

# Finance and Administration Committee

Notice of Meeting  
6 February 2018  
4pm

Committee Room 1  
Ninth Floor  
Council House  
27 St Georges Terrace, Perth



City of Perth

## Agenda

### ORDER OF BUSINESS AND INDEX

- 1 Declaration of Opening
- 2 Apologies and Members on Leave of Absence
- 3 Question Time for the Public
- 4 Confirmation of minutes – 12 December 2017
- 5 Correspondence
- 6 Disclosure of Members' interests
- 7 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 attachments listed below, it is recommended that Council resolve to close the meeting to the public prior to discussion of the following:

Attachment No.	Item No. and Title	Reason
Confidential Attachments 8.7A and 8.7B	Item No 8.7 – Tender 055 17/18 - Lighting Upgrade at Regal Place and Citiplace Car Parks.	s 5.23(2)(e)(ii)
Confidential Attachments 8.8A and 8.8B	Item No 8.8 – Tender 052-17/18 – Temporary Personnel, Contract Labour and Recruitment.	s 5.23(2)(e)(ii)

- 8 Reports
  - 8.1 Investments and Investment Returns for the Period Ended 30 November 2017.
  - 8.2 Investments and Investment Returns for the Period Ended 31 December 2017.
  - 8.3 Financial Statements and Financial Activity Statement for the Period Ended 30 November 2017.
  - 8.4 Financial Statements and Financial Activity Statement for the Period Ended 31 December 2017.
  - 8.5 Payments from Municipal and Trust Funds – November 2017.
  - 8.6 Payments from Municipal and Trust Funds – December 2017.
  - 8.7 Tender 055 17/18 - Lighting Upgrade at Regal Place and Citiplace Car Parks.

Please convey apologies to Governance on 9461 3250  
or email [governance@cityofperth.wa.gov.au](mailto:governance@cityofperth.wa.gov.au)

8.8 Tender No 052-17/18 - Temporary Personnel, Contract Labour and Recruitment.

8.9 Homeless Sector Review.

8.10 City of Perth Reflect Reconciliation Action Plan 2018-2019.

8.11 December Parking Promotion and Review Report.

This item will be circulated under separate cover

**9** Motions of which Previous Notice has been given

Nil

**10** General Business

10.1 - Responses to General Business from a Previous Meeting

- Request for update on Heritage Perth Funding Agreement (raised at FA on 12/12/17). The Chief Executive Officer met with Heritage Perth on 16 January 2018 in relation to this matter. A report will be submitted to the Committee following receipt of a funding proposal from Heritage Perth.
- Request for costs of activation project 'Ninja warrior' (raised at FA on 14/11/17). A response was provided to Deputy Lord Mayor Green on 15 November 2017 confirming the total cost is \$43,000 over three weekends.
- Inner City Residential Rate Concession (raised at FA on 14/11/17).  
A memorandum titled Former City of Perth Residential Rate Concession dated 5 December 2017 was sent to Deputy Lord Mayor Green to provide the requested information and was uploaded to Council Hub on 1 February 2018.

10.2 - New General Business

**11** Items for consideration at a future meeting

Outstanding Items:

- Update on 2029 bicentenary ideas (raised at FA 14/11/17). A verbal update will be provided at the Committee Meeting.
- Comparative Analysis of Busking Fees (raised at FA on 12/12/17). A verbal update will be provided at the Committee Meeting.

Outstanding Reports:

- Council Policy 10.6 – Elected Member Expense Reimbursements (raised at FA 04/10/16). A Special Workshop with Elected Members was held on 4 December 2017 with a briefing scheduled for 13 February 2018.

**12** Closure



**ROBERT MIANICH**  
**DIRECTOR CORPORATE SERVICES**

Please convey apologies to Governance on 9461 3250  
or email [governance@cityofperth.wa.gov.au](mailto:governance@cityofperth.wa.gov.au)

1 February 2018

**This meeting is open to members of the public**

## FINANCE AND ADMINISTRATION COMMITTEE

**Established:** 17 May 2005 (Members appointed 24 October 2017)

Members:	1st Deputy:	2nd Deputy:
Cr Harley (Presiding Member)	Cr Adamos	Cr Limnios
Deputy Lord Mayor Cr Green		
Cr Davidson		

**Quorum:** Two

**Expiry:** 19 October 2019

**TERMS OF REFERENCE:** [Adopted OCM 24/11/15]

1. To oversee and make recommendations to the Council on matters related to:
  - a. the financial management of the City including budgeting, payment of accounts, collection of debts, investment of funds and write-offs;
  - b. strategic and annual plans;
  - c. management of local government property including issues relating to the City's civic buildings (Council House, Perth Town Hall, Perth Concert Hall and the City of Perth Library);
  - d. business opportunities and proposals, including those related to parking, having the potential to achieve new income or savings for the City, which may have been initiated by other Committees of the Council;
  - e. fees and charges levied by the City in accordance with Sections 6.16 or 6.32 of the Local Government Act 1995;
  - f. Elected Members, including protocols and procedures, benefits and allowances;
  - g. Council's policies, local laws and Register of Delegations;
  - h. the management and enforcement of permanent and temporary on-street parking proposals or restrictions and any associated fees or signage;
  - i. any other matters requiring a decision of the Council and not specifically defined in the Terms of Reference for any other Committee of the Council or where the substantive Committee is unable to be convened and a decision is necessary to fulfil operational requirements.

**NOTE:**

Delegated Authority 1.1.1 – Finance and Administration Committee provides authority for the Committee to:

1. Approve or decline officer recommendations for receptions of up to \$5,000 in value referred to the Committee by the Lord Mayor [FM Reg.12 (1) (b)].
2. Authority to approve or decline recommendations to purchase works of art valued at over \$30,000 and less than \$100,000 and the deaccession of art [FM Reg.12(1)(b) and s.3.58(2) and (3)].

# INFORMATION FOR THE PUBLIC ATTENDING COMMITTEE MEETINGS

## Question Time for the Public

- An opportunity is available at all Committee meetings open to 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 at least an hour before the meeting begins. Alternatively, questions can be forwarded to the City of Perth prior to the meeting, by:
  - Letter: Addressed to GPO Box C120, Perth, 6839;
  - Email: [governance@cityofperth.wa.gov.au](mailto:governance@cityofperth.wa.gov.au).
- Question Sheets are also available on the City's web site: [www.perth.wa.gov.au](http://www.perth.wa.gov.au).

## Deputations

A deputation wishing to be received by a Committee is to apply in writing to the CEO who will forward the written request to the Presiding Member. The Presiding Member may either approve the request or may instruct the CEO to refer the request to the Committee to decide whether or not to receive the deputation. If the Presiding Member approves the request, the CEO will invite the deputation to attend the meeting.

Please refer to the 'Deputation to Committee' form provided at the entrance to the Council Chamber for further information on the procedures for deputations. These forms are also available on the City's web site: [www.perth.wa.gov.au](http://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 Committee 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



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.



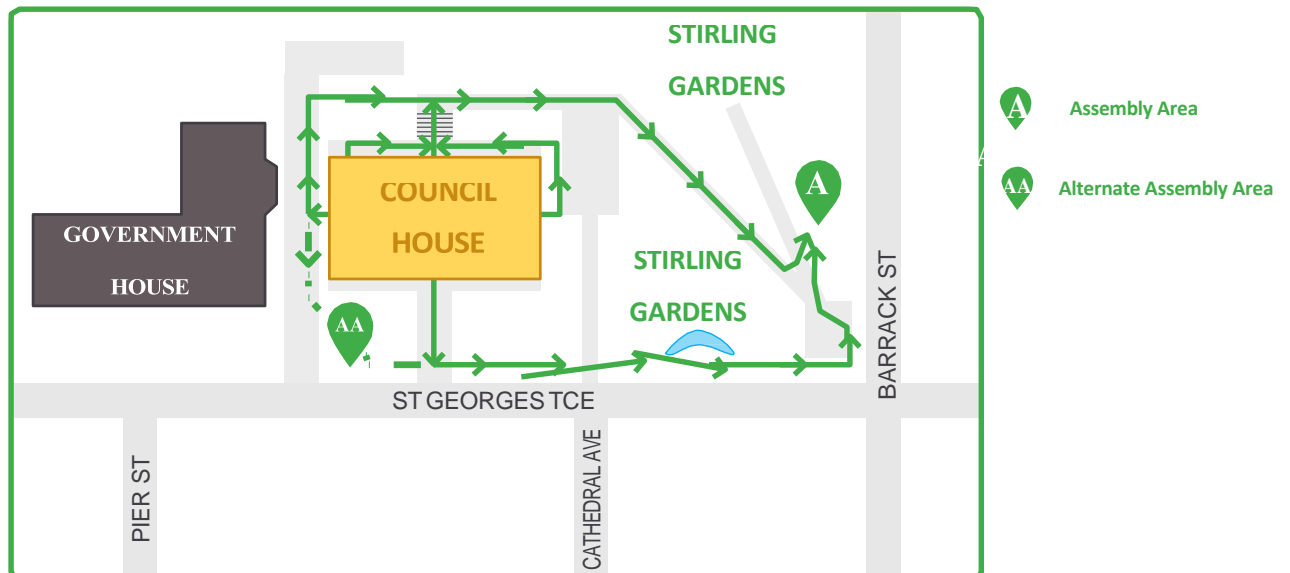
### EVACUATION ALARM / PROCEDURES

**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



**Agenda**                      **Investments and Investment Returns for the Period Ended 30**  
**Item 8.1**                      **November 2017**

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**Recommendation:**

***That the Finance and Administration Committee RECEIVES the report detailing investments and investment returns for the period ended 30 November 2017, as detailed in Attachment 8.1A of this Report.***

FILE REFERENCE:	P1032980-17
REPORTING UNIT:	Finance
RESPONSIBLE DIRECTORATE:	Corporate Services
DATE:	18 January 2018
ATTACHMENT/S:	Attachment 8.1A – Investment Report for the period ended 30 November 2017, Short Term Investments and Institution Credit and Rating

**Council Role:**

- |                                     |                |   |
|-------------------------------------|----------------|---|
| <input type="checkbox"/>            | Advocacy       | <i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>   |
| <input type="checkbox"/>            | Executive      | <i>The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>  |
| <input type="checkbox"/>            | Legislative    | <i>Includes adopting local laws, town planning schemes and policies.</i>  |
| <input type="checkbox"/>            | Quasi-Judicial | <i>When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (e.g. under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</i> |
| <input checked="" type="checkbox"/> | Information    | <i>For the Council/Committee to note.</i>   |

**Legislation / Strategic Plan / Policy:**

<b>Legislation</b>	Section 6.14 of the <i>Local Government Act 1995</i> Regulation 19C of the <i>Local Government (Financial Management) Regulations 1996</i>
<b>Integrated Planning and Reporting Framework Implications</b>	<b>Strategic Community Plan</b> Goal 7    An open and engaged city

**Policy**

Policy No and Name: 9.3 – Management of Investments

**Financial Implications:****Financial Implications:**

Reported investment earnings (excluding interest on rates arrears) at \$503,612 after Trust Account adjustments, were \$117,853 above budget in November.

**Details:**

	<b>Actual \$</b>	<b>Budget \$</b>	<b>Variation \$</b>
Interest Earnings	503,612	385,759	117,853

Average Rate	3.15%
Benchmark Rate	1.63%
RBA Cash Rate	1.50%

\*Figures exclude interest on rate arrears.

**Call Accounts**

Balance at 30 November 2017	\$12.8 million
Interest Earned	\$27,507
Rate for balances over \$2 million	1.75%

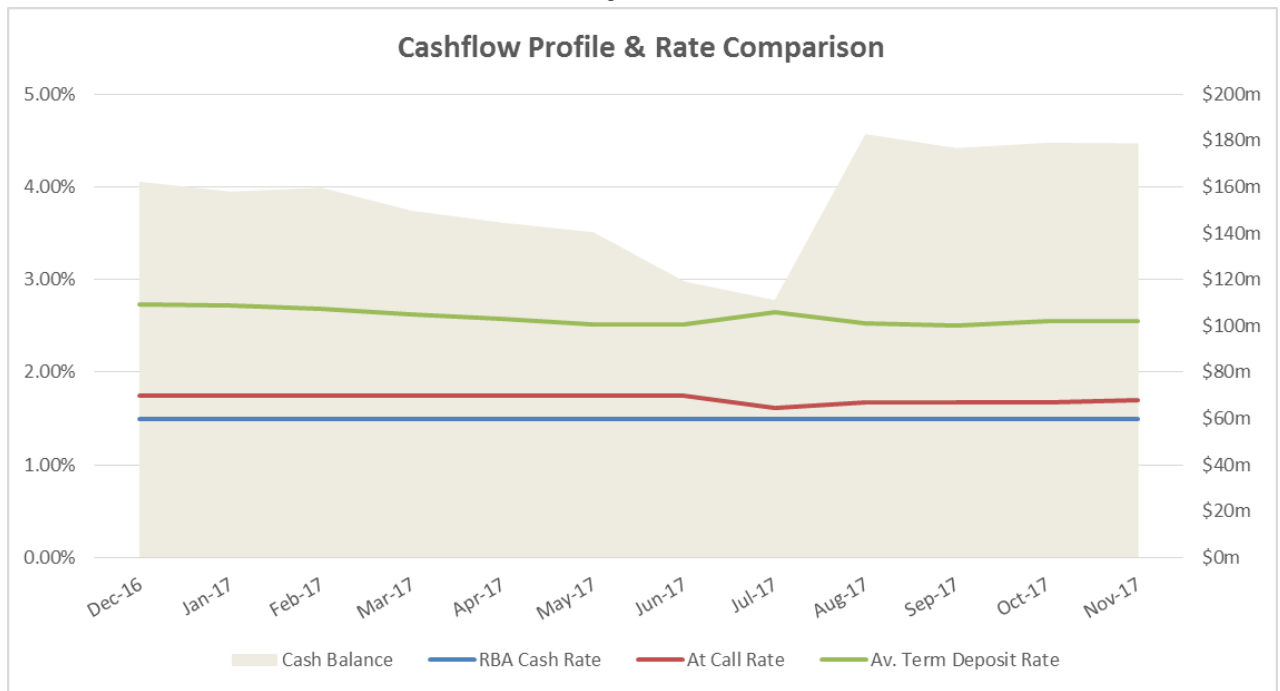
**Term Deposits**

Balance at 30 November 2017	\$165.8 million
Interest Earned	\$351,746
Average Rate (Municipal funds)	2.56%
Most Recent Rate (Municipal funds)	2.45%

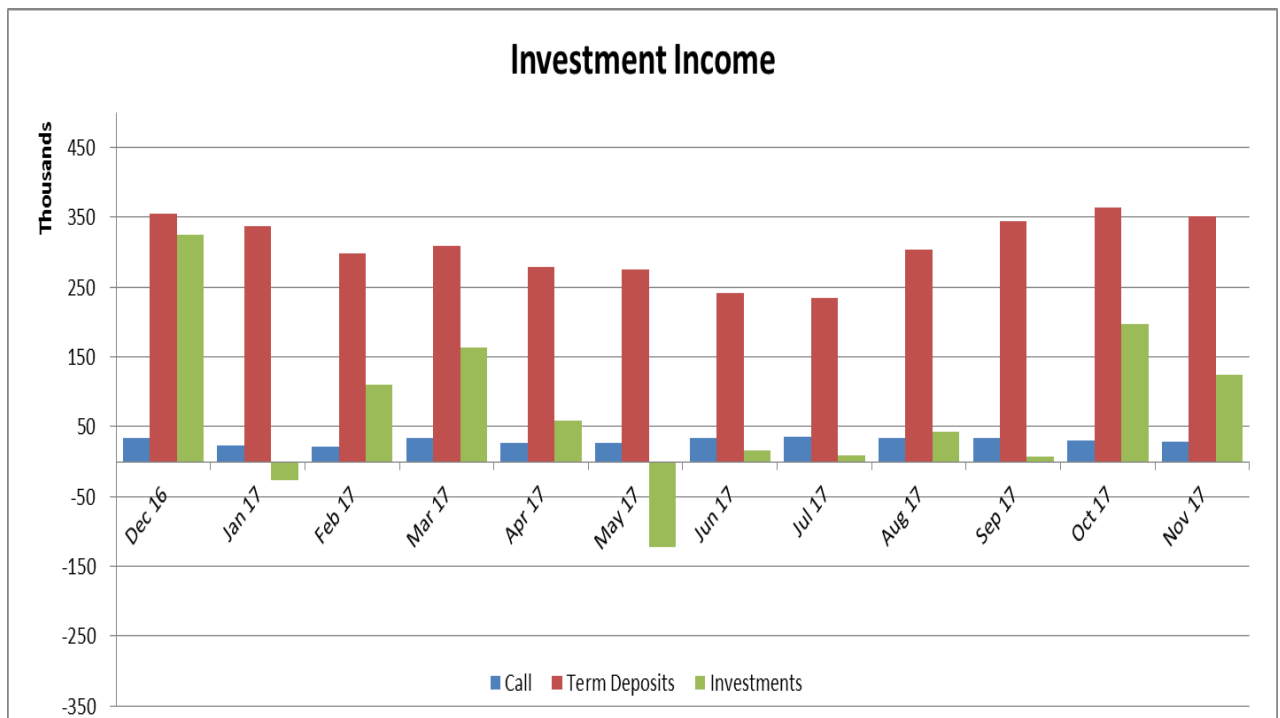
**Other Investments**

	<b>Interest Earned \$</b>	<b>Interest Rate %</b>
Emerald Mortgage Backed Security	9,111	2.58
Colonial Share Index Balanced Fund	115,248	N/A

The ASX 200 Index rose in November which resulted in a positive return for the Colonial Share Index Balanced Fund.



The above chart shows the City's cash flow cycle reflecting the significant inflow of rates income in August. It also compares the average interest rates the City earns with the RBA cash rate.



## Spread of Investments

The City's exposure to investment institutions is as follows:

Institution	Credit Rating	Percentage	Percentage Allowed
ANZ	A1+	3%	100%
Bankwest	A1+	17%	
NAB	A1+	20%	
		40%	
AMP	A1	5%	
ING (Upgraded from A2 to A1)	A1	-	
Suncorp Metway	A1	19%	
		24%	
		64%	
Bank of Queensland	A2	32%	
		32%	60%
Barclays	NR	1%	10%
Colonial	NR	3%	
		4%	

### Comments:

The *Local Government (Financial Management) Regulations 1996* were amended in May 2017 to enable fixed term deposits of up to three years (increased from one year). This amendment will have no impact at this time due to the low interest rate environment.

The City continues to adhere to its policy of obtaining the best returns commensurate with risk and the constraints imposed by the State Government regulations.

5  
ATTACHMENT 8.1A

<b>INVESTMENT REPORT</b>	Market Value	Market Value	Cost & Impairment	% of	Interest Earned	Weighted Average Monthly	Interest Earned
<b>30-Nov-17</b>	31-Oct-17	30-Nov-17	30-Nov-17	Class	Nov	Rate	YTD
<b>Municipal</b>							
<b>Short term Direct Investments</b>							
Call	\$9,222,446	\$8,953,341	\$8,953,341	4.9%	\$21,280	1.88%	\$122,590
Term Deposits	\$96,000,000	\$96,000,000	\$96,000,000	53.0%	\$202,915	2.56%	\$823,036
<b>Short</b>	<b>\$105,222,446</b>	<b>\$104,953,341</b>	<b>\$104,953,341</b>		<b>\$224,195</b>	<b>2.49%</b>	<b>\$945,625</b>
<b>Total Municipal - Cash Backed Securities</b>	<b>\$105,222,446</b>	<b>\$104,953,341</b>	<b>\$104,953,341</b>		<b>\$224,195</b>	<b>2.49%</b>	<b>\$945,625</b>
<b>Total Municipal Investments</b>	<b>\$105,222,446</b>	<b>\$104,953,341</b>	<b>\$104,953,341</b>		<b>\$224,195</b>	<b>2.49%</b>	<b>\$945,625</b>
<b>Reserves</b>							
<b>Short term Direct Investments</b>							
Call	\$3,310,692	\$3,315,632	\$3,315,632	1.8%	\$5,008	1.70%	\$32,300
Term Deposits	\$65,500,000	\$65,500,000	\$65,500,000	36.2%	\$140,155	2.63%	\$727,186
<b>Total</b>	<b>\$68,810,692</b>	<b>\$68,815,632</b>	<b>\$68,815,632</b>		<b>\$145,163</b>	<b>2.59%</b>	<b>\$759,486</b>
<b>Medium term Direct Investments</b>							
Barclays - Emerald -MBS* (Pls refer to note below)	2,552,637	2,543,080	\$2,529,936	1.4%	\$9,111	2.58%	\$46,541
<b>Total</b>	<b>\$2,552,637</b>	<b>\$2,543,080</b>	<b>\$2,529,936</b>		<b>\$9,111</b>	<b>2.58%</b>	<b>\$46,541</b>
<b>Total Reserve - Cash Backed Securities</b>	<b>\$71,363,329</b>	<b>\$71,358,712</b>	<b>\$71,345,568</b>		<b>\$154,274</b>	<b>2.59%</b>	<b>\$806,027</b>
<b>Balanced Funds</b>							
Colonial Share Index	\$4,937,226	\$5,052,562	\$5,052,562	100%	\$115,249	32.79%	\$334,899
<b>Total</b>	<b>\$4,937,226</b>	<b>\$5,052,562</b>	<b>\$5,052,562</b>		<b>\$115,249</b>	<b>32.79%</b>	<b>\$334,899</b>
<b>Total Reserve Investments</b>	<b>\$76,300,554</b>	<b>\$76,411,275</b>	<b>\$76,398,130</b>		<b>\$269,523</b>	<b>32.79%</b>	<b>\$1,140,926</b>
<b>Trust</b>							
<b>Short term Direct Investments</b>							
Call	\$525,382	\$526,004	\$526,004	0.3%	\$1,218	1.51%	\$4,936
Term Deposits	\$4,289,088	\$4,289,088	\$4,289,088	2.4%	\$8,676	2.48%	\$48,551
<b>Total</b>	<b>\$4,814,470</b>	<b>\$4,815,092</b>	<b>\$4,815,092</b>		<b>\$9,894</b>	<b>2.36%</b>	<b>\$53,487</b>
<b>Total Trust - Cash Backed Securities</b>	<b>\$4,814,470</b>	<b>\$4,815,092</b>	<b>\$4,815,092</b>		<b>\$9,894</b>	<b>2.36%</b>	<b>\$53,487</b>
<b>Total Investments-Cash Backed Securities</b>	<b>\$181,400,245</b>	<b>\$181,127,145</b>	<b>\$181,114,001</b>		<b>\$388,363</b>	<b>2.53%</b>	<b>\$1,805,139</b>
<b>Grand Total Investments</b>	<b>\$186,337,470</b>	<b>\$186,179,708</b>	<b>\$186,166,564</b>		<b>\$503,612</b>	<b>3.12%</b>	<b>\$2,140,038</b>

Note

\* The Barclays Emerald-MBS are marked to Market Value at the end financial year.

