



CITY of PERTH

Lord Mayor and Councillors,

NOTICE IS HEREBY GIVEN that the next Ordinary Meeting of the Council of the City of Perth will be held in the Council Chamber, Level 9, Council House, 27 St Georges Terrace, Perth on **Tuesday, 23 February 2016 at 6.00pm.**

Yours faithfully

MARTIN MILEHAM
CHIEF EXECUTIVE OFFICER

18 February 2016

VISION STATEMENT

Perth is renowned as an accessible city. It is alive with urban green networks that are safe and vibrant. As a global city, there is a diverse culture that attracts visitors. It provides city living at its best. Local and global businesses thrive here. Perth honours its past, while creating a sustainable future.





CITY of PERTH

COUNCIL CHAMBERS SEATING LAYOUT



Manager Governance
Mark Ridgwell



The Right Honourable
The Lord Mayor
Ms Lisa-M. Scaffidi



Chief Executive
Officer
Martin Mileham



Director Community and
Commercial Services
Rebecca Moore



Cr Judy McEvoy



Cr Janet Davidson
OAM JP



Personal Aide to
the Lord Mayor
Paul Anastas

Director Planning
and Development



Cr Reece Harley



Cr Jemma Green



Director
Construction and
Maintenance
Paul Crosetta



Manager Development
Approvals
Margaret Smith



Cr Keith Yong



Cr Lily Chen



Director Corporate
Services
Robert Mianich



Director Economic
Development and
Activation
Michael Carter



Cr James Limnios
Deputy Lord Mayor



Cr Jim Adamos



Governance Electoral
Officer - Minutes
Cathryn Clayton

Public Gallery

BUSINESS

1. Prayer
2. Declaration of Opening
3. Apologies
4. Question Time for the Public.
5. Members on Leave of Absence and Applications for Leave of Absence
6. Confirmation of Minutes:
Ordinary Council - 2 February 2016
7. Announcements by the Lord Mayor
8. Disclosure of Members' Interests
9. Questions by Members of which due notice has been given
10. Correspondence
11. Petitions
12. Matters for which the Meeting may be Closed

In accordance with Section 5.23(2) of the *Local Government Act 1995*, should an Elected Member wish to discuss the content of the confidential schedules listed below, it is recommended that Council resolve to close the meeting to the public prior to discussion of the following:

Schedule No.	Item No. and Title	Reason
Confidential Schedule 6	Item 8 - Roe Street and Railway Street Shared path	s.5.23(2)(c)

13. Reports (refer to Index of Reports on the following pages)
14. Motions of which previous notice has been given
15. Urgent Business
16. Closure

INFORMATION FOR THE PUBLIC ATTENDING COUNCIL MEETINGS

Welcome to this evening's Council meeting. This information is provided on matters which may affect members of the public. If you have any queries on procedural matters please contact a member of the City's staff in attendance tonight.

Question Time for the Public

- An opportunity is available at Council meetings for members of the public to ask a question about any issue relating to the City. This time is available only for asking questions and not for making statements. Complex questions requiring research should be submitted as early as possible in order to allow the City sufficient time to prepare a response.
- The Presiding Person may nominate a Member or officer to answer the question and may also determine that any complex question requiring research be answered in writing. No debate or discussion is allowed to take place on any question or answer.
- To ask a question please write it on the white Question Sheet provided at the entrance to the Council Chamber and hand it to a staff member before the meeting begins. Alternatively questions can be forwarded to the City of Perth prior to 3.00pm on the day of the meeting, by:-
 - Letter: Addressed to GPO Box C120, Perth, 6839;
 - Email: governance@cityofperth.wa.gov.au.
- Question Sheets are also available on the City's web site: www.perth.wa.gov.au.

Disclaimer

Members of the public should note that in any discussion regarding any planning or other application that any statement or intimation of approval made by any Member or officer of the City during the course of any meeting is not intended to be and is not to be taken as notice of approval from the City. No action should be taken on any item discussed at a Council meeting prior to written advice on the resolution of the Council being received.

Any plans or documents contained in this agenda may be subject to copyright law provisions (*Copyright Act 1968*, as amended) and the express permission of the copyright owner(s) should be sought prior to their reproduction.

EMERGENCY GUIDE

Council House, 27 St Georges Terrace, Perth



CITY of PERTH

The City of Perth values the health and safety of its employees, tenants, contractors and visitors. The guide is designed for all occupants to be aware of the emergency procedures in place to help make an evacuation of the building safe and easy.

BUILDING ALARMS

Alert Alarm and Evacuation Alarm.

ALERT ALARM

beep beep beep

All Wardens to respond.

Other staff and visitors should remain where they are.

EVACUATION ALARM/PROCEDURES

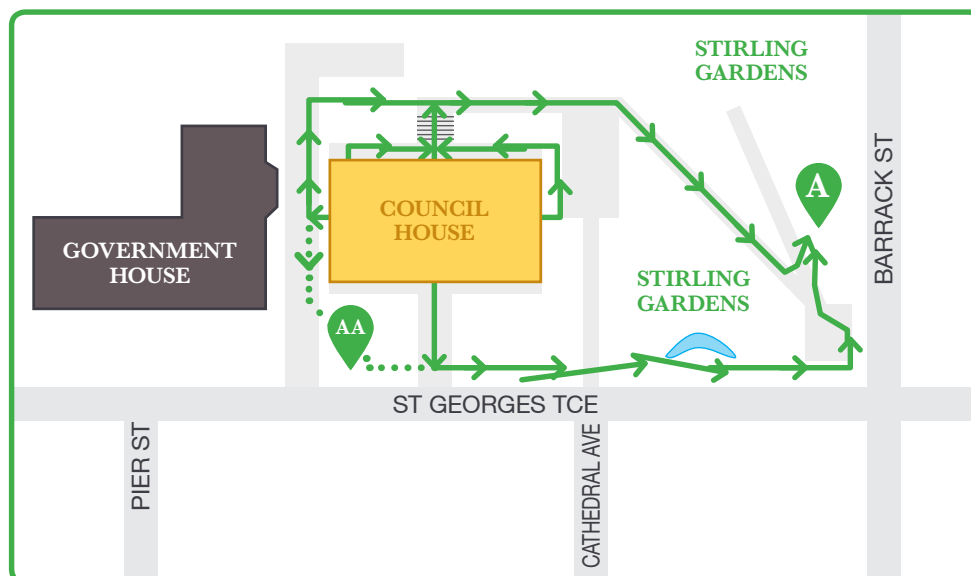
whoop whoop whoop

On hearing the Evacuation Alarm or on being instructed to evacuate:

1. Move to the floor assembly area as directed by your Warden.
2. People with impaired mobility (those who cannot use the stairs unaided) should report to the Floor Warden who will arrange for their safe evacuation.
3. When instructed to evacuate leave by the emergency exits. **Do not use the lifts.**
4. Remain calm. Move quietly and calmly to the assembly area in **Stirling Gardens** as shown on the map below. Visitors must remain in the company of City of Perth staff members at all times.
5. After hours, evacuate by the nearest emergency exit. **Do not use the lifts.**



EVACUATION ASSEMBLY AREA



 Assembly Area

 Alternate Assembly Area

INDEX OF REPORTS

Item	Description	Page
FINANCE AND ADMINISTRATION COMMITTEE REPORTS		
1	PAYMENTS FROM MUNICIPAL AND TRUST FUNDS – JANUARY 2016	1
2	2016 PHOTOGRAPHIC COMMISSION – COUNCIL REPRESENTATIVE SELECTION PANEL MEMBER	3
3	GRANT – CITY OF PERTH BAND INC	5
4	DONATION – THE RETURNED AND SERVICES LEAGUE OF AUSTRALIA WA BRANCH INCORPORATED (RSL WA) ANZAC DAY 2016 COMMEMORATIONS	8
5	RECEPTION REQUEST – RECEPTION FOR 75TH ANNIVERSARY BATTLE OF CRETE BOOK LAUNCH	13
6	REVIEW OF POLICY 18.2 – CULTURAL COLLECTIONS	16
7	PUBLIC ART ADVISORY PANEL – TERMS OF REFERENCE	25
WORKS AND URBAN DEVELOPMENT COMMITTEE REPORTS		
8	ROE STREET AND RAILWAY STREET SHARED PATH	29
OTHER REPORTS		
9	3 (LOT 502) TRINITY AVENUE, EAST PERTH – PROPOSED WATERBANK SUBDIVISION APPLICATION – STAGE 2	34

FINANCE AND ADMINISTRATION COMMITTEE REPORTS

ITEM NO: 1

PAYMENTS FROM MUNICIPAL AND TRUST FUNDS – JANUARY 2016

**FINANCE AND ADMINISTRATION (APPROVAL)
COMMITTEE
RECOMMENDATION:**

That in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996, the list of payments made under delegated authority for the month ended 31 January 2016, be received and recorded in the Minutes of the Council, the summary of which is as follows:

FUND	PAID
Municipal Fund	\$ 12,575,372.04
Trust Fund	\$ 117,658.02
TOTAL:	\$ 12,693,030.06

BACKGROUND:

FILE REFERENCE: P1031101-23
REPORTING UNIT: Finance
RESPONSIBLE DIRECTORATE: Corporate Services
DATE: 31 January 2016
MAP / SCHEDULE: TRIM ref. 15049/16

The Committee recommendation to the Council for this report was resolved by the Finance and Administration Committee at its meeting held on 16 February 2016.

The Committee recommendation to the Council is the same as that recommended by the Officers.

LEGISLATION / STRATEGIC PLAN / POLICY:

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

**Integrated Planning
and Reporting
Framework
Implications**

Strategic Community Plan

Council Four Year Priorities: Community Outcome
Capable and Responsive Organisation

A capable, flexible and sustainable organisation with a strong and effective governance system to provide leadership as a capital city and deliver efficient and effective community centred services.

COMMENTS:

Payments for the month of January 2016 included the following significant items:

- \$854,999.27 to the Western Australian Treasury Corporation for a loan payment of \$711,834.69 for the City of Perth Library and Public Plaza Project and \$143,164.58 for the half yearly Government Guarantee Fee payable for all City of Perth loans.

ITEM NO: 2

2016 PHOTOGRAPHIC COMMISSION – COUNCIL REPRESENTATIVE SELECTION PANEL MEMBER

FINANCE AND ADMINISTRATION (APPROVAL) COMMITTEE

RECOMMENDATION:

That Council nominates _____ to represent Council on the selection panel for the 2016 Photographic Commission.

BACKGROUND:

FILE REFERENCE: P1031593
REPORTING UNIT: Arts, Culture and Heritage
RESPONSIBLE DIRECTORATE: Economic Development and Activation
DATE: 1 February 2016
MAP / SCHEDULE: N/A

The Committee recommendation to the Council for this report was resolved by the Finance and Administration Committee at its meeting held on 16 February 2016.

The Committee recommendation to the Council is the same as that recommended by the Officers.

Council is requested to consider appointing a new Elected Member representative on the selection panel for the 2016 Photographic Commission.

The panel will be required to carry out the second stage of the selection process to determine which of the works created by the commissioned artists in response to the commissioning brief will be selected to enter the City of Perth Art Collection.

The City of Perth Photographic Commissions has been running since 2009 to document built and social elements of Perth. Two complementary commissions are carried out, one focusing on the built space of the city and the other with a broader scope which may include the social life and community in Perth. The resulting works form a photographic survey of the city at a particular moment in time and are now an important part of the City of Perth Art Collection.

The 2016 Photographic Commissions Selection Panel met in September 2015 to select the artists to carry out the commissions. The selection of artists Jacqueline Ball and Graham Miller was determined by the panel and carried by Council at its meeting held on **13 October 2015**.

LEGISLATION / STRATEGIC PLAN / POLICY:

**Integrated Planning
and Reporting
Framework
Implications**

Strategic Community Plan
Council Four Year Priorities: Community Outcome
Healthy and Active in Perth
S15 Reflect and celebrate the diversity of Perth

Policy

Policy No and Name: 18.2 – Collection Management

DETAILS:

Selection and Commission Process

A list of photographers were invited to submit a proposal in response to the commission brief. A selection panel was formed which included a representative from the Elected Members, relevant industry professionals and a City of Perth (the City) Officer. The submissions were then assessed by the selection panel, the selection was carried by Council, and resulted in one photographer for each commissioned engaged to carry out the project.

As detailed in the commission briefs, the photographers are required to submit 15 to 25 images to the City. The selection panel will meet after the photographs have been submitted and select 10 photographs per commission. These 10 photographs form the commission outcome and will become a part of the City of Perth Art Collection. It is anticipated that the selection panel will meet in early to mid-April to carry out this process.

FINANCIAL IMPLICATIONS:

There are no financial implications associated with this report.

COMMENTS:

The commissioning of photographic essays of Perth created by acknowledged art photographers provide an important historic, as well as artistic, record of the city at particular moments in time.

ITEM NO: 3

GRANT – CITY OF PERTH BAND INC

**FINANCE AND ADMINISTRATION (APPROVAL)
COMMITTEE
RECOMMENDATION:**

That Council:

- 1. approves a grant of \$11,080 (excluding GST), to the City of Perth Band (Inc) to assist with costs associated with the purchase of 50 embroidered, fully lined music stand banners incorporating the City of Perth crest and three pull-up banners; and***

- 2. notes the City of Perth Band (Inc) will provide the following benefits to the City of Perth:***
 - 2.1 deliver 10 free performances per annum representing the City of Perth at various events; and***

 - 2.2 use the City of Perth's crest on their music stand banners, pull-up banners and promotional literature.***

BACKGROUND:

FILE REFERENCE: P1010627-30
REPORTING UNIT: Community Amenity and Safety
RESPONSIBLE DIRECTORATE: Community and Commercial Services
DATE: 5 February 2016
MAP / SCHEDULE: N/A

The Committee recommendation to the Council for this report was resolved by the Finance and Administration Committee at its meeting held on 16 February 2016.

The Committee recommendation to the Council is the same as that recommended by the Officers.

LEGISLATION / STRATEGIC PLAN / POLICY:

**Integrated Planning
and Reporting
Framework
Implications**

Strategic Community Plan

Council Four Year Priorities: Community Outcome
Capable and Responsive Organisation

S20 Meaningful and contemporary community
engagement and communications

Policy

Policy No and Name: 18.8 – Provision of Sponsorship and Donations

DETAILS:

The City of Perth Band (Inc) (the Band), located at the Sir Charles Court Music Centre in Queens Gardens, Perth, has applied to the City of Perth (the City) for financial assistance totalling \$21,080 comprising costs of \$11,080 (excluding GST) to assist with costs associated with the purchase of 50 embroidered music stand banners incorporating the City's crest and three pull-up banners. The Band has requested an additional contribution of \$10,000 (excluding GST) to subsidise their lease premises in Queens Gardens. This request will be subject to a separate report for Council's consideration.

The cost of the music stand banners is \$9,955 (including artwork) and \$1,125 for the three pull-up banners.

The organisation initially submitted an application for funding of \$14,909 to purchase additional new equipment and following a meeting held with City staff and members of the Band's Board, it was agreed that the priority was to replace the ageing music stand banners and purchase three pull-up banners.

The City of Perth Band (Inc), an incorporated association, has operated since 1898 and has a long association with the City.

In 1999, the Band relocated to new leased premises in Queens Gardens provided by the City. The rental of the premises is subsidised by the City in return for the Band delivering the City 10 free performances over a 12 month period.

An internal meeting was held on 27 October 2015 with staff from Marketing and Events with a view to greater promotion of the Band and increasing the number of performances at future events.

The Lord Mayor is the patron of the Band.

The objectives of the Band are to provide community access to arts (music) as well as providing individuals the opportunity to develop music skills through learning to play music.

The Band has strong armed services connections and comprises three operating bands, the Brass, Concert and Swing Bands. The number of Band members playing on a regular basis in the three ensembles varies between 75 and 100.

The Band performs state-wide and for a range of different functions including parades such as the Anzac Day Parade and the Channel Seven Christmas Pageant. The City utilises the services of the Band wherever possible for civic functions, Australia Day and Christmas Concerts in Forrest Place, in addition to other events.

As a not for profit organisation, the Band relies on performances to generate fees to meet operating costs. An audited financial statement for the year ended 30 June 2014 shows revenue of \$33,781 and expenditure of \$36,945. Total current assets amount to \$65,677.

Previous financial assistance provided by the City: Assistance has been a contribution to uniform replacement and purchase of several musical instruments:

1995/96	\$ 4,000
2008/09	\$ 5,000
2011/12	
<i>Requested</i>	<i>\$13,743</i>
2015/16 <i>Proposed</i>	<i>\$11,080</i>

FINANCIAL IMPLICATIONS:

ACCOUNT NO: GL 122-389-7901
BUDGET ITEM: Other Property and Services – Unclassified – Other
Unclassified
BUDGET PAGE NUMBER: -
BUDGETED AMOUNT: \$118,704
AMOUNT SPENT TO DATE: \$ 25,100
PROPOSED COST: \$ 11,080
BALANCE: \$ 82,524

ANNUAL MAINTENANCE: N/A
ESTIMATED WHOLE OF LIFE COST: N/A

All figures quoted in this report are exclusive of GST.

COMMENTS:

The Band has had a long association with the City and uses the City's crest in its promotional literature.

ITEM NO: 4

DONATION – THE RETURNED AND SERVICES LEAGUE OF AUSTRALIA WA BRANCH INCORPORATED (RSL WA) ANZAC DAY 2016 COMMEMORATIONS

**FINANCE AND ADMINISTRATION (APPROVAL)
COMMITTEE
RECOMMENDATION:**

That Council approves a cash donation of \$67,868 (excluding GST) to the RSL WA to assist with the costs associated with presenting the ANZAC Day Commemorations - Perth 2016 to be held in the city on Monday, 25 April 2016, noting that \$26,579 of this amount will be recoverable in fees and charges raised by the City of Perth.

BACKGROUND:

FILE REFERENCE: P1010627-31
REPORTING UNIT: Community Amenity and Safety
RESPONSIBLE DIRECTORATE: Community and Commercial Services
DATE: 2 February 2016
MAP / SCHEDULE: N/A

The Committee recommendation to the Council for this report was resolved by the Finance and Administration Committee at its meeting held on 16 February 2016.

The Committee recommendation to the Council is the same as that recommended by the Officers.

The Returned and Services League of Australia WA Branch Incorporated (RSL WA) has applied to the City of Perth (the City) for financial assistance of \$67,868 to assist with costs associated with holding the annual ANZAC Day Commemorations on Monday, 25 April 2016. The ANZAC Day Commemorations in the city include the Perth Dawn Service at the State War Memorial in Kings Park, Gunfire Breakfast in Stirling Gardens, ANZAC Day March through city streets and a Commemoration Service at Langley Park.

The City has provided an annual contribution to the staging of the annual ANZAC Day Commemorations through the provision of City services and contributing to associated costs. Prior to 2010 costs were funded through the City's Parades and Festivals operational budget, and between 2012 and 2015 support has been provided through the City's Event Sponsorship Program, as follows:

2011/12	\$36,000
2012/13	\$44,940
2013/14	\$61,120
2014/15 (Centenary Commemorations)	\$96,617
Amount Requested / Proposed 2015/16	\$67,868

For 2016 the RSL WA has requested the City to assist with the costs associated with staging the commemorations by providing a donation to cover the cost of City service fees and charges and provide additional funds for the saluting dais infrastructure in St Georges Terrace, additional banner display spaces in the malls and the Irwin Street closure and reserve hire.

LEGISLATION / STRATEGIC PLAN / POLICY:

Integrated Planning and Reporting Framework Implications

Strategic Community Plan

Council Four Year Priorities: Community Outcome

Capable and Responsive Organisation

S20 Meaningful and contemporary community engagement and communications

Policy

Policy No and Name: 18.8 – Provision of Sponsorship and Donations

DETAILS:

The RSL WA is located at Anzac House, 28 St Georges Terrace, Perth. The association is a not for profit organisation formed in 1916 and since that time has been proactive in attending to the welfare needs of all ex-service and serving personnel with a particular focus on those in need or necessitous circumstances.

The RSL **Mission Statement** is:

To ensure that programs are in place for the well-being, care, compensation and commemoration of serving and ex-service Defence Force members and their dependants. And to promote Government and community awareness of the need for a secure, stable and progressive Australia.

The **Objectives** are:

To serve the interests of its members, veterans, the ex-service community and members of the Australian Defence Force, the RSL executes its role by effectively implementing the following objectives which are in accord with the League's Mission Statement:

- Welfare.
- Advocacy and Representation.
- Assistance to all veterans and ex-servicemen and women regardless of their membership in the League.

- Commemoration and Remembrance.
- Participation in employment programs for veterans, ex-service members and their dependants.
- Commitment to democratic principles and practices.
- Provision of a means for members to enjoy camaraderie and mateship.
- Provision of effective and efficient management of RSL assets and resources for the benefit of its members and serving members of the ADF.
- Act as an effective lobby group to Government and its departments.
- Provision of moral and active support for the ADF. Australian Forces Overseas Fund distributes 2,500 parcels bi-annually.
- Provision of a respected and meaningful voice within the community and Australian society.
- Promotion of loyalty and pride which the League has for the Nation, its people, the Crown and the Flag.

The RSL WA has been managing the State's ANZAC Day commemorations since the 1920's and over the past 14 years has taken the State's most significant commemorative event in the city to new levels, increasing both participation and attendance in all activities significantly.

The 2016 Anzac Day Commemorations Include:

- ANZAC Day Dawn Service at the State War Memorial in Kings Park, commencing at 6.00am.
- Gunfire Breakfast in Stirling Gardens, held at the conclusion of the Dawn Service and preceding the commencement of the ANZAC Day March.
- ANZAC Day March – Perth city streets from 9.00am.

Australian Defence Force will step off from the corner of Barrack Street and St Georges Terrace at 9.00am, followed by veteran carrying vehicles, and Ex-Services Unit, Corps, Regimental Associations. The parade will march east along St Georges Terrace, turn right onto Victoria Avenue and onto Langley Park.

- ANZAC Day Commemorative Service at Langley Park from 11.00am.

Funding:

For the past 14 years Lotterywest has been the major funding body for ANZAC Day commemorations across the State by providing a grant for infrastructure and associated costs.

For 2016 Lotterywest approved to provide a financial contribution of \$1,053,641 (excluding GST) to plan and present more than 100 ANZAC Day Services throughout Western Australia. RSL WA will contribute over \$60,000 to the Gun Fire Breakfast and Sunset Services.

Over many years the City has supported commemoration activities for ANZAC Day. As in previous years, the RSL WA has requested the City meet the cost of its services supplied for the ANZAC Day in the city including:

City of Perth Service Fees and Charges	Amount (excl. GST)
Stirling Gardens – event bump in and bump out days, public place hire, retail outlet and plant, on-site vehicles, 3 phase power	\$1,493
Irwin Street – road closure surcharge	\$5,048
CBD Streets – public place hire	\$201
Langley Park – public place hire, retail outlet and plant, on-site vehicles, 3 phase power	\$3,030
Parking Costs – reservation of on-street parking bays	\$5,193
Banner hire along St Georges Terrace, Adelaide Terrace, Hay Street Mall, Murray Street Mall, Forrest Place, William Street Wellington Street and Barrack Street from 17 April to 1 May 2016.	\$9,115
Bins – 160 x 240 litre sulo bins with rolls of bin liners	\$3,300
Contingency allowance (administration charges, damage restoration to reserves, special clean ups and other services requested by the City)	\$1,000
Administration Charge	\$403
Health Fees	\$1,085
Traffic Management – Parade and Dawn Service – part payment of resources and infrastructure	\$38,000
Total Requested:	\$67,868

Involvement of the City of Perth:

The City's involvement in the 2016 Anzac Day Commemoration includes:

- An invitation for the Lord Mayor to lay a wreath at the memorial and attend the commemoration service.
- The City's crest appearing in related newspaper and other advertisements promoting ANZAC Day, Order of Proceedings Program and in the screen content at Kings Park and Supreme Court Gardens during proceedings and on the RSL WA website and Facebook coverage.

FINANCIAL IMPLICATIONS:

ACCOUNT NO: CL 29B26000
BUDGET ITEM: Other Property and Services – Unclassified – Other
Unclassified
BUDGET PAGE NUMBER: -
BUDGETED AMOUNT: \$118,704 (\$62,000 allocated to ANZAC Day)
AMOUNT SPENT TO DATE: \$ 82,524
PROPOSED COST: \$ 67,868
BALANCE: \$ 14,656

ANNUAL MAINTENANCE: N/A
ESTIMATED WHOLE OF LIFE COST: N/A

All figures quoted in this report are exclusive of GST.

COMMENTS:

Each year on 25 April people throughout Australia and overseas gather to pay their respects to all Australians who served and died in all wars, conflicts and peacekeeping campaigns and to honour and remember the sacrifices of the original ANZACs. The 2016 ANZAC Commemoration will be a special event in the city as it is nationally.

ITEM NO: 5

RECEPTION REQUEST – RECEPTION FOR 75TH ANNIVERSARY BATTLE OF CRETE BOOK LAUNCH

**FINANCE AND ADMINISTRATION (APPROVAL)
COMMITTEE
RECOMMENDATION:**

That Council:

- 1. approves BY AN ABSOLUTE MAJORITY the City of Perth hosting a reception for the 75th Anniversary Battle of Crete and the book launch of “The Battle of Crete: the untold stories”; and***
- 2. notes that a funding source is to be identified as part of the February 2016 Budget Review.***

BACKGROUND:

FILE REFERENCE: P1015368-3
REPORTING UNIT: Directorate
RESPONSIBLE DIRECTORATE: Commercial and Community Services & Economic Development and Activation
DATE: 2 February 2016
MAP / SCHEDULE: N/A

The Committee recommendation to the Council for this report was resolved by the Finance and Administration Committee at its meeting held on 16 February 2016.

The Committee recommendation to the Council is the same as that recommended by the Officers.

Correspondence has been received by the Deputy Lord Mayor from Mr Tony Tsourdalakis, Secretary Battle of Crete and the Greek Campaign Commemorative Council, requesting that the City of Perth (the City) host a reception for the launch of the 75th Anniversary Battle of Crete Book titled “The Battle of Crete: the untold stories” and to honour surviving veteran Mr Arthur Leggett.

The Lord Mayor has referred this request to the Finance and Administration Committee for consideration, as it does not fall into the “Civic, Major or Urgent” categories, as provided in Policy 10.12 – Provision of Hospitality.

LEGISLATION / STRATEGIC PLAN / POLICY:

Integrated Planning and Reporting Framework Implications

Corporate Business Plan

Council Four Year Priorities: Community Outcome
Capable and Responsive Organisation
S19 Improve the customer focus of the organisation

Policy

Policy No and Name: 10.12 – Provision of Hospitality

Council Policy 10.12 – Provision of Hospitality provides that:

The Lord Mayor may approve functions that are civic, major and urgent functions, and this is to be decided at their discretion without first being referred to Council.

Those requests for receptions not approved by the Lord Mayor to be referred to the Finance and Administration Committee which will in turn recommend to the full Council, where the estimated cost of the reception exceeds \$5,000.

DETAILS:

A request has been received from Mr Tony Tsourdalakis, Secretary Battle of Crete and the Greek Campaign Commemorative Council, for the City to host a reception for the launch of the 75th Anniversary Battle of Crete Book and honour one of the remaining survivors, Mr Arthur Leggett, who resides in Perth.

This Battle, which took place in the Second World War, was a watershed for the links forged between Australia, Greece and New Zealand and an integral part of the shared histories of these nations.

In 1941, Australian and New Zealand troops were sent to Greece by the Allies to defend the country against the advancing Nazi army. Many battles were fought on the mainland trying to halt the Nazis' advance but it was in Crete in May 1941 that the Axis saw their first defeat and the annihilation of their elite corps of paratroopers.

