

appendices



Elected Members Briefing Session
2 October 2018

And

Ordinary Meeting of Council
9 October 2018

TABLE OF CONTENTS

ITEM	TITLE	PAGE NO
10.1	Appendix 1 – Survey Results for Ward Review.....	3
10.1	Appendix 2 – Community Discussion Paper –Review of Wards Representation	7
11.1	Appendix 1 – Site Photo of 366 Albany Highway	22
11.1	Appendix 2 – Submitted Plans for 366 Albany Highway	24
11.1	Appendix 3 – Supporting Documentation for 366 Albany Highway	27
11.1	Appendix 4 – MRWA Referral Response for 366 Albany Highway	102
11.2	Appendix 1 – Floor Plans – 63A Devenish Street, Victoria Park	105
11.2	Appendix 2 – Updated Short Stay Accommodation Management Plan – 63A Devenish Street, Victoria Park	109
11.3	Appendix 1 – Floor Plans – 3-12 Forster Avenue (Receipt 435200)	116
11.3	Appendix 2 – Revised Management Plan – Unit 3 No 12 Forster Avenue, Lathlain	123
11.3	Appendix 3 – Strata Consent – 3-12 Forster Avenue (Receipt 435200-2)	139
11.4	Appendix 1 – Floor Plan – Home Occupation, 6 The Circus, Burswood	141
11.4	Appendix 2 – Applicant cover Letter – Home Occupation – 6 The Circus, Burswood	148
12.6	Appendix 1 – E1037-1 Rev0 – LTMP – Egham Road – Construction Details	151
14.1	Appendix 1 – Schedule of accounts for 31 August 2018. Payment summary – August 2018.....	153
14.2	Appendix 1 – Current Version of LPP 2 Home Occupation.....	163
14.2	Appendix 2 – Draft Revised LPP2 Home Occupation	165
14.3	Appendix 1 – Draft Mobile Food Vendors Modified Version.....	170
14.3	Appendix 2 – Draft Mobile Food Vendor Policy (Advertised Version)	190
14.3	Appendix 3 – Ordinary Council Meeting Minutes 10 July 2018	219
14.4	Appendix 1 – Burswood Station East Structure Plan Project Schedule	235
14.5	Appendix 1 - Maintenance	237
14.5	Appendix 2 – Engineer’s Report.....	239
14.5	Appendix 3 – GEN4	244

10.1 Appendix 1 – Survey Results for Ward Review

Review of Wards and Representation - Responses

Suburb	What is your interest in this matter?	Please provide your comments
East Victoria Park	Property owner-occupier	I think wards are irrelevant and should be abolished, it would bring the town together as one.
Carlisle	Property owner-occupier	I do not wish the boundaries to change. I am very happy with my representation. I have however noticed that some councillors are more active and approachable than others and perhaps there could be community engagement KPIs that could be linked to bonuses or some other mechanism. Given population projections for several thousand additional residents in Banksia(Burswood/Ascot) in the short to medium term I would think that it is premature to be having this conversation until those residences are occupied. If however the projections do match reality it would be logical to increase the amount of councillors to reduce the work load. Certainly if the 110,000 people target outlined in Town documents is reached the current number of councillors will be woefully inadequate.
Lathlain	Property owner-occupier	Option 3 - No wards
Victoria Park	Property owner-occupier	The issue of wards is important to me I. Terms of representation and who will have an interest in local issues. Two wards pear much better with names north and south better than current names that mean nothing. Less Councillors is a better way forward but they must be selected to ensure they all don't love or own businesses in the same areas. The population around the new developments MUST be taken into account. There are currently too many Councillors.
East Victoria Park	Property owner-occupier	I think for the next 5 years The Council should leave the boundaries as they are, and only then review them for possible adjustment. The Town of Victoria Park is undergoing huge change and the economy of WA is re-aligning to the post mining boom so now is time to stabilise not just knee jerk react.
Carlisle	Property owner-occupier	I would support the reduction in the number of councillors from 8 to 6 if the wards were retained. This would ensure that the different identities and requirements of each ward were promoted as there are quite different.
Victoria Park	Property owner-occupier	I am strongly against the changing of the Ward names to represent 'pioneering families'. The current names will suffice. I find the practice of naming community property or infrastructure after people fails to adequately represent diversity within the community and tends to favour white, middle class men and their families. We should be looking to the future and not the past in these respects. Flora and fauna is more than appropriate.
Victoria Park	Property owner-occupier	Who is driving this initiative? While the wards are slightly out of balance now (<6% deviation & will probably reduce over time with in-fill) all the proposals seek to increase the deviation to up to 12-15%. Keep things as they are & concentrate on performing the Towns remit at the lowest cost to the ratepayers, rather than playing politics & wasting ratepayers money.
St James	Property owner-occupier	I think the current ward system should remain.
Victoria Park	Local resident (non-property owner)	I would like to see the Town of Victoria Park move to a no ward structure. With a limit of 6 elected members. With the Mayor being elected by the council.

Not disclosed	Not disclosed	<p>I do think voters like to choose someone living in the same suburb as them (even if that may be further away from them than someone on the other side of an imaginary suburb border). I do think this gives a natural advantage and general thought bias to those living in the more dense sections of wards. (Carlisle and East Vic Park)</p> <p>Two possibilities I considered. If there are 4 candidates is it better/possible to have 4 wards of 1 councillor rather than 2 wards of 2 councillors? Split the area both current division and then miller/kent st to give 4 quadrants.</p> <p>Secondly, do the riverside suburbs have more in common and the boundaries should be split front and back rather than left and right?</p> <p>I don't know if the wards are about variety/diversity, inclusive of all, or if the wards are about likeminded/economic regions having the same say? The former would make the current boundaries reasonable. If it is the latter which seems to make sense (on line with our boundaries for other elections), dividing the area on Kent/Miller may be more relevant.</p> <p>Changing the wards to match economic realities may be of greater use if Town of Vic Park were ever to consider "special rates areas" that are used around the state eg. Joondalup has a special rates levy accepted by it's residents of Iluka, solely to be reinvested into the area. Given the tough financial climate this may be worth considering?</p>
Victoria Park	Not disclosed	<p>In relation to your current Review of wards and representation, as a resident and rate-payer I wish to make the following submissions:</p> <ol style="list-style-type: none"> 1. It is premature to revise the two ward boundaries at this time pending potential future developments in the Burswood/Belmont Park region. This ward review process does not need to occur at exactly eight-year intervals; it could be invoked again once these proposed developments have become established and are populated, at which time the new needs will be much more clearly defined. Accordingly, I support options 1 & 3, and do not support any of the options 2A/B/C. 2. Personally, I find the current names Banksia & Jarrah a bit confusing, as they have no link to identify their region. I understand and support the reasons for the previous 2010 name change, as they were non-inclusive. I suggest simple positional names such as North/South, or if necessary North-West/South/South-East etc would better describe the wards. 3. There are no overarching reasons to have two wards, we could have three, or none. While the railway & Shepperton Road impose a certain physical divide, it is a 'soft' boundary, as evidenced by your proposals 2A B & C, which would change the boundary from North/South to East/West. I would support combining both wards, or making no boundary change. 4. We are probably over-represented by Councillors, especially should both wards be combined, and this contributes to high costs which I pay for in my rates, which I have seen increase well beyond the rate of inflation over each of the past several years. I would support reducing the number of Councillors, probably to six. 5. All of the options 2A/B/C result in imbalanced representation for no benefit other than to accommodate projected population growth that may or may not happen. 6. It would be helpful to see a table of Councillor:Elector ratios for all councils in the metro area, and their average, to baseline our representation. The examples given may have been cherry-picked to suit a particular agenda. <p>Ward boundaries I support Option 3 - No wards. The Town is relatively small in area and I do not believe that there are any clear geographically-based communities of interest that require wards.</p>
East Victoria Park	Nor disclosed	<p>Representation I support the retention of 8 councillors. Table 6 in your discussion paper indicates a current population ratio for 6 councillors as 1:3596. By 2028 with a forecast population of 28564, the ratio for six councillors would rise to a high 1:4760. If 8 councillors are retained with the current ratio of 1:2697 (as per Table 1), the forecast 2028 population of 28564 would give an acceptable ratio for the 8 councillors of 1:3571 (as per Table 5). Although the Town population is a relatively small one, it is quite a diverse one and having 8 elected councillors and no wards should help encourage the nomination and election of councillors that continue to represent the views and voices of our diverse community.</p>
Victoria Park	Nor disclosed	<p>I would like to see the Town of Victoria Park move to a no ward structure. With a limit of 6 elected members. With the Mayor being elected by the council.</p>

Lathlain

Nor disclosed

I suggest retaining two Wards, with possible boundary changes to accommodate equality of population numbers in each Ward. Four wards is too many and too complicated for the size of this Town.

10.1 Appendix 2 – Community Discussion Paper –Review of Wards Representation



TOWN OF
VICTORIA PARK

REVIEW of WARDS & REPRESENTATION
COMMUNITY DISCUSSION PAPER

**Town of Victoria Park
Administration Centre
99 Shepperton Road
Victoria Park, WA, 6100**

**Locked Bag No. 437
Victoria Park, WA, 6979**

www.victoriapark.wa.gov.au

Table of Contents

1. Background	3
2. Current situation	3
3. Review process	5
4. Factors to be considered	5
4.1 Community of interest.....	5
4.2 Physical and topographical features.....	6
4.3 Demographic trends	6
4.4 Economic factors	6
4.5 Ratio of Councillors to Electors in the various wards.....	6
5. Options to consider	6
5.1 Option 1 Maintain the current two (2) ward system.	6
5.2 Option 2A Change the two (2) ward boundary	7
5.3 Option 2B Change the two (2) ward boundary	8
5.4 Option 2C Change the two (2) ward boundary	10
5.5 Option 3 No wards.....	12
5.6 Option 4 Changing the ward names.....	13
6. Representation	13
7. Public submission	14

1. Background

The Town of Victoria Park has resolved to undertake a review of its ward system to comply with the requirements of the *Local Government Act 1995* (the Act).

Schedule 2.2 of the Act requires local governments with wards to carry out reviews of the ward boundaries and the number of councillors for each ward from time to time so that no more than eight years elapse between successive reviews.

This will be the third review undertaken since the Town was formed on 1 July 1994 following the decision of the State Government to split the City of Perth. The first review was completed on 26 February 2002 with no changes being made. The second review was completed on 25 May 2010 which resulted in a change to the boundary from Albany Highway to Shepperton Road between the two wards. In addition the ward names were changed from Carlisle to Banksia and from Victoria Park to Jarrah respectively.

2. Current situation

Currently the Town of Victoria Park has eight (8) councillors elected from two (2) wards as follows:

Table 1 - Current Councillor (Cr)/Elector Ratios

Ward	Number of Electors	Number of Crs	Cr: Elector Ratio	% Ratio Deviation
Banksia	10,154 *	4	1:2539	5.88%
Jarrah	11,423 *	4	1:2856	-5.88%
Total	21,577	8	1:2697	

The percentage deviation gives a clear indication of the percentage difference between the average councillor/elector ratios for each ward.

* Source: Western Australian Electoral Commission - October 2017.

It can be seen that there is a slight imbalance in representation between the two Wards with Banksia being slightly over represented and Jarrah being slightly under represented having 1,269 more electors than Banksia.

Notwithstanding the above, a balanced representation is considered appropriate where the percentage ratio deviation falls within plus or minus 10%. The percentage ratio deviation is currently 5.88% which is currently accepted as being balanced.

The following map (Diagram 1) shows the current ward boundaries, the railway and major roads within the Town:

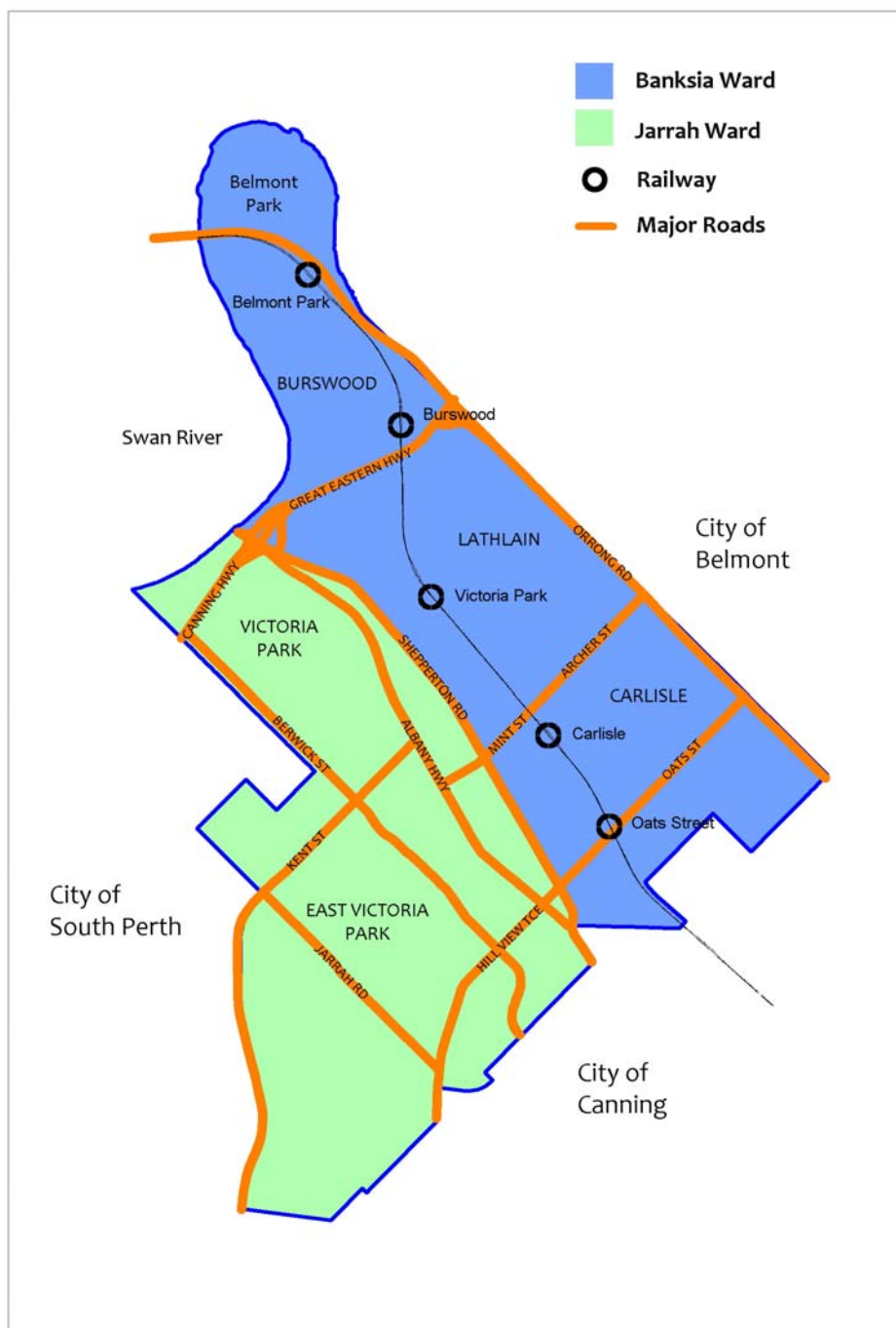


Diagram 1 – Current Ward Structure

3. Review process

The review process involves a number of steps:

1. Council resolves to undertake the review;
2. Public submission period opens;
3. Information provided to the community for discussion;
4. Public submission period closes;
5. The Council considers all submissions and relevant factors and makes a decision;
6. The Council submits a report to the Local Government Advisory Board (the Board) for its consideration; and
7. If a change is proposed, the Board submits a recommendation to the Minister for Local Government; Heritage; Culture and the Arts (the Minister).

Any changes approved by the Minister will be in place where possible for the next ordinary election.

4. Factors to be considered

When considering changes to wards and representation, Schedule 2.2 of the Act specifies factors that must be taken into account by a local government as part of the review process:

1. Community of interest;
2. Physical and topographic features;
3. Demographic trends;
4. Economic factors; and
5. Ratio of councillors to electors in the various wards.

The Board offers the following interpretation of these factors:

4.1 Community of interest

The term community of interest has a number of elements. These include a sense of community identity and belonging, similarities in the characteristics of the residents of a community and similarities in the economic activities. It can also include dependence on shared facilities in an area as reflected in catchment areas of local schools and sporting teams, or the circulation areas of local newspapers.

Neighbourhoods, suburbs and towns are important units in the physical, historical and social infrastructure and often generate a feeling of community and belonging.

4.2 Physical and topographical features

These may be natural or human made features that will vary from area to area. Water features such as rivers and catchment boundaries may be relevant considerations. Coastal plain and foothills regions, parks and reserves may be relevant as may other human made features such as railway lines and freeways.

4.3 Demographic trends

Several measurements of the characteristics of human population, such as population size, and its distribution by age, sex, occupation and location provide important demographic information. Current and projected population characteristics will be relevant as well as similarities and differences between areas within the local government.

4.4 Economic factors

Economic factors can be broadly interpreted to include any factor that reflects the character of economic activities and resources in the area. This may include the industries that occur in a local government area (or the release of land for these) and the distribution of community assets and infrastructure such as road networks.

4.5 Ratio of Councillors to Electors in the various wards

It is expected that each local government will have similar ratios of electors to councillors across the wards of its district.

5. Options to consider

The Council will consider the following options and members of the community may suggest others:

5.1 Option 1 Maintain the current two (2) ward system.

This option maintains the existing ward boundaries as shown in Diagram 1. If this option is preferred it may be necessary to undertake a further review in five to six years given the proposed residential developments to be undertaken in the Banksia Ward (mentioned in Option 2) which may create an imbalance in representation between the two Wards.

Whilst there is currently a slight imbalance in representation between the two Wards with Banksia (+5.88%) being slightly over represented and Jarrah (-5.88%) being slightly under represented as shown in Table 1, this may alter over the next five to six years due to the proposed redevelopment of the Belmont Park Racecourse.

The current councillor/elector percentage ratio deviation of 5.88% between the two Wards is acceptable.

5.2 Option 2A Change the two (2) ward boundary

With an increase in residential development at Belmont Park Racecourse, Burswood Station Area and the Causeway Precinct it is envisaged that the disparity of electors between the Wards may alter prior to the next review being due in eight years' time.

This could present an argument to amend Ward boundaries by using other roads and streets as the border between the current two Wards.

There are approximately 600 dwellings in that area east of Oats Street bounded by Shepperton Road, Oats Street and Orrong Road.

Applying an occupancy rate of 2.0 persons per dwelling and that an estimated 60% of the Town's population are electors would result in approximately 720 electors that could be transferred from the Banksia Ward to the Jarrah Ward.

The following map (Diagram 2) for Option 2A shows a new boundary whereby the section east of Oats Street is transferred from Banksia Ward to Jarrah Ward.

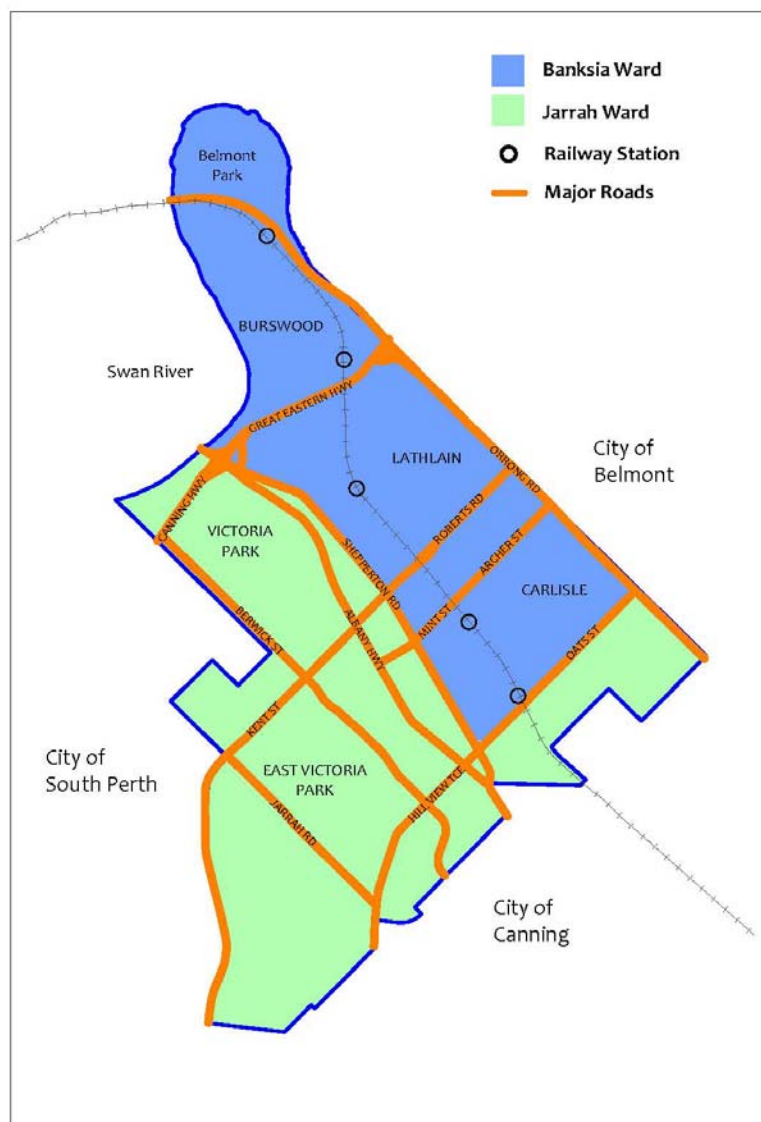


Diagram 2 – Increase in Jarrah Ward District

The following table shows an estimation of electors in the two Wards taking cognisance of the proposed boundary change.

**Table 2 – Option 2A
2018 Boundary Change - Projected Councillor/Elector Ratios**

Ward	Number of Electors	Number of Councillors	Councillor:Electors Ratio	% Ratio Deviation
Banksia	9,434	4	1:2359	12.5%
Jarraah	12,143	4	1:3036	-12.5%
Total	21,577	8	1:2697	

It can be seen that this would result in an unacceptable imbalance in representation between the two Wards with Jarraah being now under represented as the percentage ratio deviation is -12.5% and Banksia being over represented.

The acceptable balance within the allowable percentage ratio deviation is plus or minus 10%.

Notwithstanding the above, the imbalance between the two Wards may be reduced in future years given the proposed increase in residential development at the Belmont Park Racecourse, Burswood Station Area and the Causeway Precinct.

5.3 Option 2B Change the two (2) ward boundary

As in Option 2A with an increase in residential development at Belmont Park Racecourse, Burswood Station Area and the Causeway Precinct it is envisaged that the disparity of electors between the Wards may alter during the next eight years.

This could present an argument to amend Ward boundaries by using other roads and streets as the border between the current two Wards.

By using the suburb boundary between Carlisle and Lathlain of Roberts Road and the boundary between Victoria Park and East Victoria Park of Kent Street and Miller Street a proposed South Ward could be established. The remaining suburbs of Lathlain, Burswood and Victoria Park could then form a North Ward.

The following map (Diagram 3) for Option 2B shows the two Wards that could be established.

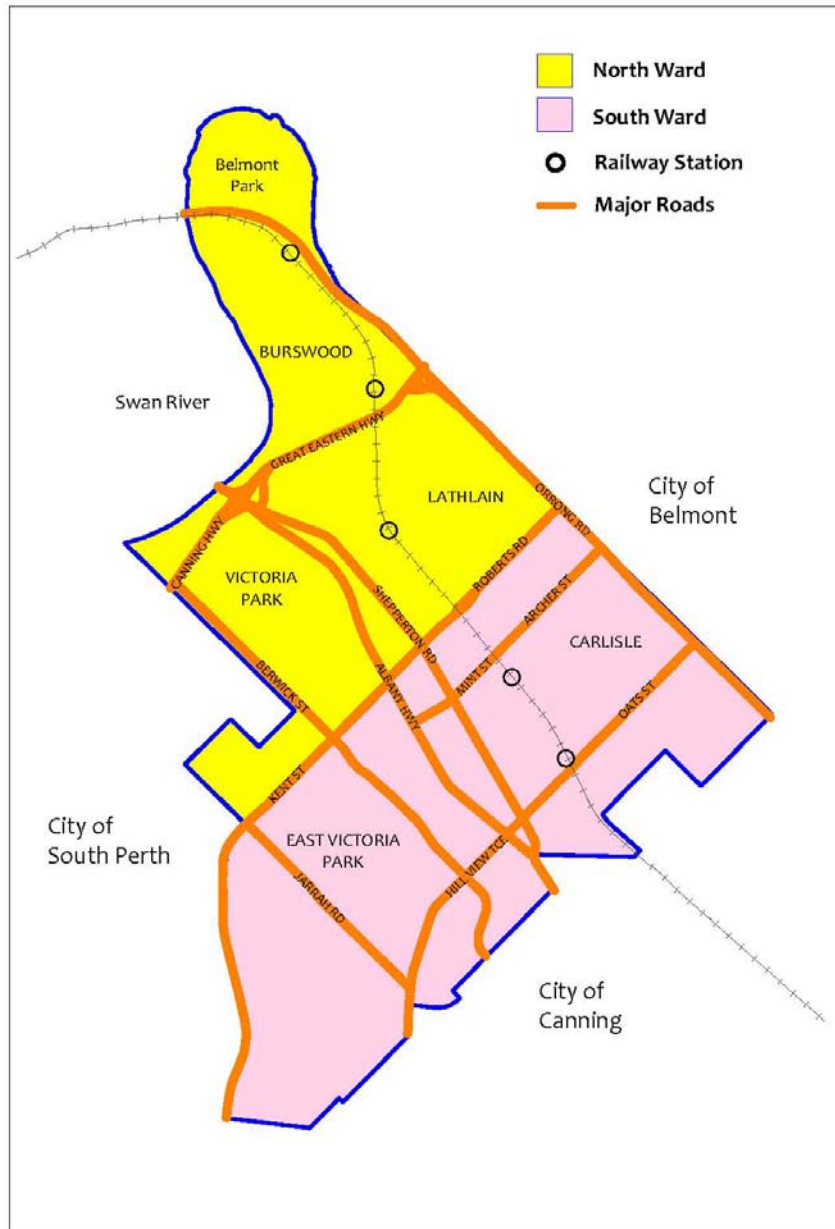


Diagram 3 – New North & South Ward (version 1)

The following table shows the estimated number of electors in the two wards:

**Table 3 – Option 2 B
2018 Boundary Change - Projected Councillor/Elector Ratios**

Ward	Number of Electors	Number of Councillors	Councillor:Electors Ratio	% Ratio Deviation
North	9,115	4	1:2279	15.5%
South	12,462	4	1:3116	-15.5%
Total	21,577	8	1:2697	

It can be seen that this would result in an unacceptable imbalance in representation between the two Wards with proposed South Ward being under represented with 3,347 more electors than and the proposed North Ward which would be over represented.

The acceptable balance within the allowable percentage ratio deviation is plus or minus 10%.

Notwithstanding the above, the imbalance between the two Wards may be reduced in future years given the proposed increase in residential development at the Belmont Park Racecourse, Burswood Station Area and the Causeway Precinct.

5.4 Option 2C Change the two (2) ward boundary

As in Option 2A with an increase in residential development at Belmont Park Racecourse, Burswood Station Area and the Causeway Precinct it is envisaged that the disparity of electors between the Wards may alter during the next eight years.

This could present an argument to amend Ward boundaries by using other roads and streets as the border between the current two Wards.

Option 2C is based on the North and South Ward scenario as shown in Option 2B. However that section bounded by Shepperton Road, Miller Street, Roberts Roads, Orrong Road, Archer Street and Mint Street is transferred to the proposed North Ward.

There are approximately 690 dwellings in the abovemention area and applying an occupancy rate of 2.0 persons per dwelling and that an estimated 60% of the Town's population are electors would result in approximately 830 electors that could be transferred from the proposed South Ward to the proposed North Ward. to the Jarrah Ward.

The following map (Diagram 4) for Option 2C shows the two wards that could be established.

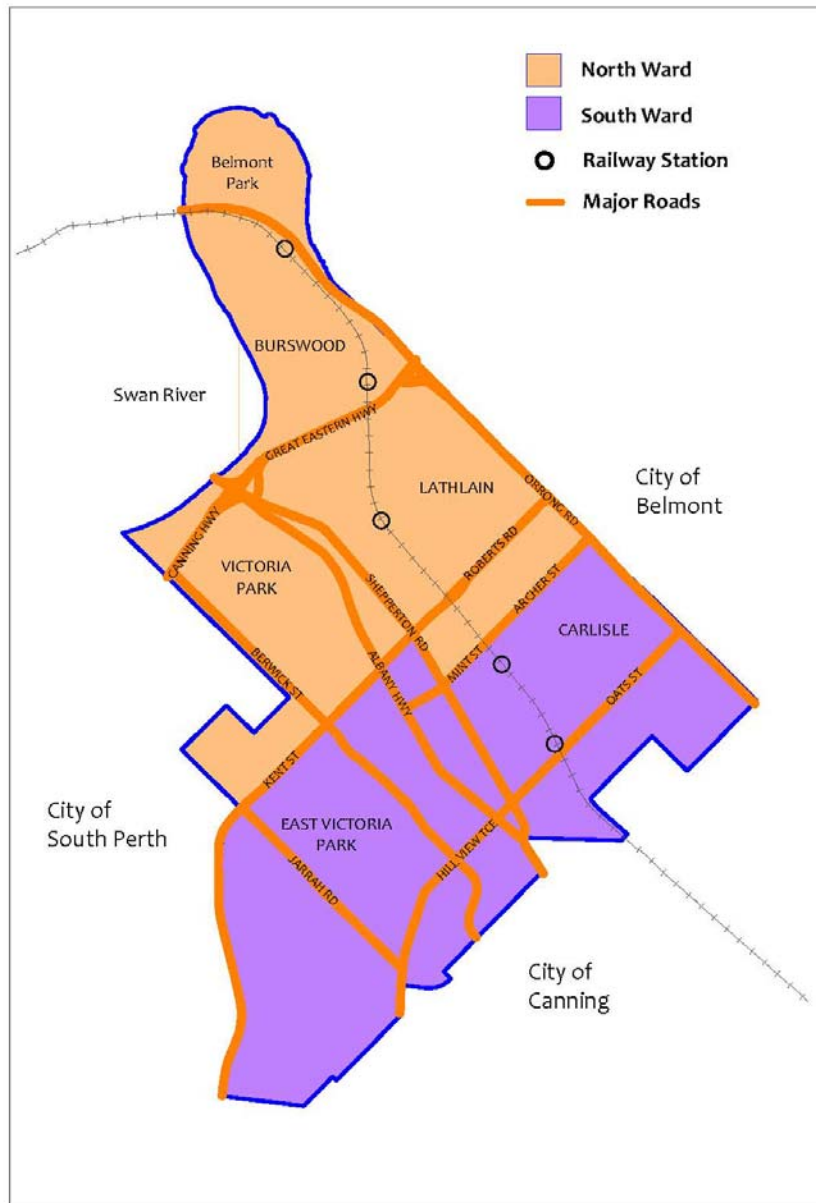


Diagram 4 – New North & South Ward (version 2)

The following table shows the estimated number of electors in the two Wards:

**Table 4 – Option 2C
2018 Boundary Change - Projected Councillor/Elector Ratios**

Ward	Number of Electors	Number of Councillors	Councillor:Electors Ratio	% Ratio Deviation
North	9,805	4	1:2451	9.1%
South	11,772	4	1:2943	-9.1%
Total	21,577	8	1:2697	

It can be seen that this would result in an acceptable balance in representation between the two Wards as it is within the allowable percentage ratio deviation is plus or minus 10%.

Whilst the proposed North Ward has 1,967 less electors than the proposed South Ward, the imbalance may be reduced in future years given the proposed increase in residential development at the Belmont Park Racecourse, Burswood Station Area and the Causeway Precinct.

5.5 Option 3 No wards.

The following table shows the estimated number of electors for 2028 in the two Wards as they currently exist.

Table 5 – 2028 Projected Councillor/Elector Ratios

Ward	Number of Electors	Number of Councillors	Councillor:Electors Ratio	% Ratio Deviation
Banksia	13,307	4	1:3327	6.83%
Jarrah	15,257	4	1:3814	-6.83%
Total	28,564	8	1:3571	

The percentage deviation shows the percentage difference between the average councillor/elector ratios for each ward.

It can be seen that there will no significant imbalance in representation between the two Wards with Banksia being over represented and Jarrah being under represented. The percentage ratio deviation remains within the acceptable percentage ratio deviation of plus or minus 10%.

Based upon the estimated representation between the two Wards as shown in 2028 projections where the percentage ratio deviation lies between plus 6.83% and minus 6.83% presents an argument for maintaining the current Ward structure. These estimates are based on the 2016 Census and do not take into consideration the proposed developments at the Belmont Park Racecourse, Burswood Station Area and the Causeway Precinct.

If a “No Ward” structure is implemented it would resolve any future imbalances as all 8 Councillors would represent all the electors within the Town’s district boundaries which would negate the requirement to review Ward boundaries every 8 years.

In larger metropolitan local governments such as the Cities of Stirling, Wanneroo and Joondalup the ward structure has advantages whereby councillors are elected to actively represent a particular ward. In the City of Wanneroo for example, this negates the councillors representing the suburb of Marangaroo having to travel the distance to Yanchep in order to undertake a site inspection and or meet with constituents as the councillors representing the suburb of Yanchep would be expected to undertake this task.

In the review of the *Local Government Act 1995* the Minister for Local Government; Heritage; Culture and the Arts (the Minister) has indicated that he would be considering implementing a no ward structure for small to medium sized metropolitan local governments to reduce the requirement for

reviews of wards and representation. This would reduce the workload on the Minister, State and Local Government Officers and also the Local Government Advisory Board.

The Town whilst having two wards does not identify a particular Ward when considering matters being presented to Council. Currently all Elected Members are representative of the whole district and the implementation of a “No Ward” structure has merit.

In large local governments such as the City of Stirling, its Doubleview Ward comprises 22,686 electors and is represented by two (2) councillors. A ward structure is therefore considered relevant given the size of the City of Stirling’s local government district and its number of electors totalling 142,565.

There may savings in election costs by implementing the “No ward” option because when one elected members office becomes vacant there is no need to conduct an extraordinary election if approved by the Council with the concurrence of the Western Australian Electoral Commissioner.

5.6 Option 4 Changing the ward names.

For example, if the current structure is retained the ward names could be based on geographical locations such as North and South or it may be preferable to use the names of pioneering families in the district or revert back to the former names of Carlisle Ward (now Banksia) and Victoria Park Ward (now Jarrah).

6. Representation

Also under consideration is the number of councillors for each ward and the district. For example, it may be that more councillors will provide better representation and more effective decision-making, but it will result in an increase in costs and therefore be less efficient financially.

In 2009 the then Minister for Local Government, Heritage, Citizenship and Multicultural interests announced strategies for local government reform based on a voluntary reduction in the present number of individual local governments, as well as a reduction in the number of elected members per council to between 6 and 9.

As mentioned under Option 3 (No wards), the City of Stirling’s Doubleview Ward comprises 22,686 electors and is represented by two (2) councillors. This equates to a Councillor Elector Ratio of 1:11,343 as compared with the Town’s Banksia Ward of 1:2539 and the Jarrah Ward of 1:2586. Whilst this may present an argument that the Town’s Wards are over represented, by comparison, the Councillor Elector Ratio in the Town of Claremont’s West Ward which is represented by three (3) councillors is 1:750.

If the number of councillors is reduced from eight (8) to six (6) with three (3) representing each the current two (2) Wards the Councillor Elector Ratio is 1:3,385 for the Banksia Ward and 1:3,808 for the Jarrah Ward which is considered reasonable in comparison to the City of Stirling Doubleview Ward and the Town of Claremont West Ward.

Table 6 - Current Councillor (Cr)/Elector Ratios

Ward	Number of Electors	Number of Crs	Cr: Elector Ratio	% Ratio Deviation
Banksia	10,154 *	3	1:3385	5.88%
Jarrah	11,423 *	3	1:3808	-5.88%
Total	21,577	6	1:3596	

* Source: Western Australian Electoral Commission - October 2017.

Consideration could therefore be given to reduce the number of councillors from eight (8) to six (6) with three (3) representing each of a two (2) ward structure or the whole district if wards are abolished.

7. Public submission

Members of the community are invited to make a written submission about any aspect of ward boundaries and representation and lodge it by either:

Delivering it to:

**Town of Victoria Park
Administration Building
99 Shepperton Road
VICTORIA PARK WA**

OR

Posting it to:

**Town of Victoria Park
Locked Bag 437
VICTORIA PARK WA 6979**

OR

Email it to:

admin@vicpark.wa.gov.au

All submissions must be received by 5pm on xxxxxxxx 2018

Thank you for your interest and involvement in this review. Council welcomes your comments on any matters that may assist it to make informed and responsible decisions for the benefit of the people of the Town of Victoria Park

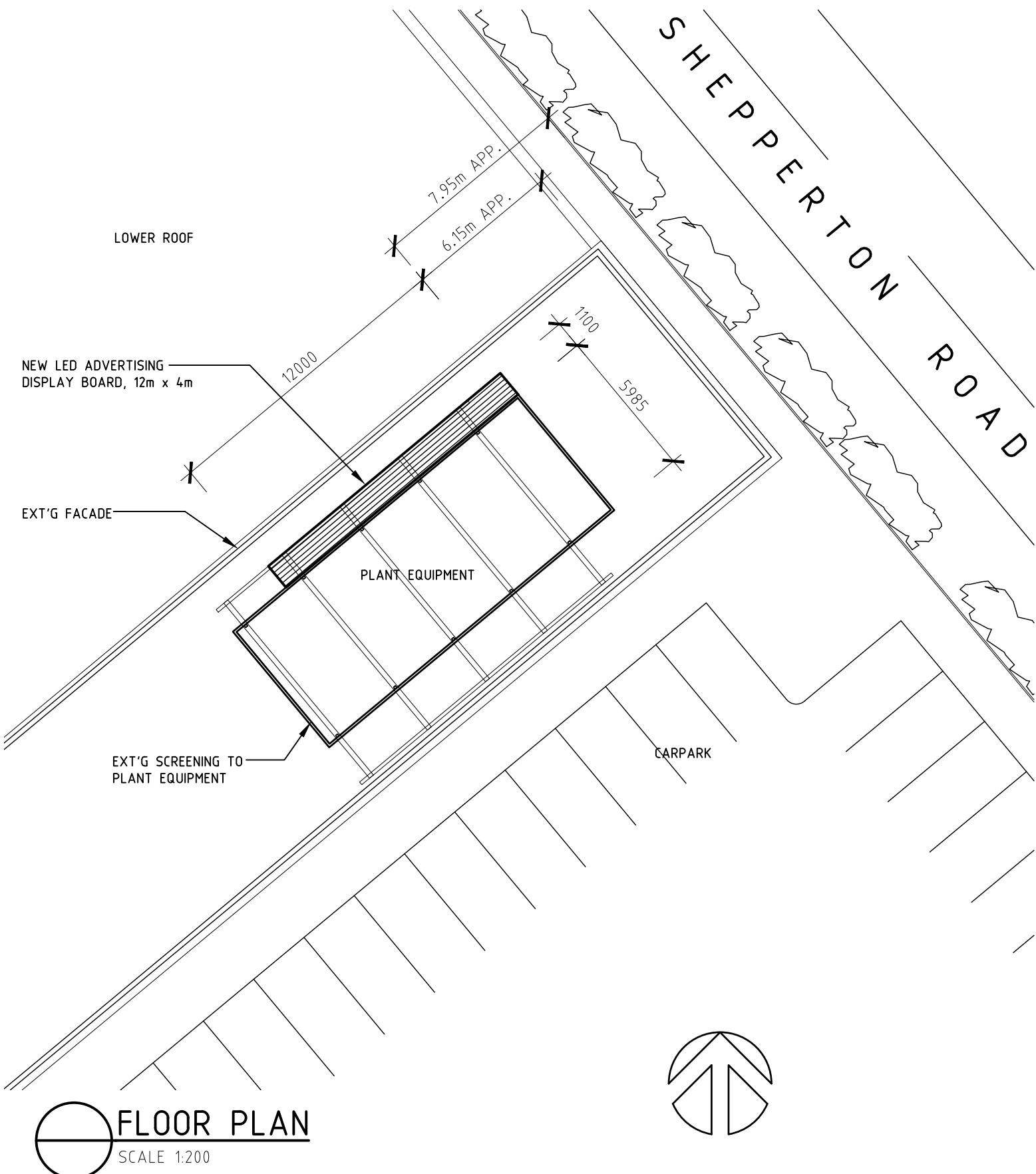
**Trevor Vaughan
MAYOR**

**Anthony Vuleta
CHIEF EXECUTIVE OFFICER**

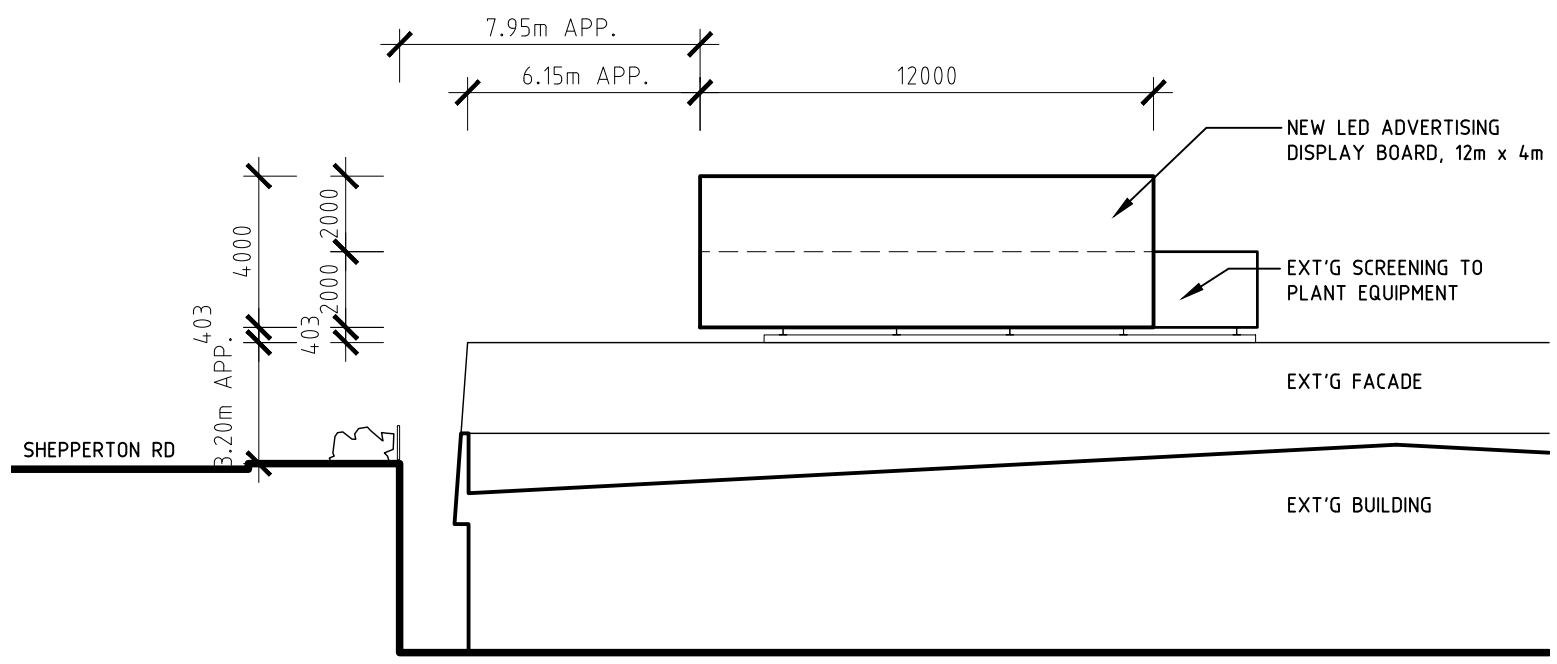
11.1 Appendix 1 – Site Photo of 366 Albany Highway



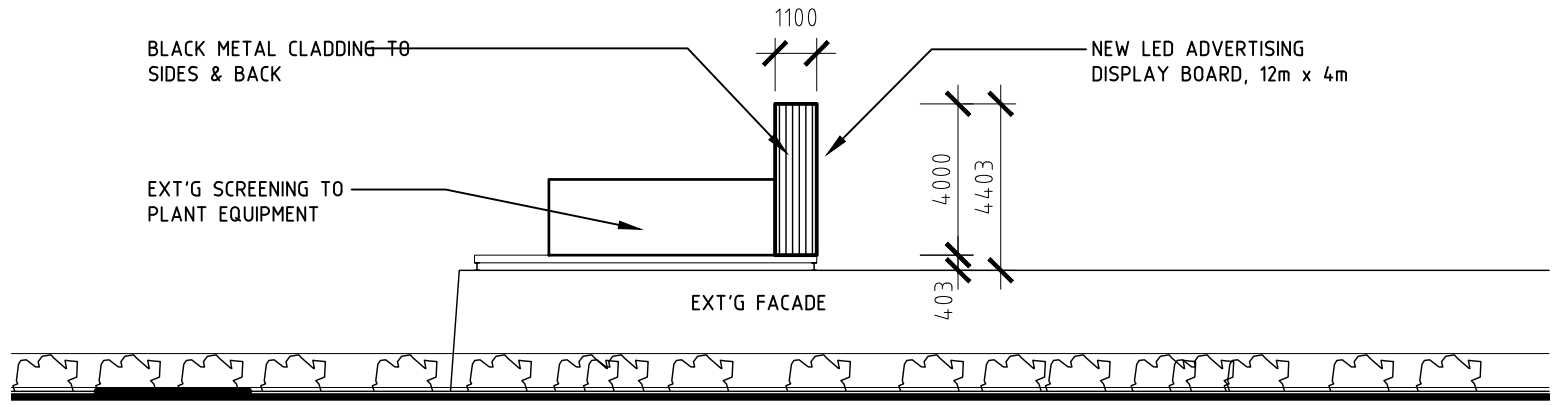
11.1 Appendix 2 – Submitted Plans for 366 Albany Highway



FLOOR PLAN
SCALE 1:200



NORTH WEST ELEVATION



NORTH EAST ELEVATION

REV.	DATE	DESCRIPTION

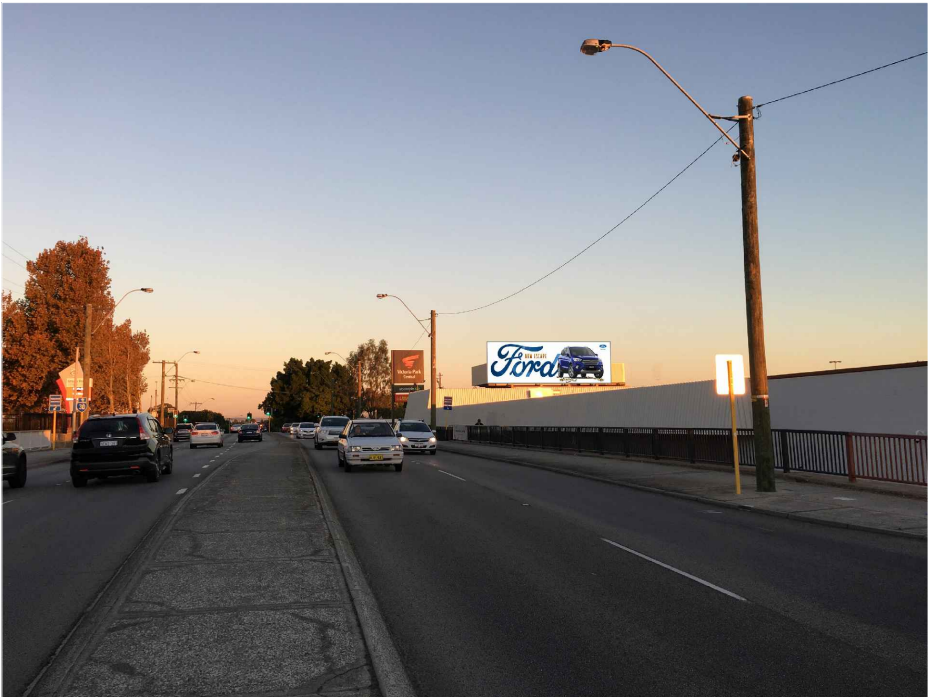
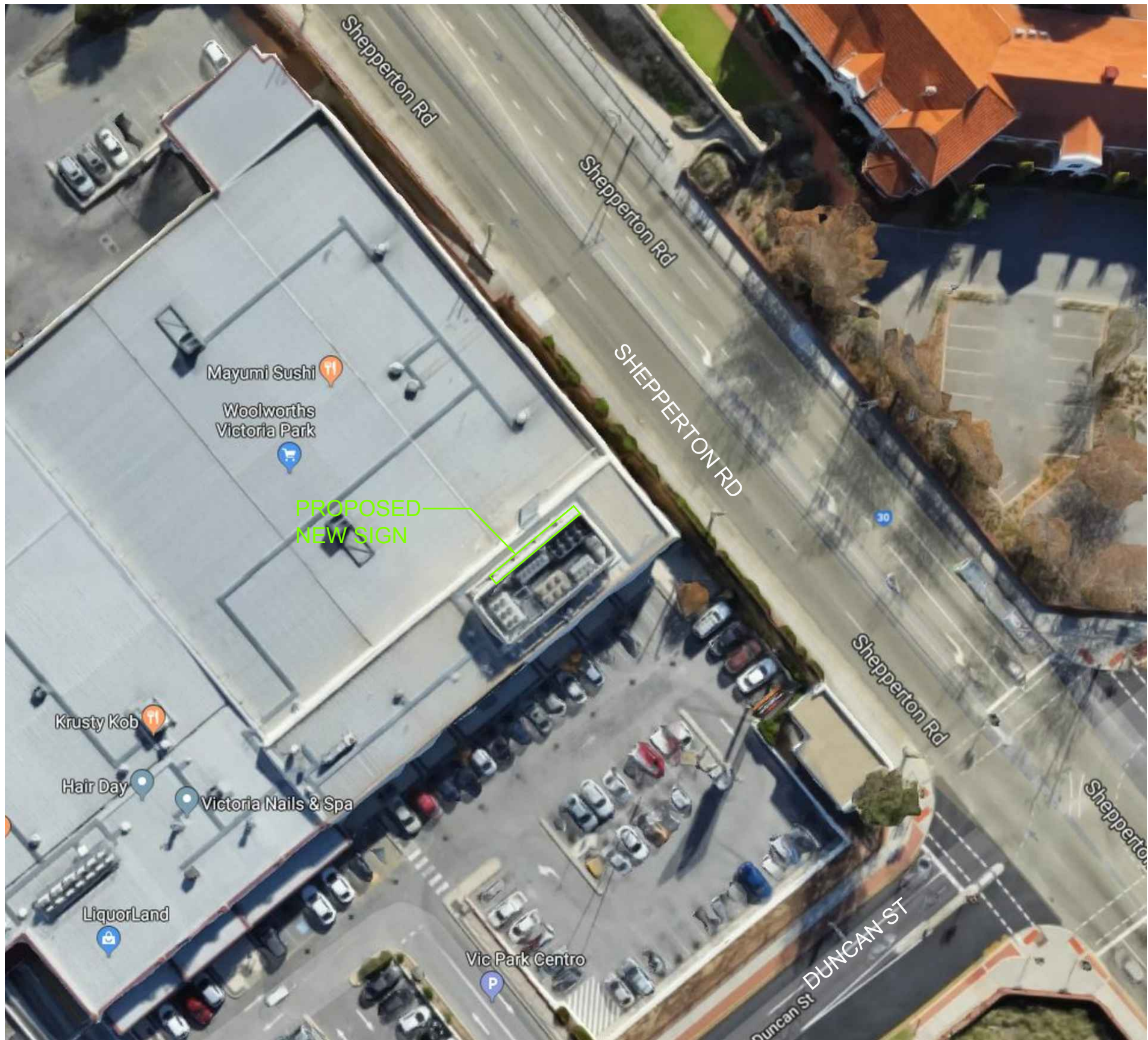


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NEW ADVERTISING DISPLAY
127 SHEPPERTON RD,
VICTORIA PARK, W.A. 6100
FLOOR PLAN & ELEVATIONS

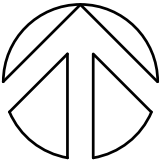
DRAWN KAS	DATE 2/2/18	SCALE 1:200	SHEET SIZE A3	JOB No. 1770	DRG. No. 02
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OutdoorElements
Outdoor Elements Pty Ltd.
59 Derrimut Drive, Derrimut, VIC 3030.
Tel: (03) 9394 1111, Fax: (03) 9394 1555
www.oel.com.au



⊖ PROPOSED PHOTO

⊖ AERIAL PHOTO
SCALE 1:500 APP.



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VICTORIA PARK, W.A. 6100
PHOTOS

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OutdoorElements
Outdoor Elements Pty Ltd.
59 Derrimut Drive, Derrimut, VIC 3030.
Tel: (03) 9394 1111, Fax: (03) 9394 1555
www.oel.com.au

11.1 Appendix 3 – Supporting Documentation for 366 Albany Highway

A nighttime photograph of a city street corner. In the foreground, a paved sidewalk with a brick-like pattern leads to a bus stop shelter. The shelter has a large, blank digital display screen. In the background, there are blurred lights from buildings and a passing vehicle, suggesting a busy urban environment.

DEVELOPMENT APPLICATION FOR PROPOSED LARGE FORMAT DIGITAL SIGN

366 ALBANY HIGHWAY, VICTORIA PARK

18 JULY 2018
PREPARED FOR VICINITY CENTRES



URBIS STAFF RESPONSIBLE FOR THIS REPORT WERE:

Senior Consultant	Marieka van den Burgh
Consultant	Adam Wood
Project Code	PA1518
Report Number	V1

TABLE OF CONTENTS

1.	Introduction	1
1.1.	Development Application Process	1
1.2.	Pre-Lodgement meeting	1
2.	Site Details	2
2.1.	Location	2
2.2.	Context.....	2
2.3.	Site Particulars.....	2
3.	Proposal.....	4
3.1.	Digital Signage overview	5
3.2.	Signage Contents	5
3.3.	Road Safety Assessment	6
3.4.	Lighting Assessment.....	6
4.	Planning Assessment	7
4.1.	State Planning Framework	7
4.2.	Local Planning Framework	8
4.2.1.	Town of Victoria Park Local Planning Scheme No. 1	8
4.2.2.	Town of Victoria Park Policy Manual	9
4.2.3.	Draft Local Planning Policy 'Signs' (May 2018).....	10
4.2.4.	Signs Local Law 2006.....	16
5.	Conclusion	18
	Disclaimer	19

Appendix A - Certificate of Title

Appendix B – Development Plans

Appendix C – Road Safety Assessment

Appendix D – Lighting Assessment

FIGURES:

Figure 1 – Aerial Photograph.....	3
Figure 2 – Indicative Proposed Signage.....	4
Figure 3 – MRS Zoning Map	7
Figure 4 – Zoning Map.....	8

TABLES:

Table 1 – Lot Details.....	2
Table 2 – Policy Manual Assessment.....	9
Table 3 – Draft LPP 'Signs' Assessment.....	10

1. INTRODUCTION

This report has been prepared to support an application for development approval for a large format digital sign for third party advertising at Lot 2000 (No.366) Albany Highway, Victoria Park (the subject site).

This application proposes to install a new large format digital sign on top of the Victoria Park Central shopping centre overlooking Shepperton Road. Based on our review of the State and local planning framework, it is understood that a development approval is required to facilitate the above-mentioned signage. To assist the City in its consideration of this application, the following information has been provided:

- Site Details –information on land tenure, surrounding development, traffic and heritage.
- Proposal – a description of the digital sign and summary of the traffic, heritage and lighting considerations.
- Planning Assessment – an assessment of the proposed sign against the City's Town Planning Scheme No. 2 and Draft Planning Policy Manuel – Signs.
- Conclusion – summary of key considerations.

1.1. DEVELOPMENT APPLICATION PROCESS

Based on the Instrument of Delegations 2017/02 Powers of Local Government and Department of Transport (MRS), applications for Large Format Digital Signage made by a non-public authority, requires approval under both the local planning scheme determined by the local authority and the Metropolitan Region Scheme (MRS) determined by the WAPC (dual approval). We understand the application will also require referral to Main Roads WA as the land subject to the application abuts a Primary Regional Road (PRR) being Shepperton Road.

1.2. PRE-LODGEMENT MEETING

A pre-lodgement meeting was undertaken between Urbis and the Town of Victoria Park on 12 July 2018. Based on discussions with the City it was advised that the application needs to be assessed against the recent Draft Local Planning Policy 'Signs' which has been publicly advertised and is considered a 'seriously entertained proposal'.

An assessment of the current local planning framework and the draft policy has been included in this planning report for completeness.

2. SITE DETAILS

2.1. LOCATION

The subject site is located at Lot 2000 (No. 366) Albany Highway, Victoria Park. The site is currently occupied by the Victoria Park Central shopping centre. The shopping centre is a single storey building with basement carparking. The shopping centre has frontage to Albany Highway, Duncan Street and Shepperton Road.

The digital sign is proposed along the Shepperton Road frontage and attached to the existing plant equipment screening. The signage will be visible to vehicles and pedestrians travelling south-east along Shepperton Road and will not be visible from any other surrounding areas.

Opposite the shopping centre on the northern side of Shepperton Road is Ursula Frayne Catholic College. The nearest residential dwelling with potential view lines to the sign is over 200m to the north-west on Harper Street.

2.2. CONTEXT

The subject site is located approximately 4.5km east of the Perth CBD. The site is situated between two Primary Regional Roads (Shepperton Road and Albany Highway), with Albany Highway providing a variety of commercial and retail shops including cafes and restaurants. Immediately to the north of the site across Shepperton Road is Ursula Frayne Catholic College.

Further north is a mix of residential and some scattered commercial uses. To the south, east and west of the site is a mix of retail and commercial uses lining Albany Highway. An aerial photograph of the subject site has been provided in **Figure 1**.

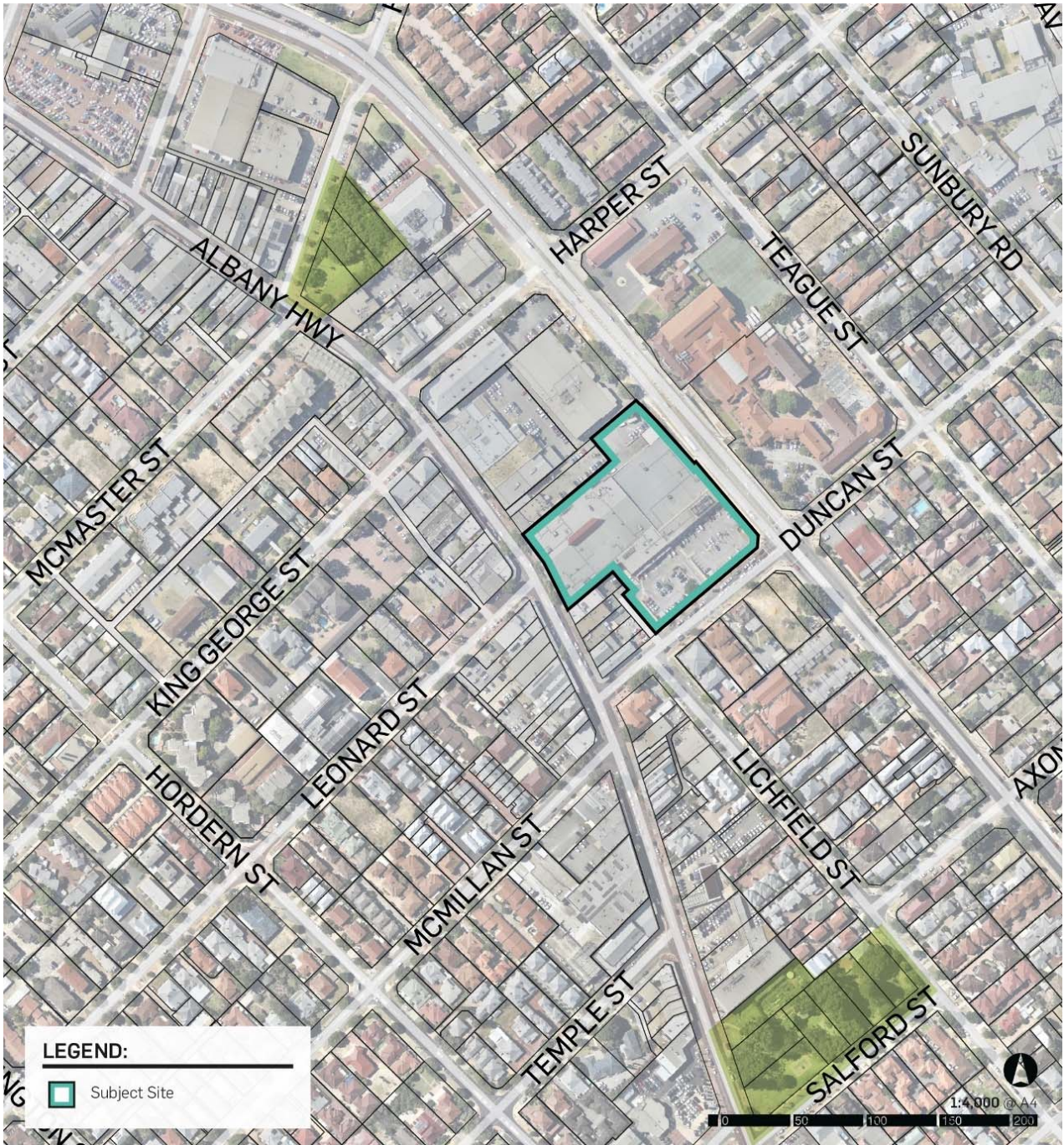
2.3. SITE PARTICULARS

Site particulars including lot details and cadastre has been summarised in **Table 1**.

Table 1 – Lot Details

Lot	Plan	Vol/Folio	Registered Proprietor	Encumbrances
2000	38478	2571/800	Vicinity Custodian Pty Ltd	Refer to Certificate of Title at Appendix A .

Figure 1 – Aerial Photograph



Source: Urbis 2018

3. PROPOSAL

This application proposes to install a new large format digital sign for third party advertising. The proposed sign will be located on the northern side of the existing rooftop plant to the shopping centre. In summary, the proposed sign comprises of the following key elements:

- Total dimensions of 12m (W) x 4m (H) x 1.1m deep
- 48sq.m digital screen
- Illumination levels of 300cd/m2 at night and 6,000 cd/m2 during day
- The contents of the proposed sign will have a dwell time of 30 seconds.

A series of signage plans and specifications have been submitted with this application, which identify the function and location of the proposed signage (refer **Appendix B**). An indicative photo montage is provided in **Figure 2**.