CITY OF PERTH - SHORT TERM INVESTMENTS ( Excluding Call) AS AT 30 November 2017

FUND	INSTITUTION	TYPE	AMOUNT	RATE	LODGED	MATURITY	Total Investment Days	TOTAL INTEREST individual outstanding investment
MUNICIPAL	BQLD	Short Term Direct Investments TERM DEPOSITS	\$ 3,000,000.00	2.65%	7/07/2017	4/01/2018	181	\$ 39,423.29
MUNICIPAL	BQLD	Short Term Direct Investments TERM DEPOSITS	\$ 3,000,000.00	2.65%	30/06/2017	4/01/2018	188	\$ 40,947.95
MUNICIPAL	BQLD	Short Term Direct Investments TERM DEPOSITS	\$ 4,000,000.00	2.65%	31/07/2017	28/02/2018	212	\$ 61,567.12
MUNICIPAL	BQLD	Short Term Direct Investments TERM DEPOSITS	\$ 3,000,000.00	2.55%	17/08/2017	15/03/2018	210	\$ 44,013.70
MUNICIPAL	BQLD	Short Term Direct Investments TERM DEPOSITS	\$ 5,000,000.00	2.65%	1/08/2017	30/03/2018	241	\$ 87,486.30
MUNICIPAL	BQLD	Short Term Direct Investments TERM DEPOSITS	\$ 5,000,000.00	2.65%	2/08/2017	30/04/2018	271	\$ 98,376.71
MUNICIPAL	BQLD	Short Term Direct Investments TERM DEPOSITS	\$ 3,000,000.00	2.55%	23/08/2017	17/05/2018	267	\$ 55,960.27
MUNICIPAL	NAB	Short Term Direct Investments TERM DEPOSITS	\$ 2,000,000.00	2.45%	23/11/2017	22/02/2018	91	\$ 12,216.44
MUNICIPAL	NAB	Short Term Direct Investments TERM DEPOSITS	\$ 2,000,000.00	2.45%	30/11/2017	28/02/2018	90	\$ 12,082.19
MUNICIPAL	NAB	Short Term Direct Investments TERM DEPOSITS	\$ 3,000,000.00	2.56%	22/09/2017	15/03/2018	174	\$ 36,611.51
MUNICIPAL	NAB	Short Term Direct Investments TERM DEPOSITS	\$ 8,000,000.00	2.58%	21/09/2017	19/04/2018	210	\$ 118,750.68
MUNICIPAL	NAB	Short Term Direct Investments TERM DEPOSITS	\$ 2,000,000.00	2.58%	27/09/2017	17/05/2018	232	\$ 32,797.81
MUNICIPAL	SUNCORP	Short Term Direct Investments TERM DEPOSITS	\$ 5,000,000.00	2.60%	27/06/2017	25/01/2018	212	\$ 75,506.85
			<u>\$ 96,000,000.00</u>					
RESERVES	AMP	Short Term Direct Investments TERM DEPOSITS	\$ 5,000,000.00	2.80%	6/07/2017	5/04/2018	273	\$ 104,712.33
RESERVES	BQLD	Short Term Direct Investments TERM DEPOSITS	\$ 1,000,000.00	2.85%	15/06/2017	12/12/2017	180	\$ 13,068.49
RESERVES	BQLD	Short Term Direct Investments TERM DEPOSITS	\$ 2,000,000.00	2.60%	22/06/2017	21/12/2017	182	\$ 25,928.77
RESERVES	BQLD	Short Term Direct Investments TERM DEPOSITS	\$ 4,500,000.00	2.65%	22/06/2017	18/01/2018	210	\$ 68,609.59
RESERVES	BQLD	Short Term Direct Investments TERM DEPOSITS	\$ 5,000,000.00	2.60%	16/11/2017	17/05/2018	182	\$ 64,821.92
RESERVES	BQLD	Short Term Direct Investments TERM DEPOSITS	\$ 2,000,000.00	2.60%	12/10/2017	21/06/2018	252	\$ 35,901.37
RESERVES	SUNCORP	Short Term Direct Investments TERM DEPOSITS	\$ 4,000,000.00	2.60%	24/08/2017	31/07/2018	341	\$ 97,161.64
RESERVES	SUNCORP	Short Term Direct Investments TERM DEPOSITS	\$ 8,000,000.00	2.65%	22/06/2017	25/01/2018	217	\$ 126,038.36
RESERVES	SUNCORP	Short Term Direct Investments TERM DEPOSITS	\$ 7,000,000.00	2.65%	22/06/2017	22/02/2018	245	\$ 124,513.70
RESERVES	SUNCORP	Short Term Direct Investments TERM DEPOSITS	\$ 5,000,000.00	2.65%	22/06/2017	22/02/2018	245	\$ 88,938.36
RESERVES	SUNCORP	Short Term Direct Investments TERM DEPOSITS	\$ 2,500,000.00	2.55%	19/10/2017	14/06/2018	238	\$ 41,568.49
			<u>\$ 65,500,000.00</u>					
TRUST	NAB	Short Term Direct Investments TERM DEPOSITS	\$ 789,087.81	2.45%	7/09/2017	7/12/2017	91	\$ 4,819.92
TRUST	NAB	Short Term Direct Investments TERM DEPOSITS	\$ 2,000,000.00	2.52%	28/09/2017	31/01/2018	125	\$ 17,260.27
TRUST	NAB	Short Term Direct Investments TERM DEPOSITS	\$ 1,500,000.00	2.45%	23/11/2017	22/02/2018	91	\$ 9,162.33
			<u>\$ 4,289,087.81</u>					
TOTAL Investments			\$ 165,789,087.81					\$ 2,587,173.07

30-Nov-17					
INSTITUTION CREDIT AND RATING					
INSTITUTION	AMOUNT	PERCENTAGE	CREDIT RATING	MAX AMOUNT	
ANZ	4,994,904.29	3%	A1+	OK	
AMP	10,274,027.10	6%	A1	OK	
ING	-	0%	A1	OK	
BOQLD	60,500,000.00	32%	A2	OK	
BANKWEST	31,526,046.12	17%	A1+	OK	
BARCLAYS	2,529,935.86	1%	NR	OK	
C B A	-	0%	A1+	OK	
BENDIGO	-	0%	A2	OK	
MACQUARIE	0.00	0%	A1	OK	
MEQUITY	0.00	0%	A2	OK	
NAB	36,789,087.81	20%	A1+	OK	
ST GEORGE	-	0%	A1+	OK	
SUNCORP METWAY	34,500,000.00	19%	A1	OK	
WESTPAC	-	0%	A1+	OK	
COLONIAL	5,052,562.33	3%	NR	OK	
<b>TOTAL</b>	<b>186,166,563.51</b>	<b>100%</b>			

GLOBAL CREDIT EXPOSURE			
INSTITUTION	AMOUNT	PERCENTAGE	MAX ALLOWED
A1+, A1, AA	118,084,065.32	63%	100%
A2	60,500,000.00	32%	60%
A3 and Unrated	7,582,498.19	4%	10%
<b>TOTAL</b>	<b>186,166,563.51</b>	<b>100%</b>	

A1+	45%	INDIVIDUAL ADI EXPOSURE ALLOWED
A1	45%	
A2	40%	
A3	10%	
AAA	45%	
AA	45%	
Unrated	10%	

**Agenda**                      **Investments and Investment Returns for the Period Ended 31**  
**Item 8.2**                      **December 2017**

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**Recommendation:**

***That the Finance and Administration Committee RECEIVES the report detailing investments and investment returns for the period ended 31 December 2017, as detailed in Attachment 8.2A of this Report.***

FILE REFERENCE:	P1032980-17
REPORTING UNIT:	Finance
RESPONSIBLE DIRECTORATE:	Corporate Services
DATE:	18 January 2018
ATTACHMENT/S:	Attachment 8.2A – Investment Report for the period ended 31 December 2017, Short Term Investments and Institution Credit and Rating

**Council Role:**

- |                                     |                |   |
|-------------------------------------|----------------|---|
| <input type="checkbox"/>            | Advocacy       | <i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>   |
| <input type="checkbox"/>            | Executive      | <i>The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>  |
| <input type="checkbox"/>            | Legislative    | <i>Includes adopting local laws, town planning schemes and policies.</i>  |
| <input type="checkbox"/>            | Quasi-Judicial | <i>When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</i> |
| <input checked="" type="checkbox"/> | Information    | <i>For the Council/Committee to note.</i>   |

**Legislation / Strategic Plan / Policy:**

<b>Legislation</b>	Section 6.14 of the <i>Local Government Act 1995</i> Regulation 19C of the <i>Local Government (Financial Management) Regulations 1996</i>
<b>Integrated Planning and Reporting Framework Implications</b>	<b>Strategic Community Plan</b> Goal 7    An open and engaged city

**Policy**

Policy No and Name: 9.3 – Management of Investments

**Financial Implications:**

Reported investment earnings (excluding interest on rates arrears) at \$446,587 after Trust Account adjustments, were \$79,218 above budget in December.

**Details:**

	<b>Actual \$</b>	<b>Budget \$</b>	<b>Variation \$</b>
Interest Earnings	446,587	367,369	79,218

Average Rate	2.81%	
Benchmark Rate	1.70%	
RBA Cash Rate	1.50%	

\*Figures exclude interest on rate arrears.

**Call Accounts**

Balance at 31 December 2017	\$13.8 million
Interest Earned	\$31,734
Rate for balances over \$2 million	1.75%

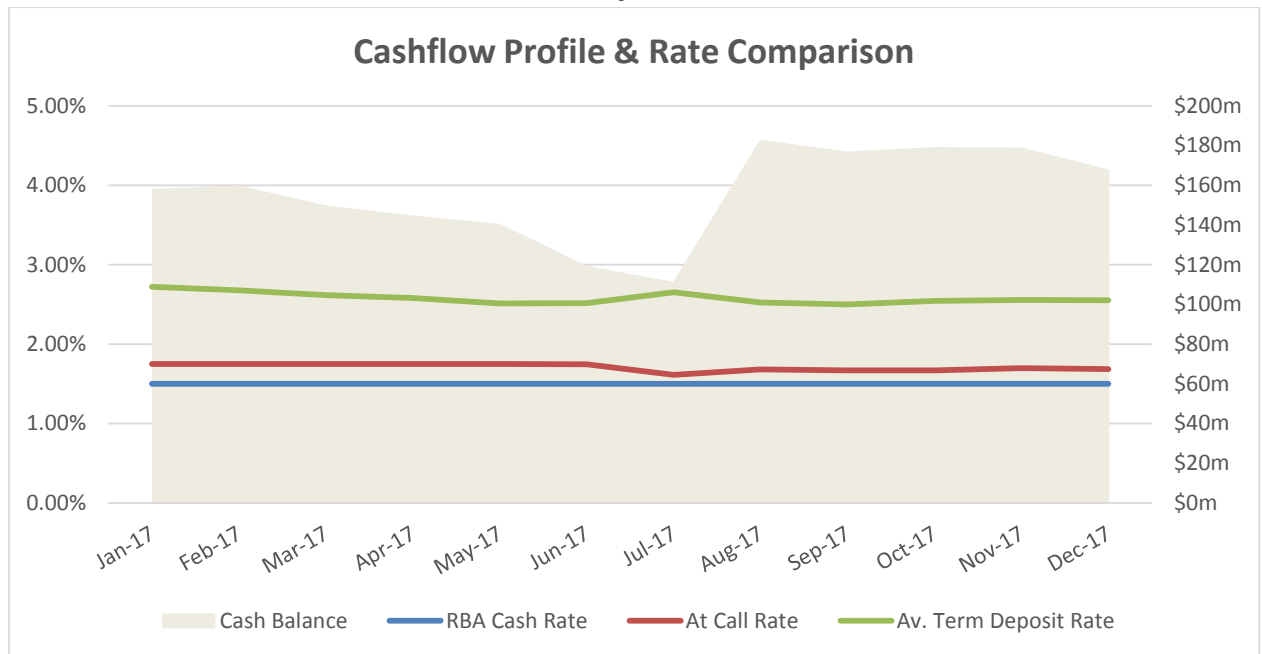
**Term Deposits**

Balance at 31 December 2017	\$153.8 million
Interest Earned	\$351,058
Average Rate (Municipal funds)	2.55%
Most Recent Rate (Municipal funds)	2.55%

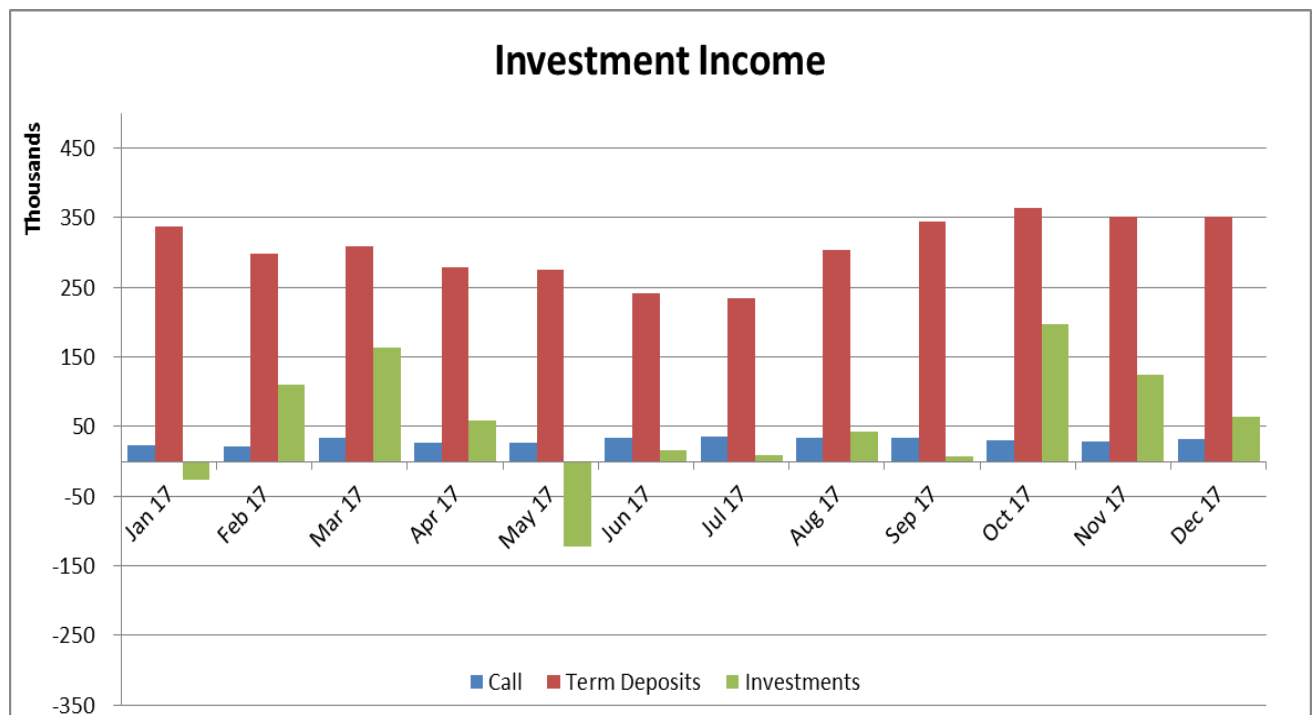
**Other Investments**

	<b>Interest Earned \$</b>	<b>Interest Rate %</b>
Emerald Mortgage Backed Security	8,657	2.58
Colonial Share Index Balanced Fund	55,138	N/A

The ASX 200 Index rose in December which resulted in a positive return for the Colonial Share Index Balanced Fund.



The above chart shows the City's cash flow cycle reflecting the significant inflow of rates income in August. It also compares the average interest rates the City earns with the RBA cash rate.



## Spread of Investments

The City's exposure to investment institutions is as follows:

Institution	Credit Rating	Percentage	Percentage Allowed
ANZ	A1+	4%	100%
Bankwest	A1+	15%	
NAB	A1+	18%	
		37%	
AMP	A1	6%	100%
ING (Upgraded from A2 to A1)	A1	-	
Suncorp Metway	A1	20%	
		26%	
		63%	60%
Bank of Queensland	A2	33%	
		33%	10%
Barclays	NR	1%	
Colonial	NR	3%	
		4%	

### Comments:

The *Local Government (Financial Management) Regulations 1996* were amended in May 2017 to enable fixed term deposits of up to three years (increased from one year). This amendment will have no impact at this time due to the low interest rate environment.

The City continues to adhere to its policy of obtaining the best returns commensurate with risk and the constraints imposed by the State Government regulations.

## ATTACHMENT 8.2A

<b>INVESTMENT REPORT</b>	Market Value	Market Value	Cost & Impairment	% of	Interest Earned	Weighted Average Monthly	Interest Earned
<b>31-Dec-17</b>	<b>30-Nov-17</b>	<b>31-Dec-17</b>	<b>31-Dec-17</b>	<b>Class</b>	<b>Nov</b>	<b>Rate</b>	<b>YTD</b>
<b>Municipal</b>							
<b>Short term Direct Investments</b>							
Call	\$8,953,341	\$9,956,171	\$9,956,171	5.9%	\$24,822	1.82%	\$147,411
Term Deposits	\$96,000,000	\$86,000,000	\$86,000,000	50.6%	\$198,916	2.55%	\$1,021,952
<b>Short</b>	<b>\$104,953,341</b>	<b>\$95,956,171</b>	<b>\$95,956,171</b>		<b>\$223,738</b>	<b>2.47%</b>	<b>\$1,169,364</b>
<b>Total Municipal - Cash Backed Securities</b>	<b>\$104,953,341</b>	<b>\$95,956,171</b>	<b>\$95,956,171</b>		<b>\$223,738</b>	<b>2.47%</b>	<b>\$1,169,364</b>
<b>Total Municipal Investments</b>	<b>\$104,953,341</b>	<b>\$95,956,171</b>	<b>\$95,956,171</b>		<b>\$223,738</b>	<b>2.47%</b>	<b>\$1,169,364</b>
<b>Reserves</b>							
<b>Short term Direct Investments</b>							
Call	\$3,315,632	\$3,320,319	\$3,320,319	2.0%	\$5,462	1.69%	\$37,761
Term Deposits	\$65,500,000	\$63,500,000	\$63,500,000	37.3%	\$143,166	2.59%	\$870,353
<b>Total</b>	<b>\$68,815,632</b>	<b>\$66,820,319</b>	<b>\$66,820,319</b>		<b>\$148,628</b>	<b>2.55%</b>	<b>\$908,114</b>
<b>Medium term Direct Investments</b>							
Barclays - Emerald -MBS* (Pls refer to note below)	2,543,080	2,543,080	\$2,529,936	1.5%	\$8,657	2.58%	\$55,198
<b>Total</b>	<b>\$2,543,080</b>	<b>\$2,543,080</b>	<b>\$2,529,936</b>		<b>\$8,657</b>	<b>2.58%</b>	<b>\$55,198</b>
<b>Total Reserve - Cash Backed Securities</b>	<b>\$71,358,712</b>	<b>\$69,363,399</b>	<b>\$69,350,254</b>		<b>\$157,285</b>	<b>2.55%</b>	<b>\$963,312</b>
<b>Balanced Funds</b>							
Colonial Share Index	\$5,052,562	\$5,107,789	\$5,107,789	100%	\$55,138	13.94%	\$390,037
<b>Total</b>	<b>\$5,052,562</b>	<b>\$5,107,789</b>	<b>\$5,107,789</b>		<b>\$55,138</b>	<b>13.94%</b>	<b>\$390,037</b>
<b>Total Reserve Investments</b>	<b>\$76,411,275</b>	<b>\$74,471,187</b>	<b>\$74,458,043</b>		<b>\$212,423</b>	<b>13.94%</b>	<b>\$1,353,349</b>
<b>Trust</b>							
<b>Short term Direct Investments</b>							
Call	\$526,004	\$526,688	\$526,688	0.3%	\$1,450	1.49%	\$6,386
Term Deposits	\$4,289,088	\$4,294,045	\$4,294,045	2.5%	\$8,975	2.48%	\$57,526
<b>Total</b>	<b>\$4,815,092</b>	<b>\$4,820,733</b>	<b>\$4,820,733</b>		<b>\$10,426</b>	<b>2.34%</b>	<b>\$63,912</b>
<b>Total Trust - Cash Backed Securities</b>	<b>\$4,815,092</b>	<b>\$4,820,733</b>	<b>\$4,820,733</b>		<b>\$10,426</b>	<b>2.34%</b>	<b>\$63,912</b>
<b>Total Investments-Cash Backed Securities</b>	<b>\$181,127,145</b>	<b>\$170,140,303</b>	<b>\$170,127,159</b>		<b>\$391,449</b>	<b>2.50%</b>	<b>\$2,196,588</b>
<b>Grand Total Investments</b>	<b>\$186,179,708</b>	<b>\$175,248,092</b>	<b>\$175,234,947</b>		<b>\$446,587</b>	<b>2.79%</b>	<b>\$2,586,625</b>

Note

\* The Barclays Emerald-MBS are marked to Market Value at the end of financial year.