The island was defended by the Australian Sixth Division, alongside the remnants of the Greek Armed Forces, New Zealanders and British troops. After a few weeks of fierce fighting, the Allies retreated and the island fell to the Nazis. During the retreat and the following months many Allied soldiers were sheltered by the local population.

The Battle of Crete Commemorative Council, which was formed specifically for the commemorations, has decided to organise and host events in every capital city in Australia in order to honour this connection.

ANZAC Veteran Arthur Leggett is one of the very few remaining veterans, who resides in Perth. The Committee has decided to honour him on this important anniversary.

Moreover, the Committee endeavours to raise awareness of the fact that the ANZAC Corps was formed for the second and last time in Greece in 1941, in order to boost

the morale of the Australians and New Zealand troops who were fighting in Greece. Therefore the veterans of the Greek and Crete Campaign of 1941 carry the title of “Anzac”, which makes Arthur Leggett one of the last surviving Anzacs.

The Commemorative Council would seek to include the following attendees: the Premier of Western Australia, the Leader of the Opposition, the Western Australian RSL, the Hellenic RSL, the local Cretan Association, Veterans and their families, Members of Parliament, the Hellenic Initiative, the Greek Community of Western Australia, the Greek Consul to Perth, the Greek Orthodox Archdiocese and the Hellenic Ambassador to Australia.

The Commemorative Council will cover any expenses for flights to and from Perth as well as the accommodation for any overnight stays required. It will also cover all the costs associated in transporting the books to Perth.

The Commemorative Committee are requesting a date in April that works with the City as well. The event would be coordinated by the Civic Events Team.

The proposed event details are:

Date:	April 2016
Time:	6.00pm – 7:30pm
Location:	Level 11 Reception Suite, Council House
Attendees:	Maximum of 150 attendees

FINANCIAL IMPLICATIONS:

Costs for this reception is currently unfunded. The estimated cost for the reception is \$5,000.00.

All figures quoted in this report are exclusive of GST.

COMMENTS:

Correspondence has been received by the Deputy Lord Mayor and the City from Mr Tony Tsourdalakis, requesting the City host a reception for a maximum of 150 guests for the 75th Anniversary of the Battle of Crete and launch of the “Battle of Crete: the untold stories” book.

In accordance with Policy 10.12 – Provision of Hospitality, it is requested that Council gives consideration to the request.

ITEM NO: 6

REVIEW OF POLICY 18.2 – CULTURAL COLLECTIONS

FINANCE AND ADMINISTRATION (APPROVAL)
COMMITTEE
RECOMMENDATION:

***That Council adopts amended Policy 18.2 – Cultural Collections
(formerly Collection Management) – Schedule 2.***

BACKGROUND:

FILE REFERENCE: P1014869
REPORTING UNIT: Arts, Culture and Heritage
RESPONSIBLE DIRECTORATE: Economic Development and Activation
DATE: 10 February 2016
MAP / SCHEDULE: Schedule 1 – Existing Policy 18.2 – Collection Management
Schedule 2 – Amended Policy 18.2 – Cultural Collections

The Committee recommendation to the Council for this report was resolved by the Finance and Administration Committee at its meeting held on 16 February 2016.

The Committee recommendation to the Council is the same as that recommended by the Officers.

At its meeting held on **14 March 1996**, Council adopted a Collection Management Policy to define the City of Perth's (the City) Art and Memorabilia Collections and inform the conditions of these collection's ongoing development and management. Subsequent revisions were approved by Council on **28 April 1998** and **14 March 2006**.

Changes to Policy 9.7 - Purchasing approved by Council **30 April 2015** and the introduction of the new Policy 9.14 - Disposal of Property (approved by Council **18 November 2014** and amended **30 April 2015**) have resulted in parts of the Collection Management Policy being outdated or inconsistent with the treatment of other city assets. The unique nature of the City's cultural collections however does require expanded treatment and explanation of acquisitions, collection de-accessioning, disposals, record keeping and management practices to ensure that collection management also complies with professional and industry standards relevant to collections.

This report provides a revised Policy 18.2 - Cultural Collections (formerly Policy 18.2 - Collection Management) which comprises principles and guidelines for managing the City's Art, History Centre and Memorabilia Collections and defines the scope of these three distinct cultural collections held and maintained by the City.

The City's three indoor cultural collections share similar requirements in respect to asset management and specialised industry standards for storage, handling, conservation and display.

DETAILS:

Proposed amendments to Policy 18.2 – Collection Management have been determined following thorough consultation with the curatorial and history centre staff responsible for all three collections in order to improve the policy wording and clearly articulate the objectives of the policy stated below:

Policy 18.2 - Cultural Collections describes the nature of the City's indoor art, cultural artefacts and historical reference collections and the guiding principles employed by the City to acquire, care for and manage these public collections.

The objectives of Policy 18.2 - Cultural Collections are to define the parameters and priorities for the development and management of the City's Cultural Collections in accordance with relevant industry standards and laws and to facilitate public access to the collections.

A thorough revision has not been undertaken since March 2006, the current policy includes references to tasks undertaken within a specific timeframe and of a procedural nature which are more appropriately referred to within operational plans, procedural documents and forms.

The current policy does not include the History Centre Collection, the revised policy brings this reference collection in line with other collections that are part of the same asset class and have similar characteristic and management requirements.

Research and comparisons with policy documents from other capital city local government authorities and public collecting institutions as well as research into industry standards has been undertaken during the review of Policy 18.2 – Cultural Collections.

Other documents and references also used to research changes were:

- Copyright Act (Commonwealth)
- Australian National University (ANU) Collection Policy
- City of Melbourne Collection Management Policy
- City of Fremantle Art Collection Policy
- Tasmanian Museum and Art Gallery Deaccession and Disposal Policy 2008
- Macquarie University Faculty of Arts Collection Policies (various)

- Code of Professional Ethics: International Council of Museum
- Significance 2.0: A Guide to Assessing significance of Collections: Collections Council of Australia.

Art Collection

Spanning a range of media, the City of Perth Art Collection holds approximately 430 works of local, state and national significance, articulating conceptual, social, cultural and historical narratives.

Works from the collection are regularly on display throughout Council House and feature in curated exhibitions in Perth Town Hall and Council House Foyer.

Local History Centre Collection

The Local History Collection is a reference collection of more than 10,000 items, many of which are rare and irreplaceable. The collection includes photographs, works on paper, digital material and oral history recordings. The collection is accessible to the public (on site) through the City's Library Services.

Memorabilia Collection

The City of Perth Memorabilia Collection holds approximately 1,400 items of significance that reflect the history of the Perth City Council, the history (commercial and social) of Perth city and the people that contribute to the life of the city.

POLICY PROPOSED FOR AMENDMENT

The policy proposed for amendment and the reasons for those amendments are outlined in the table below.

Policy 18.2 – Cultural Collections

Section	Proposed Amendment	Reason for Change
Title	Revise the title of the policy. Collection Management to <u>Cultural Collections</u>	Collection Management is not sufficiently descriptive of the common nature of the collections covered by this policy. The removal of the term 'management' broadens the context to include scope and purpose.
Contents	The contents section has been removed.	The policy structure has been modified – as such the contents section is no longer necessary. It has been

Section	Proposed Amendment	Reason for Change
Introduction 1.1	The 'introduction' section has been removed and replaced with the sections " <u>scope</u> ", " <u>purpose of collections</u> " and " <u>scope of collections</u> ".	<p>removed for clarity.</p> <p>The introduction includes strategic and operational statements that are misplaced in the context of this policy document. The scope of the revised draft makes reference to the overarching <i>Arts and Culture Policy 18.1</i> for clarity and has been expanded to include the City's History Centre Collection.</p> <p>The existing policy included references that described the nature of the collection holdings- which are better placed in a section "<i>Scope of Collections</i>" which also allows for each collection scope to be defined separately.</p>
Aims of Policy 1.2	<p>"Aims of policy" section has been removed and replaced with '<u>scope</u>'</p> <p>Reference to management of the collections within the annual budget allocation as an objective of the policy has been removed.</p> <p>Specific reference to "Museum Standards" in this section has been replaced with "relevant industry standards".</p>	<p>Consistency of Policy terminology.</p> <p>Annual budgets are operational considerations and not relevant to this policy.</p> <p>While Museum standards are relevant to some collections they not apply to all collections under this policy. The reference to obligation and commonwealth law is applicable to some sections of this policy which was not apparent in the previous version of this policy.</p>

Section	Proposed Amendment	Reason for Change
	Reference to public access, interpretation and display of the collection has been added.	Provision for public access to the collection is an important and relevant factor impacting on the treatment and purpose of the collections covered by this policy.
Management 1.4	The concepts previously incorporated into this section have been expanded and renamed under the new section titled " <u>Management Principles</u> ".	<p>Expansion of this section provided a context for more specific reference to laws and industry standards relevant to the principles described. Expansion of this section also improves the clarity of the documents and provides a definition of terminology used within the document.</p> <p>References to procedures and processes have been removed from this section of the policy. Associated unit procedural documents are currently being revised.</p>
Section 2 Purpose of the Collections 2.1	<p>This section has been expanded. The revised version establishes the City's purpose for developing and maintaining the collections more clearly and describes their significance and role.</p> <p>Reference to collection 'development and growth' have been removed and replaced with '<u>strategic management</u>'.</p>	<p>Expanded and revised concepts to avoid repetition.</p> <p>The terminology 'growth' is restrictive. 'Strategic Management' implies greater degree of considered and sustainable future planning. References to '<u>conservation</u>' and '<u>preservation</u>' have been relocated to the</p>

Section	Proposed Amendment	Reason for Change
		'Management Principles' section.
Aims of the Collection 2.2	This section has been removed.	For clarity and to avoid repetition of concepts covered by this policy and the Arts and Culture Policy 18.1.
Collection Categories 2.3	<p>'Collection Categories' section has been replaced by Section 1 '<u>Scope of the Collections</u>'</p> <p>The introduction has been removed.</p> <p>Collection categories have been revised by the relevant collection curators to update the categories of the developing collection.</p> <p>A section has been added to include the History Centre Collection.</p>	<p>Revised terminology, there were several references to categories, sub categories which is unclear to read.</p> <p>The purpose for the introduction was to explain the categories and subcategories and therefore no longer required.</p> <p>Revised for clarity and more culturally or grammatically appropriate language.</p> <p>The History Centre's collection is not currently included in a City of Perth policy, it does exist in the same asset class as the other cultural collections considered in this policy, it has similar management requirements and shares similar characteristics.</p>
Significance of Collection 2.4	This section has been removed.	This section contains outdated operational goals. Concepts that refer to the significance of the collection have been adequately outlined in "acquisition criteria", "scope", "collection scope" and

Section	Proposed Amendment	Reason for Change
<p>Section 3 Acquisition and Collection Development</p>	<p>This section has been renamed and concepts divided into new sections, "<u>Acquisition Criteria</u>", with subsections - "<u>Essential Reporting Considerations for Acquisitions</u>", "<u>Acquisition Criteria (Art Collection)</u>", "<u>Acquisition criteria (Memorabilia Collection and History Centre Collection)</u>" and another new section "<u>Acquisition Methods</u>"</p> <p>Specific and shared criteria have been revised in consultation with the collection curators to avoid duplication and integrate across collections where applicable.</p> <p>Some criteria have been added including references to "<u>physical integrity, durability and quality</u>", "<u>authenticity and ethical provenance</u>", and "<u>immediate and future cost considerations</u>".</p>	<p>"objectives" sections of the revised policy.</p> <p>This section has been expanded and revised for clarity. Some criteria are common across all collections and others are more specific, these have been separated as required. Introductions sections have been removed as they are no longer required. Acquisition Methods are expanded into a separate section and no longer integrated with criteria to improve the legibility of the document.</p> <p>Reference to improved professional rigour, and consideration for sustainable collection development and value.</p>
<p>3.4 De- Accession and Disposal</p>	<p>Revised to separate into two sections, <u>De-Accessioning</u> and <u>Disposal Methods</u>.</p>	<p>Disposal of property is covered by the <i>Disposal of Property Policy 9.14</i>. However there are specific considerations for the ethical and moral obligations in respect to the disposal of cultural assets which are raised in this policy.</p> <p>Splitting the concepts into separate sections improves the document structure and improves clarity.</p>
<p>Section 4 Collection Care</p>	<p>This section has been moved and replaced with the section <u>Management Principles</u>.</p>	<p>The existing policy contains many operational references and deadlines and that are now outdated</p>

Section	Proposed Amendment	Reason for Change
Section 5 Collection Access	This section has been revised and renamed, " <i>Access and Display</i> "	Some references in this section of the existing policy are procedural in nature and have been removed for clarity and will be replaced by procedural documents. References to specific operational goals that are now outdated have been removed.
5.4 Loan of collection Items	<p>This section has been removed from "Collection Access" and is now a separate section titled "<u>Loans</u>".</p> <p>All loan requests must be presented to the Chief Executive Officer with an evaluation of the loan details.</p> <p>Internal Loan Agreement.</p> <p>The revised policy provides more detail on acceptable terms and conditions for loans</p>	<p>This section has been separated and revised for clarity.</p> <p>This is a procedural reference. The granting of loans of collection assets can sufficiently be considered within the context of the <i>Delegated Authority Register and Common Seal and Document Signing Policy 10.9</i>.</p> <p>It is not necessary to reference an internal procedure within this policy.</p> <p>More detail about terms and conditions enables cultural collection officers to make supported recommendations based on policy.</p>
NEW	<p>Section titled, "<i>Ethical and Legal Responsibilities</i>".</p> <p>References/ Subsections added: Appraisals, Illicit Materials, Contraband, Endangered Species, Ownership, Personal Collecting and Dealing, Copyright.</p>	<p>This section re-enforces the City's Legal and Ethical responsibilities as a custodian of a public collection.</p> <p>Additions have been included in view of being more</p>

Section	Proposed Amendment	Reason for Change
		representative of industry best practice.

LEGISLATION / STRATEGIC PLAN / POLICY:

Legislation Section 2.7(2)(b) of the *Local Government Act 1995*

Integrated Planning and Reporting Framework Implications **Strategic Community Plan**
Council Four Year Priorities: Community Outcome
Capable and Responsive Organisation
S18 Strengthen the capacity of the organisation.

Policy

Policy No and Name: 18.2 – Collection Management
18.1 – Arts and Culture

FINANCIAL IMPLICATIONS:

There are no financial implications related to this report.

COMMENTS:

The drafted revision of Policy 18.2 – Cultural Collections is attached as Schedule 2.
A version of the current policy is attached as Schedule 1.

ITEM NO: 7

PUBLIC ART ADVISORY PANEL – TERMS OF REFERENCE

**FINANCE AND ADMINISTRATION (APPROVAL)
COMMITTEE
RECOMMENDATION:**

That Council approves the drafted Terms of Reference for the proposed Public Art Advisory Panel in alignment with the Public Art Strategy and Policy 1.5 – Public Art.

BACKGROUND:

FILE REFERENCE: P1027707
REPORTING UNIT: Arts, Culture and Heritage
RESPONSIBLE DIRECTORATE: Economic Development and Activation
DATE: 5 February 2016
MAP / SCHEDULE: Schedule 3 – Draft Terms of Reference, Public Art Advisory Panel

The Committee recommendation to the Council for this report was resolved by the Finance and Administration Committee at its meeting held on 16 February 2016.

The Committee recommendation to the Council is the same as that recommended by the Officers.

At its meeting on **15 December 2015**, Council adopted the new Policy 1.5 – Public Art to provide a policy framework to support the implementation of the Public Art Strategy (adopted 9 June 2015). The Public Art Strategy (the Strategy) identified that:

The City of Perth's Public Art programs will be developed with input from, and in consultation with, experts in fields directly relevant to public art, and cultural advisors where appropriate.

To this end, the Strategy (p 20) foreshadowed the establishment of the Public Art Advisory Panel. A mandate for this group has also been confirmed at 6.3 and 6.4 of the new Policy 1.5 - Public Art.

The purpose of this report is to seek endorsement for the drafted Terms of Reference for the Public Art Advisory Panel enabling the City of Perth (the City) to seek nominations for membership and to establish the panel to provide input on the development of the Public Art Master Plan and the implementation of the Public Art Strategy.

LEGISLATION / STRATEGIC PLAN / POLICY:

Integrated Planning and Reporting Framework Implications

Corporate Business Plan

Council Four Year Priorities: Healthy and Active in Perth

S15 Reflect and celebrate the diversity of Perth

15.3 Develop Public Art Strategy and implementation plan

Policy

Policy No and Name: 1.5 – Public Art Policy

DETAILS:

Many Council decisions can be guided more or less exclusively by a clear economic rationale, substantiated by quantitative data or modelling, or on the basis of legislation or regulations. While these factors have some bearing, works of Public Art are items with specifically cultural value and significance for the community, adding a level of complexity and sensitivity around decision making. It is for this reason that it is important that the City is seen to have a balanced and consultative approach, supported by clear policies and informed by advice provided by credible, independent experts.

The has already established an industry peer review panel for architectural and urban design and town planning in the form of Design Advisory Committee to “provide independent technical advice and recommendations to the City of Perth”. Peer review is an established and industry-accepted best practice for the assessment and evaluation of arts and cultural products and activities, and it is a model adopted by other Australian capital city Local Governments to help ensure quality public art outcomes.

It is noted that the Public Art Advisory Panel does not include representation by an Elected Member of Council in its membership, in keeping with the model established by the City’s Design Advisory Committee and the independent Public Art Panels operating successfully in other cities, such as Sydney and Melbourne. As public art is a specialised area requiring both cultural and technical expertise, it is appropriate that Elected Members should have access to the independent recommendations and advice of suitably qualified people regarding public art and cultural matters.

It is noted, as set out at 4.7 of the Terms of Reference, that the Public Art Advisory Panel will not have any decision-making authority. The Panel will exist solely for the purpose of providing independent, expert advice to inform City Officers’ recommendations for presentation in reports to Committee and Council, or to inform other operational decisions made in accordance with the City’s Delegated Authority Register. It is also noted that membership of the panel is to be endorsed by Council, to ensure that Council has confidence in the professional expertise on the Panel, and that Elected Members are invited to attend Panel meetings in a non-voting capacity.

As outlined in the Terms of Reference 4.1 Panel Membership is proposed to comprise up to seven highly regarded and experienced individuals with at least one professional representing each of the following fields:

- A practising artist with extensive experience in public art
- A public art consultant or curator
- An art critic or historian
- An urban designer
- An architect
- A town planner

It is proposed that nominations for all panel members are to be sought as required, by the Public Art Program Coordinator (PAPC) and that nominees recommended for panel membership by the PAPC will be reviewed and members will be appointed by Council if acceptable.

Some of the key roles of the Public Art Advisory Panel are articulated at 8.2, 8.3 and 11.2 of the same policy. As stated in the Public Art Strategy (pp23-24):

The Public Art Advisory Panel's recommendations will help to ensure that the City's public art projects and services:

- *comply with relevant legislation, Council Policies and endorsed strategic plans;*
- *support the City of Perth in building on its capital city leadership role in the arts; and*
- *promote and advocate for public art that seeks out the best contributions from the arts and cultural community, and stimulates community dialogue and debate around contemporary issues.*

The Panel will provide input and recommendations in situations including but not limited to the following:

- *the review of policies relevant to public art and related plans, strategies and operational guidelines*
- *the development and revision of assessment criteria and measures appropriate for the evaluation of public art proposals and service delivery*
- *acquisition of public artworks, being through commission, purchase, partnership or contributed assets; and*
- *deaccession, disposal and relocation of the City's public art*

The attached draft Terms of Reference Document (Schedule 3) for this panel further details the membership and roles and responsibilities of the Public Art Advisory Panel.

FINANCIAL IMPLICATIONS:

It is anticipated that the Public Art Advisory Panel can be established and perform its role without the allocation of additional funds, as nominees for membership on the Public Art Advisory Panel will provide their professional expertise on a voluntary basis.

COMMENTS:

To make immediate progress on the development of the Public Art Master Plan and to have the structures in place to support the City's newly adopted policy positions and processes for public art, it is desirable to establish the Public Art Advisory Panel as soon as possible.

**WORKS AND URBAN DEVELOPMENT
COMMITTEE REPORTS**

ITEM NO: 8

ROE STREET AND RAILWAY STREET SHARED PATH

**WORKS AND URBAN DEVELOPMENT COMMITTEE
RECOMMENDATION:** (APPROVAL)

That Council:

- 1. approves the reduction in scope to the Roe and Railway Street shared path project as a result of the State Government's Charles Street Bus Bridge Scheme;***
- 2. approves the change in project budget this financial year from \$2.5 million to \$2.1 million;***
- 3. notes that consultation with nearby landowners and business owners regarding the revised project scope will be undertaken;***
- 4. notes that the previously approved component of the shared path concept design on Roe Street between Fitzgerald Street and Sutherland Street is to be re-designed and constructed by Main Roads WA as part of the Charles Street Bus Bridge Scheme; and***
- 5. notes that the removal of up to eight on-street fee paying parking bays on the southern side of John Street are required due to the Charles Street Bus Bridge Scheme.***

BACKGROUND:

FILE REFERENCE: P1031268
REPORTING UNIT: Transport
RESPONSIBLE DIRECTORATE: Planning and Development
DATE: 19 January 2016
MAP / SCHEDULE: Schedule 4 – Charles Street Bus Bridge and Busway Project Report, Main Roads WA 19 January 2016
Schedule 5 – Cycle Plan Strategic Network
Confidential Schedule 6 – Memorandum of Understanding (Distributed to Elected Members under a separate cover)
Schedule 7 – Approved Concept Design

The Committee recommendation to the Council for this report was resolved by the Works and Urban Development Committee at its meeting held on 9 February 2016.

The Committee recommendation to the Council is the same as that recommended by the Officers.

The City of Perth Cycle Plan 2029 identified Railway Street and Roe Street between Thomas/Loftus Street and Fitzgerald Street as a key east west pedestrian and cyclist link. The strategic network sourced from the Cycle Plan 2029 is attached as Schedule 5 and classifies Railway/Roe Street as a regional route (shared path, high level of service for cyclists) on the periphery, leading into a city centre route towards the core. This plan was presented to Council for endorsement as part of the Cycle Plan 2029 in October 2012.

The City of Perth and Department of Transport (DOT) have a Memorandum of Understanding (MOU) (Confidential Schedule 6) which outlines the requirements for the design and construction of the identified shared path on Railway/Roe Street between Thomas/Loftus Street to the west and Fitzgerald Street to the east. The MOU specifies the timing and budget for the shared path design and construction, with funding sourced from the Perth Parking Fund (PPF). All costs incurred by the City of Perth (the City) for the shared path design and construction are reimbursed from the PPF up to June 30 2016, when the MOU and associated funding expire.

Management of funds for the shared path was approved by Council on 19 May 2015 and the shared path concept design, including an additional shared path connection on Market Street, was approved by Council on 11 August 2015 (refer Schedule 7).

Subsequent to this, detailed design and documentation for the shared path on Railway Street (between Thomas/Loftus Street and Sutherland Street) and also on Market Street has been undertaken by the City. The design and documentation was released to contractors for quotation on 11 January 2016 through the City's Provision of Civil Construction Services Contract (Contract 071-11/12).

LEGISLATION / STRATEGIC PLAN / POLICY:

Integrated Planning and Reporting Framework Implications

Strategic Community Plan

Council Four Year Priorities: Getting Around Perth
S3 Proactive planning for an integrated transport system, including light rail, that meets community needs and makes the sustainable choice the easy choice

Integrated Planning and Reporting Framework Implications

S4 Enhanced accessibility in and around the City including parking

Council Four Year Priorities: Perth as a capital City
S5 Increased place activation and use of under-utilised space

Council Four Year Priorities: Living in Perth
S9 Promote and facilitate CBD living
S12 Provide facilities to cater for the growth of the residential community

Council Four Year Priorities: Healthy and Active Perth
S16 Increase accessibility to green networks in the city

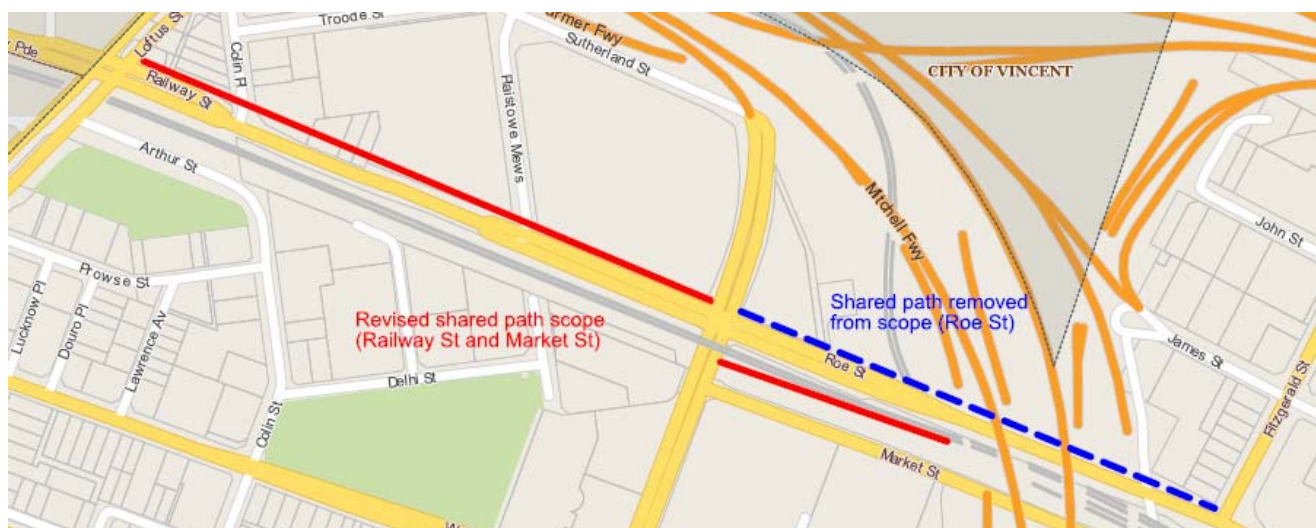
DETAILS:

The Project

The City has taken a lead role to upgrade, design and document a shared path on Roe Street and Railway Street between Fitzgerald Street and Thomas/Loftus Street, including a connection along Market Street, West Perth. This study area was defined in the project MOU.

The City of Perth received notification from DOT on 2 November 2015 (TRIM 198388/15) for a reduction in project scope to exclude Roe Street between Sutherland Street and Fitzgerald Street. This change was required due to the Charles Street bus bridge scheme. Details of this scheme are included in an attached Main Roads WA report (Schedule 4).

Both the original and revised shared paths include connection to an existing PSP via a link along Market Street, as illustrated below.



Programme and Budget

Shared path construction is planned for a maximum 14 week period from 1 March 2016 to 10 June 2016. This is subject to MRWA and PTA approvals and the completion of a detailed design road safety audit.

The end date for the completion of the City's works is governed by the MOU which specifies that unused DOT funding cannot be carried forward and the funds expire on June 30 2016. This potentially exposes the City to a cost to complete shared path construction if the program extends beyond June 30 2016. Careful management of this risk is required by the City's Project Manager in consultation with DOT. Some project delays have resulted from the change in project scope in November 2015 at the request of DOT due to the Charles Street bus bridge scheme.

Following the receipt of direction from DOT regarding the reduced project scope, the City calculated that an amount of \$2.1 million would be sufficient to complete the project, including project management and construction costs. DOT subsequently provided confirmation that the budget was reduced from \$2.5 million to \$2.1 million for the 2015/16 financial year.

Consultation

Extensive Stakeholder consultation was undertaken throughout the development of the City's shared path concept design. In particular DOT are a key Stakeholder.