Figure 2 – Indicative Proposed Signage



3.1. DIGITAL SIGNAGE OVERVIEW

Digital signage is an emerging technology that is being implemented worldwide. It is a fast-growing industry providing outdoor advertising across urban and retail environments, from large format digital billboards to smaller scale drive-through signage. There are numerous benefits of digital signs over traditional signage measures, including:

- The signs can be changed electronically and remotely, reducing occupational safety and health issues, which are associated with the physical changeover between the advertising campaigns.
- The signs result in long term environmental benefits when compared to standard signs, given that they do not require the use of vinyl skins, thus reducing the carbon footprint of the sign.
- Digital signs are directly aligned to future e-commerce and economic growth consistent with other forms of digital media and many of the strategic growth objectives of government and private industry across Australia and including Western Australia.

3.2. SIGNAGE CONTENTS

The contents of the proposed sign will have a dwell time of 30 seconds with a refresh rate not exceeding 0.1 seconds compliant with Main Roads guidelines. Vicinity Centres will manage the content of the sign through the following mechanisms:

- Advertising Standards Bureau (ASB)
- Australian Association of National Advertisers (ANNA)
- Outdoor Media Association (OMA)

The regulation of advertising content in Australia is managed by the ASB, who administers the AANA Code of Ethics and various other Codes. The AANA, together with the ASB, represent two halves of Australia's gold standard system of self-regulation. The independent Advertising Standards Board adjudicates complaints under the codes.

Vicinity Centres will follow these guidelines and codes for advertising content and standards across all media. In this regard, the guidelines and codes of conduct provided by these national industry bodies are considered sufficient to manage the content of the sign and provide an appropriate avenue for addressing any potential complaints.

3.3. ROAD SAFETY ASSESSMENT

A Road Safety Assessment has been prepared by Cardno (refer **Appendix C**). The assessment examined the proposed sign against the relevant provisions of the following documents:

- Main Roads' *Conditions for Advertising Signs beyond State Road Reserves policy*.

The assessment concluded that the proposed signage will generally be compliant with the requirements set out within the Main Roads WA policy. However, it was noted that a minor portion of the sign encroaches on the 'Device Restriction Area – Outside Road Reserve', however it is considered that the encroachment should not result in rejection of the proposed sign given the minor nature of the impact. Overall it is considered that the proposed sign is 'low-risk' in nature.

In addition, a minor variation from the required 40 second dwell time, to 30 seconds is proposed. The effect of digital sign dwell times on road safety is not well understood and there is limited evidence-based policy on this matter. Before-and-after studies are still being undertaken by various road authorities however, these are yet to establish definitive links between lower dwell times and reductions in road safety.

For example, the Australia Road Research Board (ARRB) undertook a study of the Kwinana Freeway digital sign at Bull Creek Train Station to analyse differences in driver's behaviour at different dwell times of 25, 30, 40, and 60 seconds. The study used vehicle headways and lateral control (lane drift) as metrics on which to measure changes in driver behaviour. ARRB concluded that the results of the study "*provide no evidence that the LFDS on the Bull Creek Train Station's PTA Bridge has any practically significant negative impact on headway or lateral control even at the shortest dwell time.*"

Based on the available evidence, it is expected that the proposed 30 second dwell time is unlikely to have any noticeable impact on road safety in comparison to the 40 second requirement, and therefore a relaxation of this requirement is acceptable.

In addition, the refresh rate (the duration of transition between the full display of one message and the full display of the next message) will not exceed 0.1 seconds which is compliant with MRWA guidelines.

3.4. LIGHTING ASSESSMENT

A Lighting Impact Assessment has been prepared by Electro Light (refer **Appendix D**). The assessment examined the proposed sign against the relevant provisions of the following documents:

- Western Australian Main Roads 'Policy and Application Guidelines for Advertising Signs'.
- Australian Standards 4282 – 1997 Control of the Obtrusive Effects of Outdoor Lighting.

The Lighting Assessment recommends that the sign shall initially operate to half the recommended maximum luminance, with the level of luminance gradually increasing over time.

The assessment demonstrates that the proposed level of illumination is compliant with the requirements of the above-mentioned documents. In complying with these requirements, the proposed signage will not result in unacceptable glare nor will it adversely impact the safety of pedestrians, residents or vehicular traffic. The proposed signage will also not cause any reduction in visual amenity to nearby residences or accommodation.

4. PLANNING ASSESSMENT

4.1. STATE PLANNING FRAMEWORK

The proposed digital sign is located on land zoned under the Town of Victoria Park Local Planning Scheme No. 1 (LPS1) and directly abutting a Primary Regional Road (PRR) under the Metropolitan Region Scheme (MRS) (Refer to **Figure 3**).

In accordance with the *Planning and Development Act 2005 Instrument of Delegation DEL 2017/02 Powers of Local Governments and Department of Transport*, the proposed sign is categorised as 'Large Format Digital Signage' which means –

“an electronic billboard whether freestanding or attached to another structure with a display area of greater than 13m².”

Based on the nature of the signage location, it is understood that application will be referred to Main Roads WA for comment and also to the WA Planning Commission for determination.

Figure 3 – MRS Zoning Map



Source: WAPC 2018

4.2. LOCAL PLANNING FRAMEWORK

An assessment of the following local planning instruments has been undertaken:

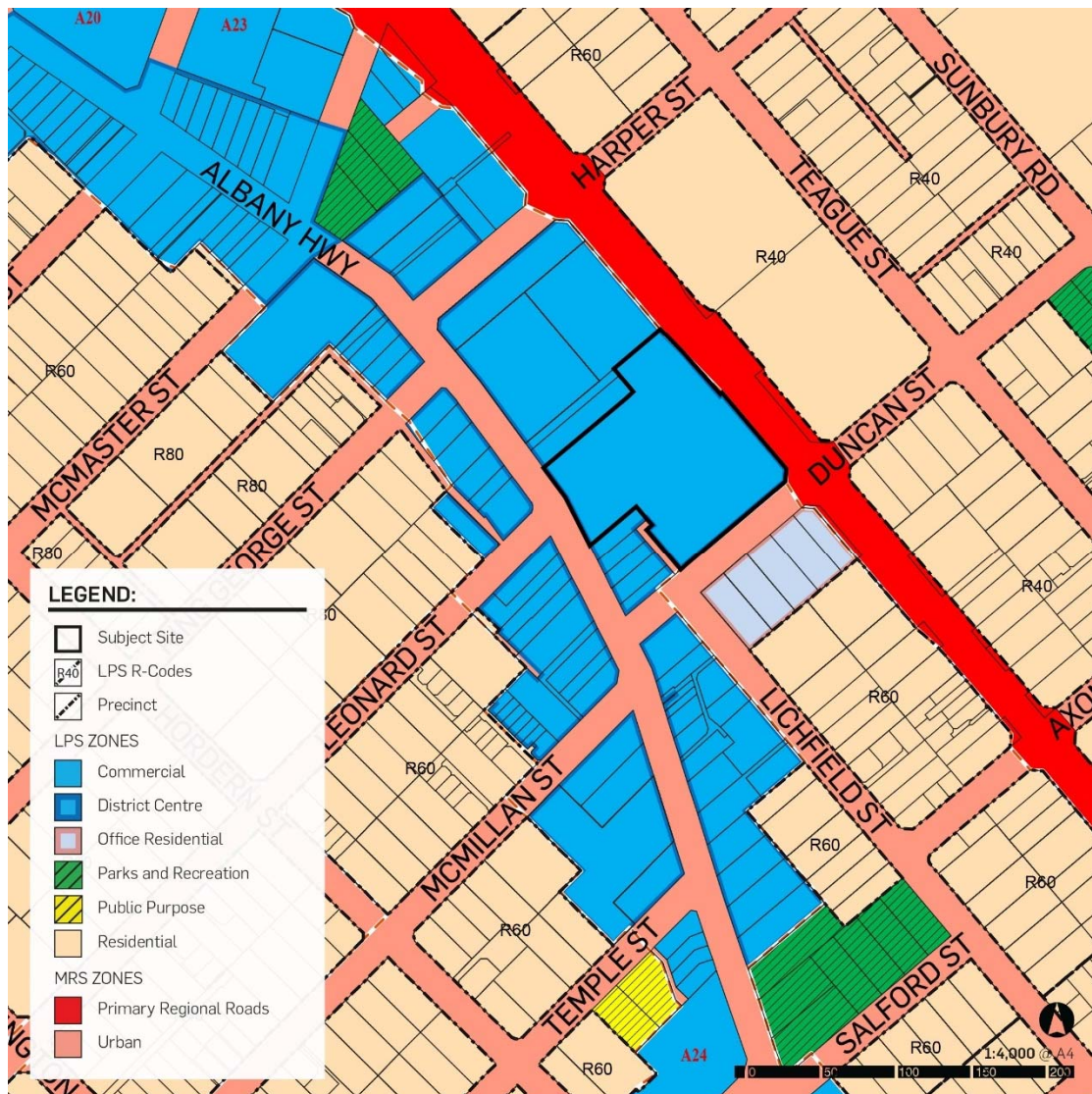
- Town of Victoria Park Local Planning Scheme No. 1
- Town of Victoria Park Local Planning Scheme No.1 – Policy Manual
- Draft Local Planning Policy ‘Signs’ (May 2018)
- Signs Local Law 2006

It is noted that large format digital signage is not defined within the local planning framework.

4.2.1. Town of Victoria Park Local Planning Scheme No. 1

The subject site is zoned ‘District Centre’ under the Town of Victoria Park Local Planning Scheme No. 1 (LPS1). An extract of the subject’s site’s zoning has been provided in **Figure 4**. The site is also located within the ‘P11 Albany Highway Precinct’, within the ‘Victoria Park Precinct’ as part of the District Centre. The intent of this precinct is to retain its strong shopping character, accommodating a wide range of activities concentrated at pedestrian level.

Figure 4 – Zoning Map



Source: WAPC 2018

In accordance with the LPS1, development applications involving an ‘advertisement’ are to be determined having regard to Clause 30A provisions. An assessment against Clause 30A is in section 4.2.3 as the provision are now contained also within the draft Local Planning Policy ‘Signs’.

In accordance with Schedule D of LPS1, signs that require development approval are outlined in Part 6 of the Town of Victoria Park Signs Local Law 2006.

4.2.2. Town of Victoria Park Policy Manual

Clause 4.5.2 of the Town’s Policy Manual provides specific guidance in relation to roof signs. An assessment is provided below.

Table 2 – Policy Manual Assessment

Provision	Response	Compliance
<p>4.5.2. POLICY</p> <p>a) The general policy in respect of the erection of signs, the construction of new signs or the alteration to the dimensions of existing roof signs is as follows:</p> <p>(i). no roof signs should be permitted to be erected on buildings except where such signs may be seen to be designed as an integral part of the design of the building and are for the purpose of identification of the building, its ownership or the major activities carried on within it;</p>	<p>Whilst the sign is technically a ‘roof sign’, the sign does not protrude above the building as a standalone signage element. The location of the proposed sign is on the façade of the existing rooftop plant room which will transform a blank, unattractive structure on the existing building into a vibrant digital sign increasing the element of interest and activation to the area.</p> <p>Whilst the sign will be used for third party advertising, the content of the sign can be readily changed electronically and remotely in response to a request to display emergency information or in the event of a complaint due to content. This is considered highly beneficial and an advantage over traditional static advertising signs.</p> <p>Due to the topography and site level difference between Shepperton Road and Victoria Park Central, the main building sits well below the street level and views for passing vehicles and pedestrians is to the blank rooftop and plant equipment which provides an opportunity for improvement.</p> <p>All advertising standards will be adhered to. This includes compliance with the national standards and codes of content by Advertising Standards Bureau, Australian Association of National Advertisers and the Outdoor Media Association which will manage content.</p>	<p>Minor variation requested</p>

Provision	Response	Compliance
	It's expected that conditions relating to text size and signage content may form a part of a condition of approval.	
ii. pending the formation of more detailed criteria, roof signs other than those identified in (i) above, should only be permitted where it can be demonstrated that having regard to the character of the area in which they are to be situated, they would not adversely affect its amenities or those of other areas;	<p>The sign will provide vibrancy in an area that has limited to no night time amenity. The digital nature of the sign will create a visual interest and enhance the vibrancy of the area.</p> <p>The subject site's building façade will be enhanced by the proposed in terms of stimulating the built form through colour, lighting and tasteful advertising campaigns.</p> <p>The nature of signage is expected as part of the urban context and fits appropriately within the built environment characterised by high levels of pedestrian and vehicle movements.</p>	✓
iii. in accordance with the Street Frontage Design Guidelines - District Centres and Commercial Areas along Albany Highway roof signs are generally not acceptable along Albany Highway; and	Not applicable. The sign is located along the Shepperton Road frontage.	✓
iv. all roof signs are subject to an application for planning approval under the requirements of the Town of Victoria Park Town Planning Scheme No 1.	Noted. This application satisfies this requirement.	✓


4.2.3. Draft Local Planning Policy 'Signs' (May 2018)

In accordance with draft LPP 'Signs' the proposal is classified as a 'Roof Sign' and 'Third Party Signage'. An assessment against the relevant provisions of the draft LPP is provided in **Table 4**.

Table 3 – Draft LPP 'Signs' Assessment

Provision	Response	Compliance
Objectives		
<p>a) To ensure that the display of signage does not adversely impact upon the amenity of the streetscape or surrounding area;</p> <p>b) To strike a balance between the reasonable identification of businesses and the need to ensure that advertising signs are complementary to built form and streetscapes;</p> <p>c) To avoid a proliferation of signs on individual sites and buildings;</p>	<p>The sign meets the objectives of the policy based on the following grounds:</p> <ul style="list-style-type: none"> • Whilst the sign is for third party advertising the location and design does not detract from the built form or streetscape. • The location of the proposed sign is on the façade of the existing rooftop plant room which will transform a blank, unattractive structure on the existing building into a 	✓

Provision	Response	Compliance
<p>d) Encourage the incorporation of signage into the design consideration of buildings; and</p> <p>e) To outline the standards that apply to signage throughout the Town and the matters that the Town will have regard to in determining applications.</p>	<p>vibrant digital sign increasing the element of interest and activation to the area.</p> <ul style="list-style-type: none"> • The sign does not protrude above the building as a standalone signage element but will conceal the unsightly plant equipment. • There is one existing static Pylon Sign at the Corner of Shepperton Road and Duncan Street which is predominantly Vicinity branding signage with two small tenant branding panels underneath. • Whilst the proposed digital sign will add a second sign to the Shepperton Road frontage, the existing static Pylon Sign serves the purpose of providing an arrival point for visitors to the shopping centre visible from vehicles and pedestrians travelling in both directions. • On the contrary, the proposed digital sign will provide third-party advertising to vehicles travelling in only a south-east direction. • The sign has a different purpose and message to the existing sign on the site. • No other signage is visible in the nearby locality. 	
General Requirements for All Signs		
(1) Advertisements shall be located such that traffic and pedestrian safety is not compromised;	<p>The sign is located on the roof of the building and therefore does not affect any driver sightlines or pedestrian safety nor potentially dominate or obscure a traffic control device.</p> <p>Refer to the Road Safety Assessment has been prepared by Cardno at Appendix C.</p>	✓
(2) Advertisements shall not contain any obscene or offensive information or illustration;	Refer to section 3.2 of this report.	✓
(3) Advertisements shall not impede pedestrian or vehicle movements;	The sign is located on the roof of the building and will not impede pedestrian or vehicle movements.	✓
(4) Advertisements associated with new commercial, industrial or mixed use	N/A	✓

Provision	Response	Compliance
developments with multiple tenancies are to be accompanied with a wider signage strategy for the site;		
<p>(5) Where illuminated:</p> <p>(a) not cause a nuisance, by way of light spillage to abutting sites;</p> <p>(b) not comprise flashing, intermittent or running lights, or change more than once in every 5-minute period;</p> <p>(c) not interfere with or be likely to be confused with, traffic control signals;</p> <p>and</p> <p>(d) not have a light of such intensity as to cause annoyance to the public.</p>	<p>The proposed digital signage is illuminated using LEDs installed within the front face. The brightness of the LEDs shall be controlled to provide upper and lower thresholds as required as well as automatically via a local light sensor to adjust to ambient lighting conditions.</p> <p>A Lighting Impact Assessment has been prepared by Electro Light (refer Appendix D). The assessment examined the proposed sign against the relevant provisions of the applicable Australian Standards and Main Roads guidelines.</p> <p>The assessment concludes that the proposed sign will not result in unacceptable glare nor will it adversely impact the safety of pedestrians, residents or vehicular traffic. The proposed signage will also not cause any reduction in visual amenity to nearby residences or accommodation. The signage shall be initially commissioned to half the recommended maximum luminances.</p> <p>A dwell time of 30 seconds is proposed which is a slight variation to the Main Roads guideline of 40 seconds. Refer to response to section 3.3 of this Report and the Road Safety Assessment has been prepared by Cardno at Appendix C which outlines the rationale for the proposed dwell time.</p> <p>In addition, the refresh rate (the duration of transition between the full display of one message and the full display of the next message) will not exceed 0.1 seconds which is compliant with MRWA guidelines. This means that a driver or pedestrian would not be aware of the transition in content.</p>	<p>Variation requested for a dwell time of 30 seconds</p>
(6) Where the policy refers to a maximum area and the advertisement involved has more than one visible face the measurement identified is applicable to each face;	N/A	

Provision	Response	Compliance
(7) Advertisements are not to extend beyond the boundary of the lot unless located on an existing awning or canopy; and	The sign is located within the property boundary.	✓
(8) Not obscure any architectural features of the building.	<ul style="list-style-type: none"> • The location of the proposed sign is on the façade of the existing rooftop plant room which will transform a blank, unattractive structure on the existing building into a vibrant digital sign increasing the element of interest and activation to the area. • The sign does not protrude above the building as a standalone signage element but will conceal the unsightly plant equipment. 	✓
Part Three – Non preferred sign types		
Roof Sign	The sign is technically an above roof sign, however it is considered a good built form outcome as it conceals an unattractive, bulky roof top plant equipment box. The digital sign will appear as a vibrant architectural feature to activate and improve the streetscape.	Minor variation requested.
Third party signage for any sign type. However, consideration will be given where the sign advertises a sponsor of a sporting or community organisation, is located on the same property, and the sign is of an acceptable visual standard.	<p>Whilst the sign will be used for third party advertising, the content of the sign can be readily changed electronically and remotely in response to a request to display emergency information or in the event of a complaint due to content. This is considered highly beneficial and an advantage over traditional static advertising signs.</p> <p>All advertising standards will be adhered to. This includes compliance with the national standards and codes of content by Advertising Standards Bureau, Australian Association of National Advertisers and the Outdoor Media Association which will manage content.</p> <p>With the sign forming part of a shopping centre development, third party signage is consistent with the retail/commercial context supported by high volumes of pedestrian and vehicle traffic. A sign of this nature would not be inconsistent with the urban context in which it sits.</p>	Minor variation requested.
Part Four - Matters to be considered when determining an application for development approval for signage		

Provision	Response	Compliance
<p>(1) In determining an application for development approval the Council will have regard to:</p> <p>1. any other Policies or specific Design Guidelines that may apply to the area within which the sign is to be located.</p>	<p>All applicable planning requirements and policies have been addressed.</p>	<p style="text-align: center;">✓</p>
<p>2. The matters listed in deemed clause 67 of the Planning and Development (Local Planning Schemes) Regulations 2015 and clause 30A of Town Planning Scheme No. 1 being:</p>	<p>Refer below.</p>	<p style="text-align: center;">Minor variation requested.</p>
<p>(i) the impact of the sign on the quality of the streetscape where it is to be displayed and more generally of the district;</p>	<p>Shepperton Road is a main vehicle spine connecting the eastern end of the CBD to the Albany Highway / Welshpool Road intersection in Bentley. Whilst there are still a number of residential dwellings with direct frontage to Shepperton Road, there also a number of commercial and retail uses particularly at the northern end where the subject site is located.</p> <p>The streetscape environment in proximity to the proposed sign is dominated by vehicles with limited visual amenity. The location of the proposed sign is on the façade of the rooftop plant which will transform a blank, unattractive structure on the existing building into a vibrant digital sign increasing the element of interest and activation to the area. For these reasons, the proposed sign will have a positive contribution to the streetscape.</p>	<p style="text-align: center;">✓</p>
<p>(ii) whether the size of the sign appropriately relates to the architectural style, design and size of a building on which the sign is to be displayed, and in measuring the size of a sign a polygon shall be taken immediately around the text, graphics or image of the sign and not the entire background, except where the finish or colour of the background differs substantially from the background against which the sign is to be displayed.</p>	<p>The location of the proposed sign is on the façade of the rooftop plant which will transform a blank, unattractive structure on the existing building.</p> <p>The sign will be 12m x 4m and occupy the majority of the plant structure which will improve the visual amenity of the building.</p> <p>The face of the sign will comprise of a digital screen constructed with material sufficient for outdoor viewing. The proposed sign will be upkept to ensure high quality visual displays.</p>	<p style="text-align: center;">✓</p>
<p>(iii) whether the colour scheme and materials of the sign are compatible with the</p>	<p>The existing colour palate is generally all white. The digital sign will contribute with a vibrant modern sign that contributes to the commercial</p>	<p style="text-align: center;">✓</p>

Provision	Response	Compliance
architectural style and design of a building on which the sign is to be displayed;	context of a shopping centre. The sign is considered compatible with the style and design of the existing building.	
(iv) whether the colour scheme and materials of the sign are compatible with the overall architectural style and design of the area or precinct in which the sign is to be displayed; and	As stated above, the digital sign will provide colourful, interactive advertising which is appropriate and an expected component of a busy urban environment. The sign is considered compatible and in line with expectation of signage within a shopping precinct supported by complementary urban uses.	✓
(v) how many signs are on the land where the sign will be displayed.	<p>There is one existing static Pylon Sign at the Corner of Shepperton Road and Duncan Street which is predominantly Vicinity branding signage with two small tenant branding panels underneath.</p> <p>Whilst the proposed digital sign will add a second sign to the Shepperton Road frontage, the existing static Pylon Sign serves the purpose of providing an arrival point for visitors to the shopping centre visible from vehicles and pedestrians travelling in both directions.</p> <p>On the contrary, the proposed digital sign will provide third-party advertising to vehicles travelling in only a south-east direction. The sign has a different purpose and message to the existing sign on the site. No other signage is visible in the nearby locality.</p>	✓
(3) Council may refuse to approve an application, where - (i) the sign may obstruct the sight lines of a person driving or riding a vehicle or a pedestrian;	<p>The sign will be installed on the roof of the Victoria Park Central Shopping Centre, adjacent to an existing plant room. The signage will face north and be visible only to southbound traffic. Given the location of the signage on the existing rooftop, it is not expected to obstruct any sight lines for a person or pedestrian.</p> <p>Further details relating to sign visibility have been addressed in Part 4 of the attached Road Safety Assessment (Appendix C).</p>	✓
(ii) the sign may unreasonably distract persons driving or riding vehicles;	A detailed Road Safety Assessment has been completed as part of this proposal and outlines details relevant to this provision. Please see Appendix C , specifically Section 6 for more information.	✓

Provision	Response	Compliance
(iii) the sign may detract from the quality of the streetscape or area where it is to be displayed;	<p>The streetscape environment in proximity to the proposed sign is dominated by vehicles with limited visual amenity. Due to the topography and site level difference between Shepperton Road and Victoria Park Central, the main building sits well below the street level and views for passing vehicles and pedestrians is to the blank rooftop and plant equipment which provides an opportunity for improvement.</p> <p>The location of the proposed sign is on the façade of the rooftop plant which will transform a blank, unattractive structure on the existing building into a vibrant digital sign increasing the element of interest and activation to the area. For these reasons, the proposed sign will have a positive contribution to the streetscape amenity and overall provides improvements to the existing built form.</p>	✓
(iv) the size of the sign does not appropriately relate to the architectural style, design and size of a building on which the sign is to be displayed;	Refer to response at (1)(ii) above.	✓
(v) the colour scheme and materials of the sign are not compatible with the architectural style and design of a building on which the sign is to be displayed;	Refer to response at (1)(iii) above.	✓
(vi) the colour scheme and materials of the sign are not compatible with the overall architectural style and design of the area or precinct in which the sign is to be displayed; or	Refer to response at (1)(iv) above.	✓
(vii) the sign will be additional to other signs on the land where it will be displayed.	Refer to response at (1)(v) above.	✓
(viii) The sign contains offensive material; and	Refer to section 3.2 of this report.	
(ix) The sign contains third party advertising.	Refer to response for Part Three of the policy above.	Minor variation requested.

4.2.4. Signs Local Law 2006

In accordance with the Town of Victoria Park's Signs Local Laws, the proposed digital sign does not fall within the list of exempt signs or temporary signs. Rather, in accordance with Part 6 of the local laws, the advertising sign falls within the category of a "roof sign" under clause 35 which is defined as:

“A roof sign is an advertising sign that protrudes above the normal roofline of a building or is painted on or mounted flush to the roof of a building.”

In relation to the sign proposed, clause 33 (2)(a) states that:

“(a) the Town will generally not approve the provision of any of the advertising signs in clauses 35, 36 and 37 to a commercial premise because they do not provide a positive contribution to the amenity and built form of the locality; and...” [Emphasis added]

As previously stated, whilst the sign is technically a ‘roof sign’ under the Town of Victoria Park local planning framework, the sign does not protrude above the building as a standalone signage element. The location of the proposed sign is on the façade of the existing rooftop plant which will transform a blank, unattractive structure on the existing building into a vibrant digital sign increasing the element of interest and activation to the area.

The streetscape environment in proximity to the proposed sign is dominated by vehicles with limited visual amenity. Due to the topography and site level difference between Shepperton Road and Victoria Park Central, the main building sits well below the street level and views for passing vehicles and pedestrians is to the blank rooftop and plant equipment which provides an opportunity for improvement.

The location of the proposed sign is on the façade of the rooftop plant which will transform a blank, unattractive structure on the existing building into a vibrant digital sign increasing the element of interest and activation to the area. For these reasons, the proposed sign will have a positive contribution to the streetscape amenity and overall provides improvements to the existing built form.

5. CONCLUSION

Overall, the proposed large format digital sign is considered appropriate within the context of the site and the surrounding area being a District Centre abutting a Primary Regional Road.

As discussed above, the proposal seeks minor variations to the Town's policy framework, however despite this the proposal is considered to have merit based on the following planning grounds:

- The location of the proposed sign is on the façade of the existing rooftop plant room which will transform a blank, unattractive structure on the existing building into a vibrant digital sign increasing the element of interest and activation to the area.
- Whilst the billboard will provide for third party advertising, this is within the expectations of the local context and is considered compatible within a shopping precinct and a busy urban environment.
- The Road Safety Assessment demonstrates that the proposal is low risk. A minor portion of the sign encroaches on the 'Device Restriction Area – Outside Road Reserve', however it is considered that the proposed sign is 'low-risk' in nature. Further, the proposed 30 second dwell time is unlikely to have any noticeable impact on road safety in comparison to the 40 second requirement.
- The Lighting Assessment demonstrates that the proposed level of illumination is compliant with the relevant Australia Standards, Main Roads WA guidelines and local planning policy requirements.
- The content of the sign can be readily changed electronically and remotely in response to a request to display emergency information or in the event of a complaint due to content. This is considered highly beneficial and an advantage over traditional static advertising signs.
- The refresh rate (the duration of transition between the full display of one message and the full display of the next message) will not exceed 0.1 seconds which is compliant with MRWA guidelines.
- All advertising standards will be adhered to including compliance with the national standards and codes of content by Advertising Standards Bureau, Australian Association of National Advertisers and the Outdoor Media Association which will manage content.
- The sign will provide vibrancy in an area that has limited to no night time amenity.

The provided technical reports demonstrate that the proposed sign can be maintained and operate in a safe manner with regards to the traffic safety and visual impact. As such we request the Town have regard to the individual merits of the application in applying discretion and making a determination on the proposal.

We trust sufficient information has been provided to consider the application in a timely manner and respectfully request this application be approved.

DISCLAIMER

This report is dated 18 July 2018 and incorporates information and events up to that date only and excludes any information arising, or event occurring, after that date which may affect the validity of Urbis Pty Ltd's (**Urbis**) opinion in this report. Urbis prepared this report on the instructions, and for the benefit only, of Vicinity Centres (**Instructing Party**) for the purpose of Development Approval (**Purpose**) and not for any other purpose or use. To the extent permitted by applicable law, Urbis expressly disclaims all liability, whether direct or indirect, to the Instructing Party which relies or purports to rely on this report for any purpose other than the Purpose, and to any other person which relies or purports to rely on this report for any purpose whatsoever (including the Purpose).

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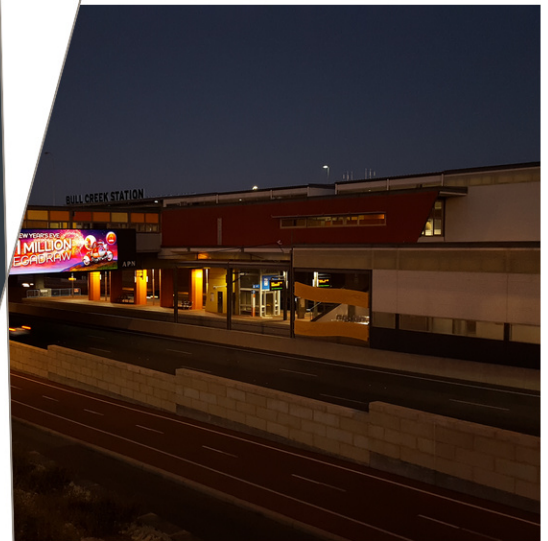
Proposed Digital Advertising Sign – Road Safety Assessment

Shepperton Road, Victoria Park

CW1021700

Prepared for
Vicinity Centres

11 April 2018



Contact Information

Cardno (WA) Pty Ltd

ABN 77 009 119 000

11 Harvest Terrace
West Perth 6005
Australia

www.cardno.com

Phone +61 8 9273 3888

Fax +61 8 9486 8664

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Author(s):

Sam Laybutt
Senior Road Safety Auditor

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Approved By:

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Table of Contents

1	Introduction	1
2	Sign Location and Characteristics	2
	2.1 Sign Location	2
	2.2 Sign Characteristics	3
3	Road Environment and Traffic Volumes	4
4	Sign Location and Visibility	5
	4.1 Visibility	5
	4.2 Driver Sight Lines	7
	4.3 Device Restriction Areas	7
5	Crash History	10
	5.1 Killed and Serious Injury (KSI) Criteria	10
	5.2 Crash Rate Criteria	10
6	Assessment against Main Roads Policy	12
7	Conclusions and Recommendations	16

Appendices

- Appendix A** SIGN PlanS
- Appendix B** Shepperton Road / Duncan Street Upgrade Information
- Appendix C** SIGN LOCATION PLAN
- Appendix D** Crash Data

Tables

Table 3-1	Average Mid-Block Traffic Volume	4
Table 5-1	Distance 'd'	10
Table 5-2	Summary of Crash Rate Calculation	11

Figures

Figure 2-1	Sign Location	2
Figure 2-2	Proposed Digital Advertising Sign Dimensions	3
Figure 4-1	Shepperton Road view southbound, approximately 250m before the Proposed Sign	5
Figure 4-2	Shepperton Road view southbound, approximately 200m before the Proposed Sign	6
Figure 4-3	Shepperton Road view southbound, approximately 150m before the Proposed Sign	6
Figure 4-4	Shepperton Road view southbound, approximately 50m before the Proposed Sign	7
Figure 4-5	Device Restriction Area for Cross Road	7
Figure 4-6	Proposed Sign Location in Reference to the DRA	8
Figure 5-1	Comparison of Casualty Crash Rate and Critical Crash Rate	11
Figure 6-1	Existing Visual Environment – Shepperton Road	15
Figure 6-2	Close-up of Existing Visual Environment – Shepperton Road	15

1 Introduction

Cardno has been engaged by Vicinity Centres to undertake a safety assessment of installing a digital advertising sign on the roof of the Victoria Park Central Shopping Central, 366 Albany Highway, Victoria Park. The proposed sign would be located adjacent to Shepperton Road, facing north.

As the proposed digital advertising sign is visible from a state-controlled road (Shepperton Road), it is subject to Main Roads' *Conditions for Advertising Signs beyond State Road Reserves* policy.

The purpose of this assessment is to review safety aspects of the proposed sign in relation to Main Roads' *Conditions for Advertising Signs beyond State Road Reserves* policy ('the Policy').

2 Sign Location and Characteristics

2.1 Sign Location

The location of the proposed sign is shown in **Figure 2-1**.

The sign will be installed on the roof of the Victoria Park Central Shopping Centre, adjacent to an existing plant room. The sign will face north and therefore be visible only to southbound traffic.

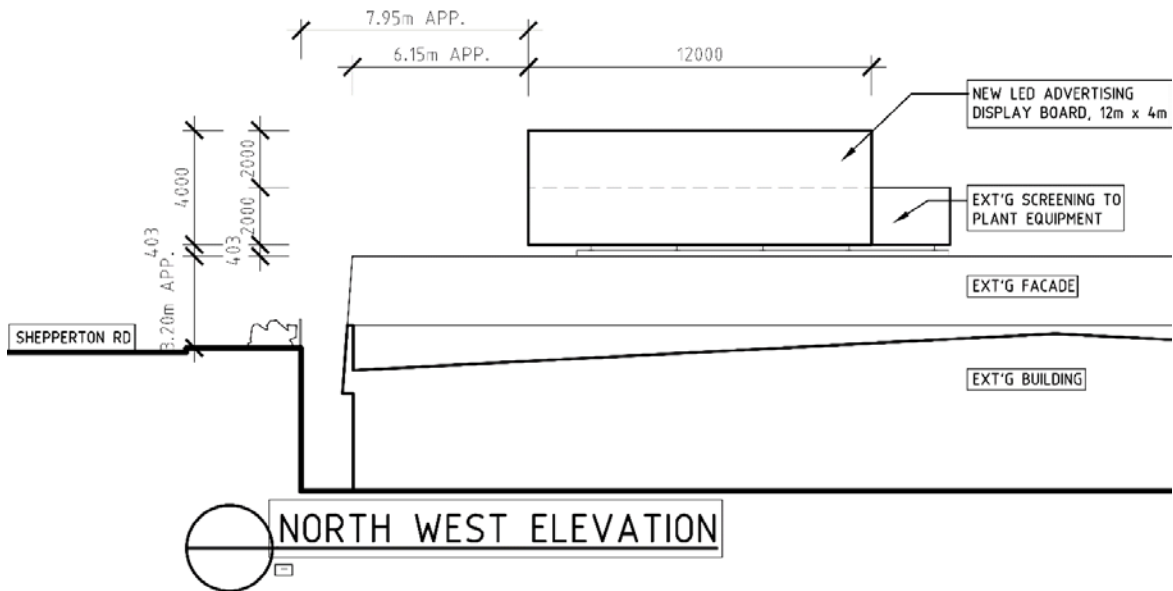
Figure 2-1 Sign Location



2.2 Sign Characteristics

The dimensions of the proposed sign are shown in **Figure 2-2** below. The full drawing set can be found in **Appendix A**.

Figure 2-2 Proposed Digital Advertising Sign Dimensions



Source: Vicinity Centres

According to information provided by Vicinity Centres, the sign will display a series of static advertisements which are rotated periodically. The transition between advertisements will not include any transition effects i.e. fly in, fade out etc. The main benefit of the proposed sign will be the ability to rotate advertisements without requiring manual labour, eliminating the safety risks involved in the installation and replacement of traditional static advertising signs.

3 Road Environment and Traffic Volumes

Shepperton Road is classified as a Primary Distributor under the Main Road WA Functional Road Hierarchy with a posted speed limit of 60 km/h. At the location of the proposed sign, Shepperton Road has two southbound lanes and two northbound lanes divided by a 2.8m wide median island, which reduces in width to accommodate a right turn pocket at the Duncan Street intersection.

The Shepperton Road / Duncan Street intersection is a four-way signalised intersection with partial filter right turns on the Albany Highway approaches and filter right turn at Duncan Street approaches.

Ursula Frayne Catholic College is located on the north/east side of Shepperton Road, opposite the location of the proposed sign. Shepperton Road is subject to 'No Parking' restrictions and no student drop off/pick up activity occurs on the Shepperton Road frontage. There is also not a school zone on Shepperton Road, as shown in **Figure 2-1**. An indented bus bay for southbound traffic is located on Shepperton Road approximately 120 metres north of the proposed sign.

A pedestrian underpass is located beneath Shepperton Road, providing safe access across Shepperton Road for students of the Catholic College.

Existing traffic volumes on Shepperton Road are shown in **Table 3-1** below.

Table 3-1 Average Mid-Block Traffic Volume

Location	Date	AM Peak (08:00-09:00)	PM Peak (17:00-18:00)	Daily
North of Duncan Street	June 2016	2,403	2,709	30,339
South of Duncan Street	Aug 2015	2,313	2,646	30,629

Source: MRWA Traffic Map

The intersection of Shepperton Road and Duncan Street is currently being upgraded by Main Roads and the scope of works includes:

- > Extend the city-bound bus lane on Shepperton Road
- > Double the length of the right-turn pockets on Shepperton Road at Duncan Street
- > Install a safety barrier adjacent to the Victoria Park Centre shopping centre
- > Upgrade pedestrian facilities
- > Modify the traffic signals to remove the right-turn filter movement from Shepperton Road to Duncan Street

A copy of the Main Roads Project Update for this project is included at **Appendix B**.

These upgrades are expected to improve safety in the vicinity of the proposed digital sign.

4 Sign Location and Visibility

4.1 Visibility

The proposed digital advertising sign will be installed on the roof of the Victoria Park Central Shopping Centre, adjacent to an existing plant room. The sign will face north and therefore will only be visible only to southbound traffic.

Figure 4-1, Figure 4-3 and Figure 4-4 illustrate the relative visibility of the proposed sign from the perspective of a driver travelling south east on Shepperton Road. The sign is first visible approximately 200m from the proposed sign, at the intersection of Harper Street, and remains visible to drivers until they have passed the sign.

Figure 4-1 Shepperton Road view southbound, approximately 250m before the Proposed Sign



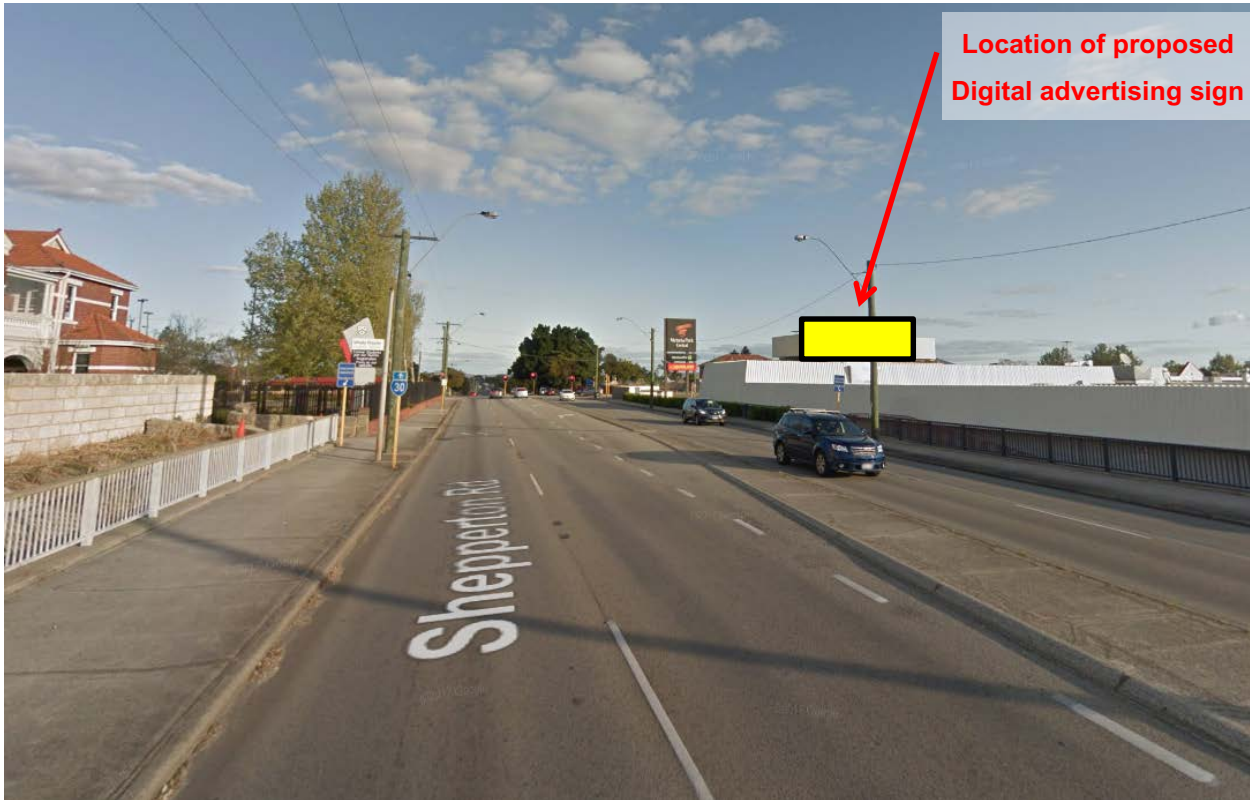
Figure 4-2 Shepperton Road view southbound, approximately 200m before the Proposed Sign



Figure 4-3 Shepperton Road view southbound, approximately 150m before the Proposed Sign



Figure 4-4 Shepperton Road view southbound, approximately 50m before the Proposed Sign



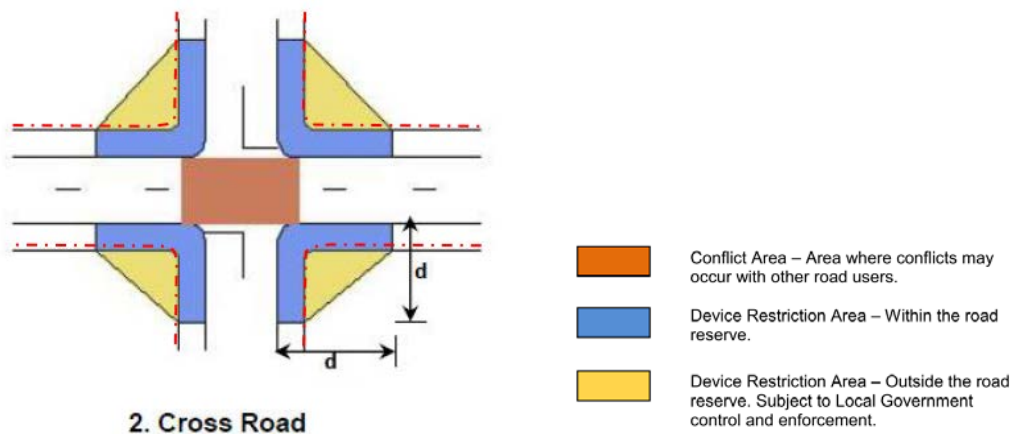
4.2 Driver Sight Lines

As the sign is located on top of the roof of a shopping centre building it will have no impact on driver sightlines for any movement.

4.3 Device Restriction Areas

A Device Restriction Area (DRA) is an area where advertising devices visible from state-controlled road are restricted under the Policy. The location of DRAs are defined in Appendix A of the Policy, and the size of the DRA is determined by distance 'd' which varies based on the posted speed limit of the subject road. Shepperton Road has a speed limit of 60km/h which corresponds to a distance 'd' of 65m. The relevant DRA for the proposed sign is shown in **Figure 4-5**.

Figure 4-5 Device Restriction Area for Cross Road



Source: Figure 1, Appendix A of the Policy

The location of the sign relative to the DRA is shown in **Figure 4-6** and **Appendix C**. As shown below, the sign is located mostly outside of the 'Device Restriction Area – Outside the road reserve'. A small portion of the sign – approximately 3.1m – encroaches upon the DRA. The proposed sign is therefore considered to be substantially compliant with this element of the Policy.

Figure 4-6 Proposed Sign Location in Reference to the DRA



The minor encroachment into the DRA is not considered sufficient to reject the proposed sign for the following reasons:

- > The encroachment is only a small proportion of the sign (approx 3.1m of a 12m wide sign).
- > The section of Shepperton Road where the proposed sign is located has a crash rate significantly below the critical crash rate (refer to **Section 5.2**).
- > The road environment approaching the sign is considered to be low risk and low complexity for the following reasons:
 - The road is four lanes (two lanes each direction), separated by a raised median island
 - Parking is prohibited
 - There are no crossovers to/from private property
 - A pedestrian underpass is provided for school students to safely cross the road without interacting with traffic
 - The closest bus stop is located approximately 120m north of the proposed sign and has an indented bus bay

In addition, it must be acknowledged that in areas of acceptable crash rates, low risk and low complexity, Main Roads WA considers it appropriate to depart from the DRA requirements of the Policy. In recent years, Main Roads has approved and/or not objected to several digital advertising signs which are located within DRAs including, but not limited to, the following examples:

- > Kwinana Freeway northbound at Leach Highway, Bull Creek
- > Channel 9 Office at 267 St Georges Terrace, Perth (visible from Mitchell Freeway northbound)
- > 3 Oxford Close, West Leederville

5 Crash History

Main Roads' *Conditions for Advertising Signs within and beyond State Road Reserves* policy requires an evaluation of the crash history of the location of proposed advertising signs to determine whether a billboard is permitted at the nominated site.

5.1 Killed and Serious Injury (KSI) Criteria

Main Roads' policy (Clause 3.1.3.1) states that a billboard sign is subject to amendment when the proposed site has a history of three (3) or more Killed and Serious Injury crashes at any intersection within 'd' metres of the approach to the proposed advertisement sign. As Shepperton Road has a speed limit of 60km/h, distance 'd' is determined to be 65m (refer to **Table 5-1**).

Table 5-1 Distance 'd'

Speed Limited (km/h)	Distance 'd' (m)
50 or less	45
60	65
70	85
80	110
90	140
100	170
110	210

The closest intersection on the approach to the subject sign is Harper Street, which is located approximately 190m north of the Site, therefore this criterion is not applicable.

5.2 Crash Rate Criteria

Section 3.1.3.2 of the policy states that 'A billboard sign is not permitted where sections of the road on a carriageway have a crash rate higher than the critical crash rate.'

To determine the crash rate of the road section, the casualty crash (fatal, hospital, medical) rate for the section of the southbound carriageway of Shepperton Road from SLK 1.22 to SLK 2.72 (SLK=Straight Line Kilometre) has been calculated in accordance with Appendix C of the Policy. A copy of the crash data used for the calculation has been included as **Appendix D**.

The sign is located on SLK 2.22, and the crash rate calculation was conducted on a rolling 1 km segments starting from 1km (SLK 1.22) approaching the sign to 500m beyond the sign (SLK 2.72) in accordance to Appendix C of the *Policy*.

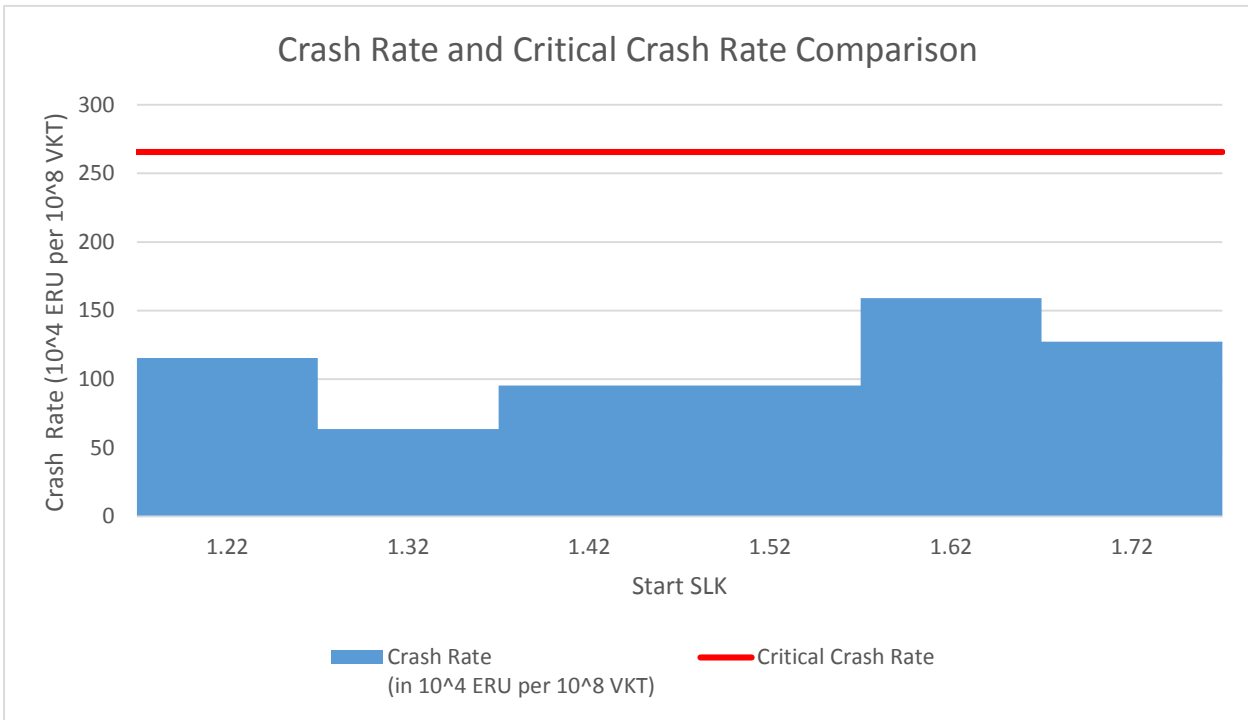
Table 5-2 below presents the summary of the results of the crash rate calculation and a comparison with the critical crash rates for this type of road and speed limit.

Table 5-2 Summary of Crash Rate Calculation

Section	Start SLK	End SLK	AADT (southbound)	Vehicles Kilometres Travelled (VKT)	No. of Casualty Crashes	Risk Score (in 10 ⁴ ERU)	Crash Rate (in 10 ⁴ ERU per 10 ⁸ VKT)	Critical Crash Rate	Crash Category
1	1.22	2.22	13,772	25,133,900	3	29	115.38	265.7	Low
2	1.32	2.32	13,772	25,133,900	2	16	63.66	265.7	Low
3	1.42	2.42	13,772	25,133,900	3	24	95.49	265.7	Low
4	1.52	2.52	13,772	25,133,900	3	24	95.49	265.7	Low
5	1.62	2.62	13,772	25,133,900	5	40	159.15	265.7	Low
6	1.72	2.72	13,772	25,133,900	4	32	127.32	265.7	Low

The results show that the casualty crash rate for this section of road is well below the critical crash rate and therefore the sign location has met the Critical Crash Rate criterion. **Figure 5-1** shows the comparison graphically.

Figure 5-1 Comparison of Casualty Crash Rate and Critical Crash Rate



6 Assessment against Main Roads Policy

Main Roads' *Conditions for Advertising Signs beyond State Road Reserves* policy, Clause 5.3 provides the road safety conditions under which advertising signs visible from state-controlled roads are assessed. The conditions are outline and addressed below.

Category	Policy Description	Assessment
Display	Advertising displays that have the potential to unduly distract drivers due to their design form, orientation or physical size, or iridescence, lustre or brilliance of reflected light, shall not be permitted. Assessment shall be undertaken subjectively.	The design, form, orientation and physical size of the proposed sign is not expected to distract drivers and is consistent with the visual environment of the area, which is a commercial precinct. Figure 6-1 and Figure 6-2 shows the existing visual environment of the vicinity of the proposed sign location. Iridescence, lustre or brilliance of reflected light will be managed by illumination settings on the sign which react to the level of ambient light in order to reduction the potential for any distraction to a driver. The maximum luminance values and the method of varying luminance will be in accordance with Appendix B of the <i>Policy</i> .
Display	Advertising signs likely to dazzle or distract drivers due to their brightness, high light emissions and/or frequent flashing, shall not be permitted. Sign owners may be directed to arrange for an independent post-installation assessment to determine whether the maximum luminance of illuminated and electronic advertising devices shown at Appendix B are exceeded, in which case the sign owner may be required to subsequently remove or modify the sign display	The brightness and light emission of the proposed sign will be managed according to the level of ambient light in order to reduce the potential for any distraction to a driver. The maximum luminance values and the method of varying luminance will be in accordance with the Appendix B of the <i>Policy</i> . The proposed sign will not include flashing messages – the advertising messages will have a transition time not exceeding 0.1 seconds between alternate messages. This transition will be used to change the luminance levels as the level of ambient light changes.
Display	Advertising displays that could create a confusing or dominating background, which have the potential to reduce the clarity of a traffic control device or the readability of the road layout, shall not be permitted. Assessment shall be undertaken subjectively	The sign is located on the roof of an existing building which is set back approximately 12 metres from the edge of the carriageway and 3.6 metres above road level. The sign will form part of an existing commercial streetscapes and will not dominate or potentially reduce the clarity of a traffic control device.
Display	For digital format billboards, the duration of transition between the full display of one message and the full display of the next message shall not exceed 0.1 seconds	Transition time will be set to not exceed 0.1 seconds
Display	Animated transitional effects such as fly-in, sliding and checker boarding shall not be permitted on electronic signs	The proposed sign will not include animated transitional effects such as fly-in, sliding or checker boarding.
Display	The primary textual elements of advertisements intended to be read by passing motorists shall be legible for drivers travelling at the normal road operating speed and when viewed within a ten-degree horizontal field of vision. No more than seven words on any single sign display shall be readable by such drivers at any one time. Any additional legend displayed on the sign shall have a letter height that renders the wording decisively illegible to passing motorists, i.e. any additional legend shall be legible only for non-motorised road users such as cyclists, passers-by on foot, etc.”	Advertisements to be displayed on the proposed sign will be designed to meet this condition.

Category	Policy Description	Assessment
Display	<p>Message dwell time should be as per the requirements of Table 4.2 of the Policy – i.e. 40 seconds for a 60km/h speed limit.</p>	<p>The dwell time for messages on this sign is proposed to be set to 30 seconds. The proposed digital sign is therefore not compliant with this requirement.</p> <p>The purpose of setting a minimum dwell time in the <i>Policy</i> is to limit the number of drivers who are exposed to a change in sign message, depending on the operating speed on the road. That is, the recommended dwell time in the <i>Policy</i> increases as the posted speed limit decreases and vice versa.</p> <p>The effect of digital sign dwell times on road safety is not well understood and there is limited evidence-based policy on this matter. Before-and-after studies are still being undertaken by various road authorities however, these are yet to establish definitive links between lower dwell times and reductions in road safety.</p> <p>For example, ARRB undertook a study of the Kwinana Freeway digital sign at Bull Creek Train Station (previously mentioned in Section 4.3) to analyse differences in driver's behaviour at different dwell times of 25, 30, 40, and 60 seconds. The study used vehicle headways and lateral control (lane drift) as metrics on which to measure changes in driver behaviour. ARRB concluded that the results of the study "<i>provide no evidence that the LFDS on the Bull Creek Train Station's PTA Bridge has any practically significant negative impact on headway or lateral control even at the shortest dwell time.</i>"</p> <p>Therefore, based on the available evidence, it is expected that the proposed 30 second dwell time is unlikely to have any noticeable impact on road safety compared to a compliant 40 second dwell time.</p>
Location	<p>Advertising devices shall not be located within Device Restriction Areas as depicted in Figure 1 of Appendix A for state roads other than Freeways and Freeway standard roads or Figure 2 of Appendix A for Freeways or Freeway standard roads.</p>	<p>The majority of the sign (approximately 75%) is located outside of the DRA, so the proposed sign is substantially compliant. A small portion of the sign is located within the edge of the DRA.</p> <p>The minor encroachment into the DRA is not considered sufficient to reject the proposed sign for the following reasons:</p> <ul style="list-style-type: none"> > The encroachment is only a small proportion of the sign (approx 3.1m of a 12m wide sign). > The section of Shepperton Road where the proposed sign is located has a crash rate significantly below the critical crash rate (refer to Section 5.2). > The road environment approaching the sign is considered to be low risk and low complexity for the following reasons: <ul style="list-style-type: none"> - The road is four lanes (two lanes each direction), separated by a raised median island - Parking is prohibited - There are no crossovers to/from private property - A pedestrian underpass is provided for school students to safely cross the road without interacting with traffic - The closest bus stop is located approximately 120m north of the proposed sign and has an indented bus bay
Location	<p>Within two (2) kilometres of an information bay located on the same route, which provides for the display of business advertising.</p>	<p>The sign is not located within two (2) kilometres of an information bay on the same route.</p>
Location	<p>Advertising devices shall not be positioned within driver sightline areas</p>	<p>The sign is located on the roof of Victoria Park Central Shopping Centre therefore is not located within driver sightline areas.</p>

Category	Policy Description	Assessment
Content	<p>The content of advertising devices shall exclude the following:</p> <ul style="list-style-type: none"> ▪ Colours and shapes arranged that may be mistaken for a traffic signals, traffic signs or instruction signs. ▪ Symbols, graphics or text that entices drivers to immediately turn or change lanes, or which could be mistaken for an instruction to drivers. ▪ Complicated / long website, social media or email addresses, and text messaging instructions. 	<p>Advertisements to be displayed on the proposed sign will be designed to meet this condition.</p>
Movement and Rotation	<ul style="list-style-type: none"> ▪ Moving advertising devices shall be restricted to speed environments of 70 km/h or less. ▪ Movement of an advertising device shall be restricted to rotation about a vertical axis or axes (Advertising devices in the form of a flag or banner are excluded from this condition). ▪ Variable message sign advertising shall not be displayed on a moving advertising device. 	<p>The proposed sign will be stationary and not involve movement or rotation.</p>
Road User Amenity	<p>Advertising signs shall be excluded from road sections offering significant visual aesthetic value for motorists where the display of devices will detract from such visual amenity for motorists.</p>	<p>The proposed sign is located on the roof of a shopping centre, which forms part of an existing commercial streetscape between the Causeway and Duncan Street. Figure 6-1 and Figure 6-2 show the visual environment in the vicinity of the proposed sign.</p>

Figure 6-1 Existing Visual Environment – Shepperton Road

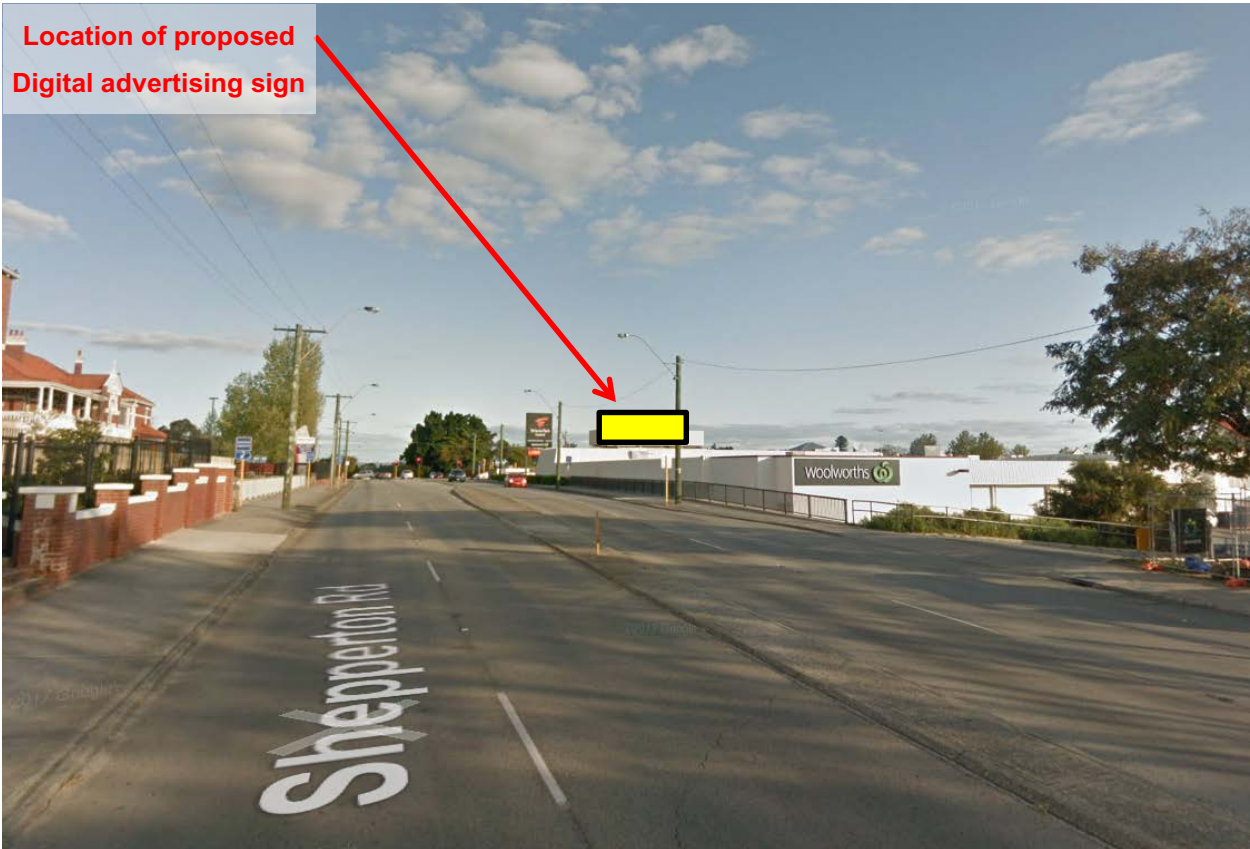


Figure 6-2 Close-up of Existing Visual Environment – Shepperton Road



7 Conclusions and Recommendations

The proposed digital advertising sign is to be located on the roof of the Victoria Park Central Shopping Centre, visible to southbound traffic on Shepperton Road.

The proposed digital advertising sign has been assessed against the Main Roads *Conditions for Advertising Signs beyond State Road Reserves* policy, with the following conclusions:

- > The sign is located outside of, but visible from, a state-controlled road reserve.
- > The sign is visible to southbound drivers from approximately 250m away.
- > The sign is located on the roof of a building and therefore does not affect any driver sightlines, nor potentially dominate or obscure a traffic control device.
- > The sign is located substantially outside the relevant Device Restriction Area.
- > There are no intersections within 65m (distance 'd') on approach to the proposed sign.
- > The Casualty Crash Rate for the subject section of Shepperton Road is significantly below the Critical Crash Rate as identified in Appendix C of the Policy.
- > The proposed sign will comply with all message display requirements, including luminosity, transitions and colours.
- > The sign is located within an existing commercial streetscape which is not an area of significant visual aesthetic value.

It is acknowledged that the proposed sign does not comply with the MRWA's policy on the following points:

- > Dwell time is proposed to be 30 seconds, which is shorter than the minimum 40 seconds recommended by the *Policy*.
- > A small portion of the sign encroaches on the 'Device Restriction Area – Outside Road Reserve' as defined in Appendix A, Figure 1 of the *Policy*.

