reserves
Receivables	3,011,218	Rates levied yet to be received and Sundry Debtors
ESL Receivable	(505,364)	ESL Receivable
Stock on hand	203,049	
<b>Total Current Assets</b>	<b>35,154,283</b>	

<b>Current Liabilities</b>		
Creditors and provisions	(9,583,354)	Includes ESL and deposits
- less non-rate setting creditors & provisions	3,949,123	Cash Backed LSL, current loans and ESL
<b>Total Current Liabilities</b>	<b>(5,634,231)</b>	
<b>Net Current Assets 31 March 2022</b>	29,520,052	
Nett Current Assets as Per Financial Activity Report	29,520,052	
Less Committed Assets	<b>(29,020,052)</b>	All other budgeted expenditure
<b>Estimated Closing Balance</b>	<b>500,000</b>	

### 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.

### Officer Recommendation

That the Monthly Financial Reports as at 31 March 2022 as included in Attachment 12.5.1 be received.

## City of Belmont

### Monthly Financial Activity Statement for the Period Ending March 2022

Note: Material variances have been identified in accordance with the Local Government (Financial Management) Regulations 34(1)(d) and Australian Accounting Standards (AASB 1031). A variance on the budgeted closing balance has been applied in the determination of material variances.

M=Material Variance

Budget: 22CLRBD2, Actual: 22CLACT

	Budget	Budget YTD	Actual YTD	YTD Variance	YTD Var %
<b>1. Expenditure</b>					
<b>Capital</b>					
<b>Governance</b>					
Computing	790,000	592,500	71,393	521,108	87.95%
Transfer To Reserve	5,067,760	0	0	0	0.00%
Executive Services	44,875	0	0	0	0.00%
Belmont Trust	6,712	0	0	0	0.00%
<b>Total Governance</b>	<b>5,909,347</b>	<b>592,500</b>	<b>71,393</b>	<b>521,108</b>	<b>87.95%</b>
<b>General purpose funding</b>					
City Facilities & Property	142,000	106,500	0	106,500	100.00%
Financing Activities	573,170	283,881	283,881	0	0.00%
<b>Total General purpose funding</b>	<b>715,170</b>	<b>390,381</b>	<b>283,881</b>	<b>106,500</b>	<b>27.28%</b>
<b>Law, order and public safety</b>					
Rangers	357,120	0	0	0	0.00%
Crime Prevention & Comm Safety	175,351	48,000	0	48,000	100.00%
<b>Total Law, order and public safety</b>	<b>532,471</b>	<b>48,000</b>	<b>0</b>	<b>48,000</b>	<b>100.00%</b>
<b>Health</b>					
Health	77,875	44,875	41,286	3,589	8.00%
<b>Total Health</b>	<b>77,875</b>	<b>44,875</b>	<b>41,286</b>	<b>3,589</b>	<b>8.00%</b>
<b>Education and welfare</b>					
Engagement Strategies	0	0	21,112	-21,112	0.00%
<b>Total Education and welfare</b>	<b>0</b>	<b>0</b>	<b>21,112</b>	<b>-21,112</b>	<b>0.00%</b>
<b>Housing</b>					
Wahroonga Housing	50,000	50,000	38,979	11,021	22.04%
Orana Aged Housing	36,156	0	0	0	0.00%
Faulkner Park Retirement Vill.	108,000	0	0	0	0.00%
<b>Total Housing</b>	<b>194,156</b>	<b>50,000</b>	<b>38,979</b>	<b>11,021</b>	<b>22.04%</b>
<b>Community amenities</b>					
Town Planning	103,000	90,500	0	90,500	100.00%
Sanitation Charges	1,295,298	0	0	0	0.00%
Environment	940,806	471,320	86,617	384,703	81.62%
<b>Total Community amenities</b>	<b>2,339,104</b>	<b>561,820</b>	<b>86,617</b>	<b>475,203</b>	<b>84.58%</b>
<b>Recreation and culture</b>					
Belmont Oasis	33,000	32,828	32,828	0	0.00%
Ruth Faulkner Library	181,223	148,223	104,273	43,950	29.65%
Community Place Making	10,000	5,000	0	5,000	100.00%
Community Wellbeing	33,000	0	0	0	0.00%
Grounds Operations	2,360,051	1,188,959	354,502	834,457	70.18%
Grounds Overheads	66,000	33,000	0	33,000	100.00%
<b>Total Recreation and culture</b>	<b>2,683,274</b>	<b>1,408,010</b>	<b>491,603</b>	<b>916,406</b>	<b>65.09%</b>