<b>FUND</b>	<b>INSTITUTION</b>	<b>TYPE</b>	<b>AMOUNT</b>	<b>RATE</b>	<b>LODGED</b>	<b>MATURITY</b>	<b>Total Investment Days</b>	<b>TOTAL INTEREST individual outstanding investment</b>
MUNICIPAL	BQLD	Short Term Direct Investments TERM DEPOSITS	\$ 3,000,000.00	2.65%	7/07/2017	4/01/2018	181	\$ 39,423.29
MUNICIPAL	BQLD	Short Term Direct Investments TERM DEPOSITS	\$ 3,000,000.00	2.65%	30/06/2017	4/01/2018	188	\$ 40,947.95
MUNICIPAL	SUNCORP	Short Term Direct Investments TERM DEPOSITS	\$ 5,000,000.00	2.60%	27/06/2017	25/01/2018	212	\$ 75,506.85
MUNICIPAL	BWEST	Short Term Direct Investments TERM DEPOSITS	\$ 3,000,000.00	2.50%	14/08/2017	31/01/2018	170	\$ 34,931.51
MUNICIPAL	BWEST	Short Term Direct Investments TERM DEPOSITS	\$ 3,000,000.00	2.35%	14/12/2017	15/02/2018	63	\$ 12,168.49
MUNICIPAL	NAB	Short Term Direct Investments TERM DEPOSITS	\$ 2,000,000.00	2.45%	23/11/2017	22/02/2018	91	\$ 12,216.44
MUNICIPAL	NAB	Short Term Direct Investments TERM DEPOSITS	\$ 2,000,000.00	2.45%	30/11/2017	28/02/2018	90	\$ 12,082.19
MUNICIPAL	BQLD	Short Term Direct Investments TERM DEPOSITS	\$ 5,000,000.00	2.60%	18/08/2017	14/06/2018	300	\$ 106,849.32
MUNICIPAL	BQLD	Short Term Direct Investments TERM DEPOSITS	\$ 2,000,000.00	2.60%	21/08/2017	21/06/2018	304	\$ 43,309.59
MUNICIPAL	BWEST	Short Term Direct Investments TERM DEPOSITS	\$ 3,000,000.00	2.55%	21/12/2017	29/06/2018	190	\$ 39,821.92
MUNICIPAL	BQLD	Short Term Direct Investments TERM DEPOSITS	\$ 5,000,000.00	2.60%	17/08/2017	29/06/2018	316	\$ 112,547.95
MUNICIPAL	BQLD	Short Term Direct Investments TERM DEPOSITS	\$ 2,000,000.00	2.65%	4/08/2017	29/06/2018	329	\$ 47,772.60
			<b>\$ 86,000,000.00</b>					
RESERVES	BQLD	Short Term Direct Investments TERM DEPOSITS	\$ 4,500,000.00	2.65%	22/06/2017	18/01/2018	210	\$ 68,609.59
RESERVES	SUNCORP	Short Term Direct Investments TERM DEPOSITS	\$ 8,000,000.00	2.65%	22/06/2017	25/01/2018	217	\$ 126,038.36
RESERVES	SUNCORP	Short Term Direct Investments TERM DEPOSITS	\$ 7,000,000.00	2.65%	22/06/2017	22/02/2018	245	\$ 124,513.70
RESERVES	SUNCORP	Short Term Direct Investments TERM DEPOSITS	\$ 5,000,000.00	2.65%	22/06/2017	22/02/2018	245	\$ 88,938.36
RESERVES	NAB	Short Term Direct Investments TERM DEPOSITS	\$ 3,000,000.00	2.57%	22/09/2017	22/03/2018	181	\$ 38,233.15
RESERVES	AMP	Short Term Direct Investments TERM DEPOSITS	\$ 5,000,000.00	2.80%	6/07/2017	5/04/2018	273	\$ 104,712.33
RESERVES	BWEST	Short Term Direct Investments TERM DEPOSITS	\$ 2,000,000.00	2.54%	10/08/2017	10/05/2018	273	\$ 37,995.62
RESERVES	SUNCORP	Short Term Direct Investments TERM DEPOSITS	\$ 7,000,000.00	2.55%	19/10/2017	12/07/2018	266	\$ 130,084.93
RESERVES	NAB	Short Term Direct Investments TERM DEPOSITS	\$ 2,500,000.00	2.61%	21/09/2017	31/07/2018	313	\$ 55,954.11
RESERVES	NAB	Short Term Direct Investments TERM DEPOSITS	\$ 5,000,000.00	2.58%	14/09/2017	31/07/2018	320	\$ 113,095.89
RESERVES	BQLD	Short Term Direct Investments TERM DEPOSITS	\$ 4,000,000.00	2.60%	24/08/2017	31/07/2018	341	\$ 97,161.64
			<b>\$ 63,500,000.00</b>					
TRUST	NAB	Short Term Direct Investments TERM DEPOSITS	\$ 2,000,000.00	2.52%	28/09/2017	31/01/2018	125	\$ 17,260.27
TRUST	NAB	Short Term Direct Investments TERM DEPOSITS	\$ 1,500,000.00	2.45%	23/11/2017	22/02/2018	91	\$ 9,162.33
TRUST	NAB	Short Term Direct Investments TERM DEPOSITS	\$ 794,045.45	2.45%	7/12/2017	8/03/2018	91	\$ 4,850.21
			<b>\$ 4,294,045.45</b>					
TOTAL investments			\$ 153,794,045.45					\$ 2,501,062.27

31-Dec-17					
INSTITUTION CREDIT AND RATING					
INSTITUTION	AMOUNT	PERCENTAGE	CREDIT RATING	MAX AMOUNT	
ANZ	5,990,358.65	3%	A1+	OK	
AMP	10,283,346.96	6%	A1	OK	
ING	-	0%	A1	OK	
BOQLD	58,500,000.00	33%	A2	OK	
BANKWEST	26,529,471.86	15%	A1+	OK	
BARCLAYS	2,529,935.86	1%	NR	OK	
C B A	-	0%	A1+	OK	
BENDIGO	-	0%	A2	OK	
MACQUARIE	0.00	0%	A1	OK	
MEQUITY	0.00	0%	A2	OK	
NAB	31,794,045.45	18%	A1+	OK	
ST GEORGE	-	0%	A1+	OK	
SUNCORP METWAY	34,500,000.00	20%	A1	OK	
WESTPAC	-	0%	A1+	OK	
COLONIAL	5,107,788.70	3%	NR	OK	
<b>TOTAL</b>	<b>175,234,947.48</b>	<b>100%</b>			

GLOBAL CREDIT EXPOSURE			
INSTITUTION	AMOUNT	PERCENTAGE	MAX ALLOWED
A1+, A1, AA	109,097,222.92	62%	100%
A2	58,500,000.00	33%	60%
A3 and Unrated	7,637,724.56	4%	10%
<b>TOTAL</b>	<b>175,234,947.48</b>	<b>100%</b>	

A1+	45%	INDIVIDUAL ADI EXPOSURE ALLOWED
A1	45%	
A2	40%	
A3	10%	
AAA	45%	
AA	45%	
Unrated	10%	

**Agenda  
Item 8.3**

**Financial Statements and Financial Activity Statement for the  
Period Ended 30 November 2017**

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**Recommendation:**

***That Council RECEIVES the Financial Statements and the Financial Activity Statement for the period ended 30 November 2017, as detailed in Attachment 8.3A of this Report.***

FILE REFERENCE:	P1014149-25
REPORTING UNIT:	Finance
RESPONSIBLE DIRECTORATE:	Corporate Services
DATE:	18 December 2017
ATTACHMENT/S:	Attachment 8.3A – Financial Statements and Financial Activity Statement for the period ended 30 November 2017

**Council Role:**

- |                                     |                |   |
|-------------------------------------|----------------|---|
| <input type="checkbox"/>            | Advocacy       | <i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>   |
| <input type="checkbox"/>            | Executive      | <i>The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>  |
| <input checked="" type="checkbox"/> | Legislative    | <i>Includes adopting local laws, town planning schemes and policies.</i>  |
| <input type="checkbox"/>            | Quasi-Judicial | <i>When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (e.g. under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</i> |
| <input type="checkbox"/>            | Information    | <i>For the Council/Committee to note.</i>   |

**Legislation / Strategic Plan / Policy:**

<b>Legislation</b>	Section 6.4(1) and (2) of the <i>Local Government Act 1995</i> Regulation 34(1) of the <i>Local Government (Financial Management) Regulations 1996</i>
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**Integrated Planning and  
Reporting Framework  
Implications**

**Strategic Community Plan**  
Goal 7 An open and engaged city

**Financial Implications:**

There are no direct financial implications arising from this report.

**Details:**

The Financial Activity Statement is presented together with a commentary on variances from the revised budget.

The Financial Management Taskforce reviewed the November 2017 reports on Monday, 18 December 2017 and therefore the report has only just become available for Council.

*Local Government (Financial Management) Regulations 1996* require the November statement of the Financial Activity Statement to be presented at an ordinary meeting of Council within two months of the end of the month to which the statement relates.

**Comments:**

The Financial Activity Statement commentary compares the actual results for the five months to 30 November 2017.

ATTACHMENT 8.3A  
**FINANCIAL ACTIVITY STATEMENT FOR THE FIVE MONTHS TO  
30 NOVEMBER 2017**

**REPORT OF VARIANCES TO BUDGET**

**This report compares the actual performance for the five months to 30 November 2017 to the 2017/18 Budget adopted by Council on 28 June 2017 and amended by Council on 29 August and 21 November 2017.**

**General comment:**

- In accordance with regulation 34 of the *Local Government (Financial Management) Regulations 1996* the Financial Activity Statement (FAS) has to be tabled to an Ordinary Council meeting within two months of the relevant month end.
- The November 2017 FAS report will be tabled at the Council meeting on 13 February 2018, 13 days after two month deadline. The non-compliance with the financial management regulations will be noted in the City's annual compliance return.

**Operating Revenue**

- Parking revenue year to date was \$31.9 million, which was \$1.0 million above the revised budget. The variance mainly consisted of \$274,000 for Open Air Car Parks, \$65,000 for Kerbside parking, \$683,000 for Undercover Car Parks and \$23,000 for events.

The variances for Open Air Car Parks were primarily for the following car parks: \$178,000 Point Fraser, \$245,000 Queens Gardens, \$15,000 for Victoria Gardens, and partly offset with lower than budget for Aberdeen Street \$(43,000) and \$(30,000) for Newcastle Street.

Undercover Car Parks that performed better than the revised budget on a year to date basis were: Convention Centre \$443,000, Concert Hall \$205,000 and Elder Street \$156,000 and partly offset with lower than budget for Roe Street \$(104,000), State Library \$(47,000) and Pier Street \$(33,000).

- Fines and Costs were lower than the revised budget by 3.4% or \$(131,000) predominantly due to parking fines.
- Investment Income and Interest was \$522,000 above the revised budget. This is due to more Ratepayers opting to pay their rates by installments; thus earning higher interest on installments revenue than anticipated at budget setting and the strong performance of the Colonial Share Index Fund.
- Rubbish collection was lower than the revised budget by 1.5% or \$(132,000), this is expected to be a timing variance only.
- Rental and Hire Charges were 3.7% or \$(78,000) lower than the revised budget to date.

**FINANCIAL ACTIVITY STATEMENT FOR THE FIVE MONTHS TO  
30 NOVEMBER 2017**

**REPORT OF VARIANCES TO BUDGET**

- Recurrent Grants were \$(100,000) below the revised budget. This is primarily due to Federal Assistance and Local Government Grants' first quarter payment made in the last week of the previous financial year. The budget will be adjusted accordingly as part of the 2017/18 budget review process.
- Other income was \$941,000 above the revised budget and the variance included \$267,000 in administration charges as more than anticipated ratepayers opted to pay their rates in instalments. The variance also included higher than anticipated revenue for Building Licence Fees \$372,000, Outdoor Eating Area Licence Fees of \$39,000 and Food Premises Inspection Fees of \$82,000.

**Operating Expenditure**

- Employee costs for the year to date were \$31.2 million being 0.3% or \$82,000 below the revised budget. Vacant positions throughout the City were the main reasons for this slight underspend.
- Materials and Contracts were \$1.2 million below the revised budget. The main areas of underspend were: Infrastructure (Contractors Maintenance) \$273,000 due to timing differences, Consultancy \$592,000, and Property Maintenance \$714,000.
- Utilities were lower than the revised budget by \$205,000 due to lower than budgeted power consumption.
- Depreciation and Amortisation was under the revised budget by \$882,000 at the end of November. This variance is expected to change when the full impact of building revaluations is reflected in depreciation figures.
- Expense provisions were lower than the revised budget by \$(88,000), mainly due to the provision for bad debts being higher than originally anticipated.
- Loss on disposal of assets recorded a minor spend against a year to date revised budget of \$939,000. This variance will be addressed as part of the budget review process.
- Other Expenditure was below the revised budget by \$651,000. This is mainly due to less than anticipated spending on donations and sponsorships, and is expected to be a timing variance only.

**FINANCIAL ACTIVITY STATEMENT FOR THE FIVE MONTHS TO  
30 NOVEMBER 2017**

**REPORT OF VARIANCES TO BUDGET**

**Investing Activities**

- As part of the finalisation of carry forwards \$8.5 million was added to the 2017/18 capital budget bringing it to a total of \$68.9 million for the year. Capital expenditure was \$12.7 million lower than the revised budget. Capital spend for the month was \$3.1 million or 48.1% of the revised capital budget for November. Capital year to date spend being \$12.0 million or 17.4% of the revised capital budget for 2017/18.
- Major spend for the month:
  - \$600,000 – New office fit out – Council house
  - \$221,000 – McLean Laneway
  - \$386,000 – Wellington Street Stage 2B
  - \$578,000 – CCTV Network replacement and migration

**Financing Activities**

- Transfers to Reserves were \$12.0 million below the revised budget. Decisions for transfers to reserve funds were lower than expected and can be linked to the lower than anticipated capital spend.
- Transfers from Reserves were below the revised budget by \$(16.0 million), mainly due to lower than anticipated year to date spend on capital projects.

**Amounts sourced from Rates**

- Rates revenue raised was \$(64,000) or 0.1% below the revised budget. This is the net position of interims raised offset with rates refunds and back rates resulting in the overall result being below budget.

**CITY OF PERTH**

**FINANCIAL ACTIVITY STATEMENT - for the period ended 30 November 2017**

	<b>Revised Budget 2017/18 \$</b>	<b>Budget YTD 30-Nov-17 \$</b>	<b>Actual YTD 30-Nov-17 \$</b>	<b>Variance YTD 30-Nov-17 \$</b>
<b>Proceeds from Operating Activities</b>				
<b>Operating Revenue</b>				
<i>Nature of Income</i>				
Parking Fees	71,807,578	30,842,160	31,887,933	1,045,773
Fines and Costs	9,113,255	3,881,543	3,750,411	(131,131)
Investment Income and Interest	4,619,401	2,021,708	2,543,537	521,829
Community Service Fees	1,509,400	629,575	664,544	34,970
Rubbish Collection	9,250,450	8,829,686	8,697,553	(132,134)
Rentals and Hire Charges	4,993,543	2,090,729	2,012,529	(78,200)
Recurrent Grants	1,985,738	471,843	371,567	(100,276)
Contributions, Donations and Reimbursements	421,783	189,160	170,835	(18,325)
Other Income	4,209,824	2,271,105	3,212,620	941,515
Distribution from TPRC	0	0	0	0
	<b>107,910,972</b>	<b>51,227,508</b>	<b>53,311,529</b>	<b>2,084,020</b>
<b>Less: Operating Expenditure</b>				
<i>Nature of Expenditure</i>				
Employee Costs	74,752,665	31,255,527	31,173,925	81,602
Materials and Contracts	50,863,391	20,332,012	19,128,890	1,203,122
Utilities	3,464,509	1,446,430	1,241,193	205,237
Insurance Expenditure	920,937	379,893	323,715	56,178
Depreciation and Amortisation	33,534,088	13,977,269	13,095,405	881,863
Interest Expenses	1,380,827	619,367	617,173	2,194
Expense Provisions	915,726	381,553	469,479	(87,927)
Loss on Disposal of Assets	1,664,126	928,998	(9,625)	938,624
Other Expenditure	25,563,895	11,354,852	10,704,052	650,799
	<b>193,060,163</b>	<b>80,675,900</b>	<b>76,744,207</b>	<b>3,931,693</b>
Add back Depreciation	(33,534,088)	(13,977,269)	(13,095,405)	(881,863)
(Loss) / Profit on Disposals	(1,664,126)	(928,998)	9,625	(938,624)
	<b>157,861,949</b>	<b>65,769,633</b>	<b>63,658,426</b>	<b>2,111,206</b>
<b>Net Surplus/(Deficit) from Operations</b>	<b>(49,950,977)</b>	<b>(14,542,125)</b>	<b>(10,346,898)</b>	<b>4,195,227</b>
<b>Investing Activities</b>				
Capital Grants	1,275,000	(764,583)	(779,702)	(15,119)
Capital Expenditure	(68,943,305)	(24,684,977)	(12,003,363)	12,681,614
Proceeds from Disposal of Assets/Investments	801,800	336,097	(51,156)	(387,253)
	<b>(66,866,505)</b>	<b>(25,113,463)</b>	<b>(12,834,221)</b>	<b>12,279,242</b>
<b>Financing Activities</b>				
Repayment of Borrowings	(6,423,186)	(2,837,055)	(2,837,055)	0
Transfers to Reserves	(33,929,087)	(14,222,330)	(2,217,673)	12,004,657
Transfer from Reserves	43,345,720	35,169,576	19,128,705	(16,040,871)
	<b>2,993,447</b>	<b>18,110,191</b>	<b>14,073,976</b>	<b>(4,036,215)</b>
<b>Add: Opening Funds</b>	<b>29,311,168</b>	<b>29,311,168</b>	<b>35,104,931</b>	<b>5,793,763</b>
Net Surplus/(Deficit) before Rates	<b>(84,512,867)</b>	<b>7,765,772</b>	<b>25,997,788</b>	<b>18,232,017</b>
<b>Amount Sourced from Rates</b>	<b>89,256,330</b>	<b>89,458,099</b>	<b>89,394,117</b>	<b>(63,981)</b>
<b>Closing Funds</b>	<b>4,743,463</b>	<b>97,223,870</b>	<b>115,391,905</b>	<b>18,168,035</b>
<b>Net Cash on Hand</b>				
Cash On Hand	5,928,176	4,753,313	7,695,053	2,941,740
Money Market Investments	89,850,328	169,423,338	173,851,125	4,427,787
<b>Funds on Hand</b>	<b>95,778,504</b>	<b>174,176,651</b>	<b>181,546,178</b>	<b>7,369,527</b>
<b>Analysis of Funds on Hand</b>				
Reserves	81,962,969	70,444,022	72,762,996	2,318,974
Provisions	12,753,523	12,836,509	10,141,690	(2,694,819)
General Funds	1,062,012	90,896,121	98,641,492	7,745,371
<b>Funds on Hand</b>	<b>95,778,504</b>	<b>174,176,651</b>	<b>181,546,178</b>	<b>7,369,527</b>

## CITY OF PERTH

## CURRENT POSITION AS AT THE END OF THE PERIOD 30 NOVEMBER 2017

	Revised Budget 2017/18 \$	Budget YTD 30-Nov-17 \$	Actual YTD 30-Nov-17 \$	YTD Variance \$
<b>Current Assets</b>				
Cash and Cash Equivalents	5,928,176	4,753,313	7,695,053	2,941,740
Deposits and Prepayments	446,730	11,527,507	13,186,154	1,658,647
Money Market Investments - Municipal Funds	7,887,359	98,979,316	101,088,129	2,108,813
Money Market Investments - Restricted Funds	81,962,969	70,444,022	72,762,996	2,318,974
Trade and Other Receivables	10,710,035	24,056,520	23,575,390	(481,130)
Inventories	1,104,206	1,243,246	840,725	(402,521)
<b>Total Current Assets</b>	<b>108,039,475</b>	<b>211,003,925</b>	<b>219,148,447</b>	<b>8,144,522</b>
<b>Current Liabilities</b>				
Trade and Other Payables	20,677,575	28,897,977	30,455,496	1,557,519
Employee Entitlements	12,753,523	12,308,233	10,141,690	(2,166,543)
Provisions	655,467	528,276	538,050	9,774
Borrowings	7,487,847	7,487,847	7,263,557	(224,290)
<b>Total Current Liabilities</b>	<b>41,574,412</b>	<b>49,222,333</b>	<b>48,398,793</b>	<b>(823,540)</b>
<b>Working Capital Position Brought Forward</b>	<b>66,465,063</b>	<b>161,781,592</b>	<b>170,749,654</b>	<b>8,968,062</b>
Deduct Restricted Cash Holdings	(81,962,969)	(81,962,969)	(72,762,996)	9,199,973
Add Current Liabilities not expected to clear	12,753,523	10,141,690	10,141,690	0
Add Current Borrowings	7,487,847	7,263,557	7,263,557	0
<b>Current Funds Position Brought Forward</b>	<b>4,743,464</b>	<b>97,223,870</b>	<b>115,391,905</b>	<b>18,168,035</b>

## EXPLANATORY NOTES – FINANCIAL ACTIVITY STATEMENT

### BACKGROUND

- Regulation 34 of the Local Government (Financial Management) Regulations 1996 was amended effective from 1 July 2005.
- The amendment prescribes a monthly Financial Activity Statement (FAS) reporting the sources and application of funds, as set out in the Rate Setting Statement which is included in the Annual Budget.

### PURPOSE

- The FAS reports the actual financial performance of the City in relation to its adopted budget, which has been structured on financial viability and sustainability principles.
- The FAS is intended to act as a guide to Council of the impact of financial activities and the reasons for major variances to the annual budget estimates.

### PRESENTATION

- Regulation 34 prescribes the minimum detail to be included in the FAS. These are listed below.
  - Annual Budget estimates, and approved revisions to these, are to be included for comparison purposes.
  - Actual amounts of income and expenditure to the end of the month of the FAS.
  - Material variances between the comparable amounts and commentary on reasons for these.
  - The net current assets at the end of the month to which the FAS relates.
- An explanation of the composition of the net current assets at the end of the month to which the FAS relates; less committed and restricted assets.
- Councils are given the option of adopting a format which is considered most appropriate to their needs. These options are listed below.
  - According to nature and type classification,
  - by program, or
  - by business unit.
- It is recommended that while the information presented by cost objects (programs and activities) or by cost centres (business units) are useful for expense allocation and cost centre accountability purposes, they are less informative and difficult to comprehend in matters of disclosure and less effective in cost management and control.
- The FAS has therefore been presented in the format using nature and type classification as the most meaningful disclosure to the Council and public.

### FORMAT

- The FAS is formatted to align with the Rate Setting Statement.
- The first part deals with operating income and expenditure, excluding rate revenue.
- The next classification is the amount spent on capital expenditure and debt repayments.
- The classification 'Financing Activities' provides a statement of sources of funds other than from operating or rates revenue, which are usually associated with capital expenditure.
- Attached to the FAS is a statement of 'Net Current Assets' for the budget and actual expenditure to the end of the month to which the FAS relates.
- Opening and closing funds represent the balance of 'Net Current Assets', not including any funds which are committed or restricted.
- "Committed assets" means revenue unspent but set aside under the annual budget for a specific purpose.
- "Restricted assets" means those assets the uses of which are restricted, wholly or partially, by regulations or other externally imposed requirements", e.g. reserves set aside for specific purposes.
- To avoid duplication in calculating 'Closing Funds on hand', certain balances, such as provisions and borrowings, are also deducted.
- The total Closing Funds on hand are to be taken into account when calculating the amount to be raised by rates each year.
- The classification "Net Cash on Hand" represents the balances of funds held in cash or invested and the analysis into those funds reserved, carried forward or remaining unspent at the end of the month to which the FAS relates.