However, it is considered that the above should not result in rejection of the proposed sign for the following reasons:

- > The proposed 30 second dwell time is unlikely to have any noticeable impact on road safety in comparison to a compliant 40 second dwell time. Studies undertaken in Western Australia (e.g. for Kwinana Freeway digital sign at Bull Creek) have not shown any negative impact on road safety related to reductions in dwell time below those recommended by the *Policy*.
- > The encroachment into the DRA is only a small proportion of the sign (approx 3.1m of a 12m wide sign).
- > The section of Shepperton Road where the proposed sign is located has a crash rate significantly below the critical crash rate (refer to **Section 5.2**).
- > The road environment approaching the sign is considered to be low risk and low complexity for the following reasons:
 - The road is four lanes (two lanes each direction), separated by a raised median island
 - Parking is prohibited
 - There are no crossovers to/from private property
 - A pedestrian underpass is provided for school students to safely cross the road without interacting with traffic
 - The closest bus stop is located approximately 120m north of the proposed sign and has an indented bus bay

In addition, it must be acknowledged that in areas of acceptable crash rates, low risk and low complexity, Main Roads WA considers it appropriate to depart from the DRA requirements of the Policy. In recent years, Main Roads has approved and/or not objected to several digital advertising signs which are located within DRAs including, but not limited to, the following examples:

- > Kwinana Freeway northbound at Leach Highway, Bull Creek
- > Channel 9 Office at 267 St Georges Terrace, Perth (visible from Mitchell Freeway northbound)

> 3 Oxford Close, West Leederville

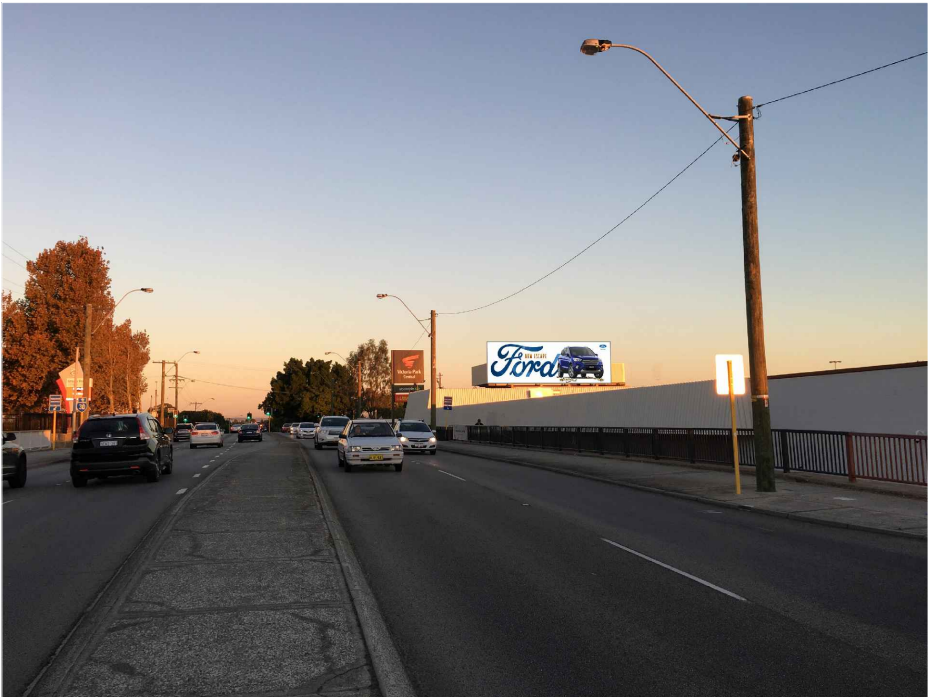
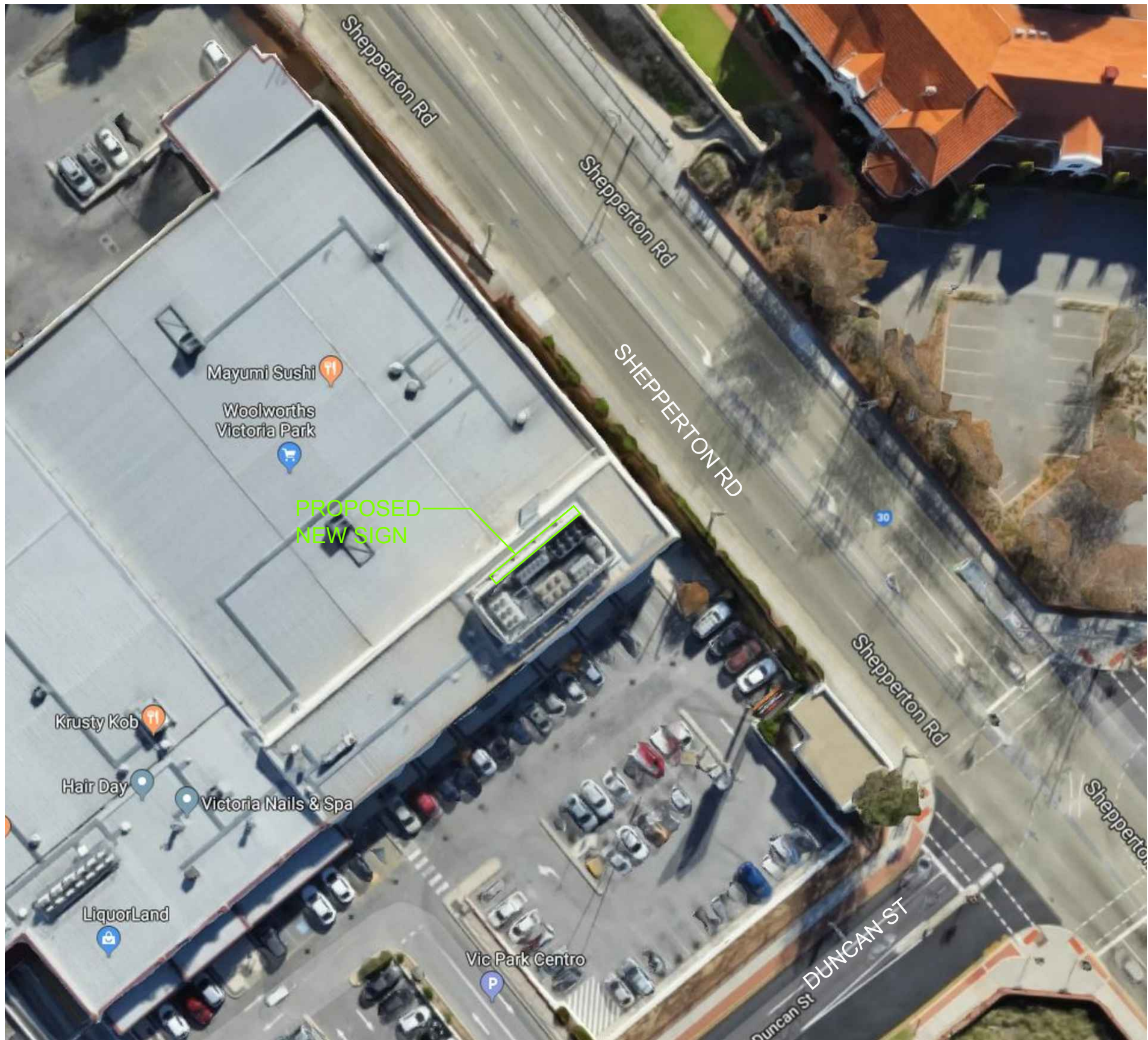
In conclusion, the proposed sign is considered low risk and, therefore, it is recommended that the proposed sign be approved.

Shepperton Road, Victoria Park

APPENDIX

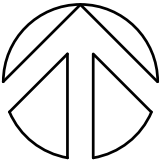
A

SIGN PLANS



⊙ PROPOSED PHOTO

⊙ AERIAL PHOTO
SCALE 1:500 APP.



REV.	DATE	DESCRIPTION

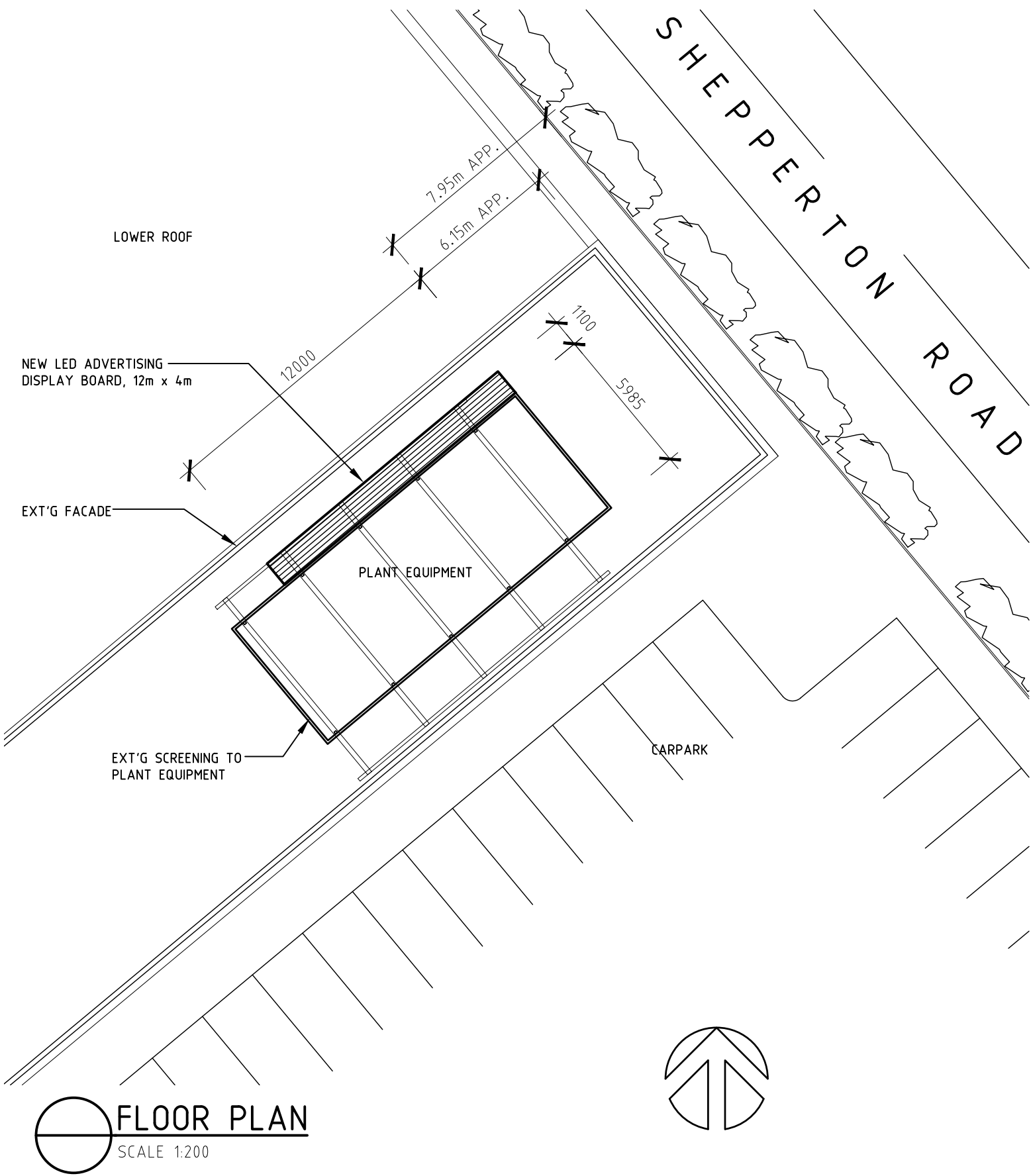


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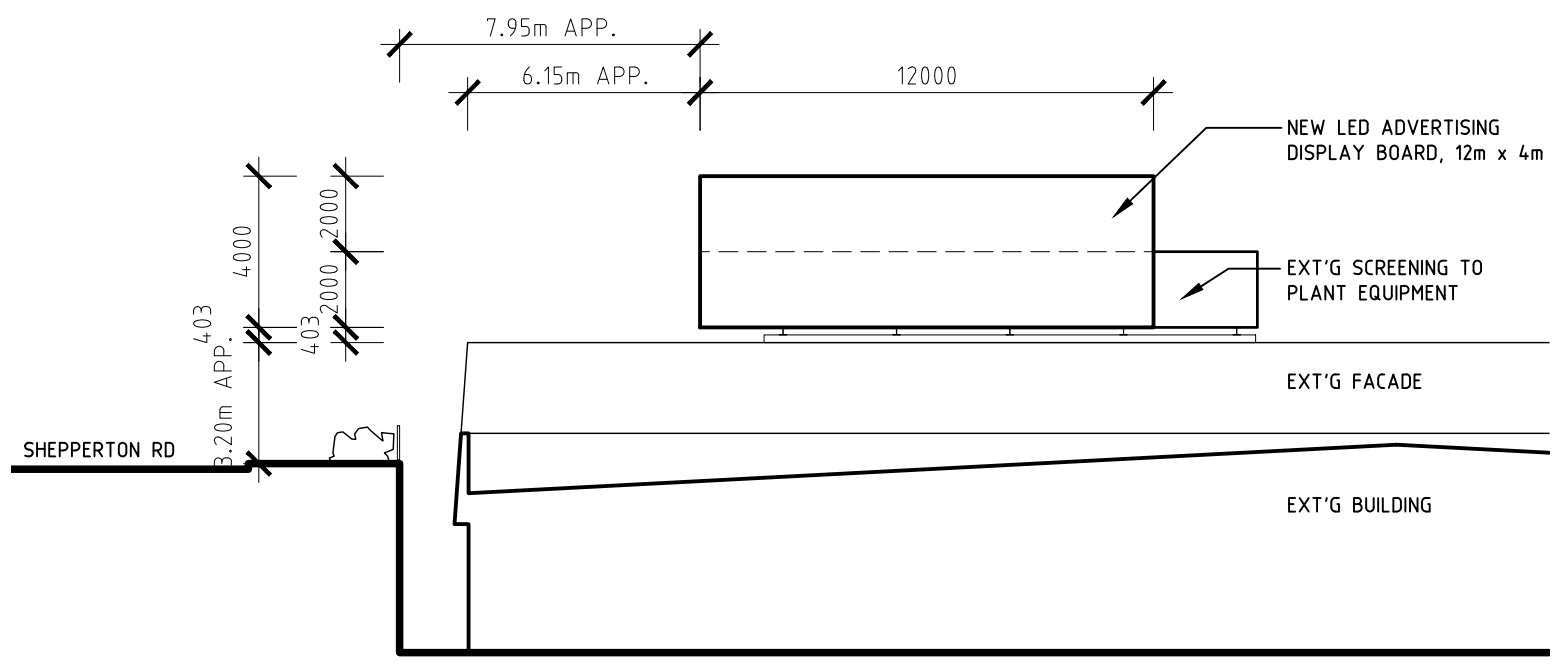
NEW ADVERTISING DISPLAY
127 SHEPPERTON RD,
VICTORIA PARK, W.A. 6100
PHOTOS

DRAWN KAS	DATE 2/2/18	SCALE 1:500	SHEET SIZE A3	JOB No. 1770	DRG. No. 01
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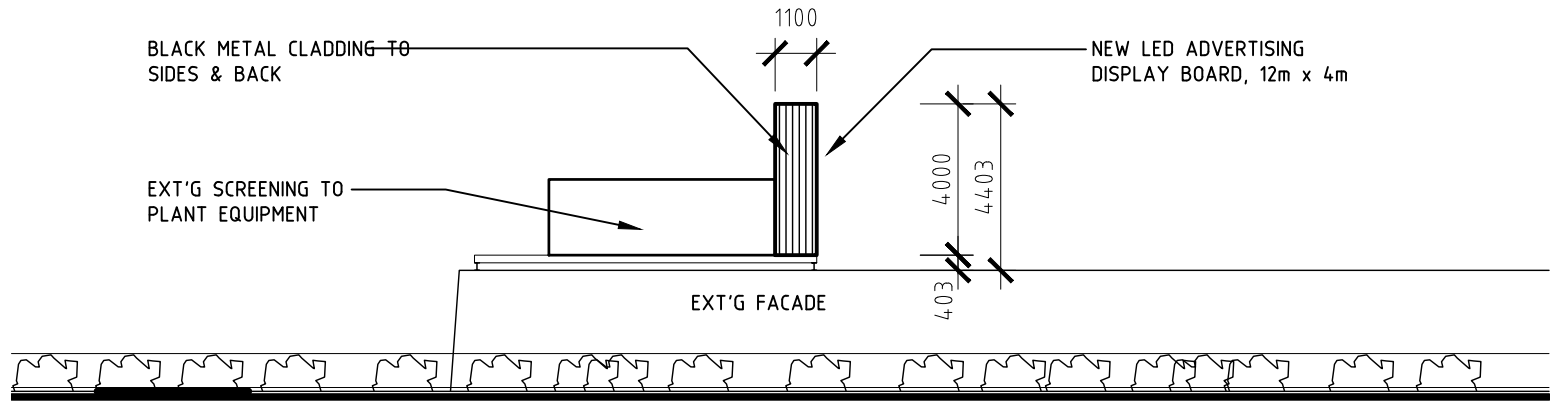
oe
OutdoorElements
Outdoor Elements Pty Ltd.
59 Derrimut Drive, Derrimut, VIC 3030.
Tel: (03) 9394 1111, Fax: (03) 9394 1555
www.oel.com.au



FLOOR PLAN
SCALE 1:200



NORTH WEST ELEVATION



NORTH EAST ELEVATION

REV.	DATE	DESCRIPTION



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**NEW ADVERTISING DISPLAY
127 SHEPPERTON RD,
VICTORIA PARK, W.A. 6100
FLOOR PLAN & ELEVATIONS**

DRAWN KAS	DATE 2/2/18	SCALE 1:200	SHEET SIZE A3	JOB No. 1770	DRG. No. 02
--------------	----------------	----------------	------------------	-----------------	----------------

oe
OutdoorElements
Outdoor Elements Pty Ltd.
59 Derrimut Drive, Derrimut, VIC 3030.
Tel: (03) 9394 1111, Fax: (03) 9394 1555
www.oel.com.au

Shepperton Road, Victoria Park

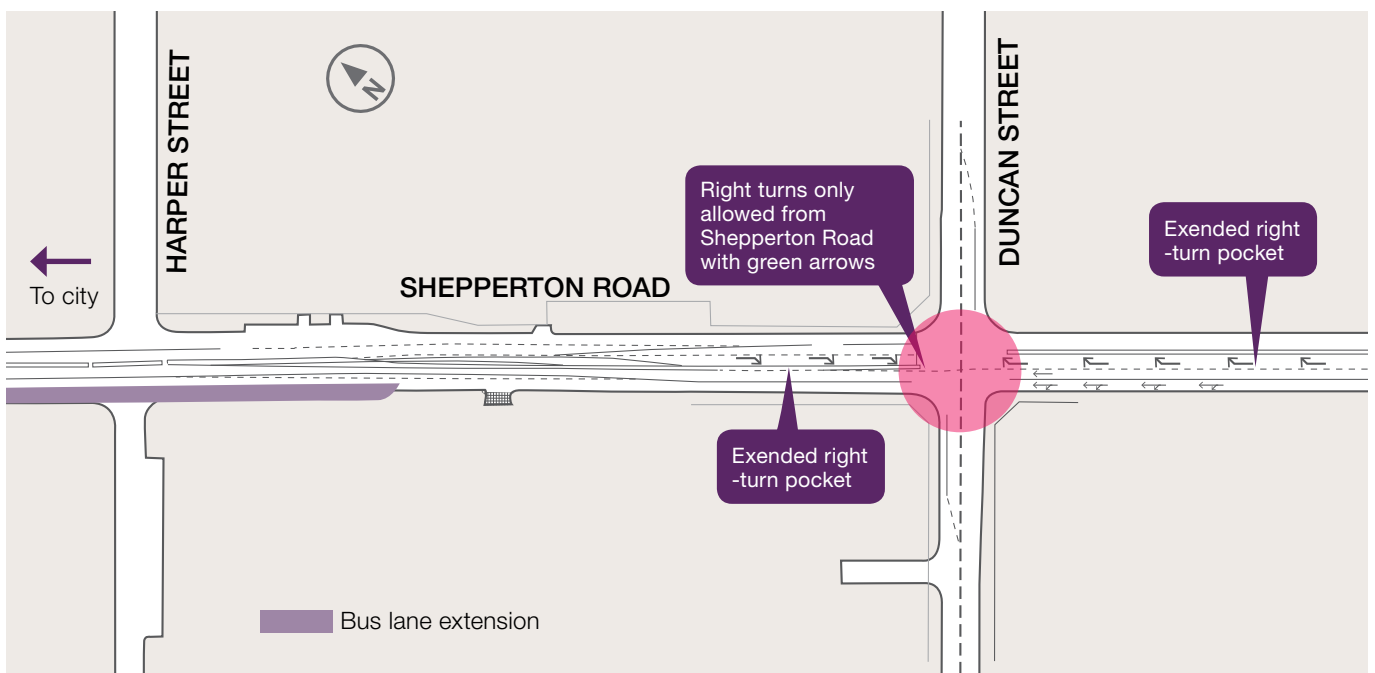
APPENDIX

B

SHEPPERTON ROAD / DUNCAN
STREET UPGRADE INFORMATION

Shepperton Road / Duncan Street Intersection, Victoria Park

Main Roads is upgrading the busy intersection of Shepperton Road and Duncan Street, in Victoria Park, to improve traffic flow and safety.



This project includes:

- extending the city-bound bus lane on Shepperton Road past Harper Street
- doubling the length of the right-turn pockets on Shepperton Road at Duncan Street
- modifying traffic signals so that right turns from Shepperton Road to Duncan Street can only be made with a green arrow
- upgrading pedestrian facilities at traffic signals
- installing a crash barrier on Shepperton Road, adjacent to the Victoria Park Central shopping centre.

This \$3 million project is funded by the State Government.

Timeframe

Service relocations will be complete for this project by the end of 2017. Construction will start in early 2018 and take up to four months to complete.

What to expect during construction

To minimise disruption to traffic on this busy route, construction will primarily be completed after hours (night works) from Monday to Saturday. Every effort will be made to minimise noise.

Road users should expect lane closures and speed reductions, and are advised to plan ahead to avoid delays.

MORE INFORMATION

Tel: 138 138

Email: enquiries@mainroads.wa.gov.au

www.mainroads.wa.gov.au

Shepperton Road, Victoria Park

APPENDIX

C

SIGN LOCATION PLAN

PROPOSED SIGN
ENCROACHING THE
DRA □□ □□□□
APPRO □□□□

PROPOSED SIGN

PAINT
EQUIPMENT

65m

3.1m
12.0m
2.8m

65m

SHEPPERTON ROAD

DUNCAN STREET

DUNCAN STREET



Device Restriction Area – Within the road reserve.



Device Restriction Area – Outside the road reserve. Subject to Local Government control and enforcement.

Shepperton Road, Victoria Park

APPENDIX

D

CRASH DATA

Detailed Crash History



Report Criteria

Road	SLK	CWY
H001 - Albany Hwy	1.22 to 2.72	All

Parameter	Value	Description
From Date	01/01/2012	
To Date	31/12/2016	
Crash Type	Midblock	
Severity	All	

Road	SLK	CWY	True Dist	Loc End Date	Dist Error	Intersection	Date	Day	Time	Severity	Crash No.	Type	Light Cond	Road Cond	Speed Limit	Traffic Control	Road Feature	Road Alignment	Speed Factor	MR Nature	Location	RUM	Unit	Unit Type	From Dir	To Dir	Veh/Ped Move	First Object Hit	Second Object Hit	Third Object Hit	Target Impact Point
H001	1.31	L	1.31				20/01/2013	Sunday	1245	Medical	2013606834	Midblock	Daylight	Dry	60	No Sign Or Control		Straight		Sideswipe Same Dirn	On Cway	36:Same Dirn: Change Lanes - Right	Target	Car	N	S	Straight Ahead: Not Out Of Control				Side
																							Colliding	Car	N	S	Overtaking: Cut In From Left				
	1.36	L	1.36		0.00		21/03/2012	Wednesday	1610	PDO Minor	2012805136	Midblock	Daylight	Dry	60	No Sign Or Control		Straight		Non Collision	On Cway	75:Off Path On Straight: Lost Control On Cway	Colliding	Motor Cycle	N	S	Swerving: To Avoid Veh				
							21/05/2016	Saturday	2015	PDO Minor	2016171172	Midblock	Dark - Street Lights On	Wet		No Sign Or Control		Straight		Sideswipe Same Dirn	On Cway	37:Same Dirn: Change Lanes - Left	Target	Car	N	S	Straight Ahead: Not Out Of Control				Side
																							Colliding	Bus	N	S	Overtaking: Cut In From Right				
	1.44	L	1.50		0.00		06/11/2014	Thursday	0900	PDO Minor	2014076246	Midblock	Daylight	Dry		No Sign Or Control		Straight		Sideswipe Same Dirn	On Cway	37:Same Dirn: Change Lanes - Left	Target	Car	N	S	Straight Ahead: Not Out Of Control				Side
																							Colliding		N	S	Overtaking: Cut In From Right				
	1.50	L	1.56				31/08/2013	Saturday	1710	PDO Minor	2013764216	Midblock	Daylight	Dry		Intersection Traffic Lights	4-way Intx	Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Target	Car	N	S	Stopped: To Avoid Veh				Rear
																							Colliding	Car	N	S	Straight Ahead: Not Out Of Control				
	1.55	L	1.61		0.00		11/12/2013	Wednesday	1330	PDO Minor	2013866394	Midblock	Daylight	Dry		No Sign Or Control		Straight		Sideswipe Same Dirn	On Cway	36:Same Dirn: Change Lanes - Right	Target	Utility	N	S	Straight Ahead: Not Out Of Control				Side
																							Colliding	Truck	N	S	Overtaking: Cut In From Left				
	1.63	L	1.69				21/05/2014	Wednesday	1010	PDO Major	2014723444	Midblock	Daylight	Wet	60	No Sign Or Control		Straight	No	Hit Object	On Left Verge After Leaving Cway	72:Off Path On Straight: Off Left Cway Obj	Colliding	Truck	N	S	Swerving: To Avoid Veh	Kerb When Stated As Cause	Fence		
	1.64	L	1.70		0.00		17/04/2012	Tuesday	0810	PDO Major	2012809667	Midblock	Daylight	Dry	60	No Sign Or Control		Curve		Sideswipe Same Dirn	On Cway	37:Same Dirn: Change Lanes - Left	Target	Car	N	S	Stopped: To Avoid Veh				Side
																							Colliding	Car	N	S	Overtaking: Cut In From Right				
							07/11/2014	Friday	1500	PDO Major	2014038833	Midblock	Daylight	Dry		No Sign Or Control		Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Target	Car	N	S	Stopped: To Avoid Veh				Rear
																							Colliding		N	S	Straight Ahead: Not Out Of Control				

Detailed Crash History



Road	SLK	CWY	True Dist	Loc End Date	Dist Error	Intersection	Date	Day	Time	Severity	Crash No.	Type	Light Cond	Road Cond	Speed Limit	Traffic Control	Road Feature	Road Alignment	Speed Factor	MR Nature	Location	RUM	Unit	Unit Type	From Dir	To Dir	Veh/Ped Move	First Object Hit	Second Object Hit	Third Object Hit	Target Impact Point
	1.64	L	1.70				23/08/2013	Friday	1705	Medical	2013756925	Midblock	Daylight	Dry		No Sign Or Control		Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Target		N	S	Stopped: To Avoid Veh				Rear
																									N	S	Straight Ahead: Not Out Of Control				
	1.67	L	1.73				29/03/2012	Thursday	1400	PDO Major	2012806374	Midblock	Daylight	Dry	60	No Sign Or Control		Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Colliding	Car	N	S	Straight Ahead: Not Out Of Control				
																							Target	Station Wagon	N	S	Stopped: To Avoid Veh				Rear
	1.68	L	1.74		0.00		12/10/2012	Friday	1207	PDO Minor	2012703993	Midblock	Daylight	Dry	60	No Sign Or Control		Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Colliding	Car	N	S	Straight Ahead: Not Out Of Control				
																							Target	Car	N	S	Stopped: Reasons Unknown				Rear
	1.70	L	1.76				01/04/2016	Friday	0130	PDO Major	2016105405	Midblock		Dry		No Sign Or Control		Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Target	Truck	N	S	Stopped: To Avoid Veh				Rear
																									N	S	Straight Ahead: Not Out Of Control				
	1.75	L	1.81		0.00		22/07/2015	Wednesday	1650	PDO Minor	2015216973	Midblock	Daylight	Dry		No Sign Or Control		Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Target	Car	N	S	Straight Ahead: Not Out Of Control				
																									N	S	Straight Ahead: Not Out Of Control				
	1.77	L	1.83		0.00		20/09/2016	Tuesday	1720	PDO Major	2016283426	Midblock	Dawn Or Dusk	Dry		No Sign Or Control		Straight		Sideswipe Same Dirn	On Cway	36:Same Dirn: Change Lanes - Right	Target	Station Wagon	N	S	Overtaking: Cut In From Left				Side
																									N	S	Straight Ahead: Not Out Of Control				
	1.78	L	1.84		0.00		27/03/2016	Sunday	1600	PDO Major	2016110795	Midblock	Daylight	Dry		No Sign Or Control		Straight		Head On	On Cway After Xing Median Strip	21:Opposite Dirn: Head On	Target	Station Wagon	N	S	Straight Ahead: Not Out Of Control				Side
																									S	N	Out Of Control: Other				
	1.87	L	1.93				05/04/2012	Thursday	1830	PDO Minor	2012067822	Midblock	Dark - Street Lights On	Dry		No Sign Or Control		Straight			On Cway	45:Manoeuv: Reversing In Traffic	Target	Car	N	S	Stopped: To Avoid Veh				Front
																									S	N	Reversing Or Rolling Back: Straight				
	2.02	L	2.08				02/09/2015	Wednesday	1735	PDO Major	2015264293	Midblock	Dawn Or Dusk	Dry		No Sign Or Control		Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Target	Car	N	S	Stopped: To Avoid Veh				Rear
																									N	S	Straight Ahead: Not Out Of Control				
	2.11	L	2.17				08/01/2016	Friday	1605	PDO Minor	2016010500	Midblock	Daylight	Dry		No Sign Or Control		Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Target	Car	N	S	Stopped: To Avoid Veh				Rear
																									N	S	Straight Ahead: Not Out Of Control				
	2.16	L	2.22				07/09/2013	Saturday	1420	Medical	2013758443	Midblock	Daylight	Dry		No Sign Or Control		Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Target		N	S	Straight Ahead: Not Out Of Control				Side

Detailed Crash History



Road	SLK	CWY	True Dist	Loc End Date	Dist Error	Intersection	Date	Day	Time	Severity	Crash No.	Type	Light Cond	Road Cond	Speed Limit	Traffic Control	Road Feature	Road Alignment	Speed Factor	MR Nature	Location	RUM	Unit	Unit Type	From Dir	To Dir	Veh/Ped Move	First Object Hit	Second Object Hit	Third Object Hit	Target Impact Point	
																							Colliding	Utility	N	S	Overtaking: Passing On Left					
							21/11/2013	Thursday	1110	PDO Minor	2013845991	Midblock	Daylight	Dry		No Sign Or Control		Straight			Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Target	Car	N	S	Straight Ahead: Not Out Of Control				Rear
																							Colliding		N	S	Straight Ahead: Not Out Of Control					
	2.29	S	2.35				21/08/2014	Thursday	1545	PDO Major	2014819915	Midblock	Daylight	Wet		No Sign Or Control	3-way Intx (T-junction)	Curve			Rear End	On Cway	32:Same Dirn: Same Lane Left Rear	Target		S	W	Straight Ahead: Not Out Of Control				Rear
																							Colliding	Bus	S	N	Straight Ahead: Not Out Of Control					
	2.34	S	2.40		0.00		25/07/2016	Monday	1540	PDO Major	2016238000	Midblock	Daylight	Dry		No Sign Or Control	Driveway	Straight			Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Colliding	Car	N	S	Straight Ahead: Not Out Of Control				
																							Target		N	S	Stopped: To Avoid Veh				Rear	
	2.35	S	2.41		0.00		03/05/2012	Thursday	1750	Medical	2012808525	Midblock	Dark - Street Lights Off	Dry	60	No Sign Or Control		Straight			Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Target	Car	N	S	Stopped: To Avoid Veh				Rear
																							Colliding	Truck	N	S	Straight Ahead: Not Out Of Control					
	2.36	S	2.42				29/08/2013	Thursday	0700	PDO Minor	2013166523	Midblock	Daylight	Wet	60	No Sign Or Control		Straight			Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Colliding	Truck	S	N	Straight Ahead: Not Out Of Control				
																							Target	Car	S	N	Stopped: To Avoid Veh				Rear	
	2.38	S	2.44		0.00		06/05/2013	Monday	1205	PDO Major	2013706584	Midblock	Daylight	Dry		No Sign Or Control		Straight			Sideswipe Same Dirn	On Cway	42:Manoeuv: Leaving Parking	Target	Prime Mover	S	N	Straight Ahead: Not Out Of Control				Side
																							Colliding	Car	S	N	Unparking: Forward					
	2.40	S	2.46				21/06/2013	Friday	2130	PDO Minor	2013135443	Midblock	Dark - Street Lights On	Dry	60	No Sign Or Control	Driveway	Straight				On Cway	96:Misc: Parked Car Ran Away	Colliding	Utility	W	E	Driverless Veh				
																							Target	Car	S	N	Straight Ahead: Not Out Of Control				Side	
	2.40	S	2.46		0.00		18/11/2014	Tuesday	0745	PDO Minor	2014099243	Midblock	Daylight	Dry		No Sign Or Control		Straight			Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Target	Car	S	N	Stopped: To Avoid Veh				Rear
																							Colliding	Car	S	N	Overtaking: Passing On Right					
	2.41	S	2.47		0.00		30/03/2012	Friday	1945	PDO Major	2012806590	Midblock	Dark - Street Lights On	Dry	60	No Sign Or Control		Straight			Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Target	Car	N	S	Stopped: To Avoid Veh				Rear
																							Colliding	Car	N	S	Straight Ahead: Not Out Of Control					
	2.45	S	2.51				14/08/2013	Wednesday	1705	PDO Minor	2013774495	Midblock	Dawn Or Dusk	Wet		No Sign Or Control		Straight			Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Colliding	Car	N	S	Straight Ahead: Not Out Of Control				
																							Target		N	S	Straight Ahead: Not Out Of Control				Rear	

Detailed Crash History



Road	SLK	CMY	True Dist	Loc End Date	Dist Error	Intersection	Date	Day	Time	Severity	Crash No.	Type	Light Cond	Road Cond	Speed Limit	Traffic Control	Road Feature	Road Alignment	Speed Factor	MR Nature	Location	RUM	Unit	Unit Type	From Dir	To Dir	Veh/Ped Move	First Object Hit	Second Object Hit	Third Object Hit	Target Impact Point
							30/10/2015	Friday	2025	PDO Minor	20153 37432	Midblock	Dark - Street Lights On	Wet		No Sign Or Control		Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Target	Station Wagon	N	S	Stopped: To Avoid Veh				Rear
																							Colliding	Car	N	S	Straight Ahead: Not Out Of Control				
							31/05/2016	Tuesday	1630	PDO Major	20161 76481	Midblock	Daylight	Dry		Intersection Traffic Lights	4-way Intx	Curve		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Target	Car			Stopped: To Avoid Veh				Rear
																							Colliding	Car			Straight Ahead: Not Out Of Control				
	2.46	S	2.52		0.00		26/05/2016	Thursday	0830	PDO Major	20161 69724	Midblock	Daylight	Dry		No Sign Or Control		Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Target	Car	S	N	Straight Ahead: Not Out Of Control				Rear
																							Colliding	Car	S	N	Straight Ahead: Not Out Of Control				
	2.48	S	2.54		0.00		04/07/2014	Friday	1610	PDO Major	20148 49960	Midblock	Daylight	Wet		No Sign Or Control		Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Colliding	Utility	S	N	Out Of Control: Other				
																							Target	Station Wagon	S	N	Stopped: To Avoid Veh				Rear
	2.54	S	2.60				04/05/2012	Friday	1110	Medical	20128 08682	Midblock	Daylight	Wet		No Sign Or Control		Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Colliding	Car	S	N	Straight Ahead: Not Out Of Control				
																							Target	Car	S	N	Stopped: To Avoid Veh				Rear
							09/01/2014	Thursday	1650	Medical	20146 01924	Midblock	Daylight	Dry		No Sign Or Control		Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Target	Car	S	N	Straight Ahead: Not Out Of Control				Rear
																							Colliding	Car	S	N	Straight Ahead: Not Out Of Control				
	2.54	S	2.60		0.00		01/08/2014	Friday	1555	PDO Major	20148 25250	Midblock	Daylight	Dry		No Sign Or Control		Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Target	Car	N	S	Stopped: To Avoid Veh				Rear
																							Colliding	Station Wagon	N	S	Straight Ahead: Not Out Of Control				
	2.55	S	2.61		0.00		14/09/2016	Wednesday	1430	Medical	20162 71121	Midblock	Daylight	Dry		No Sign Or Control		Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Target	Car	S	N	Stopped: To Avoid Veh				Rear
																							Colliding	Utility	S	N	Straight Ahead: Not Out Of Control				
	2.56	S	2.62		0.00		23/03/2015	Monday	0840	PDO Minor	20151 09685	Midblock	Daylight	Dry		No Sign Or Control		Straight		Sideswipe Same Dirn	On Cway	37:Same Dirn: Change Lanes - Left	Target	Car	S	N	Straight Ahead: Not Out Of Control				Side
																							Colliding	Car	S	N	Overtaking: Cut In From Right				
	2.57	S	2.63		0.00		10/11/2015	Tuesday	1710	PDO Major	20153 43592	Midblock	Daylight	Dry		No Sign Or Control		Straight		Sideswipe Same Dirn	On Cway	37:Same Dirn: Change Lanes - Left	Colliding	Car	N	S	Overtaking: Cut In From Right				
																							Target		N	S	Straight Ahead: Not Out Of Control				Side
	2.57	S	2.63				08/10/2016	Saturday	1425	PDO Major	20162 76076	Midblock	Daylight	Wet		No Sign Or Control		Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Target	Car	S	N	Stopped: To Avoid Veh				Rear

Detailed Crash History



Road	SLK	CWY	True Dist	Loc End Date	Dist Error	Intersection	Date	Day	Time	Severity	Crash No.	Type	Light Cond	Road Cond	Speed Limit	Traffic Control	Road Feature	Road Alignment	Speed Factor	MR Nature	Location	RUM	Unit	Unit Type	From Dir	To Dir	Veh/Ped Move	First Object Hit	Second Object Hit	Third Object Hit	Target Impact Point
																							Colliding	Car	S	N	Straight Ahead: Not Out Of Control				
	2.58	S	2.64		0.00		01/08/2013	Thursday	0755	PDO Major	2013775630	Midblock	Daylight	Dry		No Sign Or Control		Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Target	Car	S	N	Stopped: To Avoid Veh				Rear
																							Colliding	Panel Van	S	N	Straight Ahead: Not Out Of Control				
							31/08/2016	Wednesday	1730	PDO Major	2016294803	Midblock	Daylight	Dry		No Sign Or Control		Straight		Sideswipe Same Dirn	On Cway	36:Same Dirn: Change Lanes - Right	Target	Utility	N	S	Straight Ahead: Not Out Of Control				Side
																							Colliding	Car	N	S	Overtaking: Cut In From Left				
	2.60	S	2.66		0.00		29/06/2013	Saturday	1145	PDO Major	2013738530	Midblock	Daylight	Dry		No Sign Or Control	Driveway	Straight		Rear End	On Cway	33:Same Dirn: Same Lane Right Rear	Target	Station Wagon	S	E	Stopped: Prepared To Turn Right				Rear
																							Colliding	Car	S	N	Straight Ahead: Not Out Of Control				
	2.62	S	2.68				09/07/2013	Tuesday	1735	PDO Minor	2013134662	Midblock	Dawn Or Dusk	Wet		No Sign Or Control		Straight		Sideswipe Same Dirn	On Cway	37:Same Dirn: Change Lanes - Left	Target	Car	N	S	Straight Ahead: Not Out Of Control				Side
																							Colliding	Panel Van	N	S	Overtaking: Cut In From Right				
							09/07/2013	Tuesday	1750	PDO Major	2013743673	Midblock	Dark - Street Lights On	Wet		No Sign Or Control		Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Target	Car	N	S	Stopped: To Avoid Veh				Rear
																							Colliding		N	S	Straight Ahead: Not Out Of Control				
							03/09/2013	Tuesday	0850	PDO Minor	2013177303	Midblock	Daylight	Dry	60	No Sign Or Control		Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Colliding	Car	S	N	Straight Ahead: Not Out Of Control				
																							Target	Car	S	N	Straight Ahead: Not Out Of Control				Rear
							19/12/2013	Thursday	1417	PDO Major	2013864165	Midblock	Daylight	Dry		No Sign Or Control		Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Target	Car	N	S	Stopped: To Avoid Veh				Rear
																							Colliding	Panel Van	N	S	Straight Ahead: Not Out Of Control				
	2.62	S	2.68		0.00		07/11/2013	Thursday	1710	PDO Minor	2013836235	Midblock	Daylight	Dry		No Sign Or Control		Straight		Sideswipe Same Dirn	On Cway	37:Same Dirn: Change Lanes - Left	Target	Station Wagon	N	S	Straight Ahead: Not Out Of Control				Side
																							Colliding	Utility	N	S	Overtaking: Cut In From Right				
	2.64	S	2.70		0.00		10/01/2013	Thursday	1600	PDO Major	2013605670	Midblock	Daylight	Dry	60	No Sign Or Control		Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Target	Car	N	S	Stopped: To Avoid Veh				Rear
																							Colliding	Car	N	S	Straight Ahead: Not Out Of Control				
	2.65	S	2.71		0.00		21/01/2016	Thursday	1710	PDO Major	2016030822	Midblock	Daylight	Dry		No Sign Or Control		Straight		Sideswipe Same Dirn	On Cway	36:Same Dirn: Change Lanes - Right	Colliding	Motor Cycle	N	S	Straight Ahead: Not Out Of Control				

Detailed Crash History



Road	SLK	CWY	True Dist	Loc End Date	Dist Error	Intersection	Date	Day	Time	Severity	Crash No.	Type	Light Cond	Road Cond	Speed Limit	Traffic Control	Road Feature	Road Alignment	Speed Factor	MR Nature	Location	RUM	Unit	Unit Type	From Dir	To Dir	Veh/Ped Move	First Object Hit	Second Object Hit	Third Object Hit	Target Impact Point
																							Target	Car	N	S	Overtaking: Cut In From Left				Side
	2.68	S	2.74		0.00		28/02/2015	Saturday	1555	PDO Major	2015119920	Midblock	Daylight	Dry		No Sign Or Control		Straight		Sideswipe Same Dirn	On Cway	36:Same Dirn: Change Lanes - Right	Target	Car	S	N	Straight Ahead: Not Out Of Control				Side
																							Colliding	Utility	S	N	Overtaking: Cut In From Left				
	1.23	R	1.23				14/11/2014	Friday	0850	PDO Major	2014089502	Midblock	Daylight	Dry		No Sign Or Control		Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Target	Car	S	N	Stopped: By Congestion				Rear
																							Colliding	Car	S	N	Straight Ahead: Not Out Of Control				
	1.25	R	1.25				10/07/2012	Tuesday	1800	PDO Major	2012620855	Midblock	Dark - Street Lights On	Wet	60	No Sign Or Control		Curve		Sideswipe Same Dirn	On Cway	37:Same Dirn: Change Lanes - Left	Target	Station Wagon	S	N	Straight Ahead: Not Out Of Control				Side
																							Colliding	Car	S	N	Overtaking: Cut In From Right				
							07/01/2013	Monday	1455	PDO Minor	2013614895	Midblock	Daylight	Dry	60	No Sign Or Control		Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Colliding	Car	S	N	Straight Ahead: Not Out Of Control				
																							Target	Car	S	N	Stopped: Other				Rear
	1.26	R	1.26				11/12/2012	Tuesday	1120	PDO Major	2012248422	Midblock	Daylight	Dry		No Sign Or Control		Straight		Sideswipe Same Dirn	On Cway	36:Same Dirn: Change Lanes - Right	Colliding	Utility	S	N	Straight Ahead: Not Out Of Control				
																							Target	Car	S	N	Overtaking: Cut In From Left				Rear
	1.28	R	1.28				21/12/2013	Saturday	1000	PDO Major	2013872311	Midblock	Daylight	Dry		No Sign Or Control		Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Target	Bus	S	N	Stopped: To Avoid Veh				Rear
																							Colliding	Car	S	N	Straight Ahead: Not Out Of Control				
	1.39	R	1.39				06/02/2015	Friday	1145	Medical	2015037681	Midblock	Daylight			No Sign Or Control				Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Colliding	Car			Straight Ahead: Not Out Of Control				
																							Target	Car			Straight Ahead: Not Out Of Control				Rear
	1.54	R	1.60		0.00		15/11/2016	Tuesday	1515	PDO Minor	2016346301	Midblock	Daylight	Dry		No Sign Or Control		Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Target	Car	N	S	Straight Ahead: Not Out Of Control				Rear
																							Colliding	Utility	N	S	Straight Ahead: Not Out Of Control				
	1.55	R	1.61				17/01/2012	Tuesday	0815	PDO Major	2011828785	Midblock	Daylight	Dry	60	No Sign Or Control		Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Colliding	Utility	S	N	Straight Ahead: Not Out Of Control				
																							Target	Car	S	N	Stopped: To Avoid Veh				Rear
	1.61	R	1.67				26/07/2012	Thursday	1545	PDO Major	2012642614	Midblock	Daylight	Dry	60	No Sign Or Control		Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Target	Station Wagon	N	S	Stopped: To Avoid Veh				Rear
																							Colliding	Car	N	S	Straight Ahead: Not Out Of Control				

Detailed Crash History



Road	SLK	CWY	True Dist	Loc End Date	Dist Error	Intersection	Date	Day	Time	Severity	Crash No.	Type	Light Cond	Road Cond	Speed Limit	Traffic Control	Road Feature	Road Alignment	Speed Factor	MR Nature	Location	RUM	Unit	Unit Type	From Dir	To Dir	Veh/Ped Move	First Object Hit	Second Object Hit	Third Object Hit	Target Impact Point
							12/12/2013	Thursday	0700	PDO Major	2014009400	Midblock	Daylight	Dry	60	No Sign Or Control		Straight		Sideswipe Same Dirn	On Cway	36:Same Dirn: Change Lanes - Right	Target	Car	S	N	Straight Ahead: Not Out Of Control				Side
																							Colliding	Car	S	N	Overtaking: Cut In From Left				
	1.67	R	1.73		0.00		24/11/2016	Thursday	1745	Medical	2016331870	Midblock	Daylight	Dry		No Sign Or Control		Straight		Sideswipe Same Dirn	On Cway	36:Same Dirn: Change Lanes - Right	Target	Station Wagon	S	N	Straight Ahead: Not Out Of Control				Side
																							Colliding	Car	S	N	Overtaking: Cut In From Left				
	1.89	R	1.95				25/05/2016	Wednesday	0840	PDO Major	2016167366	Midblock	Daylight	Dry		No Sign Or Control		Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Target	Car	S	N	Stopped: To Avoid Veh				Rear
																							Colliding	Station Wagon	S	N	Straight Ahead: Not Out Of Control				
	1.94	R	2.00				12/11/2015	Thursday	0740	PDO Major	2015330071	Midblock	Daylight	Dry		No Sign Or Control		Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Colliding	Car	S	N	Straight Ahead: Not Out Of Control				
																							Target	Station Wagon	S	N	Straight Ahead: Not Out Of Control				Rear
	2.02	R	2.08				09/02/2012	Thursday	1530	PDO Minor	2012031890	Midblock	Daylight	Dry	60	No Sign Or Control		Straight		Sideswipe Same Dirn	On Cway	35:Same Dirn: Parallel Lanes - S/swipe	Colliding	Car	S	N	Swerving: To Avoid Veh				
																							Target	Truck	S	N	Straight Ahead: Not Out Of Control				Side
	2.05	R	2.11				03/03/2015	Tuesday	0900	Medical	2015057373	Midblock	Daylight	Dry		No Sign Or Control		Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Target	Station Wagon	S	N	Stopped: To Avoid Veh				Rear
																							Colliding	Car	S	N	Straight Ahead: Not Out Of Control				
	2.14	R	2.20				21/08/2012	Tuesday	0830	PDO Minor	2012650885	Midblock	Daylight	Wet	60	No Sign Or Control		Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Colliding	Car	S	N	Straight Ahead: Not Out Of Control				
																							Target	Car	S	N	Stopped: To Avoid Veh				Rear

APPENDIX D – LIGHTING ASSESSMENT

Vicinity Centres

LIGHTING IMPACT ASSESSMENT

22nd February 2018
Ref 2136

OUTDOOR SIGNAGE AT LOT 2000 (NO. 366) ALBANY HWY,
VICTORIA PARK, WA

**Lighting Impact Assessment
Outdoor Signage at Lot 2000 (No. 366) Albany Highway,
Victoria Park, Western Australia**

DATE	REV	COMMENT	PREPARED BY	CHECKED BY
22/02/18	REV B	For Information	DSM	RS

Electrolight Australia Pty Ltd
ABN: 44 600 067 392

info@electrolight.com
www.electrolight.com

Suite 3.00
35-39 Liverpool Street
Sydney NSW 2000
T + 612 9267 4777

CONTENTS

1. INTRODUCTION	3
2. DEFINITIONS	3
2.1 Illuminance	3
2.2 Luminance	3
2.3 Luminous Intensity	3
2.4 Obtrusive Light	3
2.5 Threshold Increment	3
2.6 AGI32 Light Simulation Software	3
3. SITE DESCRIPTION AND SCOPE	4
4. DESIGN GUIDELINES AND STANDARDS	4
5. LUMINANCE ASSESSMENT (DAY AND NIGHT IMPACTS)	5
6. AS4282 ASSESSMENT	6
7. SUMMARY	7
8. DESIGN CERTIFICATION	8
APPENDIX A	9
APPENDIX B	11
APPENDIX C	12
APPENDIX D	13

1. INTRODUCTION

Electrolight has been appointed by Vicinity Centres to undertake a Lighting Impact Assessment on the proposed digital signage to be installed at Lot 2000 (No. 366) Albany Hwy, Victoria Park, Western Australia.

This report will assess the proposed digital signage and will report on compliance with AS4282-1997 Control of the Obtrusive Effects of Outdoor Lighting and the Western Australia Main Roads “Policy and Application Guidelines for Advertising Signs”.

2. DEFINITIONS

2.1 Illuminance (E)

The physical measure of illumination is illuminance. It is defined as the luminous flux arriving at a surface divided by the area of the illuminated surface. Unit: lux (lx); $1 \text{ lx} = 1 \text{ lm/m}^2$.

(a) Horizontal illuminance (E_h): The value of illuminance on a designated horizontal plane

(b) Vertical illuminance (E_v): The value of illuminance on a designated vertical plane

Where the vertical illuminance is considered in the situation of potentially obtrusive light at a property boundary it is referred to as environmental vertical illuminance (E_{ve}).

2.2 Luminance (L)

The physical quantity corresponding to the brightness of a surface (e.g. a lamp, luminaire or reflecting material such as the road surface) when viewed from a specified direction. SI Unit: candela per square metre (cd/m^2) – also referred to as “nits”.

2.3 Luminous Intensity (I)

The concentration of luminous flux emitted in a specified direction. Unit: candela (cd).

2.4 Obtrusive Light

Spill Light which, because of quantitative, directional or spectral attributes in a given context, gives rise to annoyance, discomfort, distraction or a reduction in the ability to see essential information.

2.5 Threshold Increment

The measure of disability glare expressed as the percentage increase in contrast required between a standard object and its background (the carriageway) for it to be seen equally as well with the source of glare present as with it absent, derived in the specified manner. This metric is directly related to Veiling Luminance.

NOTE: The required value is a maximum for compliance of the lighting scheme.

2.6 AGI32 Light Simulation Software

AGI32 (by U.S. company Lighting Analysts) is an industry standard lighting simulation software package that can accurately model and predict the amount of light reaching a designated surface or workplane. AGI32 has been independently tested against the International Commission On Illumination (CIE) benchmark, CIE 171:2006, Test Cases to Assess the Accuracy of Lighting Computer Programs.

3. SITE DESCRIPTION AND SCOPE

The location of the proposed digital signage is on the roof of the building at Lot 2000 (No. 366) Albany Hwy, Victoria Park, facing north west. The total active display (illuminated) area of the digital sign is 44.24m².

The proposed digital signage is illuminated using LEDs installed within the front face. The brightness of the LEDs shall be controlled to provide upper and lower thresholds as required as well as automatically via a local light sensor to adjust to ambient lighting conditions.

For the purpose of this report the proposed manufacturer of the digital sign is noted as Absen, with performance parameters as outlined in Appendix B. An alternative digital signage manufacturer may be used for this installation as long as they have equivalent lighting and performance characteristics and are commissioned as described in this report.

4. DESIGN GUIDELINES AND STANDARDS

The lighting impact assessment will review the proposed signage against the following criteria, design guidelines and standards.

- Western Australia Main Roads "Policy and Application Guidelines for Advertising Signs" Document (January 2018). (Refer Appendix C)
- AS 4282-1997 Control of the Obtrusive Effects of Outdoor Lighting. *

* Although AS 4282-1997 specifically excludes internally illuminated advertising signs/displays in Section 1.1 Scope (b) the Transport Corridor Outdoor Advertising and Signage Guideline (2017) in NSW references AS4282 and requires compliance to this standard. In the absence of any other applicable Australian Standard AS4282 has been adopted for the purposes of this report.

5. LUMINANCE ASSESSMENT

Appendix B of the Western Australia Main Roads “Policy and Application Guidelines for Advertising Signs” Document outlines the maximum allowable daytime, dawn/dusk and night time luminances of electronic signs to exhibit consistent apparent brightness in all lighting conditions (refer to Appendix C).

The proposed digital signage has a maximum brightness capacity of 8000 cd/m², meaning the maximum allowable day time, dawn/dusk and night time dimming levels to comply with the guideline’s luminance requirements are the following:

MAXIMUM LUMINANCE LEVELS FOR DIGITAL ADVERTISEMENTS			
Lighting Condition	Max Dimming Level to achieve compliance #	Max Permissible Luminance (cd/m ²)	Compliant
Daytime Luminance	75 %	6000	✓
Dawn/Dusk	7.5 %	600	✓
Night Time	3.75 %	300	✓

The dimming % is based on a maximum calibrated screen brightness of 8000 cd/m². For the basis of this Report, it is assumed that the dimming level is directly related to the luminance level via a linear relationship.

Appendix B of the Western Australia Main Roads “Policy and Application Guidelines for Advertising Signs” Document also requires that the signage be initially commissioned to half the recommended maximum luminances (as shown in the table below). The sign luminances shall be gradually increased over time to: an appropriate level as agreed with Main Roads.

INITIAL LUMINANCE LEVELS FOR DIGITAL ADVERTISEMENTS			
Lighting Condition	Max Dimming Level to achieve compliance #	Max Permissible Luminance (cd/m ²)	Compliant
Daytime Luminance	37.5%	3000	✓
Dawn/Dusk	3.75%	300	✓
Night Time	1.87%	150	✓

The operator of the screen must not exceed the maximum dimming levels above to comply with the Western Australia Main Roads “Policy and Application Guidelines for Advertising Signs” document. To maintain constant visibility of the signage, the dimming value may increase to the maximum level at certain times of the day (when the sun is directly illuminated the face of the signs). This is to compensate for high levels of light striking the front the face of the sign, which would otherwise dull the image and make it difficult to view.

6. AS4282 ASSESSMENT

The proposed digital signage has been assessed against AS 4282-1997 Control of the Obtrusive Effects of Outdoor Lighting as outlined in Section 4.

As it is intended that the signage will be illuminated after 11pm, the requirements for curfewed operation under the standard will be applied. The signage is located in a mixed residential and commercial area, therefore the maximum illuminance in the vertical plane parallel to the relevant boundary of adjacent residential properties is limited to 4 lx (as outlined in Table 2.1 of AS4282 for curfewed operation). Under the standard, a value of less than 4 lx is deemed to not affect the visual amenity of local residents.

The nearest building with habitable windows is the apartment complex at 9 Harper St (Refer to Appendix C for plan).

This will form the focus of the obtrusive lighting assessment.

Additionally there is mature vegetation surrounding the apartment complex, which effectively obstructs the spill light from the signage. However the proposed signage (and surrounding environment) were modeled in lighting calculation program AGI32 to determine the effect (if any) of the light spill from the proposed signage assuming that there was no vegetation present.

Photometric data for the screen was based on a diffused light panel (approximating a lambertian emitter) with a luminance corresponding to the 300 cd/m² night time limit outlined in Section 5. Appendix C shows the lighting model and the results of the calculations.

It can be seen from the lighting model that the maximum vertical illuminance on habitable windows is 0 lux across the residences, which is below the allowable maximum of 4 lux.

The Threshold Increment was also calculated for traffic on Shepperton Rd (southbound). The calculation grid was located at 1.5m above ground level, with an approach viewing distance of between 20 m to 190 m from the sign. The calculation results show that the Threshold Increment does not exceed 0.44% on the traffic approach (the allowable maximum under the standard is 20%).

The luminous intensity limits nominated in the standard are only applicable to high intensity point sources such as floodlights and are therefore not relevant for illuminated signage.

It can therefore be seen that the proposed digital signage complies with all relevant requirements of AS 4282-1997 Control of the Obtrusive Effects of Outdoor Lighting.

In complying with these requirements, the proposed digital signage will not result in unacceptable glare nor will it adversely impact the safety of pedestrians, residents or vehicular traffic. The proposed digital signage will also not cause any reduction in visual amenity to nearby residences or accommodation.

7. SUMMARY

- When commissioned to the maximum dimming levels below, the proposed digital signage at Lot 2000 (No. 366) Albany Hwy, Victoria Park, will comply with the Western Australia Main Roads “Policy and Application Guidelines for Advertising Signs” Document.

MAXIMUM LUMINANCE LEVELS FOR DIGITAL ADVERTISEMENTS			
Lighting Condition	Max Dimming Level to achieve compliance #	Max Permissible Luminance (cd/m2)	Compliant
Daytime Luminance	75 %	6000	✓
Dawn/Dusk	7.5 %	600	✓
Night Time	3.75 %	300	✓

The dimming % is based on a maximum calibrated screen brightness of 8000 cd/m2. For the basis of this Report, it is assumed that the dimming level is directly related to the luminance level via a linear relationship.

- The signage shall be initially commissioned to half the recommended maximum luminances (as shown in the table below). The sign luminances shall be gradually increased over time to an appropriate level as agreed with Main Roads.

INITIAL LUMINANCE LEVELS FOR DIGITAL ADVERTISEMENTS			
Lighting Condition	Max Dimming Level to achieve compliance #	Max Permissible Luminance (cd/m2)	Compliant
Daytime Luminance (All Signage)	37.5%	3000	✓
Dawn/Dusk (All Signage)	3.75%	300	✓
Night Time (All Signage)	1.87%	150	✓

- The proposed illuminated signage complies with all relevant requirements of AS 4282-1997 Control of the Obtrusive Effects of Outdoor Lighting. In complying with these requirements, the proposed signage will not result in unacceptable glare nor will it adversely impact the safety of pedestrians, residents or vehicular traffic. The proposed signage will also not cause any reduction in visual amenity to nearby residences or accommodation.

8. DESIGN CERTIFICATION

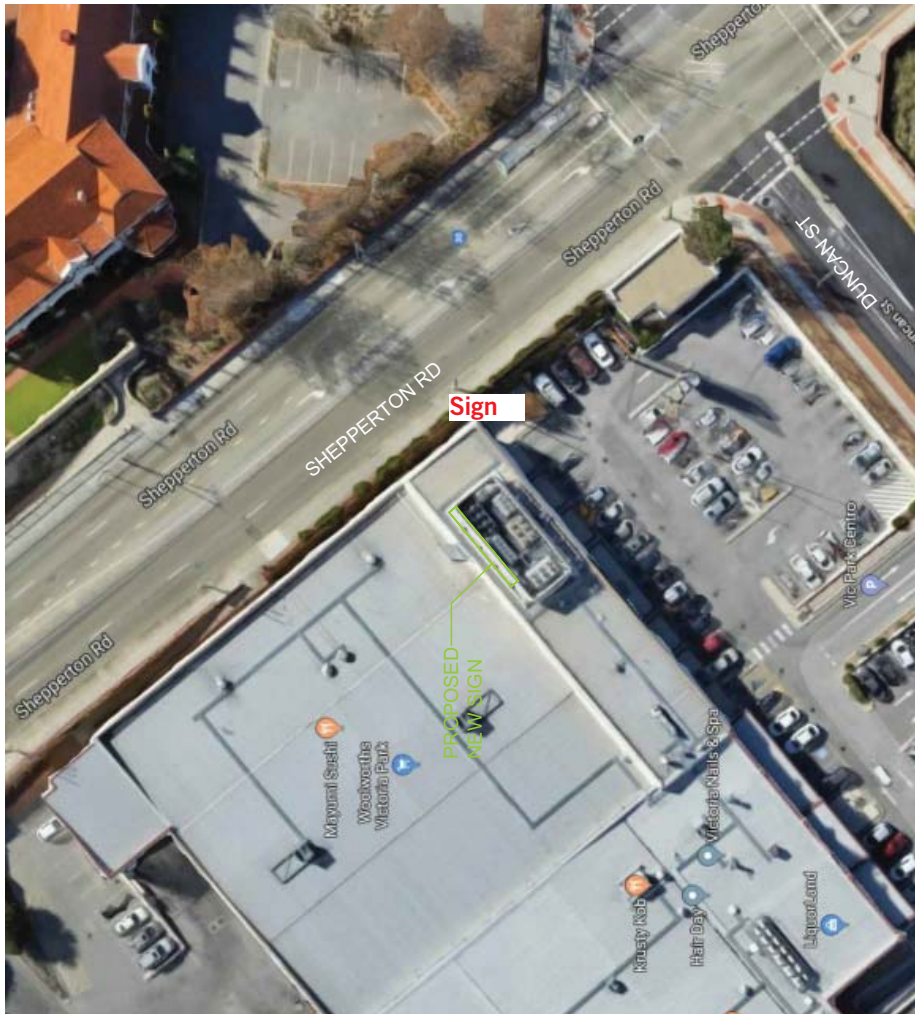
The proposed digital signage to be installed at Lot 2000 (No. 366) Albany Hwy, Victoria Park, Western Australia, if commissioned according to this report, will comply with the following criteria, guidelines and standards:

- Western Australia Main Roads “Policy and Application Guidelines for Advertising Signs” Document (January 2018).
- AS 4282-1997 Control of the Obtrusive Effects of Outdoor Lighting.