## Attachment 12.5.1 Financial Activity Report March 2022

	Budget	Budget YTD	Actual YTD	YTD Variance	YTD Var %
<b>Transport</b>					
Road Works	4,267,455	2,394,384	2,027,502	366,882	15.32%
Streetscapes	307,158	179,741	110,275	69,467	38.65%
Footpath Works	456,998	177,133	174,346	2,786	1.57%
Drainage Works	375,000	80,808	93,747	-12,939	-16.01%
Operations Centre	526,332	162,172	70,609	91,563	56.46%
<b>Total Transport</b>	<b>5,932,943</b>	<b>2,994,238</b>	<b>2,476,480</b>	<b>517,758</b>	<b>17.29%</b>
<b>Economic services</b>					
Building Operations	4,046,469	2,355,132	1,873,702	481,430	20.44%
City Projects	1,539,000	94,295	43,958	50,337	53.38%
<b>Total Economic services</b>	<b>5,585,469</b>	<b>2,449,426</b>	<b>1,917,660</b>	<b>531,767</b>	<b>21.71%</b>
<b>Total Capital</b>	<b>23,969,809</b>	<b>8,539,250</b>	<b>5,429,010</b>	<b>3,110,240</b>	<b>36.42%</b>

# Attachment 12.5.1 Financial Activity Report March 2022

	Budget	Budget YTD	Actual YTD	YTD Variance	YTD Var %
<b>Operating</b>					
<b>Governance</b>					
Finance Department	2,187,122	1,606,731	1,435,956	170,775	10.63%
Computing	3,058,822	2,283,341	2,123,302	160,039	7.01%
Marketing & Communications	2,354,972	1,771,422	1,329,175	442,247	24.97%
Reimbursements	257,369	193,027	216,483	-23,457	-12.15%
Insurance	897,740	896,365	982,385	-86,020	-9.60%
Executive Services	1,553,730	1,137,931	1,043,255	94,675	8.32%
Chief Executive Officer	918,606	676,033	665,071	10,962	1.62%
Records Management	837,015	615,376	549,770	65,606	10.66%
Human Resources	1,775,669	1,377,316	1,196,262	181,054	13.15%
Organisational Development	953,053	705,584	575,671	129,912	18.41%
Governance	3,406,963	2,597,959	2,316,341	281,618	10.84%
Belmont Trust	180,000	135,000	41,982	93,018	68.90%
Accommodation Costs	727,163	521,425	441,570	79,854	15.31%
<b>Total Governance</b>	<b>19,108,224</b>	<b>14,517,509</b>	<b>12,917,226</b>	<b>1,600,284</b>	<b>11.02%</b>
<b>General purpose funding</b>					
Rates	2,788,841	2,545,540	2,453,286	92,254	3.62%
General Purpose Income	3,050	2,287	1	2,286	99.94%
City Facilities & Property	970,110	698,749	599,709	99,040	14.17%
Financing Activities	602,365	305,254	302,331	2,923	0.96%
<b>Total General purpose funding</b>	<b>4,364,365</b>	<b>3,551,830</b>	<b>3,355,328</b>	<b>196,503</b>	<b>5.53%</b>
<b>Law, order and public safety</b>					
Belmont Community Watch	1,350,331	1,013,636	874,854	138,782	13.69%
Belmont Neighbourhood Watch	593	445	402	43	9.64%
Criminal Damage	206,606	153,403	132,243	21,160	13.79%
Rangers	1,030,881	762,093	721,379	40,714	5.34%
Crime Prevention & Comm Safety	1,002,899	761,940	705,507	56,434	7.41%
State Emergency Service	101,160	78,845	73,269	5,576	7.07%
<b>Total Law, order and public safety</b>	<b>3,692,470</b>	<b>2,770,362</b>	<b>2,507,653</b>	<b>262,708</b>	<b>9.48%</b>
<b>Health</b>					
Health	1,588,690	1,198,528	1,111,229	87,299	7.28%
Immunisation	21,484	16,113	12,531	3,582	22.23%
<b>Total Health</b>	<b>1,610,174</b>	<b>1,214,641</b>	<b>1,123,760</b>	<b>90,881</b>	<b>7.48%</b>
<b>Education and welfare</b>					
City Facilities & Property	316,918	237,688	223,951	13,737	5.78%
Engagement Strategies	1,594,944	1,156,839	1,065,944	90,896	7.86%
Community Place Making	670,338	508,699	477,105	31,593	6.21%
Volunteers Programs	81,277	63,117	52,864	10,252	16.24%
Belmont HACC Services	4,651	3,488	5,945	-2,457	-70.44%
Youth Services General	805,098	539,353	532,455	6,898	1.28%
Pre-Schools & Kindys	6,204	3,629	2,777	852	23.48%
<b>Total Education and welfare</b>	<b>3,479,431</b>	<b>2,512,814</b>	<b>2,361,042</b>	<b>151,771</b>	<b>6.04%</b>
<b>Housing</b>					
Ascot Close Housing	50,303	37,953	37,386	567	1.49%
Wahroonga Housing	47,084	35,112	35,630	-518	-1.48%
Orana Aged Housing	69,920	51,493	45,405	6,088	11.82%
Gabriel Gardens	100,037	45,645	37,591	8,054	17.65%
Faulkner Park Retirement Vill.	126,000	103,000	139,602	-36,602	-35.54%
<b>Total Housing</b>	<b>393,344</b>	<b>273,202</b>	<b>295,613</b>	<b>-22,411</b>	<b>-8.20%</b>
<b>Community amenities</b>					
Regional Development	20,148	14,778	9,400	5,377	36.39%
Town Planning	3,047,251	2,191,395	1,966,347	225,048	10.27%
Sanitation Charges	7,674,861	3,964,466	3,429,228	535,238	13.50%