*CITY of* PERTH

# **CITY of PERTH**

## **Financial Report**

**For the 5 months ended 30 November 2017**

**CITY OF PERTH  
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**Statement of Comprehensive Income for the 5 months ended 30 November 2017  
(By Program)**

	<i>Note</i>	Budget 2017/2018	Revised Budget YTD	Actual YTD 30/11/2017	YTD Variance
<b>OPERATING REVENUE</b>		\$	\$	\$	%
General Purpose Funding Rates		90,264,232	89,878,058	90,301,647	423,589 0.5%
General Purpose Funding Other		5,049,952	2,044,608	2,309,886	265,278 13.0%
Law, Order, Public Safety		53,534	31,309	51,807	20,498 65.5%
Health		788,100	770,250	980,968	210,718 27.4%
Education and Welfare		1,810,125	764,644	814,756	50,112 6.6%
Housing		1,078,000	449,167	321,345	(127,822) -28.5%
Community Amenities		11,754,116	9,850,860	9,665,539	(185,321) -1.9%
Recreation and Culture		1,488,764	420,532	517,263	96,731 23.0%
Transport		83,229,274	35,695,074	36,492,585	797,511 2.2%
Economic Services		727,275	458,634	907,950	449,316 98.0%
Other Property and Services		773,930	322,471	341,900	19,429 6.0%
Total Operating Income		197,017,302	140,685,607	142,705,646	2,020,039 1.4%
<b>OPERATING EXPENDITURE</b>					
Governance		7,904,924	3,367,814	3,334,186	33,628 1.0%
General Purpose Funding		2,109,852	941,572	970,403	(28,831) -3.1%
Law, Order, Public Safety		5,674,719	2,364,478	2,506,476	(141,998) -6.0%
Health		1,744,520	778,516	579,808	198,708 25.5%
Education and Welfare		3,738,514	1,567,681	1,581,602	(13,921) -0.9%
Housing		636,116	265,048	225,973	39,075 14.7%
Community Amenities		30,761,301	12,989,140	10,608,942	2,380,198 18.3%
Recreation and Culture		31,838,820	12,959,900	12,629,792	330,108 2.5%
Transport		81,611,822	33,909,190	33,066,346	842,844 2.5%
Economic Services		16,435,044	7,188,410	8,050,901	(862,491) -12.0%
Other Property and Services		9,017,671	3,415,152	3,199,403	215,749 6.3%
Total Operating Expenditure		191,473,303	79,746,901	76,753,832	2,993,069 3.8%
<b>NET FROM OPERATIONS</b>		5,543,999	60,938,706	65,951,814	5,013,108 8.2%
<b>GRANTS/CONTRIBUTIONS</b>					
For the Development of Assets					
- General Purpose Funding		100,000	41,667	58,705	17,038 40.9%
- Law, Order, Public Safety		-	-	42,639	42,639 0.0%
- Recreation and Culture		150,000	62,500	42,800	- 0.0%
- Transport		1,025,000	660,417	635,559	(24,858) -3.8%
Total Grants/Contributions		1,275,000	764,583	779,703	15,120 2.0%
<b>DISPOSAL/WRITE OFF OF ASSETS</b>					
Gain/(Loss) on Disposal of Assets	2	(1,664,126)	(928,998)	9,626	938,624 -101.0%
<b>Change in net assets resulting from operations before significant items</b>		5,154,873	60,774,291	66,741,143	5,966,852 9.8%
<b>SIGNIFICANT ITEMS</b>					
Distribution from TPRC		200,000	-	-	- 0.0%
<b>Change in net assets resulting from operations after significant items</b>		5,354,873	60,774,291	66,741,143	5,966,852 9.8%

**CITY OF PERTH  
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***Statement of Comprehensive Income for the 5 months ended 30 November 2017  
(By Nature or Type)***

	<i>Note</i>	<b>Budget 2017/2018</b>	<b>Revised Budget YTD</b>	<b>Actual YTD 30/11/2017</b>	<b>YTD Variance</b>	
<b>OPERATING REVENUE</b>		<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>%</b>
Rates		89,256,330	89,458,099	89,394,117	(63,982)	-0.1%
Grants and Contributions for Non Capital Purposes		1,785,738	471,843	371,567	(100,276)	-21.3%
Donations and Reimbursements		421,783	189,160	170,835	(18,325)	-9.7%
Fees and Charges		99,524,414	48,014,025	49,646,938	1,632,913	3.4%
Interest and Investment Income		4,619,401	2,021,708	2,543,537	521,830	25.8%
Other Revenue		1,409,636	530,773	578,652	47,879	9.0%
Total Revenue from Operating Activities		197,017,302	140,685,607	142,705,646	2,020,039	1.4%
<b>OPERATING EXPENDITURE</b>						
Employee Costs		74,752,665	31,255,527	31,173,925	81,602	0.3%
Materials and Contracts		50,713,391	20,332,012	19,128,890	1,203,122	5.9%
Utilities		3,464,509	1,446,430	1,241,193	205,237	14.2%
Depreciation and Amortisation		33,534,089	13,977,269	13,095,405	881,864	6.3%
Interest		1,380,827	619,367	617,173	2,194	0.4%
Insurance		920,937	379,893	323,715	56,178	14.8%
Expenses Provision		915,726	381,553	469,479	(87,927)	-23.0%
Other Expenses from Ordinary Activities		25,791,159	11,354,852	10,704,052	650,800	5.7%
Total Expenses from Ordinary Activities		191,473,303	79,746,901	76,753,832	2,993,069	3.8%
Change in Net Assets from Ordinary Activities before Capital Amounts		5,543,999	60,938,706	65,951,814	5,013,108	8.2%
<b>GRANTS/CONTRIBUTIONS</b>						
Grants and Contributions- Capital		1,275,000	764,583	779,703	15,120	2.0%
<b>NET OPERATING SURPLUS</b>		6,818,999	61,703,289	66,731,517	5,028,227	8.1%
<b>DISPOSAL/WRITE OFF OF ASSETS</b>	<b>2</b>	(1,664,126)	(928,998)	9,626	938,624	-101.0%
<b>SIGNIFICANT ITEMS</b>						
Distribution from TPRC		200,000	-	-	-	0.0%
<b>Change in net assets resulting from operations after capital amounts and significant items</b>		5,354,873	60,774,291	66,741,143	5,966,852	9.8%

**CITY OF PERTH  
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*Statement of Financial Position as at 30 November 2017*

	Note	30/11/2017	30/06/2017
<b>CURRENT ASSETS</b>		\$	\$
Cash and Cash Equivalents	11	7,695,053	16,126,364
Deposits/Prepayments	4	13,186,154	1,835,306
Investments	3, 11	173,851,125	112,454,335
Trade and Other Receivables	5	11,705,394	10,276,048
Rates Receivable	1	11,869,996	323,913
Inventories		840,725	918,639
<b>TOTAL CURRENT ASSETS</b>		<b>219,148,447</b>	<b>141,934,605</b>
<b>NON CURRENT ASSETS</b>			
Investments	3	6,767,136	6,339,449
Trade and Other Receivables	5	53,853	46,356
Property, Plant and Equipment	8	731,478,306	738,190,386
Infrastructure	8	511,340,116	517,437,142
Capital Work in Progress	8	37,791,529	28,810,918
<b>TOTAL NON CURRENT ASSETS</b>		<b>1,287,430,940</b>	<b>1,290,824,251</b>
<b>TOTAL ASSETS</b>		<b>1,506,579,387</b>	<b>1,432,758,856</b>
<b>CURRENT LIABILITIES</b>			
Trade and Other Payables	6	30,455,496	20,929,628
Employee Benefits	7	10,141,690	9,917,287
Provisions	7	538,050	534,300
Loan Liability	9	7,263,557	6,423,187
<b>TOTAL CURRENT LIABILITIES</b>		<b>48,398,793</b>	<b>37,804,402</b>
<b>NON CURRENT LIABILITIES</b>			
Employee Benefits	7	1,616,251	1,616,251
Provisions	7	4,811,732	4,649,307
Loan Liability	9	19,454,317	23,131,742
<b>TOTAL NON CURRENT LIABILITIES</b>		<b>25,882,300</b>	<b>29,397,300</b>
<b>TOTAL LIABILITIES</b>		<b>74,281,093</b>	<b>67,201,702</b>
<b>NET ASSETS</b>		<b>\$1,432,298,295</b>	<b>\$1,365,557,154</b>
<b>EQUITY</b>			
Accumulated Surplus		744,139,465	659,485,259
Asset Revaluation Reserve	10	612,865,897	612,865,897
Reserves	10	75,292,933	93,205,998
<b>TOTAL EQUITY</b>		<b>\$1,432,298,295</b>	<b>\$1,365,557,154</b>

**CITY OF PERTH  
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*Statement of Changes in Equity for the 5 months ended 30 November 2017*

	Accumulated Surplus	Asset Revaluation Reserve	Cash Backed Reserves	Total Equity
	\$	\$	\$	\$
<b>Balance at 1 July 2016</b>	623,860,830	560,035,698	88,228,247	1,272,124,775
Change in net assets resulting from operations	93,432,380	-	-	93,432,380
Transfer to Cash Backed Reserves	(26,090,751)	-	26,090,751	-
Transfers to Asset Revaluation Reserve	(53,920,101)	53,920,101	-	-
Transfers from Asset Revaluation Reserve	1,089,903	(1,089,903)	-	-
Transfer from Cash Backed Reserves	21,113,000	-	(21,113,001)	-
<b>Balance at 30 June 2017</b>	<b>\$659,485,259</b>	<b>\$612,865,897</b>	<b>\$93,205,998</b>	<b>\$1,365,557,154</b>
	\$	\$	\$	\$
<b>Balance at 1 July 2017</b>	659,485,259	612,865,897	93,205,998	1,365,557,154
Change in net assets resulting from operations	66,741,143	-	-	66,741,143
Transfer to Cash Backed Reserves	(1,215,640)	-	1,215,640	-
Transfers to Asset Revaluation Reserve	-	-	-	-
Transfers from Asset Revaluation Reserve	-	-	-	-
Transfer from Cash Backed Reserves	19,128,706	-	(19,128,706)	-
<b>Balance at the end of the reporting period</b>	<b>\$744,139,468</b>	<b>\$612,865,897</b>	<b>\$75,292,932</b>	<b>\$1,432,298,295</b>

**CITY OF PERTH  
MUNICIPAL**

**Statement of Cash Flows for the 5 months ended 30 November 2017**

	Note	Budget 2017/2018	YTD Actual 30/11/2017	YTD Variation
		\$	\$	\$ %
<b>Cash Flows from Operating Activities</b>				
<b>Receipts</b>				
Rates		89,228,696	75,161,395	(14,067,301) -15.8%
Fees and Charges		99,465,787	51,261,254	(48,204,533) -48.5%
Interest		4,619,401	2,013,434	(2,605,967) -56.4%
Other		1,209,636	699,270	(510,366) -42.2%
		194,523,520	129,135,353	(65,388,167) -33.6%
<b>Payments</b>				
Employee Costs		(73,748,183)	(31,942,048)	41,806,135 56.7%
Materials and Contracts		(49,982,742)	(17,437,738)	32,545,004 65.1%
Interest		(1,380,827)	(527,424)	853,403 61.8%
Other		(31,092,331)	(12,572,574)	18,519,757 59.6%
		(156,204,083)	(62,479,784)	93,724,299 60.0%
Net Cash Flows from Operating Activities	12	38,319,437	66,655,569	28,336,132 -73.9%
<b>Cash Flows from Investing Activities</b>				
<b>Receipts</b>				
Distribution from TPRC		200,000	-	(200,000) -100.0%
Proceeds from Disposal of Assets		801,800	376,531	(425,269) -53.0%
Proceeds from Disposal of Investments(Non Current)		-	(427,687)	(427,687) 0.0%
<b>Payments</b>				
Purchase Land and Buildings		(11,652,500)	-	11,652,500 -100.0%
Purchase Infrastructure Assets		(20,986,426)	-	20,986,426 -100.0%
Purchase Plant and Mobile Equipment		(15,100,443)	-	15,100,443 100.0%
Purchase Office Furniture and Equipment		(12,634,963)	-	12,634,963 -100.0%
Work in Progress		-	(12,003,363)	(12,003,363) 0.0%
		(60,374,332)	(12,003,363)	48,370,969 80.1%
Net Cash Flows from Investing Activities		(59,372,532)	(12,054,519)	47,318,013 79.7%
<b>Cash Flows from Financing Activities</b>				
Repayment of Borrowings		(6,423,186)	(2,837,055)	3,586,130 55.8%
		(6,423,186)	(2,837,055)	3,586,130 55.8%
<b>Cash Flows from Government and Other Parties</b>				
<b>Receipts from Appropriations/Grants</b>				
Recurrent		2,596,843	421,784	(2,175,059) -83.8%
Capital		1,275,000	779,703	(495,297) -38.8%
		3,871,843	1,201,487	(2,670,356) -69.0%
Net Increase (Decrease) in Cash Held		(23,604,437)	52,965,482	76,569,919 -324.4%
<b>Cash at 1 July 2017</b>		119,829,671	128,580,699	8,751,028 7.3%
<b>Cash at 30 November 2017</b>	11	96,225,234	181,546,178	85,320,944 88.7%

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## Notes to the Balance Sheet for the 5 months ended 30 November 2017

## 1 Rates Receivable

	Actual YTD 30/11/2017	2016/17 YTD 30/11/2016
	\$	\$
Outstanding Amount at 30 June 2017	323,913	190,816
Rates Levied for the Year	89,483,636	87,801,121
Late Payment Penalties	84,656	111,418
Ex Gratia Rates	7,377	17,741
Rates Administration Fee	344,263	312,017
Back Rates	(96,896)	61,219
Bins Levy	209,039	140,425
	90,708,206	89,002,581
Amount Received during the Period	78,838,210	76,845,888
Outstanding Amount at 30 November 2017	<b>\$11,869,996</b>	<b>\$12,156,693</b>

## 2 Gain/(Loss) on Disposal/Write off of Assets

	Annual Budget	Actual YTD 30/11/2017
<b>Infrastructure</b>		
Proceeds on Disposal	-	-
Less: Carrying amount of assets written off	1,786,615	-
(Loss) on Write Off	(1,786,615)	-
<b>Plant and Mobile Equipment</b>		
Proceeds on Disposal	801,800	376,531
Less: Carrying amount of assets sold/written off	679,311	366,905
Profit on Disposal/Write Off	122,489	9,626
<b>Gain/(Loss) on Disposal/Write off of Assets</b>	<b>(\$1,664,126)</b>	<b>\$ 9,626</b>

## 3 Investments

Current	30/11/2017	30/06/2017
<b>Short Term Cash Investments *</b>	\$	\$
Call Funds	7,298,563	6,237,197
Bank/Term Deposits	161,500,000	101,500,000
Managed Funds	5,052,562	4,717,138
<b>Total Current Investments</b>	<b>\$173,851,125</b>	<b>\$112,454,335</b>

\* Short Term Cash Investments as stated in Note 11.

Non Current Investments	30/11/2017	30/06/2017
	\$	\$
Mortgage Backed Securities (MBS)	2,529,936	2,589,685
	2,529,936	2,589,685
Equity in Local Government House	10,000	10,000
Equity in Mindarie Regional Council	444,132	444,132
Equity in Tamala Park Regional Council	3,783,068	3,295,632
	<b>\$6,767,136</b>	<b>\$6,339,449</b>

## MUNICIPAL

## Notes to the Balance Sheet for the 5 months ended 30 November 2017

## 4 Deposits/Prepayments

	30/11/2017	30/06/2017
	\$	\$
Prepaid Parking Bay Licence Fees	10,286,243	111,877
Other	1,684,410	1,723,429
	<b>\$13,186,154</b>	<b>\$1,835,306</b>

## 5 Trade And Other Receivables

	30/11/2017	30/06/2017
<b>Current</b>	\$	\$
Emergency Services Levy (ESL)	2,925,086	79,576
Accrued Interest and Investment Income	1,235,620	705,517
Accrued Income	1,001,515	3,173,250
Modified Penalties/Fines and Costs	8,082,288	7,859,984
Debtors - General		
Australian Taxation Office - GST Refundable	235,163	278,362
Other Debtors	2,062,092	1,850,146
	15,541,764	13,946,835
Less: Provision for Doubtful Debts	(3,836,370)	(3,670,787)
	<b>\$11,705,394</b>	<b>\$10,276,048</b>
<b>Non Current</b>		
Pensioners' Rates Deferred	53,853	46,356
	<b>\$53,853</b>	<b>\$46,356</b>

## 6 Trade And Other Payables

	30/11/2017	30/06/2017
<b>Current</b>	\$	\$
Trade Creditors	12,940,675	11,749,668
Emergency Services Levy	8,981,802	-
Interest Payable on Loans	246,196	156,447
Accrued Expenses - Operating	3,901,955	3,764,543
Accrued Expenses - Capital	283,988	2,650,096
Advances Received for Recoverable Works	37,821	73,846
Income Received / Raised in Advance	890,466	733,089
Other Creditors	3,172,593	1,801,939
	<b>\$30,455,496</b>	<b>\$20,929,628</b>

## MUNICIPAL

## Notes to the Balance Sheet for the 5 months ended 30 November 2017

## 7 Employee Benefits

	30/11/2017	30/06/2017
<b>Current</b>	<b>\$</b>	<b>\$</b>
<b>Leave Entitlements</b>		
Annual Leave	4,430,516	4,287,802
Self Funded Leave	178,237	155,276
Long Service Leave	5,419,172	5,350,808
Recognition of Employees- Presentations	113,765	123,401
	<b>\$10,141,690</b>	<b>\$9,917,287</b>
<b>Non Current</b>		
Annual Leave	383,359	383,359
Long Service Leave	1,232,892	1,232,892
	<b>\$1,616,251</b>	<b>\$1,616,251</b>

## Provisions

	30/11/2017	30/06/2017
<b>Current</b>	<b>\$</b>	<b>\$</b>
<b>Workers Compensation</b>		
	538,050	534,300
	<b>\$538,050</b>	<b>\$534,300</b>
<b>Non Current</b>		
Provision for Equipment Replacement PCEC	4,811,732	4,649,307
	<b>\$4,811,732</b>	<b>\$4,649,307</b>

## 8 Property, Plant and Equipment and Work in Progress

	30/11/2017	30/06/2017
	<b>\$</b>	<b>\$</b>
Land and Air Rights - at cost/fair value	419,968,891	419,968,891
Less: Accumulated Depreciation	(7,839,395)	(7,561,377)
	412,129,496	412,407,514
Buildings - at fair value	413,053,999	413,053,999
Less: Accumulated Depreciation	(181,921,308)	(179,045,884)
	231,132,691	234,008,115
Improvements - at fair value	45,619,000	45,619,000
Less: Accumulated Depreciation	(1,099,284)	(773,529)
	44,519,716	44,845,471
Infrastructure Assets - at cost/fair value	824,007,173	823,353,969
Less: Accumulated Depreciation	(312,667,057)	(305,916,827)
	511,340,116	517,437,142
Plant and Mobile Equipment - at cost/fair value	49,246,632	50,009,822
Less: Accumulated Depreciation	(33,120,821)	(31,873,703)
	16,125,811	18,136,119
Office Furniture and Equipment - at cost/fair value	46,358,543	46,358,543
Less: Accumulated Depreciation	(19,583,222)	(18,360,647)
	26,775,321	27,997,896
Agricultural - at cost	795,271	795,271
Less: Accumulated Depreciation	-	-
	795,271	795,271
Property, Plant and Equipment	1,242,818,422	1,255,627,528
Work in Progress - at cost	37,791,529	28,810,918
	37,791,529	28,810,918
Total Property, Plant and Equipment and Work in Progress	<b>\$1,280,609,951</b>	<b>\$1,284,438,446</b>

## MUNICIPAL

## Notes to the Balance Sheet for the 5 months ended 30 November 2017

## 8 Property, Plant and Equipment and Work in Progress - Movement at Cost

	Balance 30/06/2017	Acquisitions Actual YTD 30/11/2017	Transfers Actual YTD 30/11/2017	Disposals/ Write off/ Actual YTD 30/11/2017	Revaluation Actual YTD 30/11/2017	Balance 30/11/2017
	\$	\$	\$	\$		\$
Land and Air Rights	419,968,891	-	-	-	-	419,968,891
Buildings	413,053,999	-	-	-	-	413,053,999
Improvements	45,619,000	-	-	-	-	45,619,000
Infrastructure Assets	823,353,969	-	653,204	-	-	824,007,173
Plant and Mobile Equipment	50,009,822	-	-	(763,190)	-	49,246,632
Office Furniture and Equipment	46,358,543	-	-	-	-	46,358,543
Agricultural	795,271	-	-	-	-	795,271
Work in Progress	28,810,918	9,637,255	(656,644)	-	-	37,791,529
	<b>\$1,827,970,413</b>	<b>\$9,637,255</b>	<b>(3,440)</b>	<b>(763,190)</b>	<b>-</b>	<b>\$1,836,841,038</b>

## 9 Loan Liability

	30/11/2017	30/06/2017
<b>Current</b>	\$	\$
Loans - Western Australian Treasury Corporation	7,263,557	6,423,187
<b>Non Current</b>		
Loans - Western Australian Treasury Corporation	19,454,317	23,131,742

## 10 Reserve Funds

Purpose of Reserve Fund	Balance 30/06/2017	Transfer from Accumulated Surplus	Transfer to Accumulated Surplus	Balance 30/11/2017
	\$	\$	\$	\$
Refuse Disposal and Treatment	3,638,248	54,998	(19,078)	3,674,168
Concert Hall - Refurbishment and Maint.	6,431,852	95,822	(200,920)	6,326,754
Asset Enhancement	28,849,413	426,515	(1,196,169)	28,079,759
Street Furniture Replacement	420,867	6,374	-	427,241
Parking Levy	17,680,824	8,448	(17,543,470)	145,802
Art Acquisition	399,511	5,661	(55,482)	349,690
Heritage Incentive	628,769	9,523	-	638,292
Parking Facilities Development	22,353,779	337,701	(113,586)	22,577,894
Employee Entitlements	1,823,030	27,611	-	1,850,641
David Jones Bridge	314,684	4,766	-	319,450
Bonus Plot Ratio	634,650	9,612	-	644,262
PCEC Fixed Plant Replacement	4,649,307	147,110	-	4,796,417
Enterprise and Initiative	4,974,072	75,334	-	5,049,406
Public Art	406,992	6,165	-	413,157
	93,205,998	1,215,640	(19,128,705)	75,292,933
* Asset Revaluation	612,865,897	-	-	612,865,897
	<b>\$706,071,894</b>	<b>\$1,215,640</b>	<b>(\$19,128,705)</b>	<b>\$688,158,830</b>

\* The Asset Revaluation Reserve is a non cash backed reserve and cannot be used, except for adjustments to fixed assets on their revaluation, disposal or write off

## MUNICIPAL

## Notes to the Balance Sheet for the 5 months ended 30 November 2017

## 11 Cash Reconciliation

	30/11/2017	30/06/2017
	\$	\$
Cash and Cash Equivalents	7,695,053	16,126,364
Short Term Cash Investments	173,851,125	112,454,335
	<b>\$181,546,178</b>	<b>\$128,580,699</b>