Ryan Shamier MIES
Senior Lighting Designer
Electrolight Australia
22 February 2018

APPENDIX A
SIGNAGE LOCATION PLAN



⊙ AERIAL PHOTO
SCALE 1:500 APP.

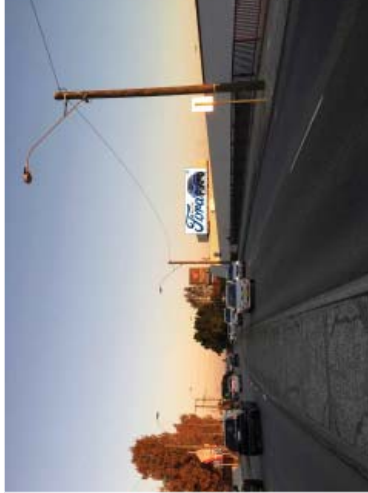
REV.	DATE	DESCRIPTION



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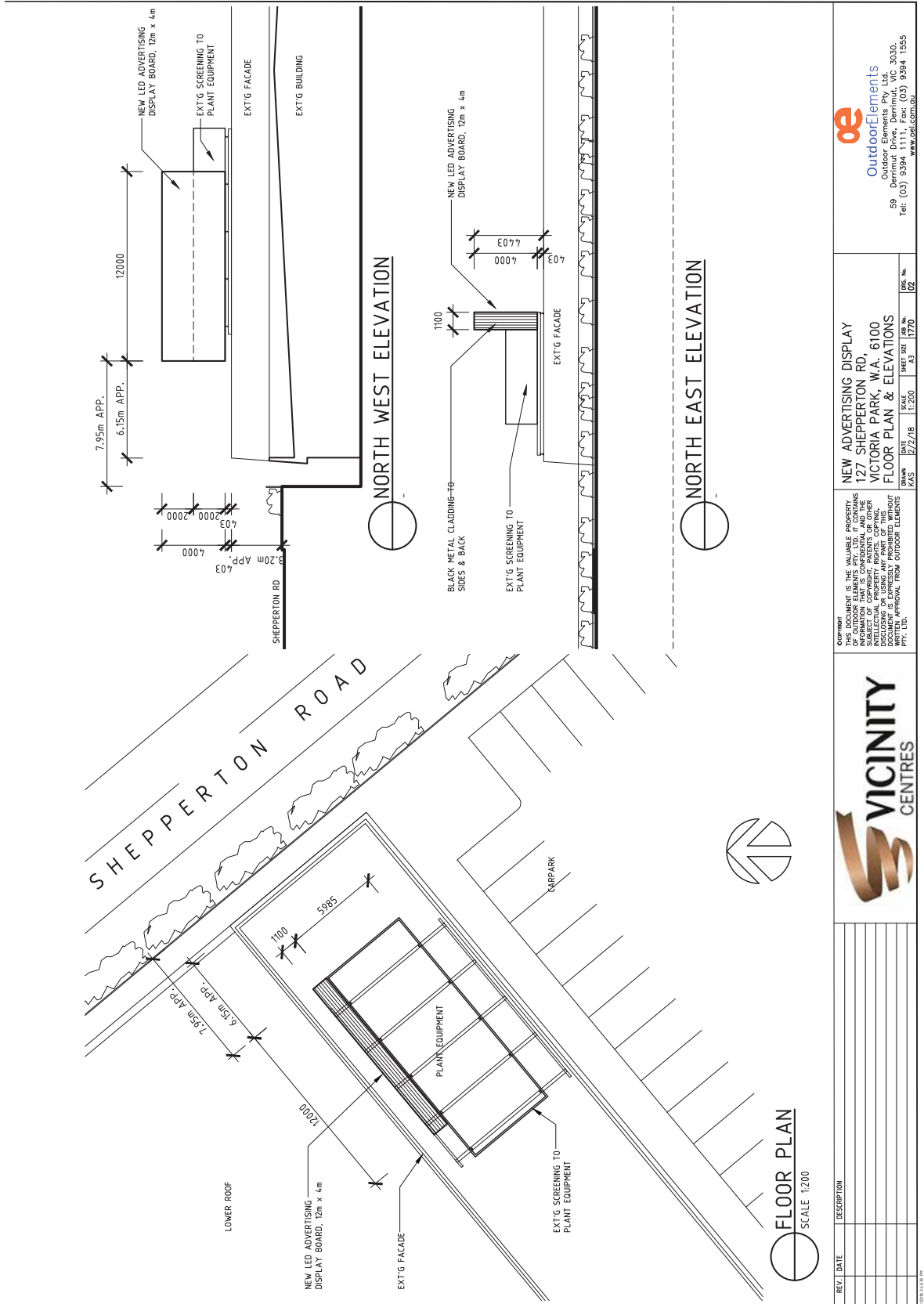
NEW ADVERTISING DISPLAY
127 SHEPPERTON RD,
VICTORIA PARK, W.A. 6100
PHOTOS
DRAWN 2/2/18 DATE 1:500 SCALE SHEET SIZE A3 JOB No. 1770 DRG. No. 01

oe
OutdoorElements
59 Derrin Drive, Werribee, VIC 3030.
Tel: (03) 9394 1111, Fax: (03) 9394 1555
www.oeel.com.au



⊙ PROPOSED PHOTO

APPENDIX A
NORTH WEST CORNER



FLOOR PLAN
SCALE 1:200

REV.	DATE	DESCRIPTION



NEW ADVERTISING DISPLAY
127 SHEPPERTON RD,
VICTORIA PARK, W.A. 6100
FLOOR PLAN & ELEVATIONS

DATE: 2/2/18
SCALE: 1:200
DRAWN: A3
CHECKED: A3
JOB NO.: 1770
DWG. NO.: 02

OutdoorElements
59 Derrin Drive, Werribee, VIC 3030
Tel: (03) 9394 1111, Fax: (03) 9394 1555
www.oeel.com.au

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APPENDIX B
DIGITAL SIGNAGE SPECIFICATION

SCREEN CONFIGURATION

Module			
Dimensions (w x h) (mm)	320 x 320	Resolution (w x h)	30 x 30
Pixel pitch (mm)	10.66	Pixel Density (pixels/m2)	8800
LED Lamp	Absen Lamp	Pixel Configuration	1R1G1B
Standard Panel			
Dimensions(w x h x d)(mm)	640 x 960 x 112	Module Quantity	6
Physical Resolution (w x h)	60 x 90	Physical Pixels (total)	5400
Weight/Panel (kg)	22	Material	ALUMINUM
Certificate	CE	Structure	Fixed installation
Average Power/sqm(watts)	125	Max Power/sqm(watts)	375
Display Data			
ITEM	Width	Height	total
Panel Quantity(pcs)	18	4	76
Screen Area Dimension(m)	11.52	3.84	44.24
Display Resolution(dots)	1140	360	410400
Total Net Weight (kgs)	1584		
Total Average Power(watts)	5530	Total Max Power(watts)	16590

TECHNICAL SPECIFICATION

Parameter	Value
Brightness	8000 cd/m ²
Viewing Angle	Horizontal 120 deg. Vertical 60 deg.
Minimum Viewing Distance	10 meters
Brightness Control	256 level
Gray scale	65536 level
Refresh frequency	>1920 Hertz
Driving mode	1/5
Input power frequency	50 or 60 Hertz
Input Voltage	110~240 Volt
Blind spot rate	< 1/10000
Lifetime at 50% brightness	100000 hours
Ingress Protection	Front IP65, Rear IP54
Operating temperature	-20 ~ +50 °C
Operating humidity	10% ~ 90%
Control distance	CAT5 cable: <100 m; Single mode fiber: <10 km
Signal input format	AV, S-Video, VGA, DVI, YPbPr, HDMI, SDI

APPENDIX C

Luminance and Illumination of Electronic Advertising Signs

Safety and amenity

It is important that electronic billboards exhibit consistent apparent brightness in all lighting conditions, by maintaining a consistent ratio between the ambient light (illuminance) and light emitted by the billboard (luminance).

This allows the billboard to be easily read and reduces the time taken for a motorist to view the billboard content. Signs brighter than the ambient conditions may cause greater distraction and risk to drivers due to:

- Averting a motorists attention from important traffic devices / instructions.
- Temporary visual impairment where the difference in sign luminance and ambient light is disparate.

Due to the fast rate of change in ambient light during dusk and dawn periods, particular attention needs to be given to the luminance levels that are output during these periods to ensure that a consistent apparent brightness is maintained.

Any change to brightness levels should be applied during a message transition, not while an image is being displayed. This removes the risk that a motorist will be distracted by changing sign brightness.

Maximum Luminance

The following values are suggested *maximum* values for the varying ambient lighting conditions. The final luminance levels are to be determined based on the site specific requirements, including the orientation of the sign and shading around the sign.

- Daytime - 6000 cd/m²
- Dawn/Dusk - 600 cd/m²
- Night - 300 cd/m²

Commissioning Levels

It is required that when a new device is being commissioned, the initial luminance values be set to *half* the recommended maximum values outlined above, and gradually increased to an appropriate level as agreed to by Main Roads WA.

If required, the owner/operator of the billboard is responsible for shielding the electronic billboard to ensure that it does not cause a nuisance to surrounding properties.

APPENDIX D

OBTRUSIVE LIGHTING AND THRESHOLD INCREMENT CALCULATIONS

Calculation Summary			
Label	CalcType	Units	Max
Shepperton Rd	Obtrusive Light - TI	%	0.44



APPENDIX D OBTRUSIVE LIGHTING AND THRESHOLD INCREMENT CALCULATIONS

Calculation Summary			
Label	CalcType	Units	Max
9 Harper St_Cd_Seg1	Obtrusive Light - Cd	N.A.	0
9 Harper St_Cd_Seg2	Obtrusive Light - Cd	N.A.	0
9 Harper St_Ill_Seg1	Obtrusive Light - Ill	Lux	0.00
9 Harper St_Ill_Seg2	Obtrusive Light - Ill	Lux	0.00



Image: Light Model - Plan showing light spill calculation to the closest residential windows.

APPENDIX D
COMPLIANCE REPORT

Obtrusive Light - Compliance Report

AS 4282-1997, Post-Curfew, Commercial

Filename: 180214 - Vic Park

14/02/2018 10:42:43 AM

Illuminance

Maximum Allowable Value: 4 Lux

Calculations Tested (2):

<u>Calculation Label</u>	<u>Test Results</u>	<u>Max. Illum.</u>
9 Harper St_III_Seg1	PASS	0.00
9 Harper St_III_Seg2	PASS	0.00

Luminous Intensity (Cd) At Vertical Planes

Maximum Allowable Value: 2500 Cd

Calculations Tested (2):

<u>Calculation Label</u>	<u>Test Results</u>
9 Harper St_Cd_Seg1	PASS
9 Harper St_Cd_Seg2	PASS

Threshold Increment (TI)

Maximum Allowable Value: 20 %

Calculations Tested (1):

<u>Calculation Label</u>	<u>Adaptation Luminance</u>	<u>Test Results</u>
Shepperton Rd	10	PASS

11.1 Appendix 4 – MRWA Referral Response for 366 Albany Highway



mainroads
WESTERN AUSTRALIA

Enquiries: Byron McKie on (08) 9323 6436
Our Ref: 14/4762 (D18#806639)
Your Ref: 5.2018.552.1

11 September 2018

Chief Executive Officer
Town of Victoria Park
Locked Bag 437
VICTORIA PARK WA 6979
Email: admin@vicpark.wa.gov.au (via email)

ATTENTION: MICHAEL HANCOCK

Dear Sir

PROPOSED LARGE FORMAT DIGITAL SIGNAGE – LOT 2000 (366) ALBANY HIGHWAY, VICTORIA PARK

Thank you for your correspondence dated 15 August 2018 requesting Main Roads comments on the above proposal.

The proposed Large Format Digital Sign (LFDS) and accompanying Road Safety Assessment (RSA) report prepared by Cardno was assessed against Main Roads Policy and Application Guidelines for Advertising Signs within and beyond State Road Reserves document.

Section 3 of this document 'General Conditions for Advertising Devices' refers to the three Main Areas that are considered for proposed advertising devices: Site selection, physical characteristics and crash history. Having reviewed the contents within the RSA report, Main Roads offers the following comments.

1. Physical Characteristics

Message dwell time should be as per the requirements of Section 4.1.4.1 "Display", dot point 2, Table 4.2 of the Policy – i.e. 40 seconds for a 60 km/h speed limit along Shepperton Road. The RSA report outlines a proposed dwell time of 30 seconds and as such the proposed digital sign is therefore not compliant with this requirement.

As the proposed dwell time of 30 seconds does not comply with MRWA "*Physical characteristics*" criteria, Main Roads does not support the proposed advertising device.

Should the City disagree with the above determination, Main Roads requests an opportunity to meet and discuss the application further, prior to a final determination being made.

Also, would you please forward a copy of the City's final determination on this proposal quoting file reference 14/4762 (D18#806639).



If you require any further information please contact Planning Information Officer Byron McKie on (08) 9323 6436 or via email at byron.mckie@mainroads.wa.gov.au.

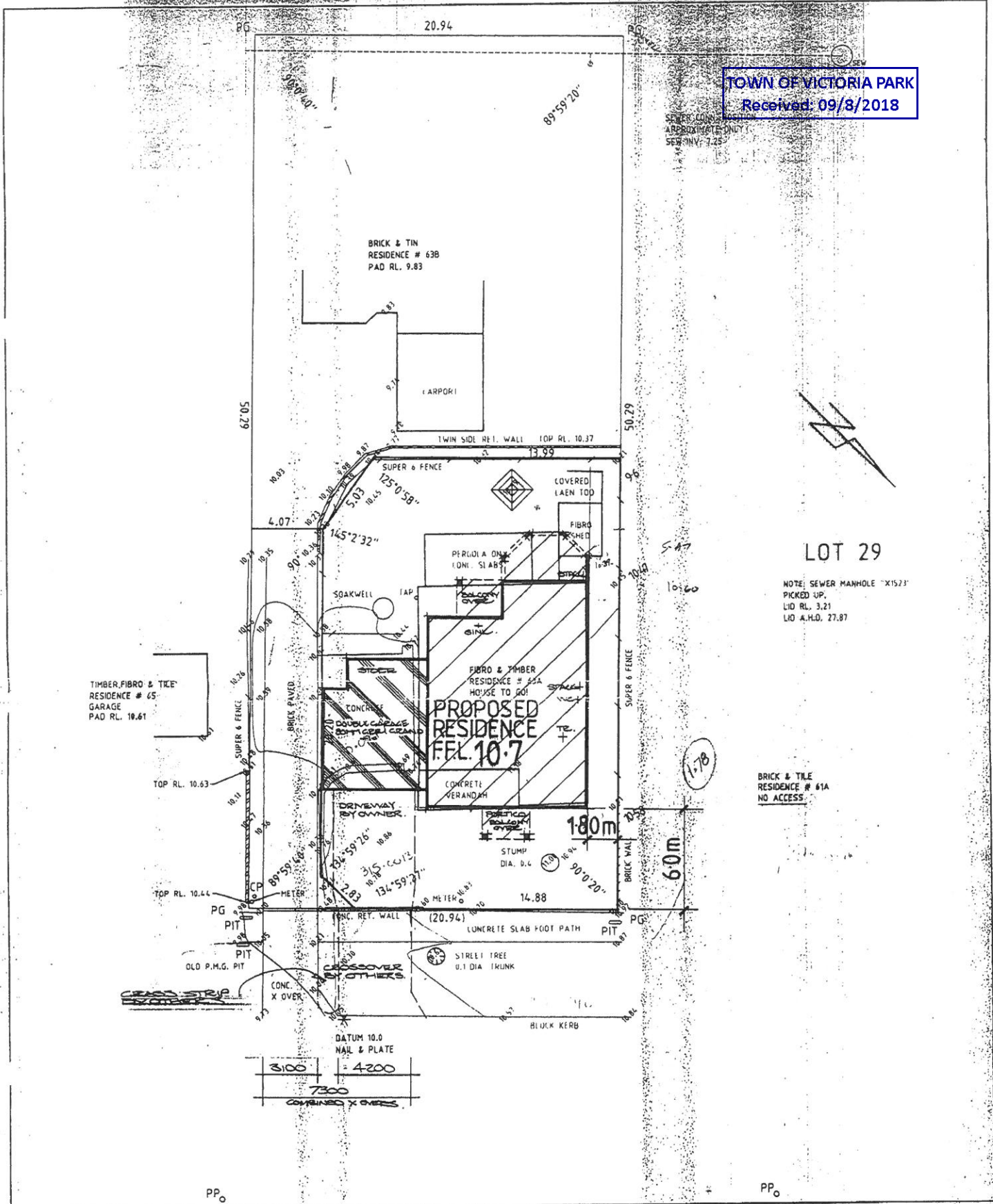
Yours faithfully

A handwritten signature in blue ink, appearing to read 'Zeljko Zagorac'.

Zeljko Zagorac
Statutory Road Planning Manager

11.2 Appendix 1 – Floor Plans – 63A Devenish Street, Victoria Park

TOWN OF VICTORIA PARK
Received: 09/8/2018



LOT 29

NOTE: SEWER MANHOLE "X1523"
PICKED UP,
LID RL. 3.21
LID A.H.D. 27.87

BRICK & TILE
RESIDENCE # 61A
NO ACCESS

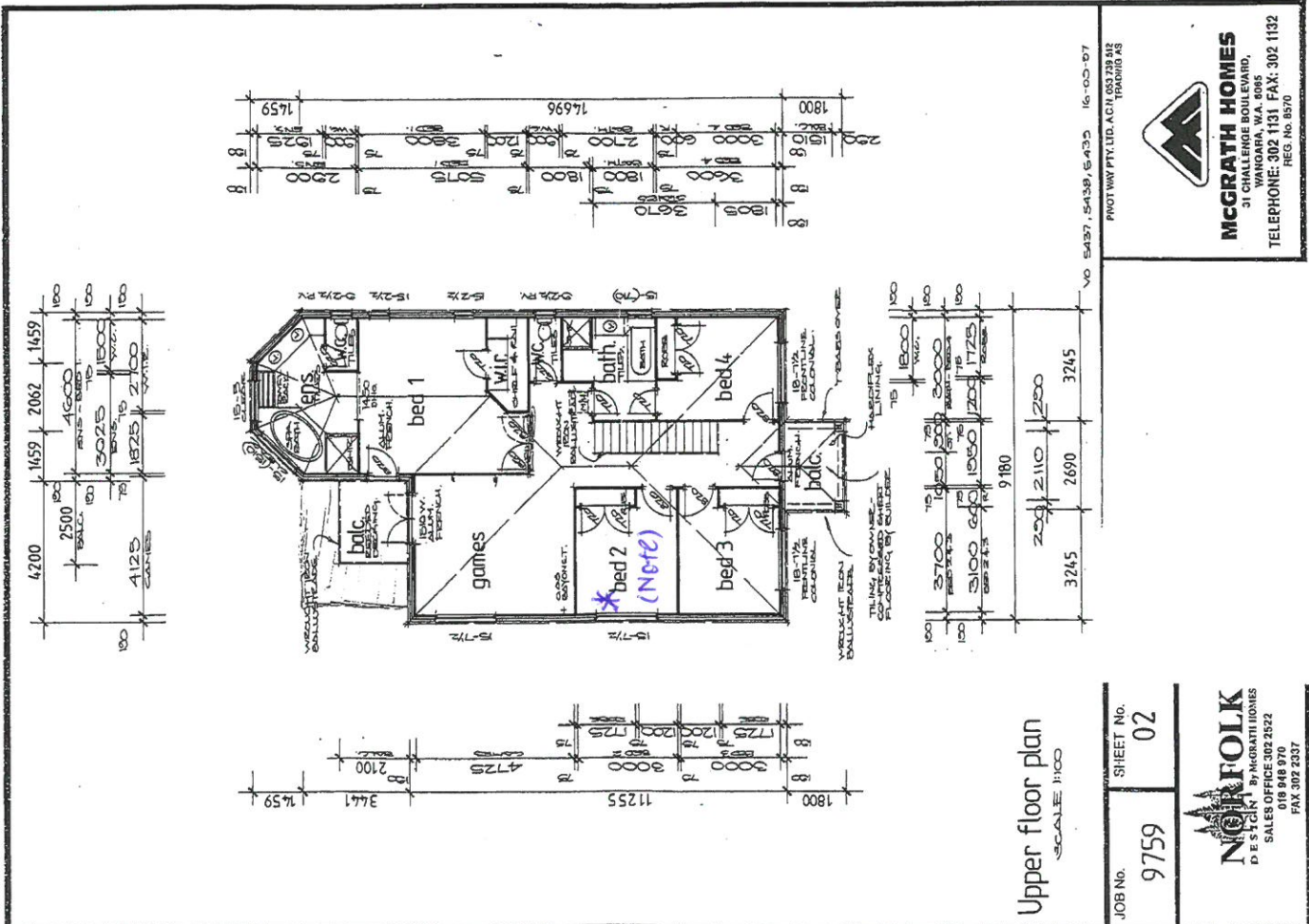
LOT 29 DEVENISH STREET SUBURB EAST VIC. PARK CLIENT SCANTLEBURY BUILDER NORFOLK DESIGN

PLAN 2823(1) C/T Vol.Fol. sp 29985 MAP REF. 73 30-41 AUTHORITY SOUTH PERTH

<p>AUTOMATED SURVEYS LICENSED SURVEYORS AND DEVELOPMENT CONSULTANTS LOT 3 BUSHMEAD ROAD HAZELMERE W.A.</p>	Postal Address P.O.Box 1257 Midland 6936 Telephone (09) 442 2400 Facsimile (09) 442 2401	DATE 23.1.97 JOB No. OURS; 61849	SCALE 1:200 YOURS: SCANTLEBURY
	BUILDERS Services to be confirmed with AUTHORITIES. For Easements etc. check Certificate of Title. Site survey only location of boundary pegs or fences. in relation to the boundary is not guaranteed.		BUILDERS (Cont) The information shown on this drawing is current as at the date of the survey. Earthworks/set out dimensions may vary on site at the builders' discretion. Sewer/Drainage may vary from schematic presentation check minimum clearance. Retaining not included/in addition to contract remains owners' responsibility.

A.C.S.
MEMBER OF THE
ASSOCIATION
OF CONSULTING
SURVEYORS.

Note: Bedroom 2 will not be made available to short-term rental guests. This room will be used as a storage room for the property owners to store their personal belongings when they are away.



Upper floor plan
SCALE 1:100

VO 5437, 5439, 5435 16-00-D7
PLOT 101 PLY. LTD. A.C.N. 655,258,942
1980/10 AS

McGRATH HOMES
31 CHALLENGE BOULEVARD,
WANGARUA, W.A. 6005
TELEPHONE: 302 1131 FAX: 302 1132
REG. No. 8570

JOB NO. 9759 SHEET No. 02

NORFOLK
D.E.S. PTY. LTD. BY McGRATH HOMES
SALES OFFICE 302 2522
019 948 970
FAX 302 2337

**11.2 Appendix 2 – Updated Short Stay Accommodation Management Plan – 63A
Devenish Street, Victoria Park**

Management Plan for Short-term Rental Accommodation

Applicant: Hui He & Yan Zhu

Address: 63a Devenish Street, East Victoria Park

1. About the Property:

This property has always been used for residential purpose. The property owners are moving overseas for a year due to personal reasons so it is proposed that the property is used as a holiday house / short-term accommodation to cater for families or groups between 4-6 people who will benefit the central location and surrounding amenities (e.g. shopping centers, cafes) that East Victoria Park has to offer.

The property owners will come back and live in the property after they return to Perth next year (the current plan returning date is September 2019). Therefore it is the owner's best interest to maintain the property to the standard as it is today.

With minimum two nights stay, we aim to encourage longer stay and attract family groups by offering facilities for families, such as full kitchen / laundry / comfortable bedrooms / balconies / alfresco.

2. Objectives of the management plan

- To provide an accommodation in central location for family or group travelers of up to 6 people
- Ensure the health and safety of guests while staying at the accommodation
- Minimise any potential adverse impact that the guests may have on the neighbors / amenity of the surrounding areas
- Included in the house is a Welcome booklet which contains code of conduct, house rules and safety notice. The safety and evacuation notice provides information on what to do during emergency.

3. Operating Strategy

- A property manager is appointed to manage the property (the contact detail can be found in section 5)
- All advertising and bookings are made online through legitimate sites, such as Airbnb
- Minimum two nights stay
- The property manager will check and verify the booking guest before confirm the booking
- Once the booking is made, the property manager will receive a confirmation with the booking guest's name, email address, phone number and the total number of people and their names who will be staying in the property.
- Three bedrooms will be available for guests to use with maximum of six people
- The property will be rented out as an entire property and **only one booking is allowed per day**. No rooms will be rented out individually

4. Control of noise of other disturbances

- Check-in time: 2pm - 10pm
- Check-out: 8am – 12pm

- In the event that guests may need to check-in after 10pm, the property manager will inform the guests to be keep the noise down when arriving the property
- The property does not have a large outdoor entertainment areas, a copy of house rule will be displayed in the prominent areas which include noise restrictions and prohibition of any large gathering or party to be held in the house and the duration of quite hours (before 8am and after 10pm)
- We expect the noise level to be the same as standard residential rental. If a noise disturbance arises, the property manager will request the guests to stop disturbance immediately

5. Complaints management procedure

- A property manager, James Chong, has been appointed to manage the property. The property manager will be first point of contact in the addressing any matters. Contact detail: 0448 898 373
- The property manager's contact details to be provided to adjoining neighbors. Adjoining neighbors can direct the complaints to the property managers.
- If the issue is urgent and requires immediate attention, the property manager can be contactable at any hour. Otherwise, the property manager can be contactable between 830am and 10pm. The property manager will investigate the complaints and respond to the complaint as soon as possible or within 36 hours.
- The property manager lives in Mount Claremont, which is 20 mins drive to this property.
- The property manager will maintain a complaint register to develop strategies to prevent reoccurrence
- In the event that property owner needs to be contacted, please email yan.zhu0408@gmail.com

6. The use and ongoing maintenance of the premises

- A contracted cleaner will come to clean the property to the standard as it is advertised on Airbnb after guests' each stay
- Other property maintenance (e.g. gardening, fix light bulbs, plumbing) will be coordinated by the property manager who will liaise with trade person(s) to conduct the work

7. Parking management plan

- There are three car parking spaces on the site, which has no impact on neighbors:
 - Double-garage
 - One parking slot in front of the garage (on the drive-way)
- Car parking direction will be clearly communicated to the guests by the property manager before arrival

8. Hygiene and comfort

- All food storage and preparation is in the kitchen and dining area only. Kitchen bin is provided with extra bin liners available
- All bathrooms have lined bins
- The house is thoroughly cleaned by contracted cleaners after each stay
- There is washing machine, dryers, clothing lines and pegs available in the laundry room
- Bedding linen and towels are cleaned and changed by cleaners after each stay

- The guests will be reminded by the property manager to push the rubbish bins out one day prior to the rubbish collection. If no guest stays, the property manager will arrange to have bins taken out
- The house has two aircon downstairs and a central aircon upstairs to serve all living areas and bedrooms

9. Health and Safety

- The property is fitted with RCD and smoke alarms
- There is a fire blanket in the kitchen
- The guests have property manager's contact information in case of any emergency

10. Security of guests, residents and visitors

- The entry door to the house has a deadlock in addition to a standard lock
- All other external doors can be locked from inside
- All windows can be locked from inside
- The House Rule clearly documents that guests to lock all the doors and windows when they leave the property or sleep
- Only registered guests are allowed in the house, unapproved guests are not allowed to stay in the property
- The house and content are fully insurance with public liability insurance for short-term tenancy only
- Police and emergency numbers are provided to the guests

11. Code of Conduct and House Rules (see separate pages)

- These will be provided to the guests and also displayed in the prominent areas of the house

Code of Conduct for short-term tenants

- This is a home, please treat it as your own
- Respect your neighbors:
 - Please keep noise down in the early morning (before 8am) and at night (after 10pm)
 - Do not park your vehicle outside the directed parking slots of this property
- When you leave the property, please leave it as you find it

House rules for short-term tenants

- No parties, loud noise or large gathering is allowed. Due to noise restriction, strictly no visitors and no noise before 8am and outside 10pm
- No outside visitors, no overnight guests without previous approval from your host. The host reserves the right to refuse any extra guests
- Do not engage in illegal activities anywhere on the property. Any illegal or inappropriate behavior may result in instant eviction and no refund will be provided
- The house is rented and occupied at the sole risk of the short-term tenants. The property owner, the host and any trade-persons conducting work on this property assumes no responsibility for any injury, loss or damage of money, valuables and / or other properties belong to you, or any other claim whatsoever that may arise during your stay.
- Children must be supervised all the time by the parents when conducting activities in the property
- Please lock all the windows, doors and garage door when leaving the property or during sleep
- No smoking is allowed inside the property and no smoking in the both front and backyard of the property
- No pet is allowed in the property
- Rubbish collection:
 - Green bin for non-recycle items
 - Yellow bin for recycled items
 - Please help to take both bins (yellow and green) out and place them on the verge on Thursday night for Friday's collection and please take the bins back to the front yard after rubbish collection
- Please turn off all the electrical devices when leave the property
- Please ensure all food preparation and eating in the kitchen and the dining room, no eating in the bedrooms and the study room
- Please let the host know if you break or damage anything on the property, we will arrange the replacement or repair. You will be liable for all the loss or damages to the property and / or facilities caused by you or anyone staying with you
- Please return the key to the key locker when your check out

Safety and Emergency Information (this will also be provided to short-term tenants):

Fire

The house is fitted with smoke alarms, if the alarms are activated, then immediately investigate the source of the smoke. In case of fire, there is a fire blanket hanged inside the pantry door next to the stove. Please make yourself familiar with the method of use described in the front of the pack.

If the fire is too large to extinguish, then immediately evacuate all occupants and make your way to the street verge area. Ensure all occupants are present and have vacated the house. **Call 000** immediately to notify the fire. Please also advise the property manager (the host) who will assist and notify any occupants of the adjoining properties.

Police

Local police number: 131 444

Emergency number: 000

Medical

For life-threatening situation, **dial 000**

To see a GP, the nearest medical center:

- Victoria Medical Group
734 Albany Highway, East Victoria Park
Phone: 9473 7888
Opening hours: Monday – Friday, 8am – 6pm
- Park Medical Group
Unit 2, 779 Albany Highway, East Victoria Park
Phone: 9473 7888
Opening hours: Monday – Friday: 830am – 5pm, Weekend / public holiday: 9am -12pm

Pharmaceuticals

- Soul Pattinson Chemist
779 Albany Hwy, East Victoria Park WA 6101
Opening hours: Monday – Saturday: 7am-10pm; Sunday: 9am -9pm

Utilities

If there is any issue with Water, Gas or Electricity requiring the service to be turned off, the main switch locations are:

- Water: main water tap is located on the left-hand side of the drive-way (when you are back-facing the property) outside the front yard
- Electricity: main switch board is located at the corner of the end of the front yard (when you enter from the red gate and walk towards the end of yard)
- Gas: main switch is located underneath the electricity switch board boxes

11.3 Appendix 1 – Floor Plans – 3-12 Forster Avenue (Receipt 435200)

INTERESTS AND NOTIFICATIONS

SUBJECT	PURPOSE	STATUTORY REFERENCE	ORIGIN	LAND BURDENED	BENEFIT TO	COMMENTS
Ⓢ	MINERAL RESERVATION	SECTION 15 OF PUBLIC WORKS ACT		LOTS 5, 6, 7, 8, 12, 13, 14 & COMMON PROPERTY LOT 15		FORMERLY LOT 34 ON P 4570(2)
ⓧ	RESTRICTIVE COVENANT		TRANSFER T 728/1945	LOTS 1, 2, 3, 4, 5, 9, 10 & COMMON PROPERTY LOT 15	SEE DOCUMENT	FORMERLY LOT 36 ON P 4570(2)
Ⓞ	EASEMENT (SEWERAGE)	SECTION 167 OF THE P & D ACT REGULATION 6	DP 41563	LOTS 5, 6, 14 & COMMON PROPERTY LOT 15	WATER CORPORATION	

PLAN OF LOT 1101 ON DP 51192
 CERTIFICATE OF TITLE VOL. FOL.
 LOCAL GOVERNMENT TOWN OF VICTORIA PARK
 INDEX PLAN BG 34(2) 16.22
 FIELD BOOK 107735
 SCALE AS SHOWN

NAME OF SCHEME
 12 FORSTER AVENUE LATHLAIN

ADDRESS OF PARCEL
 12 FORSTER AVENUE LATHLAIN WA 6100

MANAGEMENT STATEMENT YES NO

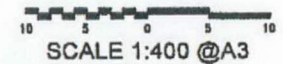
LODGED DATE	CERTIFIED CORRECT
	COR. FILE
FEE PAID	IN ORDER FOR DEALINGS SUBJECT TO
ASSESS No.	

REGISTERED

APPLICATION REGISTRAR OF TITLES DATE
 WESTERN AUSTRALIAN PLANNING COMMISSION
 WAPC REF 493-07
 Certificate of Approval of W.A.P.C. under Section 25D(2) of Strata Titles Act 1985
 Delegated under s.16 PAD Act 2005 DATE

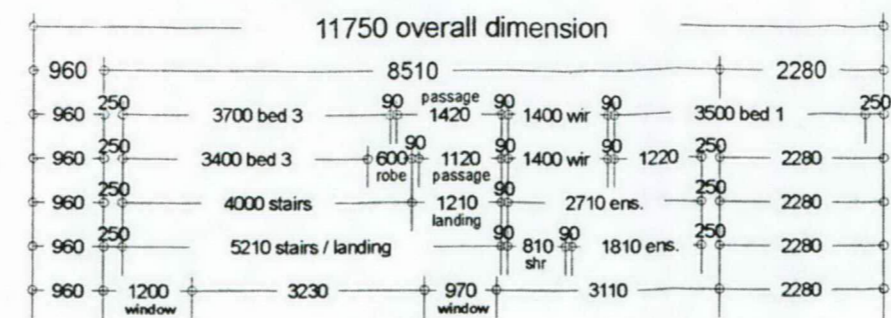
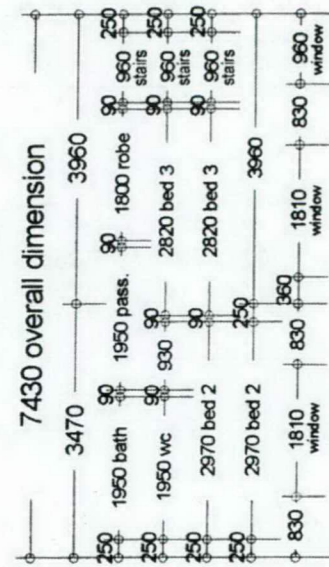


SURVEYOR'S CERTIFICATE - Reg 54
 I, RAY MCKINNON hereby certify that this plan is accurate and is a correct representation of the -
 (a) survey; and/or
 (b) calculations from measurements, (*delete if inapplicable)
 undertaken for the purposes of this plan and that it complies with the relevant written laws in relation to which it is lodged.
 18/07/2008
 LICENSED SURVEYOR SURVEY21 JOB NO 14690



SURVEY 21 LAND & ENGINEERING SURVEYORS
 P.O. Box 182 BURSWOOD WA 6100
 Email: perth@survey21.com.au
 Ph (08) 9472 8011 Fax (08) 9355 5377
 ABRN 04 125 530 558

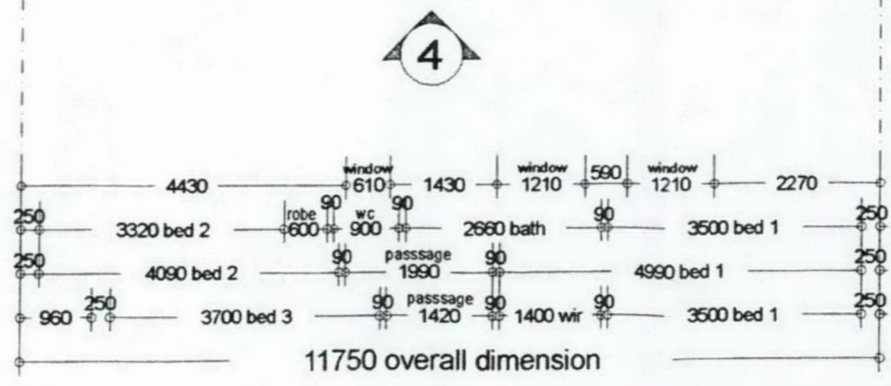
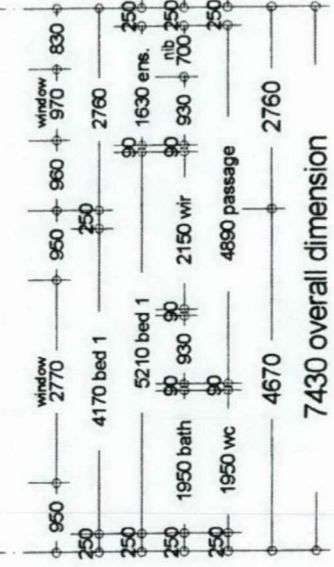
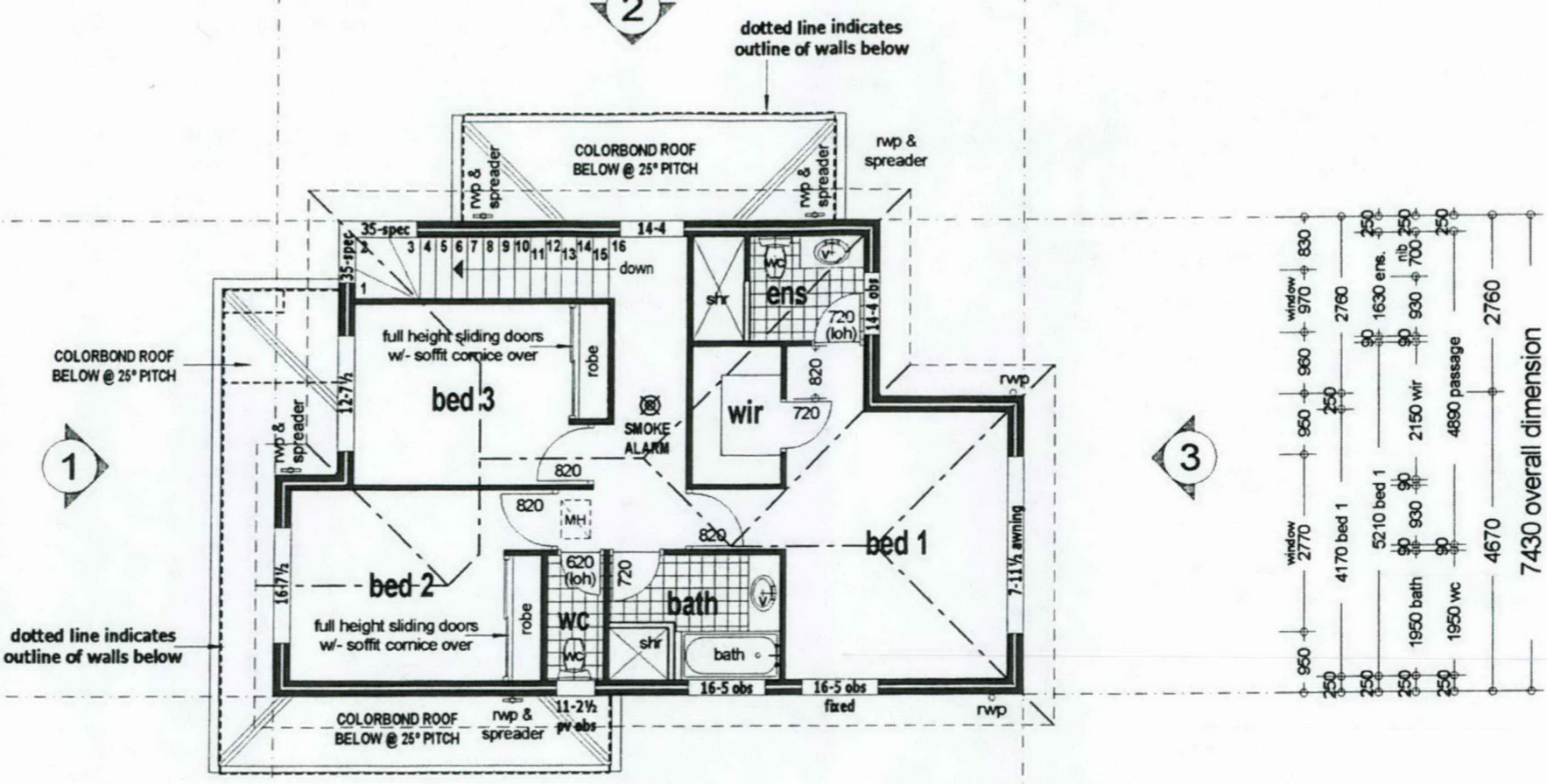
BRICKLAYERS NOTE!
 ARCHITECTURAL DRAWINGS ARE TO BE READ IN CONJUNCTION W/- STRUCTURAL ENGINEERS DRAWINGS FOR ALL STEEL BEAMS & POST DETAIL REQUIREMENTS.



TOWN OF VICTORIA PARK
 Received: 01/8/2018

UNITS 2,3,4,5,7,8,9

AREAS	
GROUND LIVING	57.65msq
Perimeter	42.22m
UPPER LIVING	77.21msq
Perimeter	38.36m
GARAGE	35.75msq
STORE	4.52msq
PORTICO	2.59msq
TOTAL AREA	177.72msq



TIMBER ROOF FRAMING IN ACCORDANCE WITH A.S. 1684 AND ENGINEERING ADVICE.

ALL STRUCTURAL BEAMS TO BE IN ACCORDANCE WITH B.C.A. & ENGINEERS REQUIREMENTS.

STAIRS
 16 STEPS WITH 182.187mm RISERS & 250mm TREADS

(loh) - denotes LIFT OFF HINGE

NOTE: HARDWIRED SMOKE DETECTOR IN ACCORDANCE WITH PART 3.7.2 OF THE BUILDING CODE OF AUSTRALIA

NOTE: LOCATION OF DOWNPIPES IS INDICATIVE ONLY & MAY BE CHANGED AT ROOF PLUMBERS DISCRETION

NOTE! ALL DIMENSIONS TO BE CHECKED ON SITE PRIOR TO THE COMMENCEMENT OF ANY WORK.

Approved Plan Building Lic No. 000495
 Building Surveyor

RECEIVED
 03 NOV 2006

DATE: 30 OCT 2006	issued for building licence appli.
DATE: 7 JUL 2006	issued for planning

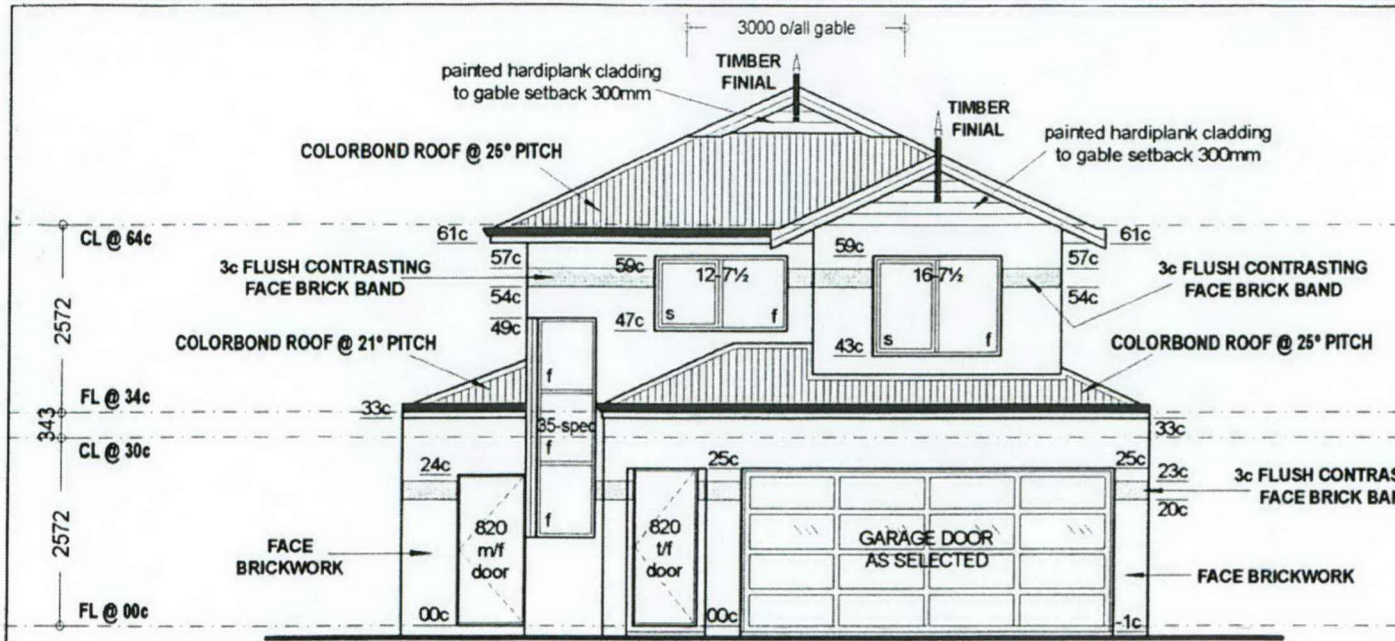
upper floor plan

Copyright © 2006

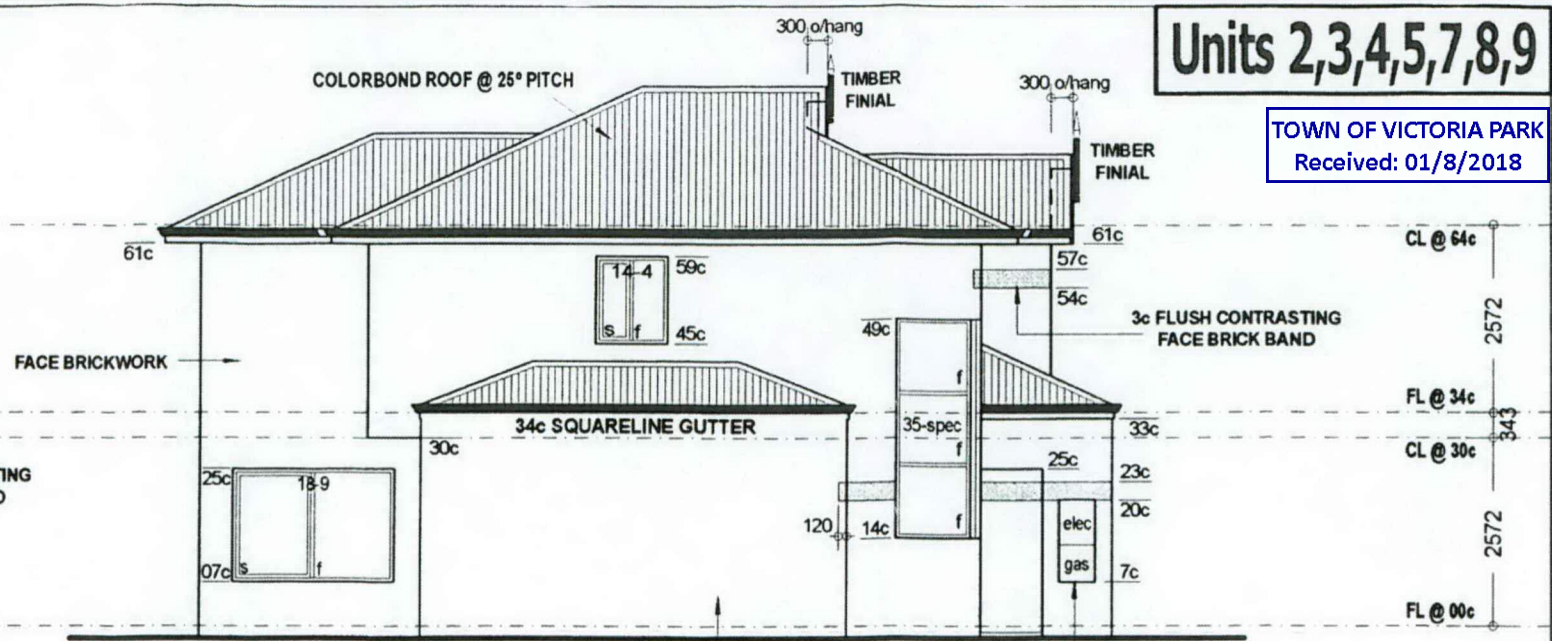
apl AYRESOME PTY LIMITED REGGIE D. FERNANDES 19 Cottage Parkway Kewdale 6106, WA Tel (08) 93531604 Fax (08) 93532560	PROPOSED DEVELOPMENT FOR:	ADDRESS: Lots 312, 311, 310 (#33, #14, #12) Bishopsgate Street cnr Forster Avenue, LATHLAIN
	AYRESOME PTY LTD	

Units 2,3,4,5,7,8,9

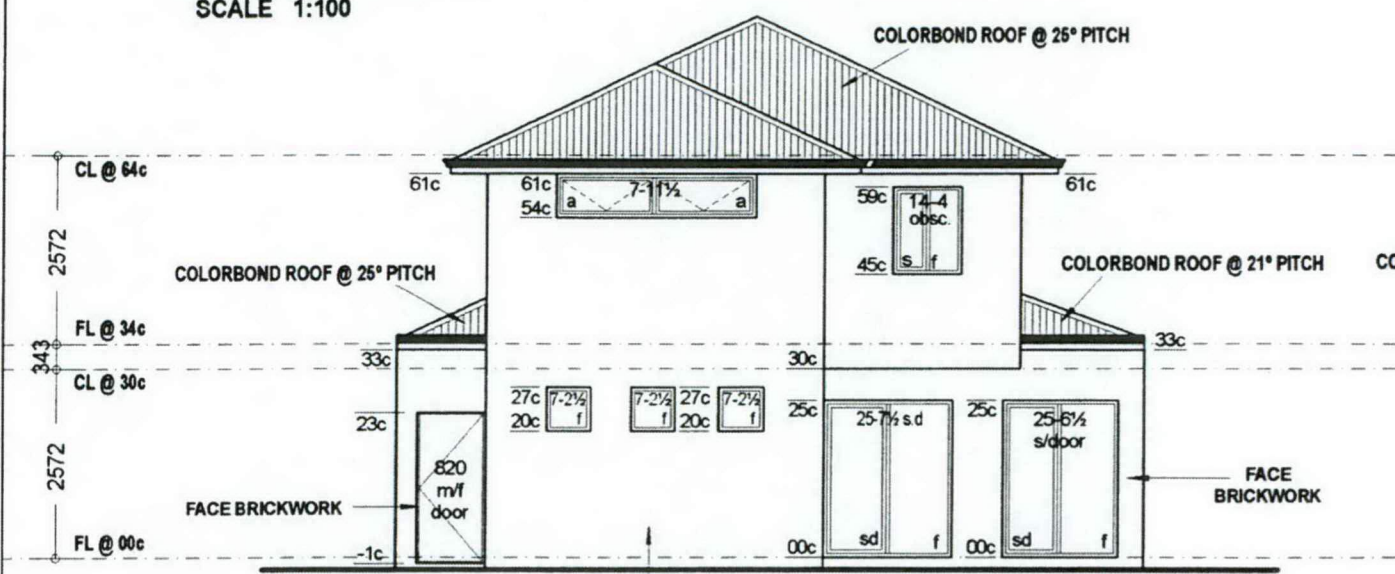
TOWN OF VICTORIA PARK
Received: 01/8/2018



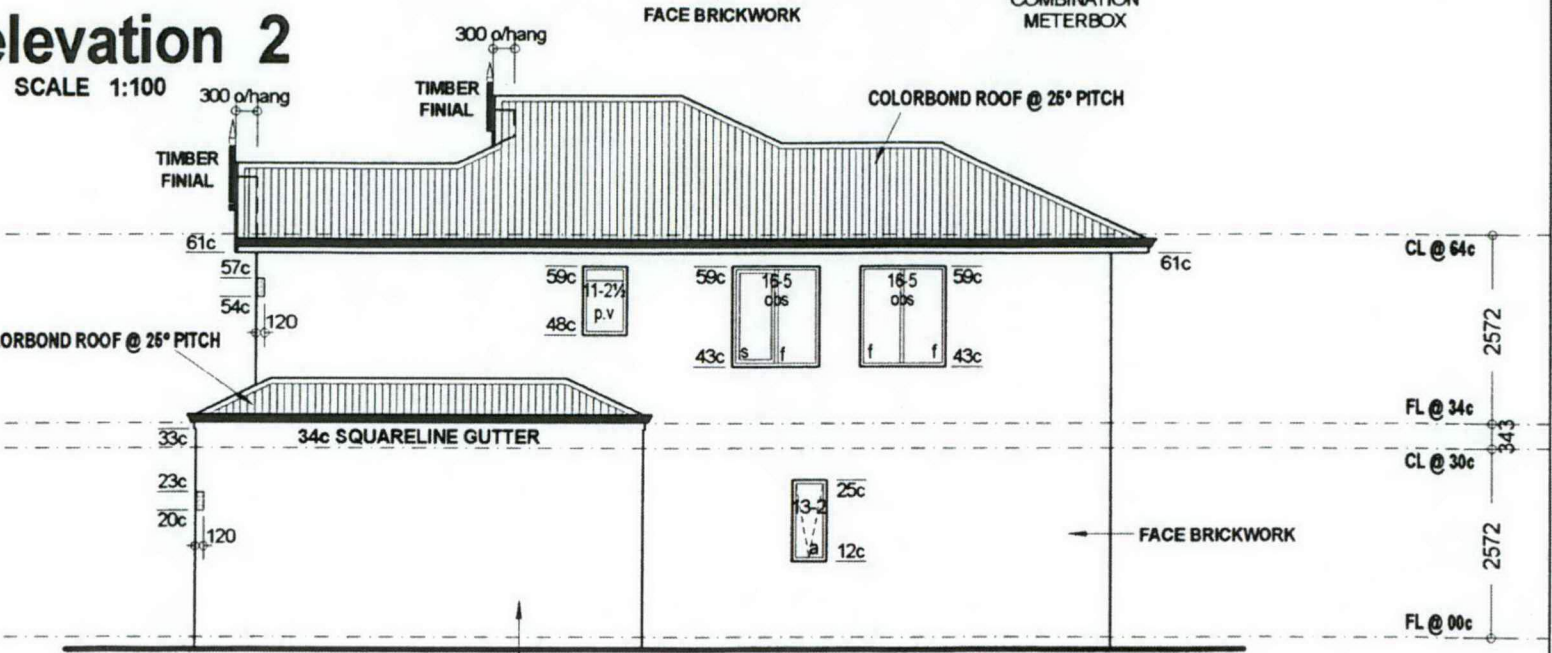
elevation 1
SCALE 1:100



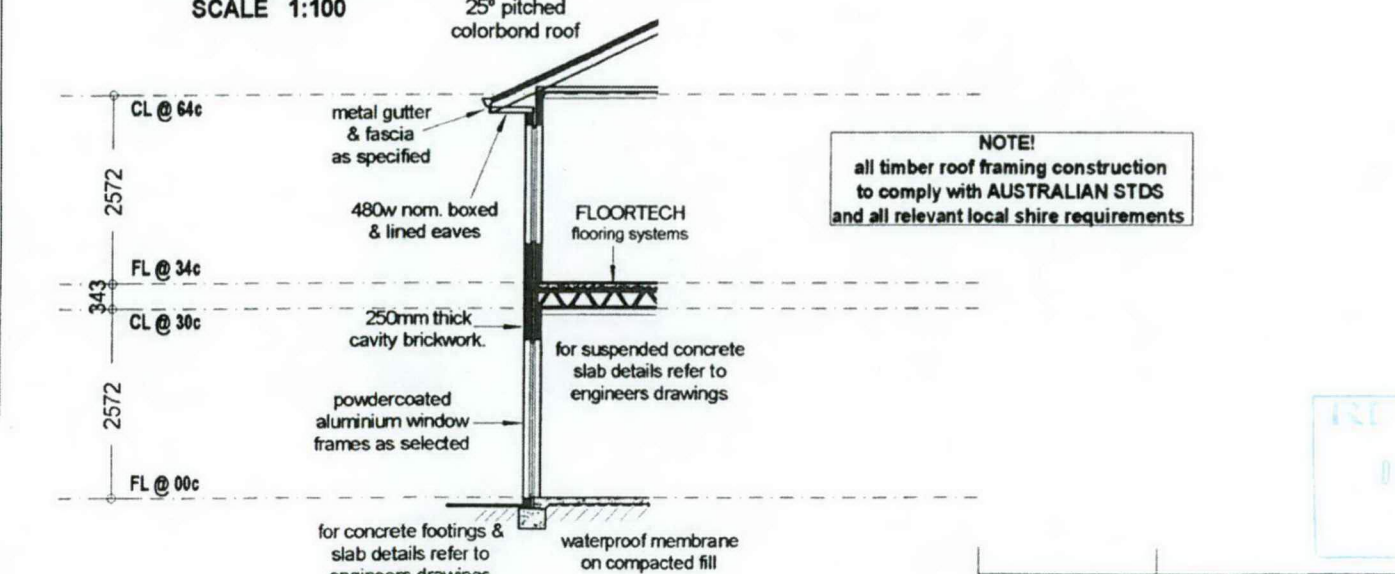
elevation 2
SCALE 1:100



elevation 3
SCALE 1:100



elevation 4
SCALE 1:100

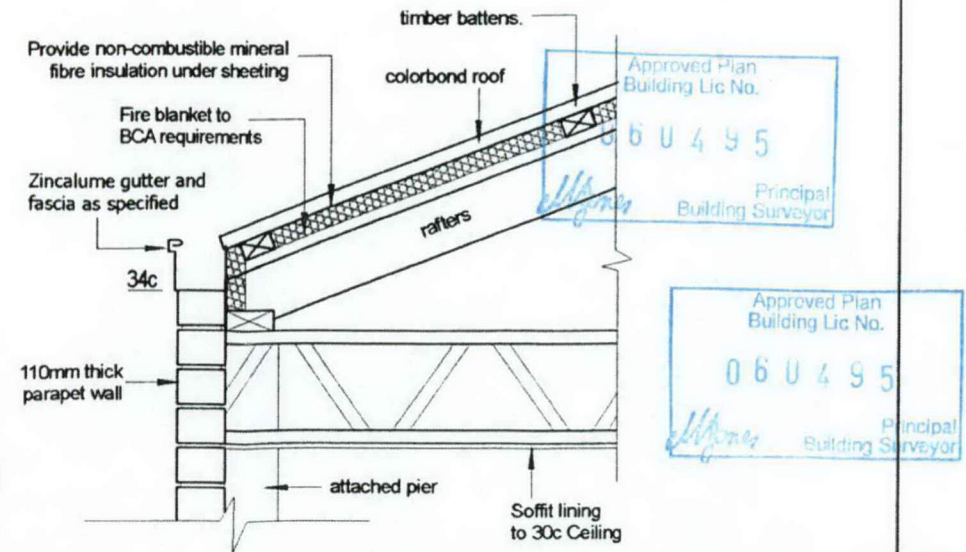


TYPICAL SECTION
SCALE 1:100

Copyright © 2006

RECEIVED
11 NOV 2005

SQUARELINE GUTTER DETAIL
(Non-Combustible Insulated)
SCALE 1:20



DATE: 30 OCT 2006	issued for building licence appli.	apl AYRESOME PTY LIMITED REGGIE D. FERNANDES 19 Cottage Parkway Tel (08) 93531604 Kewdale 6106 WA Fax (08) 93532560	PROPOSED DEVELOPMENT FOR: AYRESOME PTY LTD	ADDRESS: Lots 312, 311, 310 (#33, #14, #12) Bishopsgate Street cnr Forster Avenue, LATHLAIN
DATE: 7 JUL 2006	issued for planning			

STORMWATER PLAN/CALCS & PAVING LEVELS

STORMWATER CALCULATIONS:

BUILDING ROOF AREAS

Unit 1 roof area	132.70m ²
Unit 2 roof area	119.96m ²
Unit 3 roof area	119.96m ²
Unit 4 roof area	119.96m ²
Unit 5 roof area	119.96m ²
Unit 6 roof area	118.00m ²
Unit 7 roof area	119.96m ²
Unit 8 roof area	119.96m ²
Unit 9 roof area	119.96m ²
Unit 10 roof area	126.99m ²
Unit 11 roof area	116.62m ²
Unit 12 roof area	117.46m ²
Unit 13 roof area	116.62m ²
Unit 14 roof area	126.91m ²
TOTAL ROOF AREAS	1693.05m²

B/PAVED DRIVEWAY AREAS

driveway	680.68m ²
----------	----------------------

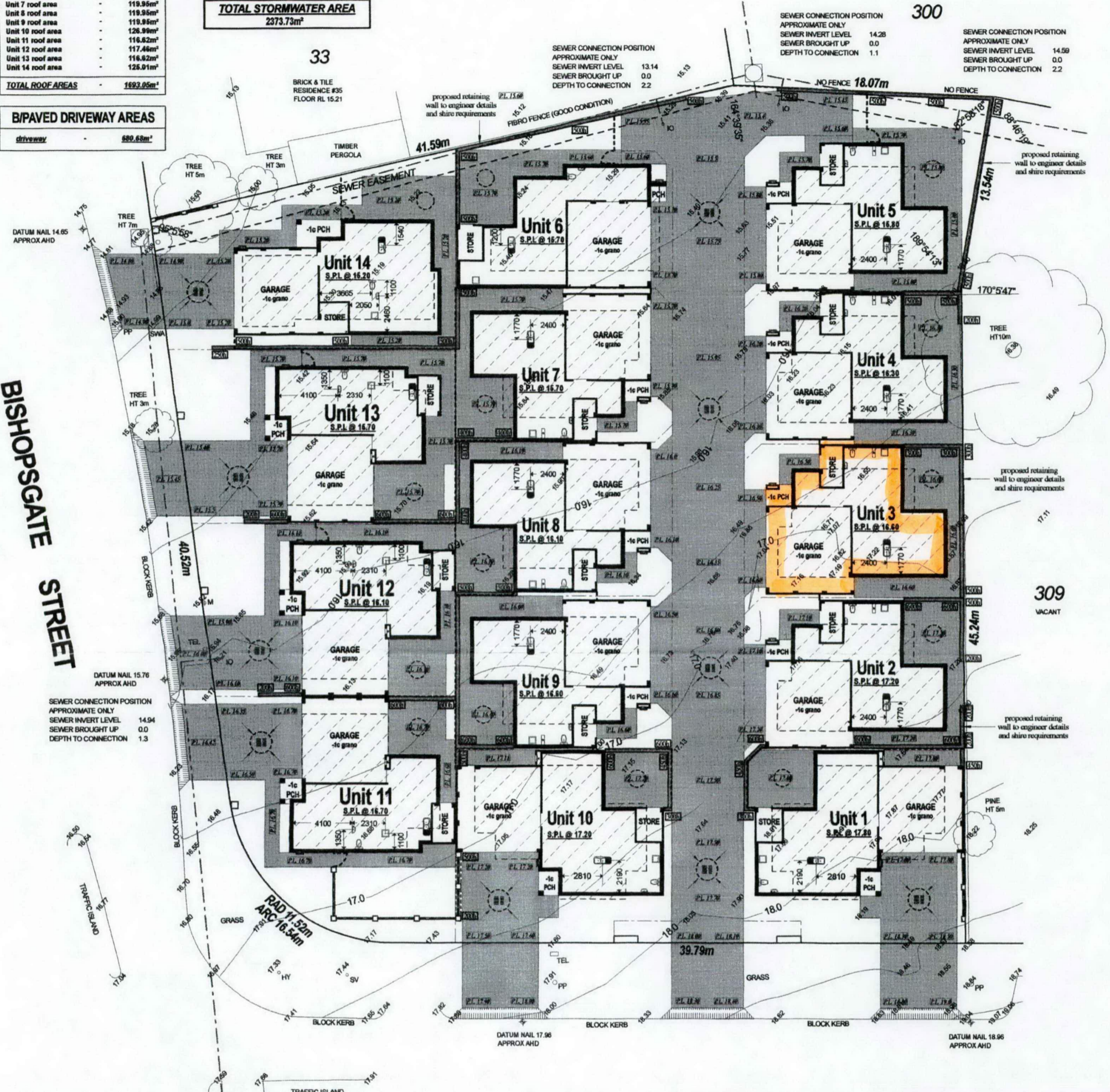
SOAKWELL SIZES & CAPACITY

10 x (1500 dia. x 1200 deep)	1720m ² (21.0m ³)
14 x (1200 dia x 900 deep)	1176m ² (14.28m ³)
TOTAL SOAKWELL CAPACITY	2896m² (35.28m³)

TOTAL STORMWATER AREA	2373.73m²
------------------------------	-----------------------------

B/PAVING AREAS:
 DRIVEWAYS & PATHS - 680.68m²
 COURTYARDS & PATHS - 451.32m²
 CROSSOVERS - 124.24m²
Total Paving = 1256.24m²

TOWN OF VICTORIA PARK
 Received: 01/8/2018



BISHOPSGATE STREET

FORSTER AVENUE

STORMWATER LEGEND

	1200 dia. x 1200 deep conc soakwell
	1500 dia. x 1200 deep conc soakwell w/ traffic lid & grate

NOTE:
 ALL ROOF STORMWATER TO BE COLLECTED & DISPOSED INTO ON SITE SOAKWELLS AS PER SHIRE REQUIREMENTS.

