

Corporate & Strategy Reports

Committee Consideration – 13 October 2020

Council Resolution – 27 October 2020

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|-----------------|---------------------------------------|
| CPS22.20 | List of Accounts Paid – August |
|-----------------|---------------------------------------|

| | |
|---|--|
| Committee | 13 October 2020 |
| Council | 27 October 2020 |
| Applicant | City of Nedlands |
| Employee Disclosure under section 5.70 Local Government Act 1995 | Nil. |
| Director | Lorraine Driscoll – Director Corporate & Strategy |
| Attachments | 1. Creditor Payment Listing – August 2020; and 2. Credit Card and Purchasing Card payments – August 2020 (28 Jul – 27 Aug). |
| Confidential Attachments | Nil. |

Executive Summary

In accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996* Administration is required to present the List of Accounts Paid for the month to Council.

Recommendation to Committee

Council receives the List of Accounts Paid for the month of August 2020 as per attachments.

Discussion/Overview

Background

Regulation 13 of the *Local Government (Financial Management) Regulations 1996* requires a list of accounts paid to be prepared each month, showing each account paid since the last list was prepared. This list is to include the following information:

1. the payee's name;
2. the amount of the payment;
3. the date of the payment; and
4. sufficient information to identify the transaction.

The list is to be presented to the Council at the next ordinary meeting of the Council after the list is prepared and recorded in the minutes of that meeting.

Risk Management

The accounts payable procedures ensure that no fraudulent payments are made by the City, and these procedures are strictly adhered to by the officers. These include

the final vetting of approved invoices by the Manager Finance and the Director Corporate and Strategy (or designated alternative officers).

Conclusion

The List of Accounts Paid for the month of August 2020 complies with the relevant legislation and can be received by Council (see attachments)

Consultation

Required by legislation:

Yes ☒

No ☐

Required by City of Nedlands policy:

Yes ☐

No ☒

Strategic Implications

The 2020/21 approved budget is in line with the City's strategic direction. Payments are made to meet the City's spend on operations and capital expenses undertaken in accordance with the approved budget.

The 2020/21 approved budget ensured that there is an equitable distribution of benefits in the community

The 2020/21 budget was prepared in line with the City's level of tolerance of risk and it is managed through budgetary review and control.

Budget/Financial Implications

The payments are made in accordance with the approved budget and achieves a surplus cashflow balance.



CITY OF NEDLANDS

All Payments 1/08/2020 to 31/08/2020

CPS22.20 - Attachment 1

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| Chq/Ref | Pavee | Date | Amount | Tran | Description | Amount |
|---------------------------------|-------------------------------------|------------|-----------|------|--|----------|
| Westpac - Municipal Acct | | | | | | |
| CHEQUE | | | | | | |
| 70629 | CITY OF NEDLANDS - CASH CHEQUE / PE | 04/08/2020 | -600.00 | INV | TRESILIAN - ADDITIONAL CLASSES - 31/7/20-21/8/20 | 280.00 |
| | | | | INV | 2020 MODEL MONEY - WEEK 1-4 - 28/JUL - 21/AUG 2020 | 320.00 |
| 70630 | WATER CORPORATION | 04/08/2020 | -1,190.89 | INV | ROAD VERGE-15/5/20-15/7/20 | 17.63 |
| | | | | INV | GARDEN AT CNR KARELLA WILLIAM- 15/5/20-15/7/20 | 85.61 |
| | | | | INV | CAR PARK AT 15 HAMPDEN RD - 15/5/20-14/7/20 | 17.63 |
| | | | | INV | ROAD VERGE OPP BOWLING SMYTH -15/5/20-15/7/20 | 27.70 |
| | | | | INV | OFFICES AT 69-71 STIRLING HWY-15/5/20-16/7/20 | 519.29 |
| | | | | INV | ROUNDAABOUT AT CNN DALKEITH - 15/05/2020-16/7/2020 | 5.04 |
| | | | | INV | HOUSE AT 110 SMYTH RD - 15/5/20-16/7/20 | 257.11 |
| | | | | INV | ROAD VERGE AT CNR CARRINGTON - 14/5/20-16/7/20 | 30.22 |
| | | | | INV | ROAD VERGE AT STIRLING HWY - 14/5/20-16/7/20 | 15.11 |
| | | | | INV | GARDEN 55 HAMPDEN RD - 17/7/20-14/5/20 | 5.04 |
| | | | | INV | GARDEN AT R1 HAMPDEN RD - 14/05/2020-17/07/2020 | 30.22 |
| | | | | INV | RESERVE AT 42 LEURA ST - 14/05/2020-17/07/2020 | 180.29 |
| 70631 | MR B H BLACK | 07/08/2020 | -1,700.00 | RFND | VERGE BOND REFUND 37A WAROONGA RD | 1,700.00 |
| 70632 | C BAKER | 07/08/2020 | -1,700.00 | RFND | VERGE BOND REFUND 1 SHANNON RISE | 1,700.00 |
| 70633 | CIVIL CON HOLDINGS PTY LTD | 07/08/2020 | -1,700.00 | RFND | VERGE BOND REFUND 59 RILEY RD | 1,700.00 |
| 70634 | ADDSTYLE CONSTRUCTIONS PTY LTD | 07/08/2020 | -1,700.00 | RFND | VERGE BOND REFUND 31 BROOME ST | 1,700.00 |
| 70635 | NEXUS HOME IMPROVEMENTS | 07/08/2020 | -1,700.00 | RFND | VERGE BOND REFUND 18 WELD STREET | 1,700.00 |
| 70636 | PETER FRYER DESIGN | 07/08/2020 | -1,700.00 | RFND | VERGE BOND REFUND 100 SMYTH RD | 1,700.00 |
| 70637 | NICHELIVING PROJECTS PTY LTD | 07/08/2020 | -1,700.00 | RFND | VERGE BOND REFUND 35 THE AVENUE | 1,700.00 |
| 70638 | MR D HARRISON | 07/08/2020 | -1,700.00 | RFND | VERGE BOND REFUND 2 HOBBS AVE | 1,700.00 |



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| Chq/Ref | Pavee | Date | Amount | Tran | Description | Amount |
|---------|-------------------------------------|------------|-----------|------|--|----------|
| 70639 | MERIT CONSULTING GROUP | 07/08/2020 | -1,700.00 | RFND | VERGE BOND REFUND 60 MAYFAIR | 1,700.00 |
| 70640 | PATIO LIVING | 07/08/2020 | -1,700.00 | RFND | VERGE BOND REFUND 57A STRICKLAND | 1,700.00 |
| 70641 | DALE ALCOCK HOME IMPROVEMENT | 07/08/2020 | -1,700.00 | RFND | VERGE BOND REFUND 7 PIMLEA | 1,700.00 |
| 70642 | D L CASSIDY | 14/08/2020 | -84.00 | INV | REFUND PAYMENT THAT WASN'T NEEDED | 84.00 |
| 70643 | WATER CORPORATION | 14/08/2020 | -4,143.61 | INV | TRADE WASTE PERMIT MELVISAT AV - 1/7/20-30/6/21 | 241.84 |
| | | | | INV | SPORTS GROUND AT ALFRED RD | 7.50 |
| | | | | INV | GARDEN AT 1 FINCH WAY - 21/5/20-22/7/20 | 37.77 |
| | | | | INV | RESERVE AT MONTGOMERY AVE - 21/5/20-22/7/20 | 349.56 |
| | | | | INV | INFANT HEALTH CENTRE - 22/5/20-22/7/20 | 50.29 |
| | | | | INV | TENNIS COURTS AT 10 DRAPER ST - 22/5/20-22/7/20 | 211.36 |
| | | | | INV | SPORTS GROUND AT 282 MARINE PDE | 60.43 |
| | | | | INV | CENTRE AT ADDERLEY ST - | 1,788.51 |
| | | | | INV | INFANT HEALTH CENTRE AT 25 STRICKLAND | 65.40 |
| | | | | INV | MEDIAN STRIP 119 NORTH ST SWANBOURNE | 5.04 |
| | | | | INV | DRINKING TAP AT 49 CALADENIA PDE | 12.59 |
| | | | | INV | RD VERGE 7A BROCKWAY RD | 17.63 |
| | | | | INV | CHANGE ROOMS AT MARINE PDE SWANBOURNE | 440.07 |
| | | | | INV | RESERVE AT JOHN XX11AV MTC | 256.84 |
| | | | | INV | HALL AT 45 MONASH AVE | 208.85 |
| | | | | INV | BOWLING CLUB AT SMYTH RD | 357.20 |
| | | | | INV | RD VERGE AT 14 PRINCE ALBERT CT | 32.73 |
| 70644 | WEST AUSTRALIAN NEWSPAPER LTD | 14/08/2020 | -167.20 | INV | NEWSPAPER DELIVERY - 06 JUNE 2020-04 JULY 20220 | 83.60 |
| | | | | INV | DELIVERY - 04 JULY 2020-01 AUGUST 2020 | 83.60 |
| 70645 | CITY OF NEDLANDS - CASH CHEQUE / PE | 21/08/2020 | -1,100.00 | INV | MODEL MONEY -TERM 3 2020- WEEK 5-8- 25/8-15/9-2020 | 1,100.00 |
| 70646 | WATER CORPORATION | 21/08/2020 | -5,349.89 | INV | RESERVE AT DAWES VIEW | 17.63 |
| | | | | INV | RESERVE AT 116 HACKET RD - 2/6/20-3/8/20 | 42.81 |
| | | | | INV | RESERVE AT ADELMA RD - 2/6/20-3/8/20 | 5.04 |
| | | | | INV | AMENITIES AT BROADWAY - 29/5/20-31/7/20 | 788.71 |



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|---------|---------------------------|------------|-----------|------|--|----------|
| | | | | INV | DAYCARE CENTRE -53 JUTLAND PDE-1/7/20-31/8/20 | 143.30 |
| | | | | INV | RESERFVE AT NARDINA CR- 29/5/20-31/7/20 | 188.85 |
| | | | | INV | SPORTS GROUND AT BEATRICE RD-29/5/20-31/7/20 | 490.50 |
| | | | | INV | RESERVE AT 2652 BIRDWOOD PDE-29/5/20-31/7/20 | 19.45 |
| | | | | INV | CLUB AT VICTORIA AVE - 29/5/20-31/7/20 | 671.86 |
| | | | | INV | RESERVE AT 792 ESPLANDE- 29/5/20-31/7/20 | 5.04 |
| | | | | INV | INFANT HEALTH CENTRE AT 97 WARATAH - 29/5/20-31/7/20 | 932.50 |
| | | | | INV | GARDEN OPP 11 VIX ST - 29/5/20-31/7/20 | 12.60 |
| | | | | INV | TENNIS COURST AT BRUCE ST - 29/5/20-31/7/20 | 367.34 |
| | | | | INV | RESERVE AT 54 BIRDWOOD PDE - 29/5/20-31/7/20 | 390.00 |
| | | | | INV | CENTRE AT BIRDWOOD PDE - 29/5/20-31/7/20 | 550.64 |
| | | | | INV | CLUB AT 282 MARINE PDE - 26/05/ 2020-27/07/2020 | 588.55 |
| | | | | INV | AMENITIES AT BROADWAY BAL29/5/20-31/7/20 | 1.00 |
| | | | | INV | ROAD VERGE AT CNR STIRLING-21/4/20-19/6/20 | 134.07 |
| 70647 | WATER CORPORATION | 28/08/2020 | -1,166.98 | INV | JUTLAND PDE 29/5/20-31/7/20 | 196.40 |
| | | | | INV | BOWLING CLUB AT JUTLAND PDE 1-7/20-31/8/20 | 334.38 |
| | | | | INV | CENTREA T MELVISTA AVE-29/5/20-31/7/20 | 158.29 |
| | | | | INV | CLUB 140 AT MELVISAT AVE 29/5/20-31/7/20 | 364.60 |
| | | | | INV | RESERVE AT 118 WOOD STREET | 113.31 |
| 70648 | ABEL PATIO'S AND ROOFING | 28/08/2020 | -1,700.00 | RFND | VERGE BOND REFUND 19 BROOME ST | 1,700.00 |
| 70649 | PATIO LIVING | 28/08/2020 | -1,700.00 | RFND | VERGE BOND REFUND 53 BROWNE AVE | 1,700.00 |
| 70650 | PETIT HOMES PTY LTD | 28/08/2020 | -1,700.00 | RFND | VERGE BOND REFUND13BRUCE STREET NEDLANDS | 1,700.00 |
| 70651 | M T EVERSHERD | 28/08/2020 | -1,700.00 | RFND | VERGE BOND REFUND 19 CARRINGTON ST | 1,700.00 |
| 70652 | ATRIUM HOMES (WA) PTY LTD | 28/08/2020 | -1,700.00 | RFND | VERGE BOND REFUND 6 COLIN ST | 1,700.00 |
| 70653 | AUSTRALIAN OUTDOOR LIVING | 28/08/2020 | -1,700.00 | RFND | VERGE BOND REFUND 12 COLIN ST | 1,700.00 |
| 70654 | AXON HOMES | 28/08/2020 | -1,700.00 | RFND | VERGE BOND REFUND 49 LOUISE ST | 1,700.00 |



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| Chq/Ref | Pavee | Date | Amount | Tran | Description | Amount |
|--------------|------------------------|------------|----------------------|------|--------------------------------|----------|
| 70655 | PROMPT ROOFING PTY LTD | 28/08/2020 | -1,700.00 | RFND | VERGE BOND REFUND 89 HARDY RD | 1,700.00 |
| 70656 | TARDAN PTY LTD | 28/08/2020 | -1,700.00 | RFND | VERGE BOND REFUND 75 PHILIP RD | 1,700.00 |
| Total CHEQUE | | | <u>- \$47,802.57</u> | | | |

EFT

| | | | | | | |
|---------|----------------------------|------------|-------------|---------------|---|-----------|
| PY01-03 | WESTPAC - MUNICIPAL ACCT | 04/08/2020 | -379,885.26 | | | |
| PY99-04 | WESTPAC - MUNICIPAL ACCT | 13/08/2020 | -7,664.61 | | | |
| PY01-04 | WESTPAC - MUNICIPAL ACCT | 18/08/2020 | -374,157.22 | | | |
| PY99-05 | WESTPAC - MUNICIPAL ACCT | 26/08/2020 | -7,430.05 | | | |
| 1221 | EFT TRANSFER: - 07/08/2020 | 07/08/2020 | -259,743.61 | 1221.11634-01 | Ms N Horley | |
| | | | | INV | Monthly Allowance - August 2020 | 2,227.50 |
| | | | | 1221.11732-01 | Local Government Professionals | |
| | | | | INV | 2020-21 Affiliate Membership | 185.00 |
| | | | | 1221.12120-01 | Mr B G Hodsdon | |
| | | | | INV | Monthly Allowance - August 2020 | 2,227.50 |
| | | | | 1221.12755-01 | Irrigation Australia Ltd | |
| | | | | INV | City of Nedlands IAL Memberships - 1/7/20-30/6/21 | 714.00 |
| | | | | 1221.12841-01 | Flexipole Industries Pty Ltd | |
| | | | | INV | Replace broken double gate at Masons Gardens | 550.00 |
| | | | | 1221.13139-01 | 3 Monkeys Audio Visual | |
| | | | | INV | Supply Install and Commission Hearing Loop Facility | 12,196.98 |
| | | | | INV | Supply Install and Commission Hearing Loop Facility | 12,938.51 |
| | | | | 1221.13290-01 | Mr V R Senathirajah | |
| | | | | INV | Monthly Allowance - August 2020 | 2,227.50 |
| | | | | 1221.133-01 | Alinta Energy | |
| | | | | INV | Beatrice Rd 19/6/20-16/7/20 | 48.20 |
| | | | | 1221.13369-01 | Data#3 Limited | |
| | | | | INV | 5 X Hardware- Wireless Access Point - Depot - ARUB | 3,775.03 |
| | | | | 1221.13384-01 | Harvey Fresh | |



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|---------------|-------|------|--------|------|---|-----------|
| | | | | INV | Weekly Milk Delivery - 24/7/20 | 49.14 |
| 1221.13412-01 | | | | | Quick Corporate Australia | |
| | | | | INV | Stationery supplies | 455.75 |
| 1221.13428-01 | | | | | Lock Stock & Farrell Locksmith Pty | |
| | | | | INV | 1401 Key cut for irrigation cabinet | 548.00 |
| 1221.13718-01 | | | | | South East Regional Centre for Urba | |
| | | | | INV | Swanbourne Oval. Supply and installation of limestone | 4,180.00 |
| | | | | INV | Installation of 600 tubestock @Milyam Rise June20 | 3,003.00 |
| 1221.13741-01 | | | | | Dave's Landscaping & Brickpaving | |
| | | | | INV | Paving repairs at Langtry Views Walkway, MTC | 240.00 |
| | | | | INV | Order for paving repairs to drainage grates in Mt | 1,500.00 |
| | | | | INV | Order for paving repairs to drainage grates in Mt | 300.00 |
| 1221.13857-01 | | | | | Mr L McManus | |
| | | | | INV | Monthly Allowance - August 2020 | 3,547.38 |
| 1221.13863-01 | | | | | G M S Security (WA) Pty Ltd | |
| | | | | INV | Supply and install new 4 door controller | 12,215.50 |
| 1221.14123-01 | | | | | Mr J D Wetherall | |
| | | | | INV | Monthly Allowance - August 2020 | 2,227.50 |
| 1221.14153-01 | | | | | Anne Yardley | |
| | | | | INV | Transcription of oral history | 380.00 |
| 1221.14232-01 | | | | | Mr G Hay | |
| | | | | INV | Monthly Allowance - August 2020 | 2,227.50 |
| 1221.14233-01 | | | | | Ms K A Smyth | |
| | | | | INV | Monthly Allowance - August 2020 | 2,227.50 |
| 1221.1447-01 | | | | | CJD Equipment Pty Ltd | |
| | | | | INV | 539 filter kit as per quote 0050248881 | 334.21 |
| 1221.14492-01 | | | | | Subaru Osborne Park | |
| | | | | INV | Filters as per quote #70506S | 600.38 |
| 1221.14510-01 | | | | | JB Hi-Fi Group Pty Ltd | |
| | | | | INV | 2 X Philips Monior 32 Inc & Microsoft Arc Mouse | 1,440.00 |
| | | | | INV | Hardware- NW Switch-Depot & NCC- Ubiquity ES-, etc | 2,382.00 |
| | | | | INV | Hardware- NW Switch-Admin- Ubiquity ES-24-500, etc | 962.00 |
| 1221.14602-01 | | | | | Professional Tree Surgeons | |
| | | | | INV | Refer to quote H0928. - Directors Gardens | 2,799.50 |
| | | | | INV | Refer to quote H0933. - 70 Thomas St Nedlands | 407.00 |
| 1221.14670-01 | | | | | Protek 24/7 | |
| | | | | INV | Removal of asbestos fence to allow bollard install | 1,903.00 |
| 1221.14817-01 | | | | | Diversus | |



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|---------------|---|------|--------|------|--|-----------|
| | | | | INV | 1 X Software - Sharegate Desktop License | 6,462.50 |
| 1221.14888-01 | Corsign WA Pty Ltd | | | INV | repair x2 pedestrian grabrails Alfred Rd | 825.00 |
| 1221.14932-01 | Aus Chill Technical Services Pty Lt | | | INV | Nedlands Library - Humidifer service June & July | 198.00 |
| 1221.14972-01 | Allwestplant hire Australia Pty Ltd | | | INV | Repairs to drainage grate in Dot Bennet Park | 1,570.80 |
| 1221.15224-01 | Boyan Electrical Services | | | INV | Supply and replace 4 failing light fittings | 477.79 |
| | | | | INV | Replace cover on exposed electrics on top of pole | 121.19 |
| | | | | INV | Supply and replace faulty sensors - John Lecki | 351.10 |
| | | | | INV | Attend to lights issue - Webster St Library | 1,252.12 |
| 1221.15236-01 | Suez Recycling & Recovery (Perth) P | | | INV | Waste disposal- residential & commercial- Aug 2020 | 45,000.00 |
| | | | | INV | Wast Services - Prepay August 2020 | 80,750.00 |
| 1221.15401-01 | WINC Australia Pty Ltd (Previous na | | | INV | Supply and deliver hand sanitizers, masks | 758.54 |
| 1221.15426-01 | Ms C M De Lacy | | | INV | Monthly Allowance - August 2020 | 8,166.92 |
| 1221.15427-01 | Mr A W Mangano | | | INV | Monthly Allowance - August 2020 | 2,227.50 |
| 1221.15754-01 | Dept of Planning, Lands and Heritag | | | INV | DAP-City of Nedlands- 40 Portland St Nedlands | 5,603.00 |
| | | | | INV | DAP-City of Nedlands- 21-23 Louise Street | 8,650.00 |
| 1221.15849-01 | PLE Computers Pty Ltd | | | INV | 1 X Logitech Brio 4K UHD Webcam | 349.00 |
| 1221.15928-01 | Colour Flow Painting Services | | | INV | Paint works in front office area - Depot | 1,390.00 |
| 1221.15957-01 | Watertight Plumbing & Gas | | | INV | Clear major blockage, jet cut roots and camera pip | 517.00 |
| 1221.15959-01 | DOR T/As IMCO Australasia | | | INV | Supply and delivery of one pallet of PAR cold mix | 2,085.60 |
| 1221.16036-01 | R A Coghlan | | | INV | Monthly Allowance - August 2020 | 2,227.50 |
| 1221.16042-01 | F Bennett | | | INV | Monthly Allowance - August 2020 | 2,227.50 |
| 1221.16161-01 | P N Poliwka | | | INV | Monthly Allowance - August 2020 | 2,227.50 |



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|---------|-----------------|------------|-------------|---------------|---|----------|
| | | | | 1221.2257-01 | Ellenby Tree Farm Pty Ltd | |
| | | | | INV | 1x Sapium sebiferum 'Chinese Tallow Tree | 506.00 |
| | | | | 1221.5682-01 | WA Hino Sales & Service | |
| | | | | INV | Filter kits for heavy vehicle fleet | 2,110.72 |
| | | | | INV | filters as per quote #74524 | 665.06 |
| | | | | 1221.6983-01 | Telstra Corporation Ltd | |
| | | | | INV | PHONE CHARGES - 21 July 2020 | 550.49 |
| | | | | 1221.880-01 | Bunzl Limited | |
| | | | | INV | Hygienic supplies for various buildings | 1,294.91 |
| | | | | INV | Hygienic supplies for various buildings | 158.29 |
| 1222 | EFT TRANSFER: - | 14/08/2020 | -366,090.23 | 1222.10731-01 | Green Skills (Eco Jobs) | |
| | 17/08/2020 | | | INV | Natural area maintenance Birdwood Parade | 973.28 |
| | | | | INV | Revegetation program work various location | 4,454.96 |
| | | | | 1222.11296-01 | Budget Rent a Car | |
| | | | | INV | Rental car - 26/6/20-03/7/20 | 278.82 |
| | | | | 1222.11898-01 | Turf Care WA Pty Ltd | |
| | | | | INV | Fortnight mowing- Carrington park - WE 16/7/20 | 198.00 |
| | | | | 1222.12117-01 | SAI Global Ltd | |
| | | | | INV | Building Standards-Payment for Invoice SAIG1S-1033 | 2,731.30 |
| | | | | 1222.12534-01 | DS Agencies Pty Ltd | |
| | | | | INV | Caf  Stool, Installation of stools - digging, etc | 4,499.00 |
| | | | | 1222.12642-01 | Domain Catering Pty Ltd | |
| | | | | INV | Catering - Staff Meals - 14 July 20 | 64.00 |
| | | | | 1222.12677-01 | Wilson Security | |
| | | | | INV | Security Jo Wheatley - 1/4/20-30/4/20 | 313.83 |
| | | | | INV | Swanbourne Beach Car Park | 154.26 |
| | | | | 1222.12682-01 | Synergy | |
| | | | | INV | 18 St Johns Wood BVD- 30 May 2020-29 July 2020 | 128.16 |
| | | | | INV | UTs Montgomery Ave - 30/5/20-29/7/20=131596660 | 824.79 |
| | | | | INV | Lot 251 Asquith St - 30/5/20-28/7/20 | 131.96 |
| | | | | 1222.12792-01 | Gladstone MRM (Pty) Ltd | |
| | | | | INV | MRM software -1 Sept 2020-28 Feb 2021 | 1,974.26 |
| | | | | 1222.12859-01 | QK Technologies Pty Ltd | |
| | | | | INV | monthly subscription - 1/8/2020-31/08/2020 | 51.58 |
| | | | | 1222.12877-01 | Norms Doors | |
| | | | | INV | Urgently required timber door replacement | 795.00 |
| | | | | 1222.13076-01 | Western Power Corporation - Project | |
| | | | | INV | Disconnect and reconnect consumer mains, installing | 2,145.09 |



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| Chq/Ref | Pavee | Date | Amount | Tran | Description | Amount |
|---------------|-------|------|--------|------|---|----------|
| | | | | INV | Railway Road Aberdare Road intersection | 3,850.00 |
| 1222.13139-01 | | | | | 3 Monkeys Audio Visual | |
| | | | | INV | Supply Install and Commission Hearing Loop Facilit | 6,418.00 |
| | | | | INV | Bal - supply install and commission hearing loop | 0.40 |
| 1222.13283-01 | | | | | Databank Escrow Services Pty Ltd | |
| | | | | INV | Escrow Annual Fee-01/07/2020-30/06/2021 | 190.60 |
| 1222.13412-01 | | | | | Quick Corporate Australia | |
| | | | | INV | Kitchen supplies -NCC | 43.86 |
| | | | | INV | Stationery supplies - NCC | 42.41 |
| 1222.13443-01 | | | | | Centurion Temporary Fencing | |
| | | | | INV | Temporary fencing for John XXIII Depot | 577.50 |
| 1222.13652-01 | | | | | Sustainable Outdoors | |
| | | | | INV | Riverbank grant project - Watering 2 - July 2020 | 1,964.61 |
| | | | | INV | Greenways Maintenance July - December, Greenw, etc | 6,736.34 |
| 1222.13677-01 | | | | | Western Suburbs Business Associatio | |
| | | | | INV | Annual WSBA Corporate Membership Aug 2020 - July 2021 | 660.00 |
| 1222.13741-01 | | | | | Dave's Landscaping & Brickpaving | |
| | | | | INV | Repair Paving two location Broadway & Hampden . | 580.00 |
| 1222.13775-01 | | | | | Australia Post - 604909 | |
| | | | | INV | Total supply ending period - 30/06/2020 | 2.92 |
| 1222.13812-01 | | | | | Mrs N M Ceric | |
| | | | | INV | Mobile reimbursement - October 2019 | 30.00 |
| | | | | INV | Mobile reimbursement - December 2020 | 30.00 |
| | | | | INV | Mobile reimbursement - January 2020 | 30.00 |
| | | | | INV | Mobile reimbursement - July 2020 | 30.00 |
| 1222.13946-01 | | | | | Plants and Garden Rentals | |
| | | | | INV | DEPO - plant rental and maintain- July 2020 | 210.65 |
| | | | | INV | AMINISTRATION plant rental and maintain- July 2020 | 256.58 |
| | | | | INV | AMINISTRATION plant rental and maintain- June 2020 | 256.58 |
| 1222.14005-01 | | | | | Perth Energy Pty Ltd | |
| | | | | INV | Electricity - 18/6/20-23/7/20 | 7,315.17 |
| 1222.14080-01 | | | | | Randstad | |
| | | | | INV | Payment to agency staff | 1,516.18 |
| 1222.14166-01 | | | | | Dept of Planning, Lands and Heritag | |
| | | | | INV | Lease rent for cafe kiosk - 01 July 20-31 Dec 2020 | 9,917.02 |
| 1222.14208-01 | | | | | Western Kitchens | |
| | | | | INV | Supply fixed cabinetry | 594.00 |
| 1222.14234-01 | | | | | Insight Enterprises Australia Pty L | |



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| Chq/Ref | Pavee | Date | Amount | Tran | Description | Amount |
|---------------|-------|------|--------|------|--|-----------|
| | | | | INV | SO- Microsoft Azure -1 Jun 20-30 Jun 20 | 197.88 |
| 1222.14469-01 | | | | | Hodge Collard Preston Architects | |
| | | | | INV | City of Nedlands Depot Extension stage | 486.75 |
| 1222.14670-01 | | | | | Protek 24/7 | |
| | | | | INV | Supply and installation of bollards as per quotation | 1,562.00 |
| 1222.14693-01 | | | | | Easi | |
| | | | | INV | Payroll Deduction | 745.32 |
| | | | | INV | Payroll Deduction | 979.82 |
| 1222.14797-01 | | | | | Wake's Contracting Pty Ltd | |
| | | | | INV | Weed Management Shenton Bushland | 1,044.29 |
| | | | | INV | Weed management Swanbourne Dunes | 231.10 |
| | | | | INV | Weed Management | 932.83 |
| | | | | INV | Weed Management Allen Park and MTC | 804.50 |
| | | | | INV | Weed Management Allen Park, Shenton Bushland | 239.78 |
| 1222.14856-01 | | | | | Quik Impressions | |
| | | | | INV | 10,000 City of Nedlands Letterheads (quote 24731). | 892.42 |
| 1222.14932-01 | | | | | Aus Chill Technical Services Pty Lt | |
| | | | | INV | Nedlands Library - Humidifer service June & July 2 | 198.00 |
| 1222.14993-01 | | | | | Marketforce | |
| | | | | INV | Half page advertisement in The Post - Balancing th | 1,485.00 |
| | | | | INV | 11 x Nedlands News full page advertisements | 2,392.50 |
| 1222.14999-01 | | | | | All State Kerbing & Concrete | |
| | | | | INV | Kerbing repairs to multiple locations | 3,362.29 |
| 1222.15005-01 | | | | | Becarwise | |
| | | | | INV | Novated car lease - FNE 02/08/20 | 729.99 |
| 1222.15122-01 | | | | | CTI Couriers Pty Ltd | |
| | | | | INV | Courier between Western Suburbs libraries June 20 | 148.23 |
| 1222.15157-01 | | | | | Civil Survey Solutions | |
| | | | | INV | Design License renewal - 07 Sept 20-06 Sept 21 | 2,420.00 |
| 1222.15193-01 | | | | | Great Southern Fuel Supplies | |
| | | | | INV | Bulk delivery of 11,200 litres diesel fuel - Stock | 12,438.65 |
| 1222.15211-01 | | | | | Officeworks Ltd | |
| | | | | INV | Willow bucket bins as requested parks | 160.96 |
| | | | | INV | Stationary Order for Depot \$124.85 | 124.85 |
| 1222.15224-01 | | | | | Boyan Electrical Services | |
| | | | | INV | Repairs to decorative light on the corner | 564.49 |
| | | | | INV | Adam Armstrong - Investigation into downlight | 77.43 |
| | | | | INV | All Abilities - Repairs to sensor light | 157.29 |



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| Chq/Ref | Pavee | Date | Amount | Tran | Description | Amount |
|---------------|-------|------|--------|------|---|-----------|
| | | | | INV | Allen Park - Check security light not working. | 77.43 |
| | | | | INV | PRCC - Check security light that wasnt on. | 96.79 |
| | | | | INV | JC Smith - Repairs to PE cell for security lighti | 632.88 |
| | | | | INV | Depot - Water leaking through light in demountabl | 77.43 |
| | | | | INV | Light audit for July 2020 | 550.00 |
| | | | | INV | Asquith Street. Supply and replace 2 x PE cell | 657.99 |
| | | | | INV | Paul Hasluck - Attend 2 x bollard out | 321.19 |
| | | | | INV | Mt Claremont Community Centre - Attend to lightin | 77.43 |
| | | | | INV | Masons Gardens - Attend to light out | 338.49 |
| | | | | INV | harles Ct Reserve - Attend to 1 light out | 189.63 |
| | | | | INV | Replace rusted out poles at citys various locations | 21,972.50 |
| 1222.15237-01 | | | | | StrataGreen | |
| | | | | INV | SO475 Solo 475 Knapsack Sprayer 15Ltr, SO4900 | 888.14 |
| 1222.15356-01 | | | | | Muchea Tree Farm | |
| | | | | INV | Verge plants for Jones Park upgrade works | 24.00 |
| 1222.15389-01 | | | | | TPG Telecom | |
| | | | | INV | Communication charges- 1/6/20-30/6/20 | 9,425.75 |
| 1222.15401-01 | | | | | WINC Australia Pty Ltd (Previous na | |
| | | | | INV | Purell Antispt Hand Sansr Gel Pmp 350ml x 6 | 99.66 |
| | | | | INV | Depot kitchen supplies | 309.38 |
| 1222.15434-01 | | | | | Mr D Wollage | |
| | | | | INV | Mobile phone 19 May 2020-18 June 2020 | 30.00 |
| 1222.15573-01 | | | | | South Metropolitan Tafe | |
| | | | | INV | Course fees for staff | 57.40 |
| 1222.15611-01 | | | | | Living Turf | |
| | | | | INV | supply 2x 25kg bags of copper sulphatetc | 389.40 |
| 1222.15614-01 | | | | | Carramar Resource Industries | |
| | | | | INV | Supply and deliver 1 semi load of 'Plasterers' | 792.00 |
| 1222.15638-01 | | | | | Advanced Traffic Management (WA) Pt | |
| | | | | INV | Standing order for traffic management to cover | 816.82 |
| 1222.15754-01 | | | | | Dept of Planning, Lands and Heritag | |
| | | | | INV | DAP-City of Nedlands- DA20/51465- 39 Kirwan Street | 5,603.00 |
| | | | | INV | City of Nedlands - DAP/20/01825 101 Monach Ave | 9,411.00 |
| 1222.15801-01 | | | | | Horizon West Landscape & Irrigation | |
| | | | | INV | Landscape Maintenance - June 2020 | 3,870.96 |
| | | | | INV | Landscape Maintenance- balanace on the invoice | 387.10 |
| 1222.15881-01 | | | | | Trees Need Tree Surgeons | |
| | | | | INV | Grind stump at The Marlows 9rear | 1,325.80 |



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|---------------|---|------|--------|------|--|-----------|
| | | | | INV | Grind stump x2 at 57 Adderley St Mt CLAREMON | 886.20 |
| 1222.15924-01 | Domus Nursery | | | INV | 8x Anigozanthos 'bush ballad', 2x Banksia | 387.33 |
| 1222.15931-01 | Aqua Filter Services | | | INV | Depot kitchen | 382.80 |
| | | | | INV | NCC - Kitchen | 165.00 |
| | | | | INV | NCC -Kitchen 1 | 165.00 |
| | | | | INV | MTCC Tuart Room | 165.00 |
| | | | | INV | Drabble House - Boiler | 165.00 |
| | | | | INV | MTCC Hakea - Boiler | 165.00 |
| | | | | INV | Depot verandah | 241.40 |
| | | | | INV | Nedlands library | 330.00 |
| | | | | INV | Admin - Filter servicing to councillor kitchen | 165.00 |
| | | | | INV | Admin - Filter servicing to reception water unit | 165.00 |
| 1222.15957-01 | Watertight Plumbing & Gas | | | INV | Montgomery AveFix leaking male toilet pan adapter | 1,210.00 |
| | | | | INV | Backflow testing at 198 Marine Pde | 198.00 |
| 1222.16023-01 | Access Without Barriers Pty Ltd T/a | | | INV | Dalkeith Hall - Supply and install two 1200x1000mm | 522.50 |
| 1222.16031-01 | Aussie Broadband Pty Ltd | | | INV | SO - Enterprise NBN - 13 July 20 12 Aug 20 | 567.60 |
| 1222.16039-01 | Dept of Mines, Industry Regulation | | | INV | Return and reconciliation - June 2020 | 69,329.52 |
| 1222.16050-01 | Mr J Dockery | | | INV | Reimbursement of Personal Protective Equipment | 126.00 |
| 1222.16082-01 | Arup Australia Pty Ltd | | | INV | Stirling Highway and Broadway Traffic Modelling | 33,267.30 |
| 1222.16102-01 | Emma Williamson | | | INV | Attendance and preparation for JDAP meeting 17-19 | 1,237.50 |
| 1222.16110-01 | Gresley Abas | | | INV | Design Review and JDAP attendance- March 20 | 1,815.00 |
| 1222.16122-01 | Beacon Equipment | | | INV | 1 Deck Belts as per quote 3651 | 449.00 |
| 1222.16188-01 | Business Law WA Pty Ltd | | | INV | Employment Law Advice | 165.00 |
| 1222.16194-01 | Make Planning and Design Pty Ltd | | | INV | Planning Advice to Councillors regarding Chellingw | 5,500.00 |
| 1222.16265-01 | A T Holmes & G H Holmes | | | | | |



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| Chq/Ref | Pavee | Date | Amount | Tran | Description | Amount |
|---------|-----------------|------------|---------------|---------------|--|-----------|
| | | | | INV | Refund DA Fee - DA44419 - 114 Circe Circle | 441.00 |
| | | | 1222.16267-01 | | Origami Perth (Old Name: T Yamamoto | |
| | | | INV | | Tutor payment Tresillian Arts Centre - Term 3 S.H. | 300.00 |
| | | | 1222.1790-01 | | Council on the Ageing WA Inc | |
| | | | INV | | Organisational Membership Annual Fees 2020/21 | 300.00 |
| | | | 1222.2030-01 | | Child Support Registrar | |
| | | | INV | | Payroll Deduction | 1,131.27 |
| | | | 1222.2048-01 | | Tillys Home Helpers | |
| | | | INV | | Provision of Gardening Service to HACC Clients | 866.25 |
| | | | 1222.2257-01 | | Ellenby Tree Farm Pty Ltd | |
| | | | INV | | 30x 35l Melaleuca viridilora ' red flowering, etc | 2,145.00 |
| | | | INV | | Acer rubrum, Red Maple Qty 15, size 35/45 lit, etc | 12,721.50 |
| | | | 1222.3250-01 | | inet Ltd | |
| | | | INV | | SO - Public Wifi by Inet at PRCC, Tresillian & N | 259.85 |
| | | | 1222.4160-01 | | Local Health Auth Analytical Co | |
| | | | INV | | LHA Analytical Committee - 2020-2021 | 2,834.54 |
| | | | 1222.4325-01 | | Main Roads Western Australia | |
| | | | INV | | Waratah Ave and Alexander Rd Roundabout | 4,734.10 |
| | | | | | MRWA Signs | |
| | | | 1222.5320-01 | | Alinea Inc (Old Name: Paraquad | |
| | | | INV | | Inter Library Courier Service - 08/2020-07/2021 | 6,426.42 |
| | | | 1222.7675-01 | | Landgate - GRV | |
| | | | INV | | GRV - 13/06/2020-26/06/2020 | 556.23 |
| | | | 1222.8110-01 | | Wattleup Tractors | |
| | | | INV | | hose repairs massey ferguson flt:184 | 719.70 |
| | | | 1222.8169-01 | | Westbooks | |
| | | | INV | | Junior local stock as selected on web order - MtC | 37.07 |
| | | | 1222.8242-01 | | Western Metropolitan Regional Council | |
| | | | INV | | WASTE DISPOSAL | 1,120.40 |
| | | | 1222.840-01 | | Construction Training Fund | |
| | | | INV | | CITYO030820150135 | 8,841.39 |
| | | | 1222.9872-01 | | Civica Pty Ltd | |
| | | | INV | | ALF Renewal - 01/08/2020-31/07/2020 | 53,115.71 |
| 1223 | EFT TRANSFER: - | 21/08/2020 | -331,230.87 | 1223.10056-01 | City of Nedlands - Social Club | |
| | 21/08/2020 | | | INV | Payroll Deduction | 300.00 |
| | | | | 1223.11284-01 | Australia Post | |
| | | | | INV | Total supply perido ending - 31/7/20 | 5,397.18 |
| | | | | 1223.11421-01 | Waterlogic Australia | |



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| Chq/Ref | Pavee | Date | Amount | Tran | Description | Amount |
|---------------|-------|------|--------|------|--|----------|
| | | | | INV | PRCC - End of contract charges for water cooler | 329.95 |
| 1223.11732-01 | | | | | Local Government Professionals | |
| | | | | INV | Induction to Local Government Program | 350.00 |
| 1223.11954-01 | | | | | Carealot Home Health Services Pty L | |
| | | | | INV | Provision of service - 1/7/20-15/7/20 | 403.70 |
| 1223.12642-01 | | | | | Domain Catering Pty Ltd | |
| | | | | INV | Catering - Staff Meals as required - 21/7/20 | 80.00 |
| 1223.12682-01 | | | | | Synergy | |
| | | | | INV | Moss Vale Floreat - 20/5/20-20/7/20 | 139.43 |
| | | | | INV | Various locations - 26 Jun 2020-28 Jul 2020 | 7,631.91 |
| | | | | INV | UMS Assets for current period = 96 - 28/6/20-27/7/ | 1,536.49 |
| 1223.1280-01 | | | | | Chubb Fire & Security Pty Ltd | |
| | | | | INV | PRCC- 6 monthly service - July 2020 | 21.10 |
| | | | | INV | Nedlands Library - 6 monthly service | 131.59 |
| | | | | INV | JC Smith Pavillion 6 monthly service | 98.10 |
| | | | | INV | John XXIII - 6 Monthly Fire Equipment - July 2020 | 92.60 |
| | | | | INV | MTC Oval 6 Monthly Fire Equipment-July 20 | 84.80 |
| 1223.13014-01 | | | | | Nespresso Professional | |
| | | | | INV | India 50 Capsule Box (5 boxes), Ristretto Int, etc | 1,322.50 |
| 1223.13081-01 | | | | | Green Steam Australia Pty Ltd | |
| | | | | INV | Carry out 1 complete Laneway Slashing round | 6,600.00 |
| 1223.13093-01 | | | | | D & T Asphalt Pty Ltd | |
| | | | | INV | Purchase order for citywide hot asphalt repairs as | 1,374.52 |
| | | | | INV | Purchase order for citywide hot asphalt repairs | 3,181.07 |
| 1223.13139-01 | | | | | 3 Monkeys Audio Visual | |
| | | | | INV | Mipro Hanheld Additional Microphone for Banksia | 1,275.47 |
| 1223.133-01 | | | | | Alinta Energy | |
| | | | | INV | GAS CHARGES - 30/4/20-30/7/20 | 207.15 |
| | | | | INV | GAS CHARGES118 Kirkwood Rd - 30/4/20-30/7/20 | 47.20 |
| 1223.13316-01 | | | | | Safety World - Wangara | |
| | | | | INV | 1012532 _Thunder \$39.50+ gst attachable | 182.60 |
| 1223.13384-01 | | | | | Harvey Fresh | |
| | | | | INV | Standing Order - Weekly Milk Delivery | 49.14 |
| 1223.13428-01 | | | | | Lock Stock & Farrell Locksmith Pty | |
| | | | | INV | Supply of Abus padlocked keyed to 1N2.29 | 82.85 |
| | | | | INV | Supply of Abus padlocked keyed to 1N2.29 | 102.65 |
| 1223.13733-01 | | | | | West Coast Spring Water P/L | |
| | | | | INV | 15L Cooler bottle water supply to NCC | 9.50 |