## 12 Reconciliation of Net Cash Provided By Operating Activities to Operating Surplus

	30/11/2017	30/06/2017
	\$	\$
Change in Net Assets Resulting from Operations	66,741,143	5,838,060
Adjustment for items not involving the movement of Funds:		
Depreciation	13,095,405	34,855,597
Doubtful Debts	165,583	247,007
Non Capitalised Work in Progress	3,440	1,671,436
(Gain)/Loss on Disposal/Write off/Contribution of Assets	(9,626)	6,801,061
	79,995,945	49,413,161
Revenues Provided By :		
Government Grants	(1,201,487)	(4,638,186)
Contribution from Other Parties	-	-
	(1,201,487)	(4,638,186)
Change in Operating Assets and Liabilities		
<b>Add Back</b>		
Decrease in Inventories	77,914	97,584
Decrease in Trade and Other Receivables	-	1,262,728
Decrease in Accrued Income	2,171,735	-
Increase in Income Received /Raised in Advance	121,352	-
Increase in Accrued Interest Payable	89,749	-
Increase in Accrued Expenses	137,412	1,471,437
Increase in Provisions	390,578	-
Increase in Trade and Other Payables	11,543,463	1,130,093
<b>Deduct</b>		
Decrease in Income Received /Raised in Advance	-	(241,730)
Decrease in Accrued Interest Payable	-	(43,401)
Increases in Deferred Debtors	(7,497)	(13,922)
Decrease in Provisions	-	(746,042)
Increase in Trade and Other Receivables	(14,782,644)	-
Increase in Prepayments	(11,350,848)	(588,323)
Increase in Accrued Income	-	(1,727,573)
Increase in Accrued Interest and Investment Income	(530,103)	(168,848)
	(12,138,891)	432,003
Net Cash Provided by Operating Activities	<b>\$66,655,570</b>	<b>\$45,206,978</b>

## MUNICIPAL

## Notes to the Balance Sheet for the 5 months ended 30 November 2017

## 13 Ratios

	30/11/2017	30/06/2017
<b>1 Current Ratio</b>		
<u>Current Assets</u> minus <u>Restricted Assets</u>		
<u>Current Liabilities</u> minus <u>Liabilities</u> associated with <u>Restricted Assets</u>	3.02	1.33
<b>2 Debt Ratio</b>		
<u>Total Liabilities</u>		
<u>Total Assets</u>	4.93%	4.69%
<b>3 Debt Service Ratio</b>		
<u>Debt Service Cost</u>		
<u>Available Operating Revenue</u>	2.42%	4.25%
<b>4 Rate Coverage Ratio</b>		
<u>Net Rate Revenue</u>		
<u>Operating Revenue</u>	63.28%	44.36%
<b>5 Outstanding Rates Ratio</b>		
<u>Rates Outstanding</u>		
<u>Rates Collectable</u>	13.09%	0.36%
<b>6 Untied Cash to Unpaid Creditors Ratio</b>		
<u>Untied Cash</u>		
<u>Unpaid Trade Creditors</u>	8.41	3.15
<b>7 Gross Debt to Revenue Ratio</b>		
<u>Gross Debt</u>		
<u>Total Revenue</u>	18.72%	14.70%
<b>8 Gross Debt to Economically Realisable Assets Ratio</b>		
<u>Gross Debt</u>		
<u>Economically Realisable Assets</u>	2.68%	3.23%

Restricted Assets includes reserve funds and tied contributions not utilised at 30.11.2017

**Agenda  
Item 8.4**

**Financial Statements and Financial Activity Statement for the  
Period Ended 31 December 2017**

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**Recommendation:**

***That Council RECEIVES the Financial Statements and the Financial Activity Statement for the period ended 31 December 2017, as detailed in Attachment 8A of this Report.***

FILE REFERENCE:	P1014149-25
REPORTING UNIT:	Finance
RESPONSIBLE DIRECTORATE:	Corporate Services
DATE:	24 January 2018
ATTACHMENT/S:	Attachment 8.4A – Financial Statements and Financial Activity Statement for the period ended 31 December 2017

**Council Role:**

- |                                     |                |   |
|-------------------------------------|----------------|---|
| <input type="checkbox"/>            | Advocacy       | <i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>   |
| <input type="checkbox"/>            | Executive      | <i>The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>  |
| <input checked="" type="checkbox"/> | Legislative    | <i>Includes adopting local laws, town planning schemes and policies.</i>  |
| <input type="checkbox"/>            | Quasi-Judicial | <i>When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (e.g. under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</i> |
| <input type="checkbox"/>            | Information    | <i>For the Council/Committee to note.</i>   |

**Legislation / Strategic Plan / Policy:**

<b>Legislation</b>	Section 6.4(1) and (2) of the <i>Local Government Act 1995</i> Regulation 34(1) of the <i>Local Government (Financial Management) Regulations 1996</i>
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**Integrated Planning and  
Reporting Framework  
Implications**

**Strategic Community Plan**  
Goal 7 An open and engaged city

**Financial Implications:**

There are no direct financial implications arising from this report.

**Details:**

The Financial Activity Statement is presented together with a commentary on variances from the revised budget.

**Comments:**

The Financial Activity Statement commentary compares the actual results for the six months to 31 December 2017.

ATTACHMENT 8.4A  
37  
**FINANCIAL ACTIVITY STATEMENT FOR THE SIX MONTHS TO  
31 DECEMBER 2017**

**REPORT OF VARIANCES TO BUDGET**

**This report compares the actual performance for the six months to 31 December 2017 to the 2017/18 Budget adopted by Council on 28 June 2017 and amended by Council on 29 August and 21 November 2017.**

**Operating Revenue**

- Parking revenue year to date was \$37.8 million, which was \$977,000 above the revised budget. The variance mainly consisted of \$281,000 for Open Air Car Parks, \$116,000 for Kerbside parking, \$568,000 for Undercover Car Parks and \$12,000 for events.

The variances for Open Air Car Parks were primarily for the following car parks: \$266,000 Point Fraser, \$298,000 Queens Gardens, \$20,000 for Victoria Gardens. The positive variance was partly offset with lower than budget for Aberdeen Street \$(44,000) and \$(88,000) for Terrace Road.

Undercover Car Parks that performed better than the revised budget on a year to date basis were: Convention Centre \$393,000, Concert Hall \$254,000 and Elder Street \$208,000 and partly offset with lower than budget for Roe Street \$(113,000), State Library \$(80,000) and Pier Street \$(117,000). The December parking promotion resulted in loss of revenue at the following locations: Terrace Road, State Library, Pier Street and Cultural centre.

- Fines and Costs were lower than the revised budget by 6.2% or \$(284,000) predominantly due to parking fines.
- Investment Income and Interest was \$557,000 above the revised budget. This is due to more Ratepayers opting to pay their rates by installments; thus earning higher interest on installments revenue than anticipated at budget setting and the strong performance of the Colonial Share Index Fund.
- Rubbish collection was lower than the revised budget by 1.8% or \$(157,000), this is expected to be a timing variance.
- Rental and Hire Charges were 2.9% or \$(73,000) lower than the revised budget to date.
- Recurrent Grants were \$(281,000) below the revised budget. This is primarily due to Federal Assistance and Local Government Grants' first quarter payment made in the last week of the previous financial year. The budget will be adjusted accordingly as part of the 2017/18 budget review process.

**FINANCIAL ACTIVITY STATEMENT FOR THE SIX MONTHS TO  
31 DECEMBER 2017**

**REPORT OF VARIANCES TO BUDGET**

- Other income was \$938,000 above the revised budget and the variance included \$237,000 in administration charges as more than anticipated ratepayers opted to pay their rates in instalments. The variance also included higher than anticipated revenue for Building Licence Fees \$362,000.

**Operating Expenditure**

- Employee costs for the year to date were \$37.4 million being 0.6% or \$210,000 below the revised budget. Vacant positions throughout the City were the main reasons for this slight underspend.
- Materials and Contracts were \$1.6 million below the revised budget. The main areas of underspend were: Infrastructure (Contractors Maintenance) \$263,000, Consultancy \$454,000, Other Professional Fees \$315,000 and Property Maintenance \$846,000. Detailed analysis of variances to be undertaken as part of the mid-year budget review process with permanent underspend or savings to be adjusted.
- Utilities were lower than the revised budget by \$249,000 due to lower than budgeted power consumption, and will be adjusted accordingly in the mid-year review.
- Depreciation and Amortisation was under the revised budget by \$983,000 at the end of December. This variance is mainly as a result of the full impact of year end revaluations being reflected in depreciation figures, and will be adjusted in the budget review process.
- Expense provisions were lower than the revised budget by \$(88,000), mainly due to the provision for bad debts being higher than originally anticipated.
- Loss on disposal of assets recorded a minor spend against a year to date revised budget of \$937,000. This variance will be addressed as part of the budget review process.
- Other Expenditure was below the revised budget by \$94,000 or 0.7%.

**Investing Activities**

- As part of the finalisation of carry forwards \$8.5 million was added to the 2017/18 capital budget bringing it to a total of \$68.9 million for the year. Capital expenditure was \$14.8 million lower than the revised budget.

**FINANCIAL ACTIVITY STATEMENT FOR THE SIX MONTHS TO  
31 DECEMBER 2017**

**REPORT OF VARIANCES TO BUDGET**

Capital spend for the month was \$2.7 million or 43% of the revised capital budget for December. Capital year to date spend being \$14.8 million or 21.4% of the revised capital budget for 2017/18.

- Major spend for the month:
  - \$378,000 – Desktop refresh and replacement
  - \$290,000 – McLean Laneway
  - \$660,000 – Wellington Street Stage 2B
  - \$276,000 – CCTV Network replacement and migration

**Financing Activities**

- Transfers to Reserves were \$14.5 million below the revised budget. Decisions for transfers to reserve funds were lower than expected and can be linked to the lower than anticipated capital spend.
- Transfers from Reserves were below the revised budget by \$(19.4 million), mainly due to lower than anticipated year to date spend on capital projects.

**Amounts sourced from Rates**

- Rates revenue raised was \$(32,000) below the revised budget. This is the net position of interims raised offset with rates refunds and back rates resulting in the overall result being slightly below budget.

# CITY OF PERTH

## FINANCIAL ACTIVITY STATEMENT - for the period ended 31 December 2017

	Revised Budget 2017/18 \$	Budget YTD 31-Dec-17 \$	Actual YTD 31-Dec-17 \$	Variance YTD 31-Dec-17 \$
<b>Proceeds from Operating Activities</b>				
<b>Operating Revenue</b>				
<i>Nature of Income</i>				
Parking Fees	71,807,578	36,813,367	37,790,758	977,391
Fines and Costs	9,113,255	4,587,761	4,303,539	(284,223)
Investment Income and Interest	4,619,401	2,436,445	2,993,684	557,239
Community Service Fees	1,509,400	754,950	784,052	29,102
Rubbish Collection	9,250,450	8,889,795	8,732,724	(157,072)
Rentals and Hire Charges	4,993,543	2,498,425	2,425,065	(73,360)
Recurrent Grants	1,985,738	751,682	470,545	(281,137)
Contributions, Donations and Reimbursements	421,783	222,391	250,634	28,243
Other Income	4,209,824	2,549,368	3,487,758	938,390
Distribution from TPRC	0	0	0	0
	<b>107,910,972</b>	<b>59,504,184</b>	<b>61,238,758</b>	<b>1,734,574</b>
<b>Less: Operating Expenditure</b>				
<i>Nature of Expenditure</i>				
Employee Costs	74,752,665	37,592,601	37,382,317	210,284
Materials and Contracts	50,863,391	24,788,715	23,218,181	1,570,534
Utilities	3,464,509	1,731,323	1,482,530	248,793
Insurance Expenditure	920,937	457,972	399,267	58,705
Depreciation and Amortisation	33,534,088	16,774,787	15,791,816	982,970
Interest Expenses	1,380,827	742,827	745,118	(2,291)
Expense Provisions	915,726	457,863	546,450	(88,587)
Loss on Disposal of Assets	1,664,126	1,036,453	99,236	937,217
Other Expenditure	25,563,895	13,324,341	13,230,740	93,601
	<b>193,060,163</b>	<b>96,906,881</b>	<b>92,895,655</b>	<b>4,011,226</b>
Add back Depreciation	(33,534,088)	(16,774,787)	(15,791,816)	(982,970)
(Loss) / Profit on Disposals	(1,664,126)	(1,036,453)	(99,236)	(937,217)
	<b>157,861,949</b>	<b>79,095,641</b>	<b>77,004,603</b>	<b>2,091,039</b>
<b>Net Surplus/(Deficit) from Operations</b>	<b>(49,950,977)</b>	<b>(19,591,457)</b>	<b>(15,765,844)</b>	<b>3,825,613</b>
<b>Investing Activities</b>				
Capital Grants	1,275,000	(837,500)	(830,170)	7,330
Capital Expenditure	(68,943,305)	(29,520,590)	(14,743,216)	14,777,374
Proceeds from Disposal of Assets/Investments	801,800	404,195	163,140	(241,055)
	<b>(66,866,505)</b>	<b>(29,953,895)</b>	<b>(15,410,246)</b>	<b>14,543,649</b>
<b>Financing Activities</b>				
Repayment of Borrowings	(6,423,186)	(4,019,299)	(4,019,299)	0
Transfers to Reserves	(33,929,087)	(17,103,978)	(2,590,138)	14,513,840
Transfer from Reserves	43,345,720	38,850,993	19,426,114	(19,424,880)
	<b>2,993,447</b>	<b>17,727,716</b>	<b>12,816,677</b>	<b>(4,911,039)</b>
<b>Add: Opening Funds</b>	<b>29,311,168</b>	<b>29,311,168</b>	<b>35,104,931</b>	<b>5,793,763</b>
Net Surplus/(Deficit) before Rates	<b>(84,512,867)</b>	<b>(2,506,468)</b>	<b>16,745,517</b>	<b>19,251,985</b>
<b>Amount Sourced from Rates</b>	<b>89,256,330</b>	<b>89,429,275</b>	<b>89,396,990</b>	<b>(32,284)</b>
<b>Closing Funds</b>	<b>4,743,463</b>	<b>86,922,806</b>	<b>106,142,508</b>	<b>19,219,702</b>
<b>Net Cash on Hand</b>				
Cash On Hand	5,928,176	7,034,630	9,973,852	2,939,222
Money Market Investments	89,850,328	158,701,851	161,918,417	3,216,566
<b>Funds on Hand</b>	<b>95,778,504</b>	<b>165,736,481</b>	<b>171,892,269</b>	<b>6,155,788</b>
<b>Analysis of Funds on Hand</b>				
Reserves	81,962,969	70,567,813	72,880,597	2,312,784
Provisions	12,753,523	12,762,213	10,245,387	(2,516,826)
General Funds	1,062,012	82,406,455	88,766,285	6,359,830
<b>Funds on Hand</b>	<b>95,778,504</b>	<b>165,736,481</b>	<b>171,892,269</b>	<b>6,155,788</b>

## CITY OF PERTH

## CURRENT POSITION AS AT THE END OF THE PERIOD 31 DECEMBER 2017

	Revised Budget 2017/18 \$	Budget YTD 31-Dec-17 \$	Actual YTD 31-Dec-17 \$	YTD Variance \$
<b>Current Assets</b>				
Cash and Cash Equivalents	5,928,176	7,034,630	9,973,852	2,939,222
Deposits and Prepayments	446,730	11,117,284	11,542,763	425,479
Money Market Investments - Municipal Funds	7,887,359	88,134,038	89,037,820	903,782
Money Market Investments - Restricted Funds	81,962,969	70,567,813	72,880,597	2,312,784
Trade and Other Receivables	10,710,035	18,304,870	17,938,773	(366,097)
Inventories	1,104,206	1,301,128	947,493	(353,635)
<b>Total Current Assets</b>	<b>108,039,475</b>	<b>196,459,763</b>	<b>202,321,298</b>	<b>5,861,535</b>
<b>Current Liabilities</b>				
Trade and Other Payables	20,677,575	23,650,628	22,763,893	(886,735)
Employee Entitlements	12,753,523	12,376,133	10,245,387	(2,130,746)
Provisions	655,467	386,080	534,300	148,220
Borrowings	7,487,847	7,487,847	6,081,313	(1,406,534)
<b>Total Current Liabilities</b>	<b>41,574,412</b>	<b>43,900,688</b>	<b>39,624,893</b>	<b>(4,275,795)</b>
<b>Working Capital Position Brought Forward</b>	<b>66,465,063</b>	<b>152,559,075</b>	<b>162,696,405</b>	<b>10,137,330</b>
Deduct Restricted Cash Holdings	(81,962,969)	(81,962,969)	(72,880,597)	9,082,372
Add Current Liabilities not expected to clear	12,753,523	10,245,387	10,245,387	0
Add Current Borrowings	7,487,847	6,081,313	6,081,313	0
<b>Current Funds Position Brought Forward</b>	<b>4,743,464</b>	<b>86,922,806</b>	<b>106,142,508</b>	<b>19,219,702</b>

## EXPLANATORY NOTES – FINANCIAL ACTIVITY STATEMENT

### BACKGROUND

- Regulation 34 of the Local Government (Financial Management) Regulations 1996 was amended effective from 1 July 2005.
- The amendment prescribes a monthly Financial Activity Statement (FAS) reporting the sources and application of funds, as set out in the Rate Setting Statement which is included in the Annual Budget.

### PURPOSE

- The FAS reports the actual financial performance of the City in relation to its adopted budget, which has been structured on financial viability and sustainability principles.
- The FAS is intended to act as a guide to Council of the impact of financial activities and the reasons for major variances to the annual budget estimates.

### PRESENTATION

- Regulation 34 prescribes the minimum detail to be included in the FAS. These are listed below.
  - Annual Budget estimates, and approved revisions to these, are to be included for comparison purposes.
  - Actual amounts of income and expenditure to the end of the month of the FAS.
  - Material variances between the comparable amounts and commentary on reasons for these.
  - The net current assets at the end of the month to which the FAS relates.
- An explanation of the composition of the net current assets at the end of the month to which the FAS relates; less committed and restricted assets.
- Councils are given the option of adopting a format which is considered most appropriate to their needs. These options are listed below.
  - According to nature and type classification,
  - by program, or
  - by business unit.
- It is recommended that while the information presented by cost objects (programs and activities) or by cost centres (business units) are useful for expense allocation and cost centre accountability purposes, they are less informative and difficult to comprehend in matters of disclosure and less effective in cost management and control.
- The FAS has therefore been presented in the format using nature and type classification as the most meaningful disclosure to the Council and public.

### FORMAT

- The FAS is formatted to align with the Rate Setting Statement.
- The first part deals with operating income and expenditure, excluding rate revenue.
- The next classification is the amount spent on capital expenditure and debt repayments.
- The classification 'Financing Activities' provides a statement of sources of funds other than from operating or rates revenue, which are usually associated with capital expenditure.
- Attached to the FAS is a statement of 'Net Current Assets' for the budget and actual expenditure to the end of the month to which the FAS relates.
- Opening and closing funds represent the balance of 'Net Current Assets', not including any funds which are committed or restricted.
- "Committed assets" means revenue unspent but set aside under the annual budget for a specific purpose.
- "Restricted assets" means those assets the uses of which are restricted, wholly or partially, by regulations or other externally imposed requirements", e.g. reserves set aside for specific purposes.
- To avoid duplication in calculating 'Closing Funds on hand', certain balances, such as provisions and borrowings, are also deducted.
- The total Closing Funds on hand are to be taken into account when calculating the amount to be raised by rates each year.
- The classification "Net Cash on Hand" represents the balances of funds held in cash or invested and the analysis into those funds reserved, carried forward or remaining unspent at the end of the month to which the FAS relates.



**CITY of PERTH**

# **CITY of PERTH**

## **Financial Report**

**For the 6 months ended 31 December 2017**

**CITY OF PERTH  
MUNICIPAL**

***Statement of Comprehensive Income for the 6 months ended 31 December 2017  
(By Program)***

	<i>Note</i>	Budget 2017/2018	Revised Budget YTD	Actual YTD 31/12/2017	YTD Variance	
<b>OPERATING REVENUE</b>		\$	\$	\$	\$	%
General Purpose Funding Rates		90,264,232	89,933,226	90,321,524	388,298	0.4%
General Purpose Funding Other		5,049,952	2,651,721	2,755,413	103,692	3.9%
Law, Order, Public Safety		53,534	34,729	63,760	29,031	83.6%
Health		788,100	795,000	1,008,776	213,776	26.9%
Education and Welfare		1,810,125	913,273	958,589	45,316	5.0%
Housing		1,078,000	539,000	445,354	(93,646)	-17.4%
Community Amenities		11,754,116	10,116,353	9,884,157	(232,196)	-2.3%
Recreation and Culture		1,488,764	486,648	650,338	163,690	33.6%
Transport		83,229,274	42,568,104	43,137,199	569,095	1.3%
Economic Services		727,275	508,440	991,596	483,156	95.0%
Other Property and Services		773,930	386,965	419,045	32,080	8.3%
Total Operating Income		197,017,302	148,933,459	150,635,751	1,702,292	1.1%
<b>OPERATING EXPENDITURE</b>						
Governance		7,904,924	4,052,191	4,212,903	(160,712)	-4.0%
General Purpose Funding		2,109,852	1,118,718	1,150,868	(32,150)	-2.9%
Law, Order, Public Safety		5,674,719	2,854,188	2,993,494	(139,306)	-4.9%
Health		1,744,520	933,447	699,888	233,559	25.0%
Education and Welfare		3,738,514	1,890,954	1,910,747	(19,793)	-1.0%
Housing		636,116	318,058	298,161	19,897	6.3%
Community Amenities		30,761,301	15,373,256	12,741,034	2,632,222	17.1%
Recreation and Culture		31,838,820	15,684,585	15,631,922	52,663	0.3%
Transport		81,611,822	40,726,532	39,473,596	1,252,936	3.1%
Economic Services		16,435,044	8,784,107	9,730,167	(946,060)	-10.8%
Other Property and Services		9,017,671	4,134,391	3,953,643	180,748	4.4%
Total Operating Expenditure		191,473,303	95,870,428	92,796,423	3,074,005	3.2%
<b>NET FROM OPERATIONS</b>		5,543,999	53,063,031	57,839,328	4,776,297	9.0%
<b>GRANTS/CONTRIBUTIONS</b>						
For the Development of Assets						
- General Purpose Funding		100,000	50,000	58,705	8,705	17.4%
- Law, Order, Public Safety		-	-	42,639	42,639	0.0%
- Recreation and Culture		150,000	75,000	42,800	-	0.0%
- Transport		1,025,000	712,500	686,026	(26,474)	-3.7%
Total Grants/Contributions		1,275,000	837,500	830,170	(7,330)	-0.9%
<b>DISPOSAL/WRITE OFF OF ASSETS</b>						
Gain/(Loss) on Disposal of Assets	2	(1,664,126)	(1,036,453)	(99,236)	937,217	-90.4%
<b>Change in net assets resulting from operations before significant items</b>		5,154,873	52,864,078	58,570,262	5,706,184	10.8%
<b>SIGNIFICANT ITEMS</b>						
Distribution from TPRC		200,000	-	-	-	0.0%
<b>Change in net assets resulting from operations after significant items</b>		5,354,873	52,864,078	58,570,262	5,706,184	10.8%