NOTE:
 AUTOMATIC RETICULATION TO BE INSTALLED AS PER WATER CORP. REGULATIONS IN FORCE AT TIME OF INSTALLATION BY OWNER.

CLIENT : AYRESOME PTY LTD	SURVEYED ON : 16/06/06
AUTHORITY : TOWN OF VICTORIA PARK	PROCESSED BY : ZK
MAP REF : 374 31 44	SURVEYED BY : TB

LOT : 312, 311, 310 (#33, #14, #12) BISHOPSGATE STREET	C/T : 2594/510 2594/509 2594/508
SUBURB : LATHLAIN	DP : 41563
BUILDER :	

BUILDERS/CLIENTS

SCALE : 1:200

SHEET A2 PORTRAIT

RDS SURVEYS P.O. Box 182 BIRSWOOD WA 6100 Email: surveys@rds.com.au Ph (08) 9472 9011 Fax (08) 9355 5377

BUILDER REF No :	JOB No :	DWG No :	REV.
	14690	14690001	A

Scale 1:200

0 2 4 6 8 10

DATE : 26 JUN 2006 CHECKED : DM SCALE 1:200 SHEET 4 OF 44

SERVICE RECORD	
STATUS	LOCATED
AVAILABLE	NO SERVICE
CONFIRM	CONFIRM
WATER	✓
SEWERAGE	✓
GAS	✓
TELSTRA	✓
POWER	UIG
	OH

SERVICE LEGEND	
WATER	SV
STOP VALE	HY
HYDRANT	FP
FLUSH POINT	TP
WATER TAP	W
WATER MARKER	M
WATER METER	
DRAINAGE	
SW MANHOLE	
GRATE	
SIDE ENTRY PIT	

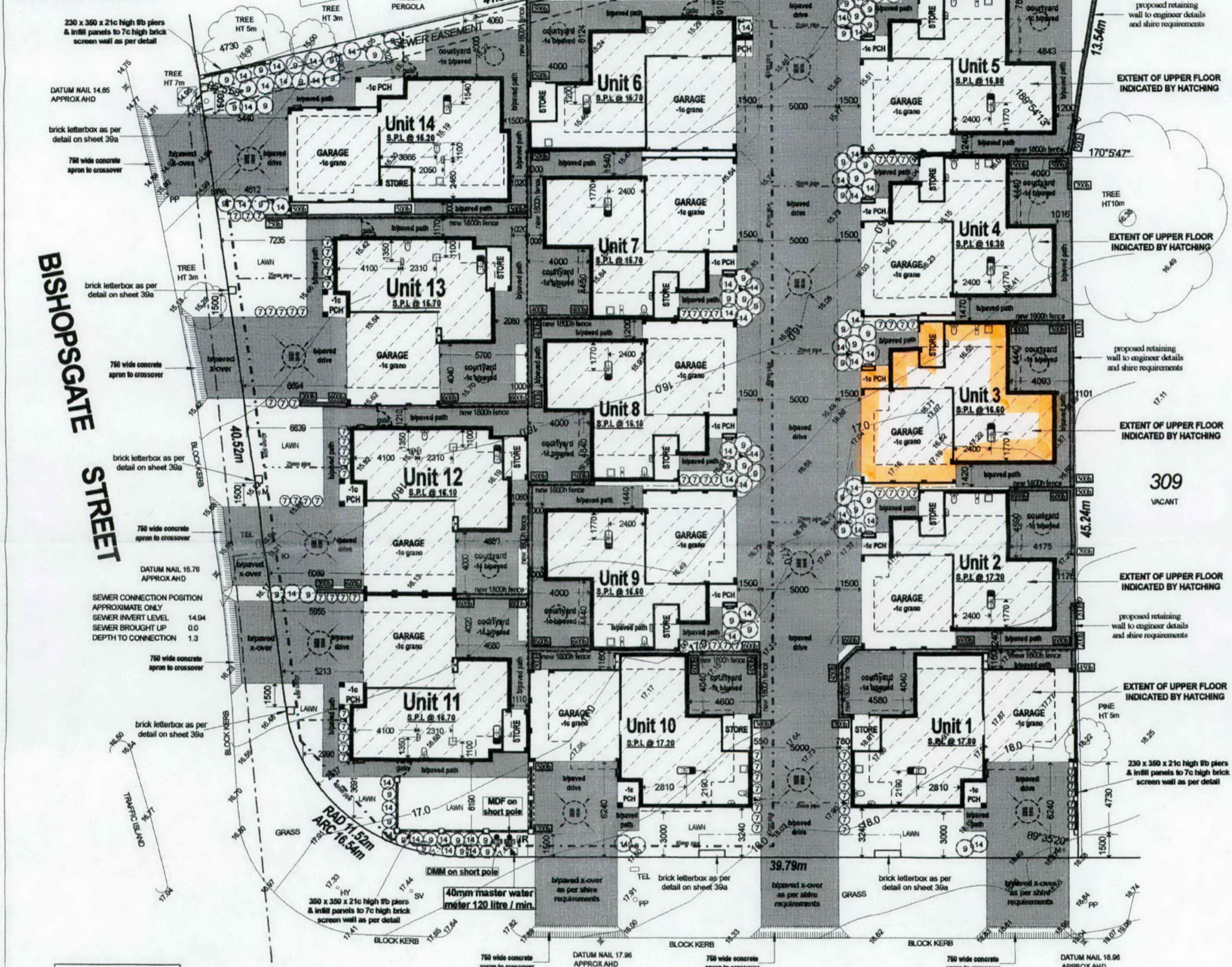
SEWERAGE	
SEWER MANHOLE	IS
INSPECT. SHAFT	IO
INSPECT. OPENING	
POWER	
CONSUMER POLE	CP
POWER POLE	PP
LIGHT POLE	LP
STAY POLE	SP
S. WIRE ANCHOR	SWA
UGI CABLE BOX	PCB
CABLE MH	
CABLE DOME	

TELSTRA	
TELSTRA MARKER	T
TELSTRA PIT	TEL
TELSTRA MH	
GAS	
GAS MARKER	G
GAS METER	GM
GAS VALVE	GV
SURVEY	
PEG FOUND	PF
PEG DISTURBED	PD
PEG GONE	PG
CONTROL POINT	
DATUM	

B/PAVING AREAS :
 DRIVEWAYS & PATHS - 680.68m²
 COURTYARDS & PATHS - 451.32m²
 CROSSOVERS - 124.24m²
Total Paving = 1256.24m²
 750w concrete apron to crossovers = 31.22m²

SERVICES LEGEND	
---	40mm pipe water line
---	25mm pipe water line
■	40mm master water meter 120 litre / min.
■	new water meter to unit
■	new water meter to reticulation

NOTE :
 ALL ROOF STORMWATER TO BE COLLECTED & DISPOSED INTO ON SITE SOAKWELLS AS PER SHIRE REQUIREMENTS.
NOTE :
 AUTOMATIC RETICULATION TO BE INSTALLED AS PER WATER CORP. REGULATIONS IN FORCE AT TIME OF INSTALLATION BY OWNER.



STORMWATER LEGEND	
○	1200 dia. x 900 deep conc soakwell
■	1500 dia. x 1200 deep conc soakwell w/ traffic lid & grate

LANDSCAPE LEGEND	
TREES	
1.	FRAXINUS RAYWOODI - CLARET ASH
2.	TAMARIX TETRANDA - FLOWERING CYPRESS
3.	SAPIUM SEBIFERUM - CHINESE TALLOW TREE
4.	LAGERSTROEMIA INDICA - CRPE MYRTLE
SHRUBS	
5.	CYSTISUS ALBA - WHITE BROOM
6.	CASSIA NEMOPHILA - DESERT CASSIA
7.	PLUMBAGO AURICULATA
8.	COLEONEMA PULCHRUM - PINK DIOSMA
9.	HEBEX ANDERSONII - VERONICA
10.	CALLISTEMON SALIGNUS - PINK TIPS
11.	LAVANDULA DENTATA - LAVENDER
12.	ARTEMESIA LUDOVICIANA - WORMWOOD
GROUND COVERS	
13.	LANTANA MONTEVIDEENSIS
14.	KENNEDIA PROSTRATA - NATIVE PEA
15.	ROSMARINUS OFFICINALIS PROSTRATUS - CREEPING ROSEMARY

SITE PLAN
 Scale 1:200
 DATE : 26 JUN 2006 CHECKED : DM SCALE 1:200 SHEET 1 OF 44

CLIENT : AYRESOME PTY LTD	SURVEYED ON : 16/06/06
AUTHORITY : TOWN OF VICTORIA PARK	PROCESSED BY : ZK
MAP REF : 374 31 44	SURVEYED BY : TB
BUILDERS/CLIENTS	
SCALE : 1:200	
SHEET A2 PORTRAIT	

LOT : 312, 311, 310 (#33, #14, #12) BISHOPSGATE STREET	C/T : 2584510 2584508 2584506
SUBURB : LATHLAIN	DP : 41563
BUILDER :	
BUILDER REF No :	JOB No : 14690
DWG No : 14690001	REV. A



P.O. Box 182
 BURSWOOD WA 6100
 Email: surveys@rds.com.au



NOTE: AHD HEIGHTS DERIVED FROM SEWER MANHOLE #6559

11.3 Appendix 2 – Revised Management Plan – Unit 3 No 12 Forster Avenue, Lathlain

APPLICATION TO THE TOWN OF VICTORIA PARK
SPECIALISED FORMS OF ACCOMMOATION OTHER THAN DEWELLINGS
LOCAL PLANNING POLICY 31

Property 3/12 Forster Avenues, Lathlain
House Built 2009
Owner Margaret Denise Nielsen (owner since new)

Contact Details 169 Holben Road

PO Box 330

Cowaramup 6284

0424557701

margaretn@jardinestate.com.au

Proposal

I, Margaret Nielsen, wish to make application to the Town of Victoria Park to Short Term Lease of the above property as and when it is not being used by either myself and/or family and friends.

I have owned this property from new and have rented it long term to the one tenant since 2009. As I have since relocated to Cowaramup in the south west of Western Australia, it has now become desirable for me to have a property base in Perth for when I visit. In order however, to ensure that the property does and can return an income to offset the mortgage, it would be advantageous to rent the property when not in use by myself or family and friends.

The operation of a short term accommodation facility gives me this option. In addition, as the townhouse provides a fully functional kitchen and laundry, it is deemed ideal for family stays.

Bookings for the property will be managed through online sites such as Air Bnb, Bookings.com.

The house meets the Objectives of the Town's Policy 31 in that:

- It is within walking distance from the Lathlain train station – approx. 400 metres,
- It will *'facilitate the development of high quality accommodation other than permanent within the Town of Victoria Park'*,
- It meets with the Town's design and building Codes – the building is only nine years old and was built to meet the Town's requirements,
- The use of the property is *'compatible with the design of the building'*. The townhouse has, excluding bathrooms and toilets, seven rooms, three of which are large double sized bedrooms, *and*

- I will, as outlined in this Plan, *'protect the long term resident amenities and minimise any perceived negative impacts'* on the property or neighbours and *'design and control the use, management and level of service'* offered to Guests and neighbours alike.

I currently lease my Dunsborough property to family and friends, as well as Guests through short term accommodation. I have been doing this for the past 12 months and am fully aware of the issues associated with such leasing and believe that I have the management systems in place and experience to circumvent any issues that may arise. This experience and these systems are outlined in this Plan.

MANAGEMENT PLAN

Management

The property will be managed by the owner, myself, Margaret Nielsen. Although I live down south, my eldest son will clean, maintain the garden and surrounds of the property and will be available to address any issues that may arise immediately.

Date of Operation

The property will become vacant from the current long term tenant effective Sunday 15th July 2018.

It is hoped, with approval from the Town of Victoria Park's of this application and completion of the 'face-lift' being done to the property, that it will be available for Short Term Lease 1st August 2018.

A small sign, no bigger than 0.2 m² will be placed at the front door noting that the house is a Short Term Stay so that Guests will not mistake other properties for their stay and potentially disturb the neighbours.

Number of Guests

For reasons of *'wear and tear'*, the number of Guests in the home will be limited to four maximum and Guests will be required to stay a minimum of 2 nights per stay.

While the townhouse contains three bedrooms, no more than four Guests will be accepted at any one time.

Multiple Guests bookings at one time will not be accepted i.e. two bookings by separate Guests.

Selection of Guests

On confirmation of a Guest's booking, their mobile telephone number is recorded, along with the number of Guests booked.

Should Guests check in with Guests that exceed the number booked, they are contacted to discuss alternative arrangements or where these are not available, a charge for each additional Guest for each night of the reservation will occur.

Short Term Accommodation online providers operate a 'review' process where both the Guest and the Host can write a review on each other and the property. These reviews are very powerful and for me as a Host, I use these to determine if:

- The Guests meet my requirements i.e. no more than four Guests, no pets, etc.
- Have a good track record in terms of past reviews,
- Observe House Rules and leave the property clean and orderly,
- Are respectful of neighbours
- Etc.

In relation to my house in Dunsborough, I use these reviews extensively and have declined several requests for bookings based on these comments and/or booking criteria.

In addition to the above, I also ask all Guests who book the reservation prior to their arrival to forward a copy of their driver's license along with the full names of each of their other Guests. These details are kept on file for insurance purposes and for contact, should anything untoward occur.

My number one priority is to ensure that my home is cared for and not subjected to Guests who will not look after it or disturb surrounding neighbours.

Guests will be required to pay a \$100 cleaning fee up front so that the property is clean thoroughly and maintained at all times.

My cleaners will clean the day the Guests's check-out and will report any issues immediately to me. If warranted, either the Guests will be contacted to discuss the matter or a review posted on the Short Term Accommodation site. The cost of any damage that occurs to the property or its contents the Guests who has booked the accommodation will be liable.

Health and Safety

The property is fitted with a RCD and smoke alarms which are wired into the main power board as well as have battery back-up which are changed on the 1 April each year.

An Evacuation Plan is attached to the back of the front door to assist Guests in the case of an emergency that requires their evacuation.

The porch area is fitted with a sensor light to assist Guests when they arrive at the property after dark and to alert Guests of any other visitors to the property.

The front door is fitted with a deadlock for Guests security and access to the back of the property is only via the garage. The property is surrounded by like townhouses and common high fences.

There is a fire blanket in the kitchen in the pantry in event of a fire emergency.

I will have the contact details of all Guests and emergency numbers are included in my House Rules. In addition, my contact details will be provided to Guests prior to their arrival and written in the House Rules booklet which is left for the Guests in the kitchen.

Hygiene and Comfort

There will be minimal food retained at the property. Basic supplies will include coffee, tea, sugar, salt and pepper. These will all be stored in sealed containers. Any food left by Guests will be disposed of accordingly.

As the property has a fully functional kitchen, all food preparation will occur here and waste removed via the kitchen bin (additional bin liners available under the sink) and Council bins stored within the garage. Rubbish will be either removed by the Guests on their departure or by the cleaners who will clean the house thoroughly after each Guests booking.

Bathrooms are fitted with lined bins which will also be removed either by the Guests on their departure or by my cleaners.

The house will be thoroughly cleaned after the vacation of each set of Guests, including the changing of all linen. These are thoroughly cleaned and dried before being returned to the property.

For the convenience of Guests, the property provides a washing machine and dryer along with an outside clothes line.

The townhouse has two reverse cycle air conditioners which have just been serviced and will be served annually or as and when required.

The house is also fully furnished with modern and comfortable furniture.

Issues/Complaints Management

On reservation, the contact details of the Guests are recorded.

In the case of any issues, all Guests will be supplied with my contact details.

I am available 24/7. In times of vacation etc, my son who lives in Riverdale will be available.

Major issues will be dealt with immediately by either myself or son who lives nearby.

Short Term Accommodation online sites also operate a Resolution Centre where issues are logged and an investigator from Short Term Accommodation intervenes to resolve the matter.

Permission

In accordance with this Policy, I give permission for the Town of Victoria Park to provide all owners/tenants at the 12 Forster Avenue complex with my direct contact details, so that they can contact me direct should anything untoward occur.

In addition,

- The strata management agents, Platinum Strata have my contact details, and
- My son, Adam Nielsen and will be available 24/7 to address any on-site issues should they arise (given my remoteness).

Tenants will be advised, via the House Rules and Code of Conduct, that the police will be called if there are any major behavioural issues and Short Term Accommodation agent will be contacted if eviction is required.

Maintenance of Property

As I intend to use the property myself frequently, any maintenance will be addressed during my visits, or should an emergency occur, I have a General Handyman also on standby to assist.

This will include, but not be limited to:

- Gardening,
- Maintenance and repair of fittings and
- Emergencies.

Security

Guests

Prior to arrival, Guests will be texted with details regarding access to the front door key and garage remote.

On arrival, Guests will locate the house key in a locked key box which has been mounted on the inside brick pillar near the front door. Only approved Guests will receive this code. The code to the locked key box will be changed periodically.

The layout of the Forster Avenue complex is such that all properties are accessible via the main driveway and entry either via the front door to the house or garage (once the roller door has been lifted).

The front door is double padlocked and only two sliding doors exit the building which are lockable.

A sensor light has been fitted and will activate as movement near the front door is detected.

Neighbours

My House Rules outline that only Guests may enter the property, in addition to detailing what the acceptable behaviour of Guests is, in particular towards the neighbours.

A register of all Guests will be kept by myself.

Prior to accepting bookings via the Short Term Accommodation agent, I will read all past Reviews on the Guests and if anything untoward is noted, the reservation request will be declined as is my current practise.

If any issues arise, the neighbours will have my contact details which they can use immediately and I will respond by either:

- Phoning the Guests direct, and/or
- Having my son visit the property as soon as practicable.

Parking

The house has a remote controlled garage which can occupy two cars. All Guests will be advised that they can only park in the garage. Off-road parking will not be allowed (as per the House Rules).

The property therefore has a strict 2 car parking policy. As the house will only accommodate a maximum of four Guests, this will include either:

- Two couples – 2 cars, or
- One couple and two singles – maximum of 2 cars only, or
- Family of four – one car.

As it is deemed, that up to a maximum of four Guests will be accommodated at the property at anyone time, therefore the amount of movement of people and vehicles will be limited to:

- One or two people movements per day.
- Maximum of two vehicles only being parked in the garage at the property.
- Possibly one or two vehicle movements a day.

There will be no commercial deliveries to the house, other than the occasional Australian Post delivery perhaps, and a cleaner who will visit the property on the day the Guests checking-out of the property. They too will be instructed to park in the property's garage while cleaning.

Insurance

As this property is a strata, it is managed by a strata management company, Platinum Strata who on behalf of all owners, take out and maintain property insurance. This insures all common areas and buildings.

Prior to any Guests being initially accepted, I will take out Household Contents Insurance and Landlords insurance. This will also include third party insurance.

In addition, the Short Term Accommodation agent has a very generous insurance policy (a copy is available on their website) to cover any reportable and substantiated damage to a property from Guests. While I have not had to access this insurance in the past, the Short Term Accommodation agent is very good in negotiating additional payments where required – example where additional cleaning has been necessary.

Records

On accepting a reservation, details of the booking Guests will be recorded. These include:

- Full name and suburb,
- Phone number,
- Number of Guests, including details (age) if children are included,
- Date of check-in and check-out,
- Copy of the driver's License of person who books the reservation,
- Full names of each of the Guests, and
- Summary of previous reviews from other reservations.

House Rules

The following House Rules will be posted on the Fridge within the house and within an Information booklet left in the house. On telephoning or texting each Guests details of how to access the locked key box, they will be asked to read these on entering the property.

Welcome to
3/12 Forster Avenue
Lathlain

‘Chic accommodation within walking distance to Perth’s top entertainment spots’

This townhouse offers chic accommodation in suburbia just metres away from public transport (train) and some of Perth’s greatest entertainment spots – Optus Stadium, the Casino, Eagles home ground, Perth CBD, a short drive to the Swan Valley – wine region, some sensational local restaurants and so much more.

I hope you enjoy your stay and enjoy everything that Perth has to offer. I have included a couple of tourist books and brochures in the house which may be of some help.

Please enjoy the amenities of the home and respect them as you would your own.

Cheers

Margaret

0424 557 701

HOUSE RULES and CODE OF CONDUCT

It would be greatly appreciated if you could observe the following rules:

1. Strictly observe check-in 3.00 pm and check-out 10.00 am times.
2. Only registered Guests may enter the property.
3. No smoking in the house and if you smoke in the courtyard, please ensure all doors and windows are closed and you collect and dispose of your butts in the appropriate outside bins.
4. No shoes are to be worn in the house. Leave on the rack provided just inside the front door.
5. Remove all rubbish and place in the bins available outside the front of the house. Please separate recycling from general rubbish and deposit in the appropriate bin (yellow is recycling).
6. Please turn off all lights and air conditioners and lock all doors before leaving the house.
7. Please tidy up before your departure and wash all dishes, dry and put them away and leave the beds you have used unmade.
8. Only park a maximum of two cars in the garage. No additional cars are to be parked at the house or on the road.
9. Do not park in the driveway. This is a thoroughfare only.
10. Strictly no pets.
11. No parties or loud noise at any time.
12. Up to 4 only Guests ONLY may stay in the house. Please see notes on number of Guests.
13. Keep all doors locked at night.
14. At all times, respect the needs of the neighbours.
15. Report immediately any damage to the house or contents – ring Margaret (0424557701).

You are required to observe these Rules.

About the House

**Please note, this is a home and not a hotel.
As you would, please respect the home and treat it as your own.**

BBQ a BBQ has been provided for your enjoyment. Please ensure if used, that it has been left clean on your departure and is fully gassed. Should the gas run out, please replace or advise Margaret so that she can replace it for the next booking. There will be a \$50 cleaning charge if you leave the BBQ dirty.

Books I have provided some cookbooks and novels for your enjoyment. Please do not remove these nor remove pages from them. If you like something, take a picture. Should these be removed or damaged, a fee will be charged to replace the book/s.

Check-in is at 3.00pm. Unfortunately Guests cannot gain access earlier as we have cleaning to undertake from previous Guests who may have only checked-out that morning.

Due to noise concerns, Guests will not be able to check in after 9 pm on Sunday to Thursday or 10 pm on Friday or Saturday without the expressed permission of the Owner who will discuss and implement mitigation strategies.

Check-out is at 10.00am. Again, for the same reason as above, this time cannot be varied. Late check out may incur an additional fee as cleaning staff are delayed in commencing their work.

Circuit breaker

the house is fitted with a circuit breaker therefore if an electrical appliance is faulty the circuit breaker will switch off all those items on that circuit. Simply turn off all lights and appliances and re-set the circuit in the main power board (located outside on the bush side of the house). Using a process for elimination, turn on one new appliance at a time to determine which appliance is faulty. Do not re-connect the faulty appliance once isolated. If it is an appliance belonging to the house, please call me, Margaret to report 0424 557 701.

Damage Guests are responsible and must fully pay for any loss or damages caused to the property by either themselves or any person staying at the property.

Emergency in the case of an emergency, please call me, Margaret 0424 557 701.

Other emergency numbers include:

Ambulance	000
Fire	000
Police	000

Medical

Victoria Medical Group 94737888
734 Albany Hwy, East Victoria Park

Park Medical Centre 94529999
Unit 2, 779 Albany Hwy, East Victoria Park

Utilities

If there are any issues with Water, Gas or Electricity requiring the services to be turned off, the main switch locations are:

Water – directly outside the front door on the ground.

Electricity – directly outside the front door on the pillar.

Gas – at the side of the house leading out from the garage.

Fire in the case of a fire, please refer to the Evacuation Map and ring 000 immediately. Ensure all Guests vacate the property.

Fire blanket a fire blanket has been placed in the cupboard underneath the kitchen pantry.

Guests Numbers

As per your confirmation advice from your booking, Guests numbers are capped at the numbers originally booked. Therefore, **NO** additional Guests may stay in the house than the number originally confirmed nor is the number to exceed 4 without the express permission of the Host. If Guests ignore this, they will be **charged an additional \$50 per additional Guests per night.**

No multiple Guests bookings will be accepted i.e. no sharing of the property by two separate Guests bookings.

House key the house key is located in the locked key box outside the front door. You will have been given a number combination to this box. Please note that the combination is changed after each Guests has left.

Please do not leave the key in the door (as it may lock you in the house) and be careful not to lose the key as there will be charge and probably a delay if you need to call us out due to a lost key.

Insurance The property is rented to the Guests on the basis that the Owner assumes no responsibility for any injury, loss or damage to the Guests's property or person during their stay.

Lost key There will be a \$50 fee charged for losing the house key. Should this occur, we will endeavour to get to you as soon as possible but there may be some delay.

Noise as the property is close to other residential properties, you and your Guests are required to keep noise to an acceptable low level at all times. Complaints, noise or otherwise will be reported and you will be contacted immediately.

Legislation requires that there is to be no noise after 9pm Sunday to Thursday and 10pm on a Friday or Saturday night.

Any antisocial behaviour may result in the calling of the police, the Owner, Short Term Accommodation booking agent and eviction may occur.

Outdoor cushions

Cushions for the outdoor setting are located in the sealed locker on the patio. Please return them as soon as you have finished with them so that they are not damaged by the weather.

Parking as we are a townhouse in a complex of 10, we can only park a maximum of two cars in the garage. There is no additional parking. Please do not park in the driveway no matter how briefly.

As always, please respect the needs of the other townhouses and their tenants.

Parties there are to be no parties held at the house. Please be considerate to our neighbours. Complaints, noise or otherwise will be reported and you will be contacted immediately and held accountable.

Reverse Cycle Air Conditioning

The house has several reverse cycle air-conditioners fitted. Please ensure these operate only while in the room and turn off before leaving the house.

Tea/coffee we have provided you with tea/coffee and milk for your first morning cuppa. Enjoy.

Torch a torch is located in the pantry.

Wine we have also provided you with a complimentary Margaret River wine. We hope you will enjoy this on your first night and ask that you respect my home and the surrounds.

**Thank you for choosing to stay at 3/12 Forster Avenue, Lathlain.
We have enclosed a feedback sheet if you would like to leave us some
comments.**

We hope to see you again.

Feedback Form

Name: _____

Dates of your stay: _____ to _____

Number of Guests: _____

Rating of your stay at 3/12 Forster Ave, Lathlain (please circle):

1	2	3	4	5
Excellent				Poor

Comments: _____

Signature: _____

Date: _____

11.3 Appendix 3 – Strata Consent – 3-12 Forster Avenue (Receipt 435200-2)

Ref: gb/ss 51935
Monday, 13 August 2018

TOWN OF VICTORIA PARK
Received: 13/08/2018

The Chief Executive Officer
Town of Victoria Park

RE: SHORT TERM LEASING OF UNIT 3, 12 FORSTER AVENUE LATHLAIN

We are the Strata Manager for the complex at 12 Forster Avenue, Lathlain.

The Council of Owners have been approached by the owner of unit 3 for permission to lease her unit out for short term accommodation.

The Council of Owners have indicated that they have no objections to this proposal at this time.

Yours Faithfully
PLATINUM STRATA MANAGEMENT



Gordon Barclay
Strata Manager for the Owners of 12 Forster Avenue Lathlain

Platinum Strata Management

Address 363 Fitzgerald Street, North Perth, WA 6006
Telephone: (08) 9328 6499
Website: www.platinum-strata.com.au

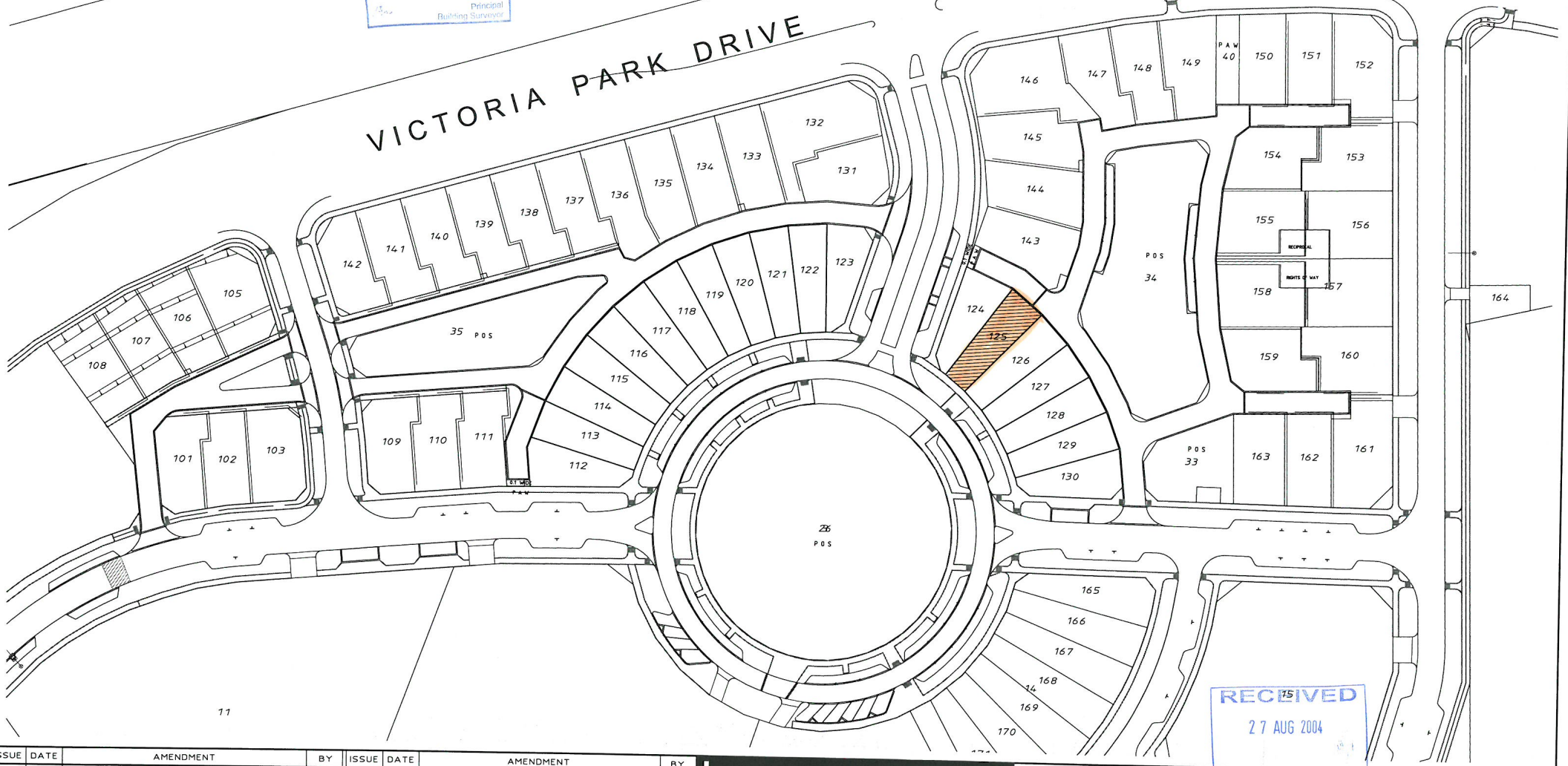
Post: PO Box 656, North Perth, WA 6906
Facsimile: (08) 9227 5948
Email: reception@platinum-strata.com.au

11.4 Appendix 1 – Floor Plan – Home Occupation, 6 The Circus, Burswood



Approved Plan
Building Lic No.
04/586
Principal
Building Supervisor

VICTORIA PARK DRIVE



RECEIVED
27 AUG 2004

ISSUE	DATE	AMENDMENT	BY	ISSUE	DATE	AMENDMENT	BY
A	26.08.04	ISSUED FOR BUILDING LICENCE	GM				

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ABN 7800 3359 153

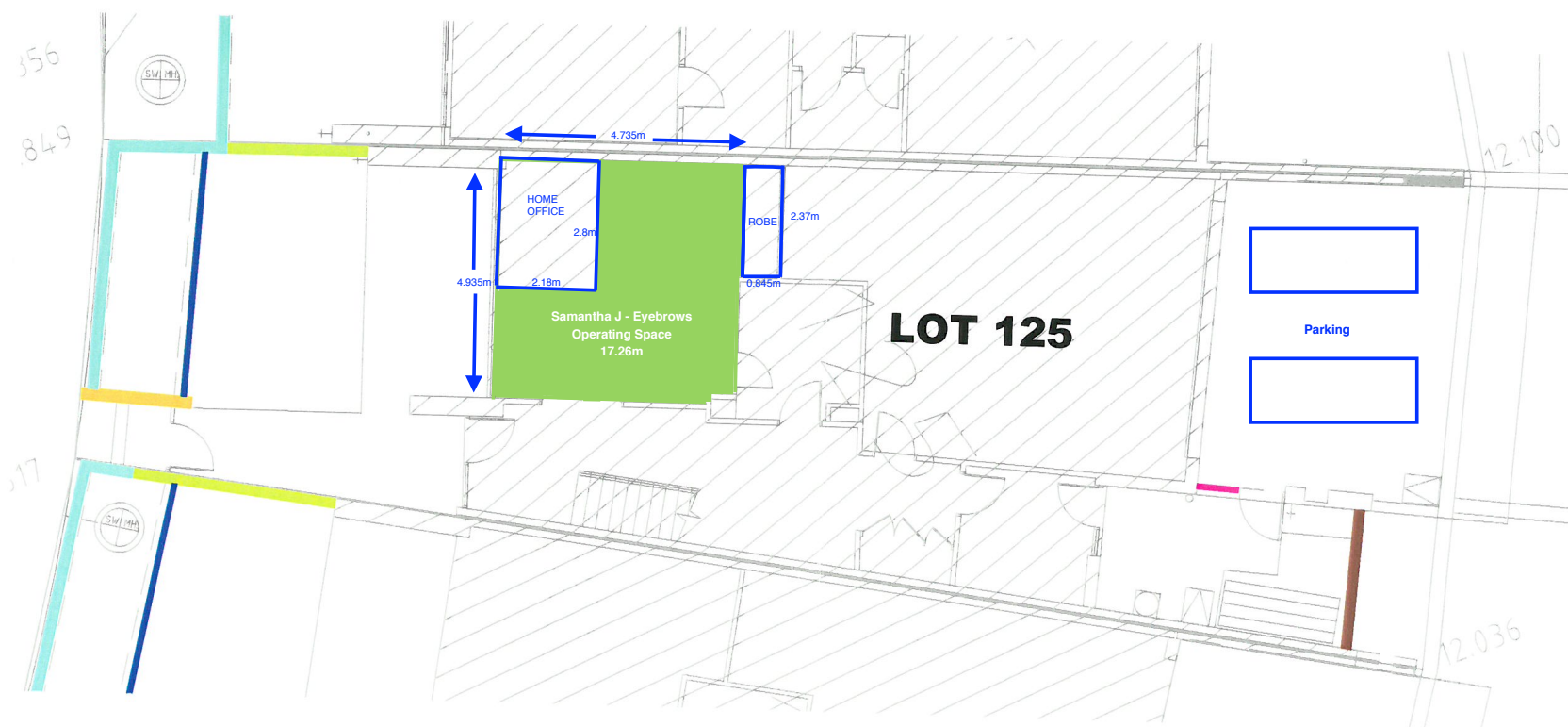
architects
planners
interior designers

1002 Hay Street, Perth
WA 6000 Australia
Tel 08 9424 9900
Fax 08 9321 3090

DRAWING TITLE
THE PENINSULA - BURSWOOD
LOCATION PLAN
LOTS 125

SCALE (A3)	1:100	DRAWN	SCG	CHECKED	GM
DATE	19/03/04	JOB No.	03603	DRAWING No.	A1901
				ISSUE	B

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- FENCING LEGEND**
- █ 190MM RENDERED BRICK RETAINING WALL (DETAIL 5/A1930)
 - █ TIMBER FENCE ON 190MM RENDERED BRICK RETAINING WALL (DETAIL 4/A1930)
 - █ RENDERED BRICKWORK 190MM THICK (DETAIL 4/A1922) - Refer condition 13 of planning approval.
 - █ 250MM THICK RENDERED CAVITY BRICK RETAINING WALL - PAINTED (DETAIL 3/A1923)
 - █ 250MM THICK RENDERED CAVITY BRICK RETAINING WALL - PAINTED (DETAIL 4/A1923)
 - █ TIMBER FENCE (DETAIL 5/A1922)
 - █ NATURAL LIMESTONE 350MM THICK (DETAIL 1 + 2/A1922)
 - █ FACE BRICK LETTERBOX (A1927 & A1928) - Refer condition 13 of planning approval.
 - █ TIMBER FENCE ON RENDERED BRICK 190MM THICK (DETAIL 3/A1922)

RECEIVED
27 AUG 2004



Approved Plan
Building Lic No.
04/586
Principal
Building Surveyor

Applies to Lots 125 & 129

ISSUE	DATE	AMENDMENT	BY	ISSUE	DATE	AMENDMENT	BY

hpa
HPA Pty Ltd
Sydney, Melbourne, Brisbane
a member of the Mirvac Group
ABN 7800 3359 153

**THE PENINSULA - BURSWOOD
LOT 125 - FENCING
SUPERLOT 7**

1:100		
30/08/04	NAG	GM
03603	A1920	-

GENERAL NOTES:

LOT BOUNDARY:
REFER TO LAND SURVEYORS DWGS FOR LOT BOUNDARY SETOUT.

LANDSCAPING:
REFER LANDSCAPE ARCHITECTS DESIGN DWGS AND LANDSCAPE SPEC/SCHEDULES

GROUND FLOOR LEVELS:
GROUND FLOOR LEVEL TO MAIN HOUSE TO BE SET 100mm ABOVE SAND PAD LEVEL U.O.N.. PAD LEVEL DETERMINED BY CIVIL ENGR.

HYDRAULICS:
REFER, STORMWATER DRAWINGS.

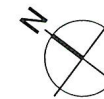
DOOR THRESHOLDS:
TYPICALLY RAMP UP (1:4) PAVING LOCAL TO ALL EXTERNAL DOORWAYS. IE. PAVERS TO FINISH FLUSH WITH FFL. AT DOOR FRAMES.

RWP:
PROVIDE 75mm DIA. RAINWATER DOWN PIPES TO SUIT GUTTER PROFILE.

SETOUT:
SETOUT FACE OF UNFINISHED BRICKWORK 54.25mm FROM LOT BOUNDARY LINE.

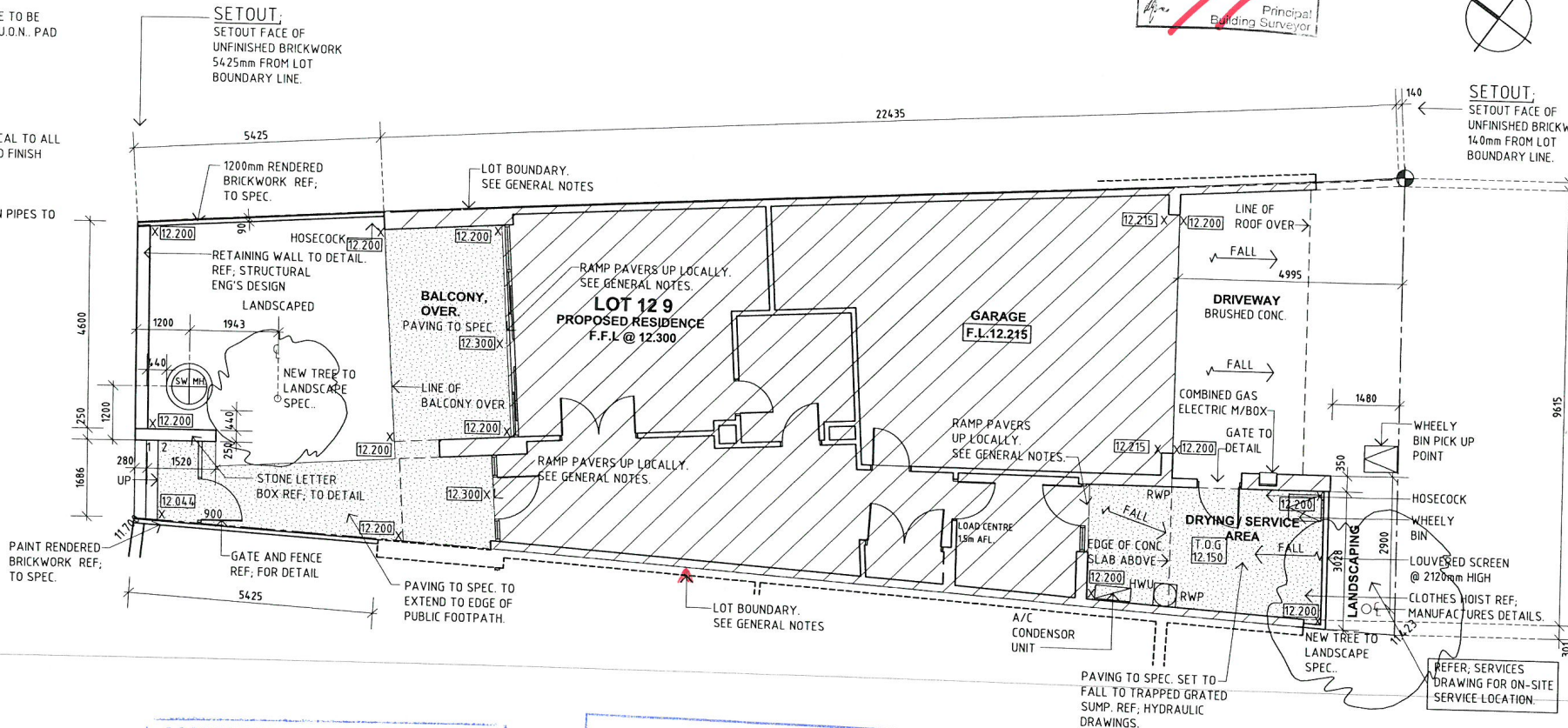
SETOUT:
SETOUT FACE OF UNFINISHED BRICKWORK 14.0mm FROM LOT BOUNDARY LINE.

Approved Plan
Building Lic No.
040441
Principal
Building Surveyor



LEGEND:

12.200 = EXISTING LEVELS
12.200 = SITE LEVELS



ACCREDITED NSW HER ASSESSOR
Assessment No. **HMB/79/4625**
Name **WILLIAM RAY**
Signature **WR**
Rating **4.5 STARS** Date **13/5/04**
HMB

FirstRate house energy rating
 single dwelling rating _____ stars _____ points
 multi-unit development (attach listing of ratings)
Accreditation number **WIC/02/070**
Signature _____ Date _____

Approved Plan
Building Lic No.
04/586
Principal
Building Surveyor

RECEIVED
1 JUL 2004

ISSUE	DATE	AMENDMENT	BY	ISSUE	DATE	AMENDMENT	BY
A	7-04-04	ISSUED FOR BUILDING LICENCE	GM				

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HPA Pty Ltd
Sydney, Melbourne, Brisbane
a member of the Mirvac Group
ABN 7800 3359 153

architects
planners
interior designers

1002 Hay Street, Perth
WA 6000 Australia
Tel 08 9424 9900
Fax 08 9421 2000

DRAWING TITLE
THE PENINSULA - BURSWOOD
HOUSE TYPE H1 - SITE PLAN
LOT 129

SCALE (© A3)
1:100
DATE **19/3/04** DRAWN **SCG** CHECKED **GM**
JOB No. _____ DRAWING No. _____ ISSUE _____

GENERAL NOTES:

DO NOT SCALE FROM THIS DRAWING. USE FIGURED DIMENSIONS ONLY. ALL DIMENSIONS TO BE CHECKED ON SITE PRIOR TO ORDERING MATERIALS.

REFER TO SITE PLAN FOR CORRECT ORIENTATION OF HOUSE ON SITE.

ALL JOINERY SHOWN IS INDICATIVE. JOINERY PACKAGE TO DETAIL.

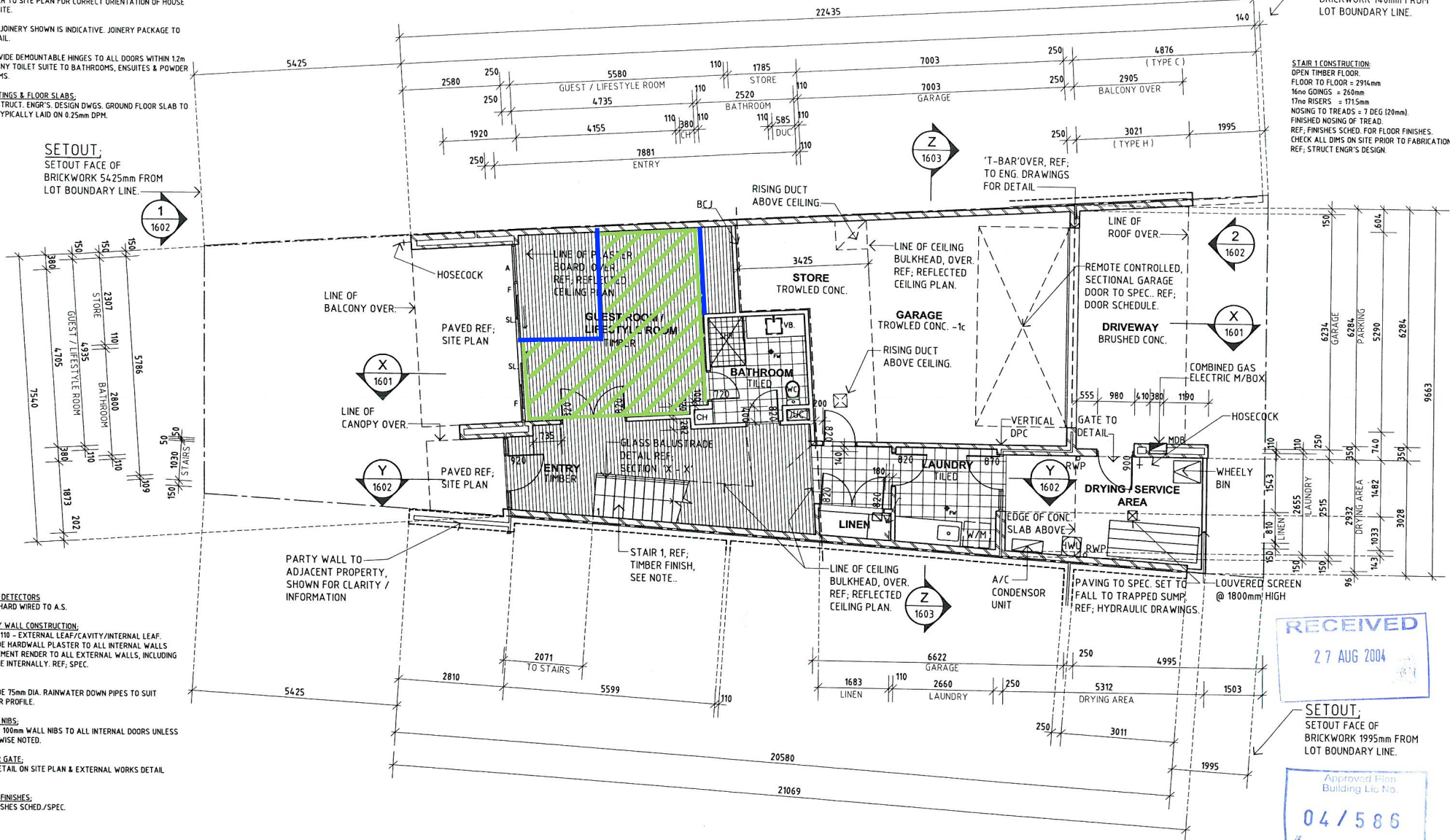
PROVIDE DEMOUNTABLE HINGES TO ALL DOORS WITHIN 1.2m OF ANY TOILET SUITE TO BATHROOMS, ENSUITES & POWDER ROOMS.

FOOTINGS & FLOOR SLABS:
TO STRUCT. ENGR'S. DESIGN DWGS. GROUND FLOOR SLAB TO BE TYPICALLY LAID ON 0.25mm DPM.

SETOUT:
SETOUT FACE OF BRICKWORK 5425mm FROM LOT BOUNDARY LINE.

SETOUT:
SETOUT FACE OF BRICKWORK 14.0mm FROM LOT BOUNDARY LINE.

STAIR 1 CONSTRUCTION:
OPEN TIMBER FLOOR.
FLOOR TO FLOOR = 2914mm
16no GONGS = 260mm
17no RISERS = 171.5mm
NOSING TO TREADS = 7 DEG (20mm).
FINISHED NOSING OF TREAD.
REF. FINISHES SCHED. FOR FLOOR FINISHES.
CHECK ALL DIMS ON SITE PRIOR TO FABRICATION.
REF. STRUCT ENGR'S DESIGN.



SMOKE DETECTORS TO BE HARD WIRED TO A.S.

CAVITY WALL CONSTRUCTION:
90/50/110 - EXTERNAL LEAF/CAVITY/INTERNAL LEAF.
PROVIDE HARDWALL PLASTER TO ALL INTERNAL WALLS AND CEMENT RENDER TO ALL EXTERNAL WALLS, INCLUDING GARAGE INTERNALLY. REF. SPEC.

RWP:
PROVIDE 75mm DIA. RAINWATER DOWN PIPES TO SUIT GUTTER PROFILE.

DOORS NIBS:
ALLOW 100mm WALL NIBS TO ALL INTERNAL DOORS UNLESS OTHERWISE NOTED.

TIMBER GATE:
REF. DETAIL ON SITE PLAN & EXTERNAL WORKS DETAIL DWG.

FLOOR FINISHES:
TO FINISHES SCHED./SPEC.

PARTY WALL TO ADJACENT PROPERTY, SHOWN FOR CLARITY / INFORMATION

STAIR 1, REF. TIMBER FINISH, SEE NOTE.

PAVING TO SPEC. SET TO FALL TO TRAPPED SUMP, REF. HYDRAULIC DRAWINGS.

RECEIVED
27 AUG 2004

SETOUT:
SETOUT FACE OF BRICKWORK 1995mm FROM LOT BOUNDARY LINE.

Approved Plan Building Lic. No.
04/586

ISSUE	DATE	AMENDMENT	BY	ISSUE	DATE	AMENDMENT	BY
A	26.08.04	ISSUED FOR BUILDING LICENCE	GM				

hpa

HPA Pty Ltd
Sydney, Melbourne, Brisbane
a member of the Minva Group
ABN 7800 3359 1445

architects
planners
interior designers

1002 Hay Street, Perth
WA 6000 Australia
Tel 08 9424 9900
Fax 08 9321 3090

DRAWING TITLE
THE PENINSULA - BURSWOOD
GROUND LEVEL PLAN

SCALE (@ A3)	DATE	DRAWN	CHECKED
1:100	19/03/04	SCG	GM
JOB No.	DRAWING No.	ISSUE	
03603	A1001	A	

GENERAL NOTES:

DO NOT SCALE FROM THIS DRAWING. USE FIGURED DIMENSIONS ONLY. ALL DIMENSIONS TO BE CHECKED ON SITE PRIOR TO ORDERING MATERIALS.

REFER TO SITE PLAN FOR CORRECT ORIENTATION OF HOUSE ON SITE.

ALL JOINERY SHOWN IS INDICATIVE. JOINERY PACKAGE TO DETAIL.

PROVIDE DEMOUNTABLE HINGES TO ALL DOORS WITHIN 1.2m OF ANY TOILET SUITE TO BATHROOMS, ENSUITES & POWDER ROOMS.

FOOTINGS & FLOOR SLABS:
TO STRUCT. ENGR'S. DESIGN DWGS. GROUND FLOOR SLAB TO BE TYPICALLY LAID ON 0.25mm OPH.

PERGOLA:
POSTS = 90x90
BEAMS = 250x50 RHS
RAFTERS = 145x45 FIXED TO ROOF RAFTERS VIA RAFTER BRACKETS.
BATTENS = 75x35
FOOTINGS = 600 DP x 300 x300 MASS CONCRETE.
POSTS SECURED TO HOT DIPPED GALV FULL STIRRUP.

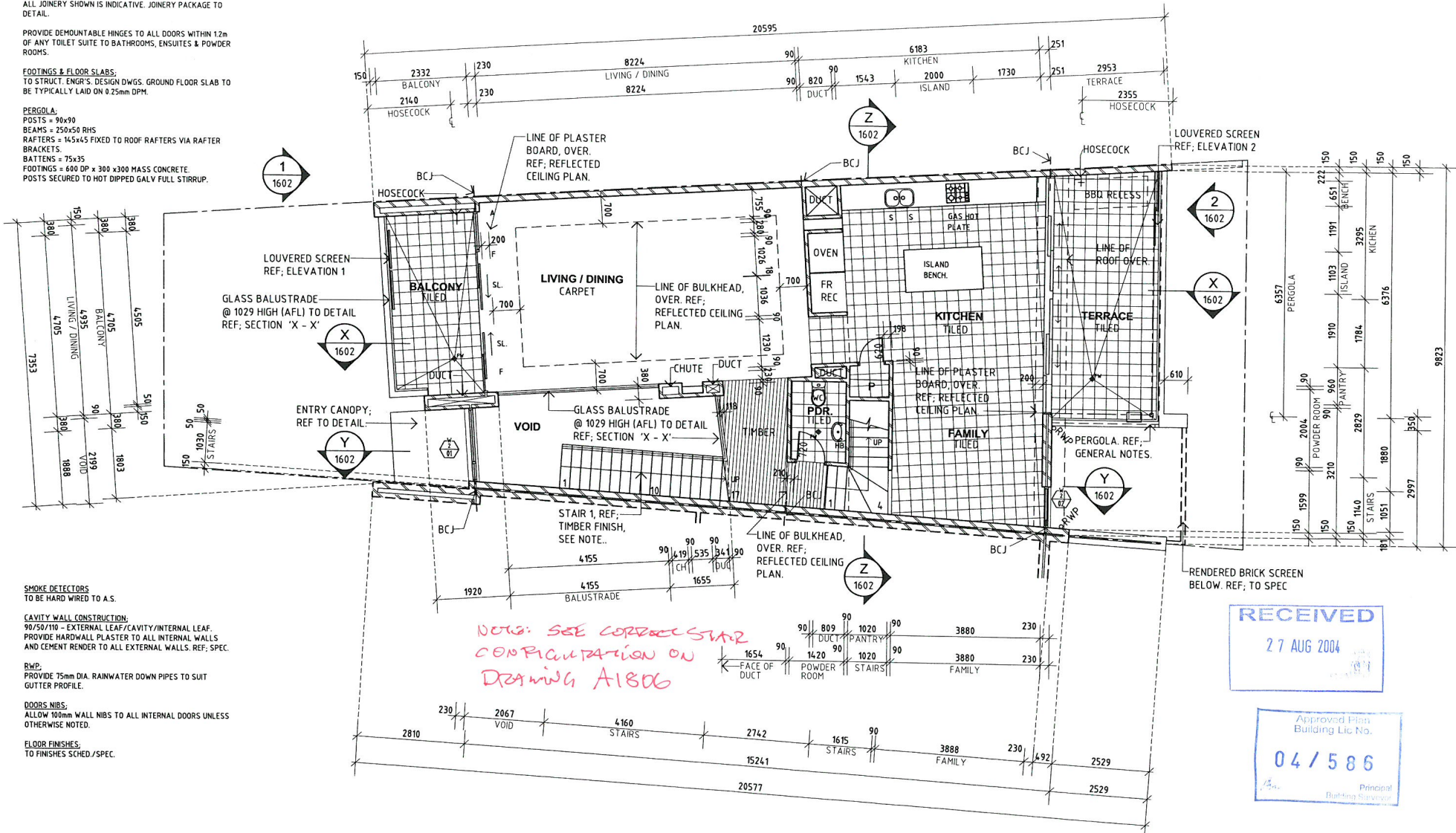
SMOKE DETECTORS
TO BE HARD WIRED TO A.S.

CAVITY WALL CONSTRUCTION:
90/50/110 - EXTERNAL LEAF/CAVITY/INTERNAL LEAF.
PROVIDE HARDWALL PLASTER TO ALL INTERNAL WALLS AND CEMENT RENDER TO ALL EXTERNAL WALLS. REF. SPEC.

RWP:
PROVIDE 75mm DIA. RAINWATER DOWN PIPES TO SUIT GUTTER PROFILE.

DOORS NIBS:
ALLOW 100mm WALL NIBS TO ALL INTERNAL DOORS UNLESS OTHERWISE NOTED.

FLOOR FINISHES:
TO FINISHES SCHED./SPEC.



ISSUE	DATE	AMENDMENT	BY	ISSUE	DATE	AMENDMENT	BY
A	26.08.04	ISSUED FOR BUILDING LICENCE	GM				

hpa

HPA Pty Ltd
Sydney, Melbourne, Brisbane
a member of the Minrac Group
ABN 7800 3359 146

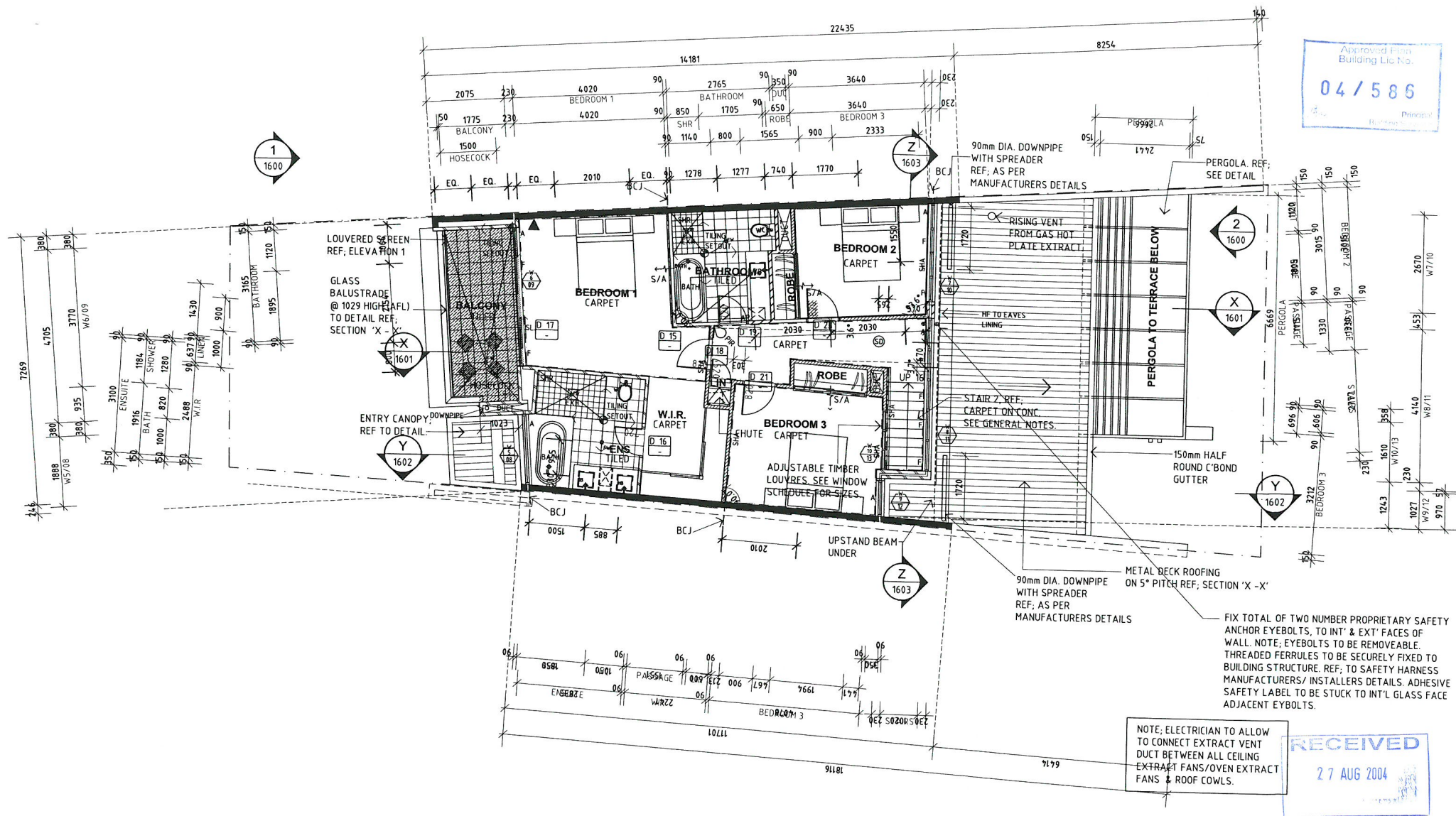
architects
planners
interior designers

1002 Hay Street, Perth
WA 6000 Australia
Tel 08 9424 9900
Fax 08 9321 3090

DRAWING TITLE
THE PENINSULA - BURSWOOD
FIRST FLOOR PLAN

SCALE (© A3)		
1:100		
DATE	DRAWN	CHECKED
19/03/04	SCG	GM
JOB No.	DRAWING No.	ISSUE
03603	A1002	A

Approved Plans
Building Lic. No.
04/586



RECEIVED
27 AUG 2004

ISSUE	DATE	AMENDMENT	BY	ISSUE	DATE	AMENDMENT	BY
A	26.08.04	ISSUED FOR BUILDING LICENCE	GM				

hpa

HPA Pty Ltd
Sydney, Melbourne, Brisbane
a member of the Mirvac Group
ABN 7800 3359 1547

architects
planners
interior designers

1002 Hay Street, Perth
WA 6000 Australia
Tel 08 9424 9900
Fax 08 9321 3090

DRAWING TITLE
THE PENINSULA - BURSWOOD
SECOND FLOOR PLAN

SCALE (1 @ A3)	1:100	
DATE	DRAWN	CHECKED
19/03/04	SCG	GM
JOB No.	DRAWING No.	ISSUE
03603	A1003	A

**11.4 Appendix 2 – Applicant cover Letter – Home Occupation – 6 The Circus,
Burswood**

Date: 8th May 2018

Town of Victoria Park
Administration Centre
99 Shepperton Rd
VICTORIA PARK WA 6100

E: planning@vicpark.wa.gov.au

Dear Sir Madam

HOME OCCUPATION - PLANNING APPLICATION

Proposed Business - Samantha J Eyebrows is an existing business operating at 2/1 Hampden rd in Nedlands specialising in designer eyebrow shaping. The home occupancy will occupy approximately 60% of bedroom 4 on the lower floor of 6 the Circus Burswood WA 6100.