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| Chq/Ref | Pavee | Date | Amount | Tran | Description | Amount |
|---------|-------|------|--------|---------------|--|-----------|
| | | | | 1223.13741-01 | Dave's Landscaping & Brickpaving | |
| | | | | INV | Order for paving repairs to drainage grates | 1,120.00 |
| | | | | 1223.13775-01 | Australia Post - 604909 | |
| | | | | INV | Total period ending 31/7/20 | 4.38 |
| | | | | 1223.13794-01 | CAI Fences and Greenhouses | |
| | | | | INV | Supply and install boom gate at Bishop Rd Reserve | 1,804.00 |
| | | | | 1223.13896-01 | Isubscribe Pty Ltd | |
| | | | | INV | Mollie Makes subscription for Mt Claremont Library | 180.21 |
| | | | | 1223.14004-01 | Drainflow Services Pty Ltd | |
| | | | | INV | Standing order for drainage eduction and jetting a | 62.40 |
| | | | | INV | Standing order for drainage eduction and jetting | 1,386.77 |
| | | | | INV | Schedule 2.1 Scheduled sweep of all sealed street | 364.65 |
| | | | | INV | 4 x hours of educting at College Park Mountai | 1,941.48 |
| | | | | 1223.14183-01 | Stott + Hoare | |
| | | | | INV | Hardware- IBM FlashSystem 5030 SFF Control En | 27,498.90 |
| | | | | 1223.14416-01 | Hilti (Aust.) Pty Ltd | |
| | | | | INV | Supply of HIT-HY 200-R 500/2/EE Glue for drainage | 2,642.05 |
| | | | | 1223.14469-01 | Hodge Collard Preston Architects | |
| | | | | INV | Reimbursement taycon group invoice 1452 | 237.16 |
| | | | | 1223.14602-01 | Professional Tree Surgeons | |
| | | | | INV | Refer to quote H0896. - 1 Norfolk Rise . Eucalyptu | 638.00 |
| | | | | INV | Refer to quote H0898. - 38 Coast Rise, Casuarina's | 1,435.50 |
| | | | | INV | Refer to quote H0883. - Roundabout Carrington St | 610.50 |
| | | | | 1223.14681-01 | Internode Pty Ltd | |
| | | | | INV | Full Rack Next DC Charges - 27/9/20 | 2,950.50 |
| | | | | 1223.14692-01 | IPWEA Limited | |
| | | | | INV | NAMS+ subscription fee (1/07/2020 - 30/06/2021) | 935.00 |
| | | | | 1223.14888-01 | Corsign WA Pty Ltd | |
| | | | | INV | Supply and installation of street signs fro Monash | 492.14 |
| | | | | INV | remove x3 Uniting Church signs from Swanbourne | 78.71 |
| | | | | INV | street blade repairs 24/6/20 | 201.14 |
| | | | | INV | repair Rochdale Rd sign | 32.84 |
| | | | | 1223.14932-01 | Aus Chill Technical Services Pty Lt | |
| | | | | INV | Investigation of exhaust fault at John Leckie Pavi | 297.00 |
| | | | | 1223.15069-01 | Wormald Australia Pty Ltd | |
| | | | | INV | Fire Panel Monitoring - NCC - 1 July 20-31 July 20 | 76.22 |
| | | | | INV | Fire Panel Monitor- Tresillian 01Jul20 to 31Jul20 | 76.22 |
| | | | | INV | Fire Panel Monitor- Admin 01 July 20 to 31 July20 | 76.22 |



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| Chq/Ref | Pavee | Date | Amount | Tran | Description | Amount |
|---------|-------|------|--------|---------------|--|-----------|
| | | | | 1223.15211-01 | Officeworks Ltd | |
| | | | | INV | Stationary Order for Depot \$145.80 | 145.80 |
| | | | | 1223.15224-01 | Boyan Electrical Services | |
| | | | | INV | Supply and install LED light to replace faulty | 192.93 |
| | | | | INV | Dis-connect HW unit ready for replacement | 239.99 |
| | | | | INV | Supply and replace faulty ceiling fan - Nedland | 390.88 |
| | | | | INV | Supply and install 2 x LED dimmers and rewire all | 2,036.10 |
| | | | | 1223.15237-01 | StrataGreen | |
| | | | | INV | ST230_ Sentree Sapling Protector 230mm 100/Bo | 2,258.25 |
| | | | | 1223.15242-01 | Malco Flooring Pty Ltd | |
| | | | | INV | Mt Claremont Community Centre | 23,687.40 |
| | | | | 1223.15279-01 | Budo Group Pty Ltd | |
| | | | | INV | Re-instate dislodged wall capping at Daran Park | 214.50 |
| | | | | INV | Repair Wall at Swanbourne Beach, as per quote 986 | 657.25 |
| | | | | 1223.15313-01 | B Van Ngat Le | |
| | | | | INV | Volunteer vehicle reimbursement | 73.26 |
| | | | | 1223.15401-01 | WINC Australia Pty Ltd (Previous na | |
| | | | | INV | Kitchen supplies | 76.01 |
| | | | | 1223.15508-01 | Australian Training Management Pty | |
| | | | | INV | Basic Worksite Traffic Management 3 day course | 575.00 |
| | | | | 1223.15638-01 | Advanced Traffic Management (WA) Pt | |
| | | | | INV | Standing order for traffic management | 1,276.29 |
| | | | | 1223.15643-01 | Mowmentum | |
| | | | | INV | Beaton Park - Cut 20/7/2020 | 170.00 |
| | | | | INV | Mowing services - Annie Park - Cut 20/07/2020 | 120.00 |
| | | | | 1223.15685-01 | Smart Office Systems | |
| | | | | INV | Business Improvement Project | 6,144.60 |
| | | | | INV | Business Improvement Project | 6,994.90 |
| | | | | 1223.15703-01 | Retro Roads - Tagsat Pty Ltd | |
| | | | | INV | Supply of linemarking to Monash Ave PTA embayments | 3,620.22 |
| | | | | 1223.15779-01 | CSCH Pty Ltd T/A Charles Service Co | |
| | | | | INV | Additional Cleaning at MTCC and library | 495.00 |
| | | | | INV | Cleaning services from February- July 2020 | 21,382.74 |
| | | | | 1223.15919-01 | Employment Office | |
| | | | | INV | Software License - Scouts Learning -(115 Users)- I | 9,563.40 |
| | | | | 1223.15931-01 | Aqua Filter Services | |
| | | | | INV | PRCC - Rental and service charge for water cooler | 49.50 |
| | | | | 1223.15957-01 | Watertight Plumbing & Gas | |



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|---------------|-------|------|--------|------|--|------------|
| | | | | INV | Depot - Repair dripping wall tap in kitchen | 148.50 |
| 1223.15960-01 | | | | | Active Pest Management WA Pty Ltd | |
| | | | | INV | Check Rodent Stations & Insect Monitors NCC-7/7/20 | 110.00 |
| 1223.16037-01 | | | | | West Coast Shade Pty Ltd | |
| | | | | INV | Shade Sail repairs - 1 sail at Swanbourne Bea, etc | 2,728.00 |
| 1223.16094-01 | | | | | GTA Consultants (WA) Pty Ltd | |
| | | | | INV | Review drawings for 95 Waratah Avenue, Dalkeith | 880.00 |
| | | | | INV | Peer Review - fee for period ending 16/4/20 | 880.00 |
| 1223.16096-01 | | | | | Udla Pty Ltd | |
| | | | | INV | 16-18 Betty & 73-75 Doonan - Landscape Design Review | 1,540.00 |
| | | | | INV | 38 Portland St, Nedlands - Landscape Design Review | 1,232.00 |
| 1223.16127-01 | | | | | Curtains & Blinds 4 U | |
| | | | | INV | Supply and install 2 chain operated blackout | 280.00 |
| 1223.16259-01 | | | | | Traffic Management Plan Services | |
| | | | | INV | 2 x A5 Generic Field Guides | 687.50 |
| 1223.16266-01 | | | | | B B Ward | |
| | | | | INV | Refund of DA fee - 22 Napier St - DA20-514544 | 147.00 |
| 1223.1670-01 | | | | | Western Australia Police | |
| | | | | INV | National Police check -- June 20 -3 volunteers | 49.20 |
| 1223.3475-01 | | | | | J Blackwood & Son Ltd | |
| | | | | INV | Supply of lens cleaner # 07169264, Supply of, etc | 361.42 |
| 1223.3616-01 | | | | | J & K Hopkins | |
| | | | | INV | Supply of 1 x Elco high back office chair in black | 169.00 |
| 1223.380-01 | | | | | Australian Taxation Office | |
| | | | | INV | Payroll Deduction | 132,209.00 |
| 1223.400-01 | | | | | Australian Services Union | |
| | | | | INV | Payroll Deduction | 67.70 |
| 1223.4500-01 | | | | | McLeods Barristers & Solicitors | |
| | | | | INV | Matter No- 46170 | 371.20 |
| 1223.5080-01 | | | | | Canon Production Printing Australia | |
| | | | | INV | Maintenance Charges for Admin- 1/7/20-31/7/20 | 227.30 |
| | | | | INV | Maintenance Charges for Admin- 1/6/20-30/6/20 | 227.30 |
| 1223.6983-01 | | | | | Telstra Corporation Ltd | |
| | | | | INV | Raise Telstra Pit Frame - K824477210-8 | 958.09 |
| | | | | INV | PHONE CHARGES - 03 August 2020 - K404228810-2 | 55.00 |
| | | | | INV | PHONE CHARGES - 09-3862414 | 149.22 |
| 1223.8169-01 | | | | | Westbooks | |
| | | | | INV | Adult local stock as selected on web order - Nedla | 366.07 |



CITY OF NEDLANDS

All Payments 1/08/2020 to 31/08/2020

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| Chq/Ref | Pavee | Date | Amount | Tran | Description | Amount |
|---------|-----------------|------------|-------------|---------------|--|-----------|
| | | | | INV | Adult local stock as selected on web order - Mt Cl | 67.17 |
| | | | | INV | Adult local stock as selected on web order - Mt Cl | 118.25 |
| | | | | INV | Adult local stock as selected on Web order - Nedla | 59.48 |
| | | | | INV | Junior local stock as selected on web order - MtC | 120.31 |
| | | | | INV | Junior local stock as selected on web order - Nedl | 41.97 |
| | | | | INV | Adult local stock as selected on web order - Mt Cl | 384.84 |
| | | | | INV | Adult local stock as selected on web order - Nedla | 484.89 |
| | | | | 1223.8242-01 | Western Metropolitan Regional Council | |
| | | | | INV | WASTE DISPOSAL | 1,520.32 |
| | | | | 1223.880-01 | Bunzl Limited | |
| | | | | INV | Hygienic supplies for various buildings | 1,491.42 |
| | | | | 1223.9872-01 | Civica Pty Ltd | |
| | | | | INV | Authority Web Platform Renewal - 1/9/19-31/8/20 | 26,561.21 |
| 1224 | EFT TRANSFER: - | 28/08/2020 | -293,688.86 | 1224.10056-01 | City of Nedlands - Social Club | |
| | 28/08/2020 | | | INV | Payroll Deduction | 300.00 |
| | | | | 1224.10539-01 | Porter Consulting Engineers | |
| | | | | INV | CONSULTANCY SERVICES - 29 July 2020 | 2,200.00 |
| | | | | 1224.10895-01 | State Library of WA | |
| | | | | INV | Better Beginnings bags | 1,221.00 |
| | | | | 1224.11079-01 | Water Corporation | |
| | | | | INV | Various location - 26/6/20-28/7/20 | 5,612.73 |
| | | | | 1224.11188-01 | Hames Sharley (WA) Pty Ltd | |
| | | | | INV | CONSULTANCY SERVICES-29/5/20-31/7/20 | 12,100.00 |
| | | | | 1224.11736-01 | Mr R K Roach | |
| | | | | INV | Railway Road and Aberdare Road - Path setout | 1,573.00 |
| | | | | 1224.12677-01 | Wilson Security | |
| | | | | INV | Joe Wheatley - 1/7/20-31/7/20 | 332.75 |
| | | | | INV | Mt Claremont Library - 1/7/20-31/7/20 | 145.30 |
| | | | | INV | Nedlands Library Evening Patrol - 1/7/20-31/7/20 | 386.30 |
| | | | | 1224.12682-01 | Synergy | |
| | | | | INV | Kirkwood Rd - 02/6/20-30/07/20 | 498.38 |
| | | | | INV | Total street light - 2388 | 41,983.24 |
| | | | | 1224.12789-01 | Writing WA | |
| | | | | INV | Writing Annual Membership-13/05/20 - 13/05/21 | 135.00 |
| | | | | 1224.1280-01 | Chubb Fire & Security Pty Ltd | |
| | | | | INV | Monthly fire - Drabble house | 426.02 |
| | | | | INV | Monthly fire equipment - Admin | 372.23 |
| | | | | INV | Adam Armstrong - 6 Monthly Fire Equipment | 288.86 |



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All Payments 1/08/2020 to 31/08/2020

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| Chq/Ref | Pavee | Date | Amount | Tran | Description | Amount |
|---------------|-------|------|--------|------|--|-----------|
| | | | | INV | Tresillian | 308.03 |
| | | | | INV | John XXII | 501.27 |
| | | | | INV | Nedlands city Depot | 4,267.20 |
| | | | | INV | Adam Armstrong - 6 Monthly Fire Equipment | 113.70 |
| 1224.13247-01 | | | | | Toll Transport Pty Ltd | |
| | | | | INV | Collection of mail - 31/7/20 | 389.54 |
| 1224.13412-01 | | | | | Quick Corporate Australia | |
| | | | | INV | Kitchen and stationery supplies | 555.42 |
| | | | | INV | Stationery and kitchen supplies | 226.86 |
| | | | | INV | Stationery and kitchen supplies | 284.68 |
| 1224.13443-01 | | | | | Centurion Temporary Fencing | |
| | | | | INV | Hire of temp fencing - 30/7/20-29/1/21 | 1,138.50 |
| 1224.13713-01 | | | | | Sonic HealthPlus Pty Ltd | |
| | | | | INV | NCC Pre Employment Medical | 249.70 |
| | | | | INV | NCC Pre Employment Medical | 249.70 |
| | | | | INV | NCC Pre Employment Medical | 249.70 |
| 1224.13929-01 | | | | | Planet Footprint Pty Ltd T/As Azili | |
| | | | | INV | Core monitoring service of utilities charges | 9,086.00 |
| 1224.13932-01 | | | | | The Information Management Group Pt | |
| | | | | INV | Archives and Storage - 01/07/202-31/07/2020 | 1,086.69 |
| 1224.14004-01 | | | | | Drainflow Services Pty Ltd | |
| | | | | INV | Schedule 2.1 Scheduled sweep of all sealed st | 16,942.20 |
| | | | | INV | Standing order for drainage eduction and jetting | 2,558.52 |
| | | | | INV | Standing order for drainage eduction and jetting | 1,941.48 |
| 1224.14170-01 | | | | | Civcon Civil & Project Management | |
| | | | | INV | Schedule 1 - Site Clearance - Monash Ave Pavi | 84,871.39 |
| 1224.14211-01 | | | | | Events Industry Association (WA) In | |
| | | | | INV | 2 x bookings - Managing events in the Covid-19 | 200.00 |
| 1224.14234-01 | | | | | Insight Enterprises Australia Pty L | |
| | | | | INV | SO- Microsoft Azure -SharePoint SQL server- | 169.61 |
| 1224.14693-01 | | | | | Easi | |
| | | | | INV | Payroll Deduction | 745.32 |
| | | | | INV | Payroll Deduction | 979.82 |
| 1224.14895-01 | | | | | Data Documents | |
| | | | | INV | Prnting for the Rates Explained newsletter. Quant | 1,265.00 |
| | | | | INV | 9200 copies of DL Waste Calendar post card for 202 | 1,705.00 |
| | | | | INV | 1000 copies of Residential Waste Brochure for 2020 | 1,661.00 |
| 1224.14972-01 | | | | | Allwestplant hire Australia Pty Ltd | |



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All Payments 1/08/2020 to 31/08/2020

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| Chq/Ref | Pavee | Date | Amount | Tran | Description | Amount |
|---------|-------|------|--------|----------------------|--|----------|
| | | | | INV | Supply of drainage services to Genesta Crescent as | 5,200.80 |
| | | | | 1224.14993-01 | Marketforce | |
| | | | | INV | Town Centre Precinct Plan 11 JULY 2020 | 313.81 |
| | | | | INV | SA No. 8, Short Term Accommodation LPP, Smyth Rd L | 409.24 |
| | | | | INV | SA No. 8, Short Term Accommodation LPP, Smyth Rd L | 441.06 |
| | | | | INV | Extension of advertising period for JDAP applicati | 377.43 |
| | | | | INV | SA No. 8, Short Term Accommodation LPP, Smyth Rd L | 409.24 |
| | | | | INV | SA No. 8, Short Term Accommodation LPP, Smyth Rd L | 409.24 |
| | | | | INV | Advertising Tresillian Arts Centre T3 2020 Post | 650.99 |
| | | | | | Sa | |
| | | | | INV | Post Newspaper 3 July 2020 - Local Public Notice | 345.62 |
| | | | | INV | Newspaper Advertisement SA No. 6 | 345.62 |
| | | | | INV | Parks and Reserves - Herbicide Application Notific | 1,090.18 |
| | | | | INV | Newspaper ads SA No. 4 & SA No. 9 | 409.24 |
| | | | | INV | Local Public Notice - Special Meeting of Electors | 1,484.07 |
| | | | | 1224.14999-01 | All State Kerbing & Concrete | |
| | | | | INV | Kerb repairs - Waratah and Browne | 4,142.12 |
| | | | | 1224.15005-01 | Becarwise | |
| | | | | INV | Payment of novated car lease WE 16/8/20 | 729.99 |
| | | | | 1224.15193-01 | Great Southern Fuel Supplies | |
| | | | | INV | Bulk delivery of 4,2024litres unleaded fuel to tan | 4,500.56 |
| | | | | 1224.15224-01 | Boyan Electrical Services | |
| | | | | INV | David Cruikshank Oval - Supply and replace la, etc | 7,120.93 |
| | | | | INV | Swanbourne Reserve - Supply and replace lamp to l | 510.59 |
| | | | | INV | St Peters Square Garden - Pole 13 - Supply and re | 442.39 |
| | | | | INV | Admin - Attend to check uplights. Supply and repl | 543.38 |
| | | | | INV | Stirling Hwy & Dalkeith Verge Trees & Blister Isl | 215.79 |
| | | | | INV | Melvista Carpark - Supply and replace 2 lamps to | 635.49 |
| | | | | INV | Peace Memorial Garden - Attend to 4 x lights out. | 292.38 |
| | | | | INV | Princess & Broadway - Attend to light out. Supply | 559.18 |
| | | | | INV | Gun Park - Attend to some pathway bollards | 1,003.15 |
| | | | | INV | David Cruikshank Oval - Supply and replace lamps | 510.59 |
| | | | | INV | Allen Park - Install GPO for wall mounted TV, and | 274.28 |
| | | | | INV | Replace faulty CBUS sensor, arrange CBUS tech, etc | 733.24 |
| | | | | INV | Attend to HW unit and test - MTCC | 77.43 |
| | | | | INV | Supply and replace damaged TV connector - Depot | 98.11 |
| | | | | INV | Supply and replace LED light fitting in play area | 212.73 |
| | | | | INV | Supply and replace 2 sensors in public toilets - | 314.57 |



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All Payments 1/08/2020 to 31/08/2020

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| Chq/Ref | Pavee | Date | Amount | Tran | Description | Amount |
|---------------|-------------------------------|------|--------|------|--|----------|
| | | | | INV | Supply and replace two sensors in toilets | 0.01 |
| | | | | INV | Supply and replace 4ft batten to LED - MTCC | 285.33 |
| | | | | INV | Supply and replace 4ft LED batten in safe room | 214.93 |
| 1224.15237-01 | StrataGreen | | | | | |
| | | | | INV | Pulse Penetrant 5L | 528.00 |
| | | | | INV | 45 x 1.2m star pickets, 2 x 20pk of star pick, etc | 362.05 |
| 1224.15302-01 | Ms V Soto | | | | | |
| | | | | INV | Zumba Gold classes in July 2020 for DRC. | 300.00 |
| | | | | INV | Zumba Gold classes x 6 in July 2020 | 600.00 |
| 1224.15321-01 | Pyrios Pty Ltd | | | | | |
| | | | | INV | SO- IP Telephony - Monthly maintenance Suppo, etc | 1,087.63 |
| 1224.15367-01 | TechnologyOne | | | | | |
| | | | | INV | Consulting Charges - July 2020 | 5,903.70 |
| 1224.15564-01 | Cascada (Access Icon Pty Ltd) | | | | | |
| | | | | INV | 413W1010 Cover Wave Grate 1050x1050x150mm, 40 | 2,112.19 |
| | | | | INV | 413W1812SW Soakwell drycast | 1,280.40 |
| 1224.15611-01 | Living Turf | | | | | |
| | | | | INV | Supply and deliver total of 35 x 10L containe, etc | 5,582.50 |
| 1224.15616-01 | Ilsa Smith | | | | | |
| | | | | INV | Chair Pilates classes in July 2020 for DRC. | 280.00 |
| | | | | INV | Senior Pilates classes and Chair Groovers- Jul 20 | 630.00 |
| | | | | INV | Choir classes x 5 in July 2020 @ \$50 each | 250.00 |
| 1224.15655-01 | Mr R Jutras-Minett | | | | | |
| | | | | INV | Mobile internet reimbursement 24 June 20-23 July20 | 30.00 |
| 1224.15708-01 | Plantrite | | | | | |
| | | | | INV | 30x Ficinia in cells only (0.85c +GST) 10x little | 85.80 |
| | | | | INV | tube stock supply and delivery for winter planting | 422.40 |
| 1224.15878-01 | Westend Plumbing & Gas | | | | | |
| | | | | INV | Replace kitchen tap and fix leaking taps - NC, etc | 675.50 |
| | | | | INV | Re silicone basin - Tresillian | 132.00 |
| | | | | INV | Gas leak location, make gas pipe safe and secure | 594.00 |
| | | | | INV | Clear roots in toilet drain - various locations | 1,067.00 |
| 1224.15957-01 | Watertight Plumbing & Gas | | | | | |
| | | | | INV | Drabble House - Check& test gas meter Ref IN 7697 | 121.00 |
| | | | | INV | NCC - Service of toilet | 159.50 |
| | | | | INV | Urgent repair to tap at Peace Memorial Rose Garden | 440.00 |
| 1224.15970-01 | Michelle Kelly | | | | | |
| | | | | INV | Yoga for seniors classes x 5 on July 2020 | 350.00 |



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All Payments 1/08/2020 to 31/08/2020

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| Chq/Ref | Pavee | Date | Amount | Tran | Description | Amount |
|---------|-------|------|--------|---------------|--|-----------|
| | | | | 1224.16102-01 | Emma Williamson | |
| | | | | INV | 16-18 Betty & 73-75 Doonan Architectural Design Re | 2,062.50 |
| | | | | 1224.16110-01 | Gresley Abas | |
| | | | | INV | Design Review and JDAP attendance | 885.50 |
| | | | | 1224.16124-01 | OtagoIT Pty Ltd | |
| | | | | INV | Monthly support fee - July 2020 | 550.00 |
| | | | | 1224.16194-01 | Make Planning and Design Pty Ltd | |
| | | | | INV | Woolworths DA JDAP Deferral Planing AdviceJul2020 | 7,425.00 |
| | | | | 1224.16236-01 | Sturba's Gardening | |
| | | | | INV | Qfly host fruit removal Nedlands library - July 20 | 1,287.50 |
| | | | | 1224.2030-01 | Child Support Registrar | |
| | | | | INV | Payroll Deduction | 1,079.13 |
| | | | | 1224.2257-01 | Ellenby Tree Farm Pty Ltd | |
| | | | | INV | Sales Order - 30378 | 341.00 |
| | | | | | 1x 75L Metrosideros excelsa N | |
| | | | | 1224.3475-01 | J Blackwood & Son Ltd | |
| | | | | INV | Supply of barrier cone pole # 08246758, Suppl, etc | 317.42 |
| | | | | INV | Blundstone - Safety Shoes - Size 8.5 - Part No. BW | 175.20 |
| | | | | 1224.3910-01 | Kleenit Pty Ltd | |
| | | | | INV | Graffiti Removal- INV 138585 | 176.00 |
| | | | | 1224.400-01 | Australian Services Union | |
| | | | | INV | Payroll Deduction | 67.70 |
| | | | | 1224.4500-01 | McLeods Barristers & Solicitors | |
| | | | | INV | Mastter No: 46173 | 1,118.64 |
| | | | | INV | Matter No: 46042 | 10,093.52 |
| | | | | INV | Matter no: 45864 | 1,987.59 |
| | | | | INV | Matter No: 46174 | 933.77 |
| | | | | INV | Matter No: 45957 | 1,034.59 |
| | | | | INV | Matter No: 46138 | 606.95 |
| | | | | 1224.5133-01 | Optus Billing Services Pty Ltd | |
| | | | | INV | Optus Hardware account-12/6/20-11/7/20 | 42.01 |
| | | | | 1224.8169-01 | Westbooks | |
| | | | | INV | Adult local stock as selected on web order | 350.01 |
| | | | | INV | Adult local stock as selected on web order | 107.76 |
| | | | | INV | Junior local stock as selected on web order | 10.49 |
| | | | | INV | Junior local stock as selected on web order | 12.59 |
| | | | | INV | Adult local stock as selected on web order - Mt Cl | 298.77 |
| | | | | 1224.9872-01 | Civica Pty Ltd | |



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| <u>Chq/Ref</u> | <u>Payee</u> | <u>Date</u> | <u>Amount</u> | <u>Tran</u> | <u>Description</u> | <u>Amount</u> |
|----------------|----------------|-------------|------------------------|--------------|--|---------------|
| | | | | INV | Annual fee for Spydus Manager - 1/7/20-30/6/21 | 3,406.70 |
| | | | | 1224.9927-01 | Webb & Brown Neaves | |
| | | | | fund | VERGE BOND REFUND 11B BROCKWAY RD | 1,700.00 |
| | Total EFT | | <u>-\$2,019,890.71</u> | | | |
| | TOTAL PAYMENTS | | <u>-\$2,067,693.28</u> | | | |

City of Nedlands

Purchasing & Credit Card Payments - Aug 2020 (Statement period 28 Jul 2020 to 27 Aug 2020)

| Date | Supplier | Description | AUD |
|------------|------------------------|--|--------|
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 30/07/2020 | CONCEPT MUSIC | Sanitiser for microphone at Mt Claremont AV | 17.95 |
| 10/08/2020 | BUNNINGS 483000 | Hardware materials | 38.80 |
| 17/08/2020 | OFFICEWORKS 0602 | Box for Mt Claremont CC Microphones | 22.72 |
| 20/08/2020 | BUNNINGS 483000 | Consumable items stock | 9.59 |
| 21/08/2020 | OFWKS ONLINE BENTLEIGH | Storage folders for documents kept at facilities | 94.00 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 31/07/2020 | BUNNINGS 483000 | Indicator Bolt Screws & cut off wheels | 49.88 |
| 31/07/2020 | BARNETTS ARCHITE H | Hinges | 356.40 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 30/07/2020 | ASM GLOBAL (PERTH AREN | parking for managing events in COVID era training | 12.00 |
| 4/08/2020 | FACEBK XVDMNVAPC2 | boosted advertisements for emerge 2020 | 102.93 |
| 11/08/2020 | WOK AND ROLL | catering for judging the winners of emerge 2020 | 43.50 |
| 11/08/2020 | COLES 0299 | movie vouchers for thank you gifts for the judges | 90.00 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 6/08/2020 | POST NEDLANDS POST SNE | Staff Member - Gift Card | 50.00 |
| 6/08/2020 | POST NEDLANDS POST SNE | Staff Member - Gift Card Fee | 5.95 |
| 21/08/2020 | COLES 0270 | Staff Member - Farewell | 43.26 |
| 24/08/2020 | PUSEYS PUFFS | Staff Member- Farewell | 67.00 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 3/08/2020 | BUNNINGS 302000 | Pruning-cleaning tools | 82.20 |
| 11/08/2020 | TOTALLY WORKWEAR MT | Safety Boots- staff member | 162.00 |
| 24/08/2020 | COLES 0314 | Jif Creme Cleanser | 32.00 |
| 24/08/2020 | AUSTRIO PTY LTD | Phone Cover for Alan Roche | 50.00 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 3/08/2020 | GUARDIAN AUSTRALIA | Local stock magazines - Nedlands Library | 390.00 |
| 10/08/2020 | ART GALLERY OF WA - FR | Catering for offsite PLWA AGM & general meetings | 7.50 |
| 10/08/2020 | CPP STATE LIBRARY | Parking for PLWA meetings | 14.13 |
| 13/08/2020 | FUSION CUISINE PTY L | Off site staff business planning with 4 staff | 19.20 |
| 20/08/2020 | BUNNINGS 327000 | Cleaning caddies for Covid | 26.00 |
| 19/08/2020 | CAFE ZAMIA KINGS PAR | Light refreshments for WSLG business meeting | 14.40 |
| 20/08/2020 | Roadshow Films | Public performance license for 2020 - Nedlands Lib | 293.35 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 20/08/2020 | POST NEDLANDS POST SNE | City contribution for staff member | 70.00 |
| 21/08/2020 | TAYLOR RD IGA | Milk for depot | 28.90 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 11/08/2020 | LOCAL GOVERNEMENT MANA | 10.8.20 Receipt for Network Forum | 60.00 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 24/08/2020 | BUNNINGS 483000 | Torch | 39.98 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 31/07/2020 | KMART ONLINE | ILM resources | 114.00 |
| 10/08/2020 | SPOTLIGHT 073 | Resource for junior local stock collection | 18.50 |
| 24/08/2020 | TAYLOR RD IGA | National Science Week Storytime (21 Aug) | 1.20 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 10/08/2020 | POST NEDLANDS POST SNE | Payment for Working with Children Check card | 87.00 |
| 12/08/2020 | MAGAZINESDIRECT.COM | Subscription to country life magazine | 526.80 |
| 12/08/2020 | MAGAZINESDIRECT.COM | Bank charges | 15.81 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 29/07/2020 | GRAVITY DISCOVERY CTR | Excursion fees and lunch for clients on ac and vol | 122.00 |
| 31/07/2020 | TAYLOR RD IGA | Lunch Supplies for clients on account | 7.37 |

City of Nedlands

Purchasing & Credit Card Payments - Aug 2020 (Statement period 28 Jul 2020 to 27 Aug 2020)

| Date | Supplier | Description | AUD |
|------------|------------------------|---|---------|
| 31/07/2020 | TAYLOR RD IGA | Lunch Supplies for clients on account | 4.35 |
| 5/08/2020 | KALSUL PTY LTD | Clients on account lunch purchase and volunteers | 75.00 |
| 5/08/2020 | ALH VENUES 8237 | Clients on account and volunteers lunch | 60.00 |
| 6/08/2020 | WINDSOR CINEMA | Movie tickets for clients on account and volunteer | 58.00 |
| 11/08/2020 | High Wycombe Tavern | Clients on account lunches and volunteers | 44.88 |
| 11/08/2020 | High Wycombe Tavern | Clients on account lunches and volunteers | 0.12 |
| 18/08/2020 | ALH VENUES 8401 | clients on account lunches and volunteers | 130.00 |
| 19/08/2020 | TARGET 5076 | Prizes for quizzes and flask for picnics | 66.15 |
| 20/08/2020 | RED DOT | Gifts for the Monthly Quiz | 23.50 |
| 21/08/2020 | HAROLD HAWTHORNE SENIO | Visit Harold Hawthorne Show and lunch for clients | 55.00 |
| 25/08/2020 | COLES ONLINE | Monthly Groceries for Waratah Social Club | 66.33 |
| 25/08/2020 | COLES ONLINE | Monthly Groceries for Waratah Social Club | 86.07 |
| 24/08/2020 | COLES 0306 | Supplies for Clients' picnic lunch | 8.00 |
| 25/08/2020 | NAPOLI MERCATO | Fresh fruit for Clients' lunches | 34.89 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 3/08/2020 | WOOLWORTHS 4363 | consumables, hand sanitisers | 30.03 |
| 3/08/2020 | WOOLWORTHS 4363 | consumables, hand sanitisers | 14.97 |
| 7/08/2020 | SPOTLIGHT MELVILLE | Other - minor equipment | 79.00 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 14/08/2020 | AMAZON MKTPLC AU | Library stock adult - Nedlands Library | 45.84 |
| 17/08/2020 | AMAZON AU | Library stock adult - Nedlands Library | 12.78 |
| 17/08/2020 | AMAZON AU | Postage | 7.99 |
| 19/08/2020 | AMAZON MKTPLC AU | Library stock adult - Nedlands Library | 60.55 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 26/08/2020 | ANIMOTO INC | Animoto Annual Subscription | 708.00 |
| 26/08/2020 | ANIMOTO INC | Bank fee | 21.24 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 31/07/2020 | PAYPAL | Plastic covers for security cards | 116.05 |
| 17/08/2020 | HI-CRAFT GROUP PTY L | Covid Masks | 1709.40 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 29/07/2020 | WOOLWORTHS 4359 | Water for off site council meeting | 6.00 |
| 3/08/2020 | LOCAL GOVERNEMENT MANA | LG Professional - EA | 531.00 |
| 3/08/2020 | LOCAL GOVERNEMENT MANA | LG Professionals - CEO | 531.00 |
| 4/08/2020 | LGPA | LGPA - Planning Reform for Better Places 20 Aug | 85.00 |
| 5/08/2020 | UDIWA | UDIA Medium Density Design Code - 11 Sept 2020 | 550.80 |
| 5/08/2020 | UDIWA | UDIA Event Ready to Rebuild - Mayor 5 August 2020 | 100.98 |
| 10/08/2020 | EASYFLOWERS | Staff Member | 118.90 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 17/08/2020 | J&K HOPKINS OSBORNE P | Office chair | 299.00 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 18/08/2020 | AUSTRALIAN INSTITUTE | CPD Training Seminar | 300.00 |
| 20/08/2020 | OFFICEWORKS 0602 | iPad charging cable replacements | 36.98 |
| 21/08/2020 | TOTALLY WORKWEAR MT | PPE Work wear | 52.16 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 28/07/2020 | OFFICEWORKS 0602 | Stationery | 127.81 |
| 30/07/2020 | WOOLWORTHS 4359 | Cleaning products for centre | 30.00 |
| 3/08/2020 | ST VINCENT DE PAUL | PPE for home support staff - face masks | 120.00 |
| 4/08/2020 | WOOLWORTHS 4359 | Cleaning and storage items | 108.26 |
| 7/08/2020 | BUNNINGS 454000 | Minor equipment for office storage | 96.09 |
| 13/08/2020 | BARRETT'S BREAD | Refreshments for on-site staff meeting - four staff | 19.85 |
| 19/08/2020 | WOOLWORTHS 4359 | Cleaning products to manage COVID-19 | 72.15 |
| 20/08/2020 | TAYLOR RD IGA | Catering for on-site meeting with 6 staff | 9.90 |
| 20/08/2020 | TAYLOR RD IGA | Catering for on-site meeting with 6 staff | 15.96 |

City of Nedlands

Purchasing & Credit Card Payments - Aug 2020 (Statement period 28 Jul 2020 to 27 Aug 2020)

| Date | Supplier | Description | AUD |
|------------|------------------------|--|---------|
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 12/08/2020 | BUNNINGS 302000 | Signs | 61.84 |
| 17/08/2020 | BUNNINGS 483000 | Adhesive and saw blades | 103.10 |
| 17/08/2020 | BUNNINGS 483000 | Paint brushes and hardware | 67.41 |
| 17/08/2020 | BUNNINGS 483000 | Selleys gap filler | 24.68 |
| 19/08/2020 | HI-CRAFT GROUP PTY L | PPE Safety Masks | 2666.40 |
| 21/08/2020 | Jaycar Osborne Park | Inspection Camera | 299.00 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 19/08/2020 | CITY OF PERTH PARKING- | Parking ticket for presentation at NMTafe | 8.28 |
| 21/08/2020 | TAYLOR RD IGA | Catering for Step into Volunteering Session | 15.83 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 5/08/2020 | CPP CITIPLACE | DPLH Meeting CPP Parking | 10.10 |
| 20/08/2020 | CITY OF PERTH PARKING- | City of Perth Parking on Hacket Drive | 2.02 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 31/07/2020 | TAYLOR RD IGA | Children morning /afternoon tea | 9.90 |
| 3/08/2020 | COLES ONLINE | Children monthly lunch/afternoon tea perishables | 48.51 |
| 3/08/2020 | COLES ONLINE | Children monthly lunch/afternoon tea perishables | 172.84 |
| 31/07/2020 | COLES 0299 | Children afternoon, morning/afternoon tea meals | 3.96 |
| 31/07/2020 | COLES 0299 | Children afternoon,morning/afternoon tea meals | 98.90 |
| 3/08/2020 | WOODLANDS NEW SAGENC | programme resources | 9.95 |
| 3/08/2020 | BUNNINGS 483000 | maintenance resources | 131.63 |
| 3/08/2020 | PETSTOCK PTY LTD | maintenance equipment for the fish tank | 11.99 |
| 3/08/2020 | JACK'S WHOLEFOODS & | Children afternoon/lunch meals (monthly) | 7.08 |
| 3/08/2020 | JACK'S WHOLEFOODS & | Children afternoon/lunch meals (monthly) | 121.87 |
| 3/08/2020 | PRIME PRODUCTS P/L | Children lunch -monthly | 37.85 |
| 4/08/2020 | THOMAS & TOAN PTY LT | Children afternoon/morning tea meals | 16.44 |
| 6/08/2020 | SNDC WA PTY LTD | lunches for children | 6.49 |
| 11/08/2020 | THE HERDSMAN | PRCC food for special dietary requirements | 6.49 |
| 17/08/2020 | IKEA PERTH | PRCC crockery, FSP & programme resources | 92.13 |
| 19/08/2020 | SNDC WA PTY LTD | PRCC afternoon tea | 12.63 |
| 25/08/2020 | TAYLOR RD IGA | children's afternoon tea | 12.98 |
| 25/08/2020 | TAYLOR RD IGA | children's afternoon tea | 28.38 |
| 26/08/2020 | TAYLOR RD IGA | lunch and afternoon tea | 20.51 |
| 27/08/2020 | COLES ONLINE | monthly menu and FSP essentials | 64.79 |
| 27/08/2020 | COLES ONLINE | monthly menu and FSP essentials | 263.06 |
| 26/08/2020 | COLES 0299 | afternoon and morning tea | 25.80 |
| 27/08/2020 | JACK'S WHOLEFOODS & | monthly lunch& fortnight fruit and veggie | 7.04 |
| 27/08/2020 | JACK'S WHOLEFOODS & | monthly lunch& fortnight fruit and veggie | 203.97 |
| 27/08/2020 | WIZARD PHARMACY CLAR | food safety P - essentials | 16.09 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 30/07/2020 | OFFICETIMELINE5SILTSSO | Software Subscription for Business Systems Manager | 138.90 |
| 30/07/2020 | OFFICETIMELINE5SILTSSO | Bank charges | 4.19 |
| 4/08/2020 | VIMEO.COM | Software- Annual Subscription- | 316.80 |
| 4/08/2020 | VIMEO.COM | Bank Charges | 9.50 |
| 5/08/2020 | WWW.RECKON.COM | Software - Tresilian Cash register | 29.00 |
| 6/08/2020 | ATLASSIAN | Software- Jira Automation 25 Users | 38.59 |
| 6/08/2020 | ATLASSIAN | Bank Charges | 1.16 |
| 10/08/2020 | Udemy | Software- Simulator test | 13.99 |
| 10/08/2020 | Udemy | Bank Charges | 0.41 |
| 10/08/2020 | BATTERIES DIRECT GLOB | Batteries -MTC Library door Counter | 20.00 |
| 13/08/2020 | PAYPAL | Hardware- Lapel Microphone | 168.11 |
| 13/08/2020 | ADOBE CREATIVE CLOUD | Adobe license | 871.07 |
| 13/08/2020 | ADOBE CREATIVE CLOUD | Banks Charges | 26.13 |
| 19/08/2020 | MSFT *<E0700BYA6C> | Software- Microsoft Voice | 12.10 |
| 19/08/2020 | MSFT *<E0700BYFJ9> | Microsoft - File storage | 360.53 |

City of Nedlands

Purchasing & Credit Card Payments - Aug 2020 (Statement period 28 Jul 2020 to 27 Aug 2020)

| Date | Supplier | Description | AUD |
|------------|------------------------|--|-------------------------|
| 19/08/2020 | MSFT *<E0700BYDS3> | Microsoft - Voice charges | 12.10 |
| 19/08/2020 | MSFT *<E0700BY9GG> | Software- Microsoft Voice | 12.10 |
| 24/08/2020 | MSFT *<E0200BQBX> | Software- Microsoft Azure | 446.45 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 28/08/2020 | UMART ONLINE | Keyboards | 423.00 |
| 30/07/2020 | ASM GLOBAL (PERTH AREN | Parking for training course | 12.00 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 5/08/2020 | TAYLOR RD IGA | Milk for depot | 28.90 |
| 5/08/2020 | Claremont Newsagency | Leaving card | 9.99 |
| 6/08/2020 | PUSEYS PUFFS | Catering | 107.00 |
| 6/08/2020 | Claremont Newsagency | Leaving card | 9.99 |
| 7/08/2020 | DEPARTMENT OF TRANSPOR | Registration for 1GWQ756 | 386.10 |
| 7/08/2020 | DEPARTMENT OF TRANSPOR | Parking | 18.00 |
| 11/08/2020 | COLES 0299 | Milk for Depot | 15.82 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 10/08/2020 | CHEZ PIERRE | Voucher for taking part in university study at JWA | 200.00 |
| 14/08/2020 | OFFICEWORKS 0602 | Frames for Emerge certificates | 10.00 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 11/08/2020 | COLES 0299 | Refreshments/Drinks for Councillors | 100.05 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 28/08/2020 | LOCAL GOVERNEMENT MANA | Registration for Lorraine Driscoll & Bill Byrne | 100.00 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 13/08/2020 | WOOLWORTHS 4359 | Catering public events (Mt Claremont) | 25.00 |
| 13/08/2020 | WOOLWORTHS 4359 | Catering public events (Mt Claremont) | 4.00 |
| 13/08/2020 | WOOLWORTHS 4359 | Hand wash refill (Mt Claremont) | 2.50 |
| 25/08/2020 | WOOLWORTHS 4359 | Refill handwash (Mt Claremont library) | 13.00 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 3/08/2020 | BARRETT'S BREAD | Catering For in House Meeting | 24.00 |
| 11/08/2020 | LOCAL GOVERNEMENT MANA | Network Forum 3/9 | 60.00 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 10/08/2020 | EMERALD CAFE INVESTMEN | Refreshments for Volunteers | 48.18 |
| 10/08/2020 | EMERALD CAFE INVESTMEN | Refreshments for Volunteers | 0.92 |
| 10/08/2020 | EMERALD CAFE INVESTMEN | Refreshments for Volunteers | 4.00 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 30/07/2020 | HARCOR SECURITY SEALS | Face Masks | 3044.80 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 10/08/2020 | IPAA | CEO & EA - 9 Sept 2020 | 252.00 |
| 10/08/2020 | IPAA | 9 September 2020 - CEO & EA | 98.00 |
| 11/08/2020 | EASYFLOWERS | Staff Member | 118.90 |
| 13/08/2020 | CHALLENGE STADIUM | Council Meeting 28 July 2020 | 1381.50 |
| 21/08/2020 | PROPERTY COUNCI | Property Council Lunch New Lord Mayor 15 Sept 2020 | 250.00 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| 4/08/2020 | LGPA | LGPA Breakfast - Planning Reform for Better Places | 510.00 |
| 6/08/2020 | LOCAL GOVERNEMENT MANA | Peter Mickleson Membership Fees LG Professionals | 531.00 |
| 17/08/2020 | | Telstra top-up Director Planning services | 50.00 |
| 27/08/2020 | CARD FEE | CARD FEE | 5.00 |
| | | | <u>25,171.02</u> |

| | |
|-----------------|--|
| CPS23.20 | UPDATE – Implications of COVID-19 on the City's Tenancy Portfolio |
|-----------------|--|

| | |
|---|--|
| Committee | 13 October 2020 |
| Council | 27 October 2020 |
| Applicant | City of Nedlands |
| Employee Disclosure under section 5.70 Local Government Act 1995 | Nil. |
| Director | Lorraine Driscoll – Director Corporate & Strategy |
| Attachments | 1. Proposed Amendments – Hardship Provisions Policy. |
| Confidential Attachments | Nil. |

Executive Summary

At the Special Council Meeting of 14 April 2020, Council endorsed the application of the Hardship Provisions Policy to Community/Sporting Groups and to Commercial and Residential tenants, in supporting them during the COVID-19 emergency; and requested a further item be presented to Council to consider the ongoing implications of the pandemic on the City's Tenancy Portfolio.