One-on-one consultation was undertaken by City of Perth Project Manager with MRWA, PTA, Bicycling Western Australia and Bicycle Transportation Alliance. A workshop was also undertaken with these Stakeholders in addition to representatives from the disability sector on 23rd April 2015.

Landowner and business operator communication was undertaken following Council approval of the shared path concept design through a letter-drop on 19 August 2015. Comments were received for inclusion in the design development process.

Additional consultation with landowners and businesses are now required to communicate the change in project scope. A second letter-drop will be undertaken in February 2016.

Consultation and communication undertaken by Main Roads WA for the Charles Street Bus Bridge Scheme is detailed in Schedule 4.

FINANCIAL IMPLICATIONS:

ACCOUNT NO:	CW1796
BUDGET ITEM:	Roe St shared path
BUDGET PAGE NUMBER:	N/A
BUDGETED AMOUNT:	\$25,000,000
AMOUNT SPENT TO DATE:	\$ 220,422
PROPOSED COST:	\$25,000,000
BALANCE:	\$ 2,395,381
ANNUAL MAINTENANCE:	\$ 20,000
ESTIMATED WHOLE OF LIFE COST:	\$ 200,250

All figures quoted in this report are exclusive of GST.

It should be noted that the Charles Street bus bridge scheme will require the removal of possibly all of the eight on-street parking bays on the southern side of John Street to enable bus movements into a bus layover area. The total revenue for these bays is \$17,760 per annum, which will be a revenue reduction for the City of Perth when the bays are removed. There are also 15 well utilised bays on the southern side of John Street which are not affected by the current Charles Street bus scheme design.

COMMENTS:

The original intention of the MOU was for the City of Perth to oversee the design and construction of the entire shared path between Thomas/Loftus Street and Fitzgerald Street plus the Market Street connection. The division of project scope between the City and Main Roads WA at the direction of Department of Transport due to the Charles Street bus bridge scheme now includes an element of risk for the City.

Namely that additional work was required to be undertaken by the City following the scope modification resulting in the commencement of the construction program being later than originally planned. The construction is now scheduled to be complete mid-June. This is subject to external approvals which are out of the City's control. There is no program buffer to allow for external agency delays or unforeseen circumstances with potential budgetary implications for the City.

OTHER REPORTS

ITEM NO: 9

3 (LOT 502) TRINITY AVENUE, EAST PERTH – PROPOSED WATERBANK SUBDIVISION APPLICATION – STAGE 2

RECOMMENDATION:

**ADVICE TO METROPOLITAN
REDEVELOPMENT AUTHORITY**

That Council advises the Metropolitan Redevelopment Authority that it supports the proposed Waterbank Subdivision – Stage 2 within the Riverside project area, subject to:

1. the following subdivision conditions:

Engineering and Transport

1.1 prior to the commencement of subdivision works:

- a) *the landowner/applicant is to provide a pre-works geotechnical report certifying that the land is physically capable of development or advising how the land is to be further remediated and compacted to ensure it is capable of development. In the event that remediation works are required, the landowner/applicant is to provide a post geotechnical report certifying that all subdivision works have been carried out in accordance with the pre-works geotechnical report;*
- b) *an urban water management plan is to be prepared and approved, in consultation with the Department of Water, consistent with any approved Local Water Management Strategy/Drainage and Water Management Plan;*

(Cont'd)

1.2 engineering drawings and specifications are to be submitted to the City to ensure:

- a) lots can accommodate their intended use and finished ground levels at the boundaries of the lot(s) the subject of this approval match or otherwise coordinate with the existing and/or proposed finished ground levels of the land abutting;**
- b) that street lighting will be installed on all new subdivision roads to the standards of the relevant licensed service provider or the City;**
- c) the design of new roads that are intended to connect with existing or proposed roads abutting the subject land is coordinated so the road reserve locations and widths connect seamlessly;**
- e) all lots within the subdivision are truncated at the intersections of roads in accordance with the requirements and to the satisfaction of the City;**
- f) new shared paths are provided through and connecting to the application area to the satisfaction of the City with the approved shared paths to be constructed by the landowner/applicant at their cost;**
- g) all new public roads and public open space that will be transferred to the care, control and management of the City are designed and constructed (including paved, drained, landscaped and illuminated) to the specifications and satisfaction of the City; and**
- h) waste collection vehicles can adequately service the subdivision area to the satisfaction of the City;**

1.3 traffic modelling and a geometric road design and layout assessment shall be undertaken by the applicant in order to:

(Cont'd)

- a) *demonstrate the adequacy of the proposed new road network as well as any modifications required to the surrounding network noting the specific impact of the proposed road intersection on the Causeway; and*
 - b) *provide minimum carriageway widths to the satisfaction of the City for the proposed internal roads noting the insufficient width of the 10.8 metre wide internal east/west road as shown on the subdivision plan;*
- 1.4** *an independent Road Safety Audit shall be undertaken by a Main Roads Western Australia accredited Senior Road Safety Auditor of any proposed road design at both the concept stage as well as at the detailed design stage to the City's satisfaction and in accordance with Austroads – 'Guide to Road Safety Part 6: Road Safety Audit';*
- 1.5** *any modifications required to the existing surrounding road network as identified by the traffic modelling and road safety audit (in accordance with conditions 1.3 and 1.4) shall be undertaken at the developer/applicant's cost with finalisation of works, inclusive of any agreed funding arrangements, being completed prior to the commencement of use of the subject roads to the satisfaction of the City and Main Roads Western Australia;*
- 1.6** *access shall be maintained to the existing bicycle and pedestrian shared pathways immediately adjacent to the subdivision site, or safe and convenient alternate routes shall be provided to the satisfaction of the City;*
- 1.7** *further engineering advice shall be submitted with respect to the adequacy of both the surcharged and non-surcharged areas for development, risks of inundation and subsidence, and construction standards including piling of buildings and roads. A notification of any potential geotechnical issues shall be placed on the certificate of title of the affected land;*

(Cont'd)

Environment and Public Open Space

- 1.8 the proposed POS (1) and POS (2) Lots being amalgamated with proposed development Lots 1 and 2 respectively, noting the limited functionality of these lots for public open space purposes and issues associated with maintenance, including the provision of 3 metre wide shared path area granted free of cost via an easement in gross in accordance with Sections 195 and 196 of the Land Administration Act 1997 for the use and benefit of the City and the public at large to the specification and satisfaction of the local government;**
- 1.9 the proposed 'Reserve for Recreation' shown on the approved plan of subdivision being shown on the diagram or plan of survey (deposited plan) as a reserve for Public Recreation and vested in the Crown under Section 152 of the Planning and Development Act 2005, such land to be ceded free of cost and without any payment of compensation by the Crown;**
- 1.10 prior to the commencement of subdivision works:**
- a) investigation of soil and groundwater contamination is to be carried out to determine if further remediation is required. If required, remediation, including validation of remediation, of any contamination identified shall be completed prior to the issuing of titles to ensure that the lots created are suitable for the proposed use. Investigations and remediation are to be carried out in compliance with the Contaminated Sites Act 2003 and current Department of Environment Regulation Contaminated Sites Guidelines;**

(Cont'd)

b) an acid sulphate soils self-assessment form and, if required as a result of the self-assessment, an acid sulphate soils report and an acid sulphate soils management plan shall be submitted to and approved by the Department of Environment Regulation before any subdivision works or development are commenced. Where an acid sulphate soils management plan is required to be submitted, all subdivision works shall be carried out in accordance with the approved management plan;

1.11 the applicant shall provide environmental and risk assessment reports and a long term management plan prepared by suitably qualified consultants where there is evidence of contamination to demonstrate that:

a) the Department of Environment Regulation formal classification of the land is suitable for the proposed use of the land and no further remediation works are required;

b) there is no inherent risk to the environment, future maintenance workers or other receptor groups identified within the final Risk Assessment Report and final Long Term Management Plan; and

c) the conditions of the Long Term Management Plan are not onerous in terms of the obligations it places on the local authority;

1.12 all areas of soil disturbance being stabilised against dust nuisance to adjoining and nearby properties prior to, during or after commencement of site works and clearing. Where appropriate such measures as sprinklers, use of water tanks/trucks, mulching or other land management systems should be installed or implemented within the time and in the manner directed by the City;

(Cont'd)

1.13 modelling of sea level rise, storm and erosion predictions shall be undertaken by an appropriate professional with regard for any relevant State legislation such as WAPC State Planning Policy No.2.6: State Coastal Planning Guidelines, to ensure the finished floor levels of any proposed buildings; the design of the central open space adjacent to the river as well as proposed building setbacks are adequate for climate change scenarios;

Staging

1.14 a subdivision staging plan and traffic management plan for the whole of the Waterbank precinct shall be submitted to the City prior to the commencement of any subdivision works that:

- a) outlines the phasing of the subdivision works for the precinct and when particular services and infrastructure will be completed such as the road network and areas of public open space; and**
- b) includes details of appropriate temporary fencing, landscaping and maintenance strategies for the portions of the project area that are to be subdivided at subsequent stages, to preserve the amenity of the area and to prevent dust and sand being blown from the site;**

1.15 a construction management plan being submitted to the City for approval indicating how it is proposed to manage:

- a) delivery of materials and equipment to the site;**
- b) storage of materials and equipment on the site;**
- c) parking arrangements for contractors and subcontractors;**
- d) other matters likely to impact on the surrounding properties and road network; and**

(Cont'd)

- 1.16 a communications plan detailing how public enquiries, complaints and notifications regarding the project construction phase will be managed is to be prepared by the applicant in consultation with the City prior to the commencement of any subdivision works and implemented by the subdivider to the satisfaction of the City.**

- 2. the submission of additional details and information to address the following matters to the City's satisfaction prior to any subdivision approval being issued:**
 - 2.1 a comprehensive review of the MRA's Development Contribution Plan for the Riverside project area and clarification of the MRA's, developer's and City's obligations with regards to the upgrading and maintenance of adjacent infrastructure generated by the proposed subdivision; and**

 - 2.2 the requirement for a comprehensive review being undertaken in liaison with Main Roads Western Australia (MRWA) and the City in relation to the adjacent Causeway interchange and in particular the teardrop arrangement.**

BACKGROUND:

SUBURB/LOCATION:	3 Trinity Avenue, East Perth
FILE REFERENCE:	SUAM-2015/5501
REPORTING UNIT:	Development Approvals
RESPONSIBLE DIRECTORATE:	Planning and Development
DATE:	8 February 2016
MAP / SCHEDULE:	Schedule 8 - Location Map and Subdivision Plan
LANDOWNER:	Metropolitan Redevelopment Authority
APPLICANT:	Lendlease
ZONING:	(MRS Zone) Redevelopment Scheme/Act Area (City Planning Scheme Precinct) East Perth (P15) (City Planning Scheme Use Area) N/A
APPROXIMATE COST:	Not applicable

As a result of the Planning Committee meeting scheduled to be held on 16 February 2016 being cancelled, this item is presented directly to the Council for consideration.

SITE HISTORY:

The four hectare 'Waterbank Precinct' (the precinct) situated on the eastern edge of the city is bound by Trinity College to the north, the Swan River to the east, the Causeway interchange to the south and the Western Australian Police site to the west. The Precinct forms part of the Metropolitan Redevelopment Authority's (MRA) greater Riverside Project Area.

Council, at its meeting held on **11 August 2015**, considered the first stage of subdivision of the Waterbank Precinct and resolved to advise the MRA of its in principle support subject to conditions and the submission of additional details and information. The Minister for Planning determines subdivision applications within areas under the planning control of the MRA, upon the advice and recommendations of the MRA. The Minister has yet to determine the first stage subdivision application.

In September 2015, the MRA referred to the City for comment on a development application for a temporary sales office and carpark within the Precinct. The City under Delegated Authority on 16 October 2015 advised the MRA of its concerns with regards to the location of the proposed temporary sales office. In addition, the City recommended a series of conditions should the MRA resolve to approve the application. The MRA conditionally approved the development application on 11 December 2015 and this development has commenced.

Council, at its meeting held on **3 November 2015**, considered the first private realm development within the Precinct for a mixed use building on 'Site G' (proposed Lot 3 on the Stage 1 subdivision plan) and resolved to advise the MRA of its support for the application subject to relevant design revisions and conditions. The MRA has yet to determine the development application.

Council, at its meeting held **2 February 2015**, considered an application for the design and construction of the entire infrastructure and public domain components associated with development of the Waterbank Precinct and resolved to advise the MRA of its support subject to conditions. The MRA has yet to determine this application.

DETAILS:

The Stage 2 subdivision application for the Waterbank precinct area was referred by the MRA to the City for comment on 17 December 2015. The attached proposed plan of subdivision (detailed in Schedule 8) outlines the application's proposal to create:

- two developable lots (Lots 1 and 2), being Sites 'A' and 'B' as identified within the MRA's Waterbank Precinct Design Guidelines;
- two gazetted roads with reserves being 18.78 metres and 24 metres in width;
- a 5,460m² parcel of 'public open space' to be dedicated as 'Reserve for Recreation' forming part of the 'Waterbank Central Park';
- two smaller parcels of 'public open space' located between the proposed development lots and the Causeway; and
- a balance lot (inclusive of the Stage 1 subdivision and remaining future stages of subdivision associated with Waterbank).

The application states that the proposed subdivision has been designed having due regard to the statutory and strategic planning framework, relevant State Planning Policies (SPP's) and Development Control Policies (DCP's), Parks and Wildlife (former Swan River Trust) development policies and the MRA Central Redevelopment Scheme.

The remaining stage/s of subdivision includes the formulation of development Sites 'C' and 'D', public accessway to Hay Street and remaining public open space areas and will be considered under separate applications.

LEGISLATION / POLICY:

Legislation *Metropolitan Redevelopment Authority Act 2011*
Metropolitan Redevelopment Authority's Central Perth Redevelopment Scheme

Policy Metropolitan Redevelopment Authority 's Riverside Master Plan 2008
Waterbank Precinct Design Guidelines 2015

COMMENTS:

As outlined above, the configuration and layout of the subject subdivision application has been guided by the MRA's master planning and design guidelines documents. Given that the Minister for Planning has the responsibility of determining the subdivision application on advice of the MRA, the Council's role in this case is to provide comment and recommended conditions to the MRA for its and the Minister's consideration. The Council's role in this process is important given that the City will be the ultimate recipient and custodian of the precinct's public assets and will ultimately become the planning authority for the whole of Waterbank.

The proposed second stage of subdivision has been assessed in the context of the MRA's guiding documents and balanced consideration of the City's future role as the responsible authority for the precinct. In addition, assessment has been undertaken noting Council's recent consideration of the proposed design and construction of the entire infrastructure and public domain components of the Waterbank Precinct. Whilst the development application plans do not form part of the subdivision application, they provide a background in relation to the reasoning for the proposed subdivision design. It is important to note the subdivision creates land titles for development lots, road reserves and other associated land parcels and any proposed conditions can only relate to the land assembly process.

The following specific issues have been identified with respect to the subject subdivision application and are recommended to be addressed through conditions of any subdivision approval or being subject to further details that should be provided to the City prior to any approval granted by the Minister for Planning.

Road Design

- Road truncations are not provided at the corners of lots at all intersections and should be provided in accordance with the City's standard requirements to ensure safe vehicle sight lines and improved pedestrian movement at these intersections.
- The overall width of the proposed road reserves will need to take into account the City's requirements to accommodate all infrastructure. It is noted that on the subdivision plan the east/west internal road is shown as a 10.8 metre road reserve whereas the scaled drawing, supporting report and cross-section identifies an 18.7 metre width.
- An independent Road Safety Audit of the proposed roads should be undertaken by a Main Roads Western Australia (MRWA) accredited Senior Road Safety Auditor, to the satisfaction of the City.
- Considering that modifications to the external road network will be required to accommodate traffic to and from the precinct, the developer/applicant should be responsible for undertaking a comprehensive review of the adjacent Causeway interchange and in particular the teardrop arrangement, in liaison with MRWA and the City of Perth, or alternatively provide the necessary funding/contributions for the review prior to the roads being open for public use.

Land Use and Tenure

Public Open Space

It is noted that the two Public Open Space (POS) areas adjacent to development Lots 1 and 2 are proposed to be retained as freehold lots that will be reserved for 'Parks and Recreation' purposes following normalisation of the precinct. The associated development concepts and cross sections (as shown in the attachments to this report) identify these lots as having significant gradients and, noting their size and shape, having limited public function apart from the provision of a landscaped buffer to the future adjacent developments and a shared path abutting the Causeway road reserve.

Considering the future maintenance issues for the City and the very limited potential for public use of the proposed public open space lots it is recommended that the majority of these lots be amalgamated with the adjacent development Lots 1 and 2 while being retained for landscaping through relevant easements or encumbrances on the lot titles at the development approval stage. The proposed shared path can be retained on the periphery of the sites adjacent to the Causeway as a public accessway reserve.

Site Classification

The subject site has been reclassified by the Department of Environmental Regulations (DER) from 'Contaminated – Remediation Required' to 'Remediated for Restricted Use'. DER have advised that the site is to be managed in accordance with "Waterbank Development Site, Management Plan for the Waterbank Site, Prepared for Metropolitan Redevelopment Authority, (Syrinx Report Ref: RPT-0813-044

Version 5, September 2013)" and any subsequent versions of that plan. It is recommended that appropriate conditions be imposed on any subdivision approval reflecting the above requirement with the City being provided with relevant monitoring reports and consulted in relation to mitigation measures.

Waterbank Subdivision – Stage 1 and Public Domain Development Application

The majority of technical matters related to the establishment of the public realm have been addressed by Council's previous consideration of the Waterbank Stage 1 subdivision and the infrastructure and public domain development application. However, it is considered that significant areas of concern should be reiterated as part of Council's advice to the MRA in respect to the Stage 2 subdivision application. These include matters relating to development contributions, staging, potential subsidence, urban water management and irrigation.

Conclusion

The Stage 2 subdivision application for the Waterbank precinct represents the progression of the delivery of the MRA's 'urban waterfront node'. The proposed subdivision is generally consistent with the MRA's associated guiding documents and can be supported however, some issues and concerns have been identified by the City.

It is therefore recommended that the MRA be advised of the issues identified within this report, with the matters to be addressed by way of recommended conditions on any subdivision approval or being subject to further details that should be provided to the City's satisfaction prior to any approval for the Stage 2 subdivision being issued by the Minister of Planning.

**SCHEDULES
FOR THE
COUNCIL MEETING
TO BE HELD ON
23 FEBRUARY 2016**

POLICY NO: 18.2
COLLECTION MANAGEMENT

ORIGIN/AUTHORITY

FILE NO.

Council meeting – 14 March 1996
(Previous Policy No: SU53 – City of Perth Art Collection)
(Previous Policy No: SU105)

75522/04

CONTENTS

Section 1: The Policy

1.1 Introduction

1.2 Aims of the Policy

1.3 Objectives

1.4 Management

Section 2: The Collection

2.1 Purpose of the Collection

2.2 Aims of the Collection

2.3 Collection Categories – Definitions

2.3.1 Introduction

2.3.2 The Art Collection

2.3.2.1 The Art Collection - Historic

2.3.2.2 The Art Collection - Contemporary

2.3.3 The Memorabilia Collection

2.3.3.1 The Memorabilia Collection - Heritage

2.3.3.2 The Memorabilia Collection - Corporate

2.4 Significance of the Collection

POLICY NO: 18.2

Section 3: Acquisition and Collection Development

3.1 Introduction

3.2 Acquisition

3.2.1 Acquisition Approval Process

3.3 Acquisition Criteria

3.3.1 Essential Acquisition Criteria

3.3.2 Specific Acquisition Criteria - Art Collection

3.3.3 Specific Acquisition Criteria - Memorabilia Collection

3.4 De-accessioning and Disposal

3.4.1 Introduction

3.4.2 De-accession Approval Process

3.4.3 De-accession Criteria

3.4.4 Methods for Disposal

Section 4: Collection Care

4.1 Valuation and Insurance

4.2 Storage

4.3 Conservation and Handling

4.4 Collection Documentation

4.5 Risk Management

Section 5: Collection Access

5.1 Introduction

5.2 Display

5.2.1 Priorities and Standards for Display of Collection Items

5.2.2 Items for Display / Period of Display

5.2.2.1 Art Collection

5.2.2.2 Memorabilia Collection

5.2.2.2.1 Perth Town Hall

5.2.2.2.2 Council House Foyer

5.2.2.2.3 Level 11

POLICY NO: 18.2

5.2.3 Removal of Displayed Items

5.2.4 Special Exhibitions

5.2.5 Artists' Moral Rights

5.3 Supervised Research Access and Digital Access

5.4 Loan of Collection Items

5.5.1 Outward Loan

5.5.2 Inward Loan

5.5.3 Internal Loan

Section 1: The Policy

1.1 Introduction

The City of Perth recognises the importance of its community's cultural heritage as described by its art, artifacts and archives.

As the custodian of a public collection, the City manages its cultural heritage items according to museum industry standards of collection development, preservation and access. Through the strategic management of the Collection the City is committed to ensuring its ongoing significance for Perth and the wider community.

The City of Perth Collections are managed by the Arts and Cultural Development Team, which coordinates the development, preservation and promotion of the Collections, and provides access to its holdings.

The Collections can be separated into two categories, Art and Memorabilia. Both Collections share similar themes including:

- culture and cultural diversity;
- social development;
- the built environment;
- the natural landscape (most notably the foreshore);
- the history of the City of Perth generally;
- the history of the City of Perth as a local government authority.

1.2 Aims of the Policy

The aims of the Collection Management Policy are to:

- i. describe the Collection;
- ii. define the conditions and criteria for managing and developing the Collections;
- ii. guide strategies for Collection development, access, and promotion.

POLICY NO: 18.2

1.3 Objectives

The objectives of the Collection Management Policy are to provide guidelines for:

- i. implementing the collection's management to museum industry standards;
- ii. developing the Collection;
- iii. managing the Collection in line with other cultural and corporate policies of the City of Perth;
- iv. managing the Collection within the annual budget allocation.

1.4 Management

- i. The City of Perth Collections will be managed by professionally trained curatorial staff, who are required to maintain high standards of collection management and make recommendations on acquisitions and nominate works for de-accession.
- ii. The City of Perth will resource the Collections appropriately, including allocating budgets for managing the Collections and developing the holdings.

Section 2: The Collection

2.1 Purpose of the Collections

The purpose of the Collections is to:

- i. preserve, protect and promote the unique social and cultural heritage of the city;
- ii. properly conserve, maintain and grow the value of the City's arts and cultural assets.

2.2 Aims of the Collection

The City of Perth Collection aims to:

- i. acquire and preserve items which best reflect the social and cultural heritage of the City of Perth;
- ii. be of sufficient scope and range to sustain a diversity of views and interpretations;
- iii. increase the understanding and enjoyment of local history and contemporary art as they pertain to the culture of the City;
- iv. develop the Collection holdings by attracting donations, bequests and other means of support;
- v. operate in accordance with museum standards.

2.3 Collection Categories - Definitions

POLICY NO: 18.2

2.3.1 Introduction

There are two distinct Collection categories, Art and Memorabilia. These categories have been developed for purposes of management and research access.

The Art Collection has two sub-categories, Historic and Contemporary and the Memorabilia Collection has two sub-categories Heritage and Corporate. These categories are defined below.

2.3.2 The Art Collection

The Art Collection comprises art in a range of media, and represents artists connected with, and themes relevant to, the City of Perth.

2.3.2.1 The Art Collection - Historic

Generally dating from the early Colonial period, the Historic Art Collection can be defined as art which originates from the following periods:

- Early Colonial: 1827-50;
- Late Colonial: 1851-1900;
- Post-Federation / Pre-Modern Styles: 1901-35;
- Modernism: 1936-70.

2.3.2.2 The Art Collection - Contemporary

Generally dating from 1970 onwards, the Contemporary Art Collection can be defined as art which:

- is new work that engages with and reflects on current social, cultural and artistic dialogue;
- is made within a time reasonably contemporary to exhibition and purchase;
- manifests in a form that responds to the material sources and techniques of its time.

2.3.3 The Memorabilia Collection

The Memorabilia Collection comprises artefacts, 'ephemera' and other items relating to the history of the City of Perth and Council activities and events that are not required for keeping by Record Services

SCHEDULE 1

City of Perth Policy Manual

POLICY NO: 18.2

2.3.3.1 The Memorabilia Collection - Heritage

The Heritage Memorabilia Collection contains archival items that relate to the historic nature and business of the City of Perth. Most of the Collection is printed material recording City functions. These include programmes, visitors books, historic photographs and ephemera such as Christmas cards. Some of this printed material has specific importance as research material.

The Heritage Memorabilia Collection also contains objects that carry symbolic and historic significance, such as gifts given during Royal visits and objects which record the history of the Council buildings (for example the spade used to turn the first sod on the site of Perth Town Hall). Objects such as a collection of City of Perth parking meters also record the social history of the Council.

2.3.3.2 The Memorabilia Collection - Corporate

The Corporate Memorabilia Collection contains items of significance that have been donated to the City through sister city and international relationships, generally dating from 1974, or gifted by visiting dignitaries and delegations. These gifts include objects such as plaques, flags, pennants and cultural artefacts.

The Corporate Memorabilia Collection also contains photographs, documents and other items relating to City of Perth activities and events.

2.4 Significance of the Collection

The Collections comprise items of local, state and national significance which document the social, cultural and local governance history of the City.

The City of Perth will develop significance criteria by 2007 employing the 'Significance Assessment Criteria' developed by the Heritage Collections Council which includes: historic significance, aesthetic significance, social or spiritual significance, provenance, representativeness, rarity, condition, intactness and integrity, and interpretive potential.

Section 3: Acquisition and Collection Development

3.1 Introduction

To ensure development of a cohesive collection, this policy sets out essential acquisition criteria (3.3.1), which all items must meet, and specific acquisition criteria; (3.3.2) for the Art Collection and (3.3.4) for the Memorabilia Collection.

De-accession criteria (3.4.3) are applied to remove from the Collection those items which may no longer be suitable for the Collection according to the criteria outlined.

POLICY NO: 18.2

3.2 Acquisition

Acquisitions into the Collections are made by donation or bequest, or through purchase or commissioning by the City of Perth. Items generated by the City of Perth or acquired by Elected Members or staff in the course of their duties may also be eligible to enter the Collection.

All donations or bequests are reported to the Manager Arts, Culture and Heritage for approval to include in the relevant Collection. Approval is granted subject to the item being the sole property of the owner and meeting the acquisition criteria. Consideration for approval is at the discretion of the Manager Arts, Culture and Heritage.

Items are purchased for the Collections through an acquisition fund. An annual budget allocation and the Art Acquisition Reserve, form the acquisition budget each financial year.

3.2.1 Acquisition Approval Process

Acquisition approvals will be undertaken in accordance with Delegated Authority as detailed in the City's Delegated Authority Register,

3.3 Acquisition Criteria

An item may be acquired if it meets the essential acquisition criteria and one or more of the specific acquisition criteria for either the Art Collection or the Memorabilia Collection.

Items for acquisition may be recommended by the Curatorial staff. Any recommended acquisition will be presented subject to the completion of a written acquisition evaluation. This evaluation will be presented with a memorandum or report requesting recommendation for approval.

3.3.1 Essential Acquisition Criteria

In order to be considered for the Collection all items must meet the following essential acquisition criteria.

The item must:

- i. enhance the current scope of the Collection;
- ii. be an unconditional donation or purchase;
- iii. have the capacity to be placed on display without hindrance to public access or safety, and without breaching the artist's moral rights;
- iv. have the necessary resources allocated to resolve all foreseeable issues related to conservation, presentation and storage, as part of the acquisition;

SCHEDULE 1

City of Perth Policy Manual

POLICY NO: 18.2

- v. be a quality example that will be a significant addition to the Collection;
- vi. fit within the guidelines provided in the priority areas for art acquisition.