## Attachment 12.5.1 Financial Activity Report March 2022

	Budget	Budget YTD	Actual YTD	YTD Variance	YTD Var %
Technical Services	163,394	119,988	99,362	20,626	17.19%
<b>Total Community amenities</b>	<b>10,905,655</b>	<b>6,290,627</b>	<b>5,504,338</b>	<b>786,289</b>	<b>12.50%</b>
<b>Recreation and culture</b>					
Computing	0	0	13,360	-13,360	0.00%
Marketing & Communications	823,250	485,550	307,068	178,482	36.76%
Belmont Trust	6,101	4,575	6,441	-1,866	-40.79%
Public Facilities Operations	187,756	74,541	51,247	23,294	31.25%
Belmont Oasis	578,843	341,484	325,014	16,470	4.82%
Youth & Family Services Centre	174,114	105,280	104,146	1,134	1.08%
Ruth Faulkner Library	3,160,123	2,375,296	2,140,838	234,458	9.87%
Engagement Strategies	19,650	3,150	4,283	-1,133	-35.97%
Community Place Making	180,621	106,666	25,763	80,903	75.85%
Community Wellbeing	563,857	393,073	331,050	62,022	15.78%
Community Development	616,233	483,788	385,320	98,469	20.35%
Building - Active Reserves	739,882	530,348	505,511	24,837	4.68%
Building Operations	66,331	43,986	45,384	-1,398	-3.18%
Streetscapes	30,000	22,500	22,000	500	2.22%
Grounds Operations	5,995,877	4,493,517	3,902,997	590,520	13.14%
Grounds - Active Reserves	1,354,886	1,034,815	971,432	63,383	6.13%
Grounds Overheads	1,530,547	1,209,513	1,132,337	77,176	6.38%
<b>Total Recreation and culture</b>	<b>16,028,069</b>	<b>11,708,082</b>	<b>10,274,192</b>	<b>1,433,890</b>	<b>12.25%</b>
<b>Transport</b>					
Road Works	1,277,204	890,193	871,971	18,223	2.05%
Streetscapes	2,192,630	1,656,790	1,088,165	568,625	34.32%
Footpath Works	263,182	191,386	193,815	-2,430	-1.27%
Drainage Works	382,959	249,719	274,861	-25,143	-10.07%
Operations Centre	846,964	627,621	680,293	-52,672	-8.39%
Grounds Operations	152,475	114,350	91,908	22,442	19.63%
<b>Total Transport</b>	<b>5,115,414</b>	<b>3,730,058</b>	<b>3,201,013</b>	<b>529,045</b>	<b>14.18%</b>
<b>Economic services</b>					
City Facilities & Property	780,271	569,974	537,910	32,064	5.63%
Building Control	845,463	626,255	591,259	34,996	5.59%
Customer Service	608,615	468,427	455,222	13,205	2.82%
Building Operations	1,405,055	1,026,976	964,656	62,320	6.07%
Building Overheads	97,293	76,094	55,418	20,675	27.17%
Streetscapes	12,995	7,496	5,108	2,388	31.86%
<b>Total Economic services</b>	<b>3,749,692</b>	<b>2,775,221</b>	<b>2,609,573</b>	<b>165,648</b>	<b>5.97%</b>
<b>Other property and services</b>					
Building Operations	4,678	2,698	4,441	-1,743	-64.60%
Public Works Overheads	1,380,103	1,051,753	982,091	69,661	6.62%
Plant Operating Costs	960,881	749,700	678,859	70,841	9.45%
Technical Services	2,718,523	2,019,714	1,860,123	159,590	7.90%
City Projects	835,439	570,396	382,213	188,183	32.99%