The concessions approved by Council at the time reflected the principles covering Federal Government Code of Conduct for Commercial Agreements and also of the recent request by the Premier, Hon Mark McGowan, that all local governments consider concessions on Rates, Fees and Charges to provide relief for families and businesses from the impacts of the COVID-19 Pandemic.

This report provides an update to Council on the positive effect its previous decision has had on the City's Tenancy Portfolio and considers the options available to Council should the state suffer the effects of a 'second-wave' and in the event government restrictions on human movement and interaction are re-tightened.

Recommendation to Committee

Council

1. **Authorises Administration to:**
 - a) recommence 'normal' pre-COVID-19 Hardship Provisions management of the City's Tenancy Portfolio in line with obligations under each agreement, including charging rent as of 1 July 2020; and
 - b) amend Clauses 3, 5(c) and 5(d) of the Hardship Provisions Policy to reflect this decision; and

2. **requests a further item be presented to Council, should the State suffer the effects of a ‘second-wave’ of infection and government restrictions on human movement and interaction are re-tightened to Phase 3, 2 or 1.**

Discussion/Overview

Background

At the time of writing the previous report (14 April 2020), the City had a Tenancy Portfolio of 60 agreements. 29 of those agreements were where a Tenant exclusively uses a space in exchange for rent.

Those 29 agreements reflect an annual rental of approximately \$345,000 per annum, or the equivalent of \$28,750 per month. It is notable that this was not averaged equally through the year as some rentals are paid annually, and some on a seasonal basis (sporting clubs).

Of the 29 agreements that pay rent, 13 were agreements of a Commercial nature, 11 were Management Licences to not-for-profit Community Groups, and 5 were Residential properties.

At Special Council Meeting of 14 April 2020, Council agreed to apply the Hardship Provisions Policy to the City’s Tenancy Portfolio. In relation to City tenants, the Hardship Provisions Policy dictated that where COVID-19 Hardship was evident, rent-free terms would be offered to Commercial Tenants, Residential Tenants and Management Licence Holders until 30 June 2020.

At the time of writing the previous report (14 April 2020), risk management measures had progressively been put in place by Officers as advice was provided by State and Federal Government. The City had already enforced closure of all Community Halls. This decision alone had forced 9 Management Licence Holders to cease operations.

The same report indicated 18 of the 24 spaces (cannot include the residential properties) were already closed and that as the nation officially enters ‘complete lockdown’, it was likely that 23 of the 24 spaces would close at some point.

That assumption was almost correct, and except for space leased by the City of Subiaco and Kidz Galore, all facilities in which the City offers space under Lease or Management Licence Agreement were forced to close for some period of time.

Effects of Council’s Decision

The effects of Council’s decision to grant such generous concessions have been extremely positive. Since the State Governments instruction to move into Phase 4 restrictions on 27 June 2020, City staff have specifically contacted all rent paying tenants. Those discussions have shown that none of the City’s tenants have been forced to close permanently and the financial concessions offered were received with great thanks. For businesses like Shorehouse Restaurant and Annie’s Playschool, the relief was extremely valuable.

Financially, the concessions resulted in an \$81,791.56 loss of revenue for the City as shown below.

| 1 April 2020 - 30 June 2020 | | | | |
|------------------------------------|-------------------------------|-----------------|------------------------------|---------------------|
| Agreement Type | Budgeted Rental Income | % Rebate | Amended Rental Income | Revenue Loss |
| Commercial Lease/Sub-Lease | \$42,565.40 | 100% | \$0.00 | \$42,565.40 |
| Management Licence | \$9,197.23 | 100% | \$0.00 | \$9,197.23 |
| Residential Lease | \$30,028.93 | 100% | \$0.00 | \$30,028.93 |
| Peppercorn Lease | \$0.00 | 0% | \$0.00 | \$0.00 |
| Total | \$81,791.56 | | \$0.00 | \$81,791.56 |
| Percentage Loss | | | | 100.00% |

The concessions also complied with the mandated Code of Conduct for Commercial Agreements and the State Governments Commercial Tenancies (COVID-19 Response) Act 2020 ('Act') which indicated that in the event a tenancy was closed due to the pandemic, at least a 50% reduction in rent was required.

Ongoing Implications of the COVID-19 Pandemic

On 10 September 2020, WA's Commerce Minister announced the emergency period under the Act was to be extended for a further six months.

After 29 September 2020, the extended protections and relief will be refined to apply only to tenants who are continuing to experience financial hardship as a direct consequence of the pandemic and are eligible for the Commonwealth's revised JobKeeper program.

However, with most human movement and interaction restrictions being lifted as part of the State Governments movement into Phase 4 on 27 June 2020, the State is currently in a very good position in its ongoing battle with the virus. As part of the easing of restrictions, all City Tenancies have now resumed full operations and at the time of writing this report have not indicated a need for further financial concessions.

Given the above, it is recommended by Administration that the City resume 'normal' management of the City's Tenancy Portfolio in line with obligations under each agreement, including charging rent as of 1 July 2020 and the amendment of the Hardship Provisions Policy to reflect the change.

Potential for 'second-wave' of Infection

As recently seen in Victoria, the effects of a 'second-wave' of infection can be dire. It is likely that if Western Australia were subject to a significant 'second-wave', then human movement and interaction restrictions would need to be re-tightened.

As the City has maintained a flexible approach throughout the pandemic, it is recommended by Administration that should Western Australia suffer the effects of a 'second-wave' of infection and government restrictions on human movement and interaction are re-tightened, the CEO negotiate the concessions required under the

Act with eligible tenants and a further report to Council would be required to advise the financial impact of those negotiations

Hardship Provisions Policy Amendments

Further to the detail listed in the report above, the proposed amendments to the Hardship Provisions Policy are shown in attachment 1.

The amendment of Clauses 3, 5(c) & 5(d) will ensure the City can resume 'normal' management of its Tenancy Portfolio and will also ensure the CEO has the flexibility he needs to negotiate further financial concessions under the Act (if required) in a timely fashion.

Legislative Requirements

All agreements of tenure have been entered into pursuant to Section 3.58 of the *Local Government Act 1995* and the conditions therein.

Section 6.12 of the *Local Government Act 1995* allows a local government to waive or grant concessions in relation to any amount of money which is owed. This is an absolute majority decision of Council.

All concessions agreed to by Council must comply with the Commercial Tenancies (COVID-19 Response) Act 2020

Key Relevant Previous Council Decisions:

All minutes as noted at Special Council Meeting 14 April 2020 which was held for the purpose of a COVID-19 response.

Consultation

As the COVID-19 Pandemic has evolved, Officers have been continually consulting with Tenants as new information has come to hand.

Strategic Implications

How well does it fit with our strategic direction?

City's Strategic Community Plan 2018-2028 lists eight values that it will strive to abide by. Council's decision to offer rental relief will fit the following values:

- Great Governance and Civic Leadership
- Great Communities
- Great for Business

The recommendations contained in the previous report provided support to those Businesses and Community groups operating from City premises when it was required

Who benefits?

This had a direct benefit to the Tenants and the community they serve

Does it involve a tolerable risk?

The recommendations contained in this report have minimal risk as all City Tenancies are now fully operational under the State Governments Phase 4 restrictions. However, should the restrictions change in the event of a 'second-wave', Council would need to remain flexible with timely decision making.

Do we have the information we need?

All information available has been presented to Council.

Budget/Financial Implications

Nil. There are no financial implications as part of this recommendation.

Can we afford it?

N/A

How does the option impact upon rates?

N/A

Hardship Provisions

| | |
|-----------------------------|--|
| Status | Council |
| Responsible Division | Corporate and Strategy |
| Objective | To provide direction on the City response to financial hardship during the Coronavirus Disease 2019 (COVID-19) crisis. |

Context

City of Nedlands residents, ratepayers, suppliers, lessees, businesses and groups; both community & sporting are experiencing the effects of COVID-19, including financial impacts. For some the financial impacts are making payments to the City difficult. In addition, bookings for a number of City facilities and activities have been cancelled.

Statement

1. This policy will apply from 16 March 2020, the date at which the State of Emergency was declared and for as long as the Council determines it is needed.
2. Bookings
 - Cancelled bookings of City facilities and activities other than Tresillian will be fully refunded.
 - Tresillian customers will be offered a credit on future enrolments for classes missed due to the Tresillian closure on the basis of the popularity of this option.
3. Leases, Management Licences to Not for Profit Groups, Community Groups & Clubs
 - No rent will be charged to Not for Profit groups, Community Groups, & Clubs from 1 April 2020 to 30 June 2020, and during any future periods of enforced closure of facilities as mandated by the State or Federal Government. This excludes leases to the State Government.
 - Storage fees will not apply.
 - Where applicable, utilities and other tenant payments will remain the responsibility of the lessee or licensee, who may negotiate terms with the applicable utility provider and or the City.
 - Other lease or licence terms may be settled between the City and the lessee or licensee at the discretion of the CEO.

4. Evidence of COVID-19 hardship

Evidence of COVID-19 hardship includes;

- documentation from the employer or Centrelink that the person or their household partner has lost their job, or their income has been reduced by 25% or more since March 16th 2020; and
- for businesses, financial documentation, Centrelink information or the provision of a statutory declaration that the business' income has declined by 25% or more since March 16th 2020.

5. Where evidence of COVID-19 hardship is provided the City will provide the following payment relief for:

a. Rates and Service Charges

- 6 months interest free payment deferment for rates and service charges will be provided. Interest accrued on outstanding debt prior to 16 March 2020 will remain payable, however further interest will not accrue during the interest free period.

b. State Government Levies

- State Government relief will be passed on, as determined by the State Government.

c. Commercial Tenants

- Commercial tenants will be provided rent free terms from 1 April 2020 until 30 June 2020 when the City of Nedlands 2020/21 Budget is adopted incorporating a review of necessary commercial tenancy rates in the fast evolving COVID 19 pandemic. Utilities and other tenant payments will remain the responsibility of the commercial tenant, who may negotiate terms with the applicable utility provider and/or the City.'
- Should commercial tenants still be suffering hardship, the CEO may negotiate further financial concessions that are consistent with City's position as landlord under the Commercial Tenancies (COVID-19 Response) Act 2020

d. Residential Tenants

- Residential tenants will be provided rent free terms from 1 April 2020 until 30 June 2020 when the City of Nedlands 2020/21 Budget is adopted incorporating a review of necessary residential tenancy



rates in the fast evolving COVID 19 pandemic. Utilities and other tenant payments will remain the responsibility of the residential tenant, who may negotiate terms with the applicable utility provider.

- Should residential tenants still be suffering hardship, the CEO may negotiate further financial concessions that are consistent with City's position as landlord under the Residential Tenancies (COVID-19 Response) Act 2020

e. Infringements and Prosecutions

- Interest free payment deferment to the end of the declared emergency plus three months, for infringements and prosecutions will be provided.
- The infringement or prosecutions will not be referred to fines enforcement.
- The CEO may use his discretion to enter into payment terms for outstanding prosecution amounts.

f. Other fees and charges

- Interest free payment deferment to the end of the declared emergency plus three months for other City fees and charges not related to development applications and building permits and related activities, at the discretion of the CEO.

6. Debt Recovery

In order to maintain equity for all residents and ratepayers, action must be taken to recover debts owed to the City of Nedlands. The following debt recovery measures will apply except where evidence of COVID-19 hardship is provided. Pre-existing debt collection arrangements will remain outstanding, however, in where COVID hardship occurs further interest accrual to the end of the declared emergency plus three months, will be suspended.

a. Rates Debt Recovery

Except where a ratepayer is entitled to defer the payment of their rates, Council will actively pursue the recovery of any rate arrears (including legal action and the issue of a Goods and Land Warrant).

b. General Debtors

If a general debtor does not respond to a formal demand letter issued, then legal action may be commenced. The Chief Executive is authorised to deny a debtor access to Council's services and facilities.

- c. Infringement Debt Recovery
Any unpaid infringement will be referred to the Fines Enforcement Registry.
7. Point Resolution Child Care Centre
 - Payment terms will be as determined by the Federal Government.
8. Nedlands Community Care
 - Payment terms will be as determined by the Federal Government
9. Suppliers of Goods and services
 - Where evidence is provided of business hardship as a result of Covid-19 the City will reduce its payment terms from 30 days to 14 days

Related Documentation

Debt Recovery Policy – to be revoked

Related Local Law / Legislation

- Local Government Act 1995, sections 6.12, 6.49, 6.56, 6.60
- Local Government (Financial Management) Regulations, regulation 66(2)
- Local Government (Financial Management) Regulations, regulation 66(2)
- Planning and Development (Local Planning Schemes) Regulations 2015, regulation 61(2)(d)
- [Commercial Tenancies \(COVID-19 Response\) Act 2020](#)
- [Residential Tenancies \(COVID-19 Response\) Act 2020](#)

Related Delegation

- Local Government Act 1995, section 6.12(1)(b);
- Local Government Act 1995, section 6.49;
- Local Government (Financial Management) Regulations, regulation 66(2);
- Local Government Act 1995, section 6.56(1);
- Local Government Act 1995, section 6.60(2).
- Local Government Act 1995, section 6.60(4).
- Local Government (Financial Management) Regulations, regulation 66(2);

Review History

First Adopted by Council – Special Council Meeting - 14 April 2020 (Item 6)

| | |
|-----------------|---|
| CPS24.20 | Future of Nedlands Child Health Clinic – 152 Melvista Avenue, Nedlands |
|-----------------|---|

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|---|--|
| Committee | 13 October 2020 |
| Council | 27 October 2020 |
| Applicant | City of Nedlands |
| Employee Disclosure under section 5.70 Local Government Act 1995 | Nil. |
| Director | Lorraine Driscoll – Director Corporate & Strategy |
| Attachments | 1. Draft Management Licence – Department of Health 2. Building Maintenance Inspection – May 2020 3. Asset Management Inspection – May 2020 |
| Confidential Attachments | Nil. |

Executive Summary

This item is presented to Council to consider the future of the facility at 152 Melvista Avenue, Nedlands – better known as the ‘Nedlands Child Health Clinic’.

In October 2015, Council agreed to enter into a Lease Arrangement with the Department of Health on the basis that the Lessee be responsible for all running costs (including utilities, cleaning and consumables) and routine maintenance and the City be responsible for capital works onsite. Rental was to be charged at a rate sufficient to cover costs of capital works and ongoing maintenance.

At the time, Council also agreed to consider the budget necessary to undertake works at the facility to restore the building to an acceptable condition and to allocate funds in its ongoing annual budget to provide for necessary capital works onsite.

This has resulted in the City investing a total of \$36,817 towards renovations to restore the building to an acceptable condition with a further \$61,500 investment required as soon as possible for repairs to the roof and gutters. The City has also spent an average of \$8,199 per year on other ongoing maintenance requirements during that time.

Since the resolution in 2015, the City and Department Health have been unable to agree on terms for a formal agreement of tenure and this report outlines the options available to Council in order to move forward.

Recommendation to Committee

Council:

1. a) **Endorses the draft Management Licence Agreement as contained in Attachment 1, and accepts the variances requested by the Department of Health, with the exclusion of the request to reduce the Licence Fee to \$5,000 per annum; and**
- b) **Instructs the CEO to advise the Department of Health that the City's final offer for a Licence Fee will remain at \$10,000 per annum.**
- c) **Should the Department of Health accept the City's terms, approves the Mayor and CEO to execute the agreement and apply the City's common seal.**
- d) **Should the Department of Health decline to accept the City's terms, instruct the CEO to request the Department vacate the premises, giving 3 months' notice and request Administration investigate possible cost-neutral or revenue generating options for the facility, including detail and cost implications surrounding demolition of the facility and provide a further report to Council.**

OR

2. a) **Endorses the draft Management Licence Agreement as contained in Attachment 1, and accepts the variances requested by the Department of Health, including the request to reduce the Licence Fee to \$5,000 per annum; and**
- b) **Approves the Mayor and CEO to execute the agreement and apply the City's common seal.**

OR

3. a) **Instructs the CEO to request the Department vacate the premises, giving 3 months' notice; and**
- b) **Requests Administration investigate possible cost-neutral or revenue generating options for the facility, including detail and cost implications surrounding demolition of the facility and provide a further report to Council.**

Discussion/Overview

Background

The Nedlands Child Health Clinic ('Clinic') is a purpose-built clinic constructed in 1951. The Clinic is located on Crown Reserve 21657 with purpose "Child Health Centre". A Management Order for this reserve vests the City of Nedlands with the care control and management over the reserve.

The Child and Adolescent Health Service ('CAHS') is a branch of the Department of Health ('Department'). According to its website, CAHS provide a comprehensive service supporting the health, wellbeing, and development of young Western Australians. They aim to ensure that children and young people get the best start in life through health promotion; early identification and intervention; and patient-centred, family-focused care.

In particular, the Department has utilised the Clinic for its 'Community Health' services which are a range of community-based early identification and intervention services for children, young people and families. They include child health assessments (also known as Purple Book appointments), screenings, immunisations, school health and other general support and advice.

In August 2020, Administration requested a formal Data Release Request from the Department to ascertain current numbers of current health clients (babies) that the Clinic services. That data is listed below:

- Current clients: 706
- Current clients who reside with the City boundaries*: 489
- Clients serviced over the last 3-years (July 2017-June 2020): 1640
- Clients serviced over the last 3-years who reside with the City boundaries: 1042
- Over the last 3-years, the clinic has also provided 153 group sessions to its clients.

*Note: *City of Nedlands suburbs included Dalkeith, Floreat, Mount Claremont, Nedlands, Shenton Park, Swanbourne and Karrakatta*

Council are advised that child health checks are not compulsory, and some clients choose to see their GP instead. Given current client numbers in ratio to clients serviced over the past 3-years, it is estimated that 71% of City of Nedlands residents who are listed as a client, utilise the service.

The Department also noted as part of the data release that clients who do choose to utilise the service have a 'universal schedule' of 5x appointments in the babies first 2-years of life.

As noted in the Council Report of October 2015, there has never been a formal agreement of tenure outlining the terms of use of the Clinic by the Department. It is understood that these services have in many local governments been delivered through a partnership between Local Government Authorities and the Department of Health with Local Government providing the facility from which the Department provided the service.

The City's Administration has previously attempted to negotiate a lease agreement for the building. In 2010, following a request to the Minister for Lands, the City received in-principle consent to lease this reserve to the Department of Health. This request was made in preparation for negotiations at the time and this in-principle consent was valid for a period of 6 months from issue and that the City would need to make a further request when new terms have been negotiated. At the time WALGA was involved in leading negotiations with the Department of Health to seek some form of agreement, however this was subsequently abandoned, now that the City has re-joined WALGA an opportunity may present itself to reinstate these negotiations.

In September 2014, Administration briefed Councillors on the matter noting the absence of any lease arrangements between the City and Department and advising that the City would be liaising with the Department with view to requiring a lease be in place by the end of the financial year (2014/15). Terms of this lease were to reflect the City's standard leasing practices for a community purpose – that is the Department responsible for operating and maintenances costs.

Further to this briefing session the City wrote a letter to the Department with request for lease negotiations to commence and outlined the requirement for terms to be based on the City's standard terms. The correspondence provided a copy of the City's standard Deed of Lease and also noted the example of the arrangement to the south of the Clinic, at 150 Melvista Avenue, where the Department of Education leases the Nedlands Park Early Learning Centre premises.

Following no response from the Department, the City further contacted the Department requesting response. In March 2015, the Department responded with an annotated copy of the City's standard Deed of Lease with annotation essentially noting that the Department was unable to assume responsibility for items of capital maintenance as it was contrary to Department policy.

In October 2015, Council agreed to enter into a Lease Arrangement with the Department on the basis that the Lessee be responsible for all running costs (including utilities, cleaning and consumables) and routine maintenance and the City be responsible for capital works onsite. Rental was to be charged at a rate sufficient to cover costs of capital works and ongoing maintenance.

At time, Council also agreed to consider the budget necessary to undertake works at the facility to restore the building to an acceptable condition and to allocate funds in its ongoing annual budget to provide for necessary capital works onsite.

Moved – Councillor James
Seconded – Councillor Shaw

Council Resolution / Committee Recommendation / Recommendation to Committee

Council;

1. Agrees to consider the budget item necessary to undertake works at the Nedlands Child Health Clinic at 152 Melvista Avenue, Nedlands, to restore the building to an acceptable condition.
2. Agrees to enter into a Lease arrangement with the Department of Health for premises at Reserve 21657 on the basis that the lessee is responsible for all running costs of the building (including utilities, cleaning and consumables required) and routine maintenance and the City is responsible for capital works onsite. Rental will be charged at a rate sufficient to recover costs of capital works and ongoing maintenance.
3. Agrees to give consideration in its ongoing annual budget to allocating sufficient funds to a 'sinking fund' to provide for necessary capital works onsite.

CARRIED EN BLOC 11/-

In November 2016, the City's Executive reviewed the progress with the Clinic's upgrades and tenancy and decided Technical Services would create schedule of works for the Clinic from which negotiations on tenancy agreement could be based.

While the model for the City's asset management for tenanted buildings was developed, progress on formalising the tenancy was slow. It was also decided at this time that a Management Licence would better suit the model for this tenant. McLeods produced a draft licence agreement which was provided in to CAHS in May 2019 for review. The essential terms of the agreement were:

- The City would maintain and insure the building
- CAHS as licensee would pay an annual licence fee of \$10,000 (as per Management Licence Framework presented at a Council briefing in 2018).
- CAHS would pay all outgoings
- CAHS would have exclusive use of the premises during the term
- The term of the licence was 10 years

On 27 November 2019, CAHS requested the City reconsider the Management Licence with noted variances to the essential terms as listed above:

- CAHS as licensee requested an annual licence fee of \$5,000 which would be consistent with most other child health facilities that are accommodated within Local Government Authorities.
- CAHS as licensee requested the term of the licence is 10 years be split into a five (5) year initial term + an option to renew for five (5) years. This was to align with CAHS Strategic Service Planning and associated Facility Planning.

- CAHS as licensee agreed to pay all outgoings. However, the State Solicitors Office included some draft clauses within the agreement which in short ensure complete transparency with any on-costed amount. It was recommended that sub-meters be installed for both Water and Electricity at the site. Currently, there is no Water Sub-Meter.

Administration advises that there is no risk to the City associated with the variance to the term and recommends that the installation of a Water Sub-Meter be a responsibility of the Licensee.

The Clinic

At the time of writing this report, the City's Building Maintenance Team have advised the last inspection report was undertaken in May 2020 (see attachment 2) and that *'The inside of the building was refurbished two years ago and is still in good condition throughout. Security was also upgraded to be added to the City's access control system. The City has begun taking over routine maintenance obligations. Externally the roof, gutters and downpipes need immediate work due to rusting and sagging. The City has received quotes to ascertain an idea of the cost of this work – those estimates equate to approximately \$61,500. Building Maintenance recommend this work be undertaken as soon as possible.'*

The City's Asset Management Team have advised the last inspection report was undertaken in May 2020 (see attachment 3) and that *'When aligned in to the four categories Structure, Fit out, Mechanical and Roof, the building as a whole is rated structurally in good condition.'*

Since the resolution of Council in October 2015, the City has invested \$36,817 towards renovations to restore the building to an acceptable condition and has spent an average of \$8,199 per year on other ongoing maintenance requirements during that time. There is also an estimated cost of \$61,500 to refurbish the roof, gutters, and downpipes – works which will need to be undertaken as soon as possible

Discussion

It is unquestionable that the service provided from the Nedlands Child Health Clinic by the Department of Health's CAHS branch is a valuable and worthwhile service to the community. However, the City has competing requirements in its 'Use of Council Facilities for Community Purposes' policy which requires that a tenancy on an exclusive use basis be in the form of a lease or management licence agreement is based on no cost to Council.

There are many examples of this around the City with community and sporting groups as well as two premises leased to the state government. This is particularly relevant in that the Department of Education leases 2 premises – one in Nedlands; and one in Dalkeith, on the basis of a peppercorn rental with all maintenance undertaken by the Department. Therefore, it seems unfounded to say that state government departments do not assume responsibility for items of capital maintenance at lease premises.

The City acknowledges that historical practice involved a partnership between local government and state government in the provision of health clinics throughout the community where a local government would provide the building from which the

Department of Health would provide the service. Over time this arrangement has shifted somewhat with cost pressures and resource rationalisation. It was evident in 2015 that the model at Nedlands Child Health Clinic needed review and formalisation and that has not changed.

Given the City and Department are still yet to agree to terms of tenure, Council are now asked to consider their options to move forward.

Alternate Options

Any alternative options to dispose of the building on a cost-neutral basis would need to be consistent with both Section 3.58 of the *Local Government Act 1995* and the current purpose of the Reserve Management Order which is 'Child Health Centre'.

To entertain a disposal of any other purpose (than Child Health) there would be a requirement to amend the Management Order. This involves a process with Department of Planning, Lands and Heritage whereby any application from the City for consideration would require a proposed alternate use, demonstrated public consultation and an endorsement of Council.

Council may also choose to demolish the asset.

Note: As the facility is located on land not owned by the City, the facility cannot be sold.

Conclusion

Given the circumstances as detailed above:

- The difficulties faced with negotiating an agreement which satisfies both the City's requirement for agreements of exclusive tenure to be cost-neutral whilst also allowing the Department to maintain a valuable service for the community; and
- The significant investment over the last 5-years the City has committed towards renovations to restore the building to an acceptable condition (\$36,817) and the significant investment required to repair the roof and gutters as soon as possible (\$61,500); and
- The significant investment and resource requirements to investigate alternate use of the facility, which may not in the end be approved.

Administration recommend Option 1 be approved by Council

Key Relevant Previous Council Decisions:

PD43.15 – On 27 October 2015, Council agreed to enter into a Lease Arrangement with the Department of Health on the basis that the Lessee be responsible for all running costs (including utilities, cleaning and consumables) and routine maintenance and the City be responsible for capital works onsite. Rental was to be charged at a rate sufficient to cover costs of capital works and ongoing maintenance.

CPS07.15 - On 24 March 2015, Council resolved to adopt the City's reviewed policy entitled "Use of Council Facilities for Community Purposes". The policy guides the leasing of City premises for community purposes and specifically includes lessees such as government departments.

Consultation

The City has remained in constant communication with the Child and Adolescent Community Health branch of the Department of Health on future terms of its tenancy at the Nedlands Child Health Clinic. CAHS have conveyed they remain committed to moving towards a formal agreement of tenure as the site is a well-established, free service to the Nedlands community. They have noted that the data as provided in August 2020 show that as part of a broader Child Health Service, a service in or nearby to the current location is preferable. The closest service to the Clinic is 'The Grove Child Health Clinic' (Peppermint Grove), some 6kms away.

In consultation with internal departments, the following comments from the City's Community Development Team were noted:

'Community Child Health Services provided by the State Government are valuable and necessary services provided to our local community. These services support parents of young children at a critical time of their lives and of the development of those children. These services assist with assessing developmental milestones, supporting parents in their roles as caregivers and in providing health information and support. These services are valuable and highly valued by community members

It has been traditional over many decades for local governments and the state government to ensure that such services are available to the community, by sharing some of the costs. While the state government provides the actual service run from the facility, in many instances the relevant local government provides the building from which the service is run.

Community Development is of the view that the City should provide that building to the state government on the same basis that buildings are provided to sporting clubs that require exclusive use of a building – that is, that the building should be made available at no cost to Council.'

Strategic Implications

How well does it fit with our strategic direction?

KFA: Community Development - an agreement of tenure for the premises with the Department of Health will ensure the much-valued child health service continue in the community.

KFA: Governance and Civic Leadership – an agreement of tenure for the premises with the Department of Health on the City's standard terms will ensure consistency with the City's 'Use of Council Facilities for Community Purposes' policy. Formalising an agreement of tenure over the building on either basis as discussed above will ensure the City's asset is properly maintained on a cost-neutral basis.

Who benefits?

The City of Nedlands community benefit from having the critical service available

The City's ratepayers benefit from the sound and sustainable financial decision making.

Does it involve a tolerable risk?

An agreement of tenure reduces any risk to the City by having clear and concise terms from which the asset can be managed.

Do we have the information we need?

All required information has been provided to Council.

Budget/Financial Implications

Can we afford it?

Given the average 'ongoing maintenance costs' over the last 5-years equates to \$8,199 per annum, the proposed Management Licence Fee of \$10,000 per annum ensures the arrangement would ensure no-cost to the City.

However, the estimated cost to repair the roof, gutters and downpipes totaling \$61,500 is currently unbudgeted and is likely to be considered for budget inclusion within the next financial year.

How does the option impact upon rates?

Given the average 'ongoing maintenance costs' over the last 5-years equates to \$8,199 per annum, the proposed Management Licence Fee of \$10,000 per annum ensures the arrangement would not have a negative impact on rates.

An inclusion of \$61,500 in a future budget would equate to a 0.26% impact on rates

Management Licence:
Nedlands Child Care Clinic, 152
Melvista Avenue, Nedlands

City of Nedlands

[Child and Adolescent Health Service](#) [Department of Health](#)



McLEODS

Barristers & Solicitors

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Details

Parties

City of Nedlands

of 71 Stirling Highway, Nedlands, Western Australia, 6009
(City)

Child and Adolescent Health Service

a health service provider established under section 32 of the Health Services Act 2016, pursuant to the Health Services (Health Services Providers) Order 2016 published in the Government Gazette on 17 June 2016 of ~~Locked~~ of Locked Bag 2010 Nedlands WA 6909 ~~Department of Health~~

a body corporate pursuant to the provisions of the ~~Health Services Act 2016~~ of 189 Royal Street, East Perth, Western Australia, 6004
(Licensee)

Background

A The City is the management body of the Reserve.

B ~~B~~ On 18 June 2016 the Child and Adolescent Health Service was established pursuant to an order made under section 32 of the Health Services Act 2016 (WA) (Act).

C Pursuant to section 41(7) of the *Health Services Act 2016*, the Chief ~~Executive~~ Finance Officer has been authorised by the Child and Adolescent Health Service to execute this Licence on its behalf.

AD Constructed on the Reserve is a community centre known as the 'Nedlands Child Health Clinic'.

BE The Licensee has requested that the City grant it a licence of a portion of the Centre, being more particularly the Licensed Area, and the City has agreed subject to the Licensee entering into this licence agreement.

Agreed Terms

1. Definitions

In this Licence, unless otherwise required by the context or subject matter:

Amounts Payable means the Licence Fee and any other money payable by the Licensee under this Licence;

Centre is described in **Item 1** of the Schedule;

CEO means the Chief Executive Officer of the City;

City means the City of Nedlands and its employees and agents;

Commencement Date means the date that the Licence commences, as specified in **Item 2** of the Schedule;

Cost Review means the Licence Fee review process described in **clause 4.3**;

CPI means the Consumer Price Index (All Groups) Perth number published from time to time by the Australian Bureau of Statistics or any substitute for that index accepted by the Commonwealth of Australia from time to time provided that if the index number base adopted by the Australian Statistician for the index number at any time is updated the index number is to be appropriately adjusted as from the same time. If at any time either or both the Consumer Price Index and the index number is discontinued or suspended or, in the reasonable opinion of the either party, substantially is altered there is to be substituted for the Consumer Price Index and the index number the alternative method of computing changes in the cost of living which is mutually agreed in writing between the City and the Licensee during the period of 10 Business Days after written notice given by the City to the Licensee or, failing that agreement, which in the opinion of an expert appointed by the President for the time being of the Institute of Chartered Accountants in Australia (WA Division) at the request of the City or the Licensee or both of them most closely reflects changes in the cost of living for the Perth Metropolitan Region (the costs of that expert being borne by the City and the Licensee in equal shares);

CPI Review means the Licence Fee review process described in **clause 4.2**;

Dispute means any dispute, controversy or claim arising out of or in relation to this Licence;

Dispute Notice means a written notice served under **clause 19(2)**;

Dispute Resolution Representative means the Licensee's Dispute Resolution Representative or the CEO of the City and a reference to Dispute Resolution Representatives is a reference to both of them;

Further Term means the term stated in **Item 4** of the Schedule.

Government Tenant means any corporation or other legal entity owned or controlled by a state or federal Government, and any person, agent, authority or other instrumentality acting for or exercising the power of a state or federal Government;

GST has the meaning given in section 195-1 of the GST Act;

GST Act means *A New Tax System (Goods and Services Tax) Act 1999*;

Hours of Occupation means the hours between [~~insert hours~~ 8am and 5pm] on any day during the Term in which the Licensee may use the Licensed Area;

Input Tax Credit has the meaning given in section 195-1 of the GST Act;

Interest Rate means the rate at the time the payment falls due being ~~2% per annum greater than the City's general overdraft rate on borrowings from its bankers on amounts not exceeding \$100,000.00;~~

Commented [LS1]: Interest Rates are low and going lower.

Licence means the licence granted under this agreement;

Licence Fee means the fee stipulated in ~~Item 4~~ **Item 5** of the Schedule;

Licensee's Agents includes:

- (a) the employees, agents, contractors and invitees of the Licensee; and

(b) any person on the Licensed Area by the authority of a person specified in paragraph (a);

Licensee's Covenants means the covenants, agreements and obligations set out or implied in this Licence or imposed by law to be performed and observed by the Licensee;

Licensee's Dispute Resolution Representative means the person nominated by the Licensee from time to time to be the Licensee's dispute resolution representative;

Licensee's Proportion means the proportionate part of any Outgoings payable by the Licensee being the proportion that area of the Licensed Area bears to the total area of the land or premises included in the charge or assessment;

Outgoings means the outgoings or charges referred to in clause 3.2(1);

Permitted Purpose means the purpose or purposes set out in ~~Item 6~~~~Item 6~~~~Item 5~~ of the Schedule;

Primary Payment means any payment by the Licensee to the City under this Licence;

Reserve means Reserve 21657, Lot 152 on Deposited Plan 159160 being the whole of the land comprised in Certificate of Crown Land Title Volume LR3000 Folio 460;

Schedule means the schedule to this Licence; ~~and~~

Taxable Supply has the meaning given in section 195-1 of the GST Act;

Tax Invoice has the meaning given in section 195-1 of the GST Act and in the *A New Tax System (Goods and Services Tax) Regulations 1999*; and

Term means the period of time for which this Licence is granted, as specified in **Item 3** of the Schedule.

2. Grant of Licence

2.1 Conditions Precedent

This Licence is subject to and conditional on the approval of the Minister for Lands under the *Land Administration Act 1997*. A copy of the Minister for Lands' consent is annexed hereto as **Annexure 2**.

2.2 Grant of Licence

Subject to **clause 2.1**, the City grants a licence to the Licensee to use the Licensed Area for the Term, in accordance with the terms and conditions provided for in this Licence.

3. Licence Fee and Other Payments

3.1 Payment of Licence Fee

Subject to clause 3.3(d), the Licensee covenants with the City to pay to the City the Licence Fee in the manner set out in **Item 54** of the Schedule on and from the Commencement Date clear of any deductions.

3.2 Outgoings

(1) Subject to paragraph (2) of this clause, the Licensee agrees to pay to the City or to such person as the City may from time to time direct within 28 days after receipt of an invoice in respect thereof

~~punctually~~ all the following outgoings or charges, assessed or incurred in respect of the Licensed Area ~~(except for such outgoings and charges which are charged direct to the Licensee which the Licensee will pay by the due date for payment to the relevant supplier):~~

- (a) local government ~~rates~~, services and other charges, including but not limited to rubbish collection charges and the emergency services levy;
- (b) water, drainage and sewerage rates, charges for disposal of stormwater, meter rent and excess water charges;
- (c) telephone, electricity, gas and other power and light charges including but not limited to meter rents and the cost of installation of any meter, wiring ~~or telephone connection~~;
- (d) the costs of cleaning the Licensed Area; and
- (e) premiums, ~~excess and other costs~~ arising from the insurance obtained by the City pursuant to **clause 8.7**. For the avoidance of doubt, the parties agree:
 - (i) that if such premium ~~or cost~~ does not include a separate assessment or identification of the Licensed Area or the Land, the Licensee must pay a proportionate part of such premium ~~or cost determined by the City acting reasonably calculated in accordance with clause 3.2(2)~~; and
 - (ii) such insurance will include insurance for the full replacement value of buildings; and
- (f) any other consumption charge or cost ~~or~~ statutory impost ~~or other obligation incurred or payable by reason of the Licensee's use and occupation of the Licensed Area.~~

(2) If the Licensed Area is not separately charged or assessed the Licensee will pay to the City ~~the Licensee's Proportion~~ a proportionate part of any charges or assessments referred to in ~~clause 3.2(2)~~ being the proportion that the Licensed Area bears to the total area of the land or premises included in the charge or assessment.