3.3.2 Specific Acquisition Criteria - Art Collection

Artwork recommended for acquisition is required to meet one or more of the following priorities.

The item must:

- i. represent significant periods, occasions and urban initiatives in the evolution of the city, and city life;
- ii. build upon the strengths of existing holdings of the Art Collection;
- iii. represent the artistic practice of emerging and established Western Australian artists or artists residing in Western Australia who have received acclaim for their work locally, nationally and internationally;
- iv. represent contemporary art practice and support the work of new artists and recent work by established artists;
- v. strengthen and add to an existing series of works;
- vi. build on identifiable themes within the whole Collection;
- vii. be informed by or identifiably associated with the City of Perth.

3.3.3 Specific Acquisition Criteria - Memorabilia Collection

A memorabilia item recommended for acquisition is required to meet one or more of the following priorities.

The item must:

- i. be a gift, award or certificate accepted by a Council representative in the course of official Council business;
- ii. be a photograph, document or other item generated by the City of Perth which represents a major event, activity or initiative and is not eligible for keeping by Records Services;
- iii. have a distinctive and verifiable connection with the City of Perth;
- iv. have a clearly established and verifiable provenance;
- v. strengthen and add to an existing series of works;
- vi. build on identifiable themes within the whole Collection;
- vii. be informed by or identifiably associated with the City of Perth;

POLICY NO: 18.2

3.4 De-accessioning and Disposal

3.4.1 Introduction

De-accessioning is the process whereby works from the Collection may be considered for removal from the Collection. Works are considered for de-accession if they are in poor condition, damaged or deteriorated beyond reasonable repair or conservation, unnecessary duplicates of existing items, are of insufficient merit for the allocation of resources or do not meet with the Collection Policy.

Disposal is the method of removing of a de-accessioned item from the Collection.

3.4.2 De-accession Approval Process

Items may be approved for deaccession by delegated authority of the General Purposes Committee subject to the completion of a written deaccession report.

The report will evaluate the item against the De-accession Criteria (3.4.3), and will recommend appropriate Methods for Disposal options (3.4.4).

An item approved for de-accessioning will be held for a twelve-month “cooling off” period, from the date of the approval by the General Purposes Committee, before disposal occurs.

3.4.3 De-accession Criteria

In order to be considered for de-accession, the item nominated must fall within any of the following categories.

The item:

- i. does not fall within the current Essential Acquisition Criteria and appropriate Specific Acquisition Criteria for either the Art Collection or the Memorabilia Collection;
- ii. is in a poor condition and is considered to be of insufficient merit to allocate the resources to ensure its conservation;
- iv. has no provenance, cannot be displayed due to its properties, and is not suitable for research;
- v. is a duplicate that serves no specific function;
- vi. is irreparably damaged or destroyed;
- vii. is stolen without hope of return.

3.4.4 Methods for Disposal

The disposal procedure for an item approved for de-accession will adhere to the following order of options, which have been developed in accordance with the Council Policy 9.14 Disposal of Property and the International Council of Museums,

POLICY NO: 18.2

Code of Professional Ethics section 4.3 De-accessioning Policies and Procedures.

The options for disposal in order of priority and in accordance with the Council Policy 9.14 Disposal of Property Policy are that the item:

- i. may be offered to a more appropriate City of Perth operational area;
- ii. may be offered to a more appropriate collecting institution;
- iii. may be offered for sale or donation as appropriate, to its creator or the donor;
- iv. may be resold on the public market;
- v. may be dismantled and/or destroyed in the event of no other options being suitable.

Elected Members, City of Perth staff, volunteers and their families are prohibited from personally obtaining an item de-accessioned from the Collection by any means. A record of all items de-accessioned, and their method of disposal, must be kept.

All monies received by the City of Perth from the disposal of an item must be applied solely to the upgrading of the Collection either by purchase of items or by the conservation of existing items held in the Collection. This is in accordance with International Council of Museums (ICOM) Code of Professional Ethics; section 4.5 *Income from Disposal of Collections*.

Section 4: Collection Care

4.1 Valuation and Insurance

The Collection will be valued every four years. Updated valuation information will be recorded on the asset register and the insurance register.

Insurance for items on loan is according to the relevant loan agreement (see 5.4).

4.2 Storage

Collection items not on display will be labeled appropriately and held securely in the Collection Holding Area to museum industry standards.

Curatorial staff will monitor storage areas on a regular basis, with maintenance of these areas undertaken regularly.

4.3 Conservation and Handling

Items for priority conservation will be listed annually. Priority items will be assessed and treated by professional conservators.

Only personnel trained in preservation handling will move Collection items.

POLICY NO: 18.2

An item will not be displayed in a place that puts the item at risk of damage, accelerated deterioration, or is a threat to its security.

4.4 Collection Documentation

On acquisition, each item is receipted, allocated an accession number, an asset number and a file number. Details of the item are then registered on the database.

The Collection database will:

- i. record essential information, including but not limited to, valuations, loans, condition, location, identifying features, provenance and legal requirements;
- ii. document the significance of the item;
- iii. record an image of each item;
- iv. be regularly maintained and updated;
- v. be kept secure through back up procedures and the most appropriate available technology.

4.5 Risk Management

A Risk Assessment report will be completed by the end of 2006.

A Disaster Preparedness Plan will be completed by 2009, with all Art and Culture staff trained in its implementation.

Section 5: Collection Access

5.1 Introduction

Access to the Collection is provided by the Curatorial staff. The aim is to provide the following services:

- i. digital access through the database;
- ii. supervised research access;
- iii. loans to qualified organisations;
- iv. display throughout Council buildings;
- v. exhibitions.

5.2 Display

5.2.1 Priorities and Standards for Display of Collection Items

The priority for display locations within Council premises will focus on those areas most commonly accessible to the public. Collection items will be placed on display primarily in public areas, and secondarily meeting rooms and offices frequently used

POLICY NO: 18.2

for meetings with the public.

The displays will include museum standard didactic labels containing the required information and optional interpretive information.

Special exhibitions and displays of the Collections will progressively aim towards best museum standards of practice in terms of access, interpretation, space, lighting and security.

5.2.2 Items for Display / Period of Display

Not all Collection Items may be displayed. Suitable items for display are limited by environmental conditions and must be able to withstand the UV light and heat conditions.

Where items are particularly sensitive to deterioration they may only be exhibited for a maximum period of up to six months. At such time the Curatorial staff will review the condition of the item to determine whether the item may remain on display, be conserved, or temporarily returned to storage.

5.2.2.1 Art Collection

Displays of Art Collection items will be determined by the Art Curator and will be rotated according to available resources.

5.2.2.2 Memorabilia Collection

The City of Perth currently has three display sites for memorabilia:

- Perth Town Hall;
- Council House Foyer;
- Level 11.

5.2.2.2.1 Perth Town Hall Display

Perth Town Hall displays are altered as required on an ongoing basis. Changes are recommended on a low rotation with the display contents outlined as follows:

- Cabinet 1 (Apothecary's Cabinet) - significant historical moments affecting the founding of Perth such as Proclamation and Governance.
- Cabinet 2 (Long Glass Cabinet) - social uses and functions of the Perth Town Hall.
- Cabinet 3 (Long Glass Cabinet) - the building of the Perth Town Hall.

POLICY NO: 18.2

5.2.2.2 Council House Foyer Display

It is proposed that the displays in the cabinets closest to the lifts (Cabinets 1, 2 & 3) are changed annually and contain material relating to the roles of the Council and Council House as per the Council House Foyer Display plan.

The cabinet closest to the Customer Services Area (Cabinet 4) will be changed on a six monthly basis. These displays may relate to recent City of Perth projects and events or social history.

5.2.2.3 Level 11

It is proposed that the Level 11 displays are altered as required on an ongoing basis. It is proposed that these cabinets have a dignified, formal presentation and are of a uniformly high standard.

The displays in Level 11 will include historic items and Sister City gifts. The items will be grouped into clusters of significant relevance as per the Level 11 Cabinet plan.

Temporary displays may be coordinated on an as needs basis. These displays should be proposed at least two months in advance of the event.

5.2.3 Removal of Displayed Items

Collection items on display may be rotated or removed by Curatorial staff at any time for the following reasons:

- i. rotation;
- ii. outward loan;
- iv. item identified as being at risk;
- v. the Internal Loan Agreement is in breach.

5.2.4 Exhibitions

Special exhibitions will be displayed in accessible, secure venues, appropriate to the material and the exhibition content. Exhibitions will be documented.

Exhibitions will represent a diversity of themes and issues relevant to City of Perth and the broader community.

5.2.5 Moral Rights

During exhibition and display, the artist's moral rights will be observed and the work

POLICY NO: 18.2

will be labelled in full view with the following information as a minimum requirement: artist's name, title of the artwork, date of the work, medium and, as appropriate, the name of the donor or credit to the source of the work.

The work will:

- ii. not be displayed so as to be obscured or altered without written permission of the artist;
- iii. not be displayed if it is in disrepair;
- iv. be properly identified as a reproduction, where an item on display is not the original work.

5.3 Supervised Research Access and Digital Access

Supervised access to Collection items for research purposes can be made available through the Curatorial staff with assistance from the Local Studies Library staff where necessary. Photographic documentation and supplementary information is available by appointment for research access only.

Public access to the Collection database information is not yet available. Information about Collection items will be made available to the public through the City of Perth website. This information will be limited in order to maintain the security of the Collection.

Ongoing digital documentation of the Collection will be included on the database to provide visual reference information.

5.4 Loan of Collection Items

The City of Perth makes available items in the Collection for loan to appropriate organisations subject to negotiated loan agreements.

All loan requests must be presented to the Chief Executive Officer with an evaluation of the loan details.

5.4.1 Outward Loan

An Outward Loan occurs when a Collection item is lent to another institution.

Outward loans are made strictly according to the conditions outlined in the '**Outgoing Loan Agreement**'.

5.4.2 Inward Loan

An inward loan occurs when the City of Perth borrows an item from another institution.

Inward loans are only to be made for special short-term purposes such as for a

POLICY NO: 18.2

curated exhibition. These loans are made strictly according to the conditions outlined in the **'Incoming Loan Agreement'**.

5.4.3 Internal Loan

An internal loan is the loan of a Collection item for display for Council purposes.

All internal loans are made according to the **'Internal Loan Agreement'**. The relevant Unit Manager agrees to be responsible for the item, by the terms of the agreement.

Amendments/Review:

- Council meeting - 28 April 1998 (353/98)
 - Council meeting – 14 March 2006 (174/06)
 - Council meeting - 25 June 2013 (319/13)
 - Council meeting – 18 November 2014 (509/14)
 - Council meeting – 30 April 2015 (161/15)
-

CP 18.2 Cultural Collections

POLICY OBJECTIVES

The *Cultural Collections Policy* describes the nature of the City's indoor art, cultural artefacts and historical reference collections and the guiding principles employed by the City of Perth to acquire, care for and manage these public collections.

The objectives of the *Cultural Collections Policy* are to define the parameters and priorities for the development and management of the City's Cultural Collections in accordance with relevant industry standards and laws; and to facilitate public access to the collections.

SCOPE

This Policy applies to works of art, objects, artefacts and reference materials accessioned into the *City of Perth Art Collection*, the *City of Perth Memorabilia Collection* and the *City of Perth History Centre Collection*.

As the custodian of cultural collections, the City shall manage the Collections in accordance with Council Policy, procedures and plans and informed by relevant industry standards.

This Policy establishes the criteria against which items are assessed in order to determine their acceptance or otherwise, into a Collection. It establishes the terms under which such items may be acquired.

This Policy also establishes the appropriate care and handling of works of art, artefacts, reference materials and objects of cultural significance in the City's possession.

The *Cultural Collections Policy* should be read in conjunction with the City's *Arts and Culture Policy 18.1* which establishes an overarching purpose and set of principles relevant to the City's Arts and Cultural programs and services more broadly.

This policy excludes the City's Public Art Collections and commemorative works which are covered by *Public Art Policy 1.5* and *Commemorative Works Policy 1.6* respectively.

PURPOSE OF THE COLLECTIONS

The City recognises the importance of its community's unique social and cultural heritage as described by its art, artefacts and reference materials.

CP 18.2 Cultural Collections

The City's Collections are valuable and valued cultural assets that document and represent the evolution of the city's social, cultural, civic and economic climate, physical form and artistic practices.

The City has significant collections of historical and contemporary works of art and artefacts as well as historical and contemporary reference materials.

Through the strategic management of its Cultural Collections the City will ensure that the Collection's future value and ongoing significance for Perth, Western Australia and the wider community is maintained.

1. SCOPE OF THE COLLECTIONS

1.1 Art Collection

The Art Collection comprises works of art in a range of media and includes the work of artists or themes relevant to the city of Perth. The Collection has two categories: (1) Historical and (2) Contemporary.

1.1.1 Historical

Historical works in the City of Perth Art Collection are defined as works which originate from the following periods*:

- (a) Pre-Colonial: Up to 1826
- (b) Early Colonial: 1827- 1850
- (c) Late Colonial: 1851- 1900
- (d) Post Federation/ Pre-Modern: 1901- 1935
- (e) Modernism: 1936-1970

1.1.2 Contemporary

Contemporary works in the City of Perth Art Collection are defined as works which manifest in a form that responds to the material sources, artistic dialogue and techniques of its time and originate from the following periods:

- (a) Post Modern 1971- 1990
- (b) Contemporary 1990-present

** The names of sub-categories are intended to define periods of time and are not to describe a specific cultural practice or style.*

1.2 Memorabilia Collection

The Memorabilia Collection is defined by four categories that represent themes relevant to the history of the City of Perth and its relationship to the development of



CP 18.2 Cultural Collections

the city of Perth. The Collection has four categories: (1) Civic History; (2) International Relations; (3) Built Form, and; (4) Social History.

1.2.1 Civic History

Civic items are historical and contemporary objects that relate to the history of the City of Perth and Council operations. Objects may have historical significance, or be functional, symbolic or ceremonial.

1.2.2 International Relations

International Relations objects include gifts given during Sister City commemorations, international diplomatic and student visits and international economic development events.

1.2.3 Built Form

Built Form artefacts include significant items relating to Council owned places and buildings.

1.2.4 Social History

Social History archives contain general material that relates to the role of Council in the social history of the city of Perth. These include objects documenting commercial activities in the city and commemorative materials recording events of national significance.

1.3 History Centre Collection

The Collection represents subjects of historical interest regarding social, cultural, civic and commercial experiences within the city of Perth which are recorded into the following Collection categories:

- (a) Physical and Digital Images
- (b) Recordings
- (c) Texts
- (d) Multimedia

2. MANAGEMENT PRINCIPLES

The City of Perth shall resource, preserve and manage the Collections in accordance with accepted standards in the industry regarding conservation, storage, display, handling, movement, research, access, insurance and security.

CP 18.2 Cultural Collections

2.1 Asset and Risk Management

The City's Collections shall be managed and maintained in accordance with relevant industry standards and City of Perth Council Policy 9.12 *Asset Management*.

The Collections shall be audited and appraised on a regular basis in accordance with the City's relevant protocols and policies.

The Collections are covered by the City's insurance in accordance with Policy 9.12 *Asset Management*.

The City shall maintain a disaster preparedness and response plan specific to the Collections to be reviewed every four years.

2.2 Collection Management

As the custodian of public collections, the City shall manage its Cultural Collections as informed by The *National Standards for Australian Museums and Galleries*. Collections shall be managed and handled by suitably qualified and professionally trained officers appointed to maintain high standards of collection management. Cultural Collections officers shall research and prepare reports to inform recommendations on all aspects of the management and development of cultural collections.

Material acquired for the History Centre Collection shall be catalogued in conformity with accepted bibliographical standards including the Anglo-American Cataloguing Rules (AACR2), Dewey Decimal Classification (DDC), Library of Congress Subject Headings (LCSH) and Resource Description and Access (RDA).

2.3 Records Management

The City of Perth shall maintain accurate written information, correspondence, photographic and digital records pertaining to each Collection item including details such as acquisition, disposal, identification, description, creator, publisher, history, provenance, object status, location, condition status, display, movement and appraisal. Related activities such as exhibition, loan, research and publication shall also be recorded where relevant. These records shall be retained by the City in perpetuity and in accordance with the State Records Act 2000.

2.4 Accessioning

All items acquired for the City of Perth's, Art Collection, History Centre Collection and Memorabilia Collection shall be accessioned into the appropriate collection. This process shall be documented and objects registered on the relevant Asset Management and collections databases, with full acquisition, provenance and catalogue information.



CP 18.2 Cultural Collections

2.5 De-Accessioning

De-accessioning is the removal and deregistration of items from a Collection. Items may be considered for de-accession based on condition, resource requirements, significance, potential function and relevance. All records of de-accessioned items shall continue to be retained after de-accession and disposal of item.

De-accessioned items shall be disposed of in accordance with the *Disposal of Assets Policy 16.2*.

2.6 Resourcing

The City shall resource the collections appropriately, including, funding for new acquisitions, scheduled inspections, audits, valuations, research, maintenance, preservation, storage, interpretation, display, promotion and access.

2.7 Storage and Display

Collection items not on display shall be recorded and labelled accordingly and stored securely. An item shall not be stored or displayed in a location that is likely to put the item at risk of damage, accelerated deterioration, or is a threat to its security.

2.8 Conservation and Preservation

The City shall apply a high standard of care for its Collections to promote the long term preservation of the Collections for future generations taking into account the nature, purpose and significance of each Collection. The City employs preventive conservation practices to the extent possible ensuring a safe, secure and stable environment for the Collections. Only officers professionally trained in the handling of collection materials shall handle and manage the Collections.

3. ACQUISITION CRITERIA

3.1 Essential Reporting Considerations for Acquisitions

In order for an item to be recommended for acquisition into one of the City's Cultural Collections, all of the following factors shall inform the officer's recommendation.

- (a) Physical integrity, durability, quality of fabrication and maintenance or conservation requirements.
- (b) Authenticity and ethical provenance.
- (c) Must be an outright purchase, commission or an unconditional transfer of ownership.*
- (d) Enhance at least one of the existing Collections as defined by Collection scope and/or priorities avoiding duplication.
- (e) Capacity to be placed on display without hindrance to public access or safety, and where relevant, without breaching the creator's moral rights.
- (f) Immediate and future cost considerations.

CP 18.2 Cultural Collections

**Unconditional transfer may not apply to oral histories and some photographic or digital material which may have restrictions as negotiated between the interviewee, donor (or custodian) and the City of Perth.*

3.2 Acquisition Criteria (Art Collection)

New acquisitions will be consistent with guiding principles within the City's *Arts and Culture Policy* and fit within the defined scope of the Collection as identified in section 1 of this Policy and if applicable, a commissioning brief.

In addition to the *Essential Reporting Considerations for Acquisitions* in Section 3.1 of this Policy, works of art recommended for acquisition are required to meet one or more of the following priorities.

The item must:

- (a) Represent significant periods, occasions and urban initiatives in the evolution of the city, and city life.
- (b) Build upon the strengths of existing holdings of the Art Collection.
- (c) Represent and support the artistic practice of emerging and established artists residing in Western Australia who have received acclaim for their work locally, nationally or internationally.

3.3 Acquisition Criteria (Memorabilia and History Centre Collections)

Considerations made for new acquisitions will be based on an assessment of the suitability as defined within the scope of the respective Collection, as outlined in section 1 of this Policy. In addition to the *Essential Reporting Considerations for Acquisitions* in Section 3.1 of this Policy the recommendation will also address:

- (a) Historical significance
- (b) Social and cultural significance
- (c) Representativeness
- (d) Research potential

4. ACQUISITION METHODS**4.1 Purchase**

Items may be purchased for the Art Collection, the Memorabilia Collection and the History Centre Collection through allocated acquisition funds. Direct purchase of works of art, memorabilia, or reference materials shall be subject to a recommendation by the relevant officer, in accordance with the acquisition criteria. This process may be additionally informed by expert external advisors or a panel as appropriate. Approval of acquisitions by purchase shall be undertaken in accordance with the City's *Delegated Authority Register* and Council Policy 9.7 *Purchasing*, as appropriate.

CP 18.2 Cultural Collections

4.2 Commission

The City may acquire new works of art, reference materials or recordings through commission. The two methods that are commonly used to commission new acquisitions are through invited expression of interest or direct engagement. Other methodologies may be used on a case-by-case basis, with full operational and procedural transparency. Approval of acquisitions by commission shall be undertaken in accordance with the City's *Delegated Authority Register* and Council Policy 9.7 *Purchasing*, as appropriate.

4.2.1 Invited Expression of interest

An invitation to submit an expression of interest can be made to a targeted selection of creators whose practice or profile has been identified by the relevant collections officer as suitable for a specific project or commission. In such instances a panel may be formed to make recommendations on the final selection of artists/creators chosen to create a new acquisition. The City will set a commissioning fee prior to shortlisting proposals. The recommended selection will be informed by the creator's responses to an established brief and suitability for the commission.

4.3. Donations, Bequests or Contributed Assets

The City is at times offered donations of existing works of art, artefacts, archives and reference materials. Offers of donations, bequests or gifts, other than monetary, shall be referred to the relevant Cultural Collections officer for consideration who shall make a recommendation for acquisition or for the offer to be declined, in accordance with the acquisition criteria. Legal documentation must be provided in any transfer arrangements, which gives effect to the transfer of title of the item to the City of Perth and provides all data necessary to be recorded in the City's asset management database.

5. ACCESS AND DISPLAY

Providing access to the City of Perth Cultural Collections contributes to their strength and raises the profile of the Collections and enables the community to appreciate and enjoy the City's cultural assets. Access to the Collections encourages the sharing of knowledge and enables the innovative interpretation of the Collections.

5.1 Provision for Access

The City does not have a dedicated exhibition space for its Cultural Collections. Public access may be facilitated in the following ways, according to the management requirements of individual items:

- (a) Digital access through an online database and online interpretative resources;
- (b) Supervised research access of original materials as appropriate*;
- (c) Outgoing loans of physical items**;
- (d) Display in Council buildings;

CP 18.2 Cultural Collections

- (e) Curated exhibitions;
- (f) Interpretative publications and promotional materials.

** Embargoed, archive reference materials, rare and restricted works are negotiated on an individual basis.*

*** Items from the Art Collection and the Memorabilia Collection are not suitable for outgoing loan to individuals; loans may be approved to organisations for legitimate purposes. The History Centre has duplicates of some items from the Collection which may be available for loan subject to City of Perth Library Services' terms and conditions.*

The item shall:

- (a) Not be displayed so as to be obscured or altered without written permission of the creator/copyright holder.
- (b) Not be displayed or available for access if it is in disrepair.
- (c) Be properly identified as a reproduction, where an item is not the original work.
- (d) Be exhibited or available for reference according to the terms of any written agreements between the City and other relevant parties.
- (e) Not be available for public display when access is contrary to the item's preservation or cultural requirements.
- (f) Be attributed in accordance with industry standards.

5.2 Exhibition and Display of Collection Items and Loaned Items

Exhibitions and temporary displays that include the City's Collections or items borrowed from private or institutional collections shall be informed by museum standards of practice for display and interpretation. Exhibitions shall represent a diversity of themes, issues and viewpoints relevant to the city of Perth. Exhibitions shall be documented and, where possible, a quality catalogue or other informational materials shall be produced in relation to the exhibition. During exhibition and display, the creator's moral rights shall be observed and the items shall be identified.

6. DE-ACCESSIONING

De-accession and disposal of works of art and artefacts shall be done in a manner that complies with laws protecting artists' rights and the *International Council of Museums Code of Professional Ethics 2006*.

The City's Policy 9.14 *Disposal of Property* shall inform the determination and process to de-accession and dispose of items in the Collections together with this Policy.

CP 18.2 Cultural Collections

6.1 Criteria for Consideration to De-Accession

Works of art, artefacts or reference materials meeting one or more of the disposal criteria identified in Section 5 of the City's Policy 9.14 *Disposal of Property*, as well as one or more of the criteria below may be considered for de-accession:

- (a) The item no longer meets with the requirements of this Policy and / or the City's strategic planning for the Collections;
- (b) The item is a duplicate or reproduction that serves no specific function;
- (c) The item is of insufficient artistic, cultural, social, or historical merit for the sustainable allocation of resources to ensure its conservation;
- (d) The City can no longer adequately care and maintain the item commensurate with the item's current value and care requirements;
- (e) The item has no provenance, cannot be displayed, and is not suitable for research;
- (f) The City has been ordered to return the item to its rightful owner by a court of law or the City recognizes that it is not the rightful owner and has identified the rightful owner;

A recommendation to de-accession a Collection item will be determined by the relevant cultural collections officer. The officer shall evaluate the item against the de-accession criteria and propose the appropriate method of disposal in accordance with Section 8 of this Policy.

7. DISPOSAL METHODS

The disposal procedure for collection items approved for de-accession will adhere to the following order of options, which have been developed in accordance with Policy 9.14 *Disposal of Property* and the *Delegated Authority Register*.

The item may be:

- (a) Returned to the rightful owner, creator or donor by contribution or donation as applicable and appropriate.
- (b) Offered to a suitable collecting institution.
- (c) Sold on the public market by tender or auction.
- (d) Dismantled or destroyed as appropriate, only in the event of no other options being suitable.
- (e) Other suitable method as resolved by Council as appropriate.

Unless there are extenuating circumstances, the City will hold an item approved for de-accession for a twelve-month "cooling off" period.

Collection items approved for disposal, which are no longer serviceable will be dismantled and disposed of in a responsible, ethical and sustainable manner.

CP 18.2 Cultural Collections

In accordance with International Council of Museums (ICOM) Code of Professional Ethics; section 4.5 *Income from Disposal of Collections* all monies received by the City from the disposal of a collected item shall be applied solely to the upgrading of the Collection either by purchase of works or for the conservation of existing items held in the Collection.

In accordance with clause 9.3 of this Policy (Moral Rights), artists will be kept informed at all stages of the de-accessioning process. In the event that the artist cannot be contacted, the City must demonstrate that reasonable steps have been taken to locate and inform the artist or the Estate of the artist. A record, including a visual record and documentation of all items de-accessioned, and their method of disposal, must be made in the permanent records in accordance with record keeping requirements.

8. ETHICAL AND LEGAL RESPONSIBILITIES**8.1 Appraisals**

City of Perth employees shall not provide valuations for collections and materials outside of the City of Perth Collections for taxation, insurance, sale or any other purposes. The City's Cultural Collections officers may provide catalogue information about objects and materials to professional appraisers for the purposes of appraising the City's Collections.

8.2 Illicit Materials, Contraband, Endangered Species

The City shall not knowingly acquire any materials that contravene any national or international customs or criminal laws and treaties and conventions governing threatened and endangered species.

8.3 Moral Rights

The moral rights of creators represented in the Collections shall be preserved. In all representations, Collection items will be credited with the following information as a minimum requirement: creator's name, title of item or reference material, date of the item and a description of the medium. The City may make additional commitments in agreements with creators, donors or copyright holders over and above legislated obligations as determined by the *Copyright Amendment (Moral Rights) Act 2000 (Commonwealth)*.

8.4 Ownership

The City shall acquire only those items from sellers and donors who can prove clear and valid title to the items, where provenance can be verified and traced and not in breach of any national or international laws, treaties or conventions.

CP 18.2 Cultural Collections

8.5 Personal Collecting and Dealing

Any interest in personal collecting by Cultural Collections officers shall be made known to the unit manager and recorded by the staff member as a *Conflict of Interest and Disclosure Declaration*. The City's Cultural Collections officers shall declare any intention to accession, de-accession, purchase or sell any items that may influence the value of any personal collections.