Other Public Works	850,854	635,859	527,018	108,841	17.12%
<b>Total Other property and services</b>	<b>6,750,479</b>	<b>5,030,119</b>	<b>4,434,745</b>	<b>595,374</b>	<b>11.84%</b>
<b>Total Operating</b>	<b>75,197,318</b>	<b>54,374,465</b>	<b>48,584,483</b>	<b>5,789,983</b>	<b>10.65%</b>
<b>Total 1. Expenditure</b>	<b>99,167,127</b>	<b>62,913,715</b>	<b>54,013,493</b>	<b>8,900,222</b>	<b>14.15%</b>

## Attachment 12.5.1 Financial Activity Report March 2022

	Budget	Budget YTD	Actual YTD	YTD Variance	YTD Var %
<b>2. Revenue</b>					
<b>Capital</b>					
<b>Governance</b>					
Finance Department	-70,000	-15,000	0	-15,000	100.00%
Computing	-491,455	0	0	0	0.00%
Insurance	-29,149	0	0	0	0.00%
Executive Services	-80,413	0	0	0	0.00%
Records Management	-13,525	0	0	0	0.00%
Human Resources	-303,457	-154,868	-33,975	-120,893	78.06%
Organisational Development	-29,749	0	0	0	0.00%
Governance	-99,000	0	0	0	0.00%
Belmont Trust	-187,224	0	0	0	0.00%
<b>Total Governance</b>	<b>-1,303,972</b>	<b>-169,868</b>	<b>-33,975</b>	<b>-135,893</b>	<b>80.00%</b>
<b>General purpose funding</b>					
City Facilities & Property	-130,000	0	0	0	0.00%
Financing Activities	-10,000	-7,500	0	-7,500	100.00%
<b>Total General purpose funding</b>	<b>-140,000</b>	<b>-7,500</b>	<b>0</b>	<b>-7,500</b>	<b>100.00%</b>
<b>Law, order and public safety</b>					
Rangers	-97,024	0	0	0	0.00%
Crime Prevention & Comm Safety	-103,666	-27,168	0	-27,168	100.00%
<b>Total Law, order and public safety</b>	<b>-200,690</b>	<b>-27,168</b>	<b>0</b>	<b>-27,168</b>	<b>100.00%</b>
<b>Health</b>					
Health	-57,615	-34,515	-34,545	30	-0.09%
<b>Total Health</b>	<b>-57,615</b>	<b>-34,515</b>	<b>-34,545</b>	<b>30</b>	<b>-0.09%</b>
<b>Education and welfare</b>					
Community Place Making	-24,382	0	0	0	0.00%
<b>Total Education and welfare</b>	<b>-24,382</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Housing</b>					
Ascot Close Housing	-50,774	0	0	0	0.00%
Wahroonga Housing	-97,714	0	0	0	0.00%
Gabriel Gardens	-39,747	0	0	0	0.00%
<b>Total Housing</b>	<b>-188,235</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Community amenities</b>					
Town Planning	-71,000	-37,500	0	-37,500	100.00%
Sanitation Charges	-1,524,458	0	0	0	0.00%
Environment	-112,071	-84,053	0	-84,053	100.00%
<b>Total Community amenities</b>	<b>-1,707,529</b>	<b>-121,553</b>	<b>0</b>	<b>-121,553</b>	<b>100.00%</b>
<b>Recreation and culture</b>					
Ruth Faulkner Library	-58,443	-9,745	-19,045	9,301	-95.44%
Community Wellbeing	-33,386	0	0	0	0.00%
Grounds Operations	-298,468	0	-53,650	53,650	0.00%
Grounds Overheads	-174,721	0	0	0	0.00%
<b>Total Recreation and culture</b>	<b>-565,018</b>	<b>-9,745</b>	<b>-72,695</b>	<b>62,951</b>	<b>-646.00%</b>