(3) If the City obtains the benefit of any discount or other concession in respect of any Outgoings, whether because of early payment or any other reason, only the amount actually paid or payable by the City is to be included in the Outgoings in determining the amount of the Licensee's Proportion.

(4) Except to the extent caused by the Licensee's failure to pay an amount by the due date under this Licence, the amount of any fine or other penalty, including interest, imposed in relation to any Outgoings is not to be included in the Outgoings in determining the amount of the Licensee's Proportion.

(5) Any expenditure by the City may not be included in the Outgoings later than 12 months from the date the expenditure occurred.

(6) Each time the City requests payment of Outgoings by the Licensee it will provide the Licensee with full details of the nature and calculation of those Outgoings sufficient to enable the Licensee to verify the City's expenditure on those Outgoings.

(7) If the City does not comply with the preceding clause, the Licensee's obligation to pay the Licensee's Proportion is suspended until the City has complied with it.

(8) If requested by the Licensee, the City must allow the Licensee to inspect all the City's records relating to the determination and calculation of the Outgoings and provide all reasonable assistance and information including actual invoices necessary to enable the Licensee to undertake an audit of the Outgoings.

(9) _____

(2) _____

3.3 GST

- (a) _____ The amount of all Primary Payments specified in the Licence are exclusive of GST.
- (b) _____ If GST is payable by the City in respect of a Primary Payment or any part in connection with a Taxable Supply provided under this Licence:
- (i) _____ the Primary Payment is increased by an amount equal to the applicable GST; and
- (ii) _____ the Licensee must pay the amount of the increase in the same manner and on the same date as the Licensee is required to pay the Primary Payment.
- (c) _____ If the Primary Payment consists (wholly or partly) of the recovery by the City of all or a portion of the City's costs, the Primary Payment is to be reduced by the amount (or corresponding proportion) of the Input Tax Credits available to the City in respect of these costs and then increased by any applicable GST payable under clause 3.3(b).
- (d) _____ If a Primary Payment is to be increased to account for GST under clause 3.3 the City must, at least 30 days before the date on which the increased Primary Payment is to be paid, issue a Tax Invoice to the Licensee.

If any GST is payable on the Licence Fee or any other supply made as a result of this Licence, the Licensee must pay that GST.

3.4 Interest

Without affecting the rights, power and remedies of the City under this Licence, the Licensee covenants to pay to the City interest on demand on any Amounts Payable which are unpaid for ~~14~~ 30 days computed from the due date for payment until payment is made and any interest payable under this paragraph will be charged at the Interest Rate.

3.5 Accrual of Amounts Payable

Amounts Payable accrue on a daily basis.

3.6 Payment of Money

Amounts Payable to the City under this Licence must be paid to the City at the address of the City referred to in this Licence or as otherwise directed by the City by Notice from time to time.

4. Review of Licence Fee**4.1 Review of Licence Fee**

The Licence Fee will be reviewed on the dates and in the manner specified in ~~Item 8~~ ~~Item 8~~ ~~Item 7~~ of the Schedule and this clause.

4.2 CPI Review

A Licence Fee review based on CPI will increase the amount of the Licence Fee payable during the immediately preceding period prior to the relevant licence fee review date by the percentage of any increase in CPI having regard to between the quarterly CPI published immediately prior to the later of the Commencement Date or the last licence fee review date, as the case may be, and the quarterly CPI published immediately prior to the relevant licence fee review date. If there is a decrease in CPI having regard to the relevant CPI publications the Licence Fee payable from the

relevant licence fee review date will be the same as the Licence Fee ~~date payable during the immediately preceding period~~ prior to the relevant licence fee review date.

4.3 Cost Review

~~For a licence fee review using a Cost Review, t~~The Licence Fee will be reviewed by the City, acting reasonably, in accordance with requirements of the City's policy in respect of standard management licences (as amended from time to time). The Licensee acknowledges and agrees that the determination of the Licence Fee in accordance with the City's policy will be based on the operating costs of the ~~Licensed Area~~ Reserve (which must not include structural or capital costs) and apportioned by the City ~~in accordance with for the Licensee's use of the Licensed Area as determined by the City~~ Proportion. The Licensee acknowledges and agrees that the Licence Fee will also incorporate an administration fee of not more than 1% of the Licence Fee. ~~The City must give the Licensee full details of the nature of all operating costs used to calculate the reviewed Licence Fee sufficient to enable the Licensee to verify the City's calculation of those operating costs at least 3 months before the date the reviewed Licence Fee is payable. If the Licensee does not agree to the reviewed Licence Fee then it may terminate this Licence by not less than 1 months notice to the City which must expire on or before the relevant review date.~~

4.4 ~~When Review take effect~~

~~The reviewed Licence Fee shall take effect from the appropriate review date but until such time as a determination of the reviewed Licence Fee is made the Licensee shall pay on account thereof the Licence Fee at the rate payable immediately prior to the appropriate review date until the date of determination whereupon the Licensee shall pay to the City the amount by which such payment on account falls short of the amount.~~

5. Use of Licensed Area

- (1) The Licensee must use the Licensed Area only for the Permitted Purpose.
- (2) The Licensee must not use the Licensed Area outside of the Hours of Occupation.
- (3) The Licensee acknowledges the receipt of the keys, and any other security device, specified in ~~Item 7~~Item 6 of the Schedule.
- (4) The Licensee must use and keep the keys, and any other security device, strictly in accordance with any instructions specified in ~~Item 7~~Item 6 of the Schedule.
- (5) The Licensee must not copy any key or other security device, and must account for all keys and security devices at the end of the Term.
- (6) The Licensee must not use the Licensed Area, or any part of the Licensed Area, for any purpose, or in any manner, that is not lawful and must comply with any statute, or lawful order, affecting its use of the Licensed Area.
- (7) The Licensee shall use the Licensed Area only during the Term.
- (8) The Licensee must not remove any of the City's fixtures, fittings or equipment from the Licensed Area.

6. Alterations

- (1) The City is not obliged to make any alterations to the Licensed Area or install any fixtures or fittings that are additional to those installed at the Commencement Date.

- (2) The Licensee must not make any alterations to the Licensed Area or install any fixtures, fittings, signs or advertisements without the prior written permission of the City, which ~~may will not be unreasonably~~ withheld or delayed by ~~at the absolute discretion of~~ the City.
- (3) To apply for the City's permission to do any of the things referred to in paragraph (2) above, the Licensee must submit an application in writing to the City at least one month prior to when the Licensee wishes to commence any work to effect the alteration or installation.
- (4) The Licensee must not commence any work to effect a proposed alteration or installation until it has received the City's written permission to do the work and, if such permission is granted, the Licensee must comply with any reasonable conditions specified in the permission.
- (5) Any alteration or installation effected by the Licensee will be at the sole cost of the Licensee.
- (6) ~~The~~ If the Licensee ~~agrees that if it~~ effects any alteration or installation ~~to the Licensed Area~~ in a manner that does not meet the City's standards, the City will give the Licensee a notice advising of the manner that the alteration or installation does not meet the City's standard and requiring the Licensee to rectify this within 28 days after service of the notice. If the Licensee does not comply with this notice, the City may, at the Licensee's cost, take any action the City considers necessary to remove or rectify the alteration or installation, and the cost of doing so will be a liquidated debt payable by the Licensee within 28 days after ~~on~~ demand and recoverable in a Court of competent jurisdiction.

7. Maintenance and Cleaning

7.1 City's obligations

- (1) Subject to the Licensee's payment of the Licence Fee, the City will maintain the Licensed Area ~~in accordance with the City's maintenance standards~~ in a good state of repair (fair wear and tear excepted), structurally sound and waterproof.
- (2) Maintenance for the purposes of paragraph (1) above covers:
 - (a) all structural maintenance of the Licensed Area;
 - (b) general building repairs; and
 - (c) the ongoing repair and replacement of fixtures and fittings.
- (3) The standard of the maintenance and the frequency of the repairs and replacements identified in paragraph (2) above will be dependent on the City's general building maintenance program and budgetary considerations and may vary from time to time.
- (4) If the City does not maintain the Licensed Area in the condition referred to in clause 7.1(1) and the Licensee gives the City a notice requiring the City to do so:
 - (a) the Licence Fee will abate until the City has carried out the required maintenance; and
 - (b) if the City does not carry out the required maintenance within 14 days after service of the Licensee's notice, the Licensee may terminate this Licence.

~~(4)~~(5) Notwithstanding any other provision of this Licence, the Licensee shall be responsible for providing the required consumables at the Licensed Area during the Term. Consumables shall include, but are not limited to, toilet paper, paper towels, soap and lightbulbs.

7.2 Licensee's Obligations

The Licensee must keep the Licensed Area clean, tidy and free from rubbish.

7.3 Damage to Licensed Area

- (1) The Licensee must report to the City any damage to the Licensed Area or any of the equipment, facilities and services provided by the City, sustained during the Licensee's use of the Licensed Area ~~immediately~~ promptly after ~~upon~~ becoming aware of the damage.
- (2) The Licensee must pay to the City the reasonable cost of repairing and making good any damage of the type referred to in paragraph (1) above ~~where to the extent~~ such damage is caused by the Licensee (or the Licensee's Agents) or related to the Licensee's use of the Licensed Area, including the cost of labour and materials and replacement equipment, and must, if required by the City, itself repair and make good any such damage.

~~7.4~~ Comply with Conditions

~~The Licensee must comply with all reasonable conditions that may be imposed by the City from time to time in relation to the Licensee's maintenance of the Licensed Area.~~

~~7.5~~ 7.4 Security of Licensed Area

- (1) The Licensee must ensure that the Licensed Area, and all of the City's fixtures and fittings therein, are appropriately secured at all times.
- (2) The Licensee will be responsible for any loss or damage to the Licensed Area, and the City's fixtures and fittings therein, to the extent that any loss or damage arises as a result of a negligent or wrongful act or omission of the Licensee.
- (3) The Licensee covenants and agrees to pay to the City or to such person as the City may from time to time any security charges or call out charges which, in the City's reasonable opinion, relate to the Licensee, the Licensee's Agents or the Licensee's use of the Licensed Area.
- (4) The Licensee must not copy any key, or other security device, and must account for all keys and security devices upon termination of this Licence.

~~7.6~~ 7.5 Structural State of Licensed Area

The Licensee acknowledges that it has inspected the structure of the Licensed Area internally and externally prior to the execution of this Licence and enters into this Licence with full knowledge of the structural state and state of repair of the Licensed Area.

8. Insurance

8.1 Insurance to be effected

The Licensee must effect and maintain with insurers approved by the City (noting the City's and the Licensee's respective rights and interest in the Licensed Area) for the time being:

- (a) adequate public liability insurance for a sum not less than the sum set out at **Item 89** of the Schedule in respect of any one claim or such greater amount as the City may from time to time reasonably require;
- (b) insurance against all risks as the City may require, of all plate glass windows, doors and display show cases forming part of or within the Licensed Area for a sum which is not less than its full insurable value;
- (c) where the City so requires, insurance to cover the Licensee's fixtures, fittings, equipment and stock against loss or damage by fire, fusion, smoke, lightning, flood, storm, tempest, earthquake, sprinkler leakage, water damage and other usual risks against which a

Licensee can and does ordinarily insure in their full replacement value, and loss from theft or burglary; and

- (d) a policy of employers' indemnity insurance, including workers' compensation insurance, against any liability under common law or statute to pay damages to an employee in respect of all employees of the Licensee employed in, about or from the Licensed Area.

8.2 Details and receipts

In respect of the insurances required by **clause 8.1** the Licensee must:

- (a) on demand supply to the City details of the insurances and give to the City copies of the certificates of currency in relation to those insurances;
- (b) promptly pay all premiums and produce to the City each policy or certificate of currency and each receipt for premiums or certificate of currency issued by the insurers; and
- (c) notify the City immediately:
 - (i) when an event occurs which gives rise or might give rise to a claim under or which could prejudice a policy of insurance; or
 - (ii) when a policy of insurance is cancelled.

8.3 Not to invalidate

The Licensee must not **knowingly** do or omit to do any act or thing or bring or keep anything on the Licensed Area which might:

- (a) render any insurance effected on the Licensed Area, or any adjoining premises, void or voidable;
- (b) cause the rate of a premium to be increased for the Licensed Area or any adjoining premises (except insofar as an approved development may lead to an increased premium).

8.4 Report

Each Party must report to the other promptly in writing, and in addition verbally in an emergency:

- (a) any damage to the Licensed Area of which they are or might be aware; and
- (b) any circumstances of which they are aware and which are likely to be a danger or cause any damage or danger to the Licensed Area or to any person in or on the Licensed Area.

8.5 Licensee's equipment and possessions

The Licensee acknowledges it is responsible to obtain all relevant insurances to cover any damage and/or theft to its property and that the City does not take any responsibility for the loss or damage of the Licensee's property except to the extent that such damage was caused or contributed to (to the extent of that contribution) by the negligent or wrongful act or omission of the City, or its servants, agents, contractors or invitees.

8.6 Insurance by State of Western Australia

Whilst the Licensee is the State of Western Australia or a Government Tenant, **clause 8.1, 8.2 and 8.5** do not apply and are replaced by the following:

- (a) The Licensee must at its own expense during the Term effect, maintain and keep current with the Western Australian government's self-insurance fund:
 - (i) public liability insurance for a sum not less than the sum set out in **Item 98** of the Schedule;
 - (ii) glass insurance for all glass on the Licensed Area for replacement value;
 - (iii) property insurance for the Licensee's fixtures, fittings and equipment and stock against loss or damage for replacement value; and
 - (iv) employers' indemnity insurance including workers' compensation insurance in respect of all employees of the Licensee employed in, about or from the Licensed Area; and,
 - ~~(v) personal accident insurance including insurance in respect of all volunteers of the Licensee employed in, about or from the Licensed Area.~~
- (b) As and when requested by the City, the Licensee must give to the City's reasonable satisfaction sufficient evidence of the existence of those insurances or provide certificates of currency in respect of those insurances.

8.7 Building Insurance to be effected by City

The City shall effect and keep effected insurance to the full insurable value on a replacement or reinstatement ~~when~~ value basis of the ~~Licensed Area~~ Centre against damage arising from fire, tempest, storm, earthquake, explosion, aircraft, or other aerial device including items dropped from any device, riot, commotion, flood, lightning, act of God, fusion, smoke, rainwater, leakage, impact by vehicle, machinery breakdown and malicious acts or omissions and other standard insurable risks and the Licensee will reimburse the City for the Licensee's Proportion of any premiums, ~~excess or other costs arising therefrom.~~

9. Indemnity

9.1 Responsibility of Licensee

The Licensee is responsible and liable for all negligent or wrongful acts or omissions of the Licensee's Agents on the Licensed Area and for any breach by them of any covenants or terms in this Licence required to be performed or complied with by the Licensee.

9.2 Indemnity

The Licensee indemnifies, and shall keep indemnified, the City and the Minister for Lands from and against all actions, claims, costs, proceedings, suits and demands whatsoever which may at any time be incurred or suffered by the City, or brought, maintained or made against the City, in respect of:

- (a) any loss whatsoever (including loss of use);
- (b) injury or damage of, or to, any kind of property or thing; and
- (c) the death of, or injury suffered by, any person,

to the extent caused by, contributed to, or arising out of, or in connection with, whether directly or indirectly:

- (i) the use or occupation of the Licensed Area by the Licensee or the Licensee's Agents;
- (ii) any work carried out by or on behalf of the Licensee on the Licensed Area;
- (iii) the Licensee's activities, operations or business on, or other use of any kind of, the Licensed Area;
- (iv) any default by the Licensee in the due and punctual performance, observance and compliance with any of the Licensee's Covenants under this Licence; or
- (v) a negligent or wrongful act or omission of the Licensee.

9.3 Obligations Continuing

The obligations of the Licensee under this clause:

- (a) are unaffected by the obligation of the Licensee to take out insurance, and the obligations of the Licensee to indemnify are paramount, however if insurance money is received by the City for any of the obligations set out in this clause then the Licensee's obligations under **clause 9.2** will be reduced by the extent of such payment; and
- (b) continue after the expiration or earlier determination of this Licence in respect of any act, deed, matter or thing occurring or arising as a result of an event which occurs before the expiration or earlier determination of this Licence.

9.4 No Indemnity for City's Negligence

The parties agree that nothing in this clause shall require the Licensee to indemnify the City, its officers, servants, or agents against any loss, damage, expense, action or claim caused or contributed to (to the extent of that contribution) by the negligent or wrongful act or omission of or default by the City, or its servants, agents, contractors or invitees.

9.5 Release

- (1) The Licensee:
 - (a) agrees to occupy and use the Licensed Area at the risk of the Licensee; and
 - (b) releases to the full extent permitted by law, the City and the Minister for Lands from:
 - (i) any liability which may arise in respect of any accident or damage to property, the death of any person, injury to any person, or illness suffered by any person, occurring on the Licensed Area or arising from the Licensee's use or occupation of the Licensed Area by the Licensee; and
 - (ii) loss of or damage to the Licensed Area or personal property of the Licensee;

except to the extent that such loss or damage is caused or contributed to (to the extent of that contribution) by the negligent or wrongful act or omission of or default by the City, or its servants, agents, contractors or invitees.
- (2) The release by the Licensee continues after the expiration or earlier determination of this Licence in respect of any act, deed, matter or thing occurring or arising as a result of an event which occurs before the expiration or earlier determination of this Licence.

9.6 No Liability for Licensee's Property

The Licensee agrees that the City or the Minister for Lands will not be responsible for, or liable in any way in regard to, any property of the Licensee or its members and invitees, that might be brought onto the Centre as a result of the Licensee's use of the Centre.

10. Entry and Inspection

10.1 Entry and Inspection

The Licensee must permit entry by the City or anyone authorised by the City without notice in the case of an emergency, and otherwise upon reasonable notice to inspect and view the area, to carry out any maintenance work or to rectify any breach of the conditions of this Licence.

~~10.2 City's rights to utilise Centre in emergency~~

- ~~(1) In the event of an emergency or natural disaster (including without limitation a bush fire) which has an actual or possible impact to residents of the City of Nedlands, the City may immediately, and without notice to the Licensee, have access to and use of the Centre (or part thereof) for public purposes.~~
- ~~(2) In the event the City exercises its right to use the Centre for an emergency or natural disaster, then the City agrees that:~~
 - ~~(a) the Licence Fee and outgoings will abate during the period of time the City has access to the Centre;~~
 - ~~(b) the City will use its reasonable endeavours to accommodate the Licensee, or assist the Licensee to make other arrangements during the period of time the City has access to the Centre; and~~
 - ~~(c) the City will liaise with the Licensee to provide notice (if possible) of the City's need to use the Centre and the expected period of use of the Centre.~~

Commented [LS2]: Not appropriate as sensitive medical records exist onsite

11. Assignment and Sub-licensing

The Licensee must not assign its interest in the Licensed Area nor sub-licence, part with possession, or dispose of the Licensed Area or any part of the Licensed Area.

12. Minimise Nuisance to Neighbours

- (1) The Licensee acknowledges that the Centre is located in close proximity to residential premises.
- (2) The Licensee must take all reasonable action ~~not to do anything which would cause minimise and prevent~~ disruption, nuisance and disturbance to surrounding residential premises, ~~particularly during and following social events held at the Centre.~~
- (3) The Licensee must comply with all reasonable conditions and directions that may be imposed by the City from time to time in relation to the minimisation and prevention of disruption, nuisance and disturbance to surrounding residential premises.

13. Default

- (1) This Licence is granted subject to the terms and conditions in this agreement and any failure by the Licensee to comply with any of those terms or conditions may result in the termination of the Licence by the City.

- (2) Where a default occurs, the City must give the Licensee a written notice stipulating the default and requiring the Licensee to remedy the default within one month of the service of the notice.
- (3) If the default is not remedied to the reasonable satisfaction of the City within one month of service of a notice under paragraph (2) above the ~~Licencee~~-City will be entitled to terminate the Licence on the date of the expiration of the notice without prejudice to any rights the City may have under this Licence.
- (4) A notice under paragraph (2) above is to be sent by prepaid post to the Licensee at the address given in this agreement and will be deemed to have been served on the date it would have been delivered in the ordinary course of the post.
- (5) If in the City's opinion (acting reasonably) the breach is of a serious nature, causing serious damage to the Licensed Area requiring rebuild or substantial repair due to the Licensee's activities onsite, the City will be entitled to terminate the Licence immediately.

14. Obligations on Termination

- (1) On termination, the Licensee must peacefully surrender and return to the City the Licensed Area in a condition consistent with the performance of the Licensee's Covenants under this Licence.
- (2) The Licensee AGREES with the City that:
 - (a) at the expiration or sooner determination of this Licence, it shall at its cost remove from the Licensed Area any alterations, additions or improvements to the Licensed Area installed by the Licensee and all property of the Licensee, unless otherwise approved in writing by the City;
 - (b) it shall restore the Licensed Area to the condition in which it existed at the date the Licensee took-of possession of the Licensed Area excluding fair wear and tear and maintenance which the City is responsible for under this Licence to the reasonable satisfaction of the City; and
 - (c) in the event the Licensee does not restore the Licensed Area to the satisfaction of the City within one month of the expiration or sooner determination of this Licence the City will have the right to remove any alterations, additions or improvements installed by the Licensee and/or all property of the Licensee and restore the Licensed Area to its satisfaction and the costs of carrying out such removal, restoration and costs of storing that property shall be a liquidated debt recoverable from the Licensee by the City in a court of competent jurisdiction.
- (3) The City may, at any time, after the expiration or sooner determination of the Term, give the Licensee a notice (**Abandonment Notice**) requiring the Licensee to remove all fixtures, fittings, plant and equipment or other articles not previously removed by the Licensee in accordance with the requirements of this clause (**Remaining Items**). On the Licensee's receipt of an Abandonment Notice, the Licensee shall have seven (7) days within which to remove all Remaining Items and failing removal within that seven (7) day period, all Remaining Items still on the Licensed Area or in the City's custody shall be deemed absolutely abandoned by the Licensee and shall automatically become the absolute property of the City and may be sold by the City or disposed of at any time and without further notice or obligation to the Licensee. The City shall be entitled to keep the proceeds of any sales and those proceeds shall not be taken into account to reduce any arrears, damages or other moneys for which the City may be liable.

15. No Fetter

Notwithstanding any other provision of this Licence, the parties acknowledge that the City is a local government established by the *Local Government Act 1995*, and in that capacity, the City

may be obliged to determine applications for consents, approvals, authorities, licences and permits having regard to any written law governing such applications including matters required to be taken into consideration and formal processes to be undertaken, and the City shall not be taken to be in default under this Licence by performing its statutory obligations or exercising its statutory discretions, nor shall any provision of this Licence fetter the City in performing its statutory obligations or exercising any discretion.

16. Rights Rest in Contract Only

The Licensee ACKNOWLEDGES that the rights hereby conferred rest in contract only and nothing herein contained or implied shall be construed as granting or shall be deemed to grant to the Licensee any estate or interest in the Licensed Area or any right of exclusive possession.

17. Report to City

The Licensee must ~~immediately~~ promptly after becoming aware of same report to the City:

- (a) any act of vandalism or any incident which occurs on or near the Licensed Area which involves or is likely to involve a breach of the peace or become the subject of a report or complaint to the police and of which the Licensee is aware ~~or should be aware;~~
- (b) any occurrence or circumstances in or near the Licensed Area of which it becomes aware, which might reasonably be expected to cause, in or on the Licensed Area, pollution of the environment; and
- (c) all notices, orders and summonses received by the Licensee and which affect the Licensed Area and ~~immediately~~ promptly deliver them to the City.

18. Damage or Destruction

If the Licensed Area or any part of the Licensed Area are totally or partially destroyed so as to require major rebuilding, then either Party may within two (2) months of the destruction or the damage terminate the Term with immediate effect by giving Notice to the other Party. The Licence Fee and payment of Outgoings will abate from the date such damage or destruction occurred.

19. Dispute Resolution

- (1) Until the Parties have complied with this clause, a Party must not commence any action, bring any proceedings or seek any relief or remedy in a court, except seeking interlocutory or equitable relief from a court.
- (2) Where any Dispute arises, a party may give notice in writing of the Dispute to the other party's representative setting out the material particulars of the Dispute. The representatives must act in good faith to try to resolve the Dispute quickly.
- (3) If the Dispute has not been resolved within 14 days of the Dispute Notice (or any longer period the representatives agree), each party must refer the Dispute to its Dispute Resolution Representative who must act in good faith to try to resolve the Dispute quickly.
- (4) If the parties have not:
 - (a) resolved the Dispute; or
 - (b) agreed to an alternative method of resolving the Dispute,

within 14 days after the Dispute is referred to the Dispute Resolution Representatives (or any longer period the Dispute Resolution Representatives agree), either party may submit the Dispute to mediation.

- (5) If the Dispute is submitted to mediation and the parties do not, within 14 days (or any longer period the parties agree) after the Dispute is submitted to mediation, agree on:

- (a) a mediator and the mediator's compensation;
- (b) the procedure for the mediation; or
- (c) the timetable of each step of the procedure,

the mediation will be conducted in accordance with the 'Australian Commercial Dispute Centre's Mediation Guidelines' in force at the time that the Dispute is referred.

- (6) If a Dispute is not resolved within 30 days after the Dispute Notice or, where a Party has submitted the Dispute to mediation, 60 days after the Dispute Notice (or any longer period the parties agree), either party who has complied with this clause may end this dispute resolution process and commence court proceedings in relation to the Dispute.

20. Acknowledgements

20.1 Generally

The Licensee acknowledges and agrees that:

- (a) it only has use of the Centre Licensed Area during the Term ~~and that other users of the Centre may be permitted to use the Centre at other times;~~
- (b) this Licence will automatically terminate if the management order that the City holds the Reserve under is revoked;
- (c) if the Licence is terminated in accordance with paragraph (b) above, the Licensee will not be entitled to any form of compensation or damages as a result of the termination; and
- (d) the Licensee must not obstruct any person or other organisation from using the Centre Licensed Area outside the Term.

20.2 Other users of Centre

- (1) ~~The Licensee acknowledges that other users groups may also be permitted to use the Reserve and/or Centre pursuant to similar agreements with the City, and the Licensee will have no right to access or use the Centre during times which those other user groups are authorised to use the Centre.~~
- (2) ~~The Licensee agrees with the City to use its best endeavours to work co-operatively with other authorised users of the Reserve and the Centre.~~

Commented [LS3]: Not appropriate as sensitive medical records are stored onsite.

21. General Provisions

21.1 Acts by Agents

All acts and things which the City is required to do under this Licence may be done by the City, the CEO, an officer or the agent, solicitor, contractor or employee of the City.

21.2 Governing Law

This Licence is governed by and is to be interpreted in accordance with the laws of Western Australia and, where applicable, the laws of the Commonwealth of Australia.

21.3 Severance

If any part of this Licence is or becomes void or unenforceable, that part is or will be severed from this Licence to the intent that all parts that are not or do not become void or unenforceable remain in full force and effect and are unaffected by that severance except where that severance materially alters the substance of this Licence.

21.4 Variation

This Licence may be varied only by deed executed by the parties subject to such consents as are required by this Licence or at law.

21.5 Moratorium

The provisions of a statute which would but for this clause extend or postpone the date of payment of money, reduce the rate of interest or abrogate, nullify, postpone or otherwise affect the terms of this Licence do not, to the fullest extent permitted by law, apply to limit the terms of this Licence.

21.6 Further Assurance

The Parties must execute and do all acts and things necessary or desirable to implement and give full effect to the terms of this Licence.

22. Option to extend**22.1 Option**

The Licensee has the option to extend this Licence for the Further Term, if the Licensee is not in default under this Licence when the option is exercised. This option may be exercised by the Licensee notifying the City in writing that the Licensee wants to extend this Licence for the Further Term at least 3 months before the expiry date of the Term.

22.2 Conditions

If this Licence is extended under clause 22.1 all the provisions of this Licence continue to apply, except the option in clause 22.1

22.23. Additional Terms, Covenants & Conditions

Each of the terms, covenants and conditions (if any) specified in **Item 910** of the Schedule are part of this Licence and are binding on the City and Licensee as if incorporated into the body of this Licence.

23.24. Interpretation**23.24.1 Interpretation**

In this Licence, unless expressed to the contrary:

- (a) words importing:

- (i) the singular includes the plural and vice versa; and
- (ii) a gender or genders include each other gender;
- (b) if a word or phrase is assigned a particular meaning, other grammatical forms of that word or phrase have a corresponding meaning;
- (c) a reference to:
 - (i) a natural person includes a body corporate or local government;
 - (ii) a body corporate or local government includes a natural person;
 - (iii) a professional body includes a successor to or substitute for that body;
 - (iv) a Party includes its legal personal representatives, successors and assigns and if a Party comprises two or more persons, the legal personal representatives, successors and assigns of each of those persons;
 - (v) a statute, includes an ordinance, code, regulation, award, town planning scheme, regulation, local law, by-law, requisition, order or other statutory instruments made under any of them and a reference to any of them, whether or not by name, includes any amendments to, re-enactments of or replacements of any of them from time to time in force;
 - (vi) a right includes a benefit, remedy, discretion, authority or power;
 - (vii) an obligation includes a warranty or representation and a reference to a failure to observe or perform an obligation includes a breach of warranty or representation;
 - (viii) this Licence or provisions of this Licence or any other deed, agreement, instrument or contract includes a reference to:
 - (A) both express and implied provisions; and
 - (B) that other deed, agreement, instrument or contract as varied, supplemented, replaced or amended;
 - (ix) writing includes any mode of representing or reproducing words in tangible and permanently visible form and includes facsimile transmissions;
 - (x) any thing (including, without limitation, any amount) is a reference to the whole or any part of it and a reference to a Licensee of things or persons is a reference to any one or more of them but without implying that part performance of an obligation is performance of the whole; and
 - (xi) a subparagraph, paragraph, subclause, clause, Item, Schedule or Annexure is a reference to, respectively, a subparagraph, paragraph, subclause, clause, Item, Schedule or Annexure of this Licence;
- (d) the covenants and obligations on the part of the Licensee not to do or omit to do any act or thing include:
 - (i) covenants not to permit that act or thing to be done or omitted to be done by a person authorised by the Licensee; and
 - (ii) a covenant to take all reasonable steps to ensure that that act or thing is not done or omitted to be done;

- (e) the meaning of general words or phrases is not limited by specific examples introduced by 'including', 'for example' or similar expressions; and
- (f) if a Party comprises two or more persons, the covenants and agreements on their part bind them and must be observed and performed by them jointly and each of them severally, and may be enforced against any one or more of them.

23.24.2 Headings

Except in the Schedule, headings do not affect the interpretation of this Licence.

DRAFT

Schedule

Item 1 Centre & Licensed Area

Centre

The Nedlands Child Health Clinic (including all fixtures and fittings belonging to the City) located on the Reserve.

Licensed Area

Those parts of the Centre shown shaded on the sketch annexed hereto as **Annexure 1**.

Item 2 Commencement Date

_____ (TBC)

Commented [LS4]: Inserted upon full execution?

Item 3 Term

~~Ten~~ 5 years commencing on the Commencement Date.

Item 4 Options to Renew

~~1 x~~ 5 years commencing on the fifth anniversary of the Commencement Date

~~Item 4~~ Item 5 Licence Fee

~~\$105,000~~ per annum plus GST, payable annually in advance.

Commented [LS5]: \$5,000pa is consistent with most other LGA occupied facilities for Child Health purposes.

~~Item 5~~ Item 6 Permitted Purpose

Child health clinic.

~~Item 6~~ Item 7 Keys and Security Devices

_____ key(s) for the Centre be utilised by the Licensee.

An additional key will only be provided at the Licensee's cost, calculated in accordance with the City's Schedule of Fees & Charges, as adopted annually by the City pursuant to the *Local Government Act 1995*, and only in the event the key originally supplied is lost or stolen.

~~Item 7~~ Item 8 Licence Fee Review Dates

1. First anniversary of the Commencement Date: CPI Review.
2. Second anniversary of the Commencement Date: CPI review.
3. Third anniversary of the Commencement Date: CPI Review
4. Fourth anniversary of the Commencement Date: CPI Review

5. ~~Fifth anniversary of the Commencement Date: Cost Review~~
6. ~~Sixth anniversary of the Commencement Date: CPI Review~~
7. ~~Seventh anniversary of the Commencement Date: CPI Review~~
8. ~~Eighth anniversary of the Commencement Date: CPI Review~~
9. ~~Ninth anniversary of the Commencement Date: CPI Review~~

~~Item 8~~ Item 9 Public Liability Insurance

Twenty million dollars (\$20,000,000.00).

~~Item 9~~ Item 10 Additional Terms, Covenants & Conditions

Signing page

EXECUTED

2019

THE COMMON SEAL of the **City of Nedlands**
was affixed by authority of a resolution of the
Council in the presence of -

Mayor

Chief Executive Officer

SIGNED BY _____,
~~DIRECTOR GENERAL OF HEALTH AS~~
~~DELEGATE of the MINISTER FOR HEALTH in~~
the presence of

Signature of Director General of Health

Witness Sign

Name of Witness

Address

SIGNED by Tony Loiacono Chief Finance
Officer for and on behalf of CHILD AND
ADOLESCENT HEALTH SERVICE in
accordance with Section 41 of the *Health
Services Act 2016* in the presence) of:

Signature of Witness

Name of Witness (BLOCK LETTERS)

Address of Witness (BLOCK LETTERS)

Occupation of Witness (BLOCK LETTERS)

Annexure 1 – Sketch of Licensed Area

DRAFT

Annexure 2 – Minister for Lands' consent

DRAFT



City of Nedlands

Leased Facility Inspection 2020

1 May 2020 / Brendon Capriotti

Complete

| | |
|---------------|--|
| Conducted for | Nedlands Child Health Care Clinic |
| Conducted on | 1st May, 2020 10:50 AM AWST |
| Prepared by | Brendon Capriotti |
| Location | 146 Melvista Avenue Nedlands WA 6009 Australia (-31.9895943882015, 115.809491433762) |

Information Page

This inspection is for the purpose of monitoring a lessee's or management licensee's compliance with obligations under their terms of lease or management license, to maintain the property in a good and safe condition.

The Officer conducting the inspection believes the information contained within this leased building report to be correct at the time of printing. The City does not accept responsibility for any consequences arising from the use of the information herein. The report is based on areas accessible and observed during the inspection, or brought to the attention of the Officer during the day of the inspection, and should not be relied upon as an exhaustive record of all building maintenance requirements.

The lessee is encouraged to develop a maintenance plan to plan and budget for future ongoing maintenance requirements to keep the building in a good condition, as well as undertaking reactive repairs and maintenance where damage occurs or where any part of the building has fallen into disrepair.

The following tables provide a general guideline as to the life expectancy of common building components to assist with replacement planning, and the frequency and type of ongoing maintenance that should be planned to keep common building components in a good condition.

INSPECTION

This report has been developed during an inspection for the purpose of monitoring a compliance with obligations pertaining to maintenance of a licenced premises. The City is responsible for all maintenance of the facility.

DISCLAIMER

The Officer conducting the inspection believes the information contained within this report to be correct at the time of printing. The City does not accept responsibility for any consequences arising from the use of the information herein. The report is based on areas accessible and observed during the inspection, or brought to the attention of the Officer during the day of the inspection, and should not be relied upon as an exhaustive record any issues affecting the condition or maintenance of the leased premises.

This inspection does not make assessments or recommendations in regards to accessibility.

Questions about this inspection and how data is assessed may be directed to the City's Facilities Management Officer on 9273 3500.

AVERAGE CONDITION RATING

Condition data has been captured premises under lease from the City, from which an average condition rating is calculated.

1 – Very good

2 – Good

3 – Fair

4 – Poor

5 – Very poor

The average condition rating for this leased premises has been calculated as follows:

Rating Score: 2.5 (Good-Fair)



Inspection

Function Rooms / Offices / Halls / Stairs / Main Public Areas

Flooring

Assessed OK

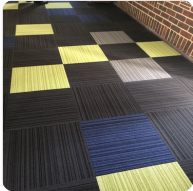


Photo 1

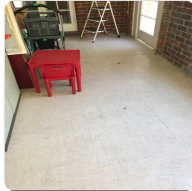


Photo 2

Walls

Assessed OK

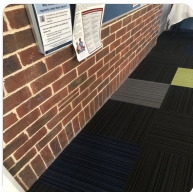


Photo 3



Photo 4



Photo 5

Windows

Assessed OK

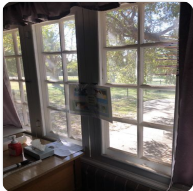


Photo 6

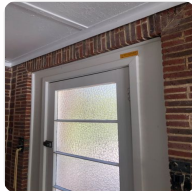


Photo 7

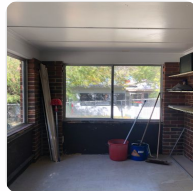


Photo 8

Window Coverings / Blinds / Curtains

Assessed OK



Photo 9



Photo 10

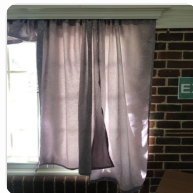


Photo 11

Skirting

Assessed OK

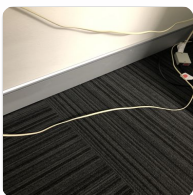


Photo 12

Ceiling / Ceiling Lining

Assessed OK



Photo 13



Photo 14



Photo 15



Photo 16



Photo 17

Doors

Assessed OK



Photo 18



Photo 19



Photo 20

Lighting

Assessed OK



Photo 21



Photo 22

Kitchen**Flooring**

Assessed OK

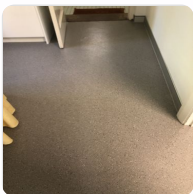


Photo 23

Walls

Assessed OK

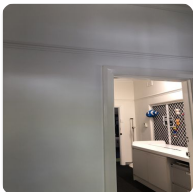


Photo 24

Windows

Assessed OK



Photo 25

Skirting

Assessed OK



Photo 26

Ceiling / Ceiling Lining

Assessed OK



Photo 27

Doors

Assessed OK



Photo 28

Lighting

Assessed OK



Photo 29

Sink / Tapware

Assessed OK



Photo 30

Benchtops

Assessed OK



Photo 31

Cupboards / Shelving

Assessed OK



Photo 32

Toilets**Flooring**

Assessed OK



Photo 33

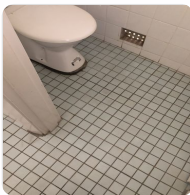


Photo 34

Walls

Action Required



Photo 35



Photo 36



Photo 37

Windows

Assessed OK



Photo 38

Ceiling / Ceiling Lining

Action Required



Photo 39

Doors

Assessed OK

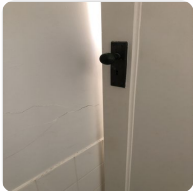


Photo 40

Lighting

Photo 41

Cubicle

Assessed OK



Photo 42

Sinks / Tapware

Assessed OK



Photo 43

Fixtures

Assessed OK



Photo 44

External Areas

Floors

Assessed OK

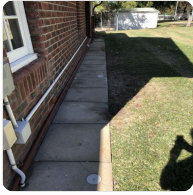


Photo 45

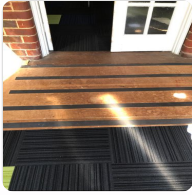


Photo 46

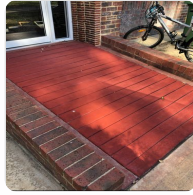


Photo 47

Walls / Masonry

Action Required

Wall on southern side is sagging, showing signs of cracking on internal wall of toilet.



Photo 48



Photo 49

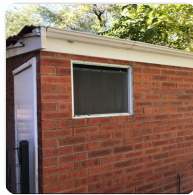


Photo 50



Photo 51

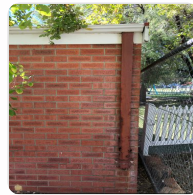


Photo 52



Photo 53

Windows

Assessed OK



Photo 54

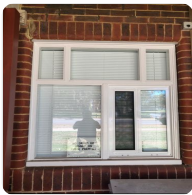


Photo 55



Photo 56



Photo 57

Walls / Fencing

Assessed OK

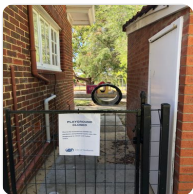


Photo 58

Guttering / Downpipes

Action Required

Gutters on south side of building are rusted out and downpipe on external shed is perished.

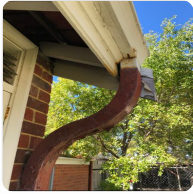


Photo 59



Photo 60

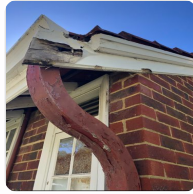


Photo 61



Photo 62

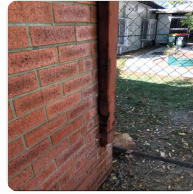


Photo 63



Photo 64



Photo 65



Photo 66

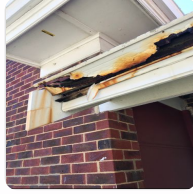


Photo 67

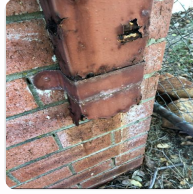


Photo 68



Photo 69

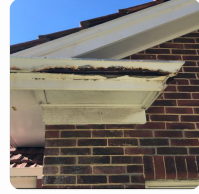


Photo 70

Roof

Action Required

Roof is aged and likely due for replacement in not too distant future. No signs of roof leaks however.