8.6 Copyright

The City shall ensure that creators' copyright is protected, where reasonably practicable. The use and reproduction of any Collection items for display, exhibition, broadcast, screening, recording and publication shall be in accordance with all relevant laws governing copyright and intellectual property. Reproduction of Collection items is subject to the approval of Cultural Collections officers as applicable to ensure the use of Collection items in the aforementioned ways shall not conflict with any commitments made by the City in agreements with creators or copyright holders in respect to the Copyright Act (Commonwealth) 1968.

8.6.1 Reproduction of images or other intellectual property of Collection Items

Where appropriate the City shall seek non-exclusive license to copy or reproduce an image of works of art or reference materials for curatorial, educational and other non-commercial uses associated with a City of Perth Cultural Collection; or to transmit or otherwise communicate the work to the public by any means, including but not limited to making it available on-line or electronically transmitting the work.

The City warrants that it will reproduce Collection items to the highest possible quality and in such a manner as to enhance the creator's reputation. The City shall not manipulate the work in any way without expressed permission of the copyright holder.

The City shall provide to the licensor a complimentary copy of any publication in which the work is reproduced.

Reproduction for any other purpose shall be subject to the written permission of the copyright holder.

8.6.2 Reproduction of images or other intellectual property of Collection Items by Third Parties

Unless permission has been granted in writing by a copyright holder as a part of an agreement, the City is not authorised to grant permission to a third party to reproduce Collection items or their images that is not covered by Fair Dealing as defined by the Australian Copyright Council.

CP 18.2 Cultural Collections

The City undertakes that any person who requests access to the work for any commercial purpose will be required to provide written evidence that the licensor has granted permission for such use.

9. LOANS

The City makes available items in the Collections for loan to appropriate organisations subject to negotiated loan agreements. The City may also accept a loan of an item that shall enhance the interpretation of the existing Collections. Cultural Collections officers will make a recommendation to establish a loan agreement specifying the terms of the agreement or shall decline the loan request. Loan documents are to be signed in accordance with Policy 10.9 *Common Seal and Document Signing Authority*.

9.1 Outgoing Loan

In accordance with the objectives of Policy 18.1 *Arts & Culture*, Collection items may be made available for temporary loan to approved cultural institutions and community organisations for the purpose of display in a temporary exhibition. The borrower shall be equipped and qualified to interpret, safely display, store, handle and protect Collection items. The conditions of loan, including associated costs, logistics, period of loan and display location shall be documented and governed according to the terms stated in the *Outgoing Loan Agreement*.

9.2 Incoming Loan

Items from other public and private collections may be requested for temporary loan by the City as incoming loans for the purpose of enhancing the interpretation and understanding of the City of Perth's Cultural Collections. The terms and conditions governing the loaned items including, but not limited to, associated costs, logistics, period of loan and display location shall be stipulated in the City of Perth *Incoming Loan Agreement* or an agreement furnished to the City of Perth by the lender. The Incoming Loan Agreement shall be fully executed by all parties to the Agreement prior to the dispatch of the loan(s) to the City. In addition to upholding all of the lender's stated conditions, all incoming loans to the City shall be afforded at least the same care and handling as items in its own collections.



CP 18.2 Cultural Collections

Document Control Box							
Document Responsibilities:							
Custodian:	Arts and Cultural Development Coordinator.	Custodian Unit:	Arts, Culture and Heritage				
Decision Maker:	Council						
Compliance Requirements:							
Legislation:	Copyright Act (Commonwealth)1968 Copyright Amendment (Moral Rights) Act 2000 (Commonwealth) State Records Act 2000						
Industry:	International Council of Museums- Code of Professional Ethics, Australian Library and Information Association, Oral History Association of Australia, Collections Council of Australia, The National Standards Taskforce, Library of Congress, Australian Copyright Council, Anglo-American Cataloguing Rules, Dewey Decimal Classification, Resource Description and Access.						
Organisational:	Fixed Assets Financial Policy 9.11 Arts and Culture Policy 18.1 Disposal of Property Policy 9.14 Asset Management Policy 9.12 Purchasing Policy 9.7 Common Seal and Document Signing Authority 10.9 Contributed Asset Policy 9.15 Delegated Authority Register 1.2.10						
Document Management:							
Risk Rating:		Review Frequency:	Biennial	Next Due:	2017/18	TRIM Ref:	75522/04
Version #	Decision Reference:	Synopsis:					
1.	Council Meeting 14/03/96	Previous Policy No. SU53- City of Perth Art Collection Previous Policy No. SU105					
2.	Council Meeting 28/04/98	353/98					
3.	Council Meeting 14/03/06	174/06					
4.	Council Meeting 25/06/13	319/13					
5.	Council Meeting 18/11/14	509/14					
6.	Council Meeting 30/04/15	161/15					
7.	Council Meeting 23/02/16						

SCHEDULE 3

TERMS OF REFERENCE –Public Art Advisory Panel

1 Introduction

As a part of the implementation of the City of Perth Public Art Strategy a Public Art Advisory Panel has been established to provide advice to Council to help ensure that the City's public art projects, programs and services:

- comply with relevant legislation, Council policies and endorsed strategic plans;
- support the City of Perth in building on its capital city leadership role in the arts; and,
- promote and advocate for public art that seeks out the best contributions from the arts and cultural community and stimulates community dialogue and debate around contemporary issues.

2 Policy Framework

The Public Art Advisory Panel is established and operates in the context of the following strategic and policy documents:

- Strategic Community Plan: Vision 2029+
- Public Art Strategy
- Policy 1.5 - Public Art
- Policy 18.1 Arts and Culture
- Policy 1.6 Commemorative Works

3 Function of Public Art Advisory Panel

3.1 Role and Responsibility of Public Art Advisory Panel

The role of the Public Art Advisory Panel (the Panel) is to provide expert and independent advice to Council in relation to the following:

1. The ongoing review of Council's strategic plans, policies and operational guidelines in relation to public art being delivered by, or within, the City of Perth.
2. The ongoing development of effective assessment and evaluation criteria for public art proposals and service delivery.
3. Acquisition of high quality public art assets, being through commission, purchase or as contributed assets.
4. Evaluation and development of the City of Perth's Temporary and Ephemeral Public Art programs to ensure quality outcomes.
5. Review of applications for new memorials and monuments in alignment with the Policy 1.6 Commemorative Works, as required.
6. Deaccessioning, disposal and relocation of the City's public art.
7. Partnership and collaboration with external agencies and organisations involved in delivering public art within the City, including, but not limited to the Metropolitan Redevelopment

SCHEDULE 3

Authority, Perth Public Art Foundation, Heirisson Island Sculpture Park Inc., and private developers.

3.2 Role and Responsibility of Individual Panel Members

The role of the individual members of the Group includes:

1. Understanding the strategic implications and outcomes of initiatives being pursued through the Public Art Strategy and in relation to public art being delivered within the City of Perth by external agencies and organisations.
2. Appreciating the significance of the City of Perth Public Art Strategy and Community Strategic Plan for some or all major stakeholders and perhaps representing their interests.
3. Possessing genuine interest in the City of Perth's Public Art Strategy and in public art within the City of Perth.
4. Bringing to bear relevant knowledge, expertise and professional experience in a field of specific relevance to public art, to guide the City of Perth in terms of quality assurance.
5. Advocacy for the Public Art Strategy's initiatives and outcomes.
6. Possessing a broad understanding of project management issues and the broader legislative, operational and political context within which the Public Art Strategy is being implemented.
7. Commitment to and active involvement in pursuing the Public Art Strategy's outcomes.

In practice, this means they:

1. ensure the requirements of stakeholders are met by the Public Art Strategy's outputs;
2. help balance conflicting priorities and resources;
3. provide guidance to City units involved in implementing the Public Art Strategy and users of the Strategy's outputs;
4. consider ideas and issues raised;
5. review the progress of the Public Art Strategy; and
6. check adherence of Public Art activities to standards of best practice.

4 Protocols

4.1 Membership

Panel membership is to comprise up to seven highly regarded and experienced individuals with at least one professional representing each of the following fields:

- A practising artist with extensive experience in public art
- A public art consultant or curator
- An art critic or historian
- An urban designer
- An architect
- A Town Planner

Nominations for all panel members may be sought as required, by the Public Art Program Coordinator (PAPC) as appropriate. Nominees recommended for panel membership by the PAPC will be reviewed and members will be appointed by Council if acceptable.

SCHEDULE 3

Membership of the panel is for a term of two calendar years, and will be reviewed on a bi-annual basis.

Panel members at the end of their term may be nominated for a second two year term, if endorsed by Council.

All members of the Public Art Advisory Panel have equal voting rights.

Where a Panel member retires through written notice to the CEO, or a position becomes vacant for any other reason, prior to the end of their term, the PAPC will seek nominations for new members with appropriate professional expertise to restore the full capacity of the panel, as required.

Where a panel member does not attend scheduled panel meetings on three consecutive occasions without advising the Public Art Program Coordinator or Chair, they are deemed to have retired from the panel.

The Council may terminate any Panel Membership at any time, in writing.

The Public Art Program Coordinator will resource and attend the meetings of the Public Art Advisory Panel in a non-voting capacity to observe and facilitate proceedings as required. Other City Officers may attend on the invitation of the PAPC, or as proxy for the PAPC if required.

The Manager Arts, Culture and Heritage, members of the City's Executive, Elected Members and invitees of the Public Art Advisory Panel may attend and observe Panel meetings in a non-voting capacity.

Panel members are invited to offer their expertise to the City of Perth in a voluntary capacity as highly esteemed professionals in their field.

Details of the membership of the Panel are contained in Section 4.

4.2 Chair

The Panel will elect a Chair and Acting Chair on an annual basis.

The Chair of the Public Art Advisory Panel shall convene the Panel meetings. The nominated Chair for the Public Art Advisory Panel is **Enter Name**.

If the designated Chair is not available, then the Acting Chair will be responsible for convening and conducting that meeting. If the Chair or Acting Chair is unavailable then the Group may elect an Acting Chair for that meeting.

The Chair will represent the Panel at Council and external forums, committee meetings and events as required and where appropriate.

In the absence of the Chair, the Acting Chair will represent the Panel.

4.3 Declarations of Interest

All members of the panel must act lawfully and with honour, integrity and professionalism.

Members who have a pecuniary or non-pecuniary interest in any matter with which the Panel is concerned must disclose the nature of interest as soon as is practicable.

SCHEDULE 3

Members with a pecuniary interest or a significant non-pecuniary interest in any matter with which the Panel is concerned must excuse themselves from the meeting whilst that matter is being discussed or considered.

All disclosures of interest must be recorded in the minutes of the meeting.

4.4 Agenda Items

The Panel agenda, with attached meeting papers will be distributed by the Chair at least 3 working days prior to the next scheduled meeting.

Panel Members may raise an item under 'Other Business' if necessary and as time permits.

4.5 Minutes & Meeting Papers

Meetings will be minuted by the PAPC or other City Officers in attendance.

Copies of the minutes, including attachments, shall be provided to all Group members no later than 10 working days following each meeting.

Where requested by the Chief Executive Officer or Council, the Public Art Advisory Panel will provide a written report in relation to any relevant public art business.

The Public Art Program Coordinator, in consultation with the Panel, will provide the Director Economic Development and Activation with an annual report on Public art business considered by the Public Art Advisory Panel.

4.6 Frequency of Meetings

The Group shall meet every two months at Council House, 27 St Georges Terrace, Perth in accordance with an annual schedule determined at the final Panel meeting of each calendar year for the subsequent calendar year.

If there is insufficient business to warrant a meeting, and other agenda items can be postponed to a subsequent scheduled meeting, the Panel may agree to cancel a scheduled meeting.

The Panel, in consultation with the PAPC, and Manager Arts, Culture and Heritage may at any time review the frequency of panel meetings and negotiate a new schedule, so long as the panel is able to perform its role effectively for the City of Perth.

4.7 Decisions of the Group

The Group does not have any decision-making authority. The Public Art Advisory Panel is solely created for the purpose of providing independent, expert advice to inform City Officers' recommendations for presentation in reports to Committee and Council, or to inform other decisions made in accordance with the City's Delegated Authority Register.

4.8 Proxies to Meetings

Members of the Panel cannot nominate a proxy to attend a meeting if the member is unable to attend.

SCHEDULE 3

6 Record Information

Proof of Approval

Requesting Officer	<First Name, Surname> <Job Title>
Approving Unit Manager	<First Name, Surname> <Job Title>
Approving Unit Director	<First Name, Surname> <Job Title>
Project Sponsor	<First Name, Surname> <Job Title>
Approval Evidence	<TRIM Reference, Signature>
Business Unit	

Version Information

Version	Author	Date	Status	Comments

Example Terms of Reference



mainroads
WESTERN AUSTRALIA

Charles Street Bus Bridge and Busway Project

Information to Support City of Perth Approval

Printed copies are uncontrolled unless marked.

D15#788513
January 2016

Contents

1	PURPOSE	4
2	PROJECT TEAM.....	4
3	PROJECT BACKGROUND	4
3.1	Project Development	4
3.2	Project Delivery.....	5
3.3	Project Funding.....	5
4	PROJECT NEED AND BENEFITS	5
4.1	Project Need.....	5
4.2	Bus Priority and Wider Benefits	6
4.2.1	For Motorists, Cyclists and Pedestrians:.....	6
4.2.2	For Buses and Bus Passengers:.....	6
4.3	What Happens If Nothing Is Done	6
5	PROJECT SCOPE	7
5.1	Concept Design	7
5.1.1	Roe Street.....	7
5.1.2	James Street.....	7
5.1.3	John Street.....	7
5.1.4	Hamilton Lake # 1	8
5.1.5	Landscaping.....	8
6	IMPLICATIONS FOR CITY OF PERTH	8
6.1	Traffic Impacts During Construction	8
6.2	Financial	8
7	PROJECT SCHEDULE.....	8
8	STAKEHOLDERS	9
8.1	Identified Concerns.....	9
8.2	Consultation Undertaken to Date.....	9
9	COMMUNICATION	9
9.1	Project Communications.....	9
9.1.1	Working with CoP Communications Team.....	10
10	DEFINITIONS.....	10
11	APPENDICES	10
11.1	Appendix 1 – Concept Design	10
11.2	Appendix 2 – Project Newsletter.....	10

Document Control

Owner	Paul Diviney (PM)
Custodian	Paul Diviney (PM)
Document Number	D15#788513
Issue Date	11 th January 2016
Review Frequency	As required

Amendments

Revision Number	Revision Date	Description of Key Changes	Section / Page No.
A	11/01/16	DRAFT - Issued for Review	
B	13/01/16	Issued to City of Perth	
C	19/01/16	Issued to City of Perth	

SCHEDULE 4

1 PURPOSE

The intent of this document is to provide a single source of curated information on the Charles Street Bus Bridge and Busway Project (the Project) to the City of Perth (CoP). The CoP may elect to use this information in the development of their own submission to the CoP Works and Urban Development Committee and elected Council Members. Ultimately the information in this document may be used to support the CoP works approval for the Project.

2 PROJECT TEAM

The key members of the Project team for the delivery phase of the Project are shown in the table below:

Name	Project Position	Agency
Chris Raykos	Project Director	MRWA
Paul Diviney	Project Manager	MRWA
Anu Malaviya	Community and Stakeholder Manager	MRWA
Greg Murison	PTA Project Manager	PTA
Thomas Pacy	Network and System Planner	PTA

Additionally the following Project team members, who were involved in the Project's development phase, are available to provide support and background to the delivery team:

Name	Project Position	Agency
Owen Thomas	Executive Director Infrastructure Planning and Land Services	PTA
Jen Oxlade	A/Project Communications Manager	PTA

3 PROJECT BACKGROUND

This Project involves the construction of a new bus link bridge and associated bus priority measures to enable buses from Perth's northern and north-western suburbs to avoid congested roads and four sets of traffic signals in Northbridge.

3.1 Project Development

Between early 2014 and July 2015, The Public Transport Authority (PTA) and the Department of Transport (DoT) jointly developed the Project Business Case and undertook a detailed options assessment.

The outcome of the development phase was the recommendation of a preferred option to take forward into the delivery phase, pending approval of Project funding.

The final Project Business case, options assessment and accompanying Economic Appraisal Report are available upon request. This document only contains details of the preferred option.

SCHEDULE 4

3.2 Project Delivery

The Project was transitioned from the PTA to Main Roads Western Australia (MRWA) in August 2015.

MRWA will now deliver the Project on behalf of the PTA.

High level delivery tasks include;

- completion of any remaining project development tasks associated with the PTA / DoT preferred option,
- procurement of a Design and Construct (D&C) contractor, and,
- performance of client-side duties during the detailed design and construction phase.

3.3 Project Funding

\$32.1 million was approved by Cabinet in September 2015*. This amount *excludes* additional funding which may be required to acquire land.

The Project was announced by the Minister for Transport on 18th October 2015. A communication embargo which prevented MRWA from consulting or communicating with external stakeholders was in place until this announcement.

* Cabinet approved the recommendations of the Economic and Expenditure Reform Committee (EERC) meeting of 10 August 2015, at which the EERC approved the reallocation of savings identified within the MRWA approved Asset Investment Program totalling \$32.1 million.

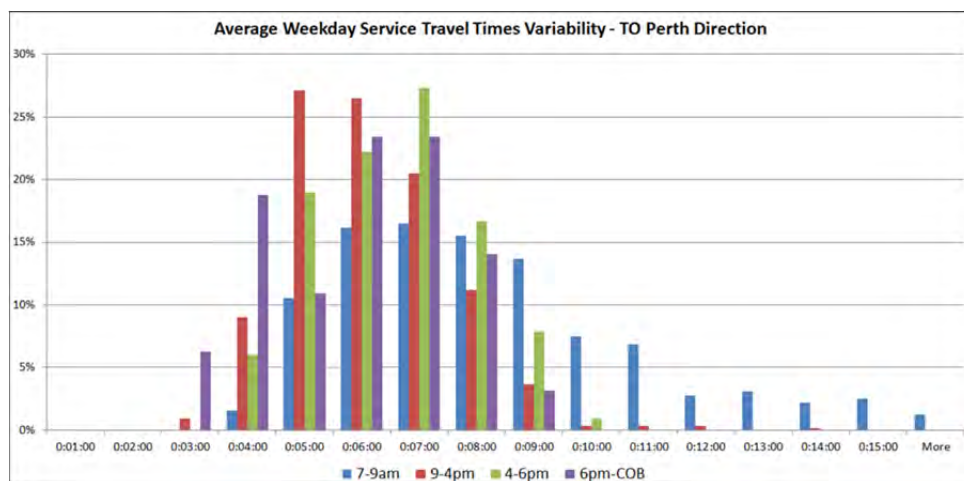
4 PROJECT NEED AND BENEFITS

4.1 Project Need

The Project is needed;

- to support the new Perth Busport and improve bus service reliability, both pre and post light rail,
- because investigations carried out as part of the MAX light rail project identified likely significant future conflicts between buses and general traffic at the south end of Fitzgerald Street, which would further deteriorate in the future with the introduction of light rail.

The graph below highlights the variability to bus travel times heading into Perth. A large proportion of this variability is driven by congestion at the south end of Fitzgerald Street.



4.2 Bus Priority and Wider Benefits

The Charles Street Bus Bridge and Busway is a smart transport project which will deliver significant benefits to both general road users and bus passengers. Key benefits of the Project include:

4.2.1 For Motorists, Cyclists and Pedestrians:

- Approximately one third of the assessed benefits are for general road users, through reduction of traffic congestion and reduced travel times along James Street (west of Fitzgerald Street) and Fitzgerald Street in Northbridge.
- Traffic modelling shows the existing intersection of James and Fitzgerald streets will experience significant capacity constraints in the next decade, with resulting congestion significantly impacting travel times for all road users. Given the constrained environment, a significant upgrade of the intersection would be difficult.
- The relocation of the Mitchell Freeway exit from James Street to Roe Street, along with the new bus bridge, will help to future-proof the road network through the area.
- Without the new Charles Street bus bridge more than 1,200 buses and 7,700 vehicles per day will continue to use James Street (west of Fitzgerald Street) and Fitzgerald Street.
- The Charles Street Bus Bridge will remove 1,000 buses and 2,800 vehicles per day from these roads, improving travel reliability and enhancing the amenity and local accessibility for businesses and local residents.
- Local access from James Street for customers of Mitre 10 and residents of Finbar's new LINQ apartment development will improve.
- The Project also includes construction of a shared path along the southern side of Roe Street. This will tie in with the City of Perth's new Railway Street shared path to the west and the existing Roe Street shared path to the east of Milligan Street, resulting in completion of a vital cycle link between Subiaco and East Perth.
- Due to the reduction in buses and general traffic on James Street and the southern section of Fitzgerald Street, and the removal of the James Street (west) central bus lane, Fitzgerald Street signal phasing may be able to be optimised, which may result in benefits to pedestrians.

4.2.2 For Buses and Bus Passengers:

- It's expected the new bus bridge will cut average travel times for buses from the northern suburbs by up to six minutes at peak and around four minutes at other times.
- When complete about 16,000 existing passengers stand to benefit from the combined sections of the existing James Street and new Charles Street bus bridges, with this investment also providing significant benefits for future patronage as Perth grows.
- Better bus services by providing on-time reliability improvements with flow-on effects on commuter confidence in the public transport system.
- Reduced bus operating costs.
- The benefit of existing investments such as Perth Busport will be maximised.
- Consistent with the approach taken to public transport in other congested areas.

4.3 What Happens If Nothing Is Done

When the new Perth Busport opens in mid-2016, more than 1,200 buses per day will resume using James Street west of Fitzgerald Street in Northbridge. As Perth continues to grow, bus movements as well as general traffic congestion along James and Fitzgerald Streets will gradually increase, with forecasts indicating significant congestion concerns by the mid to late 2020's.

The Charles Street Bus Bridge and Busway Project and associated road network changes provides a solution for the future. Over 1,000 buses and 2,800 vehicles per day will be removed

from these roads, relieving congestion, improving travel times and enhancing the amenity and local accessibility of businesses and residences.

5 PROJECT SCOPE

The concept design Project scope includes:

- A dedicated busway including an approx. 110m bus bridge over the Graham Farmer Freeway to connect Charles Street to the existing James Street bus bridge.
- A new Mitchell Freeway off-ramp onto Roe Street, to replace the existing Mitchell Freeway James Street off ramp, inclusive of a new signalised intersection on Roe Street.
- An additional east bound through lane on Roe Street at the Roe Street / Fitzgerald Street intersection.
- A new signalised roundabout / turnaround at the west end of James Street to replace the existing turnaround.
- A new 20 - 25 bay bus layover area with entrances via James Street and John Street.
- An additional right turn pocket on the Charles Street freeway exit ramp.
- Approx. 500m of bus lanes on Charles Street.
- Reconfiguration of Charles / Carr Street intersection to provide bus priority.
- A shared path on the southern side of Roe Street.
- Minor intersection improvements to the Newcastle / Cleaver Street intersection to allow bus only access to Cleaver Street.
- Replacement of pump station at Hamilton Lake # 1, inclusive of remote monitoring and control system and improved access.

5.1 Concept Design

The concept design is included as Appendix 1.

Additional details of the works within the CoP boundary are detailed below.

5.1.1 Roe Street

- Works to occur between Fitzgerald Street and Sutherland Street.
- New signalised intersection on Roe Street at the junction of the new Mitchell Freeway Roe Street off ramp (Ramp H329) and Roe Street.
- Realignment of Roe Street to tie into the new intersection.
- Minor modifications to existing Roe Street / Fitzgerald Street intersection, inclusive of an additional east bound through lane on Roe Street.
- Shared path along Roe Street (southern side).

5.1.2 James Street

- Works to occur west of Fitzgerald Street only.
- Construction of a new signalised roundabout / turnaround to replace existing.
- Removal of the James Street central bus lane, and minor modifications to the James Street / Fitzgerald Street intersection, pending Telstra service relocation cost.

5.1.3 John Street

- Works to occur west of Fitzgerald Street only.
- Proposed removal of southern side parking bays and relining of John Street to allow bus movements into the bus layover. Note, buses are proposed to use John Street in a west bound direction only, and only buses which are out of service (ie, bus movements are expected to be infrequent).

SCHEDULE 4

5.1.4 Hamilton Lake # 1

- Minor reduction in lake volume to enable appropriate geometric design of busway.
- Replacement of pump station, inclusive of remote monitoring and control system.
- Construction of new and improved access to pump station.

5.1.5 Landscaping

- Planting and landscaping around Hamilton Lake # 1 and Roe Street shared path.

6 IMPLICATIONS FOR CITY OF PERTH

6.1 Traffic Impacts During Construction

- Roe Street off-ramp (Ramp H329) from Mitchell Freeway and new Roe Street junction:
 - to be constructed before closure of the existing James Street off-ramp
 - traffic management measures will be in place
- James Street roundabout / turnaround, and reconfiguration of James Street:
 - will be challenging
 - 1,200+ bus movements / day will again use James Street via the existing James Street bus bridge during the construction period. This is because bus operations will revert from the Roe Street temporary bus station to the new Busport from mid-2016
 - traffic management measures will be in place
- Charles Street / Newcastle Street Intersection and Charles Street:
 - traffic management measures will be in place, with existing lane configurations maintained during AM and PM peak periods respectively.
- This Project will be co-ordinated with other projects in the CBD and East Perth.

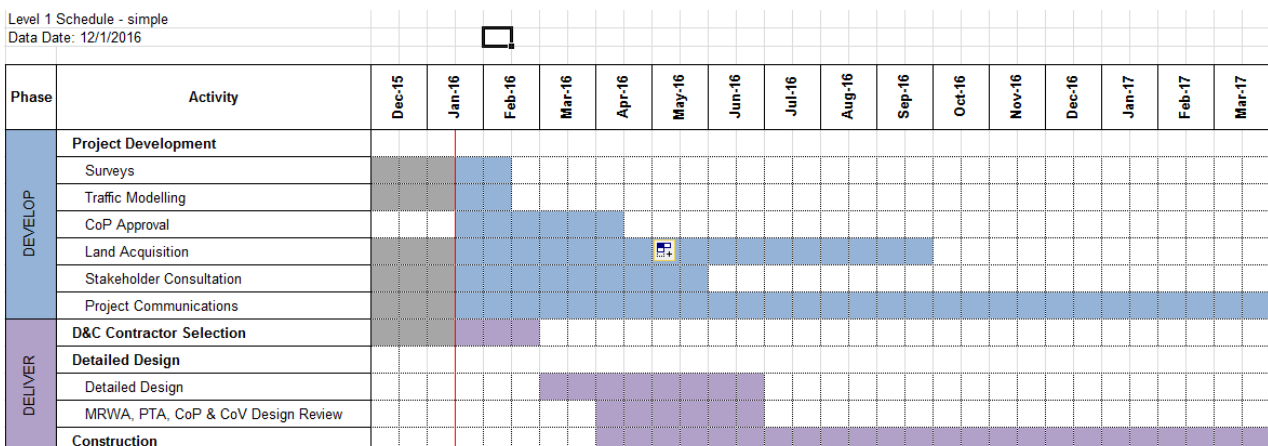
6.2 Financial

- All works to Roe Street, James Street and John Street, inclusive of the Roe Street shared path, will be funded by the Project (ie, no financial impact to the CoP).
- If some (or all) parking bays on the southern side of John Street are required to be removed, there will be a loss of CoP parking revenue.

7 PROJECT SCHEDULE

A high level schedule, with data date of mid-January 2016 is shown below.