Hours of Operation

Sun - Closed
Mon - Closed
Tues - 9:30 to 6:30
Wed - 9:30 to 6:30
Thur - 9:30 to 6:30
Fri - 9:30 to 6:30
Sat - 9:00 to 1:00

Services will include:

- Eyebrow Shaping
- Tinting and waxing

Employment of Staff - This is a sole trader business completely owned and operated by Samantha Young. There is no additional staff employed.

Customers

Clients can visit by appointment only with approximately five 1 hour appointments allocated per day From Tuesday - Saturday.

Clients can park in either of two spare parking spaces on the driveway of 6 the circus and can enter into the premises via the rear courtyard with no disruption in anyway to neighbours. This will ensure no Burswood Peninsula community parking spaces will be used.

As services are provided by appointment only and no additional foot traffic will be generated.

The price point for Samantha J eyebrows is at the top end of the market in Perth and intern targets the appropriate socio economic demographic for its services.

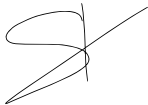
Deliveries

There are no deliveries required for this business

Please find attached

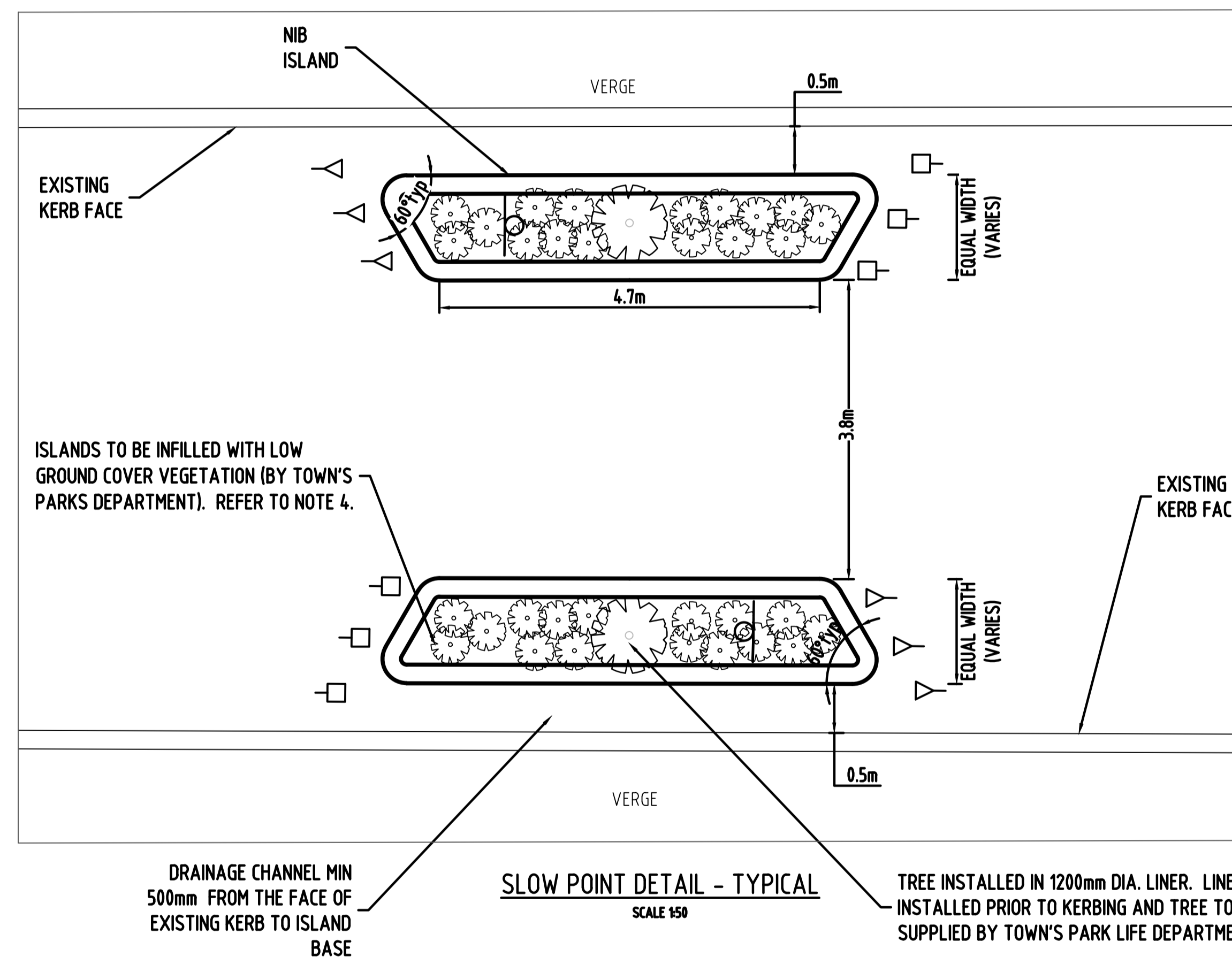
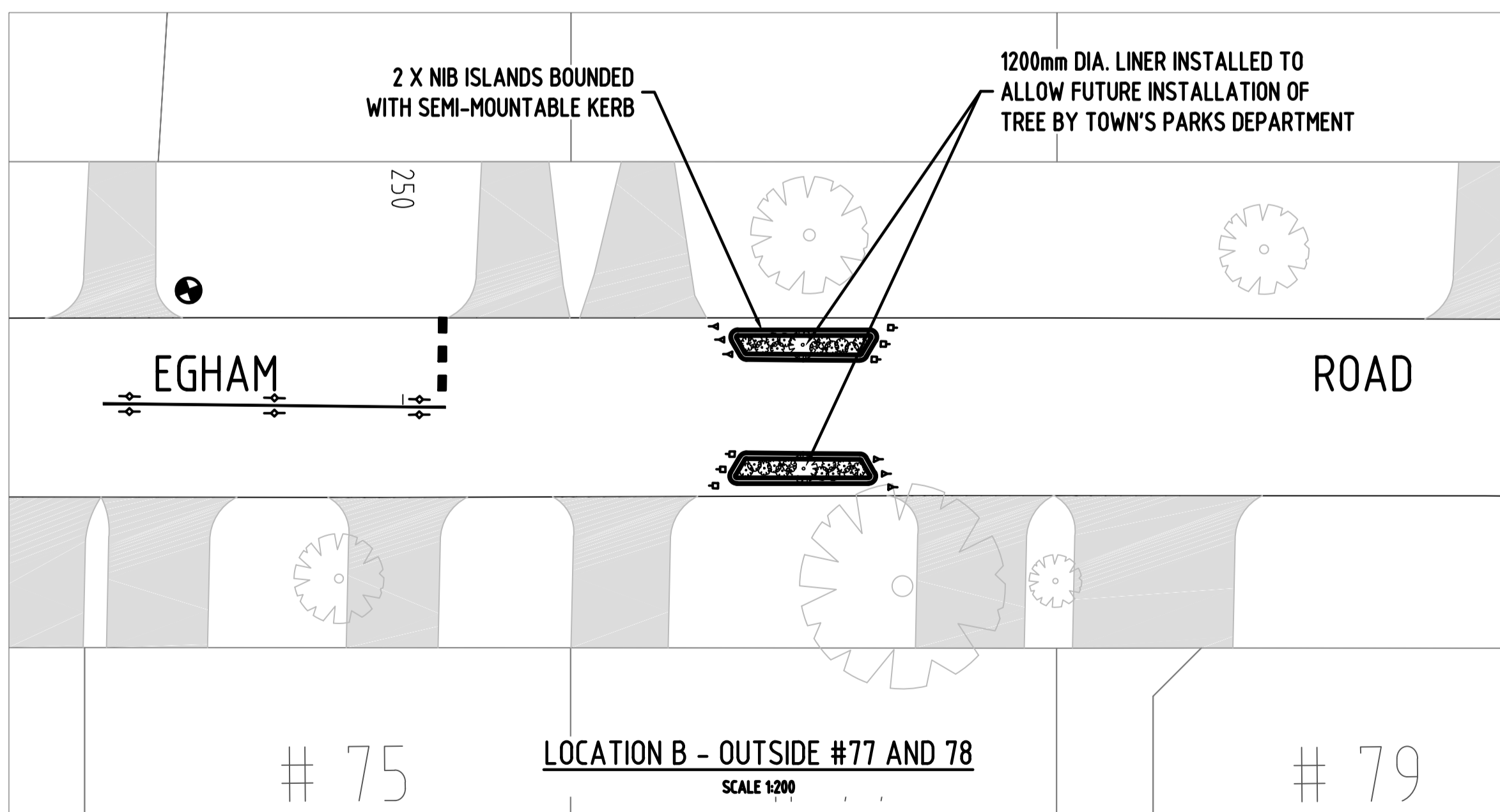
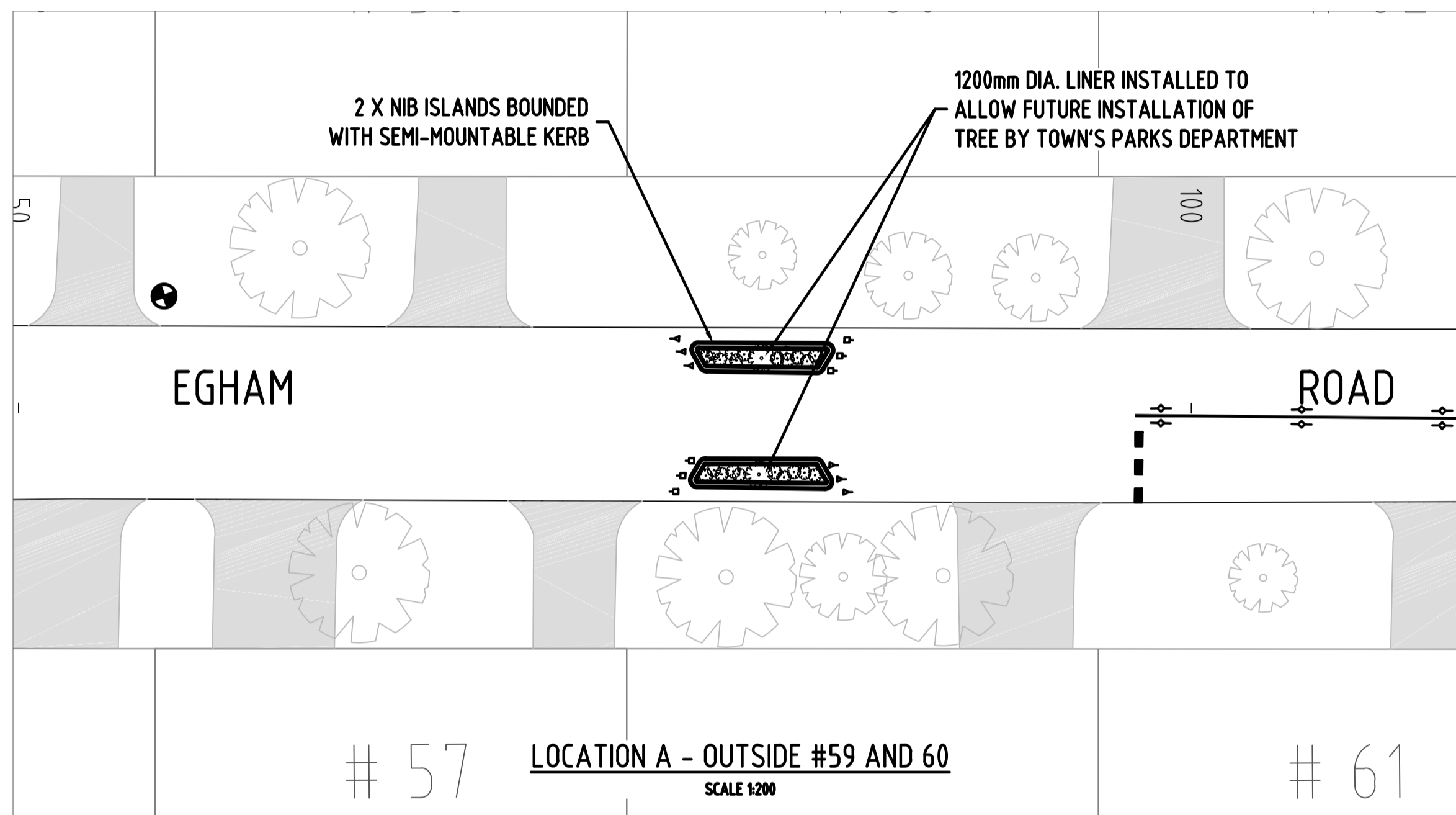
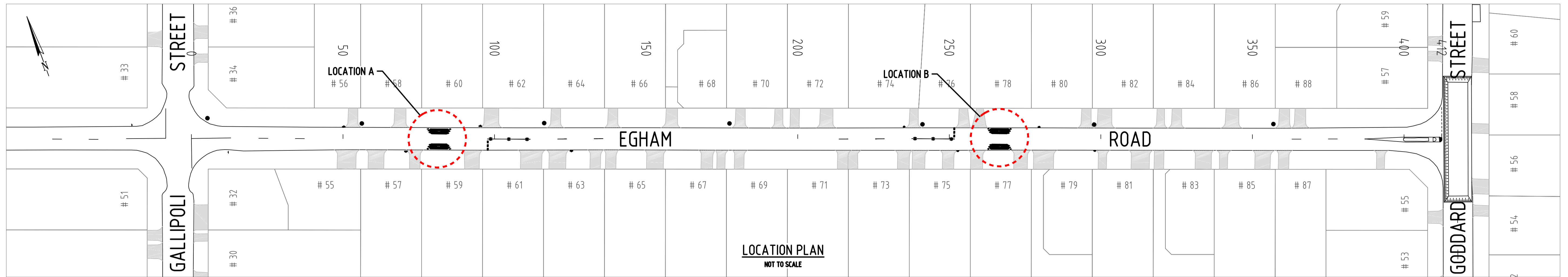
- Completed home occupation signed application
- Credit card Authorisation for application fee
- Site and Building plans showing designated area for business operation
- Development Application checklist

Yours Sincerely

A handwritten signature in black ink, appearing to be 'Samantha Young', written in a cursive style.

Samantha Young
Owner
SAMANTHA J - EYEBROWS

12.6 Appendix 1 – E1037-1 Rev0 – LTMP – Egham Road – Construction Details



LEGEND:

- PROPOSED ISLAND CONSTRUCTION (WITH VEGETATION INFILL - SEE NOTE 4)
- EXISTING CROSSOVERS
- EXISTING STREETLIGHT
- #32 HOUSE NUMBERS

NOTES:

1. SLOW POINTS ARE BASED ON MAIN ROADS DRG. NO. 200331-0130-3.
2. NIB ISLANDS WIDTH WILL RESULT AFTER ALLOWING A 3.7m CARRIAGEWAY AND THE 0.5m x 2 DRAINAGE CHANNEL.
3. PROPOSED NIB ISLANDS BOUNDED BY SEMI-MOUNTABLE KERB.
4. EXISTING PAVEMENT TO BE BROKEN OUT IN AREAS OF NIB ISLANDS AND BACKFILLED WITH VEGETATION MIX TO PROMOTE VEGETATION GROWTH.
5. CONCRETE USED SHALL DEVELOP A MINIMUM COMPRESSIVE STRENGTH OF 30MPa AT TWENTY-EIGHT DAYS.
6. CONTRACTION JOINTS SHALL BE CONSTRUCTED EVERY 2.5m RUN OF KERBING AND SHALL BE 5mm WIDE.
7. EXPANSION JOINTS SHALL BE CUT AT 5m INTERVALS AND SHALL BE 10mm WIDE.
8. EXPANSION JOINTS TO BE FILLED WITH AN APPROVED BUTYL MASTIC COMPOUND FILLER AND FOAM OR POLYURETHANE BACKING SHALL BE PLACED IN EACH EXPANSION JOINT.

SETTING OUT SUPPLIED ONCE SURVEY AVAILABLE

Amendments	No	Date	REVISION	By	App'd
	0	08/18	ISSUED FOR QUOTATION	P.B	T.K



TOWN OF VICTORIA PARK
99 SHEPPERTON ROAD, VICTORIA PARK

THIS DRAWING REMAINS THE PROPERTY OF THE TOWN OF VICTORIA PARK AND MUST NOT BE RETAINED, COPIED OR USED WITHOUT THE AUTHORITY OF THE DIRECTOR TECHNICAL SERVICES

DESIGNED	P.B	08/18	SCALE	AS SHOWN @ A1
DRAWN	P.B	08/18	DATUM	
CHECKED	T.K	08/18	APPROVED	
RECOMMENDED				

EGHAM ROAD - LATHLAIN TMP
GALLIPOLI STREET TO GODDARD STREET
CONSTRUCTION DETAILS

SHEET	1	OF	1
DRAWING No.	E 10307-1		
Job No.	W02005		

A
1

14.1 Appendix 1 – Schedule of accounts for 31 August 2018. Payment summary – August 2018

All Payments Made From 1-Aug-18 To 31-Aug-18

<u>Payment</u>	<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
Municipal Fund Bank Account				
Payments				
Creditors Cheques				
00608418	22-Aug-18	CSA Employer Services	Superannuation	538.62
00608419	22-Aug-18	Local Government Racing and Cemeter	Superannuation	389.50
00608414	14-Aug-18	Optus Billing Services Pty Ltd	Telephone Usage Charges	5,179.99
00608415	14-Aug-18	Telstra Corporation Ltd	Telephone Usage Charges	1,675.46
00608421	29-Aug-18	Telstra Corporation Ltd	Telephone Usage Charges	935.69
00608420	22-Aug-18	Town of Victoria Park	Superannuation & Employee Deductions	3,628.82
00608417	14-Aug-18	Water Corporation	Water Usage Charges	15,469.73
00608422	29-Aug-18	Water Corporation	Water Usage Charges	14,305.52
Total Creditors Cheques				42,123.33
Creditors EFT Payments				
1221.5256-01	8-Aug-18	100 % Rock	Catering and Refreshments	960.00
1217.4646-01	1-Aug-18	1st Canning Sea Scout Group	Kidsport Program	300.00
1228.5121-01	22-Aug-18	2C Building Co.	Electrical Services and Maintenance	4,875.20
1232.5121-01	29-Aug-18	2C Building Co.	Electrical Services and Maintenance	3,663.00
1225.5123-01	15-Aug-18	360 Environmental Solutions Pty Ltd	Environmental Services	4,884.00
1228.2419-01	22-Aug-18	AAPT Limited	Communication Services	4,948.14
1217.1328-01	1-Aug-18	Abco Products Pty Ltd	Cleaning Services and Equipment	951.08
1221.1328-01	8-Aug-18	Abco Products Pty Ltd	Cleaning Services and Equipment	299.81
1228.1328-01	22-Aug-18	Abco Products Pty Ltd	Cleaning Services and Equipment	464.22
1221.352-01	8-Aug-18	ABCorp Australasia Pty Ltd Trading	Printing Services	1,941.50
1221.3400-01	8-Aug-18	Academy Services (WA) Pty Ltd	Cleaning Services and Equipment	14,007.68
1221.9-01	8-Aug-18	ACMV Design Consultants	Design and Drafting Services	2,200.00
1232.1513-01	29-Aug-18	AD Engineering International Pty Lt	Equipment Supply and Repair	3,003.00
1228.2555-01	22-Aug-18	AGS Metal Work	Steel Supplies	286.00
1232.2555-01	29-Aug-18	AGS Metal Work	Steel Supplies	871.20
1217.1293-01	1-Aug-18	Alanco Australia Pty Ltd	Plant Supply and Servicing	44.39
1221.1293-01	8-Aug-18	Alanco Australia Pty Ltd	Plant Supply and Servicing	917.69
1221.27-01	8-Aug-18	All Earth Group Pty Ltd	Construction Services	1,068.21
1221.1738-01	8-Aug-18	All Earth Waste Collection Services	Waste Management Services	35,145.00
1225.1738-01	15-Aug-18	All Earth Waste Collection Services	Waste Management Services	24,225.30
1228.1738-01	22-Aug-18	All Earth Waste Collection Services	Waste Management Services	15,759.70
1232.18-01	29-Aug-18	All Signs	Sign Installation and Supply	132.00
1232.570-01	29-Aug-18	Allflow Industrial	Machinery Servicing and Parts	358.55
1228.3435-01	22-Aug-18	APV Valuers and Asset Management	Valuation Services	7,700.00
1217.4093-01	1-Aug-18	Aquatic Services WA Pty Ltd	Equipment Supply and Repair	476.30
1221.4093-01	8-Aug-18	Aquatic Services WA Pty Ltd	Equipment Supply and Repair	88.00
1228.4093-01	22-Aug-18	Aquatic Services WA Pty Ltd	Equipment Supply and Repair	495.00
1228.5281-01	22-Aug-18	Asahi Beverages Pty Ltd trading	Resale Inventory	1,406.99
1221.1791-01	8-Aug-18	Askwith Safe Company	Furniture Supply and Repair	320.10
1225.3781-01	15-Aug-18	Atmos Foods	Resale Inventory	360.01
1228.3781-01	22-Aug-18	Atmos Foods	Resale Inventory	890.80
1221.1435-01	8-Aug-18	Atom Supply	Equipment Supply and Repair	117.78
1228.1435-01	22-Aug-18	Atom Supply	Equipment Supply and Repair	1,007.16
1232.1435-01	29-Aug-18	Atom Supply	Equipment Supply and Repair	28.95
1228.1866-01	22-Aug-18	Austraffic WA	Traffic Control Services	4,026.00
1225.273-01	15-Aug-18	Australia Post	Postage Services	4,307.28
1228.13-01	22-Aug-18	Australian Institute of Management	Membership and Subscription	150.00
1225.588-01	15-Aug-18	Australian Library & Information As	Conference and Workshop Enrolment	1,218.00
1229.50-01	22-Aug-18	Australian Service Union	Superannuation	51.80
1225.5277-01	15-Aug-18	Australian Society of Archivists In	Conference and Workshop Enrolment	590.00
1222.98000-0	8-Aug-18	Australian Taxation Office	Taxation	216,171.00
1229.98000-0	22-Aug-18	Australian Taxation Office	Taxation	165,832.00
1233.5300-01	29-Aug-18	B T Duong	Security Incentive Scheme	200.00
1232.5295-01	29-Aug-18	Battery World Belmont (WA)	Equipment Supply and Repair	64.99
1217.4665-01	1-Aug-18	Baxters Pty Ltd	Machinery Servicing and Parts	20.89
1225.278-01	15-Aug-18	BBC Entertainment	Event Performance and Activity	935.00
1221.192-01	8-Aug-18	Beacon Equipment	Machinery Servicing and Parts	6,698.45
1228.192-01	22-Aug-18	Beacon Equipment	Machinery Servicing and Parts	538.00
1225.280-01	15-Aug-18	Beaver Tree Services	Landscaping Materials and Services	20,628.34
1225.4307-01	15-Aug-18	Beehive Book Distribution	Library Equipment and Stock	120.00
1217.281-01	1-Aug-18	Benara Nurseries	Landscaping Materials and Services	162.80

All Payments Made From 1-Aug-18 To 31-Aug-18

<u>Payment</u>	<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
1225.409-01	15-Aug-18	Bidfood WA Pty Ltd	Resale Inventory	266.62
1228.409-01	22-Aug-18	Bidfood WA Pty Ltd	Resale Inventory	214.27
1217.5155-01	1-Aug-18	Bin Bath Corporation Pty Ltd	Waste Management Services	434.50
1228.5155-01	22-Aug-18	Bin Bath Corporation Pty Ltd	Waste Management Services	1,223.42
1221.283-01	8-Aug-18	Blackwell & Associates Pty Ltd	Planning and Building Services	2,645.50
1217.4992-01	1-Aug-18	Bloomin Box Company	Flowers	80.00
1217.286-01	1-Aug-18	Bob Jane T-Mart Victoria Park	Tyres	222.00
1225.384-01	15-Aug-18	Bonissimo	Resale Inventory	136.95
1217.333-01	1-Aug-18	Boral Construction Materials Group	Equipment Supply and Repair	584.47
1221.333-01	8-Aug-18	Boral Construction Materials Group	Equipment Supply and Repair	331.56
1225.333-01	15-Aug-18	Boral Construction Materials Group	Equipment Supply and Repair	348.13
1228.333-01	22-Aug-18	Boral Construction Materials Group	Equipment Supply and Repair	298.40
1217.3587-01	1-Aug-18	Bountiful Industries Pty Ltd	Equipment Supply and Repair	517.00
1220.2093-01	7-Aug-18	BP Australia Pty Ltd	Fuel and Oils	6,626.33
1225.1211-01	15-Aug-18	Brownes Foods Operations	Amenities	41.50
1228.1211-01	22-Aug-18	Brownes Foods Operations	Amenities	117.48
1221.442-01	8-Aug-18	Bucher Municipal Pty Ltd	Plant Supply and Servicing	839.80
1225.442-01	15-Aug-18	Bucher Municipal Pty Ltd	Plant Supply and Servicing	4,318.94
1217.4895-01	1-Aug-18	Buckingham Stone	Landscaping Materials and Services	4,268.00
1217.290-01	1-Aug-18	Bunnings Building Supplies Pty Ltd	Equipment Supply and Repair	777.96
1221.290-01	8-Aug-18	Bunnings Building Supplies Pty Ltd	Equipment Supply and Repair	403.41
1225.290-01	15-Aug-18	Bunnings Building Supplies Pty Ltd	Equipment Supply and Repair	512.98
1228.290-01	22-Aug-18	Bunnings Building Supplies Pty Ltd	Equipment Supply and Repair	374.02
1232.290-01	29-Aug-18	Bunnings Building Supplies Pty Ltd	Equipment Supply and Repair	325.54
1232.785-01	29-Aug-18	CA Technology Pty Ltd (CAMMS Group)	Licencing and Subscriptions	24,373.58
1221.279-01	8-Aug-18	Caltex Aust Limited	Fuel and Oils	10,657.11
1217.3027-01	1-Aug-18	Capital Cranes & Hoists (AUST) Pty	Equipment Supply and Repair	475.75
1232.3056-01	29-Aug-18	Carlisle Scout Group	Kidsport Program	150.00
1217.1503-01	1-Aug-18	CCM Furniture Pty Ltd t/as CCM Clea	Cleaning Services and Equipment	148.50
1221.1503-01	8-Aug-18	CCM Furniture Pty Ltd t/as CCM Clea	Cleaning Services and Equipment	21,977.58
1232.1503-01	29-Aug-18	CCM Furniture Pty Ltd t/as CCM Clea	Cleaning Services and Equipment	866.25
1217.1919-01	1-Aug-18	Centurion Temporary Fencing	Fencing	990.00
1221.1919-01	8-Aug-18	Centurion Temporary Fencing	Fencing	544.50
1225.309-01	15-Aug-18	Chubb Fire & Security Pty Ltd	Fire Alarm and Security Services	143.00
1228.309-01	22-Aug-18	Chubb Fire & Security Pty Ltd	Fire Alarm and Security Services	374.13
1217.1044-01	1-Aug-18	City of Armadale	Printing Services	301.45
1221.1044-01	8-Aug-18	City of Armadale	Printing Services	161.70
1225.1044-01	15-Aug-18	City of Armadale	Printing Services	127.24
1228.1044-01	22-Aug-18	City of Armadale	Printing Services	1,981.93
1225.369-01	15-Aug-18	City of Perth	Local Government Services	57,010.40
1232.369-01	29-Aug-18	City of Perth	Local Government Services	287.99
1231.57-01	24-Aug-18	City of Perth Superannuation Plan	Superannuation	2,775.34
1232.711-01	29-Aug-18	City of Wanneroo	Rates	26,267.76
1221.1748-01	8-Aug-18	City Rubber Stamps	Office Supplies	193.95
1232.511-01	29-Aug-18	City Subaru	Plant Supply and Servicing	355.80
1232.466-01	29-Aug-18	Civica Pty Ltd	Software and IT Solutions	6,518.88
1217.629-01	1-Aug-18	Clever Patch Pty Ltd	Library Equipment and Stock	238.65
1221.629-01	8-Aug-18	Clever Patch Pty Ltd	Library Equipment and Stock	41.75
1225.2965-01	15-Aug-18	Cobble Stone Concrete	Road Construction Materials and Services	9,919.25
1228.2965-01	22-Aug-18	Cobble Stone Concrete	Road Construction Materials and Services	17,479.83
1232.2965-01	29-Aug-18	Cobble Stone Concrete	Road Construction Materials and Services	19,210.40
1217.2588-01	1-Aug-18	Coles Supermarket Australia Pty Ltd	Resale Inventory	161.12
1225.2588-01	15-Aug-18	Coles Supermarket Australia Pty Ltd	Resale Inventory	232.52
1228.2588-01	22-Aug-18	Coles Supermarket Australia Pty Ltd	Resale Inventory	702.75
1225.5232-01	15-Aug-18	Collaboration for Impact Ltd.	Training Services	357.50
1225.413-01	15-Aug-18	Construction Training Fund	Levy Payments	4,731.23
1225.689-01	15-Aug-18	Copley Contracting	Road Construction Materials and Services	7,763.80
1228.689-01	22-Aug-18	Copley Contracting	Road Construction Materials and Services	1,435.50
1232.689-01	29-Aug-18	Copley Contracting	Road Construction Materials and Services	11,740.96
1228.2232-01	22-Aug-18	Core Business Australia Pty Ltd	Audit Services - Engineering	4,180.00
1217.2186-01	1-Aug-18	Cornerstone Legal Pty Ltd	Legal Services	4,455.70
1232.2186-01	29-Aug-18	Cornerstone Legal Pty Ltd	Legal Services	1,441.00
1221.2250-01	8-Aug-18	Council of the Ageing (WA) Inc	Licencing and Subscriptions	963.60
1228.1735-01	22-Aug-18	Covs Parts Pty Ltd	Machinery Servicing and Parts	8.36
1217.2363-01	1-Aug-18	CTI Security Services Pty Ltd	Facility Maintenance Services	280.28
1217.953-01	1-Aug-18	Curtin University of Technology	Sponsorship	5,900.00

All Payments Made From 1-Aug-18 To 31-Aug-18

<u>Payment</u>	<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
1221.686-01	8-Aug-18	Daniels Sharpsmart Australia Pty Lt	Medical Equipment and Services	1,410.72
1221.4769-01	8-Aug-18	Datacom Systems (AU) Pty Ltd	Software and IT Solutions	179.96
1225.4769-01	15-Aug-18	Datacom Systems (AU) Pty Ltd	Software and IT Solutions	522.50
1225.919-01	15-Aug-18	David Gray & Co Pty Ltd	Waste Management Services	4,514.62
1217.426-01	1-Aug-18	Daytone Printing Pty Ltd	Printing Services	1,440.01
1221.426-01	8-Aug-18	Daytone Printing Pty Ltd	Printing Services	278.30
1225.426-01	15-Aug-18	Daytone Printing Pty Ltd	Printing Services	399.30
1228.426-01	22-Aug-18	Daytone Printing Pty Ltd	Printing Services	357.50
1217.4782-01	1-Aug-18	DCM Services (KD Aire)	Air Conditioning Service & Maintenance	5,540.88
1221.4782-01	8-Aug-18	DCM Services (KD Aire)	Air Conditioning Service & Maintenance	923.78
1228.4782-01	22-Aug-18	DCM Services (KD Aire)	Air Conditioning Service & Maintenance	1,433.67
1225.1799-01	15-Aug-18	Department of Commerce	Levy Payments	10,994.94
1228.5283-01	22-Aug-18	Department of Fire & Emergency Serv	Fire Alarm and Security Services	7,284.24
1217.2143-01	1-Aug-18	Department of Planning - Developmen	Town Planning Services	10,486.00
1225.2143-01	15-Aug-18	Department of Planning - Developmen	Town Planning Services	8,191.00
1225.3609-01	15-Aug-18	Dial-a-chef	Event Performance and Activity	735.00
1232.3501-01	29-Aug-18	Dieback Working Group	Conference and Workshop Enrolment	299.99
1228.4466-01	22-Aug-18	Directions Workforce Solutions	Agency and Contract Staff	1,642.08
1225.756-01	15-Aug-18	Dormakaba Australia Pty Ltd	Machinery Servicing and Parts	198.00
1217.4697-01	1-Aug-18	Downer Engineering Power Pty Ltd	Fire Alarm and Security Services	748.00
1225.1624-01	15-Aug-18	Dowsing Concrete	Road Construction Materials and Services	1,834.58
1228.1624-01	22-Aug-18	Dowsing Concrete	Road Construction Materials and Services	1,894.75
1221.5226-01	8-Aug-18	Drainflow Services Pty Ltd	Engineering & Surveying Services	4,092.00
1228.5226-01	22-Aug-18	Drainflow Services Pty Ltd	Engineering & Surveying Services	1,056.00
1221.849-01	8-Aug-18	DS Agencies Pty Ltd	Equipment Supply and Repair	4,752.00
1232.859-01	29-Aug-18	Dulux Australia	Equipment Supply and Repair	789.27
1225.2375-01	15-Aug-18	Dynasty Embroidery (Australia) Pty	Uniforms and Protective Equipment	1,192.84
1232.2375-01	29-Aug-18	Dynasty Embroidery (Australia) Pty	Uniforms and Protective Equipment	296.78
1221.1145-01	8-Aug-18	E & M J Rosher Pty Ltd	Machinery Servicing and Parts	67.95
1223.5259-01	8-Aug-18	E Serena	Refund - Registration	32.00
1217.2849-01	1-Aug-18	EcoAcoustics	Environmental Services	3,080.00
1228.2849-01	22-Aug-18	EcoAcoustics	Environmental Services	605.00
1228.1621-01	22-Aug-18	Electek	Electrical Services and Maintenance	313.50
1225.3347-01	15-Aug-18	Elekcom	Equipment Supply and Repair	1,320.00
1228.778-01	22-Aug-18	Ellenby Tree Farm Pty Ltd	Landscaping Materials and Services	1,083.50
1225.2372-01	15-Aug-18	Empire Estate Agent	Rental Payments	1,334.30
1232.2372-01	29-Aug-18	Empire Estate Agent	Rental Payments	279.75
1228.2174-01	22-Aug-18	Environmental Health Australia NSW	Environmental Services	550.00
1228.1795-01	22-Aug-18	Environmental Health Australia WA	Environmental Services	1,560.00
1221.4752-01	8-Aug-18	Enzed Welshpool	Equipment Supply and Repair	124.39
1228.5095-01	22-Aug-18	EPCAD Pty Ltd	Design and Drafting Services	2,002.00
1221.2064-01	8-Aug-18	Espresso Essential	Resale Inventory	520.40
1225.2064-01	15-Aug-18	Espresso Essential	Resale Inventory	264.30
1228.2064-01	22-Aug-18	Espresso Essential	Resale Inventory	606.02
1232.2064-01	29-Aug-18	Espresso Essential	Resale Inventory	492.61
1222.3243-01	8-Aug-18	Express Salary Packaging Pty Ltd	Superannuation & Employee Deductions	11,591.29
1229.3243-01	22-Aug-18	Express Salary Packaging Pty Ltd	Superannuation & Employee Deductions	11,624.31
1230.5288-01	23-Aug-18	F Celenza	Crossover Contribution	400.00
1228.541-01	22-Aug-18	Fennell Tyres International Pty Ltd	Tyres	60.00
1232.541-01	29-Aug-18	Fennell Tyres International Pty Ltd	Tyres	152.00
1217.5086-01	1-Aug-18	Filterco Pty Ltd	Equipment Supply and Repair	107.18
1221.5086-01	8-Aug-18	Filterco Pty Ltd	Equipment Supply and Repair	109.82
1228.5086-01	22-Aug-18	Filterco Pty Ltd	Equipment Supply and Repair	143.55
1221.621-01	8-Aug-18	Fleet Fitness	Equipment Supply and Repair	177.65
1217.4259-01	1-Aug-18	Flexi Staff Pty Ltd	Agency and Contract Staff	4,961.65
1221.4259-01	8-Aug-18	Flexi Staff Pty Ltd	Agency and Contract Staff	4,694.74
1225.4259-01	15-Aug-18	Flexi Staff Pty Ltd	Agency and Contract Staff	5,047.87
1217.3191-01	1-Aug-18	Flick Anticimex Pty Ltd	Waste Management Services	694.52
1225.3191-01	15-Aug-18	Flick Anticimex Pty Ltd	Waste Management Services	694.52
1221.4488-01	8-Aug-18	Floral Image Pty Ltd	Equipment Supply and Repair	164.45
1217.907-01	1-Aug-18	Forpark Australia	Equipment Supply and Repair	2,420.00
1217.4417-01	1-Aug-18	Forum Group Pty Ltd	Software and IT Solutions	2,030.53
1221.371-01	8-Aug-18	Frazzcon Enterprises	Sign Installation and Supply	3,248.51
1225.371-01	15-Aug-18	Frazzcon Enterprises	Sign Installation and Supply	2,384.06
1228.371-01	22-Aug-18	Frazzcon Enterprises	Sign Installation and Supply	3,673.31
1232.2701-01	29-Aug-18	Full Steam Ahead Ironing Service	Cleaning Services and Equipment	392.55

All Payments Made From 1-Aug-18 To 31-Aug-18

<u>Payment</u>	<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
1228.5120-01	22-Aug-18	Gizmo Cats	Event Performance and Activity	1,400.00
1225.3753-01	15-Aug-18	Go Graphics	Sign Installation and Supply	495.00
1226.5269-01	15-Aug-18	GORSUN Pty Ltd	Refund - Rates	63.93
1221.453-01	8-Aug-18	Gronbek Security	Fire Alarm and Security Services	305.89
1225.453-01	15-Aug-18	Gronbek Security	Fire Alarm and Security Services	139.18
1217.491-01	1-Aug-18	Hays Personal Services	Agency and Contract Staff	1,403.62
1221.491-01	8-Aug-18	Hays Personal Services	Agency and Contract Staff	1,692.60
1228.491-01	22-Aug-18	Hays Personal Services	Agency and Contract Staff	1,403.62
1232.364-01	29-Aug-18	Holcim (Australia) Pty Ltd	Road Construction Materials and Services	953.48
1217.1802-01	1-Aug-18	Holyoake Australian Institute For	Health Services	5,500.00
1221.3079-01	8-Aug-18	Human Synergistics Australia Pty Lt	Human Resource Services	265.00
1225.3796-01	15-Aug-18	Iconic Property Services	Cleaning Services and Equipment	15,932.69
1228.3796-01	22-Aug-18	Iconic Property Services	Cleaning Services and Equipment	1,230.80
1228.4685-01	22-Aug-18	ILX Group Pty Ltd	Training Services	1,420.65
1221.210-01	8-Aug-18	Indoor Gardens Pty Ltd	Landscaping Materials and Services	1,180.30
1232.216-01	29-Aug-18	Insight CCS	Communication Services	857.29
1221.2582-01	8-Aug-18	Instant Toilets and Showers Pty Ltd	Equipment Hire	314.20
1225.970-01	15-Aug-18	Integral Development	Training Services	577.50
1228.217-01	22-Aug-18	Interconnect It Solutions	Equipment Supply and Repair	659.00
1228.433-01	22-Aug-18	IPWEA Limited	Conference and Workshop Enrolment	1,441.00
1217.942-01	1-Aug-18	IPWEA Western Australia	Training Services	85.00
1221.4837-01	8-Aug-18	Iron Mountain Australia Group Pty L	Record Management Services	118.96
1225.4837-01	15-Aug-18	Iron Mountain Australia Group Pty L	Record Management Services	2,183.15
1228.4837-01	22-Aug-18	Iron Mountain Australia Group Pty L	Record Management Services	34.76
1217.284-01	1-Aug-18	J Blackwoods & Sons Pty Ltd	Uniforms and Protective Equipment	253.00
1225.284-01	15-Aug-18	J Blackwoods & Sons Pty Ltd	Uniforms and Protective Equipment	118.01
1233.5304-01	29-Aug-18	J H Stanton	Refund - Rates	7,513.10
1226.5279-01	15-Aug-18	J L Ang	Security Incentive Scheme	200.00
1221.2431-01	8-Aug-18	J Van De Velde	Landscaping Materials and Services	343.20
1232.4932-01	29-Aug-18	Jack Brickpaving & Reinstating Pty	Landscaping Materials and Services	686.40
1225.222-01	15-Aug-18	Jackson McDonald Lawyers	Legal Services	363.00
1232.2141-01	29-Aug-18	Jardine Lloyd Thompson Pty Ltd	Insurance	726.00
1228.330-01	22-Aug-18	Jason Signmakers	Sign Installation and Supply	695.04
1226.5265-01	15-Aug-18	Jaxonvale Pty Ltd	Refund - Rates	20,050.39
1225.1846-01	15-Aug-18	JB HI FI	Library Equipment and Stock	2,146.98
1232.2762-01	29-Aug-18	JB HIFI Commerical	Equipment Supply and Repair	425.00
1228.3096-01	22-Aug-18	Jim's Fencing (Melville)	Fencing	1,925.00
1217.3553-01	1-Aug-18	Jim's Fencing (North Perth)	Fencing	440.00
1232.3553-01	29-Aug-18	Jim's Fencing (North Perth)	Fencing	2,035.00
1217.2432-01	1-Aug-18	Jim's Mowing (Cloverdale)	Landscaping Materials and Services	140.00
1225.2432-01	15-Aug-18	Jim's Mowing (Cloverdale)	Landscaping Materials and Services	50.00
1232.2432-01	29-Aug-18	Jim's Mowing (Cloverdale)	Landscaping Materials and Services	350.00
1232.229-01	29-Aug-18	John Hughes Service	Plant Supply and Servicing	346.18
1232.230-01	29-Aug-18	Johns Building Supplies Pty Ltd	Equipment Supply and Repair	372.24
1221.3648-01	8-Aug-18	Josh Byrne & Associates Pty Ltd	Design and Drafting Services	12,081.30
1232.3923-01	29-Aug-18	Kensington PCYC	Kidsport Program	127.60
1225.2508-01	15-Aug-18	Keston Australia Pty Ltd	Equipment Supply and Repair	982.85
1227.5268-01	15-Aug-18	Kleenheat Gas	Gas Usage Charges	16,260.50
1221.241-01	8-Aug-18	Kool-Line Electrical & Refrigeratio	Electrical Services and Maintenance	4,865.00
1232.241-01	29-Aug-18	Kool-Line Electrical & Refrigeratio	Electrical Services and Maintenance	1,866.70
1225.2145-01	15-Aug-18	Kott Gunning	Legal Services	660.00
1219.5252-01	1-Aug-18	Kreations Pty Ltd	Crossover Contribution	400.00
1218.2814-01	1-Aug-18	Landfill Gas & Power Pty Ltd	Electricity Usage Charges	42,935.57
1221.501-01	8-Aug-18	Landgate	Local Government Services	316.74
1225.501-01	15-Aug-18	Landgate	Local Government Services	205.60
1232.501-01	29-Aug-18	Landgate	Local Government Services	603.67
1225.252-01	15-Aug-18	Les Mills Asia Pacific	Licencing and Subscriptions	1,270.63
1221.4395-01	8-Aug-18	LGC Group Pty Ltd	Traffic Control Services	1,338.70
1228.4395-01	22-Aug-18	LGC Group Pty Ltd	Traffic Control Services	554.40
1228.4984-01	22-Aug-18	Links Modular Solutions Pty Ltd	Software and IT Solutions	36,080.00
1217.617-01	1-Aug-18	LO GO Appointments	Agency and Contract Staff	1,909.03
1228.547-01	22-Aug-18	LO GO Appointments	Agency and Contract Staff	1,937.63
1232.547-01	29-Aug-18	LO GO Appointments	Agency and Contract Staff	3,506.19
1228.3967-01	22-Aug-18	Local Government Professionals	Membership and Subscription	2,874.00
1232.3571-01	29-Aug-18	Local Government Professionals	Local Government Services	8,525.00
1232.3967-01	29-Aug-18	Local Government Professionals	Membership and Subscription	1,000.00

All Payments Made From 1-Aug-18 To 31-Aug-18

<u>Payment</u>	<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
1228.261-01	22-Aug-18	Local Health Authorities Analytical	Health Services	9,231.50
1225.457-01	15-Aug-18	Lochness Pty Ltd	Landscaping Materials and Services	21,170.80
1221.687-01	8-Aug-18	Love Grid Badminton Academy Inc	Equipment Supply and Repair	511.25
1232.687-01	29-Aug-18	Love Grid Badminton Academy Inc	Equipment Supply and Repair	511.25
1230.4810-01	23-Aug-18	Maddi Developments Pty Ltd	Crossover Contribution	400.00
1232.2515-01	29-Aug-18	Maia Financial Pty Ltd	Equipment Hire	48,901.34
1228.4120-01	22-Aug-18	Managed System Services Pty Ltd	Software and IT Solutions	1,045.00
1221.1693-01	8-Aug-18	Marketforce Pty Ltd	Advertising Services	432.28
1225.1693-01	15-Aug-18	Marketforce Pty Ltd	Advertising Services	1,303.42
1217.317-01	1-Aug-18	Marlbroh Bingo Enterprises	Bingo Costs	6,046.70
1228.2538-01	22-Aug-18	Marshall Beattie Pty Ltd	Equipment Supply and Repair	550.00
1217.3157-01	1-Aug-18	McCorkell Constructions (WA) Pty Lt	Construction Services	1,754.50
1221.319-01	8-Aug-18	McLeods	Legal Services	7,212.79
1225.319-01	15-Aug-18	McLeods	Legal Services	1,371.70
1228.319-01	22-Aug-18	McLeods	Legal Services	3,171.30
1232.319-01	29-Aug-18	McLeods	Legal Services	154.00
1221.3084-01	8-Aug-18	MCW Corporation T/A Perth Security	Fire Alarm and Security Services	2,212.21
1221.600-01	8-Aug-18	Message4U Pty Ltd	Communication Services	185.13
1217.692-01	1-Aug-18	Metal Artwork Creations	Office Supplies	30.80
1217.3082-01	1-Aug-18	Meter Australia Pty Limited	Office Supplies	79.09
1217.3408-01	1-Aug-18	Michael Page International	Agency and Contract Staff	2,782.86
1221.3408-01	8-Aug-18	Michael Page International	Agency and Contract Staff	3,817.19
1225.3408-01	15-Aug-18	Michael Page International	Agency and Contract Staff	8,630.51
1228.3408-01	22-Aug-18	Michael Page International	Agency and Contract Staff	4,383.43
1232.5285-01	29-Aug-18	Microchips Australia Pty Ltd	Software and IT Solutions	1,020.00
1221.1568-01	8-Aug-18	Milford Framers	Printing Services	207.94
1228.189-01	22-Aug-18	Mindarie Regional Council	Waste Management Services	199,645.63
1232.189-01	29-Aug-18	Mindarie Regional Council	Waste Management Services	107,392.15
1226.5275-01	15-Aug-18	Minic Property Group	Refund - Rates	1,321.48
1217.1886-01	1-Aug-18	Miss Maud	Catering and Refreshments	79.70
1217.1933-01	1-Aug-18	MLC Roof Services Pty Ltd	Facility Maintenance Services	610.50
1217.826-01	1-Aug-18	MowMaster Turf Equipment	Landscaping Materials and Services	6,720.00
1228.2874-01	22-Aug-18	Mr A Alqaraghollli	Art and Event	11,000.00
1228.5001-01	22-Aug-18	Mr A Bennett	Training Services	1,062.53
1223.5251-01	8-Aug-18	Mr B M Wilson	Refund - Rates	4,199.44
1232.3862-01	29-Aug-18	Mr B McLean	Staff Payments and Reimbursement	50.07
1225.4549-01	15-Aug-18	Mr B X Killigrew	Staff Payments and Reimbursement	167.80
1232.4549-01	29-Aug-18	Mr B X Killigrew	Staff Payments and Reimbursement	193.99
1230.5293-01	23-Aug-18	Mr C J Wallace	Crossover Contribution	400.00
1230.5290-01	23-Aug-18	Mr D J Doy	Fuel and Oils	93.89
1219.5250-01	1-Aug-18	Mr D Kumarasiri	Refund - Memberships	50.00
1228.1508-01	22-Aug-18	Mr G J Pattrick	Staff Payments and Reimbursement	531.00
1226.4595-01	15-Aug-18	Mr G Smith	Refund - Debtor Overpayment	200.00
1226.5270-01	15-Aug-18	Mr I Tedeschi	Refund - Rates	54.00
1232.2583-01	29-Aug-18	Mr J Foley	Event Performance and Activity	715.00
1226.5276-01	15-Aug-18	Mr J R Davis	Refund - Rates	400.00
1217.1585-01	1-Aug-18	Mr J S Wong	Staff Payments and Reimbursement	245.00
1219.5241-01	1-Aug-18	Mr J T Grlijusich	Security Incentive Scheme	70.00
1230.5292-01	23-Aug-18	Mr K E Noske & Mrs G L Noske	Refund - Rates	1,545.88
1226.5271-01	15-Aug-18	Mr K G Hull	Refund - Application Fee	500.00
1233.5301-01	29-Aug-18	Mr M Gormally	Refund - Memberships	70.00
1219.5240-01	1-Aug-18	Mr P C Ferrante	Security Incentive Scheme	80.00
1233.5299-01	29-Aug-18	Mr T J Doyle & Mrs I J Doyle	Refund - Rates	1,278.16
1232.4470-01	29-Aug-18	Mr V L Costello	Donation-Individual	110.00
1223.5257-01	8-Aug-18	Mrs G Brocx & Mr G L Brocx	Refund - Rates	1,175.38
1230.5278-01	23-Aug-18	Mrs J L Llapitan	Refund - Application Fee	500.00
1219.5249-01	1-Aug-18	Mrs J Young	Refund - Memberships	45.80
1217.4994-01	1-Aug-18	Mrs N E Martin Goode	Staff Payments and Reimbursement	98.00
1225.4994-01	15-Aug-18	Mrs N E Martin Goode	Staff Payments and Reimbursement	94.56
1232.4994-01	29-Aug-18	Mrs N E Martin Goode	Staff Payments and Reimbursement	100.30
1228.2656-01	22-Aug-18	Mrs S A Murphy	Event Performance and Activity	750.00
1223.5263-01	8-Aug-18	Ms E J Hill	Refund - Registration	32.00
1230.5289-01	23-Aug-18	Ms K McArthur	Crossover Contribution	400.00
1226.5238-01	15-Aug-18	Ms K Williams	Donation-Individual	200.00
1223.5262-01	8-Aug-18	Ms L Wolinski	Refund - Registration	80.00
1228.5105-01	22-Aug-18	Ms M McKinlay	Event Performance and Activity	715.00

All Payments Made From 1-Aug-18 To 31-Aug-18

<u>Payment</u>	<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
1223.5258-01	8-Aug-18	Ms R Cuevas	Refund - Registration	16.00
1219.5243-01	1-Aug-18	Ms R R Binks	Grant - CCTV Partnership Program	750.00
1226.5280-01	15-Aug-18	Ms S C Abbott	Grant - CCTV Partnership Program	750.00
1223.5264-01	8-Aug-18	Ms S E Dowling	Refund - Registration	32.00
1219.5242-01	1-Aug-18	Ms W Wang	Refund - Memberships	162.00
1217.1124-01	1-Aug-18	Nappy Online - AA Property Services	Resale Inventory	221.00
1221.553-01	8-Aug-18	New Town Toyota	Plant Supply and Servicing	426.80
1232.5124-01	29-Aug-18	Nites Electrical	Construction Services	22,046.89
1217.657-01	1-Aug-18	Octagon-BKG Lifts	Machinery Servicing and Parts	1,873.54
1217.202-01	1-Aug-18	Officeworks Superstores Pty Ltd	Office Supplies	66.00
1221.202-01	8-Aug-18	Officeworks Superstores Pty Ltd	Office Supplies	135.13
1225.202-01	15-Aug-18	Officeworks Superstores Pty Ltd	Office Supplies	44.00
1232.202-01	29-Aug-18	Officeworks Superstores Pty Ltd	Office Supplies	167.95
1233.4513-01	29-Aug-18	One Stop Patio Shop	Refund - Debtor Overpayment	159.35
1232.1459-01	29-Aug-18	Oracle Surveys Pty Ltd	Engineering & Surveying Services	4,086.50
1221.207-01	8-Aug-18	Oven Sparkle Pty Ltd	Cleaning Services and Equipment	968.00
1225.4584-01	15-Aug-18	Owen's Painting Services Pty Ltd	Painting Services	759.00
1217.2554-01	1-Aug-18	Paperbark Technologies Pty Ltd	Engineering & Surveying Services	19,439.15
1221.2554-01	8-Aug-18	Paperbark Technologies Pty Ltd	Engineering & Surveying Services	415.00
1225.2554-01	15-Aug-18	Paperbark Technologies Pty Ltd	Engineering & Surveying Services	2,515.90
1232.2554-01	29-Aug-18	Paperbark Technologies Pty Ltd	Engineering & Surveying Services	2,458.30
1232.5286-01	29-Aug-18	Perth Cool	Advertising Services	330.00
1225.401-01	15-Aug-18	Perth Cricket Club Inc	Facility Maintenance Services	17,160.00
1225.410-01	15-Aug-18	Perth Frozen Foods Pty Ltd	Resale Inventory	329.15
1228.866-01	22-Aug-18	Perth Garage Door Company	Equipment Supply and Repair	3,290.00
1217.4222-01	1-Aug-18	Perth Office Equipment Repairs	Equipment Supply and Repair	861.42
1225.4222-01	15-Aug-18	Perth Office Equipment Repairs	Equipment Supply and Repair	268.00
1232.1946-01	29-Aug-18	Perth Safety Products	Uniforms and Protective Equipment	777.70
1217.3970-01	1-Aug-18	Pinpoint Communications Pty Ltd	Fleet Management Services	753.50
1232.2481-01	29-Aug-18	Plantrite	Landscaping Materials and Services	981.97
1225.4248-01	15-Aug-18	Playmaster Pty Ltd	Equipment Supply and Repair	273.90
1217.3905-01	1-Aug-18	Powerlux WA	Electrical Services and Maintenance	52,941.90
1225.677-01	15-Aug-18	Premier Glass & Mirrors	Facility Maintenance Services	445.50
1233.3829-01	29-Aug-18	Professionals Victoria Park	Refund - Rates	561.50
1228.2241-01	22-Aug-18	Progility Pty Ltd	Software and IT Solutions	17,292.00
1228.5149-01	22-Aug-18	Public Sector Network Event Pty Ltd	Event Performance and Activity	214.50
1217.746-01	1-Aug-18	Quick Corporate Australia	Office Supplies	222.28
1221.746-01	8-Aug-18	Quick Corporate Australia	Office Supplies	291.34
1225.746-01	15-Aug-18	Quick Corporate Australia	Office Supplies	1,645.77
1228.746-01	22-Aug-18	Quick Corporate Australia	Office Supplies	433.14
1232.746-01	29-Aug-18	Quick Corporate Australia	Office Supplies	245.31
1230.5291-01	23-Aug-18	R A Ellies	Refund - Fees and Charges	16.00
1217.2471-01	1-Aug-18	Refresh Waters Pty Ltd	Equipment Supply and Repair	52.50
1221.2471-01	8-Aug-18	Refresh Waters Pty Ltd	Equipment Supply and Repair	52.50
1228.2471-01	22-Aug-18	Refresh Waters Pty Ltd	Equipment Supply and Repair	42.00
1232.2471-01	29-Aug-18	Refresh Waters Pty Ltd	Equipment Supply and Repair	84.00
1221.2457-01	8-Aug-18	Reino International Pty Ltd	Equipment Supply and Repair	23,760.00
1232.2457-01	29-Aug-18	Reino International Pty Ltd	Equipment Supply and Repair	41,615.18
1221.4397-01	8-Aug-18	Remote Civils Australia	Footpath Materials and Construction	18,735.93
1221.5248-01	8-Aug-18	Richmond Consulting	Community Engagement Services	800.00
1217.3880-01	1-Aug-18	Schlager Group Pty Ltd	Facility Maintenance Services	2,692.11
1225.3880-01	15-Aug-18	Schlager Group Pty Ltd	Facility Maintenance Services	2,055.64
1225.383-01	15-Aug-18	Schweppes Australia Pty Ltd	Resale Inventory	929.62
1221.2455-01	8-Aug-18	Scott Print	Printing Services	412.50
1228.2455-01	22-Aug-18	Scott Print	Printing Services	390.50
1232.3763-01	29-Aug-18	SeamlessCMS Pty Ltd	Communication Services	166.10
1217.1816-01	1-Aug-18	Secure Cash	Financial Services	585.20
1221.1816-01	8-Aug-18	Secure Cash	Financial Services	1,497.10
1225.1820-01	15-Aug-18	Secure Cash	Financial Services	58.35
1228.1816-01	22-Aug-18	Secure Cash	Financial Services	646.80
1228.1820-01	22-Aug-18	Secure Cash	Financial Services	603.90
1217.2367-01	1-Aug-18	SEM Distribution	Equipment Supply and Repair	155.39
1232.2367-01	29-Aug-18	SEM Distribution	Equipment Supply and Repair	115.20
1217.354-01	1-Aug-18	Sigma Chemicals	Equipment Supply and Repair	1,111.94
1221.354-01	8-Aug-18	Sigma Chemicals	Equipment Supply and Repair	713.90
1225.354-01	15-Aug-18	Sigma Chemicals	Equipment Supply and Repair	627.00

All Payments Made From 1-Aug-18 To 31-Aug-18

<u>Payment</u>	<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
1228.354-01	22-Aug-18	Sigma Chemicals	Equipment Supply and Repair	541.53
1232.354-01	29-Aug-18	Sigma Chemicals	Equipment Supply and Repair	250.80
1225.124-01	15-Aug-18	SJR Civil Consulting Pty Ltd	Engineering Design	1,936.00
1217.2493-01	1-Aug-18	Sonic HealthPlus Pty Ltd	Medical Equipment and Services	364.10
1221.2493-01	8-Aug-18	Sonic HealthPlus Pty Ltd	Medical Equipment and Services	595.10
1228.2493-01	22-Aug-18	Sonic HealthPlus Pty Ltd	Medical Equipment and Services	1,883.20
1232.2493-01	29-Aug-18	Sonic HealthPlus Pty Ltd - Osborne	Medical Equipment and Services	834.24
1232.138-01	29-Aug-18	St John Ambulance Australia (WA) In	Training Services	108.00
1232.137-01	29-Aug-18	State Library of WA	Library Equipment and Stock	4,840.00
1225.560-01	15-Aug-18	Statewide Bearings	Machinery Servicing and Parts	25.12
1225.4055-01	15-Aug-18	Strada Consultants Pty Ltd	Audit Services - Engineering	2,970.00
1217.3996-01	1-Aug-18	StrataGreen	Landscaping Materials and Services	517.26
1228.3996-01	22-Aug-18	StrataGreen	Landscaping Materials and Services	690.79
1228.141-01	22-Aug-18	Sunny Sign Company Pty Ltd	Sign Installation and Supply	53.63
1231.4916-01	24-Aug-18	SuperChoice Services	Superannuation	226,146.83
1228.5282-01	22-Aug-18	Sureklean Products Sales Pty Ltd	Cleaning Services and Equipment	508.20
1228.863-01	22-Aug-18	Sussex Industries	Landscaping Materials and Services	437.62
1221.2109-01	8-Aug-18	Swan Towing	Towing Services	192.50
1221.3780-01	8-Aug-18	Swansea Street Markets	Catering and Refreshments	116.50
1232.3780-01	29-Aug-18	Swansea Street Markets	Catering and Refreshments	370.35
1218.144-01	1-Aug-18	Synergy	Electricity Usage Charges	66.10
1224.144-01	8-Aug-18	Synergy	Electricity Usage Charges	1,867.30
1227.144-01	15-Aug-18	Synergy	Electricity Usage Charges	66,975.85
1234.144-01	29-Aug-18	Synergy	Electricity Usage Charges	4,087.35
1221.714-01	8-Aug-18	T & C Transport Service	Courier Services	33.71
1221.145-01	8-Aug-18	Taborda Contracting Pty Ltd	Traffic Control Services	3,078.13
1217.2156-01	1-Aug-18	Tamala Park Regional Council	Environmental Services	6,257.66
1232.2156-01	29-Aug-18	Tamala Park Regional Council	Environmental Services	950.15
1232.5244-01	29-Aug-18	TC Precast Pty Ltd	Equipment Supply and Repair	11,874.50
1217.3513-01	1-Aug-18	Technology One Limited	Software and IT Solutions	1,078.00
1225.1939-01	15-Aug-18	TenderLink.com	Advertising Services	172.70
1217.4480-01	1-Aug-18	Termico Pest Management Pty Ltd	Pest Control Services	1,245.50
1221.1869-01	8-Aug-18	The BBQ Man	Cleaning Services and Equipment	1,139.60
1232.1869-01	29-Aug-18	The BBQ Man	Cleaning Services and Equipment	1,221.00
1217.408-01	1-Aug-18	The Distributors Perth	Resale Inventory	718.75
1228.408-01	22-Aug-18	The Distributors Perth	Resale Inventory	420.77
1232.3323-01	29-Aug-18	The Language Centre	Equipment Supply and Repair	1,581.09
1225.5246-01	15-Aug-18	The Nostalgic Box Pty Ltd	School Holiday Program Activities	200.00
1217.3949-01	1-Aug-18	The Plastic Display People	Equipment Supply and Repair	195.80
1228.156-01	22-Aug-18	The Pressure King	Cleaning Services and Equipment	1,166.00
1225.312-01	15-Aug-18	The Royal Life Saving Society WA In	Medical Equipment and Services	1,320.00
1221.4404-01	8-Aug-18	The Trustee for Spoon Media Trust	Communication Services	82.50
1217.3159-01	1-Aug-18	The Trustee for THE UPBEAT TRUST	Event Performance and Activity	22,000.00
1217.2787-01	1-Aug-18	The Vic Park Collective	Environmental services	5,000.00
1226.5272-01	15-Aug-18	Think Pink Realty	Contributions	198.00
1217.3921-01	1-Aug-18	Thinkfield	Customer Relations Services	19,415.00
1221.3863-01	8-Aug-18	Tiger Batteries	Equipment Supply and Repair	308.00
1228.3863-01	22-Aug-18	Tiger Batteries	Equipment Supply and Repair	154.00
1221.3682-01	8-Aug-18	Tocojopa Pty Ltd T/as T-Quip	Plant Supply and Servicing	241.00
1225.163-01	15-Aug-18	Total Packaging (WA) Pty Ltd	Equipment Supply and Repair	3,432.00
1217.164-01	1-Aug-18	Totally Workwear Victoria Park	Uniforms and Protective Equipment	1,427.54
1221.164-01	8-Aug-18	Totally Workwear Victoria Park	Uniforms and Protective Equipment	693.53
1225.164-01	15-Aug-18	Totally Workwear Victoria Park	Uniforms and Protective Equipment	758.61
1228.164-01	22-Aug-18	Totally Workwear Victoria Park	Uniforms and Protective Equipment	940.23
1232.164-01	29-Aug-18	Totally Workwear Victoria Park	Uniforms and Protective Equipment	215.80
1229.59-01	22-Aug-18	Town of Victoria Park - Lotto Club	Superannuation & Employee Deductions	343.00
1229.63-01	22-Aug-18	Town of Victoria Park - Staff Socia	Superannuation & Employee Deductions	739.50
1221.5245-01	8-Aug-18	Town Team Movement Ltd	Sponsorship	8,250.00
1217.171-01	1-Aug-18	Trisley Hydraulics Services	Plant Supply and Servicing	1,435.60
1221.870-01	8-Aug-18	Ultimo Catering and Events	Catering and Refreshments	1,951.87
1217.529-01	1-Aug-18	UN Plumbing	Facility Maintenance Services	7,810.00
1221.529-01	8-Aug-18	UN Plumbing	Facility Maintenance Services	1,050.50
1225.529-01	15-Aug-18	UN Plumbing	Facility Maintenance Services	533.50
1228.529-01	22-Aug-18	UN Plumbing	Facility Maintenance Services	1,122.00
1232.529-01	29-Aug-18	UN Plumbing	Facility Maintenance Services	8,051.50
1221.3152-01	8-Aug-18	Unlimited Tow and Recovery	Towing Services	561.00