Photo 71

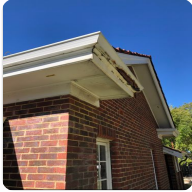


Photo 72



Photo 73



Photo 74



Photo 75



Photo 76



Photo 77

Landscaping

Assessed OK



Photo 78

Compliance

Fire equipment testing up to date?

No

Fire blanket in kitchen not tested.



Photo 79

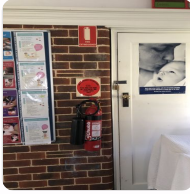


Photo 80



Photo 81

Air conditioning maintenance is up to date?

Evidence to be provided



Photo 82

Sufficient pest control is in place?

Evidence to be provided

Emergency lighting all compliance with maintenance up to date?

Yes



Photo 83

Electricals all tagged and tested and up to date?

No

Variety of electrical items with tags out of date. City arranging next month.

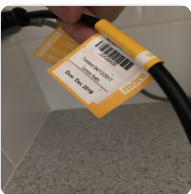


Photo 84

Any other action identified in relation to fire equipment, electrical equipment and emergency lighting?

Yes

Evacuation diagram appears to be out of date. Emergency exit through toilet area is not ideal, and stick-on signage can be improved, needing an updated solution.



Photo 85



Photo 86



Photo 87



Photo 88



Photo 89

Report conclusion

Notes:

The facility is being kept neat and tidy throughout, in a good overall condition. Small list of items summarised below that could be considered as focus areas for maintenance going forward.

Any additional actions / recommendations :

Yes

Gutters

Paint toilet

Evac plan review and exit sign replacement

Fire blanket testing

Electrical testing

Overall average condition rating (calculated):

2.5

Building drawings / plans:

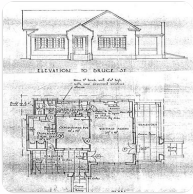


Photo 90

Report completed at:

7th May, 2020 2:30 PM AWST

Signature

Brendon Capriotti

6th May, 2020 1:40 PM AWST

| AssetID | ShortID | AssetClass | InspectionType | InspectionName | InspectionFactor | InspectionValue | Inspector | InspectionDate | Category | Community | Notes |
|---------|---------|------------|---------------------------|---------------------|------------------|-----------------|-----------|------------------------|----------|-----------|--|
| B48 | BLD0204 | Buildings | Structure | Exterior Doors | 10 | 20 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | |
| B48 | BLD0204 | Buildings | Structure | Painting | 10 | 20 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | |
| B48 | BLD0204 | Buildings | Structure | Security Doors | 10 | 28 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | N/A Average score applied |
| B48 | BLD0204 | Buildings | Structure | Security Screens | 10 | 28 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | N/A Average score applied |
| B48 | BLD0204 | Buildings | Structure | Walls | 50 | 50 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | Brendan - Wall on southern side is sagging, showing signs of cracking on internal wall of toilet. |
| B48 | BLD0204 | Buildings | Structure | Window Frames | 5 | 50 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | Window frames showing signs of termite damage. |
| B48 | BLD0204 | Buildings | Structure | Window Glass | 5 | 20 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | |
| B4801 | BLD0202 | Buildings | Fitout | Bath_Shower Cubicle | 2 | 22 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | N/A Average score applied |
| B4801 | BLD0202 | Buildings | Fitout | Benchtops | 2 | 20 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | |
| B4801 | BLD0202 | Buildings | Fitout | Cabinetry | 2 | 20 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | |
| B4801 | BLD0202 | Buildings | Fitout | Ceilings | 35 | 40 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | Ceilings need painting. |
| B4801 | BLD0202 | Buildings | Fitout | Fixed Appliances | 2 | 20 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | |
| B4801 | BLD0202 | Buildings | Fitout | Floor Coverings | 2 | 20 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | |
| B4801 | BLD0202 | Buildings | Fitout | Floors | 35 | 20 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | |
| B4801 | BLD0202 | Buildings | Fitout | Hardware_Locking | 2 | 20 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | |
| B4801 | BLD0202 | Buildings | Fitout | Interior Doors | 5 | 20 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | |
| B4801 | BLD0202 | Buildings | Fitout | Kitchen Sink | 2 | 20 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | |
| B4801 | BLD0202 | Buildings | Fitout | Painting | 5 | 30 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | Brendon - Paint toilet |
| B4801 | BLD0202 | Buildings | Fitout | Tiling | 2 | 20 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | |
| B4801 | BLD0202 | Buildings | Fitout | Window Coverings | 2 | 20 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | |
| B4801 | BLD0202 | Buildings | Fitout | Fixtures | 2 | 20 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | |
| B4802 | BLD0201 | Buildings | Mechanical_Electrical | Electrical Boards | 20 | 20 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | |
| B4802 | BLD0201 | Buildings | Mechanical_Electrical | Emergency Lighting | 5 | 20 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | |
| B4802 | BLD0201 | Buildings | Mechanical_Electrical | Exit Lights | 20 | 20 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | |
| B4802 | BLD0201 | Buildings | Mechanical_Electrical | External Lighting | 20 | 20 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | |
| B4802 | BLD0201 | Buildings | Mechanical_Electrical | Fire Detection | 5 | 20 | scrossman | 18/05/2020 12:00:00 AM | Welfare | Nedlands | |
| B4802 | BLD0201 | Buildings | Mechanical_Electrical | Internal Lighting | 20 | 20 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | |
| B4802 | BLD0201 | Buildings | Mechanical_Electrical | Security Systems | 5 | 20 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | |
| B4802 | BLD0201 | Buildings | Mechanical_Electrical | Wiring | 5 | 20 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | This score is given on the assumption that no issues have ever been reported with electrical wiring. |
| B4802 | BLD0201 | Buildings | Mechanical_Communications | Data | 50 | 20 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | |
| B4802 | BLD0201 | Buildings | Mechanical_Communications | Telephone | 50 | 20 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | |
| B4802 | BLD0201 | Buildings | Mechanical_HVAC | Airconditioning | 50 | 30 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | |
| B4802 | BLD0201 | Buildings | Mechanical_HVAC | Ventilation Systems | 50 | 20 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | |
| B4802 | BLD0201 | Buildings | Mechanical_Hydraulic | Taps | 40 | 20 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | |
| B4802 | BLD0201 | Buildings | Mechanical_Hydraulic | Toilets | 40 | 20 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | |
| B4802 | BLD0201 | Buildings | Mechanical_Hydraulic | Hot Water Systems | 10 | 20 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | |
| B4802 | BLD0201 | Buildings | Mechanical_Hydraulic | Sewer | 5 | 20 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | |
| B4802 | BLD0201 | Buildings | Mechanical_Hydraulic | Gas Fixtures | 5 | 20 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | N/A Average score applied |
| B4803 | BLD0203 | Buildings | Roof | Cladding | 35 | 30 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | |
| B4803 | BLD0203 | Buildings | Roof | Downpipes | 10 | 50 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | Paint flaking and Corrosion on some pipes. |
| B4803 | BLD0203 | Buildings | Roof | Eaves | 10 | 30 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | |
| B4803 | BLD0203 | Buildings | Roof | Guttering | 10 | 100 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | Rusted through. Need to be eplaced. |
| B4803 | BLD0203 | Buildings | Roof | Roof Framing | 35 | 30 | scrossman | 01/05/2020 12:00:00 AM | Welfare | Nedlands | This score is given on external visual inspection and the assumption that no issues have been reported with the frame. |

| | |
|-----------------|---|
| CPS25.20 | Future use of Haldane House, 109 Montgomery Avenue, Mt Claremont |
|-----------------|---|

| | |
|---|---|
| Committee | 13 October 2020 |
| Council | 27 October 2020 |
| Applicant | City of Nedlands |
| Employee Disclosure under section 5.70 Local Government Act 1995 | Nil. |
| Director | Lorraine Driscoll – Director Corporate & Strategy |
| Attachments | Nil. |
| Confidential Attachments | Nil. |

Executive Summary

This item is presented to Council to consider the future of the facility at 109 Montgomery Avenue, Mt Claremont – better known as the ‘Haldane House’. Haldane House is a purpose-built respite facility constructed in 2000 utilising funds from the Home and Community Care Capital Funding

Since 1 January 2000, Haldane House has been leased to The Bethanie Group Inc (formally known as the ‘Churches of Christ Homes and Community Services Inc’) for the purposes of providing Adult Day Centre services and respite to carers. Council agreed to the current lease agreement in May 2010 for a 10-year term, commencing 1 January 2010 and expiring 31 December 2019, with an option to extend for a further 5 years.

The City received formal notification from The Bethanie Group Inc on 21 August 2020 that they did not wish to invoke their option to extend the term and their intention to vacate the facility as of 31 August 2020.

Given the unexpected vacancy, Administration have identified that there may be an opportunity to explore the potential movement of the Nedlands Community Care Service to the Haldane House site.

The recommendation within this report reflects a request to investigate this potential opportunity.

Recommendation to Committee

Council:

- 1. notes that Haldane House is currently vacant.**
- 2. instructs the CEO to commence an investigation into the feasibility of moving the operations of the Nedlands Community Care Service to Haldane House.**
- 3. requests a further report to Council outlining the results of the investigation and a recommendation on whether the movement of the Nedlands Community Care Service is viable.**

Discussion/Overview

Background

Haldane House is a purpose-built respite facility constructed in 2000 utilising funding from Home and Community Care ('HACC') capital funding. The facility is located on portion of Lot 6987 on Deposited Plan 167276, being part of the land contained in Certificate of Title Volume 2115 Folio 135. Access to Haldane House is off Montgomery Avenue, Mt Claremont.

Lot 6987 was transferred to the City in fee simple by way of Crown Grant Trust in 1992 for the specific purpose of providing Civic/Community Services. However, when this land is no longer required for its specific purpose it may be sold and the value of the land returned to the Government. With the introduction of the *Land Administration Act 1997*, Crown Grants are no longer created and registered at Landgate. For all intents and purposes, this land is vested to the City.

On 27 July 1999, Council considered Expressions of Interest for respite services to be provided at Haldane House. At that meeting, Council resolved to accept a proposal from The Bethanie Group Inc, formally known as the 'Churches of Christ Homes and Community Services Inc ('Bethanie').

Bethanie has utilised the facilities with the original lease commencing 1 January 2000 and expiring 31 December 2009. In May 2010, Council agreed to a new lease commencing 1 January 2010 and expiring 31 December 2019 with further option of 5 years available to Bethanie, should both parties agree. In the lease agreements, Bethanie was responsible for all maintenance, cleaning, utilities and insurance of the facility and consequently, the City charged an annual peppercorn rental.

Throughout their tenure, Bethanie have provided Adult Day Services to the community and respite to carers. The clients of Haldane House include people who suffer from Dementia related disorders or are frail, and people with intellectual or physical disabilities. Primarily, the service has centred around providing an opportunity for clients to attend programs in a supportive and safe environment. These programs include food and nourishment skills, site-based recreation, and other general connection and engagement activities. Bethanie also offer attendees stimulating outings.

Historically, the service operated up to 6-days per week with programs being delivered between the hours of 8am & 8pm. Times and days of operation have fluctuated over the years dependant on the client numbers and type of activities being offered.

Nedlands Community Care ('NCC') has been providing home support services to elderly residents in the City of Nedlands since June 1982. Initially operating as Nedlands Elderly Persons Home Support Services and staffed by volunteers and a coordinator, the service supported seniors in need of assistance.

In 1989, the City successfully applied for Home and Community Care ('HACC') funding to assist with the centres operating costs.

On 1 July 2018, funding formerly provided from the State and Federal Governments ceased and a new arrangement began in the form of the Commonwealth Home Support Programme ('CHSP'). Reduced funding for HACC services was also received for the few remaining HACC clients.

At the time of writing this report, there are currently 230 clients receiving CHSP services. The following outlines a list of services NCC provide to eligible CHSP clients:

- Social Support: Individual
- Social Support: Group
- Domestic Assistance
- Home Maintenance
- Personal Care
- Flexible Respite
- Transport

As detailed above, it is clear NCC offers similar services to the community to that which was provided by Bethanie. The following indicative reasons show it would be prudent for the City to investigate the feasibility of the NCC service being undertaken at the Haldane House site.

- Similar Services are being offered by both Bethanie and NCC.
- The Haldane House location has benefits for immediate consideration that the current NCC site does not have. These include a very large garden area for clients to enjoy outdoor activities, access to the Mt Claremont Community Centre for various activities and presentations, reduced heavy traffic area as experienced on Waratah Avenue.
- Mount Claremont Community Centre being utilised for Civic/Community purposes and viewed by the community as a 'Community Hub'.

- NCC has secured funding until 30 June 2022. When the current funding source ceases, service delivery requirements may change to meet client needs and future funding availability. Haldane House may present as a more flexible facility should the direction of aged care services change.
- When linked with a land investment outlook, a move may create flexibility and greater opportunity for the current NCC site, if the site was vacant.
- Impacts the forthcoming development of the 95A Waratah Site, which is due to commence in late 2020 and may take 18-months to complete. It is envisaged that although manageable, these works may have some effect on the NCC service over the course of the works, including noise, parking, asbestos management, dust etc.

It is envisioned by Administration that an investigation to summarise the pros and cons of a potential move can be presented in a report to Council by March 2021. If supported by Council, the move could be conducted before the end of the financial year.

The recommendation within this report reflects a request to investigate this potential opportunity so Council may make a sound decision when considering the best and highest use of its assets, whilst also strongly considering the perspective and needs of the community.

Key Relevant Previous Council Decisions:

D27.10 – On 25 May 2010, Council agreed to enter into a new Lease Arrangement with The Bethanie Group Inc commencing 1 January 2010 for a period of 10-years with an additional 5-year option.

C35.04 – On 22 June 2004, Council agreed to enter into a new Lease Arrangement with The Bethanie Group Inc (formally known as the 'Churches of Christ Homes and Community Services Inc') commencing 1 January 2000 for a period of 10-years.

Consultation

As the report is based around an investigation only, at this stage no consultation has been required.

Strategic Implications

How well does it fit with our strategic direction?

The investigation would align with the Strategic Community Plans Key Focus Area of 'Governance and Civic Leadership' through high quality decision making whilst maintaining a sound and sustainable financial position.

Who benefits?

The City's ratepayers benefit from the sound and sustainable financial decision making.

Does it involve a tolerable risk?

There is no risk associated with the recommendation.

Do we have the information we need?

All required information has been provided to Council at this stage.

Budget/Financial Implications

Can we afford it?

Aside from staff time, there is no cost associated with the recommendation

How does the option impact upon rates?

There is no impact on rates.

| | |
|-----------------|--|
| CPS26.20 | Land Investment Strategy and Policy |
|-----------------|--|

| | |
|---|---|
| Committee | 13 October 2020 |
| Council | 27 October 2020 |
| Applicant | City of Nedlands |
| Employee Disclosure under section 5.70 Local Government Act 1995 | Nil. |
| Director | Lorraine Driscoll – Director Corporate & Strategy |
| Attachments | <ol style="list-style-type: none"> 1. Schedule of City Freehold Land Portfolio; 2. Current 'Disposal and Acquisition of Land' Policy 3. Current 'Disposal and Acquisition of Land' Policy with Track Changes 4. Proposed Updated 'Retention, Acquisition, Improvement and Disposal of Land' Policy; 5. 12x Identified Projects for Possible Investigation; and 6. Anticipated Timeline. |
| Confidential Attachments | Nil. |

Executive Summary

Further to Council briefing on 1 September 2020, this report requests Council's consideration in taking a holistic view on the financial and social values associated with obtaining the 'best and highest use' for the City's land asset portfolio.

When considering the guiding principles of sound financial management, best-practice asset management and functionality from the community's perspective, the adoption of an amended 'Disposal of Land' policy and the undertaking of a formal 'Land Investment Strategy' is required to guide the City in its decision making processes.

Endorsement of the recommendation provided by Administration will ensure the City has a robust framework for understanding the diverse values associated with its land and property assets. In addition to increasing opportunities for wealth generation and in-turn decreasing the pressure on rate revenue, it will also ensure prudent management of the City's assets, and will allow Council to make informed, accountable, and transparent decisions.

Recommendation to Committee

Council:

1. adopts the proposed changes to the City's 'Disposal of Land' Policy, with the policy to be known as the 'Retention, Acquisition, Improvement and Disposal of Land' Policy for the purpose of public comment; and

- 2a. **authorises administration to commence the undertaking of a formal ‘Land Investment Strategy’, to be presented to Council by June 2021, with the strategy to include detail surrounding the identification of potential projects and the due process for investigation and consultation with the community and Council; and**
- 2b. **approves a budget request of \$100,000 which is to be used in the current financial year to resource the development and implementation of the ‘Land Investment Strategy’ and to secure external expert advice to review and make recommendations on the future use of the City’s land asset portfolio; and**
- 3a. **approves the \$40,000 currently budgeted to prepare a business case detailing the options considered and whole-of-life cost/benefit analysis for relocation of Broome Street Depot be reallocated to the ‘Land Investment Strategy’ as part of a holistic approach to land investment; and**
- 3b. **notes that the business case into the potential relocation of the Broome Street Depot is to be re-captured at a later date in line with the prioritisation of the potential ‘Land Investment Strategy’ projects;**
- 4. **approves the CEO to commence the 56 Dalkeith Road Sump Project and in particular project investigation into the ‘best and highest use’ of the site, undertake community and stakeholder consultation and provide a report to Council for consideration; and**
- 5. **notes that these recommendations are consistent with the CEO’s Key Result Areas in particular;**

5.3 Improved Asset and Wealth Management,

5.3.1 Develop an Asset, Investment and Wealth Management Policy and Guidelines for Council Adoption

5.3.2 Review the City’s tangible assets with the intention of enhancing services, reducing costs and debt, and where possible increasing rate of return generated by assets.

Discussion/Overview

Background

The City is custodian of 229 parcels of land within its boundaries. This includes 75 parcels of freehold land and 154 parcels of Crown Land vested to the City with defined purposes for control, care, and management.

The City’s freehold portfolio has an estimated accounting value of over \$100 million and are currently utilised for a variety of purposes including Residential Housing, Drainage, Administration, Recreation/Culture, Public Open Space and Car-Parking. The zonings and values are also diverse and range from Public Open Space to

Residential and Commercial (R-AC1). A schedule of the freehold portfolio and relative details is contained in attachment 1

Over the past 6-months, Councillors have demonstrated a specific appetite to investigate options for alternate revenue generation and in-turn decrease the pressure on rate revenue which includes setting the CEO a Key Results Area ('KRA') to 'Develop an Asset, Investment and Wealth Management Policy and Guidelines for Council adoption' – KRA 5.3.1. The 'best and highest use' rationalisation of the City's land portfolio provides an opportunity to achieve this.

At the Council Briefing of 1 September 2020, Councillors were advised of what a Land Investment Strategy and accompanying Policy might look like. This included detail on 'why' Local Governments undertake this work, 'what' needs to be considered as part of this work, and 'how' Council can achieve positive outcomes. The below principles were conveyed:

WHY

- to strongly consider the needs of the Nedlands community, now and in the future
- to help in the management of the City's 'Wealth Portfolio' by identifying how the City can best utilise its land assets

WHAT

- ensuring the needs of the Nedlands community are being met, now and in the future
- to maximise the value of the City's land assets by ensuring each parcel is contributing to the ongoing financial viability of the collective portfolio

HOW

- undertake a holistic approach to land rationalisation, using asset management, financial management and functionality as guiding principles for decision making
- to make sound land acquisition and disposition decisions, based on those principles and strong Policy documents

Updated Policy

The first step in undertaking the journey is to ensure the City's Policy documentation is adequately reviewed. The adoption of an updated policy contributes towards the ability for Council to make informed, accountable, and transparent decisions.

The City currently has a 'Land Disposal and Acquisition Policy' which can be amended to reflect City's direction. Councillors were briefed on the proposed changes on 6 October 2020 and attachments 2, 3 & 4 shows the current policy, current policy with track changes and proposed version, to be known as the 'Retention, Acquisition, Improvement and Disposal of Land' Policy ('Policy')

The objectives of the Policy are to:

- to provide a framework in which the City can consider best and highest use of its asset portfolio, using a methodical and informed approach
- to ensure the City makes sound, open and accountable decisions in relation to its land and facility holdings where possible
- to maximise revenue for current and potential land and facility holdings to increase alternate revenue streams and decrease the pressure on rate revenue

This Policy does not list or prioritise any specific land for further consideration. It is solely for the purpose of establishing principles for the highest and best use of land.

Council are advised that the adoption of the amended Policy would also satisfy the CEO's KRA 5.3.1 as shown below.

"5.3.1 - Develop an Asset, Investment and Wealth Management Policy and Guidelines for Council adoption."

Land Investment Strategy

The purpose of a Land Investment Strategy ('Strategy') is to provide a framework for City land assets and how they should be utilised to meet financial and social obligations to the community. The plan will identify and prioritise current and future land rationalisation project opportunities where the City can undertake investigations to determine the 'best and highest use' from its financial or social values.

Following the briefing on 1 September 2020, Councillors were also asked to submit their feedback/comments on the matters they would like to see incorporated into the Policy and Strategy. The consistent view was that where possible, the following should be incorporated:

- Only dispose of land where it is deemed 'surplus' (refer amended Policy)
- Unless in extenuating circumstances, reinvest all revenue generated into a 'Property Reserve', which shall only be used to acquire or improve other properties which suit a strategic objective for the City or that generate other forms of revenue, thus decreasing pressure on rate revenue. That is build a land portfolio that yields a financial return and is set aside for capital growth and expenditure in preference to operation expenditure.
- Co-locate services where possible, including the investigation of Civic Hubs.
- Promote strong Community Consultation and Stakeholder Engagement principles.

When considering the above, the guiding principles of sound financial management, best-practice asset management and functionality from the community's perspective are pivotal to the Strategy achieving the following outcomes:

- 1) to ensure all land assets have a clearly identifiable current and future purpose
- 2) to ensure all land assets financial and social values are defined and understood
- 3) to ensure all land assets are performing to an acceptable financial or social level.
- 4) to ensure any financial returns received from the land asset portfolio are being reinvested into other land asset projects that deliver enhanced financial or social goals.

The recommendation provided by Administration will allow for the City to engage an external expert ('Consultant') who can review the City's land portfolio, identify opportunities and make recommendations to the City for best and highest future use. The Consultant will be instructed to assess the land asset portfolio and provide detail where improvement, acquisition or disposition has been identified.

In accordance with the Policy, Council will then have the opportunity to decide whether each project is to be treated as a 'Retention', 'Acquisition', 'Improvement' or 'Disposal'. This is a significant decision point for Council as it contributes to future long-term

planning of the City and contributes to the achievement of the Strategic Community Plan and of key initiatives contained within the 10-year financial plan.

To aid the decision-making process by Council, each project will undergo a Community Engagement Phase to ensure interested stakeholders and impacted parties are considered and a summary of feedback received will be included within the report to Council. Community members will also have the opportunity to provide feedback via the City's 'Your Voice' webpage.

Once Council have made an informed decision, all transactions to ensure 'Improvement' or 'Disposition' will be undertaken by Officers as specific projects in the most transparent manner, consistent with the *Local Government Act 1995*. Some larger more, complex projects may require a third party being engaged - such as Selling Agents or Development Experts.

The ongoing implementation of the Strategy will require annual minor reviews as part of City budget preparation and be subject to major review every 5-years to ensure goals and outcomes are reflective of the current appetite of the community.

The Interim

While the undertaking of the Land Investment Strategy and the engagement of a Consultant is taking place, Council have an opportunity to commence projects that have already been identified via Administration and Councillor feedback if they so choose. Following the briefing on 1 September 2020, Councillors were asked to submit their feedback/comments on 12x identified projects (see attachment 5). The following table shows the results of the feedback received.

| <u>Project Name</u> | <u>Admin Rank</u> | <u>Avg Councillor Rank</u> |
|----------------------------|--------------------------|-----------------------------------|
| 56 Dalkeith Road^ | 2 | 2.4 |
| 60 Stirling Hwy Precinct* | 3 | 3.4 |
| 71 Stirling Hwy Precinct* | 6 | 3.4 |
| Kidz Galore^ | 1 | 5.0 |
| Dalkeith Hall/NCC* | 4 | 5.0 |
| 17 Cooper St Carpark | 9 | 6.0 |
| 15 Hampden Rd Carpark | 7 | 6.4 |
| Tresillian* | 11 | 7.2 |
| Annie's Playschool | 5 | 7.6 |
| Leura Park | 8 | 9.2 |
| Goldsmith Rd/Reserve | 10 | 9.8 |

| | | |
|-------------|----|-----|
| The Depot*^ | 12 | 9.8 |
|-------------|----|-----|

*denotes what is considered by Administration to be a larger/complex project

^denotes the project is subject to Council resolution

Given that three out of five of the highest ranked projects by Councillors are considered larger, more complex projects and would therefore warrant specialist Consultant advice, and that Kidz Galore (ranked equal 4th overall by Councillors) has a resolution to be considered in March 2021, there is potential for Administration to commence the 56 Dalkeith Road Project which Councillors have demonstrated an appetite for.

The recommended funds will ensure that officers can commence project investigation into the 'best and highest use' of the site, undertake community and stakeholder consultation and provide a report to Council for consideration.

At the Ordinary Council Meeting of 23 June 2020, item 14.5 Council approved a Notice of Motion ('NOM') which instructed the CEO to prepare a business case on the economic and community whole-of-life costs, benefits and risks of relocating the Broome Street Depot for which Administration advised a budget of \$40,000 is required (see excerpt below). However, at the time of this NOM Councillors had not yet had the opportunity to consider this project's priority ranking in relation to the other 11 identified projects, this project is now ranked last by both Administration and on average by Councillors

Council Resolution:

Council instructs the CEO:

1. **to prepare a business case for presentation to Council in October 2020 on the economic and community whole-of-life costs, benefits and risks of relocating the Broome St depot. The business case shall address but not be limited to:**
 - a. **alignment with the City's Vision, strategic plans and the Local Planning Strategy;**
 - b. **identification and transparent analysis (including sensitivity analysis) of all options for relocation including opportunity cost of not relocating and opportunities for higher value use of the current site;**
 - c. **engagement with adjacent landowners, businesses, Town of Claremont and community;**
 - d. **impacts of COVID 19 and availability of funding and financing to assist with project;**
 - e. **timeframes, resources, procurement strategy and governance issues; and**
 - f. **options for a relocation site and associated costs.**

Given this work will be incorporated as part of a holistic approach to land investment, it is recommended that this work be delayed to commence in line with the priorities as identified in the Land Investment Strategy and the funds be reallocated to the 'Land Investment Strategy as noted in the recommendation.

Conclusion

The undertaking of a holistic and strategic approach to land investment requires sound policy and documentation to enable Councillors to make informed and transparent decisions that are of the most benefit to the ratepayer. The recommendations contained within this report will guide Council through this process in a methodical manner which gives the City the best opportunity to achieve the most positive and productive outcomes.

If the recommendation is approved by Council, attachment 6 is a visual depiction of the anticipated timeline which can achieve the most positive outcomes.

Key Relevant Previous Council Decisions:

Item 14.5 of Council Meeting 23 June 2020 where Council instructed the CEO to prepare a business case on the economic and community whole-of-life costs, benefits and risks of relocating the Broome Street Depot

CPS40.13 – 10 December 2013 where Council endorsed the updated 'Disposal of Land' Policy

Consultation

Councillors attended a briefing on 1 September 2020 where they were advised on what a Land Investment Strategy and accompanying Policy might look like. This included detail on 'why' Local Governments undertake this work, 'what' needs to be considered as part of this work, and 'how' Council can achieve positive outcomes. Councillors were also asked to provide comments and feedback relating to the overall ideologies and principles they would like to see as part of this framework and asked to provide indicative appetite for identified projects.

To date, no community engagement or stakeholder management has taken place as the City has only undertaken preliminary investigative work. However, if the recommendation is approved by Council, each project as part of the Land Investment Strategy will have undergone a Community Engagement Phase to ensure interested stakeholders and impacted parties are considered and a summary of feedback received will be included within the report to Council. Community members will also have the opportunity to provide feedback at any time via the City's 'Your Voice' webpage.

Strategic Implications

How well does it fit with our strategic direction?

The investigation aligns with the Strategic Community Plans Key Focus Area of 'Governance and Civic Leadership' through high quality decision making whilst maintaining a sound and sustainable financial position.

Who benefits?

The City's ratepayers benefit from the sound and sustainable financial decision making.

Does it involve a tolerable risk?

With every property transaction, there is financial and reputational risk. Sound Policy and Strategy framework helps alleviate that risk by enforcing strong, accountable and informed decisions are being made.

Do we have the information we need?

All required information has been provided to Council. On occasion, external Consultancy will be required to achieve the outcomes as noted within this report.

Budget/Financial Implications

Can we afford it?

The recommendation contained within this report requests a \$100,000 investment this financial year into the procurement of expert Consultancy advice, and the internal resourcing to undertake the Strategy. This is an unbudgeted request.

However, approval of the recommendation by Administration includes the reallocation of \$40,000 which is currently set aside for a business case on the economic and community whole-of-life costs, benefits and risks of relocating the Broome Street Depot. These funds can offset the impact of the budget request.

How does the option impact upon rates?

An inclusion of an additional \$60,000 in this years' budget would equate to a 0.25% impact on rates

| Parcel Number | Address | Suburb | Better Known As | GP1 - Asset Management | | | GP2 - Financial Management | | | GP3 - Functionality | | | | | |
|---------------|-----------------------------|--------------|---------------------------------|------------------------|-----------------------------------|-------------------------------|----------------------------|--------------------|------------------|---------------------|--------|------------|------------|--------------------|----------------------------|
| | | | | Size | AASB Fair Value (2017) - Building | AASB Fair Value (2017) - Land | Maintenance Cost 2019/20 | Income 2019/20 | Net Cost 2019/20 | Asset Use | Zoning | | | | |
| 1 | 108 Smyth Road | Nedlands | 108 Smyth Road | 809 | \$ | 650,000.00 | \$ | 1,050,000.00 | \$ | 6,519.00 | \$ | 41,425.00 | Housing | R160 | |
| 2 | 11 Sayer Street | Swanbourne | 11 Sayer Street | 1012 | | | \$ | 1,000,000.00 | \$ | 400.00 | \$ | - | 400.00 | Housing | R25 |
| 3 | 17 Bulimba Road | Nedlands | 17 Bulimba Road | 923 | | | \$ | 1,385,000.00 | \$ | 8,410.00 | \$ | - | 8,410.00 | Drainage Sump | Drainage/Waterway |
| 4 | 20 Bulimba Road | Nedlands | 20 Bulimba Road | 923 | | | \$ | 1,385,000.00 | \$ | 8,420.00 | \$ | - | 8,420.00 | Drainage Sump | Drainage/Waterway |
| 5 | 23A Adderley Street | Mt Claremont | 23A Adderley Street | 1012 | | | \$ | 1,214,000.00 | \$ | 10,920.00 | \$ | - | 10,920.00 | Drainage Sump | Drainage/Waterway |
| 6 | 71 Stirling Highway | Nedlands | Administration and Chambers | 2521 | \$ | 2,090,588.00 | \$ | 2,773,000.00 | \$ | 157,738.00 | \$ | - | 157,738.00 | Administration | R-AC1 |
| 7 | 110 Smyth Road | Nedlands | Administration Cottage | 908 | \$ | 246,481.00 | \$ | 1,050,000.00 | \$ | 56,811.00 | \$ | - | 56,811.00 | Administration | R-AC1 |
| 8 | Lot 420 Langham Street | Nedlands | Administration Cottage Car Park | 63 | | | \$ | 102,000.00 | \$ | 3,933.00 | \$ | - | 3,933.00 | Car Park | R-AC1 |
| 9 | 12 Sayer Street | Swanbourne | Allen Park | 976 | | | | Valuation Required | \$ | 5,000.00 | \$ | - | 5,000.00 | Natural Area | Environmental Conservation |
| 10 | 91 Wood Street | Swanbourne | Allen Park | 1012 | | | | Valuation Required | \$ | - | \$ | - | - | Natural Area | Environmental Conservation |
| 11 | Lot 1 Marine Parade | Swanbourne | Allen Park | 29084 | | | \$ | 4,363,000.00 | \$ | 34,050.00 | \$ | - | 34,050.00 | Natural Area | Environmental Conservation |
| 12 | 35 Asquith Street | Mt Claremont | Asquith Park | 1012 | | | \$ | 1,214,000.00 | \$ | 10,920.00 | \$ | - | 10,920.00 | Reserve | R60 |
| 13 | 33 Genesta Crescent | Dalkeith | Blain Park | 3232 | | | \$ | 3,756,000.00 | \$ | 20,490.00 | \$ | - | 20,490.00 | Reserve | Public Open Space |
| 14 | 1 Campsie Street | Nedlands | Campsie Park | 1113 | | | \$ | 1,447,000.00 | \$ | 11,430.00 | \$ | - | 11,430.00 | Reserve | Public Open Space |
| 15 | 2 Weld Street | Nedlands | Carrington Park | 787 | | | \$ | 866,000.00 | \$ | 10,142.00 | \$ | - | 10,142.00 | Reserve | Public Open Space |
| 16 | 4 Weld Street | Nedlands | Carrington Park | 787 | | | \$ | 866,000.00 | \$ | 10,142.00 | \$ | - | 10,142.00 | Reserve | Public Open Space |
| 17 | 1A Broome Street | Nedlands | Carrington Park | 787 | | | \$ | 866,000.00 | \$ | 10,142.00 | \$ | - | 10,142.00 | Reserve | Public Open Space |
| 18 | 3 Broome Street | Nedlands | Carrington Park | 787 | | | \$ | 866,000.00 | \$ | 10,142.00 | \$ | - | 10,142.00 | Reserve | Public Open Space |
| 19 | No Street address available | Nedlands | Charles Court Reserve | 5395 | | | | Valuation Required | \$ | 10,160.00 | \$ | - | 10,160.00 | Reserve | Public Open Space |
| 20 | Lot 792 The Esplanade | Nedlands | Charles Court Reserve | 19491 | | | | Valuation Required | \$ | 36,170.00 | \$ | - | 36,170.00 | Reserve | Public Open Space |
| 21 | 17 Cooper Street | Nedlands | Cooper Street Car Park | 816 | | | \$ | 1,632,000.00 | \$ | 2,400.00 | \$ | - | 2,400.00 | Car Park | R160 |
| 22 | 11 Minora Road | Dalkeith | Curlew Road | 1012 | | | \$ | 1,872,000.00 | \$ | 17,058.00 | \$ | - | 17,058.00 | Drainage Sump | Drainage/Waterway |
| 23 | 97-99 Waratah Avenue | Dalkeith | Dalkeith Hall/NCC | 1136 | \$ | 544,935.00 | \$ | 2,499,000.00 | \$ | 32,352.00 | \$ | 7,409.00 | 24,943.00 | Culture/Welfare | R-AC3 |
| 24 | 97-99 Waratah Avenue | Dalkeith | Dalkeith Hall/NCC | 1136 | \$ | 544,935.00 | \$ | 2,499,000.00 | \$ | 32,352.00 | \$ | 7,409.00 | 24,943.00 | Culture/Welfare | R-AC3 |
| 25 | 97-99 Waratah Avenue | Dalkeith | Dalkeith Hall/NCC | 1136 | \$ | 544,935.00 | \$ | 2,499,000.00 | \$ | 32,352.00 | \$ | 7,409.00 | 24,943.00 | Culture/Welfare | R-AC3 |
| 26 | 113 Dalkeith Road | Nedlands | Dalkeith Road | 1012 | | | \$ | 1,316,000.00 | \$ | 8,820.00 | \$ | - | 8,820.00 | Drainage Sump | Drainage/Waterway |
| 27 | 56 Dalkeith Road | Nedlands | 56 Dalkeith Road | 870 | | | | Valuation Required | \$ | 9,322.00 | \$ | - | 9,322.00 | Drainage Sump | R-AC1 |
| 28 | 2 Webster Street | Nedlands | Drabble House | 700 | \$ | 523,737.00 | \$ | 910,000.00 | \$ | 28,179.00 | \$ | 28,050.00 | 129.00 | Culture | R-AC1 |
| 29 | 2 Webster Street | Nedlands | Drabble House | 315 | \$ | 235,681.00 | \$ | 410,000.00 | \$ | 12,924.00 | \$ | 12,622.00 | 302.00 | Culture | R-AC1 |
| 30 | 14 Alexander Road | Dalkeith | Genesta Park | 2370 | | | \$ | 3,555,000.00 | \$ | 20,490.00 | \$ | - | 20,490.00 | Reserve | Public Open Space |
| 31 | No Street address available | Dalkeith | Goldsmith Reserve | 918 | | | | Valuation Required | \$ | 6,640.00 | \$ | - | 6,640.00 | Reserve | Public Open Space |
| 32 | No Street address available | Dalkeith | Goldsmith Road | 605 | | | | Valuation Required | \$ | - | \$ | - | - | Road | Road Reserve |
| 33 | 11 Granby Crescent | Nedlands | Granby Park | 574 | | | \$ | 861,000.00 | \$ | 9,800.00 | \$ | - | 9,800.00 | Reserve | Public Open Space |
| 34 | 15 Hampden Road | Nedlands | 15 Hampden Road | 458 | | | \$ | 1,200,000.00 | \$ | 2,400.00 | \$ | - | 2,400.00 | Car Park | R-AC3 |
| 35 | 59 Smyth Road | Nedlands | Karella Park | 1040 | | | \$ | 1,500,000.00 | \$ | 13,540.00 | \$ | - | 13,540.00 | Reserve | Public Open Space |
| 36 | 63 Strickland Street | Mt Claremont | Kennedia Lane | 312 | | | \$ | 608,000.00 | \$ | 3,380.00 | \$ | - | 3,380.00 | Drainage Sump | Drainage/Waterway |
| 37 | 42 Leura Street | Nedlands | Leura Park | 458 | | | \$ | 962,000.00 | \$ | 8,350.00 | \$ | - | 8,350.00 | Reserve | R-AC3 |
| 38 | 22 Loftus Street | Nedlands | Loftus Street | 696 | | | \$ | 974,000.00 | \$ | 1,200.00 | \$ | - | 1,200.00 | Drainage Sump | Drainage/Waterway |
| 39 | 67 Stirling Highway | Nedlands | Maisonettes Flats | 1151 | \$ | 680,000.00 | \$ | 1,200,000.00 | \$ | 25,391.00 | \$ | 73,840.00 | 48,449.00 | Housing | R-AC1 |
| 40 | 80 Melvista Avenue | Dalkeith | Masons Gardens | 31555 | | | | Valuation Required | \$ | 75,300.00 | \$ | - | 75,300.00 | Reserve | Public Open Space |
| 41 | 66 Melvista Avenue | Dalkeith | Kidz Galore | 1012 | \$ | 151,540.00 | \$ | 1,518,000.00 | \$ | - | \$ | 30,000.00 | 30,000.00 | Education | R10 |
| 42 | 66 Melvista Avenue | Dalkeith | Kidz Galore | 1012 | \$ | 151,540.00 | \$ | 1,518,000.00 | \$ | - | \$ | 30,000.00 | 30,000.00 | Education | R10 |
| 43 | 19 Haldane Street | Mt Claremont | Mt Claremont Reserve | 13872 | \$ | 3,388,327.00 | | Valuation Required | \$ | 170,508.00 | \$ | 64,056.00 | 106,452.00 | Recreation/Culture | Civic and Community |
| 44 | 14 Napier Street | Nedlands | Napier Street | 696 | | | \$ | 974,000.00 | \$ | 1,200.00 | \$ | - | 1,200.00 | Drainage Sump | Drainage/Waterway |
| 45 | 60 Stirling Highway | Nedlands | Nedlands Library | 1356 | \$ | 444,568.00 | \$ | 1,763,000.00 | \$ | 27,026.00 | \$ | 3,717.00 | 23,309.00 | Administration | R-AC1 |
| 46 | 60 Stirling Highway | Nedlands | Nedlands Library | 1082 | \$ | 354,712.00 | \$ | 1,407,000.00 | \$ | 21,563.00 | \$ | - | 18,597.00 | Administration | R-AC1 |
| 47 | 60 Stirling Highway | Nedlands | Nedlands Library | 2883 | \$ | 945,317.00 | \$ | 3,748,000.00 | \$ | 57,567.00 | \$ | 7,905.00 | 49,662.00 | Administration | R-AC1 |
| 48 | 27 North Street | Swanbourne | North Street | 306 | | | \$ | 673,000.00 | \$ | 3,021.00 | \$ | - | 3,021.00 | Drainage Sump | Drainage/Waterway |
| 49 | 25 North Street | Swanbourne | North Street | 306 | | | \$ | 673,000.00 | \$ | 3,021.00 | \$ | - | 3,021.00 | Drainage Sump | Drainage/Waterway |
| 50 | 124 Stirling Highway | Nedlands | Peace Memorial Rose Garden | 984 | | | \$ | 886,000.00 | \$ | 10,434.00 | \$ | - | 10,434.00 | Reserve | Public Open Space |
| 51 | 116 Stirling Highway | Nedlands | Peace Memorial Rose Garden | 991 | | | \$ | 892,000.00 | \$ | 10,507.00 | \$ | - | 10,507.00 | Reserve | Public Open Space |
| 52 | 14 Vincent Street | Nedlands | Peace Memorial Rose Garden | 870 | | | \$ | 783,000.00 | \$ | 9,232.00 | \$ | - | 9,232.00 | Reserve | Public Open Space |
| 53 | 15 Louise Street | Nedlands | Peace Memorial Rose Garden | 870 | | | \$ | 783,000.00 | \$ | 9,232.00 | \$ | - | 9,232.00 | Reserve | Public Open Space |
| 54 | 12 Vincent Street | Nedlands | Peace Memorial Rose Garden | 870 | | | \$ | 783,000.00 | \$ | 9,232.00 | \$ | - | 9,232.00 | Reserve | Public Open Space |
| 55 | 13 Louise Street | Nedlands | Peace Memorial Rose Garden | 870 | | | \$ | 783,000.00 | \$ | 9,232.00 | \$ | - | 9,232.00 | Reserve | Public Open Space |
| 56 | 10 Vincent Street | Nedlands | Peace Memorial Rose Garden | 870 | | | \$ | 783,000.00 | \$ | 9,232.00 | \$ | - | 9,232.00 | Reserve | Public Open Space |
| 57 | 11 Louise Street | Nedlands | Peace Memorial Rose Garden | 870 | | | \$ | 783,000.00 | \$ | 9,232.00 | \$ | - | 9,232.00 | Reserve | Public Open Space |
| 58 | 8 Vincent Street | Nedlands | Peace Memorial Rose Garden | 868 | | | \$ | 781,000.00 | \$ | 9,214.00 | \$ | - | 9,214.00 | Reserve | Public Open Space |
| 59 | 9 Louis Street | Nedlands | Peace Memorial Rose Garden | 868 | | | \$ | 781,000.00 | \$ | 9,214.00 | \$ | - | 9,214.00 | Reserve | Public Open Space |
| 60 | 6 Vincent Street | Nedlands | Peace Memorial Rose Garden | 868 | | | \$ | 781,000.00 | \$ | 9,214.00 | \$ | - | 9,214.00 | Reserve | Public Open Space |
| 61 | 7 Louise Street | Nedlands | Peace Memorial Rose Garden | 868 | | | \$ | 781,000.00 | \$ | 9,214.00 | \$ | - | 9,214.00 | Reserve | Public Open Space |
| 62 | 4 Vincent Street | Nedlands | Peace Memorial Rose Garden | 868 | | | \$ | 781,000.00 | \$ | 9,214.00 | \$ | - | 9,214.00 | Reserve | Public Open Space |
| 63 | 5 Louis Street | Nedlands | Peace Memorial Rose Garden | 868 | | | \$ | 781,000.00 | \$ | 9,214.00 | \$ | - | 9,214.00 | Reserve | Public Open Space |
| 64 | 2 Vincent Street | Nedlands | Peace Memorial Rose Garden | 862 | | | \$ | 777,000.00 | \$ | 9,141.00 | \$ | - | 9,141.00 | Reserve | Public Open Space |
| 65 | 3 Louis Street | Nedlands | Peace Memorial Rose Garden | 862 | | | \$ | 777,000.00 | \$ | 9,141.00 | \$ | - | 9,141.00 | Reserve | Public Open Space |
| 66 | 118 Stirling Highway | Nedlands | Peace Memorial Rose Garden | 1012 | | | \$ | 911,000.00 | \$ | 10,744.00 | \$ | - | 10,744.00 | Reserve | Public Open Space |
| 67 | 120 Stirling Highway | Nedlands | Peace Memorial Rose Garden | 1012 | | | \$ | 911,000.00 | \$ | 10,744.00 | \$ | - | 10,744.00 | Reserve | Public Open Space |
| 68 | 122 Stirling Highway | Nedlands | Peace Memorial Rose Garden | 1012 | | | \$ | 911,000.00 | \$ | 10,744.00 | \$ | - | 10,744.00 | Reserve | Public Open Space |
| 69 | 32 Cygnet Crescent | Dalkeith | Shirley Fyfe Park | 3273 | | | \$ | 3,928,000.00 | \$ | 12,600.00 | \$ | - | 12,600.00 | Reserve | Public Open Space |
| 70 | 25 Strickland Street | Mt Claremont | Annies Playschool & Playground | 1012 | \$ | 77,859.00 | | 1,214,000.00 | \$ | 10,600.00 | \$ | 11,392.00 | 792.00 | Education | R60 |
| 71 | 19 Odern Crescent | Swanbourne | Swanbourne Beach Reserve | 1219 | | | | Valuation Required | \$ | 7,000.00 | \$ | - | 7,000.00 | Reserve | Public Open Space |
| 72 | 21 Tyrell Street | Nedlands | Tresillian Community Centre | 1012 | \$ | 1,076,626.00 | \$ | 1,113,000.00 | \$ | 50,630.00 | \$ | 198,338.00 | 147,708.00 | Culture | R10 |
| 73 | 23 Tyrell Street | Nedlands | Tresillian Community Centre | 1012 | \$ | 1,076,626.00 | \$ | 1,113,000.00 | \$ | 50,630.00 | \$ | 198,338.00 | 147,708.00 | Culture | R10 |
| 74 | 3 Waroonga Road | Nedlands | Waroonga Road | 923 | | | \$ | 1,385,000.00 | \$ | 13,440.00 | \$ | - | 13,440.00 | Drainage Sump | Drainage/Waterway |
| 75 | 1 Broome Street | Nedlands | Works Depot | 5693 | \$ | 1,563,655.00 | \$ | 5,124,000.00 | \$ | 108,932.00 | \$ | - | 108,932.00 | Administration | Government Services |

Disposal and Acquisition of Land

| | |
|-----------------------------|--|
| KFA | Governance and Civic Leadership |
| Status | Council |
| Responsible Division | Planning & Development Services |
| Objective | The objectives of this policy are to ensure the City of Nedlands has open and accountable processes to consider the disposal and acquisition of land assets. |

Context

Under this policy land is defined as physical land assets and includes land as a physical entity, buildings, structures, improvements to land, land covered by water, strata lot, community title, or unit.