**CITY OF PERTH  
MUNICIPAL**

*Statement of Comprehensive Income for the 6 months ended 31 December 2017*

*(By Nature or Type)*

	<i>Note</i>	<b>Budget 2017/2018</b>	<b>Revised Budget YTD</b>	<b>Actual YTD 31/12/2017</b>	<b>YTD Variance</b>	
		<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>%</b>
<b>OPERATING REVENUE</b>						
Rates		89,256,330	89,429,275	89,396,990	(32,285)	0.0%
Grants and Contributions for Non Capital Purposes		1,785,738	751,682	470,545	(281,137)	-37.4%
Donations and Reimbursements		421,783	222,391	250,634	28,243	12.7%
Fees and Charges		99,524,414	55,467,294	56,812,034	1,344,740	2.4%
Interest and Investment Income		4,619,401	2,436,445	2,993,686	557,241	22.9%
Other Revenue		1,409,636	626,372	711,862	85,490	13.6%
Total Revenue from Operating Activities		197,017,302	148,933,459	150,635,751	1,702,292	1.1%
<b>OPERATING EXPENDITURE</b>						
Employee Costs		74,752,665	37,592,601	37,382,317	210,284	0.6%
Materials and Contracts		50,713,391	24,788,715	23,218,181	1,570,534	6.3%
Utilities		3,464,509	1,731,323	1,482,530	248,793	14.4%
Depreciation and Amortisation		33,534,089	16,774,787	15,791,818	982,969	5.9%
Interest		1,380,827	742,827	745,118	(2,291)	-0.3%
Insurance		920,937	457,972	399,267	58,705	12.8%
Expenses Provision		915,726	457,863	546,452	(88,589)	-19.3%
Other Expenses from Ordinary Activities		25,791,159	13,324,341	13,230,740	93,601	0.7%
Total Expenses from Ordinary Activities		191,473,303	95,870,428	92,796,423	3,074,005	3.2%
Change in Net Assets from Ordinary Activities before Capital Amounts		5,543,999	53,063,031	57,839,328	4,776,297	9.0%
<b>GRANTS/CONTRIBUTIONS</b>						
Grants and Contributions- Capital		1,275,000	837,500	830,170	(7,330)	-0.9%
<b>NET OPERATING SURPLUS</b>		6,818,999	53,900,531	58,669,498	4,768,967	8.8%
<b>DISPOSAL/WRITE OFF OF ASSETS</b>	<b>2</b>	(1,664,126)	(1,036,453)	(99,236)	937,217	-90.4%
<b>SIGNIFICANT ITEMS</b>						
Distribution from TPRC		200,000	-	-	-	0.0%
<i>Change in net assets resulting from operations after capital amounts and significant items</i>		5,354,873	52,864,078	58,570,262	5,706,185	10.8%

**CITY OF PERTH  
MUNICIPAL**

*Statement of Financial Position as at 31 December 2017*

	Note	31/12/2017	30/06/2017
<b>CURRENT ASSETS</b>		<b>\$</b>	<b>\$</b>
Cash and Cash Equivalents	11	9,973,852	16,126,364
Deposits/Prepayments	4	11,542,763	1,835,306
Investments	3, 11	161,918,417	112,454,335
Trade and Other Receivables	5	10,574,218	10,276,048
Rates Receivable	1	7,364,555	323,913
Inventories		947,493	918,639
<b>TOTAL CURRENT ASSETS</b>		<b>202,321,298</b>	<b>141,934,605</b>
<b>NON CURRENT ASSETS</b>			
Investments	3	6,600,470	6,339,449
Trade and Other Receivables	5	53,853	46,356
Property, Plant and Equipment	8	731,354,612	738,190,386
Infrastructure	8	510,406,577	517,437,142
Capital Work in Progress	8	38,930,282	28,810,918
<b>TOTAL NON CURRENT ASSETS</b>		<b>1,287,345,794</b>	<b>1,290,824,251</b>
<b>TOTAL ASSETS</b>		<b>1,489,667,092</b>	<b>1,432,758,856</b>
<b>CURRENT LIABILITIES</b>			
Trade and Other Payables	6	22,763,893	20,929,628
Employee Benefits	7	10,245,387	9,917,287
Provisions	7	534,300	534,300
Loan Liability	9	6,081,313	6,423,187
<b>TOTAL CURRENT LIABILITIES</b>		<b>39,624,893</b>	<b>37,804,402</b>
<b>NON CURRENT LIABILITIES</b>			
Employee Benefits	7	1,616,251	1,616,251
Provisions	7	4,844,217	4,649,307
Loan Liability	9	19,454,317	23,131,742
<b>TOTAL NON CURRENT LIABILITIES</b>		<b>25,914,785</b>	<b>29,397,300</b>
<b>TOTAL LIABILITIES</b>		<b>65,539,678</b>	<b>67,201,702</b>
<b>NET ASSETS</b>		<b>\$1,424,127,414</b>	<b>\$1,365,557,154</b>
<b>EQUITY</b>			
Accumulated Surplus		735,967,735	659,485,259
Asset Revaluation Reserve	10	612,749,145	612,865,897
Reserves	10	75,410,534	93,205,998
<b>TOTAL EQUITY</b>		<b>\$1,424,127,414</b>	<b>\$1,365,557,154</b>

**CITY OF PERTH  
MUNICIPAL**

*Statement of Changes in Equity for the 6 months ended 31 December 2017*

	Accumulated Surplus	Asset Revaluation Reserve	Cash Backed Reserves	Total Equity
<b>Balance at 1 July 2016</b>	\$	\$	\$	\$
Change in net assets resulting from operations	623,860,830	560,035,698	88,228,247	1,272,124,775
Transfer to Cash Backed Reserves	93,432,380	-	-	93,432,380
Transfers to Asset Revaluation Reserve	(26,090,751)	-	26,090,751	-
Transfers from Asset Revaluation Reserve	(53,920,101)	53,920,101	-	-
Transfer from Cash Backed Reserves	1,089,903	(1,089,903)	-	-
Balance at 30 June 2017	21,113,000	-	(21,113,001)	-
	\$659,485,259	\$612,865,897	\$93,205,998	\$1,365,557,154
<b>Balance at 1 July 2017</b>	\$	\$	\$	\$
Change in net assets resulting from operations	659,485,259	612,865,897	93,205,998	1,365,557,154
Transfer to Cash Backed Reserves	58,570,262	-	-	58,570,262
Transfers to Asset Revaluation Reserve	(1,630,650)	-	1,630,650	-
Transfers from Asset Revaluation Reserve	116,753	(116,753)	-	-
Transfer from Cash Backed Reserves	19,426,114	-	(19,426,114)	-
<b>Balance at the end of the reporting period</b>	<b>\$735,967,739</b>	<b>\$612,749,144</b>	<b>\$75,410,533</b>	<b>\$1,424,127,414</b>

**CITY OF PERTH  
MUNICIPAL**

*Statement of Cash Flows for the 6 months ended 31 December 2017*

	Note	Budget 2017/2018	YTD Actual 31/12/2017	YTD Variation
		\$	\$	\$ %
<b>Cash Flows from Operating Activities</b>				
<b>Receipts</b>				
Rates		89,228,696	80,771,271	(8,457,425) -9.5%
Fees and Charges		99,465,787	58,811,615	(40,654,172) -40.9%
Interest		4,619,401	2,274,796	(2,344,605) -50.8%
Other		1,209,636	964,408	(245,228) -20.3%
		194,523,520	142,822,090	(51,701,430) -26.6%
<b>Payments</b>				
Employee Costs		(73,748,183)	(37,718,200)	36,029,983 48.9%
Materials and Contracts		(49,982,742)	(28,347,921)	21,634,821 43.3%
Interest		(1,380,827)	(827,123)	553,704 40.1%
Other		(31,092,331)	(15,316,702)	15,775,629 50.7%
		(156,204,083)	(82,209,946)	73,994,137 47.4%
Net Cash Flows from Operating Activities	12	38,319,437	60,612,144	22,292,708 -58.2%
<b>Cash Flows from Investing Activities</b>				
<b>Receipts</b>				
Distribution from TPRC		200,000	-	(200,000) -100.0%
Proceeds from Disposal of Assets		801,800	424,161	(377,639) -47.1%
Proceeds from Disposal of Investments(Non Current)		-	(261,021)	(261,021) 0.0%
<b>Payments</b>				
Purchase Land and Buildings		(11,652,500)	-	11,652,500 -100.0%
Purchase Infrastructure Assets		(20,986,426)	-	20,986,426 -100.0%
Purchase Plant and Mobile Equipment		(15,100,443)	(1,251,192)	13,849,251 91.7%
Purchase Office Furniture and Equipment		(12,634,963)	-	12,634,963 -100.0%
Work in Progress		-	(13,492,024)	(13,492,024) 0.0%
		(60,374,332)	(14,743,216)	45,631,116 75.6%
Net Cash Flows from Investing Activities		(59,372,532)	(14,580,076)	44,792,456 75.4%
<b>Cash Flows from Financing Activities</b>				
Repayment of Borrowings		(6,423,186)	(4,019,299)	2,403,886 37.4%
		(6,423,186)	(4,019,299)	2,403,886 37.4%
<b>Cash Flows from Government and Other Parties</b>				
<b>Receipts from Appropriations/Grants</b>				
Recurrent		2,596,843	468,633	(2,128,210) -82.0%
Capital		1,275,000	830,170	(444,830) -34.9%
		3,871,843	1,298,803	(2,573,040) -66.5%
Net Increase (Decrease) in Cash Held		(23,604,437)	43,311,572	66,916,009 -283.5%
Cash at 1 July 2017		119,829,671	128,580,699	8,751,028 7.3%
Cash at 31 December 2017	11	96,225,234	171,892,269	75,667,035 78.6%

## MUNICIPAL

## Notes to the Balance Sheet for the 6 months ended 31 December 2017

## 1 Rates Receivable

	Actual YTD 31/12/2017	2016/17 YTD 31/12/2016
	\$	\$
Outstanding Amount at 30 June 2017	323,913	190,816
Rates Levied for the Year	89,486,510	87,847,479
Late Payment Penalties	94,253	125,144
Ex Gratia Rates	7,377	17,741
Rates Administration Fee	349,470	316,450
Back Rates	(96,896)	61,219
Bins Levy	155,456	135,854
	90,672,301	89,062,538
Amount Received during the Period	83,307,746	81,693,127
Outstanding Amount at 31 December 2017	\$7,364,555	\$7,369,411

## 2 Gain/(Loss) on Disposal/Write off of Assets

	Annual Budget	Actual YTD 31/12/2017
<b>Infrastructure</b>		
Proceeds on Disposal	-	-
Less: Carrying amount of assets written off	1,786,615	103,926
(Loss) on Write Off	(1,786,615)	(103,926)
<b>Plant and Mobile Equipment</b>		
Proceeds on Disposal	801,800	411,889
Less: Carrying amount of assets sold/written off	679,311	398,687
Profit on Disposal/Write Off	122,489	13,202
<b>Furniture and Equipment</b>		
Proceeds on Disposal	-	12,272
Less: Carrying amount of assets sold /written off	-	20,784
Profit/(Loss) on Disposal/Write Off	-	(8,512)
<b>Gain/(Loss) on Disposal/Write off of Assets</b>	<b>(\$1,664,126)</b>	<b>(\$99,236)</b>

## 3 Investments

Current	31/12/2017	30/06/2017
<b>Short Term Cash Investments *</b>	\$	\$
Call Funds	7,310,628	6,237,197
Bank/Term Deposits	149,500,000	101,500,000
Managed Funds	5,107,789	4,717,138
<b>Total Current Investments</b>	<b>\$161,918,417</b>	<b>\$112,454,335</b>

\* Short Term Cash Investments as stated in Note 11.

Non Current Investments	31/12/2017	30/06/2017
	\$	\$
Mortgage Backed Securities (MBS)	2,529,936	2,589,685
	2,529,936	2,589,685
Equity in Local Government House	10,000	10,000
Equity in Mindarie Regional Council	444,132	444,132
Equity in Tamala Park Regional Council	3,616,402	3,295,632
	\$6,600,470	\$6,339,449

## MUNICIPAL

## Notes to the Balance Sheet for the 6 months ended 31 December 2017

**4 Deposits/Prepayments**

	31/12/2017	30/06/2017
	\$	\$
Prepaid Insurance	1,067,637	-
Prepaid Parking Bay Licence Fees	8,819,150	111,877
Other	1,655,976	1,723,429
	<b>\$11,542,763</b>	<b>\$1,835,306</b>

**5 Trade And Other Receivables**

	31/12/2017	30/06/2017
<b>Current</b>	\$	\$
Emergency Services Levy (ESL)	1,769,941	79,576
Accrued Interest and Investment Income	1,424,407	705,517
Accrued Income	991,473	3,173,250
Modified Penalties/Fines and Costs	7,898,776	7,859,984
Debtors - General		
Australian Taxation Office - GST Refundable	105,688	278,362
Other Debtors	2,053,439	1,850,146
	14,243,724	13,946,835
<b>Less: Provision for Doubtful Debts</b>	<b>(3,669,506)</b>	<b>(3,670,787)</b>
	<b>\$10,574,218</b>	<b>\$10,276,048</b>
<b>Non Current</b>		
Pensioners' Rates Deferred	53,853	46,356
	<b>\$53,853</b>	<b>\$46,356</b>

**6 Trade And Other Payables**

	31/12/2017	30/06/2017
<b>Current</b>	\$	\$
Trade Creditors	5,411,867	11,749,668
Emergency Services Levy	8,977,612	-
Interest Payable on Loans	74,442	156,447
Accrued Expenses - Operating	4,000,738	3,764,543
Accrued Expenses - Capital	622,497	2,650,096
Advances Received for Recoverable Works	123,745	73,846
Income Received / Raised in Advance	856,745	733,089
Other Creditors	2,696,247	1,801,939
	<b>\$22,763,893</b>	<b>\$20,929,628</b>

## MUNICIPAL

Notes to the Balance Sheet for the 6 months ended 31 December 2017

## 7 Employee Benefits

	31/12/2017	30/06/2017
<b>Current</b>	\$	\$
<b>Leave Entitlements</b>		
Annual Leave	4,510,917	4,287,802
Self Funded Leave	168,759	155,276
Long Service Leave	5,453,203	5,350,808
Recognition of Employees- Presentations	112,508	123,401
	<b>\$10,245,387</b>	<b>\$9,917,287</b>
<b>Non Current</b>		
Annual Leave	383,359	383,359
Long Service Leave	1,232,892	1,232,892
	<b>\$1,616,251</b>	<b>\$1,616,251</b>

## Provisions

	31/12/2017	30/06/2017
<b>Current</b>	\$	\$
Workers Compensation	534,300	534,300
	<b>\$534,300</b>	<b>\$534,300</b>
<b>Non Current</b>		
Provision for Equipment Replacement PCEC	4,844,217	4,649,307
	<b>\$4,844,217</b>	<b>\$4,649,307</b>

## 8 Property, Plant and Equipment and Work in Progress

	31/12/2017	30/06/2017
	\$	\$
Land and Air Rights - at cost/fair value	419,968,891	419,968,891
Less: Accumulated Depreciation	(7,895,725)	(7,561,377)
	412,073,166	412,407,514
Buildings - at fair value	413,053,999	413,053,999
Less: Accumulated Depreciation	(182,503,911)	(179,045,884)
	230,550,088	234,008,115
Improvements - at fair value	45,619,000	45,619,000
Less: Accumulated Depreciation	(1,165,287)	(773,529)
	44,453,713	44,845,471
Infrastructure Assets - at cost/fair value	824,110,690	823,353,969
Less: Accumulated Depreciation	(313,704,113)	(305,916,827)
	510,406,577	517,437,142
Plant and Mobile Equipment - at cost/fair value	50,384,945	50,009,822
Less: Accumulated Depreciation	(33,413,273)	(31,873,703)
	16,971,672	18,136,119
Office Furniture and Equipment - at cost/fair value	46,326,570	46,358,543
Less: Accumulated Depreciation	(19,815,868)	(18,360,647)
	26,510,702	27,997,896
Agricultural - at cost	795,271	795,271
Less: Accumulated Depreciation	-	-
	795,271	795,271
Property, Plant and Equipment	1,241,761,189	1,255,627,528
Work in Progress - at cost	38,930,282	28,810,918
	38,930,282	28,810,918
Total Property, Plant and Equipment and Work in Progress	<b>\$1,280,691,471</b>	<b>\$1,284,438,446</b>

## MUNICIPAL

## Notes to the Balance Sheet for the 6 months ended 31 December 2017

## 8 Property, Plant and Equipment and Work in Progress - Movement at Cost

	Balance 30/06/2017	Acquisitions Actual YTD 31/12/2017	Transfers Actual YTD 31/12/2017	Disposals/ Write off/ Actual YTD 31/12/2017	Revaluation Actual YTD 31/12/2017	Balance 31/12/2017
	\$	\$	\$	\$		\$
Land and Air Rights	419,968,891	-	-	-	-	419,968,891
Buildings	413,053,999	-	-	-	-	413,053,999
Improvements	45,619,000	-	-	-	-	45,619,000
Infrastructure Assets	823,353,969	-	1,197,684	(440,963)	-	824,110,690
Plant and Mobile Equipment	50,009,822	1,251,192	-	(876,069)	-	50,384,945
Office Furniture and Equipment	46,358,543	-	-	(31,973)	-	46,326,570
Agricultural	795,271	-	-	-	-	795,271
Work in Progress	28,810,918	11,464,425	(1,345,061)	-	-	38,930,282
	<b>\$1,827,970,413</b>	<b>\$12,715,617</b>	<b>(147,377)</b>	<b>(1,349,005)</b>	<b>-</b>	<b>\$1,839,189,648</b>

## 9 Loan Liability

	31/12/2017	30/06/2017
<b>Current</b>	\$	\$
Loans - Western Australian Treasury Corporation	6,081,313	6,423,187
<b>Non Current</b>		
Loans - Western Australian Treasury Corporation	19,454,317	23,131,742

## 10 Reserve Funds

Purpose of Reserve Fund	Balance 30/06/2017	Transfer from Accumulated Surplus	Transfer to Accumulated Surplus	Balance 31/12/2017
	\$	\$	\$	\$
Refuse Disposal and Treatment	3,638,248	65,462	(21,685)	3,682,025
Concert Hall - Refurbishment and Maint.	6,431,852	113,718	(248,501)	6,297,069
Asset Enhancement	28,849,413	506,029	(1,376,289)	27,979,153
Street Furniture Replacement	420,867	7,584	(2,614)	425,837
Parking Levy	17,680,824	8,864	(17,543,470)	146,218
Art Acquisition	399,511	6,648	(58,751)	347,408
Heritage Incentive	628,769	11,342	-	640,111
Parking Facilities Development	22,353,779	401,874	(174,804)	22,580,849
Employee Entitlements	1,823,030	32,885	-	1,855,915
David Jones Bridge	314,684	5,676	-	320,360
Bonus Plot Ratio	634,650	11,448	-	646,098
PCEC Fixed Plant Replacement	4,649,307	194,910	-	4,844,217
Enterprise and Initiative	4,974,072	256,867	-	5,230,939
Public Art	406,992	7,343	-	414,335
	93,205,998	1,630,650	(19,426,114)	75,410,534
* Asset Revaluation	612,865,897	-	(116,752)	612,749,145
	<b>\$706,071,894</b>	<b>\$1,630,650</b>	<b>(\$19,542,866)</b>	<b>\$688,159,679</b>

\* The Asset Revaluation Reserve is a non cash backed reserve and cannot be used ,except for adjustments to fixed assets on their revaluation, disposal or write off

## MUNICIPAL

Notes to the Balance Sheet for the 6 months ended 31 December 2017

## 11 Cash Reconciliation

	31/12/2017	30/06/2017
	\$	\$
Cash and Cash Equivalents	9,973,852	16,126,364
Short Term Cash Investments	161,918,417	112,454,335
	<b>\$171,892,269</b>	<b>\$128,580,699</b>

## 12 Reconciliation of Net Cash Provided By Operating Activities to Operating Surplus

	31/12/2017	30/06/2017
	\$	\$
Change in Net Assets Resulting from Operations	58,570,262	5,838,060
Adjustment for items not involving the movement of Funds:		
Depreciation	15,791,818	34,855,597
Doubtful Debts	(1,281)	247,007
Non Capitalised Work in Progress	147,377	1,671,436
(Gain)/Loss on Disposal/Write off/Contribution of Assets	99,236	6,801,061
	74,607,412	49,413,161
Revenues Provided By :		
Government Grants	(1,298,803)	(4,638,186)
Contribution from Other Parties	-	-
Change in Operating Assets and Liabilities	(1,298,803)	(4,638,186)
<b>Add Back</b>		
Decrease in Inventories	-	97,584
Decrease in Trade and Other Receivables	-	1,262,728
Decrease in Accrued Income	2,181,777	-
Increase in Income Received /Raised in Advance	173,555	-
Increase in Accrued Expenses	236,195	1,471,437
Increase in Provisions	523,010	-
Increase in Trade and Other Payables	3,534,119	1,130,093
<b>Deduct</b>		
Decrease in Income Received /Raised in Advance	-	(241,730)
Decrease in Accrued Interest Payable	(82,005)	(43,401)
Increases in Deferred Debtors	(7,497)	(13,922)
Decrease in Provisions	-	(746,042)
Increase in Inventories	(28,854)	-
Increase in Trade and Other Receivables	(8,800,418)	-
Increase in Prepayments	(9,707,457)	(588,323)
Increase in Accrued Income	-	(1,727,573)
Increase in Accrued Interest and Investment Income	(718,890)	(168,848)
	(12,696,467)	432,003
Net Cash Provided by Operating Activities	<b>\$60,612,145</b>	<b>\$45,206,978</b>

## MUNICIPAL

## Notes to the Balance Sheet for the 6 months ended 31 December 2017

## 13 Ratios

	31/12/2017	30/06/2017
<b>1 Current Ratio</b>		
<u>Current Assets minus Restricted Assets</u>		
Current Liabilities minus Liabilities associated with Restricted Assets	3.27	1.33
<b>2 Debt Ratio</b>		
<u>Total Liabilities</u>		
Total Assets	4.40%	4.69%
<b>3 Debt Service Ratio</b>		
<u>Debt Service Cost</u>		
Available Operating Revenue	3.16%	4.25%
<b>4 Rate Coverage Ratio</b>		
<u>Net Rate Revenue</u>		
Operating Revenue	59.96%	44.36%
<b>5 Outstanding Rates Ratio</b>		
<u>Rates Outstanding</u>		
Rates Collectable	8.12%	0.36%
<b>6 Untied Cash to Unpaid Creditors Ratio</b>		
<u>Untied Cash</u>		
Unpaid Trade Creditors	18.30	3.15
<b>7 Gross Debt to Revenue Ratio</b>		
<u>Gross Debt</u>		
Total Revenue	16.95%	14.70%
<b>8 Gross Debt to Economically Realisable Assets Ratio</b>		
<u>Gross Debt</u>		
Economically Realisable Assets	2.61%	3.23%

Restricted Assets includes reserve funds and tied contributions not utilised at 31.12.2017

**Agenda**  
**Item 8.5**

**Payments from Municipal and Trust Funds – November 2017**

**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 30 November 2017, be RECEIVED and recorded in the Minutes of the Council, the summary of which is as follows:*

<b>FUND</b>	<b>PAID</b>
<b>Municipal Fund</b>	<b>\$ 19,065,060.18</b>
<b>Trust Fund</b>	<b>\$ 34,436.44</b>
<b>TOTAL:</b>	<b><u>\$ 19,099,496.62</u></b>

FILE REFERENCE:	P1032265
REPORTING UNIT:	Finance
RESPONSIBLE DIRECTORATE:	Corporate Services
DATE:	4 December 2017
ATTACHMENT/S:	A detailed list of payments made under delegated authority for the month ended 30 November can be accessed by Elected Members via the Council Hub. Members of the public can access the list of payments on request.