## Attachment 12.5.1 Financial Activity Report March 2022

	Budget	Budget YTD	Actual YTD	YTD Variance	YTD Var %
<b>Transport</b>					
Road Works	-1,476,225	-933,779	-534,655	-399,124	42.74%
Drainage Works	-50,000	0	0	0	0.00%
Operations Centre	-908,541	-72,998	-23,636	-49,362	67.62%
<b>Total Transport</b>	<b>-2,434,766</b>	<b>-1,006,777</b>	<b>-558,291</b>	<b>-448,486</b>	<b>44.55%</b>
<b>Economic services</b>					
Customer Service	-72,450	0	0	0	0.00%
Building Operations	-3,470,918	-315,536	-315,536	0	0.00%
Building Overheads	-15,873	0	0	0	0.00%
City Projects	-894,760	0	0	0	0.00%
<b>Total Economic services</b>	<b>-4,454,001</b>	<b>-315,536</b>	<b>-315,536</b>	<b>0</b>	<b>0.00%</b>
<b>Other property and services</b>					
Public Works Overheads	-17,800	0	0	0	0.00%
Plant Operating Costs	-37,762	0	0	0	0.00%
Technical Services	-88,863	0	-31,364	31,364	0.00%
<b>Total Other property and services</b>	<b>-144,425</b>	<b>0</b>	<b>-31,364</b>	<b>31,364</b>	<b>0.00%</b>
<b>Total Capital</b>	<b>-11,220,632</b>	<b>-1,692,661</b>	<b>-1,046,406</b>	<b>-646,254</b>	<b>38.18%</b>