Land also includes a legal estate or interest in land such as a leasehold estate. However, this Policy does not cover easements or rights of way, road reserves or recreational reserves.

When considering options for the disposal or acquisition of land, Council will look for opportunities to advance the objectives of its Strategic Plan.

The process for the disposal of land assets is set out in the *Local Government Act* and *Local Government (Functions and General) Regulations 1996* to ensure fairness and transparency to achieve the best outcome and price.

Statement

This policy outlines the decision-making process for the disposal or acquisition of land. In order to maintain its land asset base, Council's preference is for the proceeds of the sale of land to be used to acquire other land for its own operational use, for income producing purposes or for capital investment.

Disposal of Freehold Land

Land zoned as freehold land that is surplus to the City's requirements can be sold or otherwise disposed in accordance with the Act.

Disposal of Leasehold Interests

Where Council has an interest in land and/or premises, which are leased or licensed, the lease or licence may be renewed to the existing lessee or licensee subject to the terms of Council's Lease and Licence Policy.

Where land and/or premises are vacant, and Council proposes to lease or licence the land and/or premises then the provisions of Council's Lease and Licensing Policy will be followed.

Disposal Criteria

The following criteria will be used to assess whether Council should retain or dispose of a land asset including owned and leasehold interests:

- Relationship to service requirements and relevant strategic drivers
- Current use / utilisation
- Cultural or historical significance
- Level of community ownership
- Alternate future community use
- Alternate future use
- Development potential
- Annual cost of maintenance
- Immediate location to a similar facility
- Duplication of the facility
- Benefit / Risk Analysis
- Current maintenance service level of area
- Current state of property
- Current market value
- Anti-social behaviour on the property
- Potential political consequence
- Potential future use to adjacent properties
- Area of land concerned
- Open Space Plan requirements
- Covenants on the property
- How the property was acquired
- Restrictions on disposal

Where it is found that a land asset should be disposed of or in any other way removed from general public usage the process will be governed by the requirements of Council's Community Land Management Plans in all instances.

Acquisition of Land

Council may require land for future operations or the provision of services.

The following guidelines provide the basis for preparing a business case for any proposed acquisition. The items are listed in order of importance:

- Has defined service level been set in accordance with the requirements of Council's Strategic Plan;
- Does the acquisition support the requirements of Council's Strategic Recreation Plan;
- Are sufficient funds available within Council's Open Space Reserve Fund/Annual Budget or Long-Term Financial Plan;
- Are other sources of funds available / Have other sources of funds been examined for joint funding initiatives; and
- Have other service delivery models been explored.

Related Documentation

Nil

Related Local Law / Legislation

Local Government Act 1995

Local Government (Functions and General) Regulations 1996

Transfer of Land Act 1893

Strata Titles Act 1985

Related Delegation

Nil

Review History

10 December 2013 (Report CPS40.13)

27 July 2010 (Report CM15.10)



Retention, Acquisition, Improvement and Disposal Disposal and Acquisition of Land Policy

KFA Governance and Civic Leadership

Status Council

Responsible Division Corporate & Strategy

Objective In line with the City's strategic vision, the objectives of this policy are;

- to provide a framework in which the City can consider best and highest use of its asset portfolio, whether it be through 'financial value' or 'social value', using a methodical and informed approach;
- to ensure the City makes sound, open and accountable decisions in relation to its land and facility holdings; and-
- where possible, to maximise revenue for current and potential land and facility holdings to increase alternate revenue streams and decrease the pressure on rate revenue.

~~The objectives of this policy are to ensure the City of Nedlands has open and accountable processes to consider the disposal and acquisition of land assets.~~

Context

~~Under this policy land is defined as physical land assets and includes land as a physical entity, buildings, structures, improvements to land, land covered by water, strata lot, community title, or unit.~~

~~Land also includes a legal estate or interest in land such as a leasehold estate. However, this Policy does not cover easements or rights of way, road reserves or recreational reserves.~~
all land and facility assets owned or controlled by the City of Nedlands.

~~When considering options for the disposal or acquisition of land, Council will look for opportunities to advance the objectives of its Strategic Plan.~~

The process for the disposal of land assets is set out in the *Local Government Act 1995*, the *Land Administration Act 1997*, and *Local Government (Functions and General) Regulations 1996* to ensure fairness and transparency to achieve the best outcome and price.



Statement

Like most Local Government resources, land and property assets are in high demand and the community expect the provision of high-quality products and services to be delivered from these resources.

At the same time these land and property assets also make up a significant portion of the City's wealth and it is incumbent on the City to maximise the financial benefit derived from its wealth, given the limited At the same time, legislative changes have limited the range of options available to local governments under the Local Government Act 1995 to create income opportunities.

Land and facility holdings form an essential part in facilitating both the 'financial value' and 'social value' objectives above.

In order to decrease pressure on rate revenue as a primary source of income for the provision of its services each year, through open and accountable decision making, the City aims to provide a framework which will assist in delivering the highest and best use from its asset portfolio which in turn will while also maximising revenue. This policy provides a strategic overview of that framework.

This policy outlines the decision-making process for the disposal or acquisition of land. In order to maintain its land asset base, Council's preference is for the proceeds of the sale of land to be used to acquire other land for its own operational use, for income producing purposes or for capital investment.

Types of Land and Property

Local Government land and property can be considered as belonging to one of the two following categories:

Freehold – defines a property title by which the City owns the land for perpetuity ("free from hold"). Freehold property ownership is only limited by the prevailing zoning provided by the applicable planning scheme. Freehold land has greater potential to provide financial return.

Vested – defines a property which is owned by the State Government (Crown Land) that has been provided to the City for its due care, control, and management. Generally, the property is subject to use for a specific purpose (i.e. Recreation) as outlined in the Management Order. Vested land is more likely to provide social return, rather than a financial return.

Property Use Types

To identify when there may be a requirement to assess a land or property asset for highest and best use, the following classifications will act as a guideline. Any property



not providing a service or generating revenue should be rationalised as any lost opportunity, or cost of retention, places pressure on rates revenue.

- **Public purposes** – a property from which the City of Nedlands provides infrastructure or facilities such as a road, ~~toiletstoilets~~, parking or drainage.
- **Civic** – a property from which a City of Nedlands administrative service is provided.
- ~~**Commercial/Investment** – a property from which commercial activities are or can be conducted, generating income through rental revenue. The property may have the capacity to support a desired planning outcome or be earmarked as a future redevelopment opportunity.~~
- **Community** – a property from which a community activity or service is provided on behalf of the City of Nedlands, or for the benefit of the community.
- **Public Open Space** – a property held for the purpose of providing the community with recreational space, passive nature space or playgrounds.
- **Commercial/Investment** – a property from which commercial activities are or can be conducted, generating income through rental revenue. The property may have the capacity to support a desired planning outcome or be earmarked as a future redevelopment opportunity.
- **Residential/Investment** – a property which provides residential accommodation, generating income through rental revenue. The property may have the capacity to support a desired planning outcome or be earmarked as a future redevelopment opportunity.
- **Surplus** – a property from which no community or civic services are provided and a property which no rental revenue is being generated.
 - **Utilities** – a property used for the provision of essential infrastructure such as telecommunications. The property may generate rental revenue, depending on its particular use.

Options for Obtainment of Highest and Best Use.

When considering highest and best use and ‘financial value’ or ‘social value, the following options are available to local governments:

1. Retain the Property Retention
2. Purchase of Property Acquisition for Public Spaces
3. Enhance the Property Enhancement/Improvement (including Joint Venture and Ground Leasing options)
4. Dispose of the Property Disposal where appropriate

Retain the Property Retention

Manage or maintain the property under the status quo, without do not make anychanges.

Purchase of Property Acquisition for Public Spaces

Acquire property for investment or public purposes.

The City's Public Open Space Strategy will consider any potential purchase of land for public spaces.

- a) ~~b) Investment – the City may acquire property which has the capacity to support a desired planning outcome or be earmarked as a future redevelopment opportunity. This property may be rented out in the short to medium term to generate revenue. The property also may be sold or developed when market conditions are suitable.~~
- b) ~~-Public purpose – the City may acquire land either in freehold or vesting of Crown Land for a public purpose.~~

Enhance the Property Enhancement/Improvement

Improve the property use type and or improve the financial return from the property. Several methodologies may be considered to improve property or financial return. Each method presents different opportunities and challenges, and dependant on the classification of the asset, will require a different approach.

- a) Ground Lease – predominately used for property with very high yield opportunities where there is a much higher than usual interest in property acquisition. When considering a ground lease option, the City does not have to expose itself to high levels of risk associated with the development, can retain ownership of the landholding, can control the built form that will remain on the property and can potentially generate significant revenue.
- ~~b) Investment – the City may purchase property which potentially has the capacity to support a desired planning outcome or be earmarked as a future redevelopment opportunity. This property may be rented out in the short to medium term to generate revenue. The property also may be sold or developed when market conditions are suitable.~~
- a)b) Joint Venture – predominantly used for extremely large landholdings, a joint venture partner may be used to develop a property where the City uses its landholding as equity in the project. When considering a joint venture option, the City does not have to expose itself to high levels of risk associated with the development and the developer does not have to carry the costs of purchasing the land. Both parties would share in the profits
- c) Redevelopment – used to describe instances where an improvement to the land is made by the City. This may include the complete rebuild of a facility to improve its ability to either generate revenue or provide a service to the community (or both).

Dispose the Property Disposal

A property from which no public, civic, utility, community or public open space civic services are provided and a property which no rental revenue is being generated is effectively a property which costs the City and increases pressure on rates revenue and impacts the City's ability to provide a high-quality product or service.

Property Reserve

Whilst the disposition of a property may realise a generation of funds in the short term, how the funds are used by the local government is equally important.

When generating any funds associated with the disposal of property, the funds will be put into a 'Property Reserve'.

Reserves are funds retained to help meet future needs and mitigate financial pressures during challenging economic times, as well as facilitate planning for major works in the future. In this case the reserves will be used to improve other properties which suit a strategic objective for the City or that generate other forms of revenue (i.e. rental revenue). The purpose of this Property Reserve will be to fund capital projects or improvements and should not be used on operational costs.

Reserves are an important funding strategy to help balance the current needs with the future needs of the community. Reserves are typically created as long-term savings plans for future major expenditure which cannot be managed in a single budgetary year. The use of reserves is restricted by the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996, and each reserve is required to be established with a clearly defined purpose.

The Reserve will be managed as follows:

1. Interest earned on deposits in reserves will be aggregated into the specific Reserve, to maximise the growth in the balance.
2. When the purpose for a specific reserve is complete, any residual funds will be considered to be applied towards another purpose in the Annual Budget or in accordance with the requirements of Section 6.11(2) of the Local Government Act 1995.
3. All transfers to and from reserves shall be reflected in the Annual Budget and Long-Term Financial

Process and Compliance

Any acquisition or disposition undertaken by a local government must be compliant with the processes as described in the *Local Government Act 1995*.

The City of Nedlands endorses that community consultation is a pivotal part of that compliance and supports open and accountable decision making. Community consultation ensures that all decisions made with respect to acquisition and disposition of land and property assets are made to provide the best long-term outcome for the community.



When applying this policy to all acquisition and disposition projects that the City chooses to undertake, a detailed operational procedure will be used by Administration and will be outlined in the City of Nedlands Land Investment Strategy.

Disposal of Freehold Land

Land zoned as freehold land that is surplus to the City's requirements can be sold or otherwise disposed in accordance with the Act.

Disposal of Leasehold Interests

Where Council has an interest in land and/or premises, which are leased or licensed, the lease or licence may be renewed to the existing lessee or licensee subject to the terms of Council's Lease and Licence Policy.

Where land and/or premises are vacant, and Council proposes to lease or licence the land and/or premises then the provisions of Council's Lease and Licensing Policy will be followed.

Disposal Criteria

The following criteria will be used to assess whether Council should retain or dispose of a land asset including owned and leasehold interests:

- Relationship to service requirements and relevant strategic drivers
- Current use / utilisation
- Cultural or historical significance
- Level of community ownership
- Alternate future community use
- Alternate future use
- Development potential
- Annual cost of maintenance
- Immediate location to a similar facility
- Duplication of the facility
- Benefit / Risk Analysis
- Current maintenance service level of area
- Current state of property
- Current market value
- Anti-social behaviour on the property
- Potential political consequence
- Potential future use to adjacent properties
- Area of land concerned
- Open Space Plan requirements
- Covenants on the property
- How the property was acquired
- Restrictions on disposal



~~Where it is found that a land asset should be disposed of or in any other way removed from general public usage the process will be governed by the requirements of Council's Community Land Management Plans in all instances.~~

~~Acquisition of Land~~

~~Council may require land for future operations or the provision of services.~~

~~The following guidelines provide the basis for preparing a business case for any proposed acquisition. The items are listed in order of importance:~~

- ~~• Has defined service level been set in accordance with the requirements of Council's Strategic Plan;~~
- ~~• Does the acquisition support the requirements of Council's Strategic Recreation Plan;~~
- ~~• Are sufficient funds available within Council's Open Space Reserve Fund/Annual Budget or Long-Term Financial Plan;~~
- ~~• Are other sources of funds available / Have other sources of funds been examined for joint funding initiatives; and~~
- ~~• Have other service delivery models been explored.~~

Related Documentation

[City of Nedlands Land Investment Strategy](#)

Related Local Law / Legislation

Local Government Act 1995

Local Government (Functions and General) Regulations 1996

[Land Administration Act 1997](#)

Transfer of Land Act 1893

Strata Titles Act 1985

Related Delegation

Nil

Review History

[27 October 2020 \(Report CPS26.20\)](#)

10 December 2013 (Report CPS40.13)

27 July 2010 (Report CM15.10)

Retention, Acquisition, Improvement and Disposal of Land Policy

| | |
|-----------------------------|---|
| KFA | Governance and Civic Leadership |
| Status | Council |
| Responsible Division | Corporate & Strategy |
| Objective | <p>In line with the City's strategic vision, the objectives of this policy are;</p> <ul style="list-style-type: none"> • to provide a framework in which the City can consider best and highest use of its asset portfolio, whether it be through 'financial value' or 'social value', using a methodical and informed approach; • to ensure the City makes sound, open and accountable decisions in relation to its land and facility holdings; and • to maximise revenue for current and potential land and facility holdings to increase alternate revenue streams and decrease the pressure on rate revenue. |

Context

Under this policy land is defined as all land and facility assets owned or controlled by the City of Nedlands.

The process for the disposal of land assets is set out in the *Local Government Act 1995*, the *Land Administration Act 1997*, and *Local Government (Functions and General) Regulations 1996* to ensure fairness and transparency to achieve the best outcome and price.

Statement

Like most Local Government resources, land and property assets are in high demand and the community expect the provision of high-quality products and services to be delivered from these resources. At the same time these land and property assets also make up a significant portion of the City's wealth and it is incumbent on the City to maximise the financial benefit derived from its wealth, given the limited range of options available to local governments under the Local Government Act 1995

Land and facility holdings form an essential part in facilitating both the 'financial value' and 'social value' objectives above.

In order to decrease pressure on rate revenue as a primary source of income for the provision of its services each year, through open and accountable decision making, the City aims to provide a framework which will assist in delivering the highest and best use from its asset portfolio while also maximising revenue.

Types of Land and Property

Local Government land and property can be considered as belonging to one of the two following categories:

Freehold – defines a property title by which the City owns the land for perpetuity (*“free from hold”*). Freehold property ownership is only limited by the prevailing zoning provided by the applicable planning scheme. Freehold land has greater potential to provide financial return.

Vested – defines a property which is owned by the State Government (Crown Land) that has been provided to the City for its due care, control, and management. Generally, the property is subject to use for a specific purpose (i.e. Recreation) as outlined in the Management Order. Vested land is more likely to provide social return, rather than a financial return.

Property Use Types

To identify when there may be a requirement to assess a land or property asset for highest and best use, the following classifications will act as a guideline. Any property not providing a service or generating revenue should be rationalised as any lost opportunity, or cost of retention, places pressure on rates revenue,

- **Public purposes** – a property from which the City of Nedlands provides infrastructure or facilities such as a road, toilets, parking or drainage.
- **Civic** – a property from which a City of Nedlands administrative service is provided.
- **Community** – a property from which a community activity or service is provided on behalf of the City of Nedlands, or for the benefit of the community.
- **Public Open Space** – a property held for the purpose of providing the community with recreational space, passive nature space or playgrounds.
- **Commercial/Investment** – a property from which commercial activities are or can be conducted, generating income through rental revenue. The property may have the capacity to support a desired planning outcome or be earmarked as a future redevelopment opportunity.
- **Residential/Investment** – a property which provides residential accommodation, generating income through rental revenue. The property may have the capacity to support a desired planning outcome or be earmarked as a future redevelopment opportunity.
- **Surplus** – a property from which no community or civic services are provided and a property which no rental revenue is being generated.



- **Utilities** – a property used for the provision of essential infrastructure such as telecommunications. The property may generate rental revenue, depending on its particular use.

Options for Highest and Best Use.

When considering highest and best use and ‘financial value’ or ‘social value’, the following options are available to local governments:

1. Property Retention
2. Property Acquisition
3. Property Improvement (including Joint Venture and Ground Leasing options)
4. Property Disposal

Property Retention

Manage or maintain the property under the status quo, without changes.

Property Acquisition

Acquire property for investment or public purposes.

- a) Investment – the City may acquire property which has the capacity to support a desired planning outcome or be earmarked as a future redevelopment opportunity. This property may be rented out in the short to medium term to generate revenue. The property also may be sold or developed when market conditions are suitable.
- b) Public purpose – the City may acquire land either in freehold or vesting of Crown Land for a public purpose.

Property Improvement

Improve the property use type and or improve the financial return from the property. Several methodologies may be considered to improve property or financial return. Each method presents different opportunities and challenges, and dependant on the classification of the asset, will require a different approach.

- a) Ground Lease – predominately used for property with very high yield opportunities where there is a much higher than usual interest in property acquisition. When considering a ground lease option, the City does not have to expose itself to high levels of risk associated with the development, can retain ownership of the landholding, can control the built form that will remain on the property and can potentially generate significant revenue.
- b) Joint Venture – predominantly used for extremely large landholdings, a joint venture partner may be used to develop a property where the City uses its landholding as equity in the project. When considering a joint venture option, the City does not have to expose itself to high levels of risk associated with the development and the developer does not have to carry the costs of purchasing the land. Both parties would share in the profits.



- c) Redevelopment – used to describe instances where an improvement to the land is made by the City. This may include the complete rebuild of a facility to improve its ability to either generate revenue or provide a service to the community (or both).

Property Disposal

A property from which no public, civic, utility, community or public open space services are provided and a property which no rental revenue is being generated is effectively a property which costs the City and increases pressure on rates revenue and impacts the City's ability to provide a high-quality product or service.

Property Reserve

Whilst the disposition of a property may realise a generation of funds in the short term, how the funds are used by the local government is equally important.

When generating any funds associated with the disposal of property, the funds will be put into a 'Property Reserve'.

Reserves are funds retained to help meet future needs and mitigate financial pressures during challenging economic times, as well as facilitate planning for major works in the future. In this case the reserves will be used to improve other properties which suit a strategic objective for the City or that generate other forms of revenue (i.e. rental revenue). The purpose of this Property Reserve will be to fund capital projects or improvements and should not be used on operational costs.

Reserves are an important funding strategy to help balance the current needs with the future needs of the community. Reserves are typically created as long-term savings plans for future major expenditure which cannot be managed in a single budgetary year. The use of reserves is restricted by the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996, and each reserve is required to be established with a clearly defined purpose.

The Reserve will be managed as follows:

1. Interest earned on deposits in reserves will be aggregated into the specific Reserve, to maximise the growth in the balance.
2. When the purpose for a specific reserve is complete, any residual funds will be considered to be applied towards another purpose in the Annual Budget or in accordance with the requirements of Section 6.11(2) of the Local Government Act 1995.
3. All transfers to and from reserves shall be reflected in the Annual Budget and Long-Term Financial



Process and Compliance

Any acquisition or disposition undertaken by a local government must be compliant with the processes as described in the *Local Government Act 1995*.

The City of Nedlands endorses that community consultation is a pivotal part of that compliance and supports open and accountable decision making. Community consultation ensures that all decisions made with respect to acquisition and disposition of land and property assets are made to provide the best long-term outcome for the community.

When applying this policy to all acquisition and disposition projects that the City chooses to undertake, a detailed operational procedure will be used by Administration and will be outlined in the City of Nedlands Land Investment Strategy.

Related Documentation

City of Nedlands Land Investment Strategy

Related Local Law / Legislation

Local Government Act 1995

Local Government (Functions and General) Regulations 1996

Land Administration Act 1997

Transfer of Land Act 1893

Strata Titles Act 1985

Related Delegation

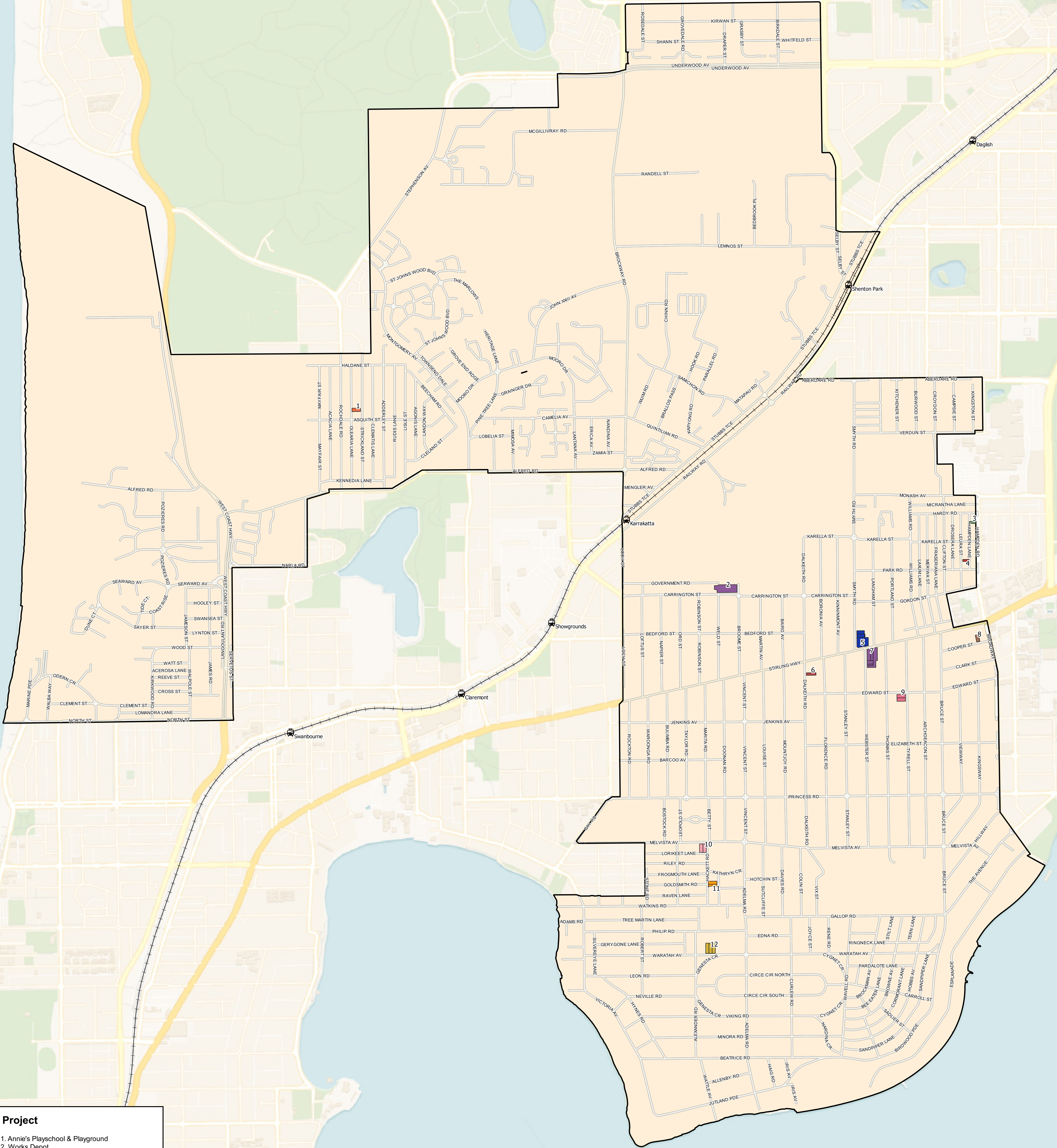
Nil

Review History

27 October 2020 (Report CPS26.20)

10 December 2013 (Report CPS40.13)



27 July 2010 (Report CM15.10)



Project

1. Annie's Playschool & Playground
2. Works Depot
3. 15 Hampden Road (Carpark)
4. Leura Park
5. 71 Stirling Highway Precinct (Admin)
6. 56 Dalkeith Road (Sump)
7. 60 Stirling Highway Precinct (Library)
8. 17 Cooper Street (Carpark)
9. Tresillian Community Centre
10. Kidz Galore
11. Goldsmith Road & Reserve
12. Dalkeith Hall/NCC

Legend

- City of Nedlands Freehold Land
- Urban/Residential
- City of Nedlands Boundary
-  Railway Stations
-  Railway Lines

Land Investment Strategy Project Timeline

| Task Description | Apr-20 | May-20 | Jun-20 | Jul-20 | Aug-20 | Sep-20 | Oct-20 | Nov-20 | Dec-20 | Jan-21 | Feb-21 | Mar-21 | Apr-21 | May-21 | Jun-21 | Jul – 21 onwards → |
|---|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------------------|
| Data Collection and Analysis | | | | | | | | | | | | | | | | |
| Councillor Briefing Preparation and Delivery | | | | | | | | | | | | | | | | |
| Collation of Councillor Feedback | | | | | | | | | | | | | | | | |
| Preparation of Retention, Improvement and Disposal of Land Policy | | | | | | | | | | | | | | | | |
| Councillor Briefing Preparation and Delivery (2) | | | | | | | | | | | | | | | | |
| Report to Council Preparation and Delivery | | | | | | | | | | | | | | | | |
| Procurement of Consultant | | | | | | | | | | | | | | | | |
| Collation of Consultant Feedback | | | | | | | | | | | | | | | | |
| Preparation of Land Investment Strategy | | | | | | | | | | | | | | | | |
| Report to Council Preparation and Delivery | | | | | | | | | | | | | | | | |
| Budget Preparation and Ongoing Project Work | | | | | | | | | | | | | | | | |

| | |
|-----------------|---|
| CPS27.20 | Request for Funding to Engage a Consultant to Assess the need for Childcare Services |
|-----------------|---|

| | |
|---|---|
| Committee | 13 October 2020 |
| Council | 27 October 2020 |
| Applicant | City of Nedlands |
| Employee Disclosure under section 5.70 Local Government Act 1995 | Nil. |
| Director | Lorraine Driscoll – Director Corporate & Strategy |
| Attachments | Nil. |
| Confidential Attachments | Nil. |

Executive Summary

The City needs to engage an expert in the Strategic assessment of childcare needs who can provide Council with a report on the needs for Childcare Services in the City south of Stirling Highway, there is no allocation in the 2020/21 budget for this item. This request is as a result of the resolution of Council of 22nd September 2020.

Recommendation to Committee

Council:

1. approves funding of \$40,000 for the engagement of a consultant to review and provide a report on the need for Childcare Services in the area south of Stirling Highway
2. instructs the CEO to arrange for quotations for the provision of these services and to appoint a consultant who demonstrates best value for money and the ability to deliver the requirements.

Discussion/Overview

City Officers have considered how best to deliver the resolution of Council of 22 September 2020,

Item CPS20.20 Review of Point Resolution Child Care Centre

That Council:

1. *'defers this item to the March 2021 round of meetings in order to review the long-term needs for Child Care South of Stirling Highway in reference to the City's land assets and undertake full community consultation with all stakeholders'.*

There are no City Officers who are trained or experienced enough in this complex area of expertise to be in a position to provide Council with a report and guidance that would be sufficiently detailed and robust enough to assist Council to make a fully informed decision on the matter.

This is further challenged by the timeframe which is truncated by the Christmas and New Year holiday period. Therefore, City Officers are seeking approval for funding to be allocated to engage a consultant, who is an expert in the field, to assess the matter and provide an expert opinion and Report to Council at its meeting in March 2021.

This engagement would be done in accordance with the Council Procurement Policy which could take 2-3 weeks to complete. The estimated cost for the engagement would be \$40,000

Key Relevant Previous Council Decisions:

At the Ordinary Council Meeting of 22 September 2020 Council resolved

Item CPS20.20 Review of Point Resolution Child Care Centre

That Council:

1. *'defers this item to the March 2021 round of meetings in order to review the long-term needs for Child Care South of Stirling Highway in reference to the City's land assets and undertake full community consultation with all stakeholders'.*

Consultation

Executive have considered this and concluded that external expertise is necessary.

Strategic Implications

How well does it fit with our strategic direction?

The City, through its *Strategic Community Plan / Strategic Direction / Values* is committed to the provision of a "High Standard of Services" to Nedlands residents and through its *Strategic Community Plan / Strategic Direction / Roles and Services* makes specific mention to "services such as childcare"

Who benefits?

City Residents and in particular those that have a specific interest in Childcare needs South of Stirling Highway.

Does it involve a tolerable risk?

The engagement of a consultant will minimize the risk of Council not being adequately informed when deciding on this matter.

Do we have the information we need?

City Officers do not have the necessary skills to expertly advise Council on the best strategy and require external expertise.

Budget/Financial Implications

It is estimated that the cost of this engagement will be \$40,000.

Can we afford it?

The requested funds are currently unbudgeted.

How does the option impact upon rates?

The budgeted amount of \$40,000 represents 0.25% of rates revenue.

| | |
|-----------------|---|
| CPS28.20 | Corporate Business Plan - Review |
|-----------------|---|

| | |
|---|---|
| Committee | 13 October 2020 |
| Council | 27 October 2020 |
| Applicant | City of Nedlands |
| Employee Disclosure under section 5.70 Local Government Act 1995 | Nil. |
| Director | Lorraine Driscoll – Director Corporate & Strategy |
| Attachments | 1. Corporate Business Plan Review |
| Confidential Attachments | Nil. |

Executive Summary

By reporting to Council on progress towards the Corporate Business Plan, the City ensures that it is meeting the requirements of the Department's Integrated Planning and Reporting framework as well as the expectations of its community.

This review is presented here for the Council to receive. The report outlines what the City planned to achieve and has achieved so far.

Recommendation to Committee

Council received the report on the progress towards “Nedlands 2023 – Making it Happen”, the Corporate Business Plan.

Discussion/Overview

Background

All local governments in Western Australia are required to have a Strategic Community Plan and a Corporate Business Plan. To work towards achieving these, Administration will provide Council with reports quarterly regarding progress.

The Corporate Business Plan was developed to meet the expectations and commitments identified in the City's Strategic Community Plan.

Discussion

The Corporate Business Plan has been reviewed by Administration. Updates to the document has been made (see attachment 1) and are presented to Council for their review.

Key Relevant Previous Council Decisions:

Council adopted the City's Corporate Business Plan "Nedlands 2023 – Making it Happen" on 20th June 2013.

Consultation

Nil.

Strategic Implications

How well does it fit with our strategic direction?

The Corporate Business Plan was developed to meet the expectations and commitments identified in the City's Strategic Community Plan.

Who benefits?

The City of Nedlands community benefit from the Corporate Business Plan.

Does it involve a tolerable risk?

There is no risk associated with the recommendation.

Do we have the information we need?

All required information has been provided to Council.

Budget/Financial Implications

Can we afford it?

Nil.

How does the option impact upon rates?

Nil.