**Council Role:**

- |                                     |                |   |
|-------------------------------------|----------------|---|
| <input type="checkbox"/>            | Advocacy       | <i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>   |
| <input type="checkbox"/>            | Executive      | <i>The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>  |
| <input type="checkbox"/>            | Legislative    | <i>Includes adopting local laws, town planning schemes and policies.</i>  |
| <input type="checkbox"/>            | Quasi-Judicial | <i>When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (e.g. under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</i> |
| <input checked="" type="checkbox"/> | Information    | <i>For the Council/Committee to note.</i>   |

**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**

Goal 7 An open and engaged city

**Comments:**

Payments for the month of November 2017 included the following significant items:

- \$760,748.56 to Marsh Pty Ltd for the City of Perth workers compensation insurance premium for the period 31/10/2017 to 30/06/2018 (which was the largest single payment was); and
- \$661,795.20 to Department of Planning, Lands and Heritage for payments of \$439,393.90 for the lease of the State Library Car Park and \$222,401.30 for the lease of the Cultural Centre Car Park.

**Agenda**  
**Item 8.6**

**Payments from Municipal and Trust Funds – December 2017**

**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 December 2017, be RECEIVED and recorded in the Minutes of the Council, the summary of which is as follows:*

<b>FUND</b>	<b>PAID</b>
<b>Municipal Fund</b>	<b>\$ 24,476,781.06</b>
<b>Trust Fund</b>	<b>\$ 27,000.77</b>
<b>TOTAL:</b>	<b><u>\$ 24,503,781.83</u></b>

FILE REFERENCE:	P1032265
REPORTING UNIT:	Finance
RESPONSIBLE DIRECTORATE:	Corporate Services
DATE:	2 January 2018
ATTACHMENT/S:	A detailed list of payments made under delegated authority for the month ended 31 December can be accessed by Elected Members via the Council Hub. Members of the public can access the list of payments on request.

**Council Role:**

- |                                     |                |   |
|-------------------------------------|----------------|---|
| <input type="checkbox"/>            | Advocacy       | <i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>   |
| <input type="checkbox"/>            | Executive      | <i>The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>  |
| <input type="checkbox"/>            | Legislative    | <i>Includes adopting local laws, town planning schemes and policies.</i>  |
| <input type="checkbox"/>            | Quasi-Judicial | <i>When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (e.g. under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</i> |
| <input checked="" type="checkbox"/> | Information    | <i>For the Council/Committee to note.</i>   |

**Legislation / Strategic Plan / Policy:**

<b>Legislation</b>	Regulation 13(1) of the <i>Local Government (Financial Management) Regulations 1996</i>
<b>Integrated Planning and Reporting Framework Implications</b>	<b>Strategic Community Plan</b> Goal 7 An open and engaged city

**Comments:**

Payments for the month of December 2017 included the following significant items:

- \$6,697,131.48 to the Department of Fire and Emergency Services for the emergency services levy second quarter contribution for 2017/18, and minor invoices in relation to call out fees (which was the largest single payment).
- \$1,379,014.54 to the Western Australian Treasury Corporation for loan payments of \$541,200.68 for the Elder Street Car Park, \$560,574.81 for the Perth Convention and Exhibition Centre Car Park, \$32,774.82 for the Goderich Street Car Park and \$244,464.23 for the Perth City Library and Public Plaza.
- \$677,269.48 to Civcon Civil & Project Management Pty Ltd for invoices in relation to the Stage 2B Wellington Street median works.

**Agenda**                      **Tender 055 17/18 - Lighting Upgrade at Regal Place and**  
**Item 8.7**                      **Citiplace Car Parks**

---

**Recommendation:**

***That, for Tender 55 17/18 - Lighting Upgrade at Regal Place and Citiplace Car Parks, Council:***

- 1. ACCEPTS the most suitable tender being that submitted by Goundrey Investments Pty Ltd trading as Techworks Electrical for Citiplace Car Park lighting upgrade at a total lump sum cost of \$392,000 (excluding GST) plus any additional variable costs not exceeding 10% of the contract sum; and***
- 2. ACCEPTS the most suitable tender being that submitted by Insight Electrical Technology Pty Ltd for Regal Place Car Park lighting upgrade at a total lump sum cost of \$210,360 (excluding GST) plus any additional variable costs not exceeding 10% of the contract sum.***

FILE REFERENCE:	P1035002
REPORTING UNIT:	Commercial Parking
RESPONSIBLE DIRECTORATE:	Community and Commercial Services
DATE:	8 December 2017
ATTACHMENT/S:	Confidential Attachment 8.7A – Assessment Matrix Confidential Attachment 8.7B – Comparative Pricing Analysis (Confidential Attachments are distributed under separate cover to Elected Members)

**Council Role:**

- |                                     |                |   |
|-------------------------------------|----------------|---|
| <input type="checkbox"/>            | Advocacy       | <i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>   |
| <input checked="" type="checkbox"/> | Executive      | <i>The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>  |
| <input type="checkbox"/>            | Legislative    | <i>Includes adopting local laws, town planning schemes and policies.</i>  |
| <input type="checkbox"/>            | Quasi-Judicial | <i>When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (e.g. under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</i> |

**Legislation / Strategic Plan / Policy:****Legislation**

Regulation 3.57 of the *Local Government Act 1995*  
 Part 4 of the *Local Government (Functions and General)*  
*Regulations 1996*

**Integrated Planning and  
Reporting Framework  
Implications****Strategic Community Plan**

Goal 8 A city that delivers for its community

**Policy**

Policy No and Name: 9.7 – Purchasing Policy

**Purpose and Background:**

In line with the City of Perth Commercial Parking Asset Management Plan, the City intends to upgrade the existing lighting at Citiplace and Regal Place Car Parks. The project aims to improve the security at the Car Parks and surrounds. The new lighting is based on innovative energy efficient lighting systems that are cost effective and support the City's carbon reduction strategy.

**Details:**

An invitation seeking public tenders from suitably qualified and experienced organisations for the supply and installation of the new lighting installations was advertised in the West Australian newspaper on Wednesday, 20 September 2017, and also released to the market through the Tenderlink E-Tendering website.

A total of 12 tender submissions were received as at the close of tenders at 2:00pm on Tuesday, 17 October 2017. The tender submissions included four alternate tenders.

Tender submissions were received from the following companies:

1. CPR Electrical Services Pty Ltd (CPR Electrical).
2. Fredon (WA) Electrical Pty Ltd (Fredon (WA)).
3. Gillmore Electrical Services Pty Ltd (Gillmore Electrical).
4. Insight Electrical Technology Pty Ltd (Insight).
5. Lindquist Pty Ltd (Lindquist).
6. Metrowest Electrical & Communications Pty Ltd (Metrowest).
7. Fotenic Pty Ltd t/a OnLED (OnLED).
8. Goundrey Investments Pty Ltd t/a Techworks Electrical (Techworks Electrical).
9. Wesco Electrics (1996) Pty Ltd (Wesco).

The request for tender provided the City with an option to award the contract separately for each of Car Parks.

## **Compliance Assessment:**

All tenders were assessed for compliance with the Conditions of Contracts and product specification. Alternate tenders were also assessed for compliance with the technical specifications by the project electrical consultant.

The tender evaluation panel (panel) found that the submission from CPR Electrical was substantially incomplete and it was excluded from further evaluation. Fredon (WA) submitted two tenders and both were found to contain exclusions that rendered the tenders non-compliant.

In addition to submitting conforming tenders, Techworks Electrical and Insight submitted alternate tenders. OnLED submitted an alternative tender without a conforming tender. Each of the alternate tenders failed to meet some of the key technical specification requirements, and all were excluded from further evaluation.

## **Qualitative Assessment against Selection Criteria:**

The compliant tenders were assessed against the following criteria:

1. Product Offer;
2. Product Availability and Recent Experience;
3. Methodology and Appreciation of Requirements; and
4. Key Personnel and Subcontractors.

### **Gillmore Electrical**

The submission from Gillmore Electrical was found to be a fair offer with a few deficiencies. The information provided on product availability and recent experience was found to be limited, and insufficient detail was provided in the response to the key personnel and subcontractors criterion.

### **Insight**

Insight demonstrated it has good past experience and provided good examples of similar past projects. It was able to show that it has the necessary resources to carry out the works. It provided good details of key activities and milestones for the project.

### **Lindquist**

The panel found a few deficiencies in Lindquist's submission. The response to the recent product availability and recent experience criterion was found to be limited. Whilst Lindquist provided a work plan for the project, it did not submit a tentative programme in Gantt chart format as requested in the tender.

### **Metrowest**

The panel found the submission from Metrowest to be a good offer with a few deficiencies on the product availability and recent experience criterion. The responses to the rest of the criteria were found adequate and met the criteria.

## Techworks Electrical

Techworks Electrical submitted a detailed offer. It provided good details of similar past projects, and were scored the highest in this criterion. It demonstrated a good understanding of the requirements of the works and the panel assessed it has sound systems for carrying out the works.

## Wesco

The panel rated the submission from Wesco to be a fair offer. Its responses had a few deficiencies. The information on key personnel and resources was found inadequate. It provided limited details on past projects.

## Shortlisting

The responses for each qualitative criterion were scored on a scale of 0-5, with zero being the lowest rating and five the highest. Based on the aggregate weighted score that each tenderer achieved in the qualitative selection criteria, two companies, Techworks and Insight were shortlisted for price evaluation. (See Confidential Attachment 8.7A – Assessment Matrix)

## Price Evaluation

A pricing comparison for each of the Car Parks was made on the lump sum prices submitted by the shortlisted tenderers. All conforming tenders were included in the pricing analysis for information purposes only (See Confidential Attachment 8.7B – Comparative Price Analysis).

Techworks submitted the lowest prices for both Citiplace and Regal Place Car Parks. Its prices were \$392,000 and \$206,340 for Citiplace and Regal Place Car Parks respectively. Insight's prices were \$408,590 for Citiplace and \$210,360 for Regal Place.

To determine the most advantageous offer for the City, the panel considered the results of the qualitative assessment and price offers for each of the Car Parks. Whilst Insight scored the highest score in the qualitative assessment, its price for Citiplace was \$16,590 more expensive than that of Techworks. Techworks Electricals' price of \$392,000 for Citiplace was found to present the best value for money for the City.

Whilst Insight's price offer for Regal Place was found to be higher than that of Techworks (by 1.95%), the panel was of the opinion that the price difference was marginal when considering that Insight had submitted the best response to the qualitative criteria. The panel was satisfied that Insight's offer for Regal Place presented the best value for money for the City. Additionally, it was also agreed that awarding the contracts for the two Car Parks separately would diversify the risks in the projects and assist in expediting the implementation process.

**Financial Implications:**

ACCOUNT NO:	CW2300
BUDGET ITEM:	Commercial Parking Lighting Upgrade
BUDGETED AMOUNT:	\$900,000
AMOUNT SPENT TO DATE:	\$ 19,200
PROPOSED COST:	\$602,360
BALANCE REMAINING:	\$278,440
ANNUAL MAINTENANCE:	\$ 1,000
ESTIMATED WHOLE OF LIFE COST:	\$635,000

All figures quoted in this report are exclusive of GST.

**Comments:**

The request for tender provided the City with the option to award separate contracts for each Car Park. Based on a combination of qualitative factors and pricing to ascertain the best value for money, it is recommended that, the lighting upgrade at:

1. Citiplace be awarded to Goundrey Investments Pty Ltd t/a Techworks Electrical; and
2. Regal Place be awarded to Insight Electrical Technology Pty Ltd.

CONFIDENTIAL ATTACHMENT 8.7A – 8.7B  
ITEM 8.7 – TENDER 055 17/18 - LIGHTING UPGRADE AT REGAL  
PLACE AND CITIPLACE CAR PARKS.

FOR THE FINANCE AND ADMINISTRATION COMMITTEE MEETING

6 FEBRUARY 2018

DISTRIBUTED TO ELECTED MEMBERS UNDER SEPARATE COVER

**Agenda  
Item 8.8****Tender 052-17/18 - Temporary Personnel, Contract Labour and Recruitment**

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**Recommendation:*****That Council:***

1. ***ACCEPTS*** the most suitable tenders, being those submitted by the following in preferential order, to form a panel of pre-qualified suppliers in the sub categories listed for provision of temporary personnel, contract labour and recruitment for a period of three years, commencing 1 March 2018, with an option for a further two year extension, including relevant award increased, in accordance with Confidential Attachment 8.8A 'Confidential Schedule of Rates Comparison':

**1.1. Category A:****1.1.1. Sub Category 1- Unskilled:**

- 1.1.1.1. ***Hoban Recruitment;***
- 1.1.1.2. ***Kelly Services; and***
- 1.1.1.3. ***Blue Collar People.***

**1.1.2. Sub Category 2 - Semi-Skilled:**

- 1.1.2.1. ***Blue Collar People;***
- 1.1.2.2. ***Hoban Recruitment; and***
- 1.1.2.3. ***Hays Specialist Recruitment Aust.***

**1.1.3. Sub Category 3 – Trades:**

- 1.1.3.1. ***Hoban Recruitment;***
- 1.1.3.2. ***Blue Collar People; and***
- 1.1.3.3. ***Hays Specialist Recruitment Aust.***

**1.1.4. Sub Category 4 - Corporate Administration:**

- 1.1.4.1. ***Hoban Recruitment;***
- 1.1.4.2. ***Rubicor Govt; and***
- 1.1.4.3. ***Talent International.***

**1.1.5. Sub Category 5 - Information and Communications Technology:**

- 1.1.5.1. ***Hoban Recruitment;***
- 1.1.5.2. ***Rubicor Govt; and***
- 1.1.5.3. ***DFP Recruitment.***

**1.1.6. Sub Category 6 - Planning and Regulatory:**

- 1.1.6.1. Hoban Recruitment;**
- 1.1.6.2. Rubicor Govt; and**
- 1.1.6.3. Hays Specialist Recruitment Aust.**

**1.1.7. Sub Category 7 - Engineering and Associated Professional:**

- 1.1.7.1. Rubicor Govt;**
- 1.1.7.2. Hays Specialist Recruitment Aust; and**
- 1.1.7.3. Hoban Recruitment.**

**1.1.8. Sub Category 8 – Other:**

- 1.1.8.1. Chandler Macleod;**
- 1.1.8.2. Hoban Recruitment; and**
- 1.1.8.3. Kelly Services.**

**1.2. Category B:****1.2.1. Sub Category 9 - Occasional Recruitment Services:**

- 1.2.1.1. Hoban Recruitment;**
- 1.2.1.2. Rubicor Govt; and**
- 1.2.1.3. Hays Specialist Recruitment Aust.**

**and**

**2. AUTHORISES the Chief Executive Officer to negotiate and execute contracts for the provision of services.**

FILE REFERENCE:	P1035019
REPORTING UNIT:	Human Resources
RESPONSIBLE DIRECTORATE:	Corporate Services
DATE:	18 January 2018
ATTACHMENT/S:	Confidential Attachment 8.8A – Schedule of Rates Comparison Confidential Attachment 8.8B – Evaluation Matrix (Confidential Attachments are distributed under separate cover to Elected Members)

**Council Role:**

- |                                     |           |  |
|-------------------------------------|-----------|--|
| <input type="checkbox"/>            | Advocacy  | <i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>  |
| <input checked="" type="checkbox"/> | Executive | <i>The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i> |

- |                          |                |   |
|--------------------------|----------------|---|
| <input type="checkbox"/> | Legislative    | <i>Includes adopting local laws, town planning schemes and policies.</i>  |
| <input type="checkbox"/> | Quasi-Judicial | <i>When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</i> |
| <input type="checkbox"/> | Information    | <i>For the Council/Committee to note.</i>   |

### **Legislation / Strategic Plan / Policy:**

<b>Legislation</b>	Part 4 of the <i>Local Government (Functions and General) Regulations 1996</i>
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<b>Integrated Planning and Reporting Framework Implications</b>	<b>Strategic Community Plan</b> Goal 8 A city that delivers for its community
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#### **Policy**

Policy No and Name:	9.1 - Purchasing
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### **Purpose and Background:**

Tender 052-17/18 provision of Temporary Personnel, Contract Labour and Recruitment was advertised in the West Australian on Wednesday, 4 October 2017. Tenders closed at 2pm Thursday, 26 October with 32 submissions received.

The City engages temporary, contract labour and recruitment services on an 'as required' basis, this is dependent on various reasons including shortfalls due to illness, leave and vacancies and peak demands for labour.

### **Details:**

Tenderers were required to address the Selection Criteria in the specification in detail to demonstrate both their experience and ability to provide the required services and to submit a Form of Tender that included a Schedule of Rates.

The Selection Criteria:

- Relevant Experience and Capacity to supply personnel.
- Selection and Testing process.
- Recruitment and Retention.
- Client Reporting.
- Value Added Services.

32 submissions were assessed and ranked according to the Selection Criteria the submissions were ranked as follows:

1. Hays Specialist Recruitment (Australia) Pty Limited.
2. HOBAN Recruitment Pty Ltd as a trustee for HOBAN Recruitment Unit Trust trading as HOBAN Recruitment.
3. DFP Recruitment Services Pty Ltd.
4. Talent International Pty Ltd (WA).
5. Rubicor Gov Pty Ltd.
6. Cloisters Securities Pty Ltd as a trustee for Blue Collar Trust trading as Blue Collar People.
7. Randstad Pty Ltd.
8. Kelly Services Australia Pty Ltd.
9. IRP Pty Ltd trading as Industrial Recruitment Partners (IRP).
10. IPA Personnel Services Pty Limited trading as IPA Personnel (IPA).
11. Programmed Maintenance Services Limited trading as Programmed Skilled Workforce.
12. Data #3 Ltd.
13. Chandler Macleod Group Ltd.
14. AWX Pty Ltd.
15. Workforce Recruitment and Labour Services Pty Ltd.
16. Anzuk Education Services PTY LTD trading as ANZUK Education.
17. Rubicor Workforce Pty Ltd.
18. Robert Walters Pty Ltd.
19. Hudson Global Resources (Aust) Pty Ltd.
20. CoreStaff WA Pty Ltd.
21. Mills Corporation Pty Ltd trading as Mills Resources / Trusted Labour.
22. Clarius Group Limited trading as Ignite.
23. Venus Corporation Pty Ltd trading as LO-GO Appointments.
24. ChoiceOne Pty Ltd.
25. Wilmead Pty Ltd as trustee for the Wendy Mead Family Trust and Jaz Mead. Properties Pty Ltd as trustee for the Mead No. 2 Family Trust trading as Pinnacle People.
26. Flexi Staff Pty Ltd.
27. Peoplebank Australia Ltd.
28. Final Trim Operators Pty Ltd.
29. OnCall DBA Pty Ltd.
30. CATS Labour Hire Pty Ltd.
31. Got'Em Group Pty Ltd.
32. Velrada Capital Pty Ltd.

The tender specification was divided into two categories of which contained a total of nine sub categories. The tender allowed for three service providers to be selected in each sub category.

Following the outcome in response to the Selection Criteria, the top five companies in each sub category were shortlisted and ranked one to five using further analysis incorporating value for money, highest usage of role type and usage at peak period times.

The preferred service provider in each sub category is listed in the recommendation.

### **Financial Implications:**

BUDGET ITEM:	Various Operational Accounts
BUDGET ITEM:	Various – TEMPORARY PERSONNEL, CONTRACT LABOUR AND RECRUITMENT Financial Year 2017/18
BUDGETED AMOUNT:	\$2,428,930
AMOUNT SPENT TO DATE:	Nil
PROPOSED COST:	\$2,428,930
BALANCE REMAINING:	Nil
ANNUAL MAINTENANCE:	N/A
ESTIMATED WHOLE OF LIFE COST:	\$12,000,000

All figures quoted in this report are exclusive of GST.

\$2,428,930 has been budgeted for temporary personnel, contract labour and recruitment in the 2017/18 financial year over various operational accounts. Future year's amounts are dependent on council approved budgets.

Tenderers may only adjust pricing over the life of the contract in the event of increases of wages, superannuation or statutory charges brought about by either the relevant state authority or Fair Work Australia decisions.

### **Comments:**

Currently the City of Perth accesses temporary personnel services through WA Local Government Association's panel of preferred suppliers or through the Government of Western Australia Department of Finance panel. With the creation of the City's panel, the City should anticipate savings of at least three percent.

CONFIDENTIAL ATTACHMENT 8.8A – 8.8B  
ITEM 8.8 – TENDER 052-17/18 – TEMPORARY PERSONNEL,  
CONTRACT LABOUR AND RECRUITMENT.

FOR THE FINANCE AND ADMINISTRATION COMMITTEE MEETING

6 FEBRUARY 2018

DISTRIBUTED TO ELECTED MEMBERS UNDER SEPARATE COVER

**Agenda**  
**Item 8.9**

**Homeless Sector Review**

**Recommendation:**

***That Council:***

- 1. ENDORSES the Homeless Sector Review and associated recommendations for the City of Perth as detailed in Attachment 8.9A; and**
- 2. NOTES the proposed initiatives for the next 18 months from February 2018 to June 2019 to progress work on the recommendations identified as part of the Homeless Sector Review.**

FILE REFERENCE:	P1033601
REPORTING UNIT:	Community Services
RESPONSIBLE DIRECTORATE:	Community and Commercial Services
DATE:	20 January 2018
ATTACHMENT/S:	Attachment 8.9A – Homeless Sector Review

**Council Role:**

- |                                     |                |   |
|-------------------------------------|----------------|---|
| <input type="checkbox"/>            | Advocacy       | <i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>   |
| <input checked="" type="checkbox"/> | Executive      | <i>The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>  |
| <input type="checkbox"/>            | Legislative    | <i>Includes adopting local laws, town planning schemes and policies.</i>  |
| <input type="checkbox"/>            | Quasi-Judicial | <i>When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (e.g. under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</i> |
| <input type="checkbox"/>            | Information    | <i>For the Council/Committee to note.</i>   |

**Legislation / Strategic Plan / Policy:**

<b>Legislation</b>	Section 8 of the <i>City of Perth Act 2016</i>
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<b>Integrated Planning and Reporting Framework Implications</b>	<b>Strategic Community Plan</b> Goal 1 A city for people
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**Policy**

Policy No and Name: N/A

**Purpose and Background:**

With over 205,000 visitors and workers in the city every day there is increased pressure on the City to address homelessness and the negative impact it has on the city. Homelessness has resulted in complaints to the City from businesses and the public, often in regard to antisocial behavior.