All Payments Made From 1-Aug-18 To 31-Aug-18

<u>Payment</u>	<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
1228.3152-01	22-Aug-18	Unlimited Tow and Recovery	Towing Services	374.00
1217.4221-01	1-Aug-18	Urban Development Institute of	Conference and Workshop Enrolment	1,000.00
1226.5266-01	15-Aug-18	V L Simmonds	Refund - Rates	2,414.65
1223.5260-01	8-Aug-18	Valleyside P/L	Refund - Infringement	120.00
1221.4382-01	8-Aug-18	Veev Group Pty Ltd	Project Management Services	3,256.00
1221.182-01	8-Aug-18	Victoria Park Centre For The Arts I	Community Art - Goods and Services	4,400.00
1228.928-01	22-Aug-18	VisAbility Inc (Formerly Associatio	Hire Charges	1,187.67
1232.2009-01	29-Aug-18	Vorgee Pty Ltd	Resale Inventory	1,634.60
1217.24-01	1-Aug-18	WA Hino Sales & Service	Machinery Servicing and Parts	141.64
1225.924-01	15-Aug-18	WA Library Supplies	Library Equipment and Stock	262.10
1217.29-01	1-Aug-18	WA Local Government Association (WA	Local Government Services	50,680.22
1221.29-01	8-Aug-18	WA Local Government Association (WA	Local Government Services	567.00
1228.29-01	22-Aug-18	WA Local Government Association (WA	Local Government Services	176.00
1232.29-01	29-Aug-18	WA Local Government Association (WA	Local Government Services	1,745.00
1217.618-01	1-Aug-18	WA Rangers Association	Conference and Workshop Enrolment	1,700.00
1217.34-01	1-Aug-18	WA Safety Tape & Mesh	Equipment Supply and Repair	370.00
1217.31-01	1-Aug-18	Warnes Assemblies	Equipment Supply and Repair	110.00
1221.37-01	8-Aug-18	Water 2 Water Pty Ltd	Amenities	320.30
1232.5230-01	29-Aug-18	Way Funky Company Pty Ltd	Equipment Supply and Repair	6,017.66
1221.375-01	8-Aug-18	Welshpool Central Waste	Waste Management Services	12,097.80
1225.2600-01	15-Aug-18	West Australian Landfill Services P	Waste Management Services	1,316.19
1225.2074-01	15-Aug-18	West Australian Newspapers Ltd	Membership and Subscription	186.58
1228.2074-01	22-Aug-18	West Australian Newspapers Ltd	Membership and Subscription	60.33
1225.1153-01	15-Aug-18	West Coast Shade	Shade Sails Supply and Installation	1,408.00
1217.46-01	1-Aug-18	Westbooks	Library Equipment and Stock	1,913.87
1221.46-01	8-Aug-18	Westbooks	Library Equipment and Stock	90.21
1225.46-01	15-Aug-18	Westbooks	Library Equipment and Stock	606.62
1232.46-01	29-Aug-18	Westbooks	Library Equipment and Stock	2,180.24
1228.4433-01	22-Aug-18	Western Diagnostic Pathology	Human Resource Services	178.04
1232.4433-01	29-Aug-18	Western Diagnostic Pathology	Human Resource Services	418.28
1228.3121-01	22-Aug-18	Willetton Jungle Gym	Event Performance and Activity	540.00
1217.376-01	1-Aug-18	WINC Australia Pty Limited	Office Supplies	265.29
1225.376-01	15-Aug-18	WINC Australia Pty Limited	Office Supplies	100.15
1228.376-01	22-Aug-18	WINC Australia Pty Limited	Office Supplies	398.90
1232.376-01	29-Aug-18	WINC Australia Pty Limited	Office Supplies	117.89
1228.1776-01	22-Aug-18	Wood & Grieve Engineers	Engineering & Surveying Services	3,575.00
1221.3345-01	8-Aug-18	Woodcourt Pty Ltd	Facility Maintenance Services	443.17
1225.3345-01	15-Aug-18	Woodcourt Pty Ltd	Facility Maintenance Services	2,125.60
1232.3345-01	29-Aug-18	Woodcourt Pty Ltd	Facility Maintenance Services	1,257.54
1225.2521-01	15-Aug-18	Woolworths Group Ltd	Catering and Refreshments	266.00
1221.99-01	8-Aug-18	Work Clobber	Uniforms and Protective Equipment	165.60
1225.99-01	15-Aug-18	Work Clobber	Uniforms and Protective Equipment	706.50
1228.3564-01	22-Aug-18	Worldwide Printing Solutions Cannin	Printing Services	2,519.00
1232.98-01	29-Aug-18	Wormald	Fire Alarm and Security Services	289.23
1217.2383-01	1-Aug-18	Wright Express Australia Pty Ld	Resale Inventory	626.15
1221.2383-01	8-Aug-18	Wright Express Australia Pty Ld	Resale Inventory	67.99
1225.2383-01	15-Aug-18	Wright Express Australia Pty Ld	Resale Inventory	174.51
1228.2383-01	22-Aug-18	Wright Express Australia Pty Ld	Resale Inventory	294.88
1232.2383-01	29-Aug-18	Wright Express Australia Pty Ld	Resale Inventory	131.25
1228.104-01	22-Aug-18	Youngs Holden	Plant Supply and Servicing	50.60
Total Creditors EFT Payments				2,463,001.00

Non Creditors Cheques

00608423	30-Aug-18	MCI Building Company Pty Ltd T/As P		147.00
Total Non Creditors Cheques				147.00

Payroll

PY01-03	5-Aug-18	Municipal Fund Bank Account		606,336.54
PY01-04	19-Aug-18	Municipal Fund Bank Account		520,413.56
Total Payroll				1,126,750.10

Total Payments From Municipal Fund Bank Account 3,632,021.43

Trust Fund Bank Account

Payments



Payment Summary

Creditors, Non Creditors, EFTs and Payroll

All Payments Made From 1-Aug-18 To 31-Aug-18

<u>Payment</u>	<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
Non Creditors Cheques				
00003598	8-Aug-18	Mr C Tesnear		600.00
00003595	8-Aug-18	Mr D O'Brien		200.00
00003597	8-Aug-18	Ms K Gregory		500.00
00003600	30-Aug-18	Ms L Tarver		1,000.00
00003601	30-Aug-18	Ms M M Maccormick		500.00
00003596	8-Aug-18	Perth Basketball Association Inc		3,000.00
00003599	22-Aug-18	The Vic Park Collective		200.00
Total Non Creditors Cheques				6,000.00
Total Payments From Trust Fund Bank Account				6,000.00
				3,638,021.43

Cheques Cancelled between 1-Aug-18 and 31-Aug-18 that were raised in a prior period

<u>Cheque</u>	<u>Payee</u>	<u>Raised</u>	<u>Value</u>	<u>Cancelled</u>

14.2 Appendix 1 – Current Version of LPP 2 Home Occupation

LOCAL PLANNING POLICY 2

HOME OCCUPATION

1. AIM

- a) To provide guidelines for the use of residential premises for a home occupation.

2. OBJECTIVES

- a) To ensure that the use of land for any home occupation is small in scale, unobtrusive and compatible with surrounding buildings and uses;
- b) To protect the character of the locality; and
- c) To ensure that the home occupation does not have a prejudicial affect on the amenity of the locality by reason of any form of emissions or increased numbers of vehicle movements.

3. POLICY

- a) Any development application for a home occupation should not require the use or impose a load on any public utility greater than that ordinarily required by a residential dwelling.
- b) No person conducting a home occupation shall:
 - i. employ more than one person other than an occupier of the dwelling;
 - ii. permit any vehicle which is used in connection with the home occupation to be kept on the land unless:
 - a) the vehicle is not more than 6 metres long, 2 metres wide and 2.3 metres high; and
 - b) the vehicle cannot be seen from any street when parked.
 - iii. place or permit to remain on the land any advertisements, advertising hoarding, illuminated sign or other advertising device or erection, with respect or in connection with the home occupation; and
 - iv. use for the purposes of the home occupation an area of the lot greater than 20 square metres.
- c) the proposed use will not cause injury to or adversely affect the amenity of the neighbourhood.

14.2 Appendix 2 – Draft Revised LPP2 Home Occupation

INTRODUCTION

The Town acknowledges that working from home is now a widely accepted practice in today's workforce. Not only has it become increasingly common, changes in the traditional organisation of work, coupled with dramatic advances in communications and technology, have made it a more feasible and practical avenue for small business and self-employment.

However, the Town recognises that while some home-based employment is acceptable within a residential environment, there are limits on the compatibility of home occupations with residential uses. Some degree of control is therefore necessary to protect the character and amenity of residential neighbourhoods, and that of residents within grouped or multiple dwelling developments.

OBJECTIVES

- a) To encourage the opportunity for low scale home businesses to conduct business at home;
- b) To ensure that the use of land for any home occupation is small in scale, unobtrusive and compatible with surrounding buildings and uses;
- c) To protect the character of the locality;
- d) To ensure that the home occupation does not have a prejudicial effect on the amenity of the locality by reason of any form of emissions or increased numbers of vehicle movements;
- e) To provide guidelines for the use of residential premises for a home occupation;
- f) To clarify the requirement for development approval to conduct a home occupation, as distinguished from a home office.

DEFINITIONS

Home Occupation means the carrying on of any business conducted in a dwelling or within the boundaries of the lot upon which a dwelling is constructed but does not include the sale or hire of any goods.

Home Office means a dwelling used by an occupier of the dwelling to carry out a home occupation if the carrying out of the occupation –

- (a) is solely within the dwelling; and
- (b) does not entail clients or customers travelling to and from the dwelling; and
- (c) does not involve the display of a sign on the premises; and
- (d) does not require any change to the external appearance of the dwelling.

Note: The Council does not consider the online/internet sale or hire of goods to constitute the "sale or hire of goods" prohibited under the above definition of Home Occupation, provided the goods are delivered (by post or delivery) by the resident/business operator and are not retrieved by customers (or other persons on their behalf) travelling to the site.

REQUIREMENT FOR DEVELOPMENT APPROVAL

Development approval is not required for a Home Office, where it complies with the definition of Home Office above. Development approval is required to be obtained from the Council prior to the carrying out of any Home Occupation activity that does not fall within the definition of a Home Office.

Refer to Council's *Local Planning Policy 6 – Family Day Care and Child Care Premises* for further information in relation to Family Day Care activities operated from a residential dwelling.

POLICY REQUIREMENTS

1. Activities to be Small-scale and Unobtrusive

- a) Home Occupation activities shall be small scale and unobtrusive such that they:
 - i. do not employ more than one person other than an occupier of the dwelling;
 - ii. do not occupy an area of the dwelling and/or lot of greater than 20 square metres in total; and
 - iii. do not involve the retail sale, display or hire of goods of any nature from the site. *Refer to Definitions section for clarification of what constitutes the “retail sale or hire of goods”.*
- b) A Home Occupation should not require the use of or impose a load on any public utility greater than that ordinarily required by a residential dwelling.

2. Amenity of Surrounding Properties

- a) A Home Occupation should not cause injury to or adversely affect the amenity of the neighbourhood or surrounding properties, including by way of light emissions, noise, fumes, odours, dust, vibration, electrical interference, waste water, or any other form of waste products; and
- b) Applicants seeking approval for a Home Occupation shall demonstrate how any waste, emissions, noise or other impacts generated by the activity will be treated or mitigated to prevent harm or nuisance to surrounding properties.
- c) A Home Occupation proposed from/in association with a Grouped Dwelling or Multiple Dwelling will generally not be supported by the Council unless it can be demonstrated that the amenity of the residents of other dwellings within the Grouped or Multiple Dwellings complex/development will not be adversely affected.

Applicants to Note: Development applications for a Home Occupation that involve the proposed use of common property within a Grouped Dwelling or Multiple Dwelling development (including for customer access or parking) require signed consent from the Strata Council/Body Corporate (as applicable) or all owners within the complex in order to be a valid development application.

Additional (separate) approval for the activity may also be required under the Strata By-Laws/Strata Titles Act in addition to any development approval from the Council.

3. Building Appearance

A Home Occupation should not require modifications to the structure of the dwelling which would impact the residential character and appearance of the dwelling.

4. Signage and Advertising

Any signage associated with a Home Occupation activity is restricted to a single sign and shall comply with the requirements for a 'Home Occupation Sign' contained in the Town's adopted Local Planning Policy and/or Local Law related to Signs.

5. Traffic and Car parking

- a) A Home Occupation should not generate any vehicular traffic to the site that, in the opinion of Council, is substantially greater than that which is normal to the residential neighbourhood in which it is located;
- b) Any vehicle which is used in connection with a Home Occupation must not be kept on the land unless it:
 - i. is not more than 6 metres long, 2 metres wide and 2.3 metres high;
 - ii. is parked within a dedicated car parking bay on the site (preferably behind the dwelling or garaged so it is not visible from the street); and
 - iii. is limited to a single vehicle in addition to the vehicle(s) of the residents of the dwelling;
- c) Any deliveries to the site should occur only during the normal business hours of 8am to 5pm, Monday to Friday;
- d) Any Home Occupation activity resulting in the attraction of customers/visitors to the site (e.g. hair dressing, personal training etc.) shall:
 - i. demonstrate how customers will park on the site, or otherwise be serviced by available on-street parking adjacent to the site; and
 - ii. confirm that visitations will occur by appointment only, and include an appropriate interval between appointments, to avoid customer overlap and minimise parking and traffic generation to the site;
- e) The use of visitor car parking bays provided as part of a Grouped or Multiple Dwelling complex/development for customer car parking in relation to a proposed Home Occupation activity is not appropriate and will not be supported by the Council; and
- f) Access to any car parking bays for customers to the site should be available and unobstructed during customer visitation/appointment times and not restricted by secured gates or doors.

6. Approval is Specific and Non-transferable

The approval of a Home Occupation is

- a) specific to the property and the applicant/operator to which the approval has been granted; and
- b) is not transferable to an additional or alternative property, applicant or operator.

CONSIDERATION OF APPLICATION FOR DEVELOPMENT APPROVAL

Where an application for development approval is submitted to Council for approval of a Home Occupation, the Council shall have regard to and may apply conditions relating to:

- The restriction of any approval to the particular property and applicant/operator of the activity;
- Hours and days of operation;
- Number of clients/customers to the site;
- Booking of appointments;
- Car parking;
- Deliveries to the site;
- Advertising signs; and
- Any other matters pertaining to the operation and activities of the particular Home Occupation.

Community Consultation

Community consultation in relation to a proposed Home Occupation will be carried out by the Council where required by, and in accordance with, *Local Planning Policy 37 – Community Consultation on Planning Proposals*.

REVOCAION OF DEVELOPMENT APPROVAL

The approval of a Home Occupation may be revoked in accordance with clause 31 of Town Planning Scheme No. 1 where, in the opinion of the Council, it:

- a) is causing a demonstrably unreasonable nuisance or annoyance to neighbours or occupiers of land in the neighbourhood; and/or
- b) is failing to comply with the conditions of its approval.

VERSION CONTROL

Date Initially Adopted :	Former Policy 3.4 under Town Planning Scheme Policy Manual – adopted 30 September 1998
Date(s) Amended :	Adopted as Local Planning Policy 2 at Ordinary Council Meeting 9 February 2016.

14.3 Appendix 1 – Draft Mobile Food Vendors Modified Version



Council Policy HLTH6

Mobile Food Vendors (Vic Park Vendor's) Policy

Policy Adoption Details	
Related Policies:	-
Related Local Law:	<i>Town of Victoria Park Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2000</i>
Authority:	Council Meeting of [insert OCM adoption date] to trial draft policy
Trial Period:	This Policy shall come into operation as an initial five (5) month trial commencing 1 November 2018 until 31 March 2019.
Date of Review:	By 30 June 2019 Following the conclusion of the trial period, a review shall be completed by Council's administration on whether to continue, cease and/or alter the provisions of this Policy, prior to commencement of the 2019/2020 financial year.
Responsible Program Area:	Community Planning Directorate: Development Services - Environmental Health

1. GENERAL

1.1 Application of Policy

This Policy applies to mobile food vendors operating in the Town of Victoria Park.

1.2 Purpose

To guide and establish the appropriate location, management and operation of mobile food vendors within the Town of Victoria Park, in a manner that supports the use and enjoyment of the Town's public open spaces, while balancing the needs and interests of pedestrians, consumers and local business proprietors.

1.3 Objectives

The objectives of this Policy are to:

- (a) Increase the vibrancy and activation of public open spaces within the Town of Victoria Park by increasing their attraction to the community as destinations to relax, recreate and socialise;
- (b) Provide new interesting food experiences to the local community, particularly in suburban locations lacking in the number or diversity of available food options;
- (c) To increase the use of public open spaces by making them available to mobile food vending businesses with the potential to offer culturally diverse, unique, healthy, fresh, high quality, safe and reasonably priced food;
- (d) Promote the Town of Victoria Park as a food and beverage destination of choice;
- (e) Provide opportunities for the development and growth of small businesses and to strive to achieve a balance in providing opportunities for food businesses of various kinds, including both mobile food vendors and bricks and mortar food businesses;
- (f) Consolidate existing administrative procedures involved in the approval and regulation of mobile food vending activities.
- (g) Ensure mobile food vending activities are of a temporary nature and do not unreasonably compromise the amenity of surrounding residential areas.
- (h) Ensure that the activities of mobile food vendors can operate in harmony with other public open space users and do not result in damage to public open space vegetation or infrastructure.

1.4 Definitions

- **Designated Trading Area** means a Council approved location for permit holders to undertake mobile food vending in accordance with a valid *Vic Park Vendor's Permit*.
- **Itinerant food vehicle** means any vehicle selling food or drink from the roadway or other public place, that travels from place to place to engage in trade, and not staying in one location other than while executing a sale.
- **Itinerant food vending** is defined as the sale of food or drink from an itinerant food vehicle.
- **Itinerant food vendor** is a person or business involved in the preparation and dispensing of food products from an itinerant food vehicle.

- **Local Law** where mentioned in this Policy refers to the *Town of Victoria Park Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2000*.
- **Mobile food vehicle** includes any:
 - a) Registered vehicle, caravan, trailer or any other method of transport from which food is sold; and
 - b) Non-road registered vehicles such, but not limited to, coffee carts, hotdog carts or similar vehicles;
 but does not include a temporary food stall.
- **Mobile food vending** is defined as the use of public space within a Designated Trading Area for the preparation and dispensing of food products by mobile food vendors.
- **Mobile food vendor** is a person or business involved in the preparation and dispensing of food products from a mobile food vehicle.
- **Permit holder** means the person(s) whose name is written on the Vic Park Vendor's Permit issued by the Town of Victoria Park.
- **Permit** refers to a Vic Park Vendor's Permit issued by the Council in accordance with this Policy.
- **Temporary food stall** includes a stall, tent or barbecue stand that is used to sell food at an occasional event and is usually dismantled after an event.
- **Vic Park Vendor's Permit** means a permit issued by the Town of Victoria Park under the provisions of the *Town of Victoria Park Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2000* (as amended), granting conditional approval to a permit holder for mobile food vending within the Designated Trading Areas approved under this Policy.

2. PERMIT REQUIREMENTS

2.1 General

- (a) The operation and trading of mobile food vendors within the Town of Victoria Park will generally be restricted to the Designated Trading Areas adopted under this Policy.
- (b) The exception to 2.1(a) is for those mobile food vendors that have obtained a Temporary Food Business Permit from the Town of Victoria Park to operate and trade at a community (Council organised) or privately operated event.
- (c) All mobile food vendors trading at a Designated Trading Area within the Town of Victoria Park are required to:
 - i. Hold a valid *Vic Park Vendor's Permit*;
 - ii. Hold a current *Food Act 2008* Certificate of Registration from a Western Australian Local Government; and
 - iii. Obtain any other relevant approvals or consent.

2.2 Vic Park Vendor's Permit

- (a) The approval and issue of a *Vic Park Vendor's Permit* by the Town of Victoria Park constitutes the issue of a *Trader's Permit* under Part 5 of the *Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2000* (as amended) (Local Law).
- (b) A permit holder must at all times comply with the requirements of the Local Law, this Policy and any conditions or restrictions specified on the permit.
- (c) *Vic Park Vendor's Permits* will be issued for the financial year in which the permit is sought, but for no less than one month's duration, and will expire on June 30 of the financial year for which the permit is granted.
- (d) The permit holder will be required to pay the relevant fees and charges as prescribed in the Town of Victoria Park's adopted Fees and Charges.
- (e) Permits will not be issued until the required fee has been paid.

2.3 Application Requirements

- (a) Applications for a *Vic Park Vendor's Permit* can be submitted year round but should be submitted at least one month (but no less than 14 days) prior to the intended commencement of trading.

The following information is required:

- i. A completed *Vic Park Vendor's Permit* application form;
- ii. A dimensioned site plan of the mobile food vehicle and its immediate surrounds, depicting the internal layout of the mobile food vehicle, the extent of any projecting signs or fixtures, intended customer seating or queuing areas, etc.;
- iii. Labelled photographs and/or elevations of the mobile food vehicle (from all sides) depicting the external appearance of the mobile food vehicle, including the servery area, all external fixtures and signage, the location of generators or waste receptacles, etc;
- iv. A current Certificate of Currency (Public Liability Insurance) for a minimum of \$10,000,000. Permits shall be conditional upon permit holders maintaining current public liability insurance to this value at all times of trading;
- v. A copy of the manufacturer's specifications for any generators to be used (refer to clause 3.11(b));
- vi. A copy of a current *Food Act 2008* Certificate of Registration issued by the local government where the mobile food vehicle is housed and/or where the majority of the food preparation activities are occurring; and
- vii. other relevant documents or certification in support of the application (refer to section 2.4 below).

2.4 Application Assessment

- (a) Applications will be assessed on a case by case basis by the Town of Victoria Park having regard (but not limited) to the following evaluation criteria:
 - i. Demonstrated compliance with the *Food Act 2008* and *Food Safety Standards*.

- ii. Membership/accreditation from one or more relevant industry groups or associations (e.g. WA Mobile Food Vendors Association membership). *Note: membership/accreditation is not mandatory but will be favourably considered.*
- iii. Quality and uniqueness of the business, the mobile food vehicle or its food offering.
- iv. Competition (lack of) against local businesses with similar food offers.
- v. Confirmation of self-sufficient operations without the need to connect to a power supply or any services.
- vi. Public safety and comprehensiveness of information provided in application.

2.5 Permit Conditions

- (a) The Council may impose conditions subject to which an application for a *Vic Park Vendor's Permit* is approved in accordance with any of the provisions contained in this Policy.
- (b) As a condition of being granted approval for a *Vic Park Vendor's Permit*, permit holders must:
 - i. Display the permit on the dash or another visually prominent location of the approved vehicle at all operating times;
 - ii. Comply with the conditions stipulated on the *Vic Park Vendor's Permit* issued by the Town of Victoria Park; and
 - iii. Comply with the requirements set out within this Policy, unless otherwise approved by the Town.
- (c) In accordance with Clause 6.2 of the Local Law, the Council may impose any other conditions it considers appropriate on the approval of an application for a *Vic Park Vendor's Permit*.

2.6 Change of Permit Details

- (a) A permit holder with a valid *Vic Park Vendor's Permit* may apply to the Town to have their permit details altered to reflect a change of mobile food vending vehicle or vehicle registration details.
- (b) A change of permit details does not extend the approval period of the original permit.
- (c) A change of permit details may incur an administrative fee where the change in vehicle requires detailed reassessment by the Town to ensure continued compliance with this Policy, the Local Law or relevant Environmental Health legislation.

2.7 Permit Renewal

- (a) A renewal application for a *Vic Park Vendor's Permit* should be submitted at least one month prior to the expiry of the permit and include the following:
 - i. A completed *Vic Park Vendor's Permit* application form;
 - ii. Details of any proposed changes to the mobile food vehicle or the manner in which it is operated;

- iii. A copy of a current Certificate of Currency (Public Liability Insurance) for a minimum of \$10,000,000. Permits shall be conditional upon permit holders maintaining current public liability insurance to this value at all times of trading.
 - iv. A copy of a current *Food Act 2008* Certificate of Registration issued by the local government where the mobile food vehicle is housed and/or where the majority of the food preparation activities are occurring.
- (b) Renewal applications will be assessed on a case by case basis by the Town of Victoria Park.

2.8 Suspension and Cancellation of Permits

- (a) The Town reserves the right to temporarily suspend or cancel a permit, and/or alter the conditions of a permit, where the permit holder has failed to comply with the permit conditions, this Policy, the Local Law or the *Food Act 2008*.
- (b) Permit holders (as well as persons carrying out unauthorised trade or other activities on thoroughfares and public places in the Town) may be subject to infringement action where a breach of the Local Law has occurred. This includes a breach of any permit conditions applied by the Council in respect to this Policy.
- (c) Circumstances that may result in the cancellation of a permit, include (but are not limited to) those where the permit holder has been classified as a high risk vendor by Council's Environmental Health Officers (or other authorised officer) due to non-compliance with the *Food Act 2008* and any other associated environmental health legislation or regulations.

2.9 Events Trading

- (a) Mobile food vendors with a valid *Vic Park Vendor's Permit* will not need to apply for and obtain a separate Temporary Food Business Permit from the Town of Victoria Park to trade at an authorised/approved event occurring within the Town during the financial year for which the permit is valid. However, any permit holder must undertake the following prior to the event:
 - i. Obtain written consent from the event organiser to trade at the event; and
 - ii. Advise the Town of Victoria Park in writing (where the event is privately operated/not organised by the Town of Victoria Park) that they will be trading at the event.
- (b) Mobile food vendors who do not hold a valid *Vic Park Vendor's Permit* are required to apply for and obtain a Temporary Food Business Permit from the Town of Victoria Park, in addition to the written consent requirements outlined in section 2.9(a) above.
- (c) Existing permit holders to note that the possession of a *Vic Park Vendor's Permit* does not imply any right to trade at a community event run by the Town or a private operator. Written consent must be obtained from the event organiser to trade at any event and the Council must be kept informed in all instances.

2.10 Itinerant Food Vending

- (a) Itinerant food vending is generally not supported by the Council, in view of the following:

- i. the unregulated and highly transient nature of trading that may present a public safety risk to pedestrians, vehicles and other road users through frequent stopping and moving on of itinerant food vehicles, and the potential conflict between customers and vehicles that may occur during trade;
 - ii. the playing of music or other forms of noise to attract customers that may cause disruption or nuisance to the residents of locations that itinerant vendors may travel through or trade within; and
 - iii. the highly transient nature of the trade, which undermines the objectives of this Policy to increase the activation and enjoyment of the Town's public open spaces, as places for community members to gather and recreate.
- (b) Itinerant food vendors are instead encouraged to obtain a *Vic Park Vendor's Permit* from the Town to enable them to trade as a mobile food vendor at one or more of the Designated Trading Areas identified in this Policy.
 - (c) Itinerant food vendors may apply for a Temporary Food Business Permit in order to trade at an approved event run by the Town or a private operator in the Town of Victoria Park.

3. VENDOR TRADING AND LOCATION GUIDELINES

3.1 Approved Locations (Designated Trading Areas)

- (a) The Town of Victoria Park has approved the locations identified under Part 4 of this Policy for mobile food vending.
- (b) At each location is one or more Designated Trading Areas, where only an approved permit holder with a valid *Vic Park Vendor's Permit* is permitted to trade. These are detailed in the maps of each location contained in Part 4 of this Policy.
- (c) Alternative or additional trading locations and Designated Trading Areas may be considered by the Council where they are considered to meet the objectives of this Policy.

3.2 Trading Hours

- (a) Trading in Designated Trading Areas at "Day Only" locations is permitted to occur from 7am to 4pm.
- (b) Trading in Designated Trading Areas at "Day and Evening" locations is permitted to occur from 7am to 8:30pm.
- (c) Permit holders are not permitted to be on-site more than one hour prior or one hour after their booked trading period for the purposes of setting up or packing/cleaning up at the end of trade.

3.3 General Trading Requirements at Designated Trading Areas

The following requirements apply to all mobile food vendors trading within a Designated Trading Area:

- (a) The permit holder has obtained approval/authorisation from the Town to trade at the Designated Trading Area prior to the commencement of trade (Refer section 3.5).

- (b) Arrangements have been made for entry onto and securing the controlled access to the public open space on which the Designated Trading Area is located, prior to and at the end of trade. (i.e. The last trader to exit a Designated Trading Area is responsible for securing access onto the public open space when they leave).
- (c) All mobile food vending activities must occur within the boundaries of the Designated Trading Area detailed on the relevant map for each of the approved locations contained in Part Four of this Policy.
- (d) All mobile food vending vehicles are located so as not to obstruct pedestrian flow, vehicular traffic or access for emergency services.
- (e) The permit holder trades for a minimum of three (3) hours duration at the Designated Trading Area during any morning (7am to 12pm), afternoon (12pm to 5pm) and/or evening (5pm to 8:30pm) trading period that they have arranged and sought approval from Council to trade in.
- (f) The maximum number of mobile food vendors (on the relevant map for each of the Designated Trading Areas) is not exceeded during any trading period.
- (g) The Town reserves the right to refuse consent to permit holders to trade at the same trading area/public open space location if it is considered by the Town that the diversity or mix of traders would be adversely impacted by the permit holder trading at the same time as another permit holder with the same or similar food offer that has already been granted permission to trade at that time.
- (h) The Town reserves the right to refuse consent to permit holders to trade during any trading period in which organised sporting clubs or other groups have booked and reserved use of the public open space/playing field from the Town, unless agreement has been obtained from that sporting club/group to trade during that trading period. This includes circumstances where trading is considered by the Town to conflict with incidental fundraising or charitable activities (e.g. sausage sizzles, spectator/club member events, etc.) of the sporting club/group.

3.4 Trading at Multiple Locations

Approved permit holders are permitted to operate at multiple locations within the Town of Victoria Park provided:

- (a) Each location of trade is authorised by the Town prior to the commencement of trade; and
- (b) All requirements of this Policy as apply to trading at a single location are met by the permit holder for all trading locations.

3.5 Booking of Trading Times and Locations

- (a) Permit holders must request and obtain a booking to trade during a particular morning (7am to 11am), afternoon (12 pm to 4pm) and/or evening (5pm to 9:00pm) trading period at a Designated Trading Area through the Town's Community Development Officer – Clubs, Events and Bookings (or other appointed Council Officer).
- (b) Traders are permitted to trade across more than one trading period if those trading periods are available for booking (e.g. morning and afternoon trading from 7am to 4pm).

- (c) Bookings shall be made at least 1 week prior to the time of trading, and will be secured on a first come, first served basis.
- (d) Advance bookings of more than once month prior to the requested trading date will not be permitted.
- (e) Any permit holder who is unable to trade during a booked trading period should contact the Town to cancel the booking as early as possible, and preferably more than 1 week in advance of the trading period.
- (f) Permit holders are not permitted to make a booking to trade at more than one Designated Trading Area during the same trading period (morning, afternoon or evening).
- (g) Permit holders who make bookings to trade and then fail to trade without prior cancellation of their booking on two or more occasions may be refused further bookings to trade at a particular Designated Trading Area or have their permit cancelled.
- (h) A single permit holder may collectively book to trade at a Designated Trading Area on behalf of a number of permit holders, where the consent of all other permit holders has been provided to do so.
- (i) A collective booking does not over-ride any previous bookings made by any single permit holder(s) to trade at that same time/location being requested. In such circumstances, the collective booking will need to be altered/reduced such that the trading limitations for the requested Designated Trading Area continue to be met at all times.

3.6 Self-promotion, rostering and vendor management

- (a) All permit holders are strongly encouraged to utilise at least one social media platform to advertise and promote their arranged (booked) trading times to their friends/followers and the general public.
- (b) Mobile food vendors are encouraged to collectively roster, promote and manage their trading at the approved Designated Trading Areas within the Town of Victoria Park, on the proviso that all mobile food vendors are in possession of a valid *Vic Park Vendor's Permit*, and the booking procedures outlined in Section 3.5 are observed at all times.
- (c) The Town of Victoria Park will endeavour to make the details of the approved Designated Trading Areas and approved *Vic Park Vendors* (permit holders) available on the Council's website.
- (d) A group of permit holders may apply to the Council for approval to operate a Special Event at a Designated Trading Area location that exceeds the maximum number of permit holders normally permitted to trade. Examples may include themed cuisine events or cultural celebrations such as Chinese New Year, St Patricks Day, Christmas, etc.
- (e) Applications for Special Events will be considered by the Council on a case by case basis and should be submitted at least 2 months in advance of the event.
- (f) Special Event applications are to be submitted by the event organiser/manager and detail the number of mobile food vendors intended to trade, provide confirmation

that all traders hold a valid permit and that any non-permit holders (if relevant) will be applying for a Temporary Food Business Permit for the event.

- (g) Priority should be provided to existing permit holders to trade at a Special Event, where the event is occurring at or within close proximity to the location of a Designated Trading Area.

3.7 Suspension or Restriction of Trading at Designated Trading Areas

- (a) When an approved Town of Victoria Park event is held within or adjacent to a Designated Trading Area location, a permit holder must obtain the event organiser's consent to continue to trade at the specified event.
- (b) If the Town of Victoria Park states that a location is temporarily unavailable due to maintenance works (or for any other reasons) then the permit holder cannot trade at the specified location for that given time frame.
- (c) The Town has the right to make an approved location unavailable for a set period of time for community events, for works to be undertaken or any other reason the Town deems necessary.
- (d) The Council (without notice) may reduce the size/extent of a Designated Trading Area where it is considered necessary by the Council to ensure public safety, address issues of public amenity due to excessive noise or other disturbances, or for any other reason the Town deems necessary.

3.8 Waste Management

- (a) The mobile food vendor is required to maintain the mobile food vehicle and the surrounding area to a high standard at all times of trading and in accordance with the following requirements:
 - i. When trading at an approved location the trading area must be cleaned frequently;
 - ii. No waste or litter from the vehicle may be disposed of into the Town of Victoria Park's rubbish bins. Mobile food vendors must provide adequately sized bins for patrons' and business use and remove all rubbish from the approved location at the end of trade;
 - iii. A mobile food vehicle must have a holding tank for wastewater; and
 - iv. Wastewater, solid waste, litter or any other pollutant must not be placed or discharged on to the site or allowed to enter the stormwater drainage system.

3.9 Materials Used for the Serving or Packaging of Food and Beverages

- (a) Any materials used for the packaging or serving of prepared food or beverages to customers are to comprise of compostable materials, including any containers, plates, cups, glasses, cutlery, straws and napkins.
- (b) Single use non-compostable plastics (e.g. plastics that are not *certified compostable**) for the packaging or serving of prepared foods or beverages are not permitted.
- (c) Styrofoam/polystyrene packaging materials of any kind are not permitted.
- (d) Any bags provided to customers are to be constructed of paper only.

- (e) Permit holders are encouraged to serve food and beverages in clean, reusable receptacles provided by customers for this purpose (such as reusable food containers and keep-cups).

**Certified compostable* refers to bioplastic materials/products that have been verified to comply with Australian Standard AS 4736:2006 *Biodegradable plastics suitable for composting and other microbial treatment* or AS 5810-2010 *Biodegradable plastics suitable for home composting* (as amended). The Australian Bioplastics Association is the lead industry association providing certification of bioplastic products which comply with these standards and provides a list of certified food and beverage packaging products (www.bioplastics.org.au).

Conventional plastics such as polyethylene are not certified compostable and are not biodegradable. Varieties of polyethylene containing additives, such as those called oxo-degradable or oxo-biodegradable are not certified compostable and are not suitable for normal organic processing/recycling operations as they are not biodegradable.

3.10 Alcohol and Tobacco Products

- (a) Mobile food vendors are not permitted to sell, distribute or serve alcohol or tobacco products at a Designated Trading Area at any time.

3.11 Temporary Fixtures (seating, tables, etc.)

- (a) A mobile food vehicle is permitted and strongly encouraged to provide temporary fixtures such as tables, chairs and umbrellas for the use of customers in accordance with the following:
 - i. The fixtures are to be of a temporary nature and removed from the site at the end of trade;
 - ii. The mobile food vehicle and temporary fixtures must be kept in a safe and well-maintained condition at all times;
 - iii. All temporary fixtures relating to the mobile food vehicle should be sturdy and made of quality materials without sharp edges or other features likely to cause harm;
 - iv. Any temporary fixtures relating to mobile food vehicles must not obstruct pedestrian flow or vehicular traffic;
 - v. The tethering or securing of mobile food vehicles and any associated fixtures must not result in any damage/penetration of the public open space surface, or any damage to Council buildings or trees/vegetation; and
 - vi. The tethering of any sign, canopy or any other object to Council buildings, trees or any other public open space infrastructure is not permitted, except with prior Council approval.

3.12 Signage and Advertising

- (a) All advertising is to be fitted to the mobile food vehicle with the exception of one temporary A-frame sign which:
 - i. Shall be located within 75m of the location of the mobile food vehicle;
 - ii. Shall not exceed any dimension of 1m or an area of 1m² on any side;

- iii. Be secured in accordance with any requirements of the Town of Victoria Park; and
- iv. An A-frame sign will be considered a temporary fixture and must comply with the requirements detailed in section 3.9 of this Policy.

3.13 Noise

- (a) The use of low level amplified noise (i.e. music) is permitted to create atmosphere and ambience during trading;
- (b) Permit holders that emit excessive levels of noise from their vehicles that is considered by Council to cause unacceptable nuisance to surrounding neighbours/properties may have their permission to emit low level amplified noise removed at the discretion of the Town;
- (c) Generators must not have a manufacturer specified operational volume greater than 75dB, and are to preferably be of a low noise emitting inverter type model; and
- (d) All mobile food vehicle noise (including the generator) must comply with the assigned noise levels specified under the *Environmental Protection (Noise) Regulations 1997*.

3.14 Power and Utilities

- (a) All mobile food vehicles must be fully self-sufficient and not require any connection to Council services or utilities to carry out their operations.

3.15 Parking

- (a) Towing vehicles used to transport a detachable mobile food vehicle (e.g. a trailer or caravan) are not permitted to park within any Designated Trading Area or any part of the Council public open space and must be legally parked within a public car parking bay or other location.
- (b) Towing vehicles are to be driven away from the site during trading, and then return to collect the mobile food vehicle at the end of trade.
- (c) Any towing vehicles or staff vehicles parked within a public car park adjacent to a Designated Trading Area should park as far from the Designated Trading Area as possible to prioritise access and convenience for members of the public.

3.16 Public Liability and Risk Management

- (a) The mobile food vehicle permit holder must, for the duration of the permit, maintain public and product liability insurance for at least twenty million dollars (\$20,000,000).
- (b) The permit holder assumes responsibility for any acts of negligence arising from their activity.
- (c) The mobile food vehicle permit holder assumes responsibility for any liability issues which may arise as a result of the operation of the mobile food vehicle being at the location, the activities of any staff related to the mobile food activity and any issues arising from the installation and use of temporary fixtures placed in association with the mobile food vehicle.

4. APPROVED DESIGNATED TRADING AREAS

The locations in Table 1 and the Location Map below are approved for mobile food vending in accordance with this Policy.

Locations:	Burswood	Victoria Park	East Vic Park	Lathlain	Carlisle	St James
Day Only 7am - 4pm	G O Edwards Park				Carlisle Reserve	
Day and Evening 7am – 8:30pm		McCallum Park	Harold Rossiter Park		Parnham Park	Higgins Park

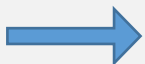
Table 1: Approved Mobile Food Vending Locations



Maps of each location are contained on the following pages, in alphabetical order. These indicate the trading area boundary, maximum number of vendors, permitted trading hours and points of access and egress for mobile food vendors.



Designated Trading Area Boundary



Point of access and egress for mobile food vehicles

No. of vendors: Maximum of three (3) mobile food vendors operating at any one time

Trading Hours: Day Only trading from 7AM to 4PM
(to be packed and offsite by 5PM latest)

- Vendor Access and Location Notes:**
1. ALL Mobile Food Vendors must be parked/arranged so as not to obstruct entry gates and vehicular access onto the main public open space or its buildings in the event of an emergency.
 2. ALL mobile food vehicles (including all towing vehicles) are to travel along the periphery of the public open space when accessing or exiting the Designated Trading Area(s) and not travel across the main public open space/playing field area.

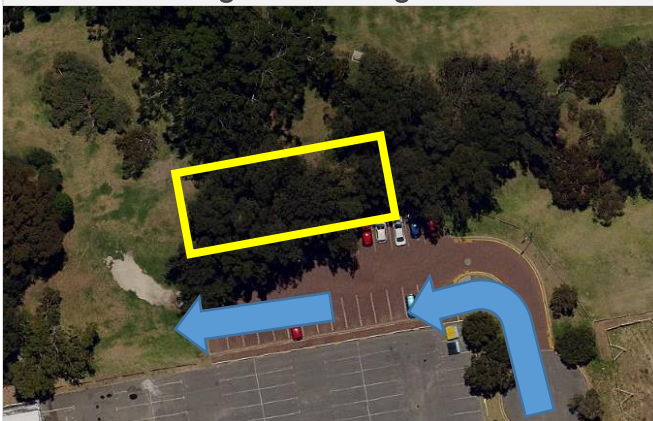
G O Edwards Park

171 Burswood Rd, Burswood

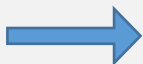


Designated Trading Area A

Designated Trading Area B



Designated Trading Area Boundary




Point of access and egress for mobile food vehicles

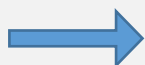
No. of vendors: Maximum of three (3) mobile food vendors per trading area at any one time

Trading Hours: Day Only trading from 7AM to 4PM
(to be packed and offsite by 5PM latest)

- Vendor Access and Location Notes:**
1. ALL Mobile Food Vendors must be parked/arranged so as not to obstruct entry gates and vehicular access onto the main public open space or its buildings in the event of an emergency.
 2. ALL mobile food vehicles (including all towing vehicles) are to travel along the periphery of the public open space when accessing or exiting the Designated Trading Area(s) and not travel across the main public open space/playing field area.



 Designated Trading Area Boundary

 Point of access and egress for mobile food vehicles

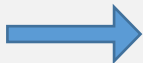
No. of vendors: Maximum of three (3) mobile food vendors operating at any one time

Trading Hours: Day and Evening trading from 7AM to 8:30PM
(to be packed and off-site by 9:30PM latest)

- Vendor Access and Location Notes:**
1. ALL Mobile Food Vendors must be parked/arranged so as not to obstruct entry gates and vehicular access onto the main public open space or its buildings in the event of an emergency.
 2. ALL mobile food vehicles (including all towing vehicles) are to travel along the periphery of the public open space when accessing or exiting the Designated Trading Area(s) and not travel across the main public open space/playing field area.



Designated Trading Area Boundary



Point of access and egress for mobile food vehicles

No. of vendors: Maximum of three (3) mobile food vendors operating at any one time

Trading Hours: Day and Evening trading from 7AM to 8:30PM
(to be packed and off-site by 9:30PM latest)

- Vendor Access and Location Notes:**
1. ALL Mobile Food Vendors must be parked/arranged so as not to obstruct entry gates and vehicular access onto the main public open space or its buildings in the event of an emergency.
 2. ALL mobile food vehicles (including all towing vehicles) are to travel along the periphery of the public open space when accessing or exiting the Designated Trading Area(s) and not travel across the main public open space/playing field area.

McCallum Park

Taylor St, Victoria Park

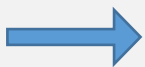


Designated Trading Area A

Designated Trading Area B



Designated Trading Area Boundary




Point of access and egress for mobile food vehicles

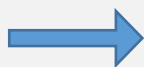
No. of vendors: Maximum of six (6) mobile food vendors per trading area operating at any one time

Trading Hours: Day and Evening trading from 7AM to 8:30PM
(to be packed and off-site by 9:30PM latest)

Vendor Access and Location Notes: 1. ALL Mobile Food Vendors must be parked/arranged so as not to obstruct entry gates and vehicular access onto the main public open space or its buildings in the event of an emergency.



 Designated Trading Area Boundary

 Point of access and egress for mobile food vehicles

No. of vendors: Maximum of three (3) mobile food vendors operating at any one time

Trading Hours: Day and Evening trading from 7AM to 8:30PM
(to be packed and offsite by 9:30PM latest)

Vendor Access and Location Notes:

1. ALL Mobile Food Vendors must be parked/arranged so as not to obstruct entry gates and vehicular access onto the main public open space or its buildings in the event of an emergency.
2. ALL mobile food vehicles (including all towing vehicles) are to travel along the periphery of the public open space when accessing or exiting the Designated Trading Area(s) and not travel across the main public open space/playing field area.

14.3 Appendix 2 – Draft Mobile Food Vendor Policy (Advertised Version)



TOWN OF
VICTORIA PARK

Council Policy HLTH6

Mobile Food Vendors
(Vic Park Vendor's)
Policy



Policy Contents

PART ONE: GENERAL.....	2
1.1 Application of Policy.....	2
1.2 Purpose	2
1.3 Objectives	2
1.4 Definitions	2
PART TWO: PERMIT REQUIREMENTS.....	4
2.1 General	4
2.2 Vic Park Vendor’s Permit	4
2.3 Application Requirements	4
2.4 Application Assessment.....	5
2.5 Permit Conditions.....	5
2.6 Transfer of Permit	6
2.7 Permit Renewal	6
2.8 Suspension and Cancellation of Permits.....	6
2.9 Events Trading.....	7
2.10 Itinerant Food Vending.....	7
PART THREE: VENDOR TRADING AND LOCATION GUIDELINES.....	9
3.1 Approved Locations (Designated Trading Areas).....	9
3.2 Trading Hours	10
3.3 General Trading Requirements at Designated Trading Areas.....	10
3.4 Trading at Multiple Locations	11
3.5 Booking of Trading Times and Locations	11
3.6 Self-promotion, rostering and vendor management.....	12
3.7 Suspension or Restriction of Trading at Designated Trading Areas	12
3.8 Waste Management.....	13
3.9 Temporary Fixtures (seating, tables, etc.)	13
3.10 Signage and Advertising	13
3.11 Noise	14
3.12 Power and Utilities	14
3.13 Parking	14
3.14 Public Liability and Risk Management	14
PART FOUR: APPROVED DESIGNATED TRADING AREAS MAPS.....	16



PART ONE: GENERAL

1.1 Application of Policy

This Policy applies to mobile food vendors operating in the Town of Victoria Park.

1.2 Purpose

To guide and establish the appropriate location, management and operation of mobile food vendors within the Town of Victoria Park, in a manner that supports the use and enjoyment of the Town's public open spaces, while balancing the needs and interests of pedestrians, consumers and local business proprietors.

1.3 Objectives

The objectives of this Policy are to:

- (a) Increase the vibrancy and activation of public open spaces within the Town of Victoria Park by increasing their attraction to the community as destinations to relax, recreate and socialise;
- (b) Provide new interesting food experiences to the local community, particularly in suburban locations lacking in the number or diversity of available food options;
- (c) To increase the use of public open spaces by making them available to mobile food vending businesses with the potential to offer culturally diverse, unique, healthy, fresh, high quality, safe and reasonably priced food;
- (d) Promote the Town of Victoria Park as a food and beverage destination of choice;
- (e) Provide opportunities for the development and growth of small businesses;
- (f) Consolidate existing administrative procedures involved in the approval and regulation of mobile food vending activities.
- (g) Ensure mobile food vending activities are of a temporary nature and do not unreasonably compromise the amenity of surrounding residential areas.
- (h) Ensure that the activities of mobile food vendors can operate in harmony with other public open space users and do not result in damage to public open space vegetation or infrastructure.

1.4 Definitions

- **Designated Trading Area** means a Council approved location for permit holders to undertake mobile food vending in accordance with a valid *Vic Park Vendor's Permit*.



- **Itinerant food vehicle** means any vehicle selling food or drink from the roadway or other public place, that travels from place to place to engage in trade, and not staying in one location other than while executing a sale.
- **Itinerant food vending** is defined as the sale of food or drink from an itinerant food vehicle.
- **Itinerant food vendor** is a person or business involved in the preparation and dispensing of food products from an itinerant food vehicle.
- **Local Law** where mentioned in this Policy refers to the *Town of Victoria Park Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2000*.
- **Mobile food vehicle** includes any:
 - a) Registered vehicle, caravan, trailer or any other method of transport from which food is sold; and
 - b) Non-road registered vehicles such, but not limited to, coffee carts, hotdog carts or similar vehicles;
 but does not include a temporary food stall.
- **Mobile food vending** is defined as the use of public space within a Designated Trading Area for the preparation and dispensing of food products by mobile food vendors.
- **Mobile food vendor** is a person or business involved in the preparation and dispensing of food products from a mobile food vehicle.
- **Permit holder** means the person(s) whose name is written on the Vic Park Vendor's Permit issued by the Town of Victoria Park.
- **Permit** refers to a Vic Park Vendor's Permit issued by the Council in accordance with this Policy.
- **Temporary food stall** includes a stall, tent or barbecue stand that is used to sell food at an occasional event and is usually dismantled after an event.
- **Vic Park Vendor's Permit** means a permit issued by the Town of Victoria Park under the provisions of the *Town of Victoria Park Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2000* (as amended), granting conditional approval to a permit holder for mobile food vending within the Designated Trading Areas approved under this Policy.

PART TWO: PERMIT REQUIREMENTS

2.1 General

- (a) The operation and trading of mobile food vendors within the Town of Victoria Park will generally be restricted to the Designated Trading Areas adopted under this Policy.
- (b) The exception to 2.1(a) is for those mobile food vendors that have obtained a Temporary Food Business Permit from the Town of Victoria Park to operate and trade at a community (Council organised) or privately operated event.
- (c) All mobile food vendors trading at a Designated Trading Area within the Town of Victoria Park are required to:
 - i. Hold a valid *Vic Park Vendor's Permit*;
 - ii. Hold a current *Food Act 2008* Certificate of Registration from a Western Australian Local Government; and
 - iii. Obtain any other relevant approvals or consent.

2.2 Vic Park Vendor's Permit

- (a) The approval and issue of a *Vic Park Vendor's Permit* by the Town of Victoria Park constitutes the issue of a *Trader's Permit* under Part 5 of the *Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2000* (as amended) (Local Law).
- (b) A permit holder must at all times comply with the requirements of the Local Law, this Policy and any conditions or restrictions specified on the permit.
- (c) *Vic Park Vendor's Permits* will be issued for the financial year in which the permit is sought, but for no less than one month's duration, and will expire on June 30 of the financial year for which the permit is granted.
- (d) The permit holder will be required to pay the relevant fees and charges as prescribed in the Town of Victoria Park's adopted Fees and Charges.
- (e) Permits will not be issued until the required fee has been paid.

2.3 Application Requirements

- (a) Applications for a *Vic Park Vendor's Permit* can be submitted year round but should be submitted at least one month (but no less than 14 days) prior to the intended commencement of trading.

The following information is required:

- i. A completed *Vic Park Vendor's Permit* application form;
- ii. A dimensioned site plan of the mobile food vehicle and its immediate surrounds, depicting the internal layout of the mobile food vehicle, the

extent of any projecting signs or fixtures, intended customer seating or queuing areas, etc.;

- iii. Labelled photographs and/or elevations of the mobile food vehicle (from all sides) depicting the external appearance of the mobile food vehicle, including the servery area, all external fixtures and signage, the location of generators or waste receptacles, etc;
- iv. A current Certificate of Currency (Public Liability Insurance) for a minimum of \$10,000,000. Permits shall be conditional upon permit holders maintaining current public liability insurance to this value at all times of trading;
- v. A copy of the manufacturer's specifications for any generators to be used (refer to clause 3.11(b));
- vi. A copy of a current *Food Act 2008* Certificate of Registration issued by the local government where the mobile food vehicle is housed and/or where the majority of the food preparation activities are occurring; and
- vii. other relevant documents or certification in support of the application (refer to section 2.4 below).

2.4 Application Assessment

- (a) Applications will be assessed on a case by case basis by the Town of Victoria Park having regard (but not limited) to the following evaluation criteria:
 - i. Demonstrated compliance with the *Food Act 2008* and *Food Safety Standards*.
 - ii. Membership/accreditation from one or more relevant industry groups or associations (e.g. WA Mobile Food Vendors Association membership). *Note: membership/accreditation not mandatory but will be favourably considered.*
 - iii. Quality and uniqueness of the business, the mobile food vehicle or its food offering.
 - iv. Competition (lack of) against local businesses with similar food offers.
 - v. Confirmation of self-sufficient operations without the need to connect to a power supply or any services.
 - vi. Public safety and comprehensiveness of information provided in application.

2.5 Permit Conditions

- (a) The Council may impose conditions subject to which an application for a *Vic Park Vendor's Permit* is approved in accordance with any of the provisions contained in this Policy.
- (b) As a condition of being granted approval for a *Vic Park Vendor's Permit*, permit holders must:

- i. Display the permit on the dash or another visually prominent location of the approved vehicle at all operating times;
 - ii. Comply with the conditions stipulated on the *Vic Park Vendor's Permit* issued by the Town of Victoria Park; and
 - iii. Comply with the requirements set out within this Policy, unless otherwise approved by the Town.
- (c) In accordance with Clause 6.2 of the Local Law, the Council may impose any other conditions it considers appropriate on the approval of an application for a *Vic Park Vendor's Permit*.

2.6 Change of Permit Details

- (a) A permit holder with a valid *Vic Park Vendor's Permit* may apply to the Town to have their permit details altered to reflect a change of mobile food vending vehicle or vehicle registration details.
- (b) A change of permit details does not extend the approval period of the original permit.
- (c) A change of permit details may incur an administrative fee where the change in vehicle requires detailed reassessment by the Town to ensure continued compliance with this Policy, the Local Law or relevant Environmental Health legislation.

2.7 Permit Renewal

- (a) A renewal application for a *Vic Park Vendor's Permit* should be submitted at least one month prior to the expiry of the permit and include the following:
 - i. A completed *Vic Park Vendor's Permit* application form;
 - ii. Details of any proposed changes to the mobile food vehicle or the manner in which it is operated;
 - iii. A copy of a current Certificate of Currency (Public Liability Insurance) for a minimum of \$10,000,000. Permits shall be conditional upon permit holders maintaining current public liability insurance to this value at all times of trading.
 - iv. A copy of a current *Food Act 2008* Certificate of Registration issued by the local government where the mobile food vehicle is housed and/or where the majority of the food preparation activities are occurring.
- (b) Renewal applications will be assessed on a case by case basis by the Town of Victoria Park.

2.8 Suspension and Cancellation of Permits

- (a) The Town reserves the right to temporarily suspend or cancel a permit, and/or alter the conditions of a permit, where the permit holder has failed to comply with the permit conditions, this Policy, the Local Law or the *Food Act 2008*.



- (b) Permit holders (as well as persons carrying out unauthorised trade or other activities on thoroughfares and public places in the Town) may be subject to infringement action where a breach of the Local Law has occurred. This includes a breach of any permit conditions applied by the Council in respect to this Policy.
- (c) Circumstances that may result in the cancellation of a permit, include (but are not limited to) those where the permit holder has been classified as a high risk vendor by Council's Environmental Health Officers (or other authorised officer) due to non-compliance with the *Food Act 2008* and any other associated environmental health legislation or regulations.

2.9 Events Trading

- (a) Mobile food vendors with a valid *Vic Park Vendor's Permit* will not need to apply for and obtain a separate Temporary Food Business Permit from the Town of Victoria Park to trade at an authorised/approved event occurring within the Town during the financial year for which the permit is valid. However, any permit holder must undertake the following prior to the event:
 - i. Obtain written consent from the event organiser to trade at the event; and
 - ii. Advise the Town of Victoria Park in writing (where the event is privately operated/not organised by the Town of Victoria Park) that they will be trading at the event.
- (b) Mobile food vendors who do not hold a valid *Vic Park Vendor's Permit* are required to apply for and obtain a Temporary Food Business Permit from the Town of Victoria Park, in addition to the written consent requirements outlined in section 2.9(a) above.
- (c) Existing permit holders to note that the possession of a *Vic Park Vendor's Permit* does not imply any right to trade at a community event run by the Town or a private operator. Written consent must be obtained from the event organiser to trade at any event and the Council must be kept informed in all instances.

2.10 Itinerant Food Vending

- (a) Itinerant food vending is generally not supported by the Council, in view of the following:
 - i. the unregulated and highly transient nature of trading that may present a public safety risk to pedestrians, vehicles and other road users through frequent stopping and moving on of itinerant food vehicles, and the potential conflict between customers and vehicles that may occur during trade;
 - ii. the playing of music or other forms of noise to attract customers that may cause disruption or nuisance to the residents of locations that itinerant vendors may travel through or trade within; and



- iii. the highly transient nature of the trade, which undermines the objectives of this Policy to increase the activation and enjoyment of the Town's public open spaces, as places for community members to gather and recreate.
- (b) Itinerant food vendors are instead encouraged to obtain a *Vic Park Vendor's Permit* from the Town to enable them to trade as a mobile food vendor at one or more of the Designated Trading Areas identified in this Policy.
- (c) Itinerant food vendors may apply for a Temporary Food Business Permit in order to trade at an approved event run by the Town or a private operator in the Town of Victoria Park.



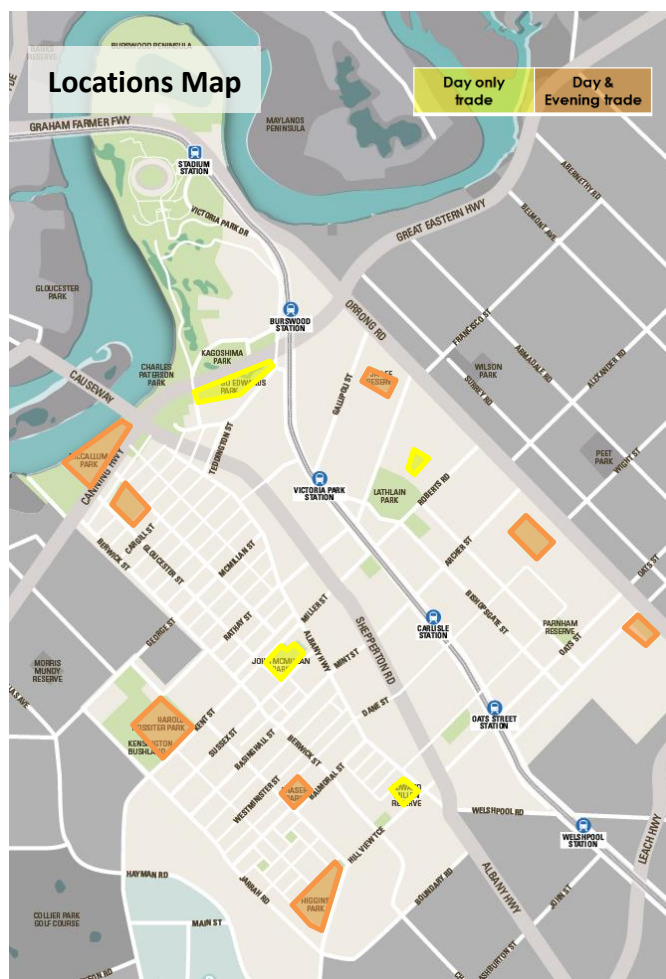
PART THREE: VENDOR TRADING AND LOCATION GUIDELINES

3.1 Approved Locations (Designated Trading Areas)

- (a) The Town of Victoria Park has approved the locations listed within Table 1 below for mobile food vending.
- (b) Only an approved permit holder with a valid *Vic Park Vendor's Permit* is permitted to trade within a Designated Trading Area.
- (c) Alternative or additional trading locations may be considered by the Council where they are considered to meet the objectives of this Policy.

Locations:	Burswood	Victoria Park	East Vic Park	Lathlain	Carlisle	St James
Day Only 7am - 5pm	G O Edwards Park	Edward Millen Reserve	John Macmillan Park	Rayment Reserve		
Day and Evening 7am – 9pm		Raphael Park	Harold Rossiter Park	J A Lee Reserve	Carlisle Reserve	Higgins Park
		McCallum Park	Fraser Park		Parnham Park	

Table 1: Approved Mobile Food Vending Locations



The above locations have been identified by the Council having regard to the distribution and diversity of trading opportunities throughout the Town, as well as the characteristics and available amenities and infrastructure at the public open spaces themselves.