Corporate Business Plan Outcomes Initiatives & KPIs

| Priority Area | Pages |
|---|--------------|
| Priority Area 1 - Urban Form - Quality Living Environment | 1-12 |
| Priority Area 2 - Underground Power | 13-14 |
| Priority Area 3 - Sustainable Building | 15-16 |
| Priority Area 4 - Community Infrastructure | 17-26 |
| Priority Area 5 - Bushland and Cultural Heritage | 27-31 |
| Priority Area 6 - Sport and Recreation | 32-33 |
| Priority Area 7 – Parking | 34-36 |
| Priority Area 8 - Our Neighbours | 37-39 |
| Priority Area 9 - Community Services | 40-57 |
| Priority Area 10 - Governance and Strategy | 58-67 |
| Priority Area 11 - Better Business | 68-80 |

Goal 1: Quality Living Environment

Strategic Priority: Urban Form – Protect Our Quality Living Environment

1.1 Key Result Area: Special character of the City of Nedlands

| Strategic Objectives (from Strategic Community Plan 2018-2028) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|---|--|---------|--------------|--------------|--------------|--------------|--------------|
| 1.1.1 | Implement the Local Planning Strategy | Apply statutory planning processes and a framework | X | X | X | | X | |
| 1.1.2 | Initiate Strategic Land Use planning investigations and feasibility studies | Develop a Public Open Space Strategy | | | | | | |
| | | <ul style="list-style-type: none"> Prepare a project brief and background scoping paper Develop an Open Space Strategy Implement the Open Space Strategy | X | X | X | X | X | X |
| | | Prepare Local Area Precinct Policies and Local Development Plans to align with a Future Local Planning Scheme (including Place-Making and Community Engagement) | X | X | X | X | | |
| | | Maintain a Heritage List and Municipal Inventory | X | X | X | X | X | X |
| | | Investigate the need for an Integrated Transport Strategy to address potential upgrades to pedestrian, cycle and road infrastructure and develop a project scope | | X | X | | | |
| | | Review Local Planning Policies in line with planning reform measures as set out by WAPC. | | X | X | X | X | X |
| | | Provide a collaborative and innovative approach to Place-Making to encourage activation of our activity centres and local community hubs. | | X | X | X | X | X |

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| Strategic Objectives (from Strategic Community Plan 2018-2028) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|--|---|---------|---------|---------|---------|---------|---------|
| 1.1.3 | Provide, retain and maintain public trees in streets and on reserves | Regulate private development activities in public thoroughfares to ensure City streetscape assets are protected | X | X | X | X | X | X |
| | | Review regulatory activities associated with private and commercial operations on and/or over public thoroughfares | X | X | X | X | X | X |
| KPIs | | <ul style="list-style-type: none">Tree removal will be managed in accordance with the City's street tree policyCompletion of the supporting polies to LPS3 by 2021/22Reduction in the number of non-compliant private activities and works on public thoroughfares that impact street tree health | | | | | | |

| Operational Objectives (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|---|---|---------|---------|---------|---------|---------|---------|
| | Provide orderly and proper planning through planning and development approvals and compliance with the City's Local Planning Scheme and relevant State Government legislative and planning policy framework | Review the City's application lodgement procedures, including online lodgement and tracking of development applications | X | X | X | | | |
| | | Provide innovative reform in line with State government reform initiatives to streamline development assessment process, information and timeframes | X | X | X | X | X | X |

| Operational Objectives (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|--|--|---------|---------|---------|---------|---------|---------|
| | Review Street Tree Management Plan to improve procedures associated with regulating street tree preservation and to integrate whole streetscape upgrades aligned with the road rehabilitation program that includes street tree planting | Further develop and implement street tree protection measures adjacent to development sites. | X | X | X | X | X | X |
| | | Develop procedures in collaboration with Infrastructure and Engineering departments to align street tree planting activities to the City's road rehabilitation program | X | X | X | X | X | X |
| | | Review the Street Tree Policy to ensure it provides sufficient guidance and authority to enable staff to manage trees in and/or close to development sites. | | X | | | | |
| KPIs | | <ul style="list-style-type: none">Development and subdivision applications are processed within the statutory timeframes<u>Review Street Tree Management Plan by 2020.</u> <p>Tree removal will be managed in accordance with the City's street tree policy</p> <p><u>Review Street Tree Management Plan by 2020.</u></p> | | | | | | |

1.2 Key Result Area: Urban growth consolidation

| Strategic Objectives (from Strategic Community Plan 2018-2028) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|---|---|----------|---------|----------|---------|---------|---------|
| 1.2.1 | Consolidate urban growth around existing activity corridors, centres and strategically located redevelopment sites <u>Examine opportunities to ensure upgrade areas pay infrastructure costs ((where possible) see development contributions).</u> | Implement the new Local Planning Scheme No. 3 and the City's Planning Strategy objectives | X | X | X | X | X | |
| | | Develop a precinct plan for the Waratah Village | | X | | | | |
| | | Develop a precinct plan for Broadway Village | | X | X | | | |
| | | Develop a Stirling Highway Activity Centre Corridor Precinct Plan | | X | X | | | |
| | | Develop a precinct plan for Hampden Road/Hollywood Village | | X | X | | | |
| | | Develop a precinct plan for Carrington Street | | | X | | | |
| | | Develop Local Planning Policy for Density Transition Areas | | X | X | | | |
| 1.2.2 | Control land use <u>through the Local Planning Scheme so</u> activities are compatible with our living environment, and other activities are carefully evaluated before decisions are made | Prepare land use policies in alignment with the Local Planning Scheme to better evaluate land use compatibility | X | X | <u>X</u> | | | |
| | | Develop a Public Art Strategy which is reflective of the Local Planning Scheme and the Public Art Policy for percentage contribution from developers. | | | X | | | |
| | | Develop and implement new building and development guidelines to ensure greater design quality with new development | <u>X</u> | X | X | | | |
| 1.2.3 | Explore the creation of a town centre | Through the implementation of the Local Planning Scheme, prepare a Precinct Plan for the creation of a town centre | X | X | | | | |
| KPIs | | • Completion of precinct plan <u>policies</u> by due dates. | | | | | | |

| Strategic Objectives (from Strategic Community Plan 2018-2028) | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|---|---------|---------|---------|---------|---------|---------|
| | <ul style="list-style-type: none"> Local planning policies are developed to support decision on development applications | | | | | | |

| Operational Objectives (Functions required to achieve legislative compliance and operational efficiency) | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|-------------------------|---------|---------|---------|---------|---------|---------|
| | | | | | | | |
| | | | | | | | |
| KPIs | | | | | | | |

1.3 Key Result Area: Waste Minimisation

| Strategic Objectives (from Strategic Community Plan 2018-2028) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|---|--|---------|--------------|--------------|--------------|---------|---------|
| 1.3.1 | Optimise reuse of recyclable or compostable materials aiming for a state target of 65% landfill diversion rate as a minimum by 2020 | Explore the possibility option of accommodating food waste into the existing green-waste bin at source. | | X | X | | | |
| | | Implementation of Waste Management policy and development of guidelines for Multi Developments to provide waste management and minimisation in a manner that protects the environment, amenity, convenient and safe using current best practice. | | X | X | | | |
| | | Implementation of School's waste wise education program to promote waste reduction, resource recovery, sustainable living and wellbeing. | | | X | X | X | X |
| | | Explore options for the potential reuse of residual waste materials to waste to energy. | | X | X | X | | |
| | | Upgrade of the John XXIII Depot to improve use of recycled materials | X | X | | | | |
| | | Seek Council endorsement for the implementation of a City-wide FOGO collection system | | | X | | | |
| KPIs | | <ul style="list-style-type: none"> Achieve the State target of 65% landfill diversion rate as a minimum by 20220²⁹ Provide quarterly monitoring results on the update and success of the FOGO collection system | | | | | | |

| Operational Objectives (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|---|--|---------|----------|---------|---------|---------|---------|
| | Provide cost efficient and value for money waste management service to ratepayers | Maintain the three-bin system for residential waste collection which includes weekly for putrescible (general) waste (dark green lid) and alternate fortnightly for green-waste (light green lid) and recycling (yellow lid services | X | X | X | X | X | X |
| | | Maintain commercial kerbside waste and recycling collection on request | X | X | X | X | X | X |
| | | Maintain the twice-yearly bulk verge collection with proposed over 75% recovery of its residual. | | X | X | X | X | X |
| | | DT To develop a new waste collection tender for the delivery of services | | <u>X</u> | X | | | |
| KPIs | | <ul style="list-style-type: none">Service level satisfaction survey results in accordance with the WA Waste Avoidance Recovery Strategy 2030 | | | | | | |

1.4 Key Result Area: Buildings maintained and developed

| Strategic Objectives (from Strategic Community Plan 2018-2028) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|---|--|---------|---------|---------|--------------|--------------|--------------|
| 1.4.1 | Buildings meet City and State Government Standards, particularly public safety and accessibility | Process building applications within statutory requirements | X | X | X | X | X | X |
| | | Manage building control compliance matters within statutory requirements | X | X | X | X | X | X |
| 1.4.2 | Identify the future for the Tawarri site | Undertake Expression of Interest process for the development of the site including preparation of Heads of Agreement and development application <u>assessment</u> . | | X | X | | | |
| 1.4.3 | To ensure health and safety in and around buildings within the City and maintain a quality, built environment | Integrate building condition audits in the Asset Management system to produce forward works programs and routine maintenance plans | X | X | X | | X | |
| | | Implement the agreed actions from the Strategic Asset Management Plan including development of all asset class plans | | | X | X | X | X |
| | | Improve security through the installation of CCTV cameras to buildings and surrounds | X | X | X | X | X | X |
| | | Improve security through the installation of electronic swipe card systems | X | X | X | X | X | X |
| KPIs | | <ul style="list-style-type: none">95% of building applications are processed within statutory timeframesNumber of asset class plans completed <u>as per the Strategic Asset Management Plan</u>Number of agreed actions completed in the Strategic Asset Management Plan | | | | | | |

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| Operational Objectives (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|---|--|---------|---------|---------|---------|---------|---------|
| | Support the efficient management of City assets by controlling and coordinating the strategic and operational management of buildings and facilities. | Manage City building management licences and lease agreements | X | X | X | X | X | X |
| | | Deliver annual scheduled building maintenance programs | X | X | X | X | X | X |
| | | Respond timely to building maintenance requests through electronic reporting system | X | X | X | X | X | X |
| | | Conduct regular condition audits of all City buildings and facilities, including production of condition reports | X | X | X | X | X | X |
| | | Reduce the amount of reactive maintenance through the development of scheduled and routine maintenance programs | X | X | X | X | X | X |
| KPIs | | <ul style="list-style-type: none">Actions implemented in accordance with the Strategic Asset Management Plan (building asset class plan) and the City’s Long-term Financial Plan | | | | | | |

1.5 Key Result Area: Environmental Health

| Strategic Objectives (from Strategic Community Plan 2018-2028) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|---|--|---------|---------|---------|---------|---------|---------|
| 1.5.1 | Provide for the health and wellbeing of the community (new) | Develop a new Public Health Plan to identify local actions relevant to the health and wellbeing of the local community | | | | | X | |
| KPIs | | <ul style="list-style-type: none"> The Public Health Plan is completed in accordance with Public Health Act requirements. | | | | | | |

| Operational Objectives (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|---|---|---------|---------|---------|---------|---------|---------|
| | Ensure the safety of residents and their visitors to properties that enjoy swimming pools | Inspect swimming pool barriers due within the year in accordance with statutory requirements | X | X | X | X | X | X |
| | | Follow up non-compliant barriers to maintain pool safety standards | X | X | X | X | X | X |
| | Protect health and safety of residents and animals through effective animal management | Hold the biennial annual 'Pets at the Park' event for cats and dogs to promote responsible pet ownership | X | | X | | X | |
| | | Conduct Ranger patrols, weekdays (7am-7pm) and weekend shifts when required and on call at all other times | X | X | X | X | X | X |
| | | Manage the dog and cat registration program | X | X | X | X | X | X |
| | Implement Environmental Health Program | Investigate and manage all reported nuisances (noise, smoke, odours) | X | X | X | X | X | X |

| Operational Objectives (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|--|---|---------|---------|---------|---------|---------|---------|
| | | Conduct environmental health inspections | X | X | X | X | X | X |
| | | Undertake surveillance of the city's food premises | X | X | X | X | X | X |
| | | Undertake mosquito management | X | X | X | X | X | X |
| | | Manage the Shenton bushland asbestos site | X | X | X | X | X | X |
| KPIs | | • That statutory inspections are completed in accordance with reporting requirements. | | | | | | |

1.6 Key Result Area: Accessible and inclusive community

| Strategic Objectives (from Strategic Community Plan 2018-2028) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|--|--|---------|---------|---------|---------|---------|---------|
| 1.6.1 | To ensure people with disability have access to Council services, facilities, events and information and meet statutory requirements | Provide Community Opening of Jo Wheatley All Abilities Play Space | X | | | | | |
| | | Co-ordinate the implementation of the City’s approved DAIP | X | X | X | | X | |
| | | Facilitate the Access Working Group – undertake a review of the terms of reference | | X | | | | |
| KPIs | | <ul style="list-style-type: none">DAIP action completed annuallyDisability, Access and Inclusion requirements are incorporated in the Strategic Asset Management Plan (building asset class plan) and the City’s Long-term Financial Plan | | | | | | |

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| Operational Objectives (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|--|------------------|---------|---------|---------|---------|---------|---------|
| | | | | | | | | |
| KPIs | | | | | | | | |

Goal 2: Underground Power

Strategic Priority: Underground power is installed across the City

2.1 Key Result Area: Underground power

| Strategic Objective (from Strategic Community Plan 2018-2028) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|---|---|---------|---------|---------|---------|---------|---------|
| 2.1.2 | Deliver underground power throughout the City of Nedlands | Complete the West Hollywood UP Project | X | | | | | |
| | | Complete the Nedlands Triangle UP Project | X | | | | | |
| | | Complete Alderbury Street, Floreat (Town of Cambridge SUPP Project) | X | | | | | |
| | | <u>Prepare a project plan to undertake the Nedlands North (Floreat) UP Project</u> | | | X | X | X | X |
| | | <u>Prepare a project plan to undertake the Nedlands West (Mt Claremont) UP Project</u> | | | X | X | X | X |
| | | <u>Prepare a project plan to undertake the Nedlands East (Hollywood East) UP Project</u> | | | X | X | X | X |
| 2.1.3 | Advocate for government and/or community partnerships to facilitate placing power underground | Continue to pursue SUPP and customer funded options for the delivery of underground power to remaining allotments across the City | | X | X | X | X | X |
| | | Work with Western Power to provide cost effective delivery of underground power projects in accordance with the Strategic Asset Management Plan and Long-term Financial Plan priorities | | X | X | X | X | X |

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| Strategic Objective (from Strategic Community Plan 2018-2028) | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|--|---------|---------|---------|---------|---------|---------|
| | | | | | | | |
| KPIs | <ul style="list-style-type: none"> <u>Prepare the underground power plan in conjunction with Western Power to ensure shovel ready project by June 2021. Reduced number of allotments requiring underground power.</u> | | | | | | |

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| Operational Priorities (Functions required to achieve legislative compliance and operational efficiency) | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|---|---------|---------|---------|---------|---------|---------|
| | | | | | | | |
| Complete detailed designs for outstanding allotments within the City | Continue to work with Western Power to deliver Underground Power to the City in a timely manner and at a fair and reasonable price to the consumer. | | | X | X | X | X |
| KPIs | <ul style="list-style-type: none"> <u>Present a further report to Council prior to 30 June 2021 requesting approval to implement the remainder of the underground power projects. Reduced number of allotments requiring underground power</u> | | | | | | |

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Goal 3: Sustainable Building

Strategic Priority: Encourage Sustainable Building

3.1 Key Result Area: Sustainable building

| Strategic Objective (from Strategic Community Plan 2018-2028) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|---|--|---------|---------|---------|---------|---------|---------|
| 3.1.1 | Provide information on best practice sustainable building | Incorporate the information into land use and other regulatory controls <u>by producing a planning policy which rewards design excellence for improvements to positive environmental, social and economic building outcomes.</u> <ul style="list-style-type: none">Investigate potential for Wood Encouragement Policy for new development in the City. | | X | X | X | | |
| 3.1.2 | Apply Strategic Land Use Planning through the application of the Planning Scheme No. 3. | Investigate planning policy measures to encourage sustainability in new buildings and land developments within the City | | X | X | X | | |
| | | Investigate and prepare a local planning policy on sustainable design principles such as solar collection, rainwater retention and re-use, solar passive design and renewable energy storage for buildings within the City of Nedlands | | | X | X | | |
| KPIs | | <ul style="list-style-type: none">Local Planning Policy on sustainable design principles is developed by June 2021 | | | | | | |

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| Operational Priorities (Functions required to achieve legislative compliance and operational efficiency) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|--|---|---------|---------|---------|---------|---------|---------|
| | | Provide innovative reform in line with State Government reform initiatives to streamline development assessment process, information and timeframes | X | X | X | | | |
| | | Ensure the City's building asset class plan incorporates sustainability measures aligned to the Strategic Asset Management Plan and Long-term Financial Plan priorities | | X | X | | | |
| KPIs | | <ul style="list-style-type: none">State Government reform initiatives are implemented within 12 months of being mandated | | | | | | |

Goal 4: Community Infrastructure

Strategic Priority: Renewal of community infrastructure (roads, footpaths, community and sports facilities)

4.1 Key Result Area: Infrastructure Investment

| Strategic Objective (from Strategic Community Plan 2018-2028) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|--|--|--------------|---------|--------------|--------------|--------------|--------------|
| 4.1.1 | Maintain investment in roads, footpaths, cycle ways, and drainage and high priority sports and community facilities | Replace all pre-cast slab footpaths over six years including Stirling Highway, with in-situ concrete, brick paving or asphalt | X | X | X | X | X | X |
| | | Construct new footpaths to improve pedestrian amenity | | | | | | X |
| | | Continue to increase the average network condition of our roads through renewal and rehabilitation | X | X | X | X | X | X |
| | | Construct City laneways to minimum standard including drainage over 10 years <u>Review laneways construction priorities and develop laneways policy</u> | X | X | X | X | X | X |
| | | Assess and determine nature strip development and crossover applications | X | X | X | X | X | X |
| | | Undertake road improvement projects for high risk road intersections | X | X | X | X | X | X |
| 4.1.2 | Invest in drainage upgrades focusing on minimising flooding, maximising stormwater infiltration at source and minimising pollutant discharge to the Swan River | Install ing Gross Pollutant Traps (GPT) at critical points out falling to the river | X | X | X | X | X | X |

| Strategic Objective (from Strategic Community Plan 2018-2028) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 | |
|--|--|---|---------|---------|---------|---------|---------|------------------------|------------------------|
| 4.1.3 | Invest in parks infrastructure in accordance with enviro-scape master plans | Increase service requirements following the planting of eco-zone areas from the Enviro-scape Master Plans | X | X | X | X | X | X | Formatted: Font: 12 pt |
| | | Reduce total area of passive turf under irrigation to address future requirements (Enviro-scape Master Plans) and reductions in statutory groundwater abstraction allocations | X | X | X | X | X | X | |
| | | Implement the capital renewal program in accordance with the five-year capital works program for passive and active turf, arboriculture services, parks paths, parks furniture, gardens, landscapes and irrigation. | X | X | X | X | X | X | Formatted: Font: 12 pt |
| | | | | | | | | Formatted: Font: 12 pt | |
| 4.1.4 | Explore options for the provision of more fenced dog parks | Investigate appropriate locations for dog parks as part of EMP process and integrate where appropriate | X | | X | X | X | X | Formatted: Font: 12 pt |
| 4.1.5 | Protect and retain the foreshore, including enhancements to pocket beaches and increased river wall protection | Progress with rock revetment treatment for failed sections of riverwall <ul style="list-style-type: none">Charles Court ReserveBeaton Park | X | X | | | X | | Formatted: Font: 12 pt |
| | | Redesign the Swan River foreshore treatment at the Charles Court Reserve | | | X | | | | Formatted: Font: 12 pt |
| | | Continue to seek grant funding to assist in future river wall refurbishment | X | X | X | X | X | X | Formatted: Font: 12 pt |
| KPIs | | • Actions achieved in accordance with the Strategic Asset Management Plan (building asset class plan) and the City’s Long-term Financial Plan • Metres of river wall refurbished and in good condition | | | | | | | Formatted: Font: 12 pt |

| Strategic Objective (from Strategic Community Plan 2018-2028) | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|--|---------|---------|---------|---------|---------|---------|
| | | | | | | | |
| | <ul style="list-style-type: none"> Maintain or increase percentage of functional and safe parks assets Manage groundwater abstraction used for parks irrigation within DWER groundwater allocation | | | | | | |

| Operational Priorities (Functions required to achieve legislative compliance and operational efficiency) | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|------------------|---------|---------|---------|---------|---------|---------|
| | | | | | | | |
| | | | | | | | |
| KPIs | | | | | | | |

4.2 Key Result Area: Connectivity of pedestrian and cyclist infrastructure

| Strategic Objective (from Strategic Community Plan 2018-2028) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|--|--|---------|---------|---------|---------|---------|---------|
| 4.2.1 | Improve connectivity for pedestrians and cyclists on all paths and on-roads (including school sports facility path network). | Actions implemented in accordance with the Strategic Asset Management Plan (Path Network Asset Class Plan) and the City's Long-term Financial Plan | | X | | | | |
| KPIs | | <ul style="list-style-type: none"> That paths are completed in accordance with the Capital Works Plan. Number of actions achieved against the Strategic Asset Management Plan Increase in connectivity of the network | | | | | | |

| Operational Priorities (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|---|---|---------|---------|---------|---------|---------|---------|
| | Deliver Enviro-scape Master Plans and associated works in accordance with five-year capital works program | Undertake gaps analysis of parks path network as part of Enviro-scape Master plan process | X | X | X | X | X | X |
| KPIs | | | | | | | | |

4.3 Key Result Area: City buildings

| Strategic Objective (from Strategic Community Plan 2018-2028) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|---|--|---------|---------|---------|---------|---------|---------|
| 4.3.1 | Upgrade the condition of all City buildings to a required modern standard | Upgrade and renewal of one building annually to bring it up to modern standards | X | X | X | X | X | X |
| | | Actions implemented in accordance with the Strategic Asset Management Plan (Building Asset class plan) and the City's Long-term Financial Plan | | X | | | | |
| | | Manage City building management licences and leases within statutory requirements | X | X | X | X | X | X |
| | | Integrate building condition audits directly in asset management system to produce forward works programs and routine maintenance plans | X | X | X | X | X | X |
| | | Reduce the amount of reactive maintenance through the development of scheduled and routine maintenance programs | X | X | X | X | X | X |
| KPIs | | • Number of buildings with a good overall condition rating meeting required standard | | | | | | |

| Operational Priorities (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|---|--|---------|---------|---------|---------|---------|---------|
| | Ensure the City's facilities continue to meet the required building, safety and compliance standards. | Ensure all building condition audit data is used to drive forward planning for upgrade and renewal of facilities across the City | | X | X | X | X | X |
| KPIs | | • | | | | | | |

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4.4 Key Result Area: Infrastructure management

| Strategic Objective (from Strategic Community Plan 2018-2028) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|---|---|---------|---------|-----------------------|---------|---------|---------|
| 4.4.1 | Promote a whole-of-life cycle approach to the management of assets | Develop and implement a new Asset Management Strategy | X | | | | | |
| | | Actions implemented in accordance with the Strategic Asset Management Plan (infrastructure asset class plan) and the City's Long-term Financial Plan | | | X | | | |
| | | Develop and adopt individual Asset Management Plans: | | X | | | | |
| | | <ul style="list-style-type: none"> • Paths • Roads • Drainage • Parks • Buildings • City Infrastructure • Street lighting • Waste | | | X X X X X | X X | | |
| | | Maintain an up-to-date infrastructure Asset Register | X | X | X | X | X | X |
| 4.4.2 | Provide a defined level of service and monitoring performance for all City assets | Provide spatial mapping services (GIS) to maintain up-to-date mapping information and aerial photography | X | X | X | X | X | X |
| | | Increase in proactive and scheduled maintenance programs for all civil infrastructure in accordance with the asset management plans | | X | X | X | X | X |

| Strategic Objective (from Strategic Community Plan 2018-2028) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|--|---|---------|---------|---------|---------|---------|---------|
| | | Maintenance works are optimised against the capital works program | X | X | X | X | X | X |
| 4.4.3 | To maintain and enhance the City's outdoor community spaces through appropriate management of irrigation infrastructure, systems and processes to support high quality passive and active parks facilities, open space landscaping | Maintain current service levels for maintenance of irrigation systems | X | X | X | X | X | X |
| | | Increase level of service for capital irrigation infrastructure renewal and lighting projects in accordance with 5 Year Capital Woks Program and Enviro-scape Master Plans for individual parks | X | X | X | X | X | X |
| | | Make provision for the maintenance of new open space transferred from developers to the City | | | X | | X | |
| KPIs | | <ul style="list-style-type: none">Monitor and report on the level of service provision is reflected in the Asset Management Plans. Ensure all assets meet agreed levels of service as per the asset management plans, +/- 10%. | | | | | | |

| Operational Priorities (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|--|---|---------|---------|---------|---------|---------|---------|
| | To address all known traffic management issues | To undertake local traffic management projects for; a program of investigation and resolution of local traffic management and parking issues | X | X | X | X | X | X |

| Operational Priorities (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|---|--|---------|---------|---------|---------|---------|---------|
| | Ensure the protection of City infrastructure exposed to risk of damage from private and public construction, maintenance and or development works | Maintain and annually review retention bonds to ensure adequate coverage for rectification works following damage to infrastructure by third parties | X | X | X | X | X | X |
| | | Undertake annual review of fees and charges to reflect cost recovery | X | X | X | X | X | X |
| | | Evaluate resources resulting from LPS3 to ensure compliance issues can be acted on efficiently and effectively | X | X | X | X | X | X |
| | | Undertake regular inspections of works completed to ensure compliance | X | X | X | X | X | X |
| | | Provide advice to builders, contractors and property owners on the specifications for crossovers, | X | X | X | X | X | X |
| | Plan, organise, and control project management activities in the smooth delivery of projects within budgets | Provide surveying services to support infrastructure designs | X | X | X | X | X | X |
| | | Ensure structure and business model are set to enable efficient and effective delivery of the capital works program | X | X | X | X | X | X |
| | | Ensure value-for-money through approved procurement processes (contract management, civil panels) | X | X | X | X | X | X |
| | Deliver timely maintenance of the physical and naturally built environment and ensure services and infrastructure meet community needs | Conduct road sweeping services | X | X | X | X | X | X |
| | | Conduct jetting and educating of all drainage pits and pipes | X | X | X | X | X | X |
| | | Provide timely response to civil maintenance issues | X | X | X | X | X | X |

| Operational Priorities (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|--|---|---------|---------|---------|---------|---------|---------|
| | | Ensure all maintenance and refurbishment activities are planned and optimised, including against the capital works program | X | X | X | X | X | X |
| KPIs | | <ul style="list-style-type: none"> Complete 8 road sweeping services annually Complete 3 drainage cleans annually | | | | | | |

Goal 5: Remnant Bushland and Cultural Heritage

Strategic Priority: Retain Remnant Bushland and Cultural Heritage

5.1 Key Result Area: Bushland, coastal areas, parks and reserves

| Strategic Objectives (from Strategic Community Plan 2018-2028) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|---|--|---------|---------|---------|---------|---------|---------|
| 5.1.1 | Revegetate remnant bushland areas | Plant 20,000 local provenance seedlings per year. | X | X | X | X | X | X |
| 5.1.2 | Maintain, protect and enhance natural resources within the City | Review the City's Natural Area Management Plans <ul style="list-style-type: none"> Shenton Park bushland Allen Park Reserve bushland Hollywood Reserve Bushland Birdwood Parade Reserve bushland Point Resolution Reserve bushland Mount Claremont Oval Reserve bushland | X | X | | | | X |
| | | Implement the City's Natural Area Management Plans and Greenways Policy | X | X | X | X | X | X |
| | | Develop greenway corridors at: <ul style="list-style-type: none"> Swanbourne Coastal linkages Birdwood Parade | | X | X | X | X | X |
| 5.1.3 | Restore coastal and estuarine areas | Apply for grant funding for rehabilitation of Swanbourne Dunes and Point Resolution Reserve | X | X | X | X | X | X |

| Strategic Objectives (from Strategic Community Plan 2018-2028) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|---|--|---------|---------|---------|---------|---------|---------|
| 5.1.4 | Undertake tree planting in public areas | Deliver the arboriculture services programs | X | X | X | X | X | X |
| | | Increase plantings in parks, open spaces and streets resulting from changes to statutory power line pruning and the delivery of the underground power program | X | X | X | X | X | X |
| | | Increase tree planting activities in streetscapes and parks to 750 <u>a net increase of 400</u> trees annually through the implementation of Street Tree Management Plan and Enviro-scape Master Plans for individual parks | X | X | X | X | X | X |
| 5.1.5 | Maintain parks and other green spaces | Assume responsibility for the arboriculture maintenance and development of public open space following transfer from Developers to the City | | | | X | X | X |
| | | Undertake assessment of nature strip development applications | X | X | X | X | X | X |
| KPIs | | <ul style="list-style-type: none">• Increase percentage of urban forest canopy as reflected in the Urban Forest Strategy• Actions achieved in accordance with the Strategic Asset Management Plan and the City's Long-term Financial Plan | | | | | | |

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| Operational Objectives (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|---|---|--------------|--------------|--------------|--------------|--------------|--------------|
| | Ensure annual maintenance of City's Parks, Trees and Streetscapes is adequately funded | Submit maintenance budget for consideration annually that reflects current or increased levels of service with consideration to City's overall financial position | x | x | x | x | x | x |
| KPIs | | <ul style="list-style-type: none"> • Increase percentage of urban forest canopy as reflected in the Urban Forest Strategy • Actions achieved in accordance with the Strategic Asset Management Plan and the City's Long-term Financial Plan | | | | | | |

5.2 Key Result Area: Cultural Heritage

| Strategic Objective (from Strategic Community Plan 2018-2028) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|---|---|---------|---------|---------|---------|---------|---------|
| 5.2.1 | Enforce existing heritage provisions in planning scheme | Respond to instances of confirmed non-compliance | X | X | X | X | X | X |
| 5.2.2 | Provide a mechanism for buildings and places of heritage significance to be protected | Update the City's Municipal Inventory as required by legislation | X | X | X | X | X | X |
| 5.2.3 | Allocate funds to enhance the City in the areas of art, heritage etc | Funds are available in each year's budget | X | X | X | X | X | X |
| 5.2.3 | Maintain City-owned art works and heritage assets | Maintain public artworks in accordance with the adopted Art Works Maintenance Manual | X | X | X | X | X | X |
| KPIs | | <ul style="list-style-type: none"> City's public art works are maintained and presented in accordance with maintenance specifications for each artwork | | | | | | |

| Operational Priorities (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|---|---|---------|---------|---------|---------|---------|---------|
| | Ensure maintenance of public art works is adequately funded | Submit maintenance budget for consideration annually aligned with maintenance requirements outlined in Art Works Maintenance Manual | X | X | X | X | X | X |

| Operational Priorities (Functions required to achieve legislative compliance and operational efficiency) | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|---|----------------|----------------|----------------|----------------|----------------|----------------|
| KPIs | <ul style="list-style-type: none"> City's public art works are maintained and presented in accordance with maintenance specifications for each artwork | | | | | | |

Goal 6: Sport and Recreation

Strategic Priority: Provide for Sport and Recreation

6.1 Key Result Area: Service provision

| Strategic Objective (from Strategic Community Plan 2018-2028) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|---|--|---------|---------|---------|---------|---------|--------------|
| 6.1.1 | Increase the level of service for parks, ovals and associated equipment | Develop service level agreements with sporting clubs for sports field management and maintenance with the objective of promoting better quality sports facilities. | | | X | X | X | X |
| | | Assume responsibility for open space (active and passive) following completion of development by Developers | | | X | X | X | X |
| 6.1.2 | Ensure opportunity to participate in a wide range of sport types in order to encourage a healthy, active community. | Continue to facilitate sporting clubs' access to facilities, services & funding | X | X | X | X | X | |
| | | Develop a Strategic Recreation Plan | | X | X | | | |
| | | Implement the Strategic Recreation Plan | | | | X | X | X |
| 6.1.3 | Ensure clarity for sporting clubs that use City facilities by implementing plain-language leases and management licenses. | Maintain a position that manages the City's tenancy agreements. | X | X | X | X | X | X |
| KPIs | | <ul style="list-style-type: none"> Achieve 75% in annual Sports Club Satisfaction Survey Actions achieved in accordance with the Strategic Asset Management Plan (Parks Infrastructure Class Plan) and the City's Long-term Financial Plan | | | | | | |

| Operational Priorities (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|--|---|---------|---------|---------|---------|---------|---------|
| | Maintain and enhance the City’s outdoor spaces through appropriate management of infrastructure, systems and processes to support high quality passive and active parks facilities and open space landscaping: | Management of ground water consumption for 45 bores | X | X | X | X | X | X |
| | | Maintenance of submersible bore pumps and associated components (every five years) | X | X | X | X | X | X |
| | | Deliver programs to actively manage: <ul style="list-style-type: none">Passive and active turfIrrigation | X X | X X | X X | X X | X X | X X |
| 6.1.1 | Liaise with and support local sporting clubs | Provide a “one-stop-shop” for sporting clubs that deal with the City of Nedlands | X | X | X | X | X | X |
| | | Book sporting clubs use of City reserves | X | X | X | X | X | X |
| | | Implement CSRFF program | X | X | X | X | X | X |
| | | Provide annual School Swimming Pool Subsidy | X | X | X | X | X | X |
| | | Provide annual grant to Swanbourne Surf Life Saving Club | X | X | X | X | X | X |
| KPIs | | <ul style="list-style-type: none">Achieve 75% in annual Sports Club Satisfaction SurveyActions achieved in accordance with the Strategic Asset Management Plan (Parks Infrastructure Class Plan) and the City’s Long-term Financial Plan | | | | | | |

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Goal 7: Parking**Strategic Priority:** Address Parking**7.1 Key Result Area:** Parking improvements

| Strategic Objective (from Strategic Community Plan 2018-2028) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|--|--|---------|---------|---------|---------|---------|---------|
| 7.1.1 | Undertake operational reviews of parking, traffic management, traffic and transport planning | Develop a Parking and supply management plan for each precinct plan: <ul style="list-style-type: none"> Nedlands Town Centre Waratah Village Broadway Hampden Road Stirling Highway, east and west of the Town Centre | | X | X | | | |
| | | Explore the acquisition of land to dedicate for parking in areas of high need | | | X | X | | |
| 7.1.3 | Monitor parking and plan improvements | Investigate, scope and develop a Parking Strategy to manage private and public parking | | X | X | X | | |
| | | Implement the endorsed recommendations from the Parking Strategy | | | | X | X | X |
| | | Mark vehicles to enforce parking restrictions as demand increases | X | X | X | X | X | X |
| | | Undertake patrols of parking, 7am-7pm Monday to Friday, number of weekend shifts to address parking complaints | X | X | X | X | X | X |

| Strategic Objective (from Strategic Community Plan 2018-2028) | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|---|---------|---------|---------|---------|---------|---------|
| | | | | | | | |
| KPIs | <ul style="list-style-type: none"> Monitor and report on the effectiveness of the Parking Strategy implementation Number of complaints received | | | | | | |

| Operational Priorities (Functions required to achieve legislative compliance and operational efficiency) | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|--|---------|---------|---------|---------|---------|---------|
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| KPIs | <ul style="list-style-type: none"> | | | | | | |

7.2 Key Result Area: Efficient transport network

| Strategic Objective (from Strategic Community Plan 2018-2028) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|--|---|---------|---------|---------|---------|---------|---------|
| 7.2.1 | Monitor traffic flows and plan for improvements to ensure an efficiently operating transport network | Undertake city-wide transport modelling to better understand and mitigate development impacts | | X | X | | | |
| | | Ensure the model developed is maintained and calibrated on a regular basis | | | | X | X | X |
| | | Implement the recommendations from the city-wide modelling | | | | X | X | |
| 7.2.2 | Advocate for improvements in public transport and bicycle routes | Develop and implement a Strategic Transport Plan | | | X | X | X | X |
| KPIs | | <ul style="list-style-type: none"> Completion of the City-wide traffic model Completion of the Strategic Transport Plan | | | | | | |

| Operational Priorities (Functions required to achieve legislative compliance and operational efficiency) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|--|-------------|---------|---------|---------|---------|---------|---------|
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| KPIs | | | | | | | | |

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Goal 8: Our Neighbours

Strategic Priority: Working with Neighbouring Councils

8.1 Key Result Area: Developing partnerships and relationships

| Strategic Objectives (from Strategic Community Plan 2018-2028) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|--|---|---------|---------|---------|---------|---------|---------|
| 8.1.1 | Work with other councils for the benefit of the Nedlands community | Provide a cooperative network to deliver library services across WESROC libraries through continued participation in the Western Suburbs Library Group (WSLG) | X | X | X | X | X | X |
| | | Investigate shared use of recycled water via the shallow aquifer | | | | | | X |
| | | Develop and implement a Western Suburbs groundwater monitoring program in conjunction with the Department of Water | | | X | X | X | X |
| | | Investigate stormwater reuse options | | | X | X | X | |
| | | Collaborate with neighbouring councils to organise the annual Pets in the Park event | X | X | X | X | | |
| | | Develop boundary road agreements for project funding and standardised service levels | X | X | X | X | | |
| | | Upgrade facilities at the John XXIII Mt Claremont Depot to achieve site efficiencies through regional resource sharing | X | X | X | X | | |
| | | Facilitate opportunities for regional resource sharing through the supply and scale of bulk materials to neighbouring Councils | | X | X | X | X | X |
| 8.1.2 | Partner with other councils to supply services to allow the City to employ in- | Develop service agreements as necessary with regional and metropolitan local governments for the provision of | X | X | X | X | X | X |

| Strategic Objectives (from Strategic Community Plan 2018-2028) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|---|---|---------|---------|---------|---------|---------|---------|
| | house specialist staff, resulting in better economies of scale | statutory planning assessments, building approvals and certification services, permit assessments, swimming pool inspections | | | | | | |
| | | <u>Participate in the Western Central Local Emergency Management Committee</u> | X | X | X | X | X | X |
| | | Participate in the native plant subsidy scheme | X | X | X | X | X | X |
| 8.1.3 | Remain an active member of the Western Suburbs Regional Organisation of Councils (WESROC) | Sponsor WESROC Environmental Projects Officer | X | X | X | X | | |
| | | Explore other areas for resource sharing | X | X | X | X | | |
| 8.1.4 | Actively represent the best interests of the City and the community through regular meetings and strong advocacy with all levels of government and their agencies | Review and respond to government decisions for LPS 3, the Local Govt. Act review and Old Sunset Hospital site | X | X | X | X | | |
| | | Seek involvement in any planned development/sale of government land within the City i.e. Graylands Hospital | | X | X | X | X | X |
| | | Maintain pressure on the State Government to assist Nedlands with underground power, LED street lighting and wastewater reuse opportunities | X | X | X | X | X | X |
| KPIs | | <ul style="list-style-type: none">• City of Nedlands continues to be an active member of WESROC• Sales of native plants exceed previous year's sales• Number of advocacy meetings held with Government agencies• Number of boundary road agreements signed | | | | | | |

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| Operational Objectives (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|--|------------------|---------|---------|---------|---------|---------|---------|
| | | | | | | | | |
| KPIs | | | | | | | | |

Goal 9: Our Community

Strategic Priority: Community services for the people of Nedlands

9.1 Key Result Area: Seniors

| Strategic Objectives (From Corporate Business Strategic Community Plan 2018/19-2023/24) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|--|---|---------|---------|---------|---------|---------|---------|
| 9.1.1 | Provide services and programs for seniors in a way that encourages independence, inclusiveness and new experiences in environments that support positive ageing outcomes | Provide inclusive and relevant programs for seniors | X | X | X | X | X | X |
| | | Review opportunities to provide services at different City locations | X | X | X | X | X | X |
| | | Review the City's capacity to continue to provide Commonwealth Government funded CHSP services | | X | X | X | | |
| | | Provide a subsidy for Meals on Wheels to eligible senior residents | X | X | X | | | |
| | | Provide activities and events to members of the community aged 55+ to support positive ageing | X | X | X | X | X | X |
| | | Investigate opportunities to partner with local community groups, businesses and government departments for provision of services and programs | X | X | X | X | X | X |
| | | Develop an Ageing in Place Strategy (include dementia) | | X | X | X | X | X |
| | | Provide information sessions and other opportunities to inform the senior community on issues that may impact/support them to continue to live independent lifestyles | X | X | X | X | X | X |
| KPIs | | <ul style="list-style-type: none">• Present a new 'Services for Seniors' model to CEO and Council by 31 March 2020• Present draft Ageing in Place strategy proposal to CEO by 31 December 20202021 | | | | | | |

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| Operational Objectives (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|--|---|---------|---------|--------------|--------------|---------|---------|
| 9.1.. <u>12.1</u> | Continue to provide appropriate support and services to seniors in our community | Provide services and support to seniors in the community | X | X | X | X | X | X |
| | | Meet CHSP funding contractual requirements | X | X | X | X | | |
| | | Provide activities and events to members of the community aged 55+ to support positive ageing | X | X | X | X | X | X |
| | | Deliver seniors open days, expos and relevant information sessions | | X | X | X | X | X |
| | | Conduct annual client satisfaction survey | X | X | X | X | X | X |
| | | Provide a subsidy for Meals on Wheels to eligible senior residents | X | X | X | | | |
| | | Review the City's capacity and role to continue to provide Commonwealth Home Support Programme (CHSP) services | X | X | X | X | | |
| KPIs | | <ul style="list-style-type: none">• Achieve 100% completion of annual Operational Plan• Achieve minimum of 80% CHSP service delivery hours against contract• Provide reports and funding acquittal documents to Department of Health (Commonwealth Government) as required for 2018/2020/19-21 and 2019/2021/2022• Provide 14 weekly activities and 5 monthly activities for Positive Ageing program• Achieve minimum 80% satisfaction rate in annual client satisfaction survey each financial year• Report to Council on recommendations from review of continuation to provide CHSP services by December 2019/2021 | | | | | | |

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9.2 Key Result Area: Childcare

| Strategic Objectives <small>(from Corporate Business 2018/19-2023/24)(from Strategic Community Plan 2018-2028)</small> | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|---|---|---------|---------|---------|---------|---------|---------|
| 9.2.1 | Provide family home-style childcare to meet childcare licencing standards and the Early Years Learning Framework. | Ensure the provision of Provide childcare services for children aged from eight months to 6 years of age in Dalkeith at Point Resolution Child Care centre | X | X | X | X | X | X |
| | | Conduct annual client satisfaction survey | X | X | X | X | X | X |
| | | Review the City's capacity and role to continue to provide childcare services for children aged from eight months to 6 years of age in Dalkeith at Point Resolution Child Care centre | X | X | X | X | | |
| KPIs | | <ul style="list-style-type: none">Achieve minimum 80% satisfaction rate in annual client satisfaction survey each financial yearReport to Council on recommendations from review of continuation to provide childcare services by December <u>in September</u> 2020 | | | | | | |

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| Operational Objectives <small>(Functions required to achieve legislative compliance and operational efficiency)</small> | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|--|---|---------|---------|---------|---------|---------|---------|
| | Provide childcare services compliant with legislative requirements | Ensure compliance with: <ul style="list-style-type: none"> National Quality Framework Education and Care Services National Law (WA) Act 2012 Education and Care Services National Regulations 2012 | X | X | X | X | X | X |

| Operational Objectives (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|---|---|---------|---------|---------|---------|---------|---------|
| | | <ul style="list-style-type: none">Food Act | | | | | | |
| | Operate the centre as a cost-neutral business | <ul style="list-style-type: none">Operate the centre to achieve 100% utilisation rate | X | X | X | X | X | X |
| | | <ul style="list-style-type: none">Review fees and charges against operational costs annually to support achievement of cost-neutral business | X | X | X | X | X | X |
| KPIs | | <ul style="list-style-type: none">Achieve 100% completion of Annual Operational PlanAchieve minimum/maximum 10% operational budget varianceAchieve minimum of 80% utilisation rate against target | | | | | | |

9.3 Key Result Area: Libraries

| Strategic Objectives <small>(from Corporate Business 2018/19-2023/24)(from Strategic Community Plan 2018-2028)</small> | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|--|---|---------|---------|---------|---------|---------|---------|
| 9.3.1 | Provide a library service that is inclusive, innovative and reflects the changing needs of our community | Review and deliver library services that meet the changing needs of our community | X | X | X | X | X | X |
| | | Continue to work in partnership with WESROC through the Western Suburbs Library Group (WSLG) and implement the WSLG 2018-2023 Strategic Plan | X | X | X | X | X | X |
| | | Develop a Nedlands Library Strategic Plan to address future needs of library service requirements and expectations from our community | | X | X | | | |
| KPIs | | <ul style="list-style-type: none">Completion of library services reviews annuallyProvide annual report to WESROC on WSLG Strategic Plan implementationPresent a draft Nedlands Library Service Strategic Plan to CEO by 31 June December 2021 | | | | | | |