# Attachment 12.5.1 Financial Activity Report March 2022

	Budget	Budget YTD	Actual YTD	YTD Variance	YTD Var %
<b>Operating</b>					
<b>Governance</b>					
Finance Department	-2,138,650	-1,603,988	-1,435,956	-168,032	10.48%
Computing	-3,225,496	-2,419,122	-2,123,302	-295,820	12.23%
Marketing & Communications	-4,000	-3,000	0	-3,000	100.00%
Reimbursements	-257,369	-184,027	-172,265	-11,762	6.39%
Insurance	-868,591	-865,726	-948,554	82,828	-9.57%
Chief Executive Officer	0	0	-1,975	1,975	0.00%
Records Management	-823,490	-617,617	-549,770	-67,848	10.99%
Human Resources	-1,509,367	-1,132,025	-1,196,262	64,237	-5.67%
Governance	0	0	-1,698	1,698	0.00%
Belmont Trust	-6,712	0	0	0	0.00%
Accommodation Costs	-556,840	-417,630	-394,155	-23,475	5.62%
<b>Total Governance</b>	<b>-9,390,515</b>	<b>-7,243,135</b>	<b>-6,823,936</b>	<b>-419,199</b>	<b>5.79%</b>
<b>General purpose funding</b>					
Rates	-52,861,621	-52,767,466	-52,995,299	227,832	-0.43%
General Purpose Income	-469,908	-352,431	-352,433	2	0.00%
City Facilities & Property	-1,609,181	-1,206,886	-1,252,556	45,670	-3.78%
Financing Activities	-445,842	-334,377	-236,922	-97,456	29.15%
<b>Total General purpose funding</b>	<b>-55,386,552</b>	<b>-54,661,160</b>	<b>-54,837,209</b>	<b>176,049</b>	<b>-0.32%</b>
<b>Law, order and public safety</b>					
Criminal Damage	-18,000	-13,500	-9,085	-4,415	32.70%
Rangers	-129,177	-96,883	-125,074	28,191	-29.10%
Crime Prevention & Comm Safety	-98,410	-73,807	-98,410	24,603	-33.33%
State Emergency Service	-88,884	-59,163	-67,078	7,915	-13.38%
<b>Total Law, order and public safety</b>	<b>-334,471</b>	<b>-243,353</b>	<b>-299,647</b>	<b>56,294</b>	<b>-23.13%</b>
<b>Health</b>					
Health	-449,524	-355,938	-339,000	-16,938	4.76%
Immunisation	0	0	-18	18	0.00%
<b>Total Health</b>	<b>-449,524</b>	<b>-355,938</b>	<b>-339,018</b>	<b>-16,920</b>	<b>4.75%</b>
<b>Education and welfare</b>					
City Facilities & Property	-2,500	-1,875	-3,750	1,875	-100.00%
Engagement Strategies	-1,259	-944	-7,884	6,940	-735.01%
Community Place Making	-11,916	0	-11,916	11,916	0.00%
Youth Services General	-65,000	-48,750	-48,916	166	-0.34%
<b>Total Education and welfare</b>	<b>-80,675</b>	<b>-51,569</b>	<b>-72,466</b>	<b>20,897</b>	<b>-40.52%</b>
<b>Housing</b>					
Orana Aged Housing	-100,500	-8,390	0	-8,390	100.00%
Gabriel Gardens	-50,500	-37,875	0	-37,875	100.00%
Faulkner Park Retirement Vill.	-234,000	-175,500	-213,096	37,596	-21.42%
<b>Total Housing</b>	<b>-385,000</b>	<b>-221,765</b>	<b>-213,096</b>	<b>-8,669</b>	<b>3.91%</b>
<b>Community amenities</b>					
Regional Development	-6,675	-5,006	-6,675	1,669	-33.33%
Town Planning	-1,175,133	-881,350	-806,403	-74,947	8.50%
Sanitation Charges	-7,083,251	-7,064,219	-6,660,884	-403,335	5.71%
Technical Services	-1,500	-1,125	-3,636	2,511	-223.23%
<b>Total Community amenities</b>	<b>-8,266,559</b>	<b>-7,951,701</b>	<b>-7,477,599</b>	<b>-474,102</b>	<b>5.96%</b>