Level 1 Schedule - simple
Data Date: 12/1/2016



8 STAKEHOLDERS

8.1 Identified Concerns

- James Street - closure of the Mitchell Freeway James Street off-ramp and impacts on businesses on James Street.
- John Street - potential for loss of John Street parking and CoP parking revenue.
- Bus layover Area - V&H Smash Repair and MUSCA Auto leases will be terminated to accommodate for a bus layover area, resulting in the need for business relocation.
- Fitzgerald Street - Removal of bus routes from this area may cause concerns to businesses along Fitzgerald Street that rely on foot and bus traffic.
- Charles Street Bus Lanes - Businesses and residences along Charles Street and Newcastle Street will be impacted by greater volumes of bus traffic and the loss of median pedestrian refuge to cross Charles Street.
- Busway Bridge – Construction impacts on traffic on the Freeway and CBD traffic.
- Roe Street off-ramp – Improvements to Roe Street to support increased traffic resulting from new Roe Street off-ramp.
- Roe Street Shared Path - Interface with PTA and City of Perth regarding shared path construction within Rail Reserve.
- Cleaver Street/ Carr Street – Residences and City of Vincent concerned about new 'rat-run' routes on local roads and traffic calming measures on these local roads to negate this.

8.2 Consultation Undertaken to Date

- Safety and Design Workshop completed on 3 August 2015.
- Risk Workshop completed for project which included City of Perth, MRWA, PTA, DoT.
- City of Perth Consultation on-going as design proceeds.
- City of Perth Councillor briefing held on 15 December 2015.
- City of Vincent consultation and Council approval obtained – December 2015.
- Project Newsletter distributed on 2 January 2016 to all residents and businesses in the directly impacted areas of City of Vincent and City of Perth. (City of Perth provided their input into this).
- Mitre 10 – initial project briefing on 17 November and follow-up meeting was held on 8 December 2015.
- Finbar Developments – Linq Apartments – project briefing on 24 November 2015.
- MUSCA Auto and Rockface Climbing – project briefing on 17 December 2015.
- Vernon & Hanon – project briefing on 7 January 2016.
- Community Information Session for Cleaver St/ Carr Street held on 12 November 2015.

Face to face meetings with businesses is ongoing. Upcoming meetings with: Wilson's Parking, Congestion CBD Working Group, Sister's of Mercy, St. Brigid's Church and Greek Orthodox Church of Evangelimos.

Community Information Sessions are planned for March 2016 when the contract is awarded.

9 COMMUNICATION

9.1 Project Communications

- Project Communications Team includes both PTA and Main Roads staff with joint branding and communication:
 - PTA will deal with bus operations
 - MRWA will deal with project delivery

SCHEDULE 4

- MRWA as the delivery agency will be the frontline agency and will field all enquiries
- Face to face meetings with businesses providing an initial project overview presently underway.
- A project newsletter was delivered to businesses and residences on 02/01/2016.
- A community information drop in session is planned for March 2016 when the contractor comes on board.
- Meetings regarding access requirements will take place nearer to construction start.

9.1.1 Working with CoP Communications Team

Adam Westeroff is the project's contact point for all project information at the City of Perth. The project team contacts and advises the communications team on any media requests, formal external communication and stakeholder concerns that impact City of Perth's assets.

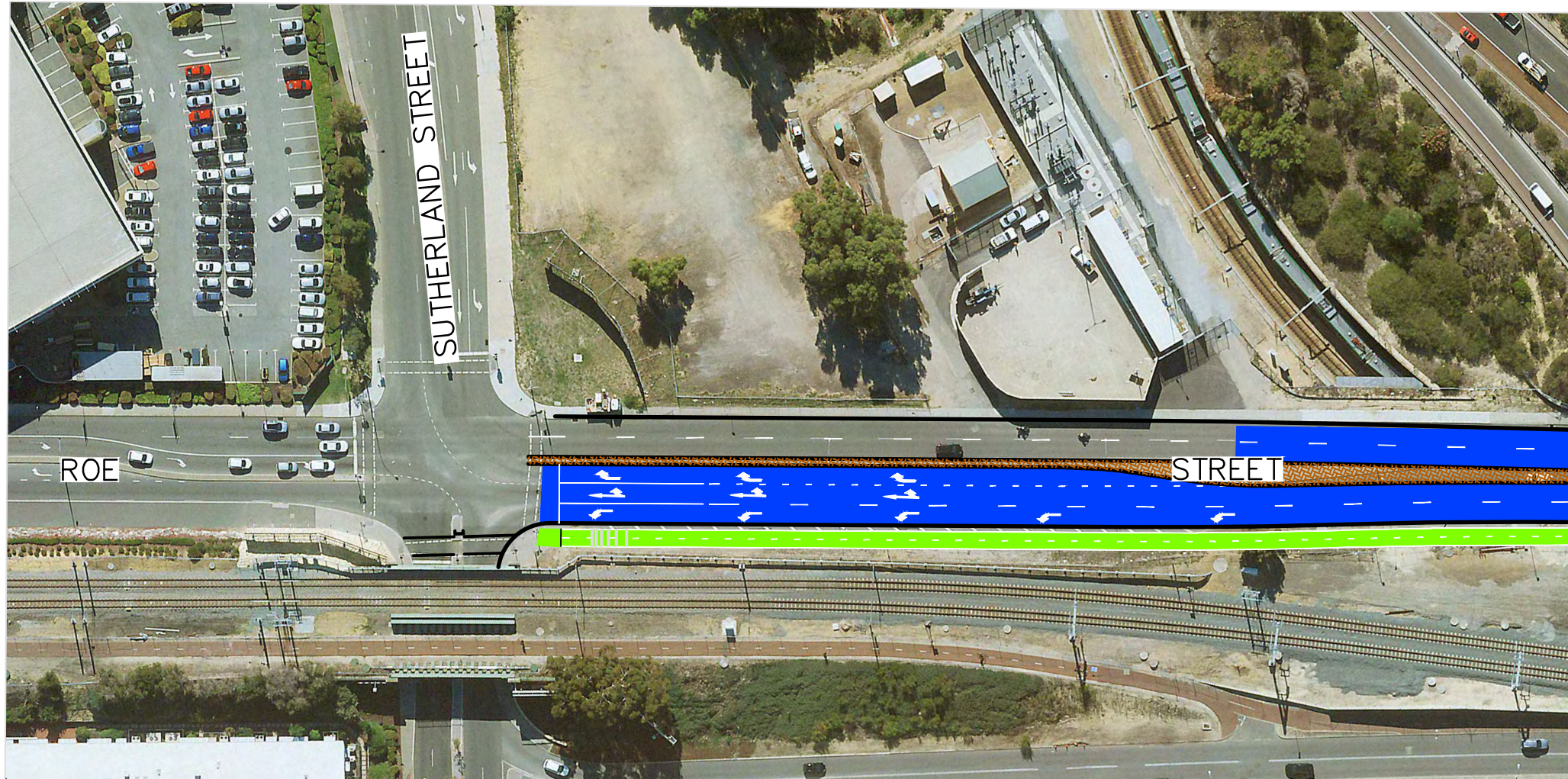
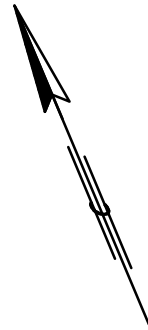
10 DEFINITIONS

Term	Definition
CoP	City of Perth
CoV	City of Vincent
CSBB	Charles Street Bus Bridge and Busway
D&C	Design and Construct
DoT	Department of Transport
EERC	Economic and Expenditure Reform Committee
MAX	Metro Area Express (light rail)
MRWA	Main Roads Western Australia
PTA	Public Transport Authority

11 APPENDICES

11.1 Appendix 1 – Concept Design

11.2 Appendix 2 – Project Newsletter



MATCH LINE JOINS DRG 1544-1375

LEGEND

- ROADS
- BUS LANES
- SHARED PATH

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DATE OF CAPTURE:	
MAPPING SURVEY STANDARD:	
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MAIN ROADS PROJECT ZONE: PCG94	
HEIGHT DATUM: AHD	

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INFRASTRUCTURE DELIVERY DIRECTORATE
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Telephone (08)93234111 Fax (08)93234430

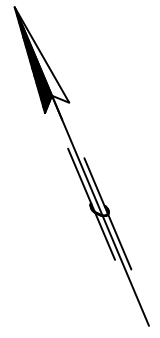
CHARLES STREET BUS BRIDGE

CONCEPT PLAN

SHEET 1 OF 7

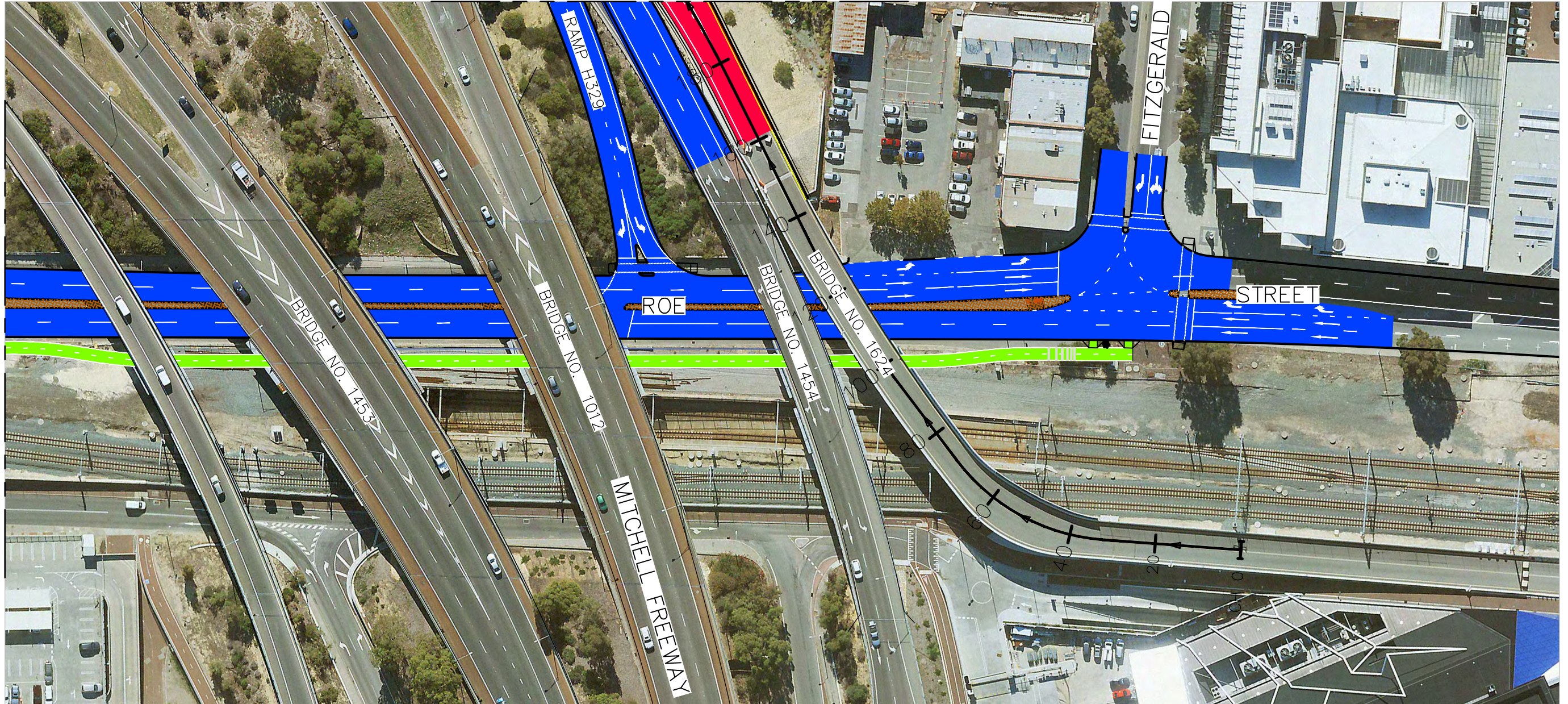
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MATCH LINE JOINS DRG 1544-1376

MATCH LINE JOINS DRG 1544-1374



LEGEND

- ROADS
- BUS LANES
- SHARED PATH

METADATA

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 MAIN ROADS PROJECT ZONE: PCG94
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CHARLES STREET BUS BRIDGE

CONCEPT PLAN

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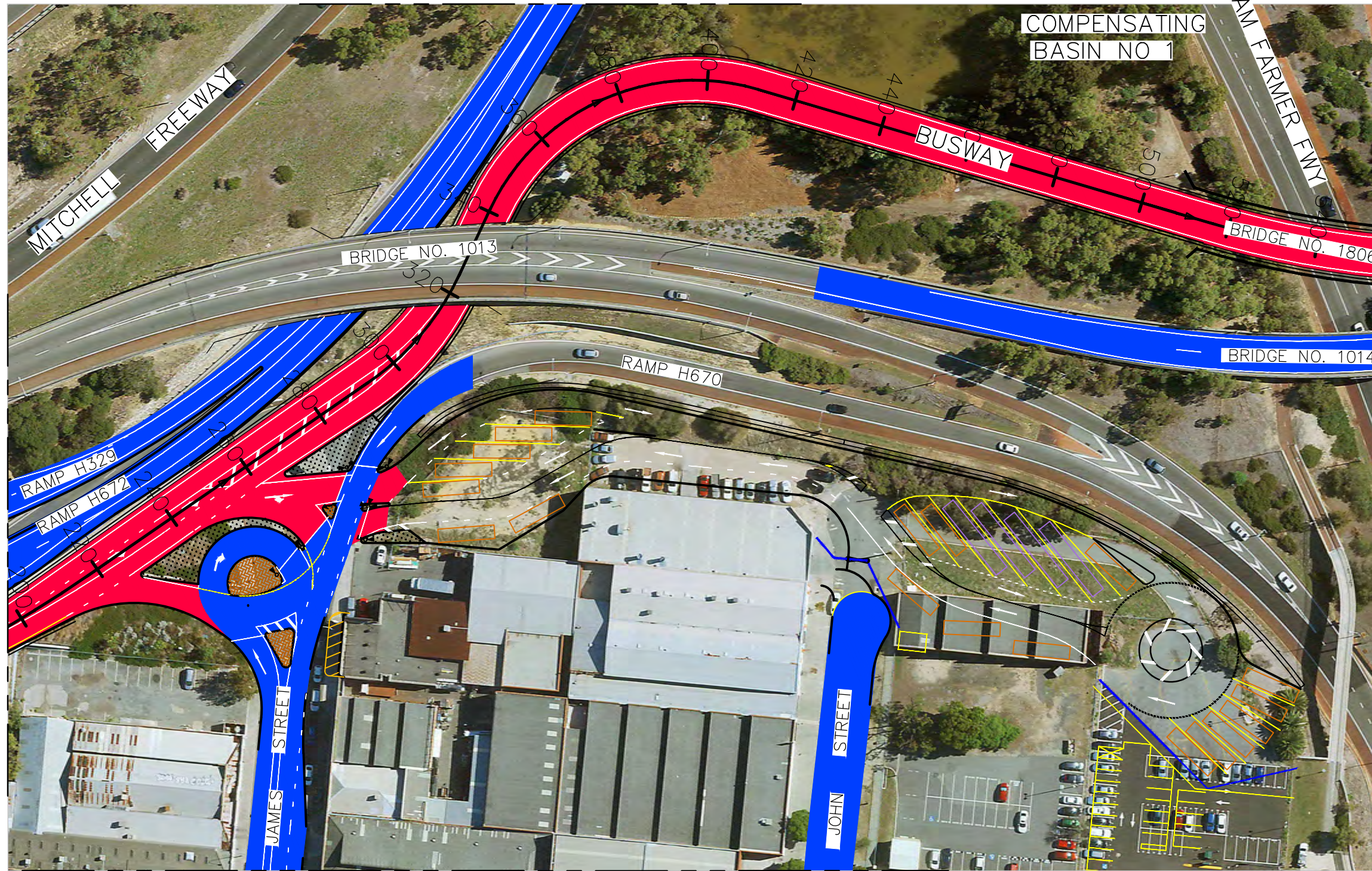
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1544-1375

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MATCH LINE B-B JOINS DRG 1544-1377



MATCH LINE JOINS DRG 1544-1375

MATCH LINE JOINS DRG 1544-1378

MATCH LINE A-A JOINS DRG 1544-1377

LEGEND

- ROADS
- BUS LANES
- SHARED PATH

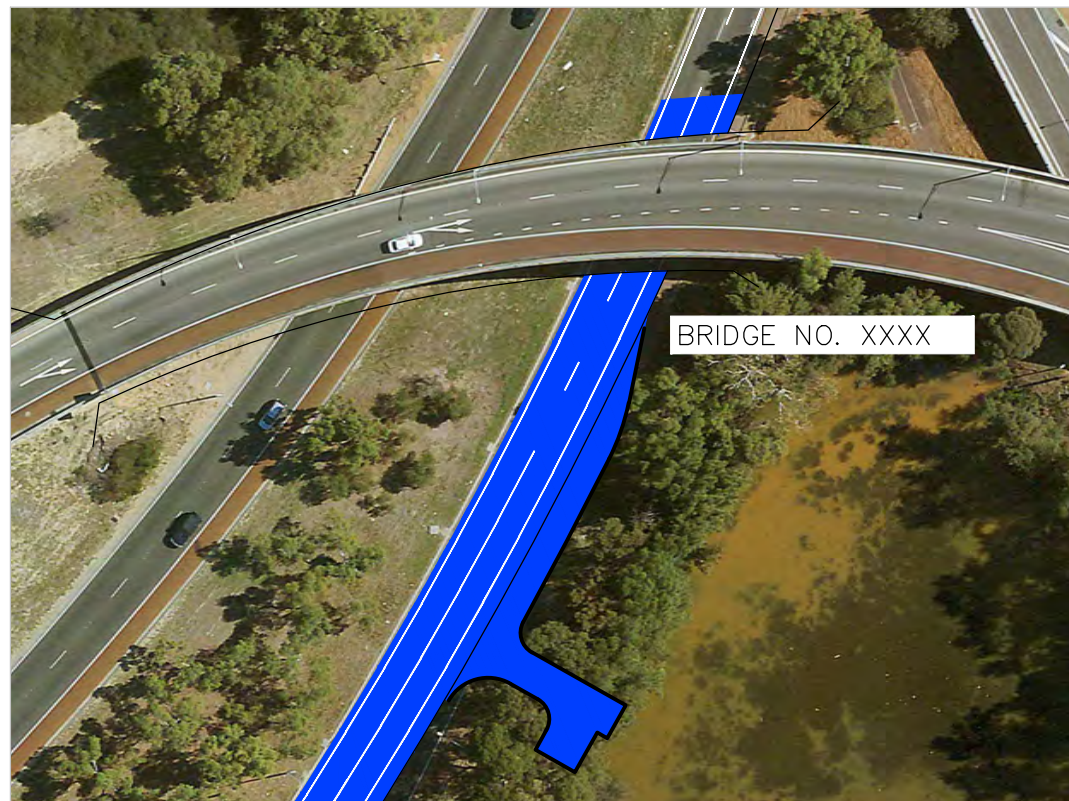
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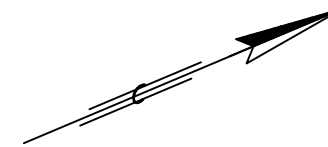
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 SHEET 3 OF 7
 LOCAL AUTHORITY (XXX) CITY OF PERTH

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BRIDGE NO. XXXX

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MATCH LINE A-A JOINS DRG 1544-1376



FITZGERALD STREET

LEGEND

- ROADS
- BUS LANES
- SHARED PATH

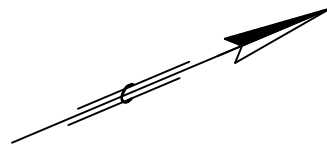
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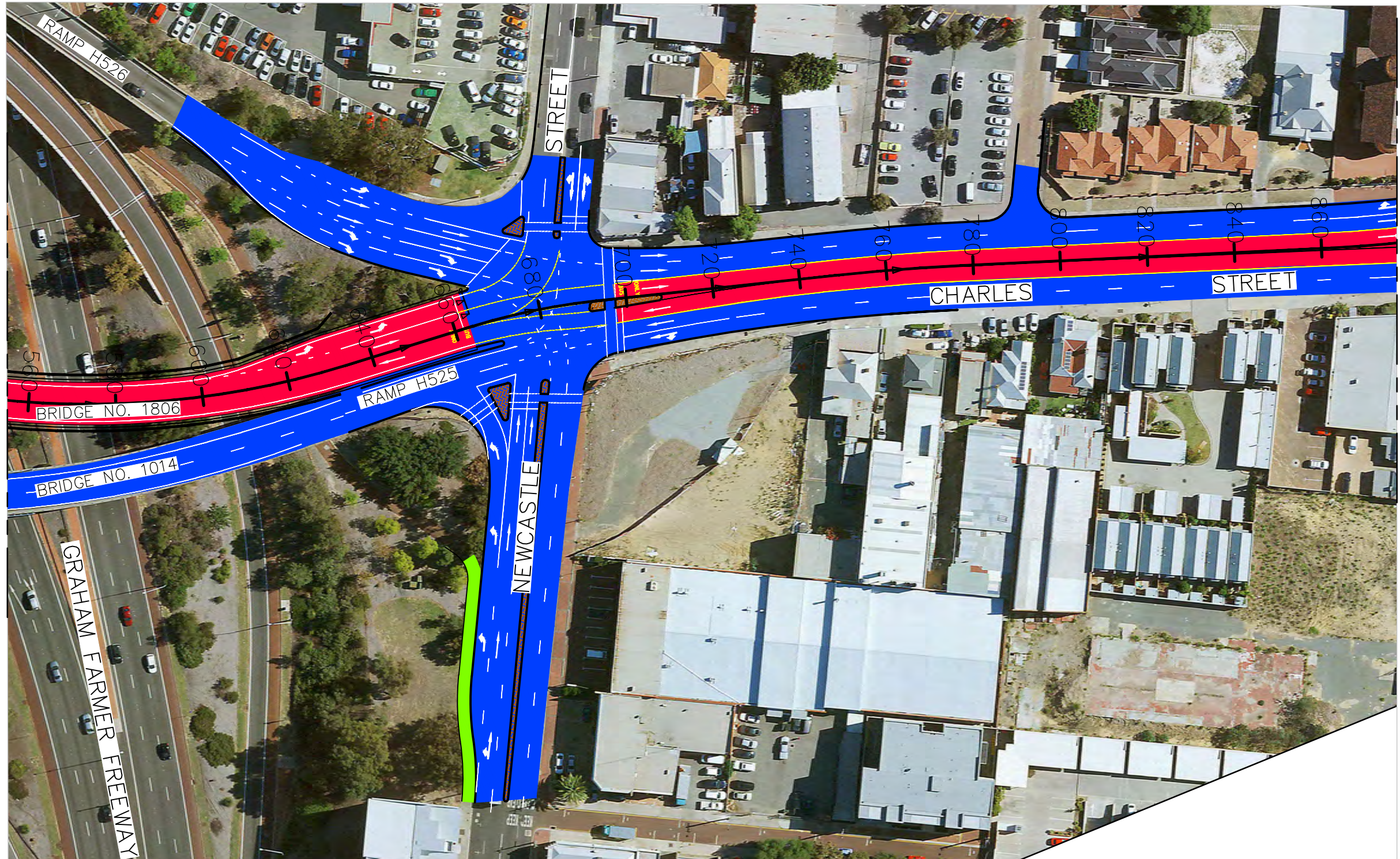
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CHARLES STREET BUS BRIDGE
 CONCEPT PLAN
 SHEET 4 OF 7
 LOCAL AUTHORITY (XXX) CITY OF PERTH

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1544-1377	



MATCH LINE JOINS DRG 1544-1376



MATCH LINE JOINS DRG 1544-1379

LEGEND

- ROADS
- BUS LANES
- SHARED PATH

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METADATA

GROUND SURVEY STANDARD:
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MAIN ROADS PROJECT ZONE: PCG94
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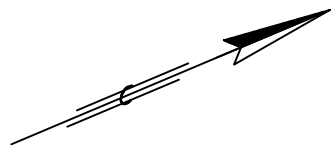
CHARLES STREET BUS BRIDGE

CONCEPT PLAN

SHEET 5 OF 7

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DRAWING NUMBER 1544-1378	AMENDMENT



MATCH LINE JOINS DRG 1544-1378



LEGEND

- ROADS
- BUS LANES
- SHARED PATH

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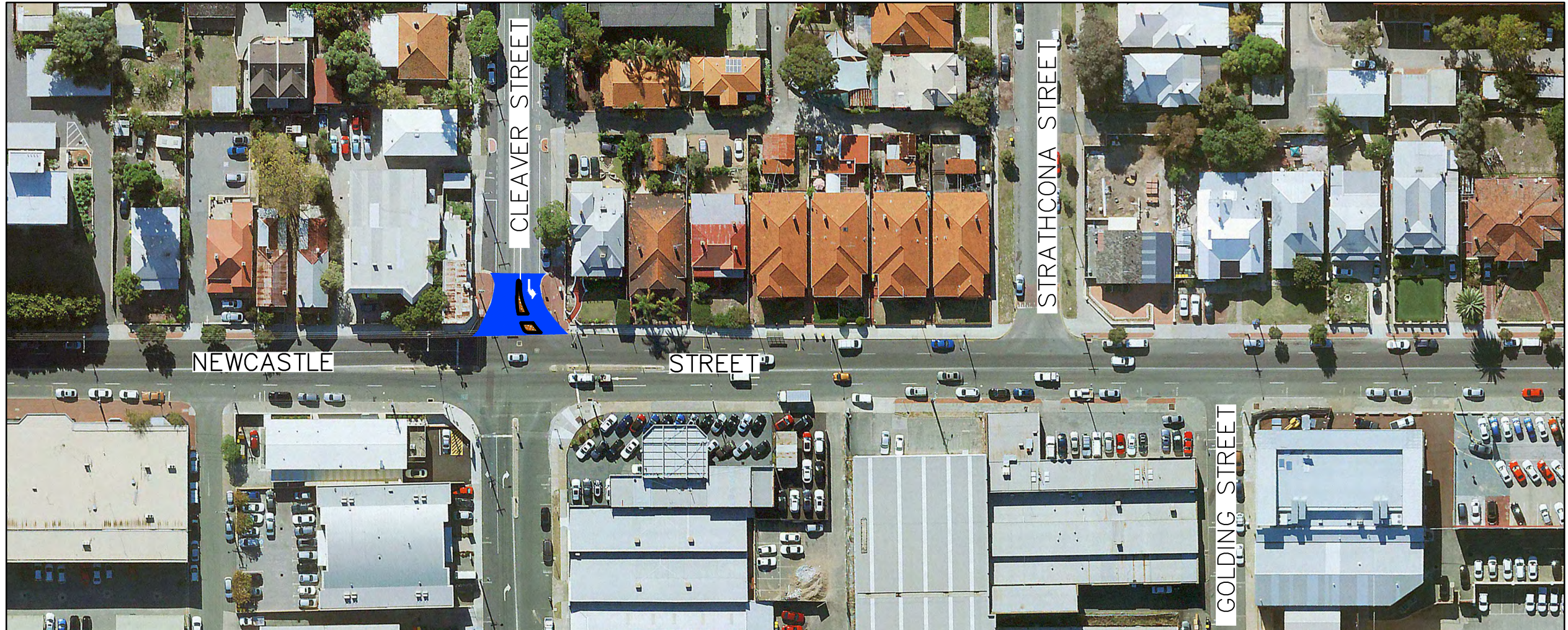
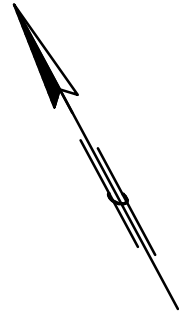
CHARLES STREET BUS BRIDGE

CONCEPT PLAN

SHEET 6 OF 7

LOCAL AUTHORITY (XXX) TOWN OF VINCENT

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LEGEND

- ROADS
- BUS LANES
- SHARED PATH

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CHARLES STREET BUS BRIDGE

CONCEPT PLAN

 SHEET 7 OF 7

LOCAL AUTHORITY (XXX) TOWN OF VINCENT

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1544-1380	<small>AMENDMENT</small>

Charles Street Bus Bridge and Busway Project

The \$32 million Charles Street Bus Bridge and Busway project was announced in October 2015.