Such public open spaces (which may often be under-utilised) are considered suitable and attractive to members of the community to recreate and enjoy their leisure time with family and friends, in a manner that is compatible with and potentially viable as a trading location for mobile food vendors.

Issues of proximity and competition with existing “bricks and mortar” food businesses and the objective to increase the choice and diversity of food options to the community have also been considered.

Maps of the Designated Trading Areas are located in Part Four of this Policy, in alphabetical order of their location. These indicate the trading area boundary, maximum number of vendors, permitted trading hours and points of access and egress for mobile food vendors.

3.2 Trading Hours

- (a) Trading in Designated Trading Areas at “Day Only” locations is permitted to occur from 7am to 5pm.
- (b) Trading in Designated Trading Areas at “Day and Evening” locations is permitted to occur from 7am to 9pm.

3.3 General Trading Requirements at Designated Trading Areas

The following requirements apply to all mobile food vendors trading within a Designated Trading Area:

- (a) The permit holder has obtained approval/authorisation from the Town to trade at the Designated Trading Area prior to the commencement of trade (Refer section 3.5).
- (b) Arrangements have been made for entry onto and securing the controlled access to the public open space on which the Designated Trading Area is located, prior to and at the end of trade. (i.e. The last trader to exit a Designated Trading Area is responsible for securing access onto the public open space when they leave).
- (c) All mobile food vending activities must occur within the boundaries of the Designated Trading Area detailed on the relevant map for each of the approved locations contained in Part Four of this Policy.
- (d) All mobile food vending vehicles are located so as not to obstruct pedestrian flow, vehicular traffic or access for emergency services.
- (e) The permit holder trades for a minimum of three (3) hours duration at the Designated Trading Area during any morning (7am to 12pm), afternoon (12pm to 5pm) and/or evening (5pm to 9:00pm) trading period that they have arranged and sought approval from Council to trade in.
- (f) The maximum number of mobile food vendors (on the relevant map for each of the Designated Trading Areas) is not exceeded during any trading period.
- (g) The Town reserves the right to refuse consent to permit holders to trade at the same trading area/public open space location if it is considered by the Town that the diversity or mix of traders would be adversely impacted by the permit holder trading at the same time as another permit holder with the same or similar food offer that has already been granted permission to trade at that time.
- (h) The Town reserves the right to refuse consent to permit holders to trade during any trading period in which organised sporting clubs or other groups have booked and reserved use of the public open space/playing field from

the Town, unless agreement has been obtained from that sporting club/group to trade during that trading period. This includes circumstances where trading is considered by the Town to conflict with incidental fundraising or charitable activities (e.g. sausage sizzles, spectator/club member events, etc.) of the sporting club/group.

3.4 Trading at Multiple Locations

Approved permit holders are permitted to operate at multiple locations within the Town of Victoria Park provided:

- (a) Each location of trade is authorised by the Town prior to the commencement of trade; and
- (b) All requirements of this Policy as apply to trading at a single location are met by the permit holder for all trading locations.

3.5 Booking of Trading Times and Locations

- (a) Permit holders must request and obtain a booking to trade during a particular morning (7am to 12pm), afternoon (12 pm to 5pm) and/or evening (5pm to 9:00pm) trading period at a Designated Trading Area through the Town's Community Development Officer – Clubs, Events and Booking (or other appointed Council Officer).
- (b) Bookings shall be made at least 1 week prior to the time of trading, and will be secured on a first come, first served basis.
- (c) Advance bookings or more than once month prior to the requested trading date will not be permitted.
- (d) Any permit holder who is unable to trade during a booked trading period should contact the Town to cancel the booking as early as possible, and preferably more than 1 week in advance of the trading period.
- (e) Permit holders are not permitted to make a booking to trade at more than one Designated Trading Area during the same trading period (morning, afternoon or evening).
- (f) Permit holders who make bookings to trade and then fail to trade without prior cancellation of their booking on two or more occasions may be refused further bookings to trade at a particular Designated Trading Area or have their permit cancelled.
- (g) A single permit holder may collectively book to trade at a Designated Trading Area on behalf of a number of permit holders, where the consent of all other permit holders has been provided to do so.
- (h) A collective booking does not over-ride any previous bookings made by any single permit holder(s) to trade at that same time/location being requested. In such circumstances, the collective booking will need to be altered/reduced such that the trading limitations for the requested Designated Trading Area continue to be met at all times.

3.6 Self-promotion, rostering and vendor management

- (a) All permit holders are strongly encouraged to utilise at least one social media platform to advertise and promote their arranged (booked) trading times to their friends/followers and the general public.
- (b) Mobile food vendors are encouraged to collectively roster, promote and manage their trading at the approved Designated Trading Areas within the Town of Victoria Park, on the proviso that all mobile food vendors are in possession of a valid *Vic Park Vendor's Permit*, and the booking procedures outlined in Section 3.5 are observed at all times.
- (c) The Town of Victoria Park will endeavour to make the details of the approved Designated Trading Areas and approved *Vic Park Vendors* (permit holders) available on the Council's website.
- (d) A group of permit holders may apply to the Council for approval to operate a Special Event at a Designated Trading Area location that exceeds the maximum number of permit holders normally permitted to trade. Examples may include themed cuisine events or cultural celebrations such as Chinese New Year, St Patrick's Day, Christmas, etc.
- (e) Applications for Special Events will be considered by the Council on a case by case basis and should be submitted at least 2 months in advance of the event.
- (f) Special Event applications are to be submitted by the event organiser/manager and detail the number of mobile food vendors intended to trade, provide confirmation that all traders hold a valid permit and that any non-permit holders (if relevant) will be applying for a Temporary Food Business Permit for the event.
- (g) Priority should be provided to existing permit holders to trade at a Special Event, where the event is occurring at or within close proximity to the location of a Designated Trading Area.

3.7 Suspension or Restriction of Trading at Designated Trading Areas

- (a) When an approved Town of Victoria Park event is held within or adjacent to a Designated Trading Area location, a permit holder must obtain the event organiser's consent to continue to trade at the specified event.
- (b) If the Town of Victoria Park states that a location is temporarily unavailable due to maintenance works (or for any other reasons) then the permit holder cannot trade at the specified location for that given time frame.
- (c) The Town has the right to make an approved location unavailable for a set period of time for community events, for works to be undertaken or any other reason the Town deems necessary.
- (d) The Council (without notice) may reduce the size/extent of a Designated Trading Area where it is considered necessary by the Council to ensure

public safety, address issues of public amenity due to excessive noise or other disturbances, or for any other reason the Town deems necessary.

3.8 Waste Management

- (a) The mobile food vendor is required to maintain the mobile food vehicle and the surrounding area to a high standard at all times of trading and in accordance with the following requirements:
 - i. When trading at an approved location the trading area must be cleaned frequently;
 - ii. No waste or litter from the vehicle may be disposed of into the Town of Victoria Park's rubbish bins. Mobile food vendors must provide adequately sized bins for patrons' and business use and remove all rubbish from the approved location at the end of trade;
 - iii. A mobile food vehicle must have a holding tank for wastewater; and
 - iv. Wastewater, solid waste, litter or any other pollutant must not be placed or discharged on to the site or allowed to enter the stormwater drainage system.

3.9 Temporary Fixtures (seating, tables, etc.)

- (a) A mobile food vehicle is permitted and strongly encouraged to provide temporary fixtures such as tables, chairs and umbrellas for the use of customers in accordance with the following:
 - i. The fixtures are to be of a temporary nature and removed from the site at the end of trade;
 - ii. The mobile food vehicle and temporary fixtures must be kept in a safe and well-maintained condition at all times;
 - iii. All temporary fixtures relating to the mobile food vehicle should be sturdy and made of quality materials without sharp edges or other features likely to cause harm;
 - iv. Any temporary fixtures relating to mobile food vehicles must not obstruct pedestrian flow or vehicular traffic;
 - v. The tethering or securing of mobile food vehicles and any associated fixtures must not result in any damage/penetration of the public open space surface, or any damage to Council buildings or trees/vegetation; and
 - vi. The tethering of any sign, canopy or any other object to Council buildings, trees or any other public open space infrastructure is not permitted, except with prior Council approval.

3.10 Signage and Advertising

- (a) All advertising is to be fitted to the mobile food vehicle with the exception of one temporary A-frame sign which:



- i. Shall be located within 75m of the location of the mobile food vehicle;
- ii. Shall not exceed any dimension of 1m or an area of 1m² on any side;
- iii. Be secured in accordance with any requirements of the Town of Victoria Park; and
- iv. An A-frame sign will be considered a temporary fixture and must comply with the requirements detailed in section 3.9 of this Policy.

3.11 Noise

- (a) The use of low level amplified noise (i.e. music) is permitted to create atmosphere and ambience during trading;
- (b) Permit holders that emit excessive levels of noise from their vehicles that is considered by Council to cause unacceptable nuisance to surrounding neighbours/properties may have their permission to emit low level amplified noise removed at the discretion of the Town;
- (c) Generators must not have a manufacturer specified operational volume greater than 75dB; and
- (d) All mobile food vehicle noise (including the generator) must comply with the assigned noise levels specified under the *Environmental Protection (Noise) Regulations 1997*.

3.12 Power and Utilities

- (a) All mobile food vehicles must be fully self-sufficient and not require any connection to Council services or utilities to carry out their operations.

3.13 Parking

- (a) Towing vehicles used to transport a detachable mobile food vehicle (e.g. a trailer or caravan) are not permitted to park within any Designated Trading Area or any part of the Council public open space and must be legally parked within a public car parking bay or other location.
- (b) Towing vehicles are to be driven away from the site during trading, and then return to collect the mobile food vehicle at the end of trade.
- (c) Any towing vehicles or staff vehicles parked within a public car park adjacent to a Designated Trading Area should park as far from the Designated Trading Area as possible to prioritise access and convenience for members of the public.

3.14 Public Liability and Risk Management

- (a) The mobile food vehicle permit holder must, for the duration of the permit, maintain public and product liability insurance for at least ten million dollars (\$10,000,000).
- (b) The permit holder assumes responsibility for any acts of negligence arising from their activity.



- (c) The mobile food vehicle permit holder assumes responsibility for any liability issues which may arise as a result of the operation of the mobile food vehicle being at the location, the activities of any staff related to the mobile food activity and any issues arising from the installation and use of temporary fixtures placed in association with the mobile food vehicle.



PART FOUR: APPROVED DESIGNATED TRADING AREAS MAPS

Carlisle Reserve
111 Briggs St, Carlisle

Designated Trading Area Boundary

Point of access and egress for mobile food vehicles


No. of vendors: Maximum of six (6) mobile food vendors operating at any one time

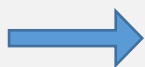
Trading Hours: Daytime trading ONLY from 7AM to 5PM

Vendor Access and Location Notes:

1. ALL Mobile Food Vendors must be parked/arranged so as not to obstruct entry gates and vehicular access onto the main public open space or its buildings in the event of an emergency.
2. ALL mobile food vehicles (including all towing vehicles) are to travel along the periphery of the public open space when accessing or exiting the Designated Trading Area(s) and not travel across the main public open space/playing field area.



 Designated Trading Area Boundary

 Point of access and egress for mobile food vehicles

No. of vendors: Maximum of ten (10) mobile food vendors operating at any one time

Trading Hours: Daytime trading ONLY from 7AM to 5PM

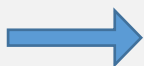
- Vendor Access and Location Notes:**
1. ALL Mobile Food Vendors must be parked/arranged so as not to obstruct entry gates and vehicular access onto the main public open space or its buildings in the event of an emergency.
 2. ALL mobile food vehicles (including all towing vehicles) are to traverse the periphery of ALL mobile food vehicles (including all towing vehicles) are to travel along the periphery of the public open space when accessing or exiting the Designated Trading Area(s) and not travel across the main public open space/playing field area.

Fraser Park

Fraser Park Road, East Victoria Park



Designated Trading Area Boundary



Point of access and egress for mobile food vehicles

No. of vendors: Maximum of six (6) mobile food vendors operating at any one time

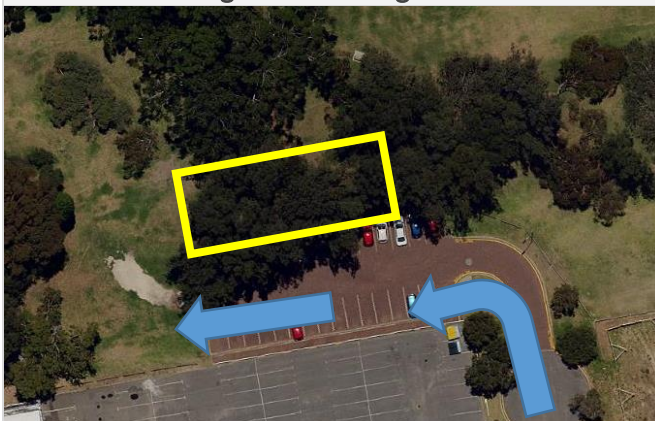
Trading Hours: Daytime (7AM to 5PM) AND evening trading (5PM to 9PM)

- Vendor Access and Location Notes:**
1. ALL Mobile Food Vendors must be parked/arranged so as not to obstruct entry gates and vehicular access onto the main public open space or its buildings in the event of an emergency.
 2. ALL mobile food vehicles (including all towing vehicles) are to travel along the periphery of the public open space when accessing or exiting the Designated Trading Area(s) and not travel across the main public open space/playing field area.

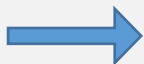


Designated Trading Area A

Designated Trading Area B



Designated Trading Area Boundary



Point of access and egress for mobile food vehicles


No. of vendors: Maximum of six (6) mobile food vendors per trading area at any one time

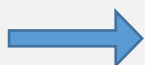
Trading Hours: Daytime trading ONLY from 7AM to 5PM

Vendor Access and Location Notes:

1. ALL Mobile Food Vendors must be parked/arranged so as not to obstruct entry gates and vehicular access onto the main public open space or its buildings in the event of an emergency.
2. ALL mobile food vehicles (including all towing vehicles) are to travel along the periphery of the public open space when accessing or exiting the Designated Trading Area(s) and not travel across the main public open space/playing field area.



 Designated Trading Area Boundary

 Point of access and egress for mobile food vehicles

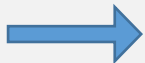
No. of vendors: Maximum of six (6) mobile food vendors operating at any one time

Trading Hours: Daytime (7AM to 5PM) AND evening trading (5PM to 9PM)

- Vendor Access and Location Notes:**
1. ALL Mobile Food Vendors must be parked/arranged so as not to obstruct entry gates and vehicular access onto the main public open space or its buildings in the event of an emergency.
 2. ALL mobile food vehicles (including all towing vehicles) are to travel along the periphery of the public open space when accessing or exiting the Designated Trading Area(s) and not travel across the main public open space/playing field area.



Designated Trading Area Boundary

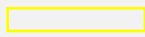


Point of access and egress for mobile food vehicles

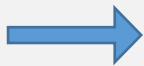
No. of vendors: Maximum of six (6) mobile food vendors operating at any one time

Trading Hours: Daytime (7AM to 5PM) AND evening trading (5PM to 9PM)

- Vendor Access and Location Notes:**
1. ALL Mobile Food Vendors must be parked/arranged so as not to obstruct entry gates and vehicular access onto the main public open space or its buildings in the event of an emergency.
 2. ALL mobile food vehicles (including all towing vehicles) are to travel along the periphery of the public open space when accessing or exiting the Designated Trading Area(s) and not travel across the main public open space/playing field area.



Designated Trading Area Boundary



Point of access and egress for mobile food vehicles

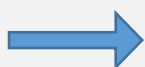
No. of vendors: Maximum of six (6) mobile food vendors operating at any one time

Trading Hours: Daytime (7AM to 5PM) AND evening trading (5PM to 9PM)

- Vendor Access and Location Notes:**
1. ALL Mobile Food Vendors must be parked/arranged so as not to obstruct entry gates and vehicular access onto the main public open space or its buildings in the event of an emergency.
 2. ALL mobile food vehicles (including all towing vehicles) are to travel along the periphery of the public open space when accessing or exiting the Designated Trading Area(s) and not travel across the main public open space/playing field area.



Designated Trading Area Boundary



Point of access and egress for mobile food vehicles

No. of vendors: Maximum of six (6) mobile food vendors operating at any one time

Trading Hours: Daytime trading ONLY from 7AM to 5PM

- Vendor Access and Location Notes:**
1. ALL Mobile Food Vendors must be parked/arranged so as not to obstruct entry gates and vehicular access onto the main public open space or its buildings in the event of an emergency.
 2. ALL mobile food vehicles (including all towing vehicles) are to travel along the periphery of the public open space when accessing or exiting the Designated Trading Area(s) and not travel across the main public open space/playing field area.

Other: At the time of adoption of this Policy, this public open space is the location of an approved event on Friday evenings. Permit holders are not permitted to trade at this event without the prior consent of the event operator/organiser.



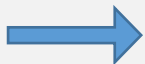
Designated Trading Area A

Designated Trading Area B

Designated Trading Area C



Designated Trading Area Boundary



Point of access and egress for mobile food vehicles

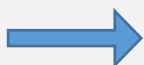
No. of vendors: Maximum of six (6) mobile food vendors per trading area operating at any one time

Trading Hours: Daytime (7AM to 5PM) AND evening trading (5PM to 9PM)

Vendor Access and Location Notes: 1. ALL Mobile Food Vendors must be parked/arranged so as not to obstruct entry gates and vehicular access onto the main public open space or its buildings in the event of an emergency.



 Designated Trading Area Boundary

 Point of access and egress for mobile food vehicles

No. of vendors: Maximum of six (6) mobile food vendors operating at any one time

Trading Hours: Daytime (7AM to 5PM) AND evening trading (5PM to 9PM)

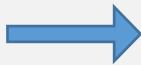
- Vendor Access and Location Notes:**
1. ALL Mobile Food Vendors must be parked/arranged so as not to obstruct entry gates and vehicular access onto the main public open space or its buildings in the event of an emergency.
 2. ALL mobile food vehicles (including all towing vehicles) are to travel along the periphery of the public open space when accessing or exiting the Designated Trading Area(s) and not travel across the main public open space/playing field area.

Raphael Park

Gloucester Street, Victoria Park



Designated Trading Area Boundary



Point of access and egress for mobile food vehicles

No. of vendors:

Maximum of eight (8) mobile food vendors operating at any one time

Trading Hours:

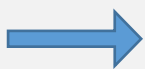
Daytime (7AM to 5PM) AND evening trading (5PM to 9PM)

Vendor Access and Location Notes:

1. ALL Mobile Food Vendors must be parked/arranged so as not to obstruct entry gates and vehicular access onto the main public open space or its buildings in the event of an emergency.
2. ALL mobile food vehicles (including all towing vehicles) are to travel along the periphery of the public open space when accessing or exiting the Designated Trading Area(s) and not travel across the main public open space/playing field area.



Designated Trading Area Boundary



Point of access and egress for mobile food vehicles

No. of vendors: Maximum of six (6) mobile food vendors operating at any one time

Trading Hours: Daytime trading ONLY from 7AM to 5PM

Vendor Access and Location Notes:

1. ALL Mobile Food Vendors must be parked/arranged so as not to obstruct entry gates and vehicular access onto the main public open space or its buildings in the event of an emergency.
2. ALL mobile food vehicles (including all towing vehicles) are to travel along the periphery of the public open space when accessing or exiting the Designated Trading Area(s) and not travel across the main public open space/playing field area.

14.3 Appendix 3 – Ordinary Council Meeting Minutes 10 July 2018

RESOLVED:

Moved: Cr Anderson

Seconded: Cr Ife

That the Future Planning Committee Recommendation/s for Items 14.5 to 14.11 be adopted by exception resolution by Absolute Majority.

The Motion was Put and CARRIED BY AN ABSOLUTE MAJORITY (8-0)

In favour of the Motion: Mayor Vaughan; Cr Anderson; Cr Ife; Cr Jacobs; Cr Oliver; Cr R Potter; Cr V Potter; and Cr Vernon

FUTURE PLANNING COMMITTEE

14.5 Recommendation from the Future Planning Committee - Draft HLTH6 Mobile Food Vendors (Vic Park Vendor's) Policy

File Reference:	PLA/6/41
Appendices:	1. Draft HLTH6 Mobile Food Vendors (Vic Park Vendor's) Policy 2. Summary Report of Preliminary Consultation Outcomes 3. Submission from Restaurant and Caterers Association
Attachments:	No
Date:	11 June 2018
Reporting Officer:	L. Parker
Responsible Officer:	R. Cruickshank
Voting Requirement:	Simple Majority
Executive Summary: Recommendation – The Future Planning Committee recommends to Council that the draft HLTH6 Mobile Food Vendors Policy be advertised for public comment. <ul style="list-style-type: none">• A draft Policy has been prepared to establish and guide the appropriate location, management and operation of mobile food vendors with the Town.• The Policy builds on a previous proposal to trial mobile food vending at a number of public open spaces within the Town as a means of increasing the activation and enjoyment of the Town's public open spaces.• Preliminary consultation undertaken in January to February 2018 indicated a high level of community support for mobile food vending to occur at public open spaces within the Town.• In preparing the draft Policy a focus has been to provide flexibility, choice and diversity of mobile food vendors, minimise and/or remove the need to obtain multiple permits and to locate vendors at locations that are lacking in nearby food choices so as to provide convenience and choice to residents, as well as minimise potential conflict with established "bricks and mortar" food businesses.• It is intended for the Policy to be trialled for the 2018/2019 summer trading period from November to March, with a review to follow in Autumn 2019.• It is recommended that the draft Policy be advertised for public comment and consultation with key external stakeholders and relevant State Government agencies.	

TABLED ITEMS:

Nil

BACKGROUND:

Preliminary Consultation

Preliminary community consultation was undertaken from 16 January to 7 February 2018 through the Town's 'Your Thoughts' online consultation hub. The purpose of the preliminary consultation was to gauge whether a general level of support for mobile food vendor trading exists and to identify a range of the possible concerns or expectations that the community may have in relation to the operation of mobile food vendors to help inform and guide the development of a draft Policy.

This engagement involved the following:

- Your Thoughts online consultation hub
 - Community Survey, Pin a Place, Ask a Question, Quick Poll, FAQs
- Advertisements in Southern Gazette and on social media calling for submissions
- Community Survey:
 - basic questions to help underpin and establish policy direction;
 - identify desirability of food trucks/mobile food vendors in the Town; and
 - where and when people do or don't wish to see mobile food vendors operating.

There were a total of 574 visits to the Your Thoughts consultation page for the project during the consultation period. Of these:

- 497 visitors were 'aware participants' (individuals accessing the project home page);
- 346 were 'informed participants' (visited the Key Dates page, viewed FAQs, visited multiple pages or contributed to a tool);
- 118 participated in the Community Survey;
- 107 participated in the Quick Poll, with 76% of respondents indicating they support mobile food vendors operating in the Town;
- 3 asked questions;
- 24 pinned a place on a Map; and
- 93 new user registrations to Your Thoughts.

Community Survey Results

The majority of submissions were received from residents, ratepayers and/or property owners within the Town. The 118 submissions identified the following with respect to the trading of mobile food vendors within the Town:

- 78% of respondents agreed that mobile food vendors could fill a particular niche or demand not currently being met in the community;
- The top concerns raised included impact on local businesses, proximity to restaurants, waste management and noise;
- 54% thought that food trucks should be located in specific locations only, rather than anywhere in the Town;
- 59% indicated that there are locations where they should not operate, with the most common reply being "not near existing restaurants and cafes";
- 52% felt that operating hours should be limited;

- 86% indicated that mobile food vendors should be able to co-locate (cluster), with 72% supporting no limit on the number of vendors subject to adequate space and facilities/infrastructure being available to accommodate vendors and their customers; and
- 79% indicated that they would specifically seek out food mobile food vendors if they were aware they were operating within the Town.

A summary report of the consultation outcomes is included in the Appendices.

'Pin a Place' Results

- 71 visitors, 57 contributions from 24 visitors (average of 2 or 3 locations nominated)
- 24 locations nominated for Food Trucks – 20 of these were public open spaces, 2 train stations, and 2 road/shop locations.

WA Mobile Food Vendors Association

The WA Mobile Food Vendors Association have indicated general support and interest in mobile food vendors operating within the Town. It is expected they will provide further detailed comments during the recommended consultation for the draft policy.

Restaurant and Caterers Association

The Restaurant and Caterers Association (R&CA) were directly consulted during the preliminary consultation phase and provided an initial submission on behalf of its members (Appendices 3). The recommendations requested by the R&CA for consideration by Council Officers in the development of the draft Policy are listed and responded to in the Comments section of this report.

Progress/Policy Development Updates to Future Planning Committee

The outcomes of the preliminary consultation and updates on the development and likely form of the draft policy were discussed as workshop items at the February 2018 and April 2018 Future Planning Committee Meetings (Appendices 3 and 4). The discussions during these meetings indicated a general level of support for the likely direction and form of the draft policy.

DETAILS:

A draft Policy has been prepared to establish and guide the appropriate location, management and operation of mobile food vendors with the Town (Appendices 1).

The Town does not have an adopted policy position with respect to the location or regulation of mobile food vendors, and applications to trade within the Town are assessed on an ad hoc basis, and may require multiple forms of approval depending on whether they are located on Council property, privately owned land, public open spaces, car parks or on the roadside.

The Policy builds on a previous proposal to trial mobile food vending at a number of public open spaces within the Town as a means of increasing the activation and enjoyment of the Town's public open spaces.

In preparing the draft Policy a focus has been to provide flexibility, choice and diversity of mobile food vendors, minimise and/or remove the need to obtain multiple permits and to locate vendors at locations that are lacking in nearby food choices so as to provide convenience and choice to residents.

The draft Policy establishes a new form of 'Trader's Permit' under the *Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2000*. The name of the new permit is proposed to be called 'Vic Park Vendor's Permit'. Approved 'Vic Park Vendors' would then have conditional approval to trade on the public open spaces identified within the draft Policy.

It is intended for the Policy to be trialled for the 2018/2019 summer trading period from November 2018 to March 2019, with a review to follow in autumn 2019.

The draft Policy is organised as follows:

- Part 1 – General
(Policy application, purpose, objectives and definitions)
- Part 2 – Permit Requirements
(Application requirements, permit conditions, renewal and suspension, events trading, itinerant food vendors)
- Part 3 – Vendor Trading and Location Guidelines
(Approved locations, trading hours, trading at multiple locations, waste management, signage, noise, parking, public liability)
- Part 4 – Approved Designated Trading Areas
(Maps of public open spaces with approved trading areas marked, vehicle access points identified and trading hours/maximum vendor numbers detailed)

Internal Staff Review

The draft Policy has been referred internally to a broad range of staff and service areas that will or are likely to be impacted by its recommended implementation, including Environmental Health, Parks, Waste and Bookings. An initial working group meeting followed by multiple meetings, discussions and correspondence with internal staff have informed development of the draft Policy.

Review of Other Local Government Policies

The draft Policy has been informed by a review of other local government mobile food vehicle/food truck policies, including those of the Cities of Bayswater, Fremantle, Kwinana, Perth, Vincent and Wanneroo.

Community Consultation:

It is recommended that the draft Policy be advertised for public comments and consultation with key external stakeholders and relevant State Government agencies (refer to comments under Legal Compliance below).

While not a local planning policy, it is recommended that the draft Policy be subjected to a similar level of community consultation, including:

- Letters to owners and occupier of properties immediately surrounding the proposed mobile food vendor trading locations/public open space;
- Emails to known food business contacts, organisations and all submitters that made contributions during the Town's preliminary consultation;
- Advertisement in the Southern Gazette Newspaper;
- Online consultation and invitations to submit comments via the Town's 'Your Thoughts' consultation hub; and
- Advertising/promotion on the Town's online social media platforms.

Legal Compliance:

Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2000

The Town's *Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2000* (Local Law) provides for the regulation, control and management of activities and trading on public spaces within the Town. The Local Law provides for the Council to adopt a policy in relation to activities for which a permit is required from the Town, as well as the conditions that the granting of a permit may be subject to.

The trading of mobile food vendors on the Town's public open spaces constitutes an activity that requires the granting of a "trader's permit" under the Local Law.

The draft Policy seeks to establish the granting of a specified form of "trader's permit" under the Local Law (proposed to be named "Vic Park Vendor's Permits") and to set out the circumstances, trading requirements and conditions that the granting of such permits may be subject to.

Department of Conservation, Biodiversity and Attractions (DCBA) Approval

Application for a Form 7 Permit under the *Swan and Canning Rivers Management Regulation 2007* is required to be obtained from the Rivers and Estuaries Division of the DCBA in order for mobile food trading to occur at McCallum Park, as it is located within the Swan Canning Riverpark, under the control of the Swan River Trust. The approval process is approximately 4-6 weeks following receipt of the application. Initial enquiries have been made as to whether it will be possible for a single approval to be issued to the Town, rather than requiring individual permits for each mobile food vendor/activity as would usually be the case. Council Officers have been requested to provide a written enquiry with a copy of the draft policy for consideration before a formal response is provided. It is recommended that this occur during the community and stakeholder consultation period.

Department of Planning, Lands and Heritage Consent

Written consent is likely to be required for mobile food vendor trading to occur at McCallum Park and Edward Millen Park, under Section 75 of the *Land Administration Act 1997*, as these Crown land sites are conditional tenure land that cannot be the subject of any licence, mortgage, charge, security or other encumbrance without the written approval of the Minister for Lands. The approval process usually takes a number weeks. Initial enquiries have been made as to whether it will be possible for a single 'blanket' type approval to be issued to the Town, rather than requiring individual permissions for each

mobile food vendor/activity as would usually be the case in relation to a specific event or activity occurring for a defined time period. Council Officers have been requested to provide a written enquiry with a copy of the draft policy for consideration before a formal response is provided. It is recommended that this occur during the community and stakeholder consultation period.

Policy Implications:

The draft Policy is aligned with, and assists in achieving a number of the aims and objectives contained in a broad range of the Town's adopted Strategies and Policies. These are outlined below.

Strategic Community Plan 2017-2032

The Town's Strategic Community Plan is the principal strategy outlining the long-term vision, values, aspirations and priorities for the Town of Victoria Park for the next 15 years. The policy aligns with the plan by embracing the following strategic outcomes:

- Social - The outcome is to provide an environment where the community can live a safe, healthy and active life with opportunities to participate in socially diverse and culturally rich activities and exchanges.
 - S1 – A healthy community.
 - S3 – An empowered community with a sense of pride, safety and belonging.
 - S4 – A place where all people have an awareness and appreciation of arts, culture, education and heritage.
- Economic - The outcome is to provide the community with a vibrant, strong and sustainable local economy as well as a range of business and employment opportunities.
 - EC1 – A desirable place for commerce and tourism that supports equity, diverse local employment and entrepreneurship.
 - EC2 – A clean, safe and accessible place to visit.
- Environment – The Town's natural environment (including parks and reserves) have been enhanced and protected, providing options for a cleaner, healthier lifestyle.
 - EN6 – Appropriate, inviting and sustainable green spaces for everyone that are well maintained and well managed.

Safer Neighbourhoods Plan 2017-2022

The draft Policy supports Crime Priority Area 3 contained in the Safer Neighbourhoods Plan to support and encourage inclusive and socially connected streets and neighbourhoods, by promoting social inclusion and connectedness and increasing the activation and vibrancy of the Town's public open spaces.

Events and Place Activation Strategy 2017-2018

The draft policy is consistent with the following objectives of the Events and Place Activation Strategy:

- Foster community pride and involvement in a diverse and vibrant Town – through activation and celebration of people, spaces and places, and creating an inclusive environment for people to live, work and play.
- To be a destination of choice by – attracting and increasing visitors to the Town, fostering and facilitating a destination rich with experiences for everyone to enjoy, and creating the right environment for events and activation to succeed.

- Destination development – encourage local residents and community groups to activate local spaces and places through community-driven initiatives and events.
- Place activation – investigate and pursue opportunities to activate local street and neighbourhood spaces with events (not just along Albany Highway and East Victoria Park).
- The Town will maintain, enhance and develop Town infrastructure and resources, including parks and reserves, to activate local spaces and to attract visitors to the Town.
- Identify and implement new and innovative methods to support best practise approach and capitalise on emerging opportunities in relation to event and place activation within the Town.

Disability Access and Inclusion Plan 2017-2022 (DAIP)

The draft Policy has been prepared in alignment with the outcomes of the DAIP, most notably ensuring that events organised by the Town are planned and delivered in accordance with the Disability Service Commission’s ‘Creating Accessible Events Checklist’. This checklist has been integrated into the Town’s Operational Events Guide and supporting Accessibility Checklist, which focuses on ensuring events held in external environments are accessible for people with a disability by providing a continuous, even accessible path of travel.

Efforts have been made to ensure that the proposed Designated Trading Areas are conveniently located, close to public car parking areas (and disabled car parking bays) and are on predominantly flat, accessible areas of the relevant public open spaces.

Healthy Vic Park Plan 2017-2022

The draft Policy is aligned with the following “Community Visions” and associated actions contained in the Healthy Vic Park Plan under the Key Areas of ‘Healthy People and Community’ and ‘Healthy Business and Events’:

- There is healthy air, water and land for me to recreate and live:
 - Action 2 – Implement and adhere to legislative requirements as defined in the Food Act, Environmental Protection Act, etc.
- There are activated and exciting urban spaces for me to socialise with others.
- I am connected and supported by my community:
 - Action 1 – Deliver programs and initiatives that encourage resilience and positive mental health
 - Action 4 – Link and foster socially inclusive opportunities for all residents, including culturally and linguistically diverse community members, Aboriginal people, seniors, people with a disability, youth with complex needs and young families.
- There are social events for me:
 - Action 1 – Deliver events that create community connectedness and cohesion
 - Action 2 – Promote and encourage premier public events in the local community
 - Community Vision: My local government leads by example when it comes to being a healthy business.
 - Action 5 – Ensure health is considered and incorporated into new and reviewed plans and policies.

- There's a healthy and safe food option for me.
 - Action 1 – Offer healthy eating alternatives at events
 - Action 2 – Monitor and educate food business around food safety initiatives
 - Action 3 – Work directly with and support food businesses and outlets to provide healthy food options

Risk Management Considerations:

Risk & Consequence	Consequence + Rating	Likelihood = Rating	Overall Risk Analysis	Mitigation/Actions
Continued ad hoc consideration of mobile food vending applications, multiple application types and general lack of any mobile food vendor trading in the Town (aside from organised events) if a Policy is not adopted.	Moderate	Likely	Low	Support the proposed draft Policy for the purposes of community consultation, including consultation with industry organisations, relevant State Government agencies, local food businesses and directly with mobile food vendors. This feedback to then inform further changes/improvements to the draft Policy, prior to an anticipated recommended trial implementation from November 2018 to March 2019, with a subsequent review/evaluation of its success to occur in April to May 2019. Development of internal procedures, education and training of staff will also be required to effectively administer the Policy and maximise its potential success.

General lack of policy success and therefore waste of Council resources in its development/implementation.	Moderate	Unlikely	Low	
Significant opposition from local residents and existing food businesses to the nearby trading of mobile food vehicles	Moderate	Unlikely	Low	
Inability to attract mobile food vendors and realise potential benefits of mobile food vendors to the community	Significant	Unlikely	Medium	
Trading area locations that are not successful due to a range of potential factors (e.g lack of information/awareness, lack of exposure, insufficient customers, etc.)	Moderate	Some likelihood of occurring	Medium	
Damage to public open spaces and increased littering and inappropriate disposal of food waste/containers	Low to moderate	Some likelihood of occurring	Low	
Traffic and noise impacts to surrounding residents	Moderate	Some likelihood of occurring	Low	
Excessive fees that discourage mobile food vendors or insufficient fees that do not recover the additional costs for Council staff and resources in implementing the policy or managing/mitigating potential adverse impacts.	Moderate	Unlikely	Low	

Inability to obtain consent/statutory approvals from relevant Stage Government agencies to allow for mobile food vendor trading at McCallum Park and Edward Millen Park.	Low	Unlikely	Low	
Internal staff opposition or lack of policy 'buy in' of staff to effectively implement and administer the Policy due to its cross-functional nature.	Low to moderate	Some likelihood of occurring	Low	
Ineffective or delayed review/evaluation of policy trial.	Low to moderate	Some likelihood of	Low	

Sustainability Assessment:

External Economic Implications:

The draft Policy will provide a platform for mobile food vendors to trade within the Town, supporting the growth of existing and new small businesses. While efforts have been made to locate the majority of proposed Designated Trading Areas at public open spaces situated a significant distance from existing 'bricks and mortar' establishments, there is evidence that rather than directly competing with these businesses, mobile food vendors can attract additional visitors and customers to their trading locations than would otherwise normally occur, which can have a positive impact on the trading of nearby established traders.

Notwithstanding, a major objective of the Policy is to increase choice and diversity where only limited food options exist and to increase the activation of the Town's public open spaces. Therefore, these objectives support mobile food vendor trading away from locations where a large number of food businesses already exist, in any case.

Cultural Issues:

The draft Policy has potential to provide a platform for the small business community to showcase and provide culturally diverse, unique and interesting food choices to the local community. The ability for food to serve as a medium for cultural exchange and the celebration of cultural diversity may also contribute to positive cultural and social outcomes.

Environmental Issues:

The Vendor Guidelines contained within the draft Policy include an emphasis on ensuring that potential environmental impacts arising from the trading of mobile food vendors are minimised and avoided. These include provisions requiring traders to provide bins for the

disposal of patron waste, to have receptacles for the collection of any waste water or other emissions from the mobile food vehicles themselves, and provisions regarding their operation or setting up to avoid damages to the public open spaces, Council buildings or vegetation.

The ability for enforcement action (e.g. infringement or suspension of trading permits) to occur as a result of damages caused by traders exists under the Local Law, and adherence to these requirements will be encouraged/enforceable as part of the conditions able to be applied to the conditions of the proposed 'Vic Park Vendor's Permits'.

There is a risk that the ability to enforce these requirements or penalise offenders may be limited due to difficulty in identifying the party responsible for any damages, particularly if the damage occurs during the trading of multiple vendors or if the damage arises from the actions of customers/the public rather than the traders themselves. However, it is considered that these potential issues can be managed/minimised through a variety of measures, including the following:

- Evaluation and review following the proposed initial trial of the policy;
- Continued communication and education of mobile food vendors by Council staff;
- Potential changes to the provision of facilities by Council (e.g. more Council bins or public seating); and
- Changes to the scale or timing of activities that are permitted to occur at the proposed Designated Trading Areas (e.g. reducing the maximum number of mobile food vehicles permitted to trade at a given time, 'resting' or alternating the trading areas to provide increased turf recovery times, etc.).

COMMENT:

The proposed Policy will enable the Town to establish a platform for the trading of mobile food vehicles within the Town and share in the positive activation and community benefits that can arise from their trade, as has been witnessed in a number of local government areas throughout the Perth Metropolitan area and more broadly in other centres nationally and internationally.

There is a growing trend for local governments to provide opportunities for mobile food vendors and other activities such as weekend markets and festivals, to facilitate enjoyable, interesting, unique and convenient leisure and recreational opportunities for residents, families and other members of the community to experience in their local area.

The addition of diverse and convenient food options at a number of the Town's public open spaces provides the potential for their increased activation and utilisation by the community, and the ability for residents and families to enjoy these spaces for longer periods of time, in a richer, and more socially inclusive manner. Some of the potential benefits include:

- greater social connectedness;
- opportunities for community members to meet or build on existing relationships with their neighbours;

- supporting other activities occurring in public open spaces by providing convenient food options for families or spectators (e.g. at sporting events/matches (with permission), before or after undertaking outdoor exercise or by responsible parents/caretakers supervising the use of playground equipment by their children); and
- fostering a greater attachment to the local community and an enhanced sense of place.

The key features of the draft Policy are described in the ‘Details’ section above.

Submission from Restaurant and Caterers Association

The recommendations requested in the submission from R&CA are listed and responded to below.

Recommendation from R&CA	Council Officers Comments
1. That no mobile food vendors are permitted to operate within a 100-metre radius of an existing café or restaurant business. This rule would only apply during the normal operating hours of these existing food business.	Supported in part – A major objective of the policy is to provide greater choice and diversity of food options in locations where currently little exists. However, subject to the consultation and having regard to the types of food offers available, there may be instances where existing business can comfortably (and even benefit) from the nearby trading of mobile food vendors, through the additional attraction of potential customers to their vicinity.
2. The Town impose a limit on the overall number of mobile food vendors permitted to operate within its boundaries at any one time.	Supported in part – The draft policy proposes a maximum number of mobile food vendors that can trade at any one location at one time. The total number of vendors able to trade across all locations at any one time is 94, however many of the proposed locations will have one or no mobile food vendors operating on them for much of the available trading times, as sufficient numbers of potential customers/park users to make trading financially viable will occur only infrequently if at all – e.g. on weekends, Friday nights, public holidays or celebrations, etc.. Accordingly, the potential competition that mobile food vendors could have with the approximately 250+ bricks and mortar businesses operating within the Town is considered minimal.
3. That there should be only incremental increases in the number of operators permitted to trade each year to allow the Town of Victoria Park a sufficient opportunity to monitor the impact of mobile food vendors on existing businesses.	Supported in part – The draft policy is proposed to be subjected to rigorous community consultation and implementation on a trial basis, followed by a review following the trial. It is not anticipated that the trial will identify a substantial demand for mobile food vendor trading higher than that proposed, and the trading of mobile food vendors is likely to be self-limiting due to limited exposure and numbers of potential customers at the designated trading areas.

Recommendation from R&CA	Council Officers Comments
4. That the operation of mobile food businesses be subject to all applicable regulations that existing food businesses are required to comply with.	Supported – As food businesses, mobile food vendors are subject to the same or similar Environmental Health food and safety regulations/legislation that is applicable to bricks and mortar food businesses.
5. That the same standards of enforcement must also apply to mobile food vendors as existing food businesses.	Supported – As above. Additionally, provision under the Thoroughfares Local Law provides Council the ability to infringe non-compliant food vendors or to suspend or cancel a Vic Park Vendor's Permit where a breach of the permit conditions (and by extension the draft Policy), or Local Law occurs.
6. That the maximum permit cost paid by mobile food vendors reflects the commercial value of trading in certain precincts, and is comparable to the Council rates applied to the operation of bricks and mortar food businesses.	To be considered at later stage. Refer to comments below in relation to Permit Fees.
7. The Town explicitly outline its support for existing bricks and mortar food businesses in all relevant Council collateral and communication material regarding the regulation of mobile food vendors.	Supported in part – The Town actively supports and promotes bricks and mortar food businesses in a number of its strategies and projects, including the Albany Highway Activation Project, various economic development projects and the recently implemented 'Eat, Ride n Enjoy' campaign. The draft Policy objectives include reference to existing bricks and mortar businesses and the consideration of proximity/competition to these as a contributing factor in the selection of the proposed designated trading areas.

Selection and Evaluation of Proposed Designated Trading Areas

The initial draft of the Policy considered both the public open spaces identified by the community as potential locations they would like to see mobile food vendors trading within the Town during the preliminary consultation, as well as the following additional factors:

- Public car parking bays (including disabled access bay(s)) and their proximity to suitable mobile food vendor trading locations;
- Flood lighting (so as to permit night time (dinner) trading);
- Availability of public toilets;
- Amenities and other infrastructure associated with prolonged use/enjoyment of the public open space (and therefore higher propensity for purchase of food/beverages) – i.e. benches/seating, children's playgrounds, shaded grassed areas/picnic spots, etc.
- Site conditions and topography – public open space
- Vehicular access onto the public open spaces
- Size of the public open space - Capacity of proposed locations to accommodate mobile food vendor vehicles;
- Location/proximity to existing bricks and mortar food premises; and

- Potential benefits that may be gained through increased activation (e.g. reduced crime/antisocial behaviour, increased use of under-utilised public open space, increased awareness/enjoyment of the Town's heritage, etc.)

A number of the locations do not achieve all of the above criteria, notably Edward Millen Park, John Macmillan Park and Rayment Park, which are located in close proximity to existing bricks and mortar food businesses. It is considered that on balance and subject to community consultation that these locations represent important and unique opportunities for increased activation and utilisation of these public open spaces by the community. The additional competition brought by mobile food vendors at these select locations is not considered significant and may even increase patronage of local businesses by attracting more people to the area.

Following further review (including site inspections and internal staff liaison) the initial draft was revised resulting in the following changes:

- Carlisle Reserve – Designated trading area originally located near playground/oval scoreboard which is narrow and at risk of conflicting with playground users, oval users/players and spectators. Relocated to larger grassed area adjacent to car park vehicle entry gate. Location also replaces removed Fletcher Park trading location.
- Fletcher Park – Removed as a trading location as responsibility for maintenance and management of the public open spaces rests with the WA Cricket Association.
- G O Edwards Reserve – Reduction in maximum vendor numbers at Designated Trading Area B due to limited size of the grassed area adjacent to the recently installed nature playground;
- Higgins Park - the removal of a second designated trading area at Higgins Park (at corner of Hill View Terrace and Creaton Street) due to steep slope of this location and significant distance away from other park amenities and facilities.

Permit Fees

Determination of the appropriate fee to charge Vic Park Vendor's Permit holders is yet to be conducted. Whilst there have been calls by the R&CA and some established food businesses that the charges imposed should equate to those applicable to bricks and mortar food businesses, a number of factors will need to be considered by the Council. These include the costs to Council in administering the Policy, ensuring balance/equity between the various fees charged for the various permit types issued by the Town for food businesses, as well as the high seasonality of trade of mobile food vendors.

Notwithstanding, it is recommended that for the duration of any trial implementation of the Policy, that fees for the assessment and granting of Vic Park Vendor's Permits to approved mobile food vendors not be charged, so as to maximise the attraction and take-up of mobile food vendors to trade as part of the trial. This will encourage greater numbers of traders to the Town and provide the community and the Town with increased opportunity to experience and evaluate the impacts of their trade (negative and positive). It should also be noted that the waiving of fees would be consistent with the Town's approach alfresco dining for brick and mortar food businesses.

Payment of a \$100 bond for keys to access the secured gates to the reserves will continue to be charged as for all other park users/normal reserve hire processes, to cover the Town's costs for replacement of lost or stolen keys that are issued to mobile food vendors.

This will then be refunded upon the return of the key to the Town (i.e. at the conclusion of the recommended trial).

CONCLUSION:

It is recommended that the Future Planning Committee recommend to Council that the draft HLTH6 'Mobile Food Vendors Policy' (see Appendices), be advertised for public comment and consultation with key external stakeholders. A further report will be presented to Council in the future following the conclusion of the advertising period, reporting on any submissions received, and seeking a final decision from Council as to whether or not to adopt the draft Policy (in its current form or in a modified form informed by the results of the community consultation and further review/refinement).

If adopted, and subject to the proposed locations being supported by the community and ultimately Council, there may be a number of implementation measures (subject to further detailed site evaluations) required to facilitate trading at each of the sites (e.g. access, facilities maintenance, trading area boundaries at each location, etc.).

There will also be additional regulatory approvals required to be obtained from the Department of Biodiversity, Conservation and Attractions, and the Department of Planning, Lands and Heritage to facilitate trading at McCallum Park and Edward Millen Park, as proposed under the Policy. It is recommended that these be pursued during the public consultation process as they may take approximately two months to obtain or may need to be removed from the draft Policy if the required approvals/consents are not forthcoming.

RESOLVED BY EXCEPTION RESOLUTION:

Moved: Cr Anderson

Seconded: Cr Ife

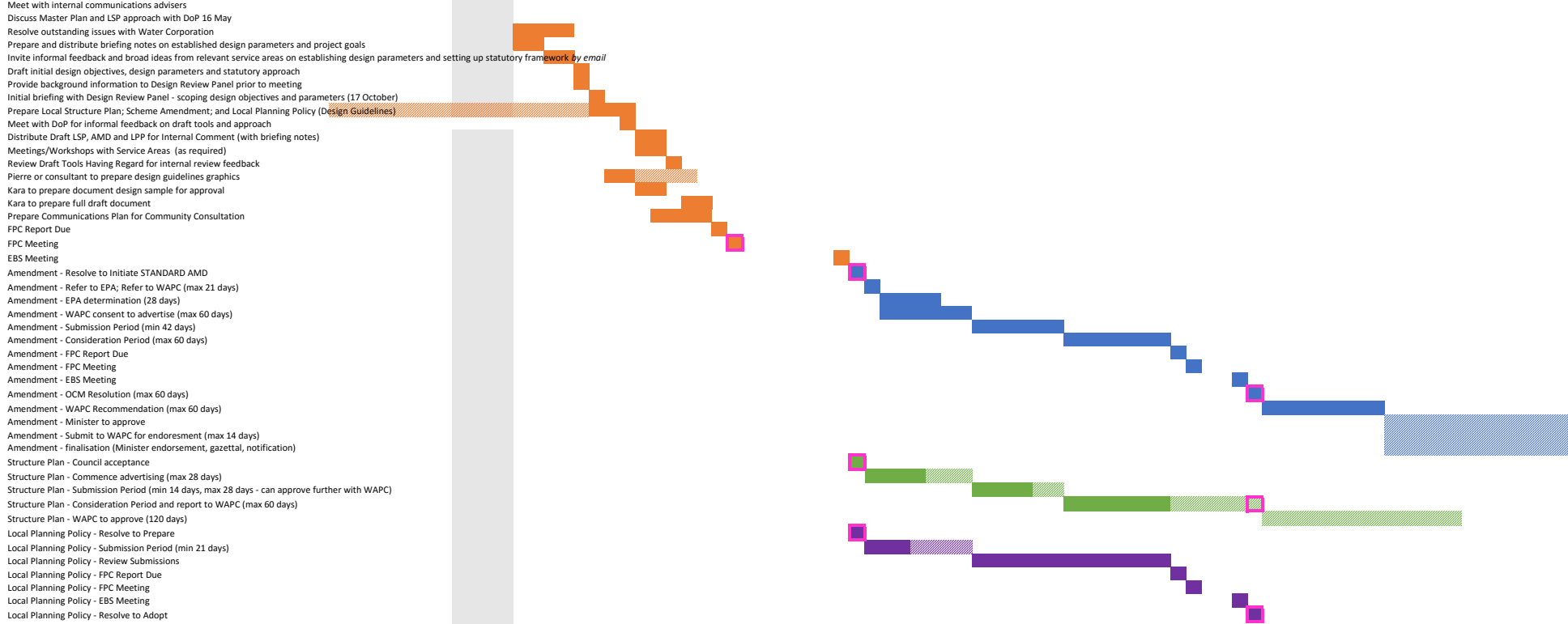
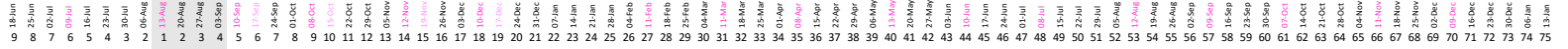
That Council authorises public advertising of the draft policy 'HLTH6 Mobile Food Vendors (Vic Park Vendor's) Policy' as contained in the Appendices, including consultation with key stakeholders and relevant organisations, for a period of 21 days, and that the outcomes of the public advertising and consultation be summarised in a further report to the Council prior to adoption of a final Policy for implementation on a trial basis.

CARRIED (8-0)

14.4 Appendix 1 – Burswood Station East Structure Plan Project Schedule

INDICATIVE TIMELINE FOR BURSWOOD STATION EAST APPROVALS PROCESSES

Dates in pink are scheduled / projected OCM
 Actions in green are statutory processes for LSP
 Actions in blue are statutory processes for AMD
 Actions in purple are statutory processes for LPP



14.5 Appendix 1 - Maintenance

Proposed Maintenance for ARMS' Monument.

The monument pieces are carved from pieces of solid granite. The large carving has the arms and legs close to the body in order to minimize the possibility of damage being done to these extremities.

To minimize ongoing costs concerning maintenance it has been recommended that we have the granite coated for extra protection against the elements and to provide protection should the monument be subjected to graffiti. We have checked with several firms that specialize in this type of work. It would seem that the best quality coating would be Dulux Surfaceshield HDH. This is a non-sacrificial coating. A non-sacrificial coat means that if the item has to be cleaned with chemicals then the coat will remain undamaged. This is a better option than a sacrificial coat that would need to be renewed if chemical cleaning ever becomes necessary.

This coat is guaranteed to last for five years under normal conditions. I understand, however, from consulting with companies that specialize in this work, that there is only a low chance that the coat would ever need to be replaced; therefore one non-sacrificial coat should be sufficient. This would be applied as soon as the monument is placed and our funding will cover the cost of this coat. We are told this is the best product available at this time and does withstand several chemical cleans in the rare event this become necessary.

The monument may need a light pressure clean every two or three years to remove bird droppings, however once the coating has been applied there is every chance that bird droppings will come off naturally through rainfall and no pressure clean will be required. We are unsure if the Council's Parks and Garden staff undertake light pressure washing as part of the duties but we anticipate that it would not take more than an hour for a light wash which is all that would be needed should a wash become necessary.

Should the monument be subjected to repeated chemical cleans in relation to graffiti and there is a need to re-coat then the cost of the coating, at today's rates will be \$700 plus inflation. Should a chemical clean become necessary then the cost of that would be approximately \$400 at today's rates.

The advice received from the specialists in this field informs us that once the monument pieces are coated they will be well-protected against normal wear and tear. We would be happy to provide any further particulars should any council member have any queries with respect to maintenance.

LYNNE DEVINE

14.5 Appendix 2 – Engineer’s Report

ARMS Incorporated
PO Box 521
Hamilton Hill WA 6963
WA 6012

Attention Lynne De Vine

Dear Lynne

P18107-RPT-001_0 – Engineer’s report three statues, McCallum Park

Hartley structural have assessed the stability of three statues to be installed at McCallum Park.

Each statue was assessed for :

- Overturning due to wind / earthquake loading
- Overturning due to people climbing on the statues
- Bearing due to worst overturning result
- Sliding from wind / earthquake loading

Statue dimensions & weight

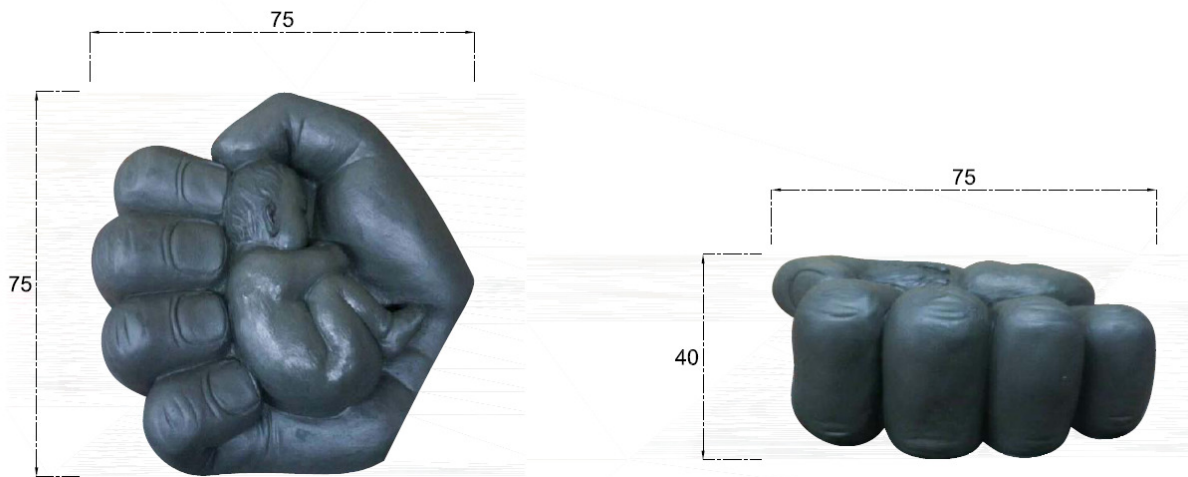
Mother statue



Gross weight 2200kg

Figure 1 - Dimensions & weight of mother statue

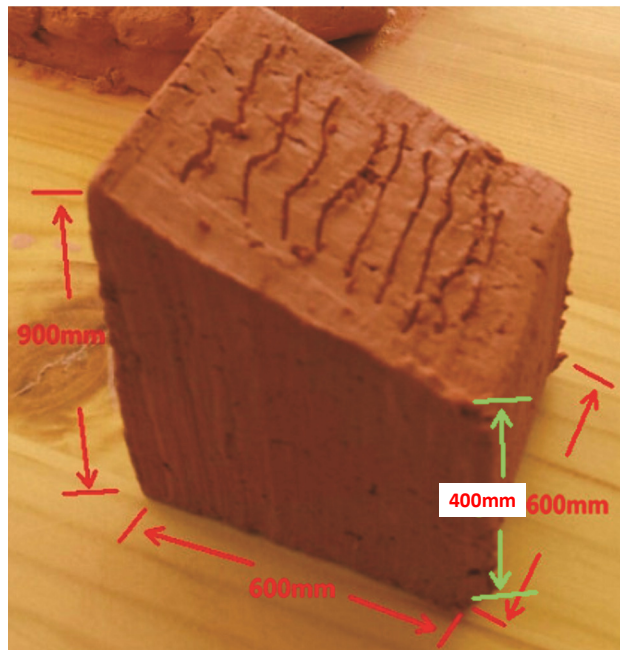
Child / hand statue



Gross weight 400kg

Figure 2 - Dimensions & weight of Child / hand statue

Desk statue



Gross weight 700kg

Figure 3 - Dimensions & weight of desk statue

Assessment criteria

The following design criteria was used for the assessment

- Statues are importance level 3, being located in a public park.
- The following wind loading design criteria was used
 - 1 : 1000 year storm event
 - Terrain category 2 .
- The following earthquake loading design criteria was used
 - 1 : 1000 year earthquake
 - The greater result from earthquake design category I & II.
- The allowable bearing capacity is 75kPa – soft clay / sand.
- A person loading of two 150 kg people hanging 0.5m off the top edge of the statue.

Results

If the factor of safety (FoS) exceeds 1.00 then the action is deemed to have passed the assessment criteria.

Action	Stabilising	Destabilising	FoS
Overturing due to wind / earthquake	8.8 kNm	4.4 kNm	1.99
Overturing due to two people	8.8 kNm	2.7 kNm	3.26
Bearing	75 kN	49 kN	1.52
Sliding	6.6 kN	6.3 kN	1.05

Table 1 - Assessment results for mother statue

Action	Stabilising	Destabilising	FoS
Overturing due to wind / earthquake	1.2 kNm	0.1 kNm	8.77
Bearing	75 kN	8 kN	9.96
Sliding	0.9 kN	0.7 kN	1.40

People loading not considered because the height is less than half the plan dimensions

Table 2 - Assessment results for the hand / child statue

Action	Stabilising	Destabilising	FoS
Overturing due to wind / earthquake	2.1 kNm	0.8 kNm	2.69
Overturing due to two people	2.1 kNm	2.4 kNm	0.88
Bearing	75 kN	86 kN	0.87
Sliding	2.1 kN	1.7 kN	1.21

Table 3 - Assessment results for desk statue

Findings

The assessment of the statues indicates that the mother statue and the child / hand statue pass the assessment criteria. However the desk statue would be unstable under people loading.

Conclusions and recommendations

It is recommended that a concrete footing be prepared for the desk statue as detailed in Figure 4. The recommended construction sequence would be to pour the footing base first. The following day, resin fix four dowel bars to the underside of the statue and place the statue on four 100 x 100 x 100 concrete blocks. Pour the footing pedestal with letter box formwork. Break off the letter boxes while the concrete is green. The footing and pedestal are to have grade 20 / 20 / 20 concrete with 50 cover to the reinforcement.

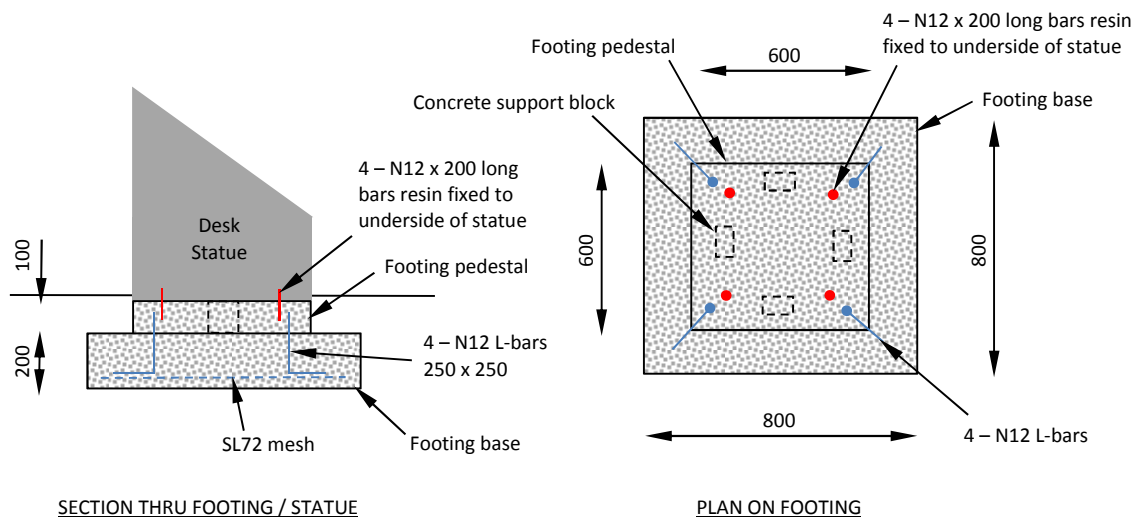


Figure 4 - Typical statue footing detail

For the mother statue it is recommended that 150mm of the ground that matched the statue foot print be removed and replaced with inert gravel which is compacted to at least 95% M.M.D.D.

It might be appropriate to construct a concrete footing for the child / hand statue to make it heavier and more difficult to steal. Alternatively the subgrade can be prepared as described for the mother statue.

If you have any queries please do not hesitate to contact me.

Yours faithfully

Rick Hartley
Chartered Professional Engineer
FIEAust 2451796
Mobile No 0435 584 787
Email rickhartley@bigpond.com

14.5 Appendix 3 – GEN4

GEN4 COMMEMORATIVE RECOGNITION

POLICY:

Objective

To honour individuals, organisation or events that have made a significant contribution to the Town or the development of Western Australia. This policy aligns directly to the Strategic Community Plan strategic outcomes:

- Social 3 – An empowered community with a sense of pride, safety and belonging.
- Social 4 – A place where all people have an awareness and appreciation of arts, culture, education and heritage.

Policy Statement

Council is committed to honouring individuals, organisations or events that have a made a significant contribution to the Town or the development of Western Australia.

PROCEDURE:

None

RESPONSIBLE OFFICER	Local History Coordinator
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RELATED POLICES:	None
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DELEGATION:	Yes- Delegation No. 9.3 Sub-delegation
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AUTHORITY	Council Meeting 29 November 2005
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REVIEW:	August 2006 July 2013 August 2015 17 November 2017
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