# Attachment 12.5.1 Financial Activity Report March 2022

	Budget	Budget YTD	Actual YTD	YTD Variance	YTD Var %
<b>Recreation and culture</b>					
Marketing & Communications	-110,000	-83,750	-115,000	31,250	-37.31%
Public Facilities Operations	-202,225	-151,692	-149,902	-1,790	1.18%
Belmont Oasis	-9,000	0	0	0	0.00%
Youth & Family Services Centre	-72,000	-54,000	-39,848	-14,152	26.21%
Ruth Faulkner Library	-54,898	-43,910	-31,251	-12,660	28.83%
Community Place Making	-10,000	-7,500	-4,034	-3,466	46.21%
Community Wellbeing	-1,000	-750	-1,073	323	-43.03%
Community Development	-4,969	-4,969	-4,969	0	0.00%
Building - Active Reserves	0	0	-21,755	21,755	0.00%
Streetscapes	0	0	-9,782	9,782	0.00%
Grounds Operations	-9,748	-9,311	-18,064	8,753	-94.01%
Grounds Overheads	-1,401,545	-1,049,108	-1,003,276	-45,832	4.37%
<b>Total Recreation and culture</b>	<b>-1,875,385</b>	<b>-1,404,991</b>	<b>-1,398,954</b>	<b>-6,037</b>	<b>0.43%</b>
<b>Transport</b>					
Road Works	-267,000	-203,500	-220,657	17,157	-8.43%
Streetscapes	-120,000	-120,000	-55,023	-64,977	54.15%
Operations Centre	0	0	-981	981	0.00%
<b>Total Transport</b>	<b>-387,000</b>	<b>-323,500</b>	<b>-276,661</b>	<b>-46,839</b>	<b>14.48%</b>
<b>Economic services</b>					
City Facilities & Property	0	0	-4,683	4,683	0.00%
Building Control	-132,966	-99,725	-93,820	-5,905	5.92%
Customer Service	-539,438	-404,578	-455,222	50,644	-12.52%
Building Overheads	-81,421	-48,464	-36,062	-12,402	25.59%
<b>Total Economic services</b>	<b>-753,825</b>	<b>-552,767</b>	<b>-589,786</b>	<b>37,019</b>	<b>-6.70%</b>
<b>Other property and services</b>					
Public Works Overheads	-1,397,028	-994,204	-908,347	-85,857	8.64%
Plant Operating Costs	-1,018,178	-747,449	-662,776	-84,673	11.33%
Technical Services	-426,393	-319,795	-292,101	-27,694	8.66%
Other Public Works	-76,680	-41,985	-76,831	34,846	-83.00%
<b>Total Other property and services</b>	<b>-2,918,279</b>	<b>-2,103,433</b>	<b>-1,940,055</b>	<b>-163,378</b>	<b>7.77%</b>
<b>Total Operating</b>	<b>-80,227,785</b>	<b>-75,113,311</b>	<b>-74,268,425</b>	<b>-844,886</b>	<b>1.12%</b>
<b>Total 2. Revenue</b>	<b>-91,448,417</b>	<b>-76,805,972</b>	<b>-75,314,832</b>	<b>-1,491,140</b>	<b>1.94%</b>
<b>3. Opening/Closing Funds</b>					
<b>Operating</b>					
<b>P&amp;L Clearing</b>					
Opening Balance - Budget Only	-8218713	0	0	0	0.00%
Closing Balance - Budget Only	500,000	0	0	0	0.00%
<b>Total P&amp;L Clearing</b>	<b>-7,718,713</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Total 3. Opening/Closing Funds</b>	<b>-7,718,713</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
	-3	-13,892,256	-21,301,339	7,409,082	16.09%

Add Opening Balance:	-8,218,713
<b>Nett Current Assets:</b>	<b>-29,520,052</b>

Attachment 12.5.1 Financial Activity Report March 2022

	Budget	Budget YTD	Actual YTD	YTD Variance	YTD Var %

## **I3 Reports by the Chief Executive Officer**

### **I3.1 Request for leave of absence**

### **I3.2 Notice of motion**

Nil.

## **I4 Matters for which the meeting may be closed**

### **I4.1 Annual Information Systems Audit Outcomes: Advice to Minister: Statutory Requirement (s7.12A Local Government Act 1995)**

This report is included in the Ordinary Council Meeting – Confidential Matters Agenda in accordance with Section 5.23(2) of the Local Government Act 1995, which permits the meeting to be closed to the public for business relating to the following:

- (f) a matter that if disclosed, could be reasonably expected to —
- (ii) endanger the security of the local government's property;

#### **Committee Recommendation**

That Council receive the report and:

1. Endorse the City of Belmont Action Plan (Confidential Attachment 14.1.1 and Confidential Attachment 14.1.2) addressing the recommendations; and
2. Directs the Chief Executive Officer to advise the Minister for Local Government of the City of Belmont's proposed actions.

## **I5 Closure**