Funded by the State Government, the project will be delivered by Main Roads on behalf of the Public Transport Authority, and is expected to be completed by early 2017. Once finished more than 1200 buses and almost 16000 passengers a day will use the new bridge and associated infrastructure to access the new Perth Busport.

Concept Plan

The concept plan includes:

- A dedicated busway including a bus bridge over Graham Farmer Freeway connecting Charles Street to the existing James Street bus bridge
- A new off-ramp from Mitchell Freeway onto Roe Street to replace the existing Mitchell Freeway James St off-ramp
- Approximately 500m of bus lanes on Charles Street
- An additional right turn on the Charles Street freeway exit ramp
- Reconfiguration of the Charles Street/Carr Street intersection to provide bus priority
- A bus layover area at James Street
- Improvements and signalisation of the James Street roundabout
- Improvements to the James Street/Fitzgerald Street intersection
- Intersection improvements to the Newcastle Street/Cleaver Street intersection to allow bus only access to Cleaver Street
- Improvements to existing pedestrian and cycling infrastructure
- Reconfiguration of Charles Street/Newcastle Street Intersection to allow for the new bus bridge.

Benefits of the project include:

- Improved car travel times due to fewer buses using James and Fitzgerald streets in Northbridge
- More reliable bus services and improved bus travel times due to a more direct route to the new Perth Busport

Project Timeline

Tender period: October 20 to December 15 2015
(closed)

Award of tender: March 2016 (estimated)

Construction start: May 2016 (estimated)

Construction completion: early 2017 (estimated)

What Happens If We Do Nothing

When the new Perth Busport opens in mid-2016, more than 1200 buses per day will use James Street west of Fitzgerald Street in Northbridge. As Perth continues to grow, it is expected that there will be additional bus services as well as increased traffic along James and Fitzgerald streets, with forecasts indicating significant congestion concerns by the mid to late 2020's.

This project with the associated road network changes provides a solution for the future. More than 1000 buses and 2800 vehicles per day will be removed from these local roads, improving travel reliability and enhancing the amenity and local accessibility for businesses and local residents.

Stay Informed

In early 2016 we will be contacting businesses in the local area. We will be inviting local residents to attend information sessions from March 2016.

For additional information contact Main Roads on 138 138 and ask to speak to the project's Community and Stakeholder Engagement Manager, Anu Malaviya.

For project updates, including newsletters and notifications of upcoming works, subscribe to the project page on the Main Roads website at www.mainroads.wa.gov.au

Figure 2 - Proposed Cycling Network

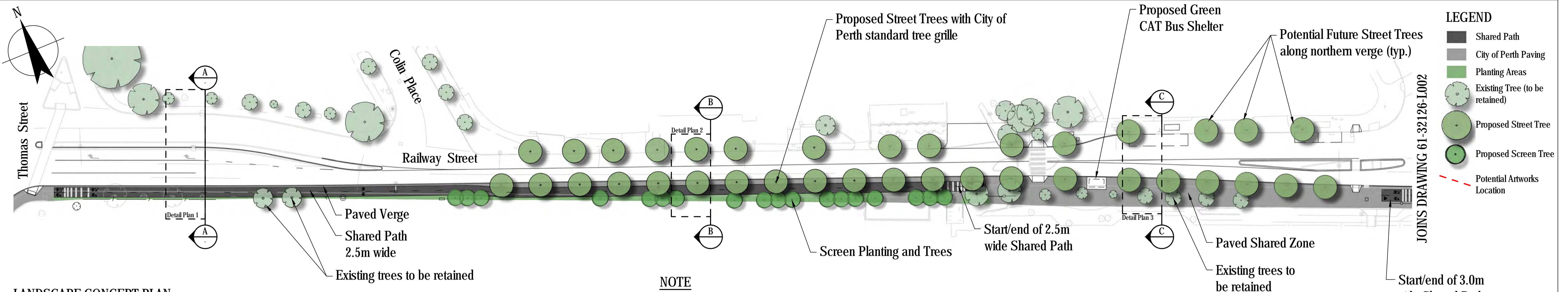


CONFIDENTIAL SCHEDULE 6
ITEM 8 – ROE STREET AND RAILWAY STREET SHARED
PATH

FOR THE COUNCIL MEETING

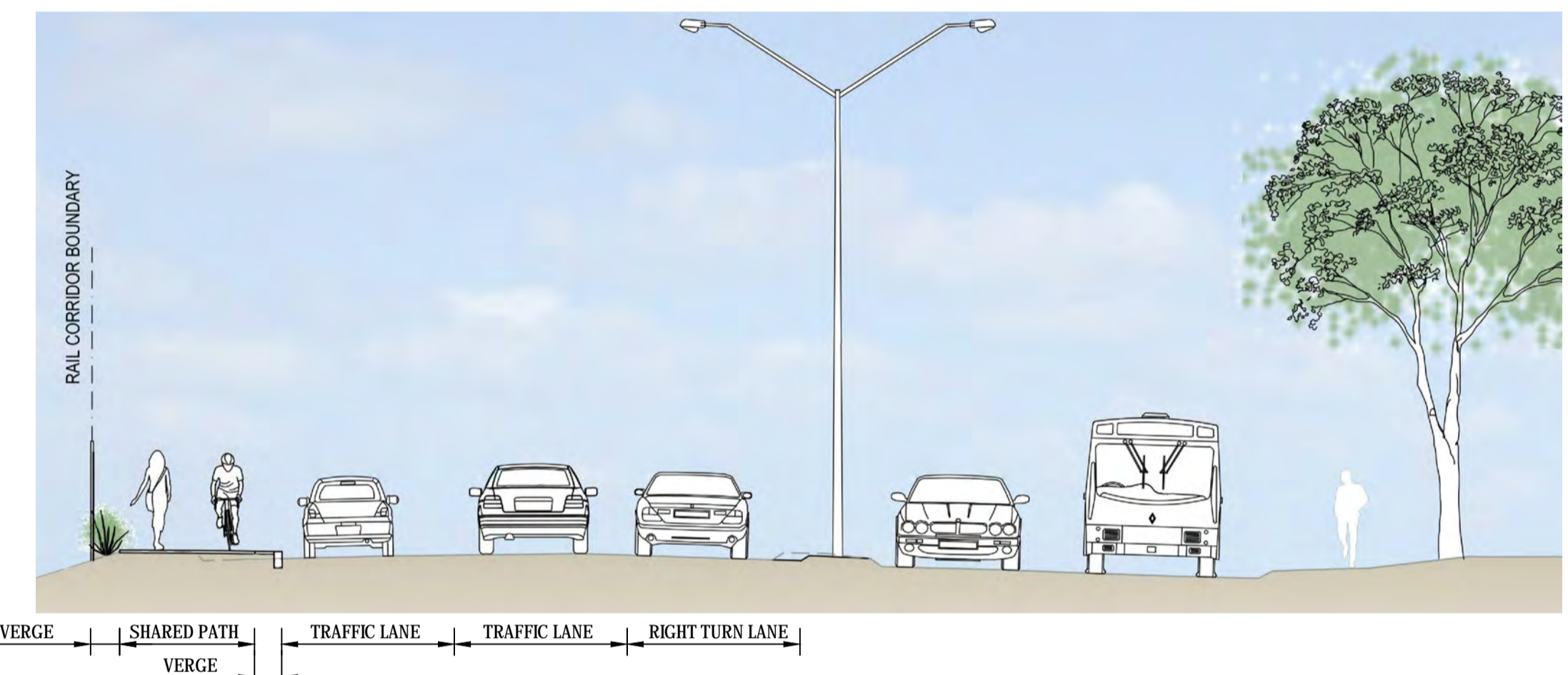
23 FEBRUARY 2016

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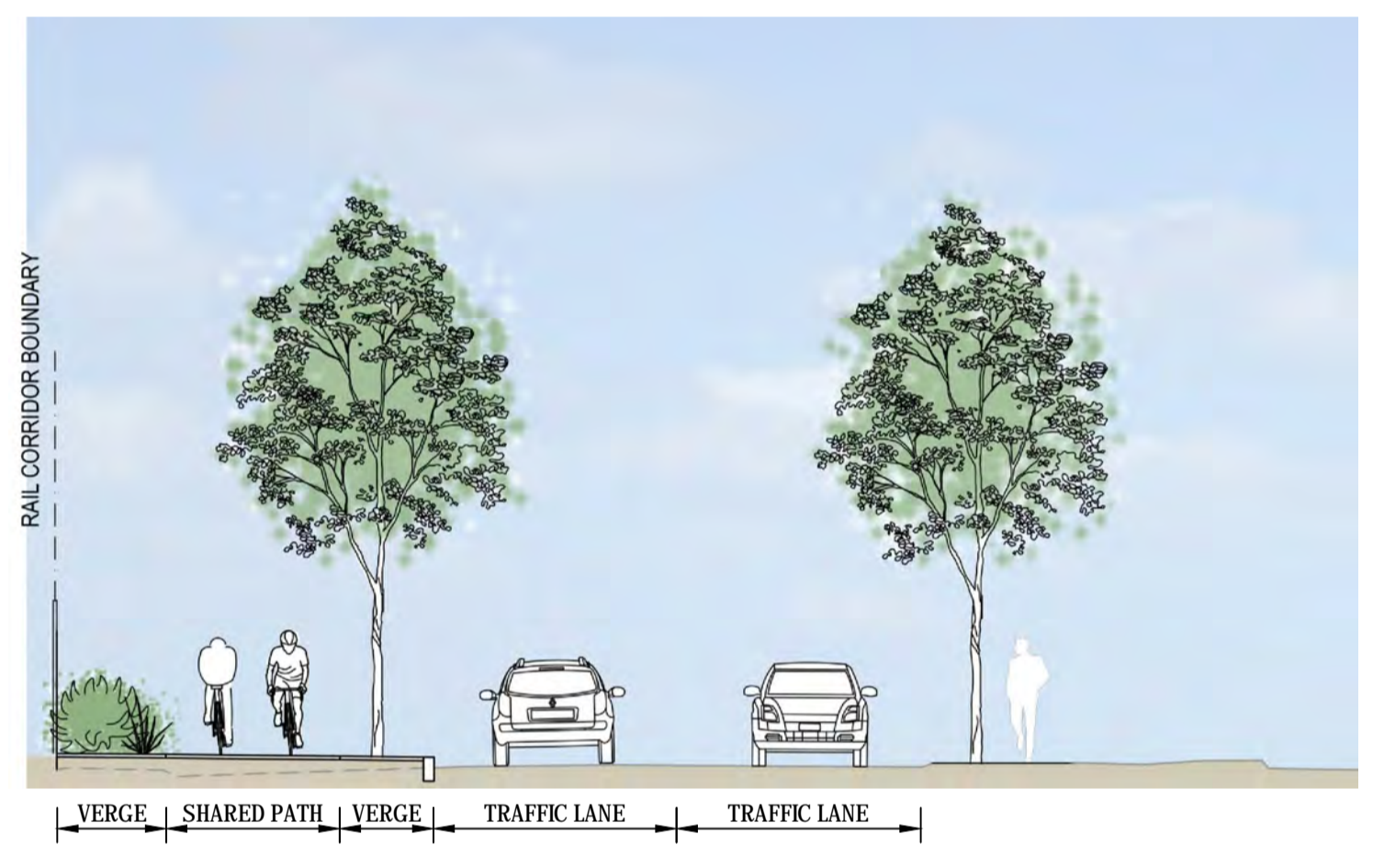


LANDSCAPE CONCEPT PLAN
SCALE 1:500

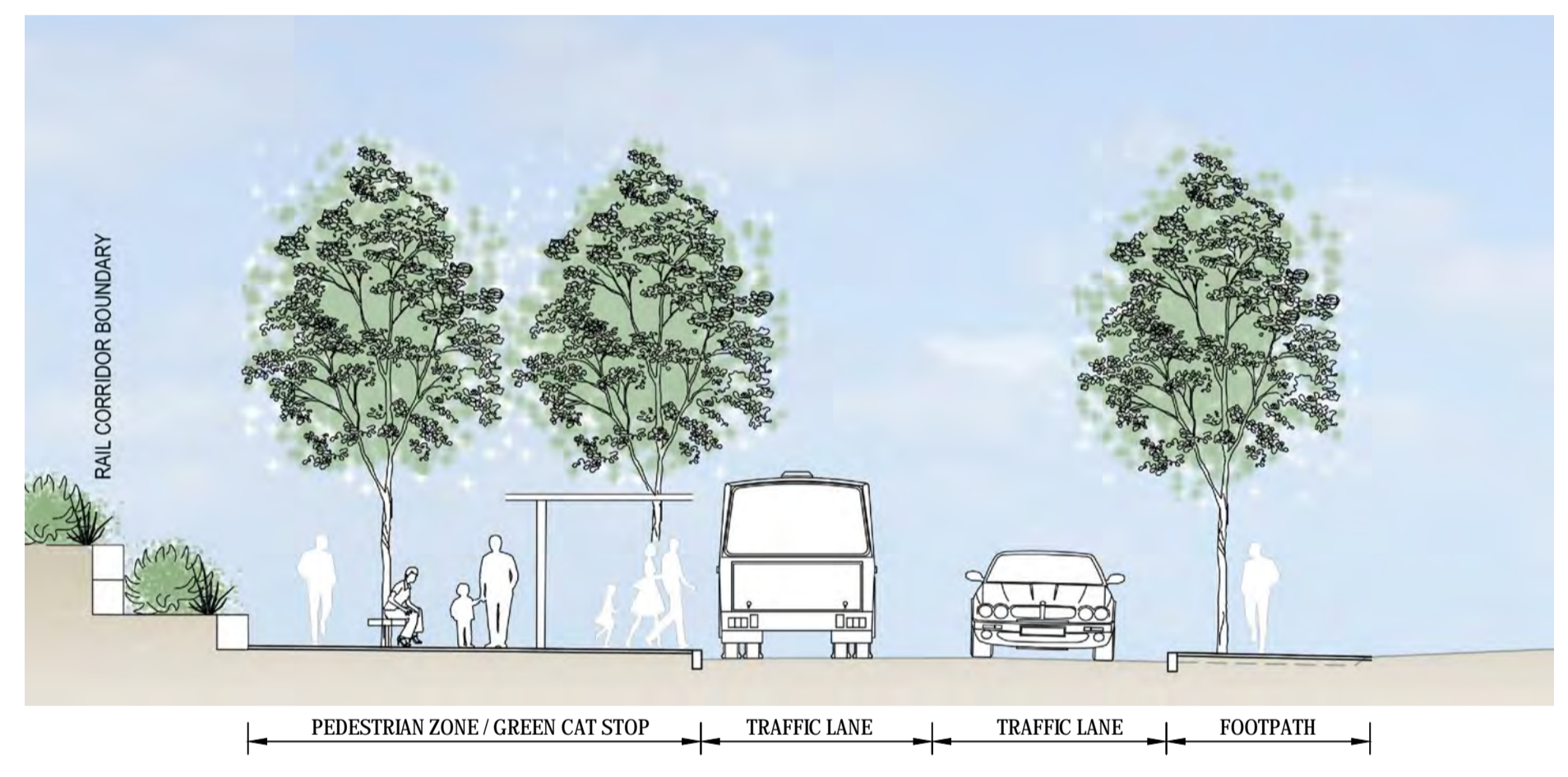
NOTE
1. FOR DETAILED CROSS SECTIONS AND DIMENSIONS, REFER CIVIL DESIGN DRAWINGS 61-32126-C003 AND C004.



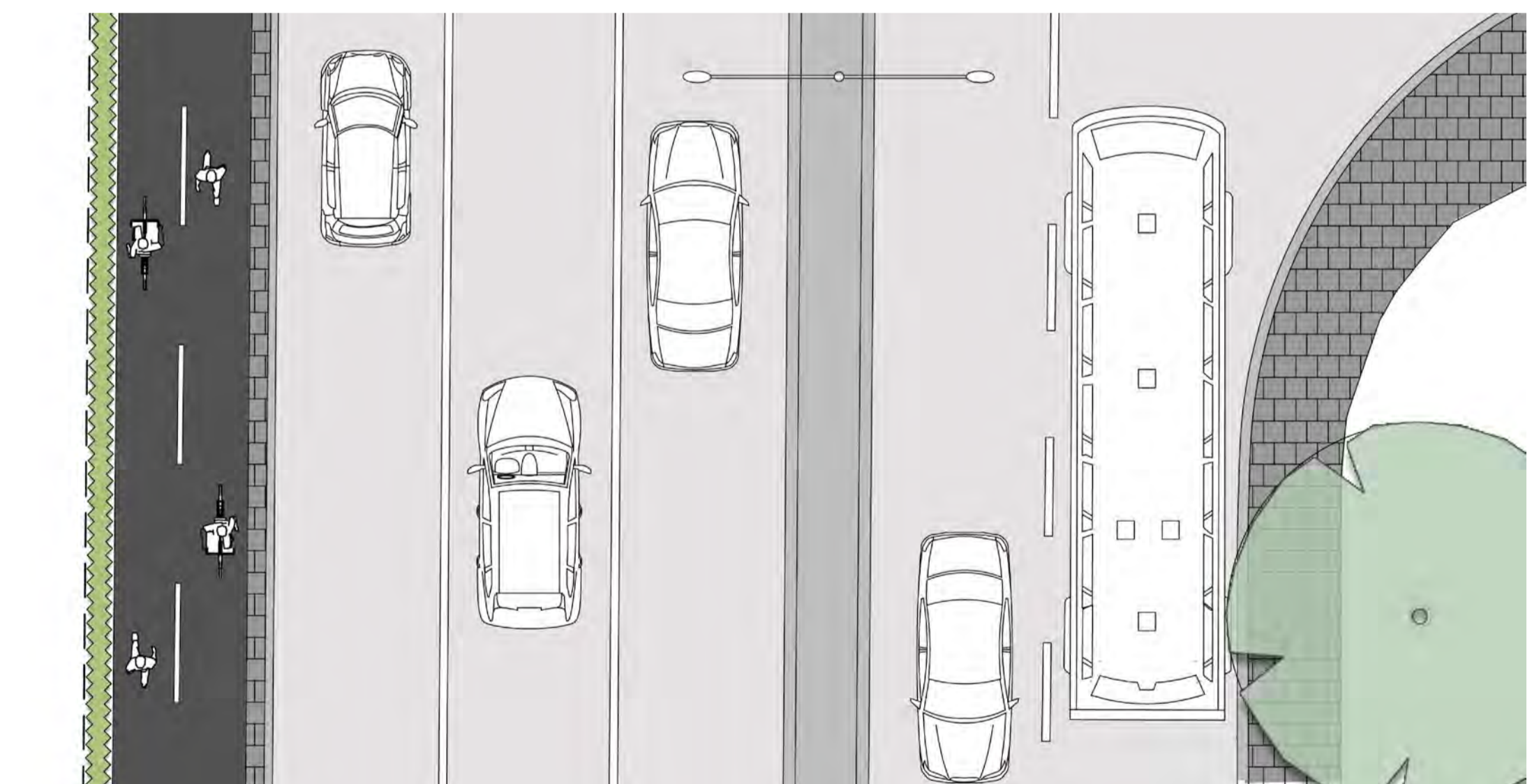
CROSS SECTION A: SHARED PATH - ROE STREET / THOMAS STREET JUNCTION
SCALE 1:100



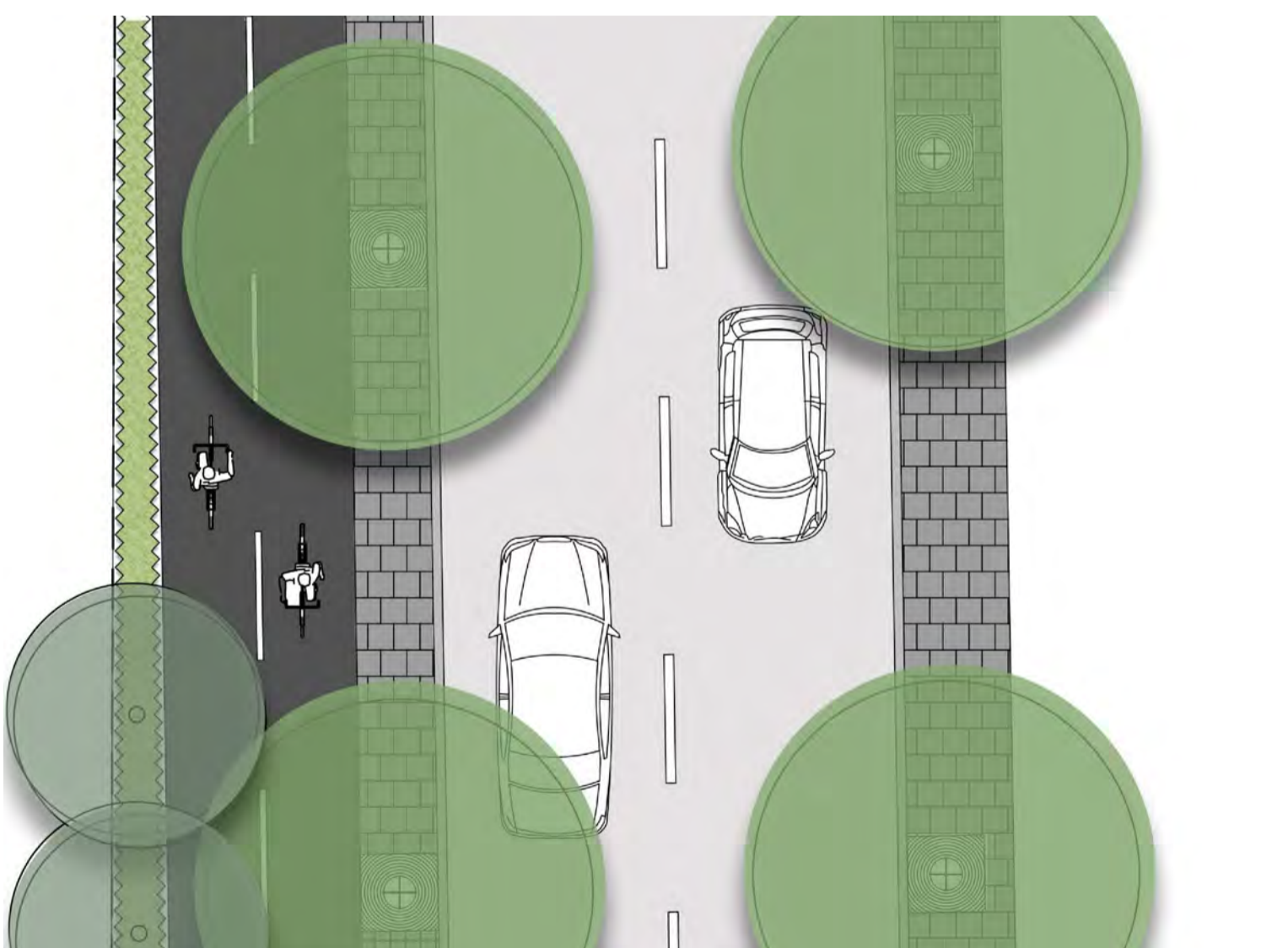
CROSS SECTION B: SHARED PATH - ROE STREET - CITY WEST
SCALE 1:100



CROSS SECTION C: PEDESTRIAN ZONE / GREEN CAT BUS STOP - CITY WEST
SCALE 1:100



DETAIL PLAN 1: SHARED PATH - ROE STREET / THOMAS STREET
SCALE 1:100



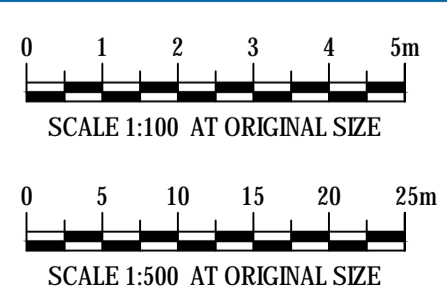
DETAIL PLAN 2: SHARED PATH - ROE STREET - CITY WEST
SCALE 1:100



DETAIL PLAN 3: PEDESTRIAN ZONE / GREEN CAT BUS STOP - CITY WEST
SCALE 1:100

PRELIMINARY

No	Revision	Note: * indicates signatures on original issue of drawing or last revision of drawing	Drawn	Job Manager	Project Director	Date
B	ISSUED FOR FINAL CONCEPT REVIEW		EM	DF	ST	29.06.15
A	ISSUED FOR CLIENT REVIEW		MD	DF	ST	15.05.15

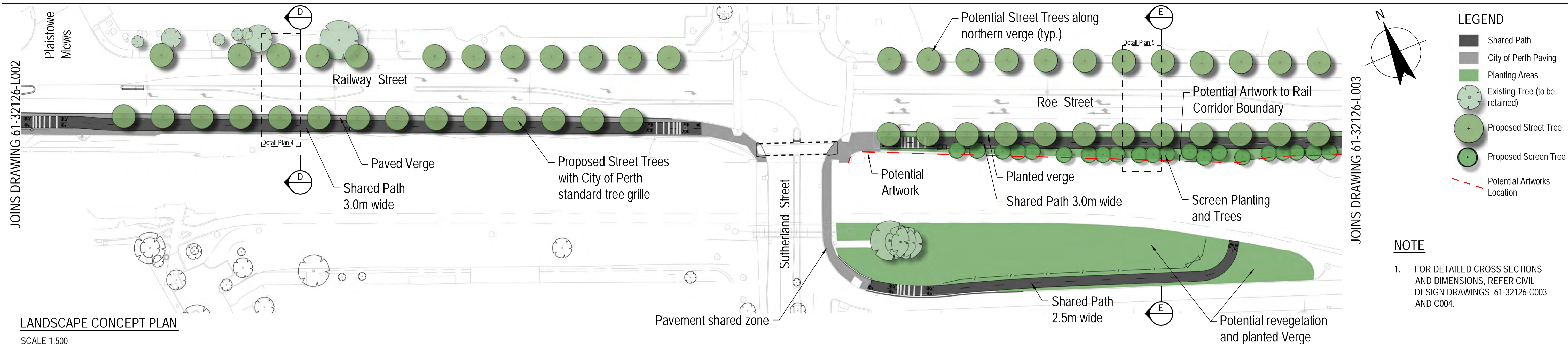


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Drafting Check		Design Check	
Approved (Project Director)		Date	
Scale	AS SHOWN	This Drawing must not be used for Construction unless signed as Approved	

Client	CITY OF PERTH	Original Size	A1
Project	ROE / RAILWAY STREET SHARED PATH EXTENSION	Drawing No:	61-32126-L001
Title	LANDSCAPE CONCEPT SHEET 1 OF 3	Rev:	B