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| Operational Objectives <small>(Functions required to achieve legislative compliance and operational efficiency)</small> | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|--|---|---------|---------|---------|---------|---------|---------|
| | Provide library services compliant with legislative requirements | Ensure compliance with: <ul style="list-style-type: none"> Library Board of Western Australia Act 1951 Library Board (Registered Public Libraries) Regulations 1985 | X | X | X | X | X | X |
| | Provide library services and resources that support operational efficiency | Review operational practices and procedures to identify opportunities for improvement | X | X | X | X | X | X |

| Operational Objectives (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|--|---|---------|---------|---------|---------|---------|---------|
| | | Continue to work in partnership with WESROC through the Western Suburbs Library Group (WSLG) and implement the WSLG 2018-2023 Strategic Plan | X | X | X | X | X | X |
| | | Develop a Nedlands Library Strategic Plan to address future needs of library service requirements and expectations from our community | | X | X | | | |
| KPIs | | <ul style="list-style-type: none">Achieve 100% completion of annual Library Operational PlanRepresentation at bi-monthly Public Libraries WA (PLWA) meetings at least four times per financial yearRepresentation at public library forums and workshops held by State Library of WA, PLWA and other providers as applicable (ALIA, WALFA) at least four times per financial year | | | | | | |

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Strategic Priority: Community Development**9.4 Key Result Area:** Youth

| Strategic Objectives <small>(from Corporate Business 2018/19-2023/24) (from Strategic Community Plan 2018-2028)</small> | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|--|---|---------|---------|---------|---------|---------|---------|
| 9.4.1 | To engage young people with local government and provide events and services that meet the needs of youth, children & families | Review Youth Grants Fund and recommend any changes to Council. | | ✗ | ✗ | | | |
| | | <u>Review safety of Splashfest in light of COVID and provide alternative event if required.</u> | | | ✗ | ✗ | ✗ | ✗ |
| KPIs | | <div>• Report to Council on Youth Grants Fund October by 28 February 2020.</div> <div>• Attendance of at least 750 at Splashfest</div> <div>• Achieve at least 90 entries in Emerge Youth Art Awards</div> <div>• Achieve at least 75% satisfaction in Annual Schools' Satisfaction Survey</div> | | | | | | |

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| Operational Objectives <small>(Functions required to achieve legislative compliance and operational efficiency)</small> | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|---|--|---------|---------|---------|---------|---------|---------|
| | Continue to provide established services, events and activities to engage with young people and the local schools | Review Youth Grants Fund | | ✗ | ✗ | | | |
| | | Implement Youth Grants Fund, depending on outcomes of Review | | | ✗ | X | X | X |
| | | Maintain a Youth Advisory Council | X | X | X | X | X | X |
| | | Provide Emerge Youth Art Awards | X | X | X | X | X | X |
| | | Provide annual Splashfest water-based family event | X | X | ✗ | ✗ | ✗ | ✗ |

| Operational Objectives (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|--|---|---------|---------|---------|---------|---------|---------|
| | | <u>Provide annual family event for children</u> | | | X | X | X | X |
| | | Provide 'one-stop-shop' for 10 local schools | X | X | X | X | X | X |
| | | Provide annual Mayor and Schools Principals' meeting | X | X | X | X | X | X |
| KPIs | | <ul style="list-style-type: none">Report to Council on Youth Grants Fund by October 28 February 2020<u>Attendance of at least 750 at Splashfest</u><u>Attendance of at least 400 at annual family & children's events.</u>Achieve at least 90 entries in Emerge Youth Art AwardsAchieve at least 75% satisfaction in Annual Schools' Satisfaction Survey | | | | | | |

9.5 Key Result Area: Community Events

| Strategic Objectives <i>(from Corporate Business 2018/19-2023/24) (from Strategic Community Plan 2018-2028)</i> | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|--|--|---------|---------|---------|---------|---------|---------|
| 9.5.1 | To strengthen and celebrate local connections and sense of local community by providing community events | Assess suitability of site for ANZAC Day Ceremony following 2020 ANZAC Day event, based on attendance numbers, safety considerations and appropriateness of site. | | X | | | | |
| KPIs | | <ul style="list-style-type: none"> Attendance of at least 3,000 at Summer Concerts in the Parks series Achieve satisfaction of at least 85% by participants in Nedlands Going Places Tours | | | | | | |

| Operational Objectives <i>(Functions required to achieve legislative compliance and operational efficiency)</i> | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|---|---|---------|---------|---------|---------|---------|---------|
| | Continue to provide established events to the community | Provide four Summer Concerts in the Parks | X | X | X | X | X | X |
| | | Provide ANZAC Day Ceremony | X | X | X | X | X | X |
| | | Provide Remembrance Day Ceremony | X | X | X | X | X | X |
| | | Provide three Nedlands Going Places Tours | X | X | X | X | X | X |
| | | Provide 3 Citizenship Ceremonies | X | | | | | |
| | | Provide 4 Citizenship Ceremonies (increased numbers) | | X | | | | |
| | | Provide Citizenship Ceremonies, number of ceremonies determined by number of conferees | | | X | X | X | X |
| | | Facilitate approval of externally-provided community events on City-controlled premises | X | X | X | X | X | X |

| Operational Objectives (Functions required to achieve legislative compliance and operational efficiency) | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|--|----------------|----------------|----------------|----------------|----------------|----------------|
| KPIs | <ul style="list-style-type: none"> • Attendance of at least 3,000 at Summer Concerts in the Parks series • Achieve satisfaction of at least 85% by participants in Nedlands Going Places Tours | | | | | | |

9.6 Key Result Area: Volunteer Services

| Strategic Objectives <i>(from Corporate Business 2018/19-2023/24) (from Strategic Community Plan 2018-2028)</i> | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|--|--|---------|---------|---------|---------|---------|---------|
| 9.6.1 | To strengthen community capacity by supporting volunteering and supporting the organisational development of community organisations that utilise volunteers | Undertake a review of volunteer services in light of loss of State Government grant from 1 July 2021 onwards | | X | X | | | |
| | | Implement reviewed Volunteer Services program | | | X | X | X | |
| KPIs | | <ul style="list-style-type: none">Internal Volunteer Service: Achieve at least 5,50015,000 volunteer hours per year within Council-provided servicesExternal Volunteer Service: Refer at least 150 volunteers p.a. to volunteer opportunities in broader community (2018/19, 2019/20 & 2020/21)KPI (above) to be reviewed following loss of grant at 30 June 2021 and adjusted, depending on outcome of Review of Volunteer Services. | | | | | | |

| Operational Objectives <i>(Functions required to achieve legislative compliance and operational efficiency)</i> | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|---|--|---------|---------|---------|---------|---------|---------|
| | Continue to provide and involve volunteers in the community and delivery of volunteer services to the community | Provide volunteers to Council-provided services. | X | X | X | X | X | X |
| | | Refer volunteers to volunteering opportunities within the broader community, as per terms of state government grant. | X | X | X | | | |
| | | Review City's Volunteer Services in light of loss of grant from 1 July 2021. | | X | X | | | |

| Operational Objectives (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|--|---|---------|---------|---------|---------|---------|---------|
| | | Refer volunteers to volunteering opportunities within the City of Nedlands community, following loss of state government grant. | | | | X | X | X |
| | | Promote, encourage and acknowledge volunteering. | X | X | X | X | X | X |
| | | Provide Volunteer Recognition Event for Internal Volunteers | X | X | X | X | X | X |
| KPIs | | <ul style="list-style-type: none">Achieve at least 5,500 15,000 volunteer hours per year within Council-provided servicesRefer at least 150 volunteers per year to volunteer opportunities in broader community (2018/19, 2019/20 & 2020/21)KPI (above) to be reviewed following loss of grant at 30 June 2021 and adjusted, depending on outcome of Review of Volunteer Services. | | | | | | |

9.7 Key Result Area: Community Groups & Organisations

| Strategic Objectives <i>(from Corporate Business 2018/19-2023/24) (from Strategic Community Plan 2018-2028)</i> | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|---|--|---------|---------|--------------|--------------|--------------|--------------|
| 9.7.1 | Strengthen the capacity of local community groups and organisations | Continue to provide community facilities for hire for community purposes. | X | X | X | X | X | X |
| | | Introduce <u>and implement</u> a modest storage fee for hirers of community facilities, to reduce unnecessary storage and ensure safety. | X | X | X | X | X | X |
| KPIs | | <ul style="list-style-type: none">• Achieve at least 80% satisfaction in annual Hall User Satisfaction Survey.• Achieve at least 80% satisfaction in annual Community Groups Satisfaction Survey. | | | | | | |

| Operational Objectives (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|--|--|---------|---------|---------|---------|---------|---------|
| | To continue to strengthen the capacity of local community groups | Maintain a database of local community organisations | X | X | X | X | X | X |
| | | Respond to queries from community groups using City facilities | X | X | X | X | X | X |
| | | Provide Community Grants Fund to support local events & projects organised by the community. | X | X | X | X | X | X |
| KPIs | | <ul style="list-style-type: none">• Achieve at least 80% satisfaction in annual Hall User Satisfaction Survey.• Achieve at least 80% satisfaction in annual Community Groups Satisfaction Survey. | | | | | | |

9.8 Key Result Area: Disability Access & Inclusion

| Strategic Objectives <i>(from Corporate Business 2018/19-2023/24)(from Strategic Community Plan 2018-2028)</i> | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|--|---|---------|---------|---------|---------|---------|---------|
| 9.8.1 | Ensure people with disability have the same access as others to facilities, services, events, information, consultation and employment provided by the City. | Implement Disability Access & Inclusion Plan | X | X | X | X | X | X |
| | | Review Terms of Reference for Access Working Group. | | X | X | | | |
| KPIs | | • Number of DAIP actions completed <u>compared to number of DAIP actions planned.</u> | | | | | | |

| Operational Objectives (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|---|--|---------|---------|---------|---------|---------|---------|
| | Ensure access to facilities, services, events, information, consultation and employment by all, regardless of ability/disability. | Implement DAIP 2018/19 – 2023/24. | X | X | X | X | X | X |
| | | Develop DAIP 2024/25 – 2029/30. | | | | | | X |
| | | Review Terms of Reference for Access Working Group. | | X | X | | | |
| | | Facilitate Access Working Group meetings | X | X | X | X | X | X |
| KPIs | | • Meet statutory requirement of reporting against DAIP annually. | | | | | | |

9.9 Key Result Area: Local Businesses

| Strategic Objectives <i>(from Corporate Business 2018/19-2023/24) (from Strategic Community Plan 2018-2028)</i> | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|---|---|---------|---------|---------|---------|---------|---------|
| 9.9.1 | Maintain positive relationship with local business community. | Hold 2 Business Sundowners per year | X | X | X | X | X | X |
| KPIs | | <ul style="list-style-type: none"> Achieve at least 70% in annual Local Business Satisfaction Survey | | | | | | |

| Operational Objectives (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|--|---|---------|---------|---------|---------|---------|---------|
| | Maintain positive relationship with local business community | Maintain Local Business Database | X | X | X | X | X | X |
| | | Hold 2 Business Sundowners per year | X | X | X | X | X | X |
| | | Provide annual Business Satisfaction Survey | X | X | X | X | X | X |
| KPIs | | ● Achieve at least 70% in annual Local Business Satisfaction Survey | | | | | | |

9.10 Key Result Area: Art and Creativity

| Strategic Objectives <small>(from Corporate Business 2018/19-2023/24)(from Strategic Community Plan 2018-2028)</small> | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|--|---|---------|---------|---------|---------|---------|---------|
| 9.10.1 | Contribute to community well-being a sense of local community through the arts | Continue to provide opportunities to participate in the arts through Tresillian programs | X | X | X | X | X | X |
| | | Develop Public Art Strategy | | X | X | | | |
| | | Introduce Percent for Art Scheme | | | X | | | |
| KPIs | | <ul style="list-style-type: none">Provide 50 courses per term x 4 terms per yearAchieve 85% in Tresillian User Satisfaction Survey | | | | | | |

| Operational Objectives (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|---|---|---------|---------|---------|---------|---------|---------|
| | To help strengthen a sense of local community through participation on the arts and other recreational learning opportunities | Provide a term-based program of arts and recreational courses | X | X | X | X | X | X |
| | | Provide a School Holiday program of children’s activities | X | X | X | X | X | X |
| | | Provide the annual Tresillian Student & Tutor Exhibition | X | X | X | X | X | X |
| | | Provide rooms for hire for arts and community activities | X | X | X | X | X | X |
| | | Provide art studios for lease | X | X | X | X | X | X |
| | | Provide café tenancy | X | X | X | X | X | X |
| KPIs | | <ul style="list-style-type: none">Provide 50 courses per term x 4 terms per yearAchieve 85% in Tresillian User Satisfaction Survey | | | | | | |

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Strategic Priority: Emergency Management**9.11 Key Result Area:** Emergency preparedness and response

| Strategic Objectives <small>(from Corporate Business 2018/19-2023/24) (from Strategic Community Plan 2018-2026)</small> | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|--|-------------|---------|---------|---------|---------|---------|---------|
| | | | | | | | | |
| | | | | | | | | |
| KPIs | | | | | | | | |

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| Operational Objectives <small>(Functions required to achieve legislative compliance and operational efficiency)</small> | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|--|---|---------|---------|---------|---------|---------|---------|
| | Coordinate responses for emergency events that affects the City of Nedlands community. | Review the Local Emergency Recovery Plan (every fourth year) | | | | X | | |
| | | Participate in the local Emergency Management Committee meetings <u>and preparedness activities</u> | X | X | X | X | X | X |
| | | Maintain local emergency management arrangements | X | | | | | X |
| | | Maintain incident response trailer and review contents biannually | X | X | X | X | X | X |
| | | Monitor and respond to potential hazards: | X | X | X | X | X | X |

| Operational Objectives (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|--|---|----------------|----------------|----------------|----------------|----------------|----------------|
| | | <ul style="list-style-type: none"> • Annual firebreak inspection and clearing • Removal of dumped rubbish • Provide sandbags to flooded properties in an emergency event | | | | | | |
| KPIs | | <ul style="list-style-type: none"> • The Local Emergency Recovery Plan and Local Emergency Management Arrangements are reviewed in accordance with requirements. | | | | | | |

Goal 10: Governance and Strategy**Strategic Priority:** Governance and Strategy**10.1 Key Result Area:** Advocating on behalf of the community

| Strategic Objectives (from Strategic Community Plan 2018-2028) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|-----------------------------------|---|---------|---------|---------|---------|---------|---------|
| | <u>Advocate for the Community</u> | <u>Ensure the Communities best interests are represented at all times</u> | | | | | | |
| | | | | | | | | |
| KPIs | | • | | | | | | |

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| Operational Priorities (Functions required to achieve legislative compliance and operational efficiency) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|---|---|---------|---------|---------|---------|---------|---------|
| | Actively represent the best interests of the City and the community through regular meetings and strong advocacy with all levels of government and their agencies | Review and respond to decisions of government: <ul style="list-style-type: none"> The Local Govt. Act review Management of the Old Sunset Hospital site Seek involvement in any planned development/ sale of government land within the City i.e. Graylands Hospital | X | X | | | | |
| | | | | X | | | | |
| | | | | X | X | X | X | X |

| Operational Priorities (Functions required to achieve legislative compliance and operational efficiency) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|--|---|---------|---------|---------|---------|---------|---------|
| | | Maintain contact and explore opportunities with pressure on the State Government to assist Nedlands with underground power, LED street lighting and wastewater reuse opportunities | | X | X | X | X | X |
| | | Mayor, CEO and Directors regularly meet and communicate with Ministers, parliamentarians and Departmental staff on areas of interest and major projects | | X | X | X | X | X |
| | | City arranges community workshops, meetings with community organisations/individuals to keep abreast of issues | | X | X | X | X | X |
| | | Attend relevant government forums to review changes in policy and legislation that may impact the City | | X | X | X | X | X |
| KPIs | | <ul style="list-style-type: none"> GEO performance Rreport to be provided on the number of engagements.- | | | | | | |

10.2 Key Result Area: Community Engagement

| Strategic Objectives (from Strategic Community Plan 2018-2028) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|--|-------------|---------|---------|---------|---------|---------|---------|
| | | | | | | | | |
| KPIs | | | | | | | | |

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| Operational Objectives (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|---|---|---------|---------|---------|---------|---------|---------|
| 10.2.1 | Enable residents, community and stakeholders to genuinely participate and provide true representation in engagement activities to improve the relationship, trust and contribution to Council decision-making | <p>Seek opportunities to undertake pre-engagement with external stakeholders to:</p> <ul style="list-style-type: none"> Seek preferences on how best to engage Refine possible options prior to whole-of-community engagement <u>Prepare Community Engagement Stakeholder Strategy – referencing stakeholders such as Government instrumentalities, hospitals, Defence Department, Federal, State and Local landholders, Bruce Trust.</u> | | | X | | | |
| | | Understand the level of satisfaction, effectiveness and efficiency of the delivery of the City's services and activities: | | | | | | |

| Operational Objectives (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|--|--|---------|---------|---------|---------|---------|---------|
| | | <ul style="list-style-type: none"> Undertake the annual benchmarking project with Local Government Insights group and report the results to Executive and Council Undertake the three-yearly community perception survey | X | X | X | | | |
| | | Review the Strategic Community Plan: <ul style="list-style-type: none"> Work with a WA University Undergraduate Program to undertake economic, social and demographic study for the City and factor into the next Strategic Community Plan review Develop a project plan for the review including the proposed engagement activities and alignment with the Corporate Business Plan Undertake the two-year desk-top review | | | X | | X | |
| | | Deliver opportunities for the community and stakeholders to best engage in projects using the latest technology and new innovations along with the traditional methods of engagement: | | | X | | X | |
| | | <ul style="list-style-type: none"> Further develop Your Voice Nedlands with new interactive tools and technologies to increase participation and engagement is reflective of the population (aware, informed and engaged) Develop engagement activities to target median age group and changing demographics of the community Implement pre-engagement activities for contentious projects | | X | X | X | X | X |
| | | | X | X | X | X | X | X |
| | | | | X | X | X | X | X |

| Operational Objectives (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|--|---|---------|---------|---------|---------|---------|---------|
| | | <ul style="list-style-type: none"> Review community consultation policy for planning proposals and create a new standard on built form Form project teams of decision-makers for complex projects to optimise community and stakeholder engagements and integration of projects across departments Develop specifications for an expert panel of facilitators based on technical expertise | X | X | X | | | |
| | | <ul style="list-style-type: none"> Refine engagement governance activities to achieve best practice Undertake a review of the Community Engagement Policy and Strategy Develop a Community Engagement Charter based on behaviours and expectations Work with staff to undertake training and development in the delivery of community engagement activities | | | X | | | |
| | | | | X | X | X | X | X |
| | | <ul style="list-style-type: none"> Undertake engagement training and awareness with Councillors in regard to roles and responsibilities, contribution of engagement to decision-making and supporting the City's engagement activities, <u>through policy reviews</u> | | X | X | | | |
| KPIs | | <ul style="list-style-type: none"> Participation levels in community engagement activities Outcomes of engagement projects are reflected in Council decision-making Achievement against the IAP2 principals of engagement and core values | | | | | | |

10.3 Key Result Area: Communications

| Strategic Objectives (from Strategic Community Plan 2018-2028) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|--|-------------|---------|---------|---------|---------|---------|---------|
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| KPIs | | | | | | | | |

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| Operational Objectives (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|---|---|---------|---------|---------|---------|---------|---------|
| 10.3.1 | Provide effective communications to inform and explain city services and activities through the media, public relations, promotions and events. | Review the Communications Strategy and supporting documentation | | X | X | X | | |
| | | Perform reviews and improvements on Council's communication policies and procedures | | X | X | X | | |
| | | Explore and implement opportunities for digital marketing as the social media landscape changes | | X | X | X | X | X |
| | | Seek new opportunities for proactive promotion of City services and initiatives | | X | X | X | X | X |

| Operational Objectives (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|--|---|---|---------|---------|---------|---------|---------|
| | | Ensure publications are relevant and easily understood by the community and they promote the City and the service/activity positively <ul style="list-style-type: none">Undertake an audit of publications to understand purpose, audience and timingReview promotional material for the library to consolidate overall promotions | | X | X | | | |
| | | Improve the relationship with the media and provide ongoing media requests, releases and articles <ul style="list-style-type: none">Undertake media training with key staff, Mayor and Councillors | | X | | X | | X |
| | | Provide support to event organisers in the provision of event communications and marketing collateral (e.g. posters, flyers, website, web banners, concrete stickers, email signatures, promotional products. | X | X | X | X | X | X |
| | | Provide support to Council staff in the provision of programs, newsletters, brochures and other communications | X | X | X | X | X | X |
| | | KPIs | <ul style="list-style-type: none">Media coverage achieved (positive and negative)Quality and timeliness of publications produced | | | | | |

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10.4 Key Result Area: Council Support and Liaison

| Strategic Objectives (from Strategic Community Plan 2018-2028) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|--|-------------|---------|---------|---------|---------|---------|---------|
| | | | | | | | | |
| | | | | | | | | |
| KPIs | | | | | | | | |

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| Operational Objectives (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|--|---|---------|---------|---------|---------|---------|---------|
| 10.4.1 | Provide regular and open communication to all elected members and arrange for training, induction and support to assist the decision-making processes of Council | Inform, consult and meet with elected members and executive on key developments as they arise | X | X | X | X | X | X |
| | | Inform elected members on upcoming events or opportunities to attend relevant training programs/information forums | X | X | X | X | X | X |
| | | CEO Weekly Update, regular councillor briefings and information sessions to keep all elected members aware of issues/developments | X | X | X | X | X | X |
| | | Hold weekly CEO executive meetings with the Mayor <u>or as otherwise agreed</u> | X | X | X | X | X | X |

| Operational Objectives (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|--|--|----------------|----------------|----------------|----------------|----------------|----------------|
| | | Provide training, attendance at relevant conferences, forums and meetings for elected members | X | X | X | X | X | X |
| KPIs | | <ul style="list-style-type: none"> Number of communications. Timeliness of the production of communications (including agendas and minutes) and advice | | | | | | |

10.5 Key Result Area: Good governance

| Strategic Objectives (from Strategic Community Plan 2018-2028) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|--|-------------|---------|---------|---------|---------|---------|---------|
| | | | | | | | | |
| | | | | | | | | |
| KPIs | | | | | | | | |

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| Operational Objectives (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|---|---|----------|----------|----------|----------|----------|----------|
| 10.5.1 | Establish, maintain and regularly review the policies and procedures of the City as well ensure compliance with all statutory controls and fiduciary responsibilities for elected members and staff | Undertake a review of the Annual Report content and align with the Strategic Community Plan | | X | | | X | |
| | | Review the processes for preparing, delivering and reporting on performance against the budget, corporate business plan 10-year financial plan and updating local laws and policies | | X | X | | | |
| | | <u>Review Council policies</u> | <u>X</u> | <u>X</u> | <u>X</u> | <u>X</u> | <u>X</u> | <u>X</u> |
| KPIs | | <ul style="list-style-type: none">Annual Report aligns with the Strategic Community Plan<u>Annual Report prepared within legislative and City timeframes</u><u>Review of Council policies completed in accordance with the nominated review dates</u> | | | | | | |

Goal 11: Better Business

Strategic Priority: A City that delivers for its community

11.1 Key Result Area: Customer Service

| Strategic Objective (from Strategic Community Plan 2018-2028) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|---|---|---------|---------|---------|---------|---------|---------|
| | <u>Community feedback derived from strategic plan development and review that focus on the Community's vision, aspirations and objectives</u> | <u>The City will communicate its 'Community Plan in Action' and progress annually through the media, annual City News newsletter and Annual Report and the City's website</u> | | | | | | |
| | | | | | | | | |
| KPIs | | • | | | | | | |

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| Operational Priorities (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|--|--|---------|---------|---------|--------------|--------------|---------|
| 11.1.1 | Provide the interface between the City's Vision and the Strategic Community Plan and the delivery of services consistently, fairly and unbiased to the whole community | Online Lodgement, Registration and Monitoring System for Statutory Planning Applications: <ul style="list-style-type: none"> Investigate analyse and costs options with IT and SharePoint Consultants Develop and implement the Finance system | | | X | X | X | |

| Operational Priorities (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|--|---|---------|---------|---------|---------|---------|---------|
| | | Introduce paperless community engagement for development applications: | | ✗ | ✗ | | | |
| | | Explore options to raise more non rate revenue to fund other strategic initiatives | | | X | X | X | X |
| | | <ul style="list-style-type: none"> Investigate a paperless community engagement process with the Community Engagement Coordinator with option for paper notification | | ✗ | ✗ | | | |
| | | <ul style="list-style-type: none"> Implement findings | | | ✗ | ✗ | ✗ | ✗ |
| | | Local Planning Policy: | | | | | | |
| | | <ul style="list-style-type: none"> Develop the policy for the purposes of community engagement for all public notifications of planning applications | X | | | | | |
| | | <ul style="list-style-type: none"> Implement the policy | X | | | | | |
| | | Provide a dedicated customer service on-duty roster for front counter and telephone for statutory and strategic planning enquiries | X | X | X | X | X | X |
| | | Process financial payments, hall and facility bookings | X | X | X | X | X | X |
| | | Receive and facilitate enquiries to relevant areas of the organisation | X | X | X | X | X | X |
| | | Ensure the organisation works within and meets its customer service charter obligations | X | X | X | X | X | X |
| | | Review customer service charter | | | | X | | |

| Operational Priorities (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|--|---|---------|---------|---------|---------|---------|---------|
| | | Review and develop business processes to support technology and staff changes | X | X | X | X | X | X |
| KPIs | | <ul style="list-style-type: none"> Development and subdivision applications are processed within the statutory timeframes Customer Service Charter deadlines are met. | | | | | | |

11.2 Key Result Area: Financial Sustainability

| Strategic Objective (from Strategic Community Plan 2018-2028) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|-----------------------------|---|---------|---------|---------|---------|---------|---------|
| | Maintain Operating Surplus | Balanced budgets on average over the long-term | X | X | X | X | X | X |
| | Optimal Level of Borrowings | Maintain borrowings as low as possible relative to needs and capabilities | X | X | X | X | X | X |
| KPIs | | <ul style="list-style-type: none"> Key ratios trends meeting or exceeding standards in the long-term for Operating Surplus Ratio, Net Current Assets, Debt Service Cover Ratios. | | | | | | |

| Operational Priorities (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|---|---|---------|---------|---------|---------|---------|---------|
| 11.2.1 | Minimise the impact of rates increases where possible | Improve budgeting process to become more effective in profiling, delivers commitments made in the long-term plan, and the corporate business plan | X | X | X | X | X | X |
| | | Review services and service levels in line with legislation and community strategic plan and priorities identified | | X | X | X | X | X |
| | | Renegotiate borrowing terms to leverage on better terms and savings on interest expense | | X | X | X | X | X |
| | | Review the approved 10-year long term financial plan | | X | X | X | X | X |
| 11.2.2 | Provide prudent financial stewardship by maximising the value of every dollar earned. | Enhance financial systems to ensure maximum automation | | X | X | X | | |
| | | Improve financial reporting for better decision making | | X | X | X | X | X |
| | | All financial transactions are approved in accordance with policies and reported as required by legislation. | X | X | X | X | X | X |
| | | Suppliers are engaged in accordance with policies and risks are reviewed and mitigated | X | X | X | X | X | X |
| | | Payments and collections of income are processed in a timely manner | X | X | X | X | X | X |
| | | Review <u>and maintain</u> financial systems to improve system capabilities to meet accounting standards | | X | X | X | X | X |
| | | Generate a revenue stream from leased sites at the John XXIII depot | | X | X | X | X | X |
| | | Ensure all term contracts are current | X | X | X | X | X | X |

| Operational Priorities (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|---|--|---------|---------|---------|---------|---------|---------|
| 11.2.3 | Provide procurement services for all procurement requirements | Undertake the Request for Quote (RFQ), Request for Tender (RFT) and Request for Panel (RFP) approved process including tender documentation | X | X | X | X | X | X |
| KPIs | | <ul style="list-style-type: none"> Rates increases for <u>on-going operational</u> level of service to be maintained at <u>or below</u> annual CPI. <u>Increased rates as required in accordance with Long Term Financial Plan for special projects.</u> Reduction of interest on existing borrowings by at least 20% upon completion of renegotiation of loan LTFP approved by Council annually Enhanced ERP system implemented by Financial Year 2021 Financials are processed within 60 days | | | | | | |

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11.3 Key Result Area: Human Resource Management

| Strategic Objective (from Strategic Community Plan 2018-2028) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|--|-------------|---------|---------|---------|---------|---------|---------|
| | | | | | | | | |
| KPIs | | | | | | | | |

| Operational Priorities (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|---|--|---------|---------|---------|---------|---------|---------|
| 11.3.1 | Assess organisational structure with 5-year horizon and annual reviews. | Each directorate and sub-business unit is assessed with annual reviews on a rotation program | | X | X | X | X | X |
| | Attract and retain the desired workforce | As turnover occurs, each role is assessed for currency of need; skills required and remuneration of each role is assessed against the local government market. | | X | X | X | X | X |
| | | Workforce supply to be considered including apprentices, cadets, traineeships, graduate programs and disability employment partnerships. | | X | X | X | X | X |
| | | Use contemporary media methods including electronic and social media to attract skilled applicants. | | X | X | X | X | X |
| | | Provide timely recruitment turnaround that ensures ongoing labour supply. | | X | X | X | X | X |
| | | Enhance the employee experience with professional methods of onboarding, induction programs and mentoring. | | X | X | X | X | X |
| | | Engage employees through health and wellness initiatives, regular employee communication and feedback loops. | | X | X | X | X | X |
| | | <u>Report on and apply the actions identified in the Strategic Workforce Plan.</u> | | | X | X | X | X |
| | Workforce framework and arrangements are compliant with legislation and policy. | Industrial instruments including Enterprise Agreements and underpinning policies and procedures to reflect current laws and City Policies. | | X | X | X | X | X |

| Operational Priorities (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|---|--|---------|---------|---------|---------|---------|---------|
| | Learning and Development is organised for continuous employee improvement. | Employee learning and development through: 70% on the job learning; 20% learning from management and team guidance and instruction; 10% formal learning from in-house and external training courses. | | X | X | X | X | X |
| | | <u>Incorporate into the Strategic Workforce Plan measures that include building workforce capacity and capability towards undertaking a Smart Cities program and a Digital Strategy with ICT and data flow emphasis.</u> | | | X | | | |
| | Key HR Metrics measure and report on key employee data. | Employee turnover to be at or below industry average. | | X | X | X | X | X |
| | | Monthly reports on FTE and employee headcount. | | X | X | X | X | X |
| | | Sick leave within benchmarked standard. | | X | X | X | X | X |
| | | Annual and long service leave liability within benchmarked industry standard. | | X | X | X | X | X |
| | Occupational Safety and Health is legislatively compliant and effective | Ensure the legislatively required safety and health framework, policies, procedures and practices are in place in order to maintain high awareness of safety and identify hazards and prevent injuries. | | X | X | X | X | X |
| | Human Resource Management Systems (HRMIS) deployed to capture key employee information and data, minimise paper processing and enable reporting | Assess new HRMIS as part of a new City business system. | | X | X | X | X | X |
| | | Continue to input, capture and report on key employee data | | X | X | X | X | X |
| | | Minimise expensive hard copy processing wherever possible | | X | X | X | X | X |

| Operational Priorities (Functions required to achieve legislative compliance and operational efficiency) | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|---|----------------|----------------|----------------|----------------|----------------|----------------|
| KPIs | <ul style="list-style-type: none"> • All service areas are reviewed each three years • Workplace injuries managed for optimal return to work to minimise lost time and insurance payments | | | | | | |

11.4 Key Result Area: Information Management and Technology Systems

| Strategic Objective (from Strategic Community Plan 2018-2028) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|--|---|---------|---------|---------|---------|---------|---------|
| | Secure and compliant contemporary Systems to deliver City services | Review Enterprise System | X | X | X | | | |
| | | <u>Implement Enterprise System Review</u> | | | | X | X | |
| KPIs | | <ul style="list-style-type: none"> 100% Uptime | | | | | | |

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| Operational Priorities (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|--|--|---------|---------|---------|---------|---------|---------|
| | Secure systems capable of delivering City Services | Develop Digital Strategy | | X | X | | | |
| | | Implement projects within Digital Strategy | | X | X | X | X | X |
| KPIs | | Completion of actions within the Digital Strategy. | | | | | | |

11.5 Key Result Area: Governance Compliance

| Strategic Objective (from Strategic Community Plan 2018-2028) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|--|---|---------|---------|---------|---------|---------|---------|
| | <u>We value our Council's quality decision-making, effective and innovative leadership, transparency, accountability, equity, integrity and wise stewardship of the community's assets and resources. We have an involved community and collaborate with others, valuing respectful debate and deliberation.</u> | <u>Robust Governance Policies & Procedures, and sound risk management practices</u> | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| KPIs | | • | | | | | | |

| Operational Priorities (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|---|--|---------|---------|---------|---------|---------|---------|
| 11.5.1 | City meets the statutory and City compliance requirements of governance | Undertake a review and evaluation of governance (local laws, policies and procedures) compliance requirements: | X | | X | | X | |

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| Operational Priorities (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|---|---|---------|---------|---------|---------|---------|---------|
| | | Undertake strategic risk management reviews | X | X | X | | X | |
| | | Undertake insurance risk management | X | X | X | X | X | X |
| | | Hold regular meetings of the Audit and Risk Committee | X | X | X | X | X | X |
| | | Manage the internal audit program and performance of audit contract | X | X | X | X | X | X |
| | | Review and evaluate compliance requirements | X | X | X | X | X | X |
| | | Implement a streamlined and coordinated approach towards management of fraud risks with relevant policies, procedures, processes and programs being in place. | | X | X | | | |
| 11.5.2 | Minimise accident prevention and risk minimisation to the public. | Ensure OSH legislation and obligations are carried out and controlled. | X | X | X | X | X | X |
| KPIs | | <ul style="list-style-type: none"> Achievement of Audit items as per audit logs Implementation of Fraud Management Framework Risk Management framework that reflects current risks | | | | | | |

11.6 Key Result Area: Fleet management

| Strategic Objective (from Strategic Community Plan 2018-2028) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|--|--|---------|---------|---------|---------|---------|---------|
| | <u>Actions achieved in accordance with the Strategic Asset Management Plan (plant and equipment class plan) and the City's Long-term Financial Plan.</u> | <u>Prepare Fleet Asset Management Plan comprising heavy vehicle, light vehicle, plant and equipment.</u> | | | | X | | |
| | | | | | | | | |
| KPIs | | <u>—Fleet Asset Class plan will be prepared in accordance with Industry Best Practice.</u> • | | | | | | |

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| Operational Priorities (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|---|--|---------|---------|---------|---------|---------|---------|
| 11.6.1 | Ensure the effective management of commercial motor vehicles such as cars, vans, trucks, specialist vehicles and trailers used for the purposes of delivering services for the City | Review the provision of vehicles for City operations | X | X | X | X | X | X |
| | | Ensure the procurement of plant and machinery meets a fit-for-purpose criteria | X | X | X | X | X | X |
| | | Maintain accurate fleet inventory and associated records | X | X | X | X | X | X |
| | | Manage all fleet registrations, licencing, insurance and permits | X | X | X | X | X | X |

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| Operational Priorities (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|--|---|---------|---------|---------|---------|---------|---------|
| | | Ensure all vehicles are purchased and disposed of as per the City’s procurement policy and procedures | X | X | X | X | X | X |
| | | Manage all fuels, parts and machinery as required to maintain fleet system | X | X | X | X | X | X |
| | | Manage and operate workshop and resources to ensure timely service delivery and maintenance of vehicles | X | X | X | X | X | X |
| KPIs | | <ul style="list-style-type: none">• Actions achieved in accordance with the Strategic Asset Management Plan (plant and equipment class plan) and the City’s Long-term Financial Plan• Unscheduled vehicle down time kept to a minimum.• Cost effectiveness of fleet through service review. | | | | | | |

11.7 Key Result Area: Depot Services

| Strategic Objective (from Strategic Community Plan 2018-2028) | | Initiatives | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|--|--|---|---------|---------|---------|---------|---------|---------|
| | <u>Actions aligned with the Strategic Asset Management Plan and the City's Long-term Financial Plan for buildings and Depot.</u> | <u>Prepare Building Asset Management Plan for the City's Depot and Building portfolio.</u> | | | X | | | |
| KPIs | | <ul style="list-style-type: none"> <u>Building Asset Class plan will be prepared in accordance with Industry Best Practice/IPWEA Guidelines.</u> | | | | | | |

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| Operational Priorities (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|--|---|---------|---------|---------|---------|---------|---------|
| 11.7.1 | <u>Review Strategic Community Plan and prepare Building Asset Management Plan</u> Ensure a safe, lockable and fenced environment for the day-to-day operations of the City as well as storage of plant, machinery, tools and hazardous materials | <u>Present first draft of Building Asset Management Plan to EMT by March 2021.</u> Provide secure storage of plant and machinery and bulk materials used in the day-to-day operations of the City | X | X | X | X | X | X |
| 11.7.2 | <u>Ensure a safe, lockable and fenced environment for the day-to-day</u> | <u>Provide secure storage of plant and machinery and bulk materials used in the day to day operations of the City</u> | X | X | X | X | X | X |

| Operational Priorities (Functions required to achieve legislative compliance and operational efficiency) | | Priority Actions | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 |
|---|---|---|---------|---------|---------|---------|---------|---------|
| | <u>operations of the City as well as storage of plant, machinery, tools and hazardous materials</u> | <u>Provide, facilitate the resources used in the delivery of services to the City such as Ranger Services, Engineering Services, Parks Services and Infrastructure Services</u> | X | X | X | X | X | X |
| KPIs | | <ul style="list-style-type: none"> <u>Finalise the Building Asset Management Plan</u> <u>Number of OSH incidents kept to a minimum</u> <u>Proactively report and manage any near miss or OSH incidents</u> <u>Number of reported incidents or thefts</u> | | | | | | |

| | |
|-----------------|--|
| CPS29.20 | Request for Tender RFT 2020-21.02 – Waste Management Services |
|-----------------|--|

| | |
|---|---|
| Committee | 13 October 2020 |
| Council | 27 October 2020 |
| Applicant | City of Nedlands |
| Employee Disclosure under section 5.70 Local Government Act 1995 | Nil. |
| Director | Lorraine Driscoll – Director Corporate & Strategy |
| Attachments | Nil. |
| Confidential Attachments | 1. RFT 2020-21.02 Tender Evaluation and Recommendation Report |

Executive Summary

The City provides waste management services as an essential service to all City residents. The current waste management contract has been in place since 2013 and is due to expire on December 2 2020. The City commenced a process to test the market and publicly invite bids from suitably qualified and experienced contractors to provide the services from that date for an initial period of five (5) years with two (2) options for extension, each of one (1) year duration, these to be awarded at the sole discretion of the City.

This process has now been finalized and Council is requested to accept the evaluation and recommendation for award of the new contract to Suez Pty Ltd. The attached RFT 2020-21.02 Tender Evaluation and Recommendation Report is provided to assist you in your decision.

Recommendation to Committee

Council:

1. **approves the award of the contract for Waste Management Services to Suez Pty Ltd in accordance with the City's Request for Tender number RFT 2020-21.02 and comprising of that request, the City's Conditions of Contract, the Suez tender submissions inclusive of the Schedule of Rates and all post tender clarifications and negotiations.**
2. **instructs the CEO to arrange for a Letter of Acceptance and a Contract document to be sent to Suez Pty Ltd to be executed.**
3. **Instructs the CEO to arrange for all other tender respondents to be advised of the tender outcome**

Discussion/Overview

The provision of waste management services is an essential City service and is high value contract with many components.

City officers started working on the preparation of the request for tender documents in February 2020 and these were ready for advertising to the public in June 2020.

Full details of the timeline are provided in the attachment to this report.

A transparent process was ensured at all stages through the provision of oversight and guidance to the Evaluation Panel by the Procurement Coordinator who was an independent advisor on probity and equity throughout the process from beginning to end.

The results of the Evaluation Panel members assessment and subsequent recommendation for award is the purpose of this report.

Key Relevant Previous Council Decisions:

At a Special Council meeting on 01 October 2013 Council resolved as follows:

Council:

1. agrees to award RFT2013/14.01, the residential and commercial waste, recycling and greenwaste collection service contract and the disposal of the City's residential and commercial putrescible service, to Perthwaste Pty Ltd; and
2. authorises the Chief Executive Officer to sign the acceptance of offer.

Consultation

Consultation on the contract preparation and subsequent tender and evaluation process was conducted between multiple parties, both internal and external to the City. Transparency and Confidentiality were maintained at all times during the process.

Strategic Implications

How well does it fit with our strategic direction?

The City, through its *Strategic Community Plan / Strategic Direction / Values* is committed to the provision of a "High Standard of Services" to Nedlands residents

Who benefits?

City of Nedlands residents.

Does it involve a tolerable risk?

The provision of waste management services is an essential service requirement for the City and the ongoing engagement of a suitable contractor will remove the risk of City not fulfilling this requirement

Do we have the information we need?

Specialist City Officers have the necessary skills to expertly advise Council on the best contractor to supply the services at best value to the City.

Budget/Financial Implications

Waste Management Services are an essential service and are budgeted for each financial year.

Can we afford it?

The recommended contractor is offering the best value for money to the City

How does the option impact upon rates?

Minimal as this is an ongoing essential service.