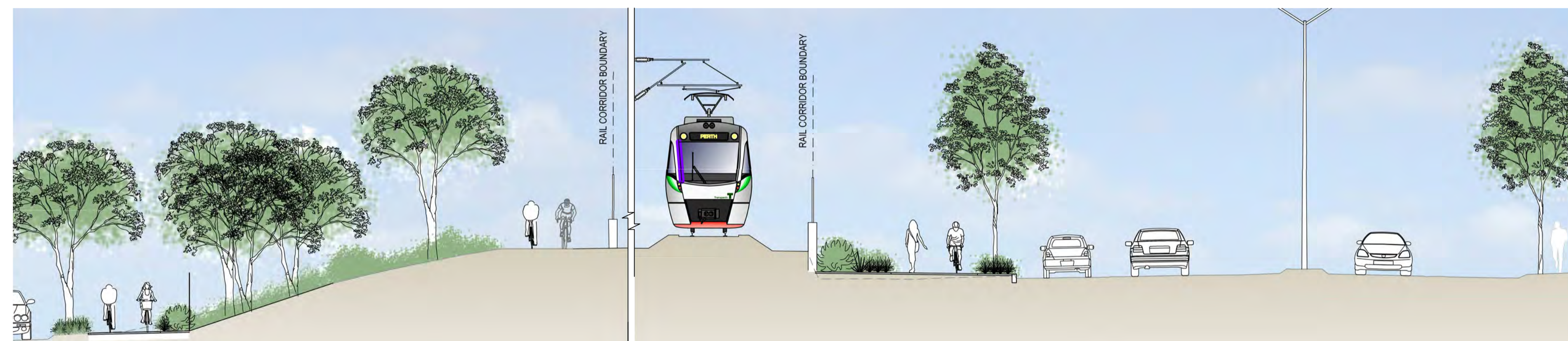
LANDSCAPE CONCEPT PLAN

SCALE 1:500



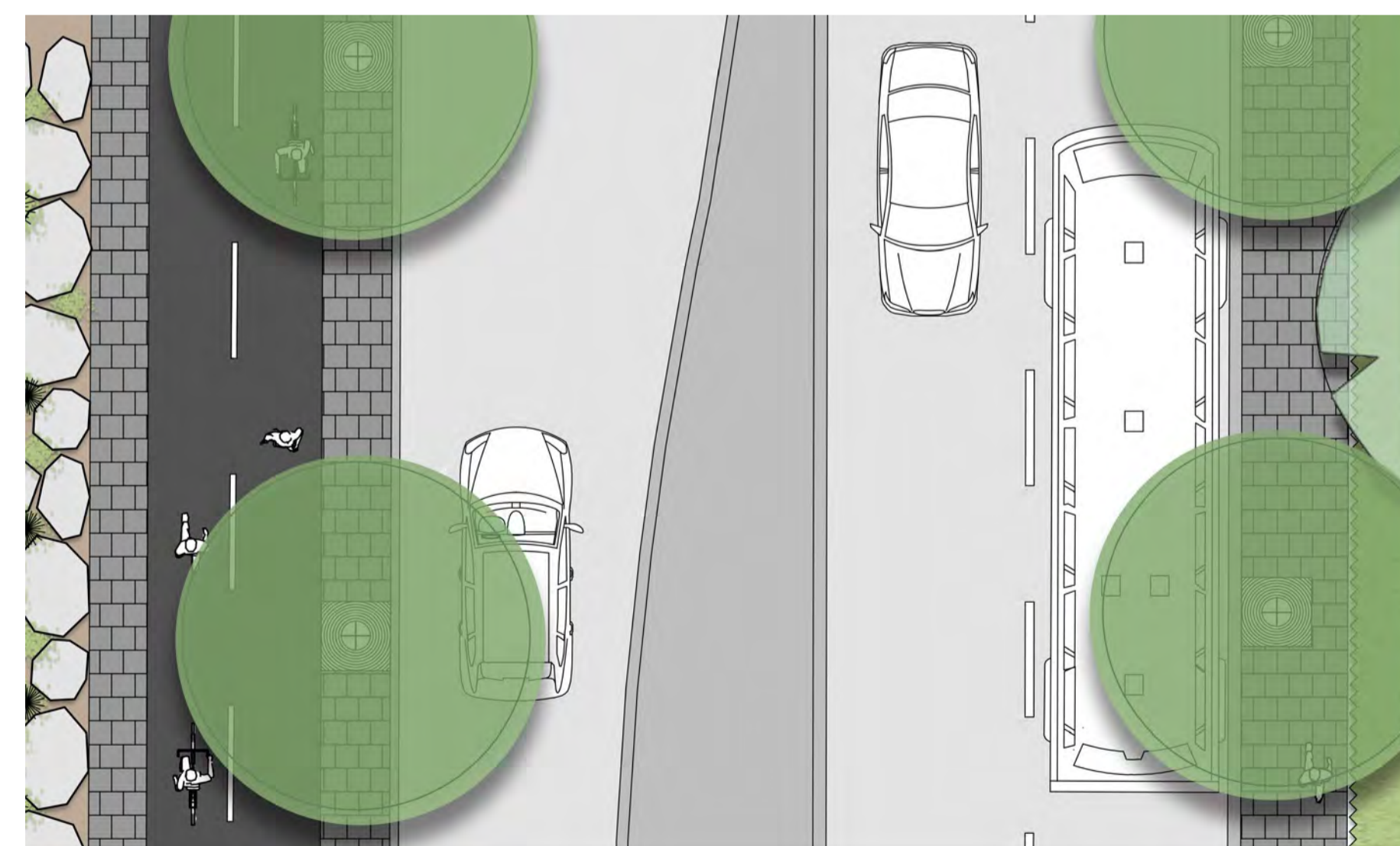
CROSS SECTION D: SHARED PATH - ROE STREET / CITY WEST

SCALE 1:100



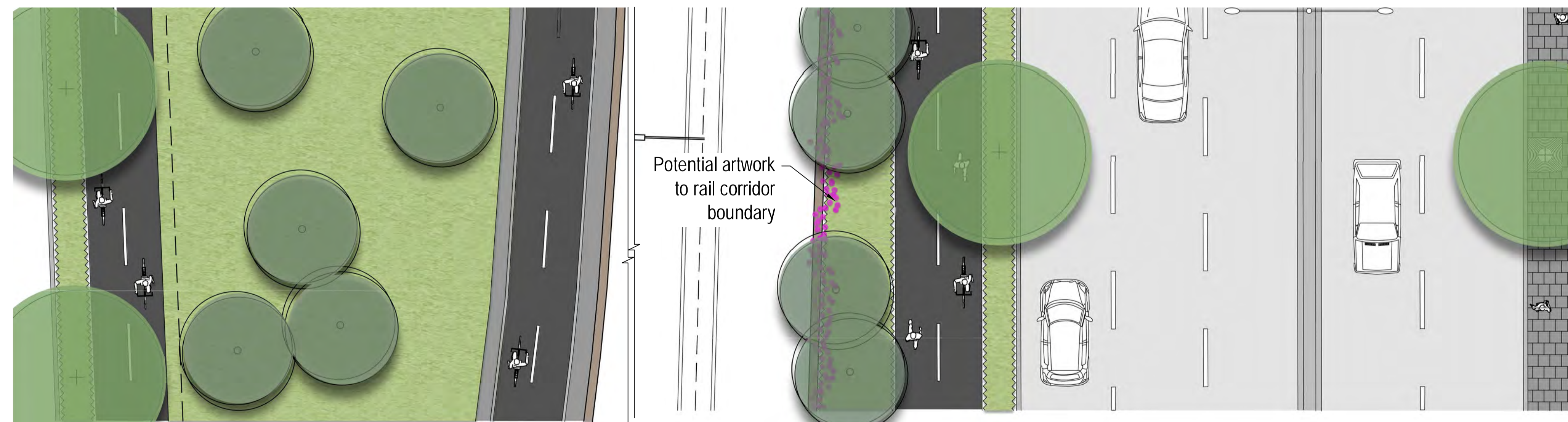
CROSS SECTION E: CONNECTING SHARED PATH AT SUTHERLAND STREET & ROE STREET

SCALE 1:100



DETAIL PLAN 4: SHARED PATH - ROE STREET / CITY WEST

SCALE 1:100

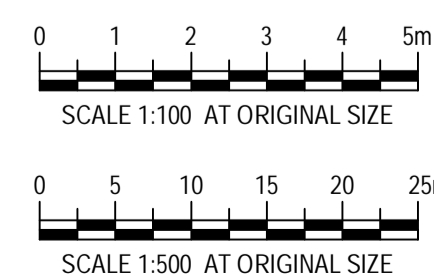


DETAIL PLAN 5: CONNECTING SHARED PATH AT SUTHERLAND STREET & ROE STREET

SCALE 1:100

PRELIMINARY

No	Revision	Note: * indicates signatures on original issue of drawing or last revision of drawing	Drawn	Job Manager	Project Director	Date
B	ISSUED FOR FINAL CONCEPT REVIEW		EM	DF	ST	29.06.15
A	ISSUED FOR CLIENT REVIEW		MD	DF	ST	15.05.15



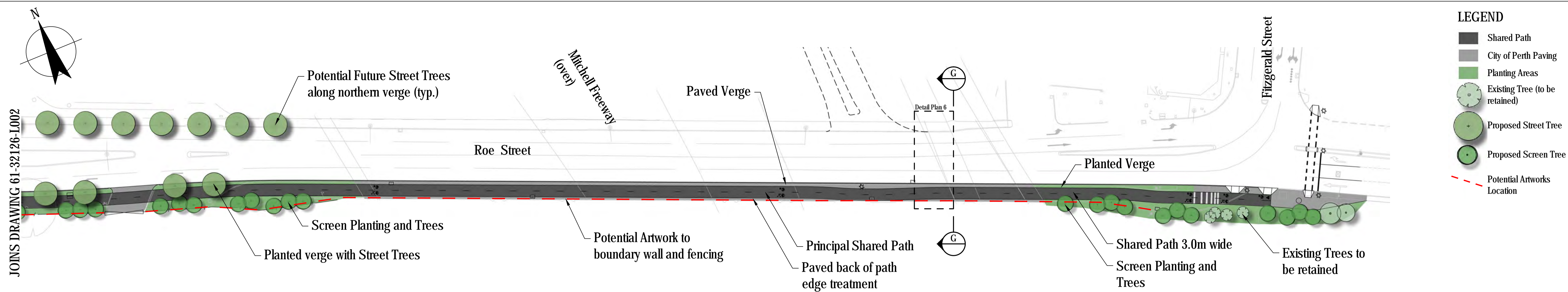
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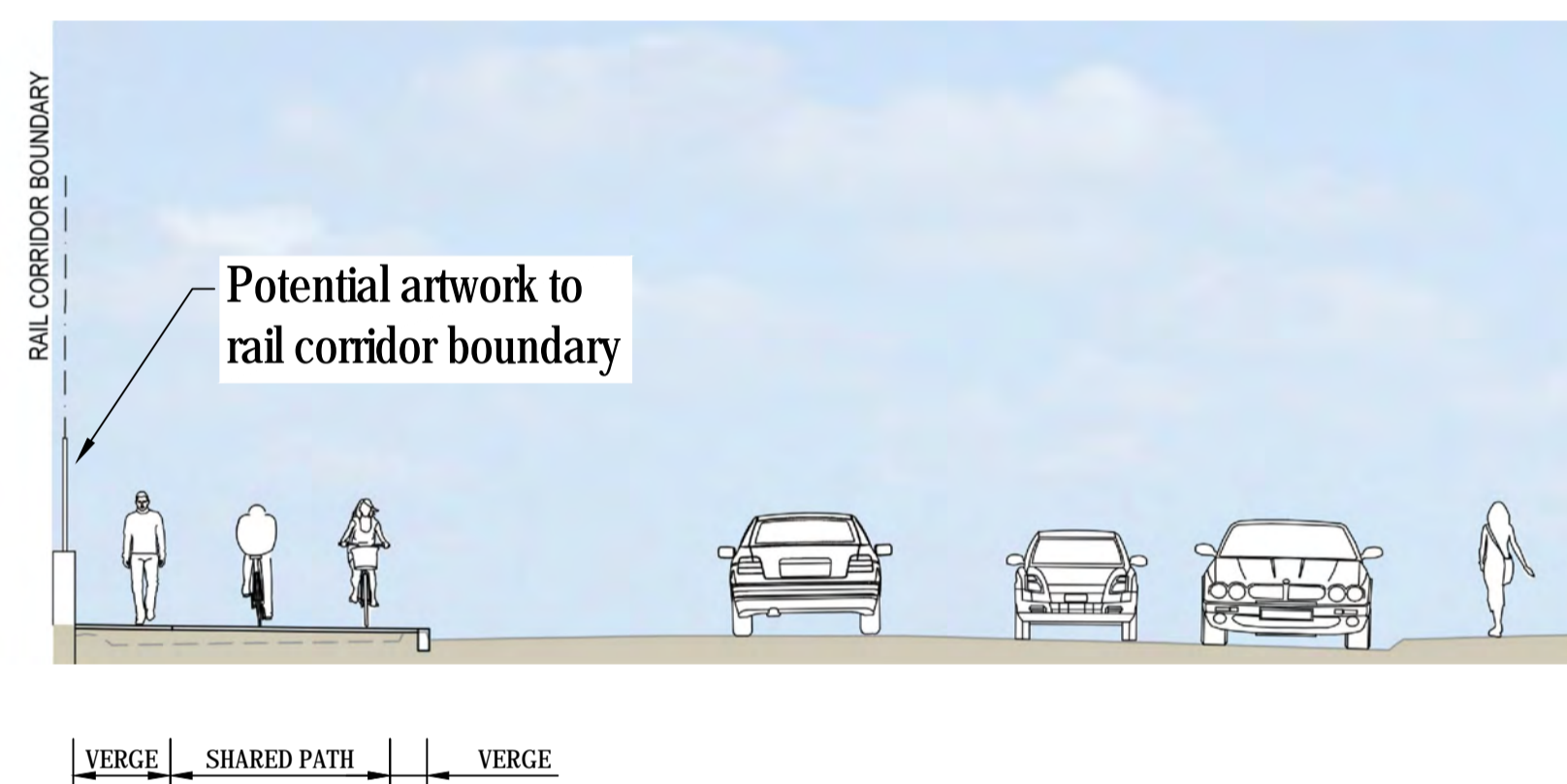
Drawn	M. DALTON	Designer	E. MAGUIRE
Drafting Check		Design Check	
Approved (Project Director)		Date	
Scale	AS SHOWN	This Drawing must not be used for Construction unless signed as Approved	

Client	CITY OF PERTH
Project	ROE / RAILWAY STREET SHARED PATH EXTENSION
Title	LANDSCAPE CONCEPT SHEET 2 OF 3
Original Size	A1
Drawing No:	61-32126-L002
Rev:	B

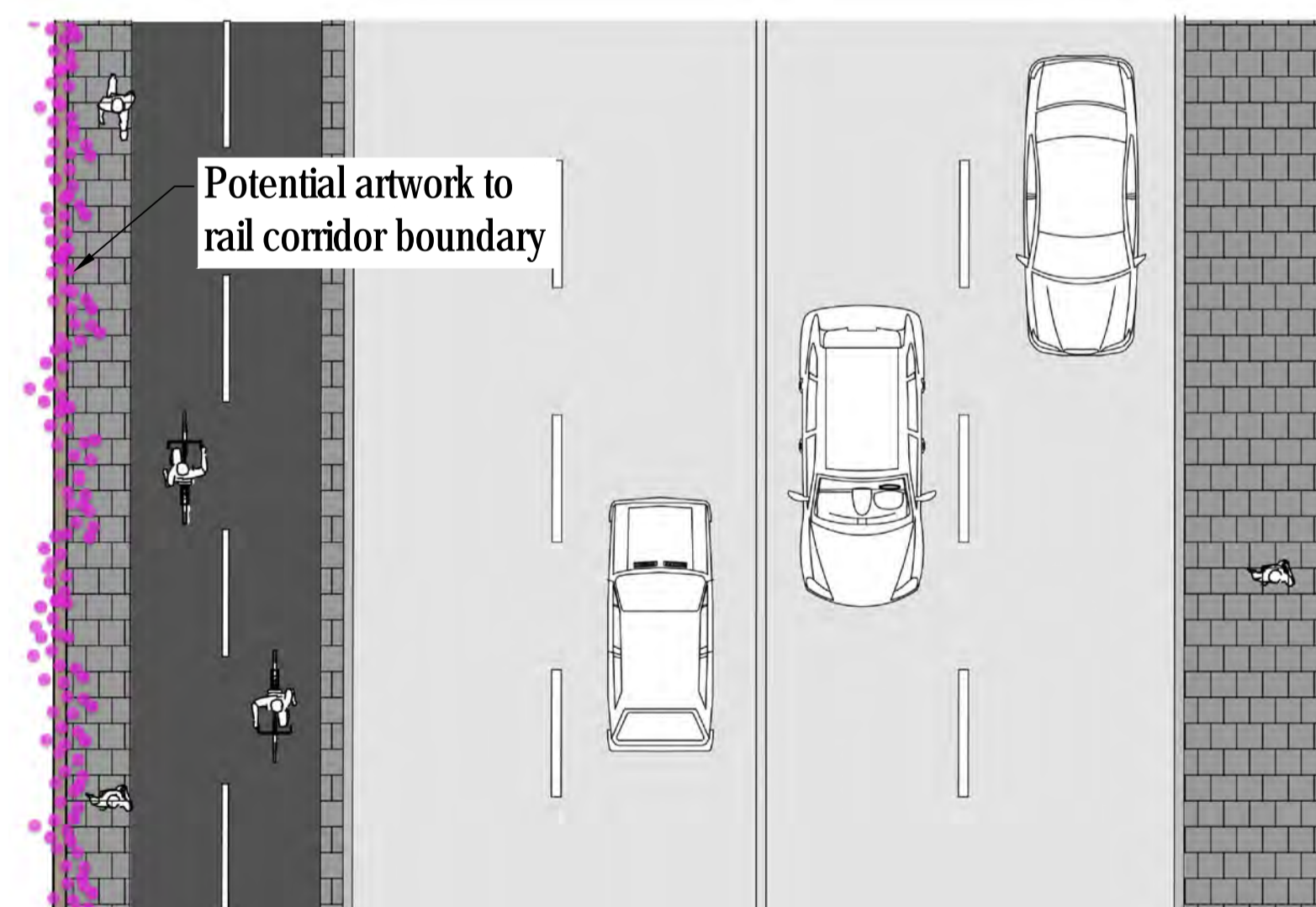


LANDSCAPE CONCEPT PLAN
SCALE 1:500

NOTE
1. FOR DETAILED CROSS SECTIONS AND DIMENSIONS, REFER CIVIL DESIGN DRAWINGS 61-32126-C003 AND C004.



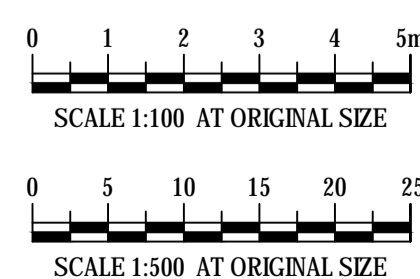
CROSS SECTION G: SHARED PATH - ROE STREET UNDER MITCHELL FREEWAY OVERPASS
SCALE 1:100



DETAIL PLAN 6: SHARED PATH - ROE STREET UNDER MITCHELL FREEWAY OVERPASS
SCALE 1:100

PRELIMINARY

No	Revision	Note: * indicates signatures on original issue of drawing or last revision of drawing	Drawn	Job Manager	Project Director	Date
B	ISSUED FOR FINAL CONCEPT REVIEW		EM	DF	ST	29.06.15
A	ISSUED FOR CLIENT REVIEW		MD	DF	ST	15.05.15



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	Drafting Check	Design Check
	Approved (Project Director)	Date
	Scale AS SHOWN	This Drawing must not be used for Construction unless signed as Approved

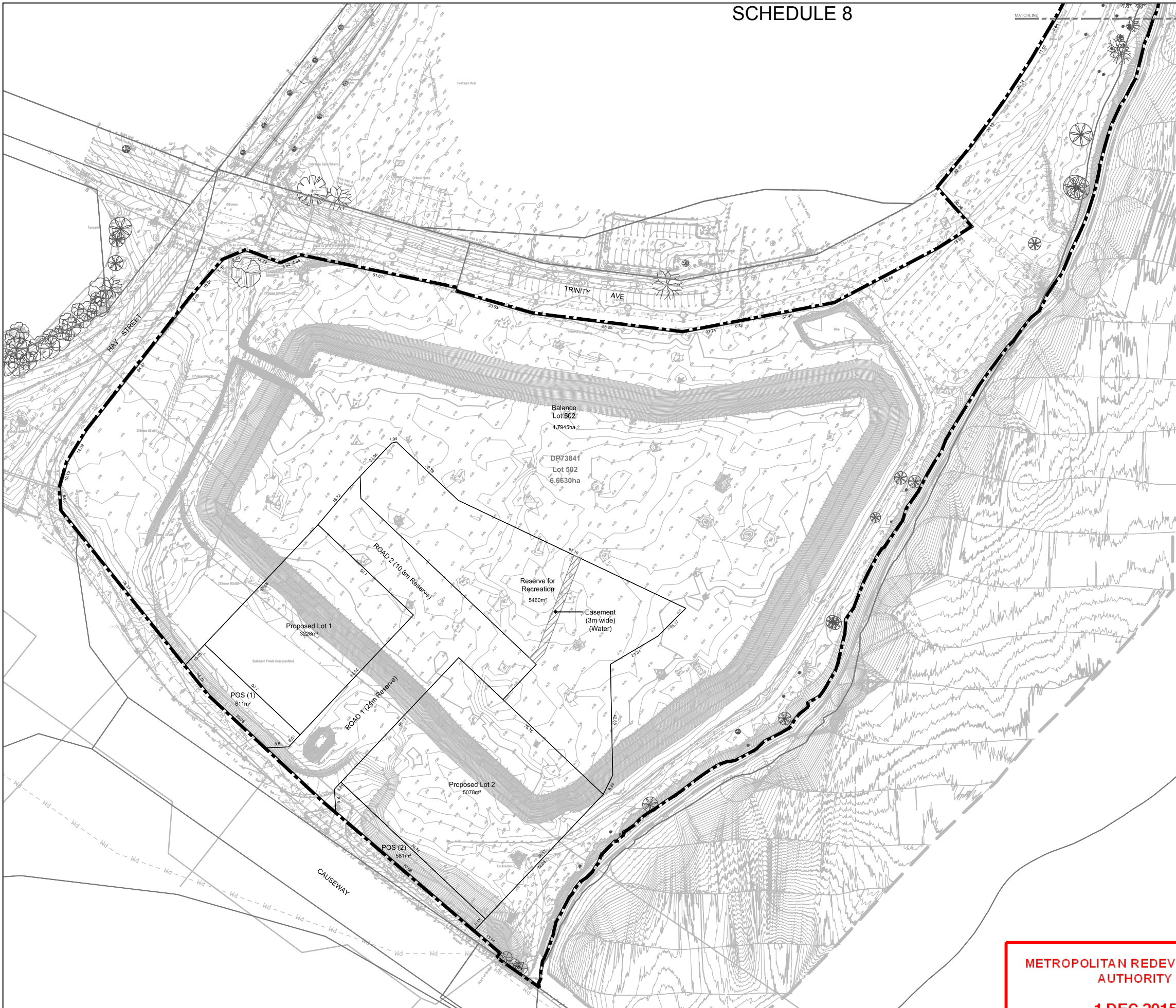
Client	CITY OF PERTH
Project	ROE / RAILWAY STREET SHARED PATH EXTENSION
Title	LANDSCAPE CONCEPT SHEET 3 OF 3
Original Size	A1
Drawing No:	61-32126-L003
Rev:	B

SCHEDULE 8



2015/5501 – WATERBANK SUBDIVISION – LOCATION PLAN

SCHEDULE 8



LEGEND

	Application Area		Existing Tree
	Existing Lot Boundary		Easement (Water)
	Existing Contours		
	Proposed Boundary		

LOT SUMMARY

Existing Lot	
Lot 502	66630m ²
TOTAL	66630m²
Proposed Lots	
Proposed Lot 1	3228m ²
Proposed Lot 2	5078m ²
Reserve for Park & Recreation	5460m ²
Public Open Space (1)	611m ²
Public Open Space (2)	581m ²
Road Reserve	3727m ²
Balance of Lot 502	4.7945ha
TOTAL	66630m²

METROPOLITAN REDEVELOPMENT
AUTHORITY

1 DEC 2015

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SUBDIVISION PLAN
Lot 502 Trinity Ave
East Perth

Date: 16 Oct 2016 Designer: MD
Scale: 1:1500 @ A3 Drawn: GW
Drawing No: 713-052 SU2 STG2.dwg

tpg
TOWN PLANNING
URBAN DESIGN AND HISTORY

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SCHEDULE 8



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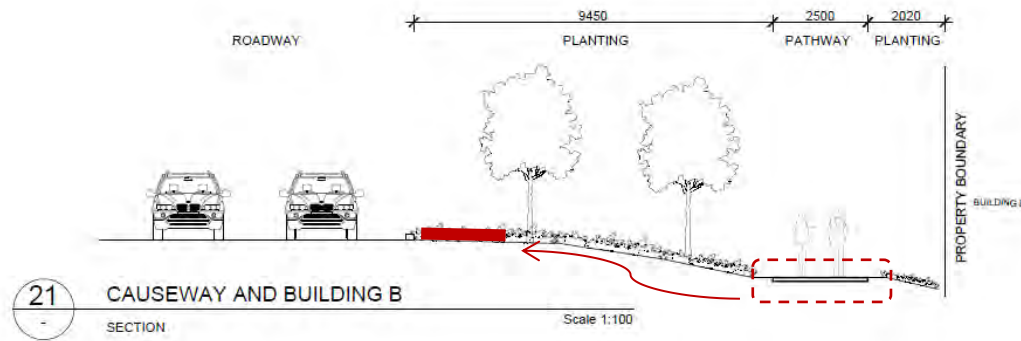
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 PUBLIC REALM SUBDIVISION
STAGE 2 OVERLAY
Lot 502 Trinity Ave
East Perth

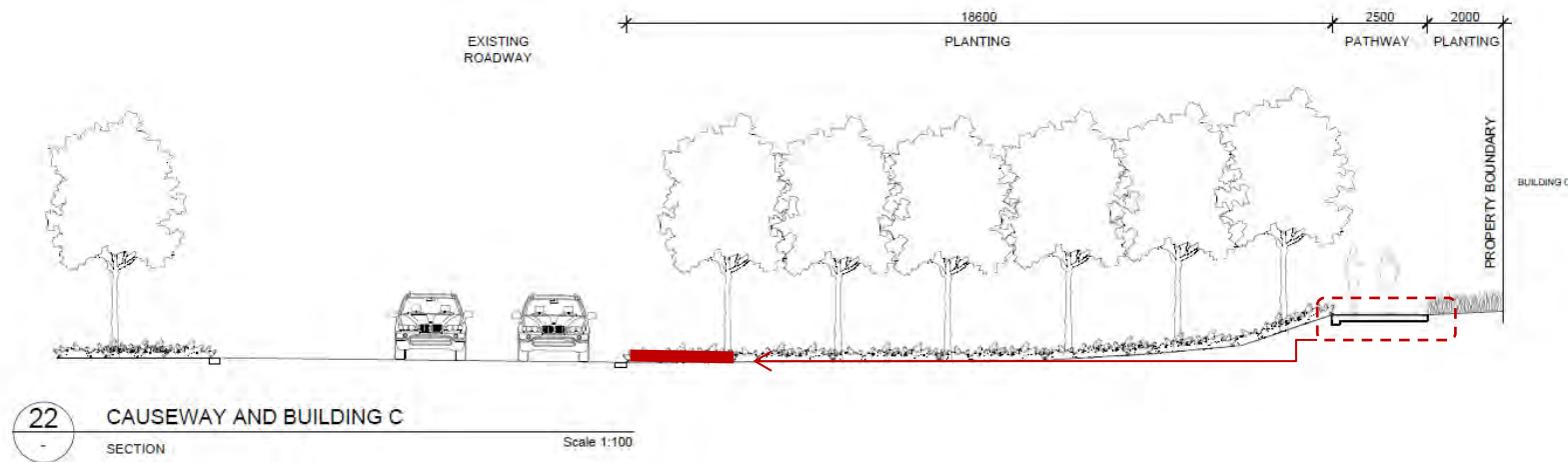


Date: 30 Nov 2015 Designer: MD
Scale: 1:1500 © AS Drawn: GIV
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SCHEDULE 8



Note: Current shared path locations subject to review to relocate adjacent to Causeway road reserve noting existing gradients and to improve user safety.



2015/5501 – WATERBANK SUBDIVISION – CAUSEWAY CROSS SECTIONS