The City has taken a lead role in developing a comprehensive understanding of homelessness and support services available within the inner city, and is committed to conducting a review of the homeless sector operating both within the City of Perth boundaries and extending to the inner city suburbs. The review will allow the City to better understand the prevalence of, and factors contributing to, homelessness; specific services supporting homeless people; and the systemic issues within the sector (Attachment 8.9A). The purpose of the review is to provide a holistic overview of various contributors to homelessness and the current sector environment, and to highlight any issues, service delivery gaps, or duplication. The review provides an understanding of the City's role within the homelessness sector and proposes a body of work for the City to undertake to establish its position.

**Details:**

Homelessness is a present social issue within both the City of Perth boundaries and the wider community. On census night in 2011, there were 9,259 persons in Western Australia classified as homeless. This figure includes rough sleepers and people living in crisis accommodation or severely overcrowded conditions. This is an increase of 16 percent from the 8,277 on census night in 2006. These statistics are five years old and given previous trends relating to homelessness, this is likely to have increased. Perth Registry Week is intended to identify the most vulnerable people experiencing homelessness and is critical to identifying and prioritising support services within the sector.

The below figures are from the 2016 Perth Registry Week Report.

	<b>City of Perth (Feb 2016)</b>
<b>Number of people identified as homeless</b>	430
<b>Number of people survey</b>	307
<b>Aboriginal and/or Torres Strait Islander percentage</b>	46%
<b>Gender</b>	73% Male
<b>Average age</b>	40 (youngest was 16)
<b>Sleeping Rough</b>	76%

	<b>City of Perth (Feb 2016)</b>
<b>Hostel/Shelter</b>	11%
<b>Staying with friend or family</b>	12%

Those who were surveyed across the Perth region provided information relating to their health. The results of those surveys identified that:

- 77.9% identified as having mental health/cognitive issues;
- 47.2% of respondents have a combination of medical issues, substance abuse and mental health issues;
- 50.2% had used alcohol every day for the last 30 days;
- 48% had engaged in injected drug use in the last 30 days;
- 33.1% had visited Emergency at Royal Perth Hospital (RPH) in the last three months; and
- 19.2% had engaged in an Aboriginal Health Service in the last three months.

Homelessness is a complicated issue that often cannot be remedied by simply providing housing. Instead, it requires a raft of diverse support services and accommodation options to address the issues which underlie homelessness. Addressing homelessness starts with quality, affordable housing and providing wrap around services from a range of human service delivery areas with long-term support. All sectors need to develop working partnership arrangements with clear objectives and flexibility to increase suitable accommodation options. Coordinated and collaborative support is required to meet the individual needs of those experiencing homelessness.

Stakeholder consultation and a services mapping exercise, conducted by the City, demonstrates a need for improved resource allocation and collaboration to meet the needs of people experiencing homelessness, it also demonstrated significant gaps in available services. These services include:

- Crisis accommodation for individuals;
- Crisis accommodation for families and couples;
- Crisis accommodation for young people;
- Suitable accommodation for LGBTI communities;
- Suitable accommodation for people without religious affiliations;
- Suitable and supported accommodation options for Aboriginal people;
- Supported accommodation for people with mental illness;
- Supported accommodation for people with drug and alcohol addiction;
- Access to long term affordable accommodation;
- Early intervention initiatives and programs to prevent homelessness;

- Greater collaboration between services operating directly with the homelessness sector and services operating within the periphery of the immediate sector;
- Clear and easy pathways for accessing services which meet an individual's need; and
- Mental health services that can work with clients with ongoing alcohol and other drug use issues.

State and territory governments are responsible for homeless service delivery to the homeless, or those at risk of homelessness. The Commonwealth supports state and territory governments in this role through two major national policy agreements that support the funding of homelessness services provision. These agreements are the National Partnership Agreement on Homelessness (NPAH) and the National Affordable Housing Agreement (NAHA).

Local governments are not experts in the delivery of specialist homeless services. The Homeless Sector Review identified that the sector has a wealth of knowledge and expertise among existing service providers operating in the space for delivery of such services. However, the City does have a level of independence and an opportunity to influence the sector through:

- facilitating collaboration across the community;
- connecting different tiers of the sector and government for greater outcomes;
- advocating for systemic change;
- educating the community about the holistic picture of homelessness; and
- supporting affordable housing within the City of Perth.

The following initiatives are proposed over the next 18 months to support the findings of the Review:

<b>Recommendation</b>	<b>Proposed initiative</b>	<b>Timeline</b>
Support a housing first approach to end homelessness in Western Australia.	Formalise a partnership with WA Alliance to End Homelessness.	Mar 2018 - ongoing
Develop strong connections and foundation with service providers to support the homeless sector.	Establish a City of Perth Interagency Forum.	Apr 2018 – ongoing
	Continue to establish new and build on existing relationships with key service providers.	Ongoing
Commit to cultural awareness training for all City of Perth staff to better engage with the Aboriginal community and develop more culturally appropriate relationships	Provide Cultural Awareness Training for all Elected Members, Executive Leadership Group, Managers Leadership Group, Employees and Volunteers.	Mar 2018 – Aug 2018
Develop an Aboriginal Engagement Framework to provide a deeper understanding of the Aboriginal Community to inform planning, implementation and accountability of City of Perth business.	Develop an Aboriginal Engagement Framework	Feb 2018 – Jun 2018

Develop, maintain and evaluate mutually reciprocal partnerships with local governments to end homelessness in Western Australia.	Develop a Local Government Homelessness Protocol Agreement.	Sept 2018
Review Homeless Connect Perth to ensure it aligns with the ending homelessness in Western Australia strategy and meets objectives of service providers within the sector.	Homeless Connect Review	Feb 2018 – Jun 2018
Effective and appropriate strategies to manage and coordinate use of public spaces meeting the expectations and needs of the whole community, including those experiencing homelessness.	Develop a framework for coordinating Mobile Free Food Distribution and Homeless Outreach Services.	Feb 2018 – Feb 2019
	Establish a committee in partnership with the State Government to oversee the coordination of services within the inner city.	Feb 2018 - ongoing
Take a lead advocacy role for service providers in platforms and forums to progress organisational objectives and create social change to end homelessness in Western Australia.	Continue to report to the Committee for Perth Partnership Roundtable.	As per meeting schedule.
Identify and provide in-kind support for activities and initiatives which contribute to ending homelessness in Western Australia	Conduct a review of in-kind support to the homelessness sector.	July 2018 – June 2019
Provide and deliver community education and awareness initiatives through the City's communication mediums to change community perceptions of homelessness and focus efforts to ending homelessness in Western Australia.	Develop a Homelessness Communication strategy.	June 2018 – Ongoing
	Continue to update and distribute the Homelessness Services in the Inner City Brochure.	Review and update on a six monthly basis.
Commit to partnerships with the State Government and service providers with clear roles and responsibilities of the City of Perth to assist ending homelessness in Western Australia.	Will be developed as part of the Formalised Partnership with Ending Homelessness WA alliance	Mar 2018 - ongoing
	Will be developed as part of the the Homelessness in kind support review	July 2018 – June 2019

Commit support to ongoing research of factors contributing to homelessness in Western Australia sharing findings with the sector to inform and contribute to strategies and plans.	Conduct a Crisis and Transitional Accommodation Study.	Feb 2018 – Jun 2018
	Undertake evaluation of properties within the City of Perth to identify potential opportunities to expand affordable accommodation in partnership with Community Housing Providers.	Jul 2018 – Jun 2019
	Undertake extensive literature review and develop a catalogue of research undertaken by other entities and share this catalogue with the sector to inform future strategies.	Feb 2018 - ongoing

### **Financial Implications:**

The full scope of each of the above mentioned initiatives are currently being developed. Associated budgets will be included as part of the budget proposals for the 2018/19 financial year.

The City, through the 2017/18 budget, has committed to 1 FTE (Community Development Officer – Homelessness). In addition, it has budgeted \$97,800 for cultural awareness training across the organisation, and the Crisis and Transitional Accommodations Study. The largest resource contribution for the project work associated with the Homeless Sector Review to initially establish the City's position with the sector, is commitment of staff resourcing.

### **Comments:**

The Homeless Sector Review is the City of Perth's perceptions of homelessness. The information and data was collected through research, key stakeholder engagement, internal business consultation and analysis of relevant literature. Through this process, it has been identified that the City of Perth has a considerable scope of work to undertake to establish a strong position within the homeless sector. This review is a significant start in creating a higher level of understanding of the homelessness issue and provides a proposed direction in developing effective partnerships and collaborations with relevant stakeholders. Through these partnerships the City can identify opportunities to inform and develop long term strategies for ending homelessness.

# Homeless Sector Review





City of **Perth**

27 St George Terrace, Perth WA 6000  
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## Executive Summary

The City of Perth conducted a review of the homeless sector operating within the City of Perth and extending to the inner city to better understand the prevalence and factors contributing to homelessness, specific services supporting homeless people and the systemic issues within the sector. This review of the sector is the perceptions of the City of Perth based on information and data collected through research, key service stakeholder engagement, internal business unit consultation, community and business engagement and analysis of relevant literature. The City of Perth acknowledges the countless organisations that provide support services to those experiencing homelessness within its boundaries.

The purpose of this review is to provide a holistic overview of various contributors to the sector and the current environment including service delivery gaps. The review provides a clear understanding of the City of Perth's role within the homelessness sector and outlines a body of work for the City to undertake to establish this role.

Recommendations for the City of Perth include:

- Supporting a housing first approach to end homelessness in Western Australia;
- Developing strong connections and foundations with service providers to support the homeless sector;
- Committing to cultural awareness training for all City of Perth staff to better engage with the Aboriginal community and develop more culturally appropriate relationships;
- Develop an Aboriginal Engagement Framework to provide a deeper understanding of the Aboriginal community to inform planning, implementation and accountability of City of Perth business;
- Developing, maintaining and evaluating mutually reciprocal partnerships with local governments to end homelessness in Western Australia;
- Reviewing Homeless Connect Perth to ensure it aligns with the ending homelessness in Western Australia strategy and meets objectives of service providers within the sector;

- Effective and appropriate strategies to manage and coordinate use of public spaces meeting the expectations and needs of the whole community, including those experiencing homelessness;
- Taking a lead advocacy role for service providers in platforms and forums to progress organisational objectives and create social change to end homelessness in Western Australia;
- Identifying and providing in kind support for activities and initiatives which contribute to ending homelessness in Western Australia;
- Providing and delivering community education and awareness initiatives through the City's communication mediums to change community perceptions of homelessness and focus efforts to ending homelessness in Western Australia;
- Committing to partnerships with service providers with clear roles and responsibilities of the City of Perth to assist ending homelessness in Western Australia; and
- Committing support to ongoing research of factors contributing to homelessness in Western Australia sharing findings with the sector to inform and contribute to strategies and plans.

Any recommendations must be considered and integrated aligned to the City of Perth Strategic Community Plan.



While the City of Perth commits to working towards the achievement of these goals, it has a limited degree of influence. It is critical the City of Perth identifies its role in delivery against these goals, acknowledging that in some instances it can only advocate on behalf of its community. The following section identifies the strategic objectives that work towards achieving the goals, with clear indicators to measure progress as well as the City of Perth's role to make it happen. The different roles the City of Perth as an organisation will take to support the homeless sector is shown on the following page.



### **Lead**

The City of Perth will play a lead role in the delivery of services and programs to meet this objective.



### **Partner**

The City of Perth will build partnerships with others to assist in the delivery of services and programs to meet this objective.



### **Advocate**

The City of Perth will advocate on behalf of its community to influence the delivery of services and programs to meet this objective.

## Introduction

The City of Perth, as a local authority, has a responsibility to residents, business owners and visitors of the City. The City has taken a lead role in developing a comprehensive understanding of homelessness and support services available within the City of Perth.

The purpose of this review is to demonstrate a holistic overview of the homeless sector and current environment identifying service delivery gaps. The review provides a clear understanding of the City of Perth's role within the homelessness sector and outlines a body of work for the City to undertake to establish its position.

## Scope and Methodology

The City of Perth is committed to conducting a review of the homeless sector within the City extending to the inner city to better understand the prevalence and factors contributing to homelessness, specific services supporting people experiencing homelessness and the systemic issues within the sector. This review is the perceptions of the City of Perth based on information and data collected through research, key service stakeholder engagement, internal business unit consultation and analysis of relevant literature. It is important to note that although this report provides a comprehensive picture of the homeless sector within the City of Perth it does have limitations due to available city resources and skill base to conduct further research and sometimes limited access to data. Data will also often reflect a point in time and is influenced by a variety of factors such as collection methodology, definitions and the scope of the study. The City of Perth acknowledges the countless organisations that provide support services to those experiencing homeless within its boundaries.

The expected outcomes of the review included:

- A comprehensive understanding of the service providers operating within the City and the services available to those experiencing or at risk of homelessness;
- Identification of any duplication of services and service delivery areas;
- A comprehensive understanding of service uptake and capacity of organisations delivering services within the City of Perth;
- Identification of the geographical reach of both stationary and outreach service delivery;
- A comprehensive understanding of “unofficial” support providers operating within the City of Perth;
- A comprehensive understanding of the locations that “unofficial” support providers deliver goods and services to those experiencing homelessness;
- Clear layered mapping of “hotspot” areas within the City boundaries frequented by those experiencing homelessness, including pop-up outreach services, homelessness support organisation locations and areas of high antisocial behavior identified by WA Police;

- Identifying opportunities to enhance the amenity of areas considered ‘hotspots’;
- A comprehensive understanding of the impact of homelessness on the economic profile of the City;
- A comprehensive understanding of all homeless sector working groups and forums with an agenda pertaining to the City of Perth area;
- A complete audit and update of the City’s homeless services in the Inner City brochure;
- Identifying service delivery gaps within the sector and issues affecting providers;
- Identifying the City’s role within the homeless sector; and
- Utilising data collected to influence a community wide homeless strategy.

The City of Perth has access to data revealing community profiling, however recognises there are gaps within this data which need to be identified. The focus of the existing data will be at City-wide scale, and where possible additional data will be sought to include the new areas of the City. There has been limited benchmarking (i.e. comparison) due to the complexity of the issues and varying methodologies between homelessness counts and assessments minimising the ability for direct comparison. The City of Perth is in a transitional period resulting in considerable change and improvements to systems and processes. Continued improvement will assist in identifying, capturing and evaluating data provided by organisations partnering with the City, including those operating from the City’s reserves and public open spaces.

The gaps in available data required to improve understanding of the homeless community were filled through community dialogue, surveys, stakeholder engagement and literature review. The City of Perth utilised tools such as Engage Perth, Survey Monkey, interviews and evaluation data from internal business units and employees as part of this review. The City recognises there are data gaps in this report and provides an overview of the sector, more research is required to acquire a comprehensive understanding. Difficulties were experienced in obtaining data and information due to limitations of not for profit organization data collection systems, staff resource allocation to data collection and sophisticated data collections tools. Information sharing was also limited as a result of strained historical relationships between the City and organisations operating within the sector. Organisations within the sector do not openly share statistics and figures of service uptake and capacity due to the competitive nature of the homeless sector not for profit funding model. The City needs to build trusting and reciprocal relationships with organisations through partnership to be able to gain a deeper understanding of the service delivery.

## Defining Homelessness

Homelessness is a present social issue within the City of Perth and the wider community. Homelessness encompasses many definitions, however for the purpose of the report; the Australia Bureau of Statics (ABS) definition of homelessness will be applied. On 4 September 2012, the ABS released the Information Paper: A Statistical Definition of Homelessness which outlined

that the ABS had changed from a 'cultural definition' to an understanding of homelessness as homelessness, not roofless. The new statistical definition of homelessness is:

*"When a person does not have suitable accommodation alternatives they are considered homeless if their current living arrangement:*

- *is in a dwelling that is inadequate; or*
- *has no tenure, or if their initial tenure is short and not extendable; or*
- *does not allow them to have control of, and access to space for social relations."*

This definition was applied to Census data collected in 2001, 2006 and 2011 and published on 12 November 2012. It is important to note at the time of this review the 2016 census data was not available and will be released in 2018.

## Existing Homelessness

On Census night in 2011 there were 105,237 persons nationally, classified as homeless. This was a significant 17 per cent increase to the 89,728 persons classified as homeless on Census night in 2006. Western Australians comprised nine per cent of the total homeless Australians in 2006 and 2011.

On Census night in 2011 there were 9,592 persons in Western Australia classified as homeless. 1 in 234 people identified as homeless (this includes rough sleepers as well as people living in crisis accommodation or severely overcrowded conditions). This is an increase of 16 per cent from the 8,277 on census night in 2006.

Of those persons in severely crowded dwellings, 2,671 (64%) identified as Aboriginal. A considerable statistic given that 3.1% of the Western Australia population identify as Aboriginal or Torres Strait Islander. According to the Australian Institute of Health and Welfare Annual Report on Specialist Homelessness Services 2014-15, in Western Australia family and domestic violence continues to be identified as the main reason for nearly one third of clients seeking assistance or accessing specialist homelessness services. As a result, there has been an increase in the proportion of homeless female persons.

The aforementioned statistics are five years old and given previous census data trends relating to homelessness they are likely to have increased in the 2016 Census. Data and demographics relating to rough sleepers are likely to change due to the transient nature of the population and can fluctuate year to year and season to season. Concerns have also been raised by the homeless sector regarding the accuracy of Census data given there is no specific question asking if someone is experiencing homelessness which is determined by other information. Shelter WA are currently undertaking a survey to determine whether the Census data is consistent with the experience of service providers in WA.

Specialist homeless services reports are derived from the Specialist Homelessness Services Collection. Governments across Australia fund a range of services to support people who are homeless or at risk of homelessness. These services are delivered by non-government organisations including agencies specialising in delivering services to specific target groups (such as young people or people experiencing domestic violence), as well as those that provide more generic services to those facing housing crises. These agencies are described as specialist homelessness services. Data from the Australian Institute of Health and Welfare (AIHW) annual report on specialist homelessness services 2014 -2015 depicts

- the rate of homelessness in WA is 48.9% of the national average;
- 5356 are male and 4236 are female;
- Of those sleeping rough 595 are male and 332 are female; and
- Of those accessing Specialist Homelessness Services 2045 were male and 2107 were female.

Data from the Australian Institute of Health and Welfare annual report on specialist homelessness services 2014 -2015 identifies where people stay in Perth:

		<b>National Average</b>
Rough sleeping	10%	6%
Supported accommodation for the homeless	10%	20%
Boarding houses	14%	17%
Overcrowded dwellings	43%	39%
Staying with other households	23%	17%
Other temporary accommodation	1%	1%

## **Main reasons people seek assistance**

During 2013-14, an estimated 21,437 people received support from a government-funded specialist homelessness agency in Western Australia. The main reasons for clients seeking assistance from homelessness services, based on data collected from government-funded specialist homelessness services (AIHW, 2014), include:

Domestic and family violence	29%
Financial difficulties	21%
Housing crises	8%
Inadequate or inappropriate housing	8%

Between 2006/2007 and 2013/2014, financial reasons increased from 11% to 21% as the primary reason for people seeking assistance from specialist homelessness services (AIHW, 2014; AIHW, 2013). Specialist homelessness services provide a wide range of services for people in need, however they are often unable to meet the total demand. In 2013/2014 approximately 53 people were turned away from services every day, due to services unable to meet their needs (AIHW, 2014).

Chief Justice Wayne Martin in his presentation at the Shelter WA Business Breakfast in 2016 reaffirmed the above information when he noted the characteristics of those likely to be homeless in Australia. These included:

- Indigenous people who although 3% of the population are 23% of the clients accessing specialist homeless services;
- Those escaping family violence together with other relationship issues was the biggest factor leading to seek supported housing in WA in 2014/15;
- Young people leaving State care and protection are over represented in the homeless population; and
- There is consistent evidence that people who are homeless have much higher prevalence of mental illness which is also a key risk factor for homelessness.

He also noted that people experiencing homelessness are more likely to be victims of crime and also to be perpetrators of crime while being less likely to resort to the legal system for protection or advice.

## Homelessness in the Inner City

Perth Registry Week is an event coordinated by RUAH Community Services as the lead agency, in partnership with the City of Perth and other government and non-government agencies. Perth Registry Week is aimed to identify the most vulnerable people experiencing homelessness and is critical to identifying and prioritising the delivery of support services to those in need according to their level of vulnerability. The event took place over two weeks in February 2016 and provided an opportunity to understand the issues homeless people face on a daily basis including access to services and factors which may have contributed to loss of accommodation. The surveys included people experiencing homelessness that were in crisis or transitional accommodation and required long-term housing with varying levels of support.

The Perth Registry Week 2016 Final Report provided a comprehensive snapshot of homelessness within the City of Perth. The City of Sydney and City of Melbourne have also conducted homeless counts. The methodology for extrapolating this data has varied between capital cities; however, the table below provides a reference point of where the City sits in comparison with other selected capitals within Australia.

	<b>City of Perth (Feb 2016)</b> <b>Just under 14 square km.</b> <b>24,244 residents</b>	<b>City of Sydney (Nov 2015)</b> <b>25 square km</b> <b>224,211 residents</b>	<b>City of Melbourne (June 2016)</b> <b>36.2 square km</b> <b>148,044 residents</b>
<b>Number of people identified as homeless</b>	430	516	247
<b>Number of people survey</b>	307	516	120
<b>Aboriginal and/or Torres Strait Islander percentage</b>	46%	17%	14%
<b>Gender</b>	73% Male	82% Male	79% Male
<b>Average age</b>	40 (youngest was 16)	42	57% under 40
<b>Sleeping Rough</b>	76%	60%	75%
<b>Hostel/Shelter</b>	11%	23%	-
<b>Staying with friend or family</b>	12%	7%	-

Those who were surveyed across the Perth region provided information relating to their health and the results of those surveys' identified:

- 77.9% identified as having mental health/cognitive issues;
- 47.2% of respondents have a combination of medical issues, substance abuse and mental health issues;
- 50.2% had used alcohol every day for the last 30 days;
- 48% had engaged in injected drug use in the last 30 days;
- 33.1% had visited Emergency at Royal Perth Hospital (RPH) in the last 3 months; and
- 19.2% had engaged in an Aboriginal Health Service in the last three months.

Homelessness is a complicated issue that often cannot be remedied by simply providing a roof over one's head; rather it requires a raft of diverse support services and accommodation options to suit the needs and factors which underlie its existence.

People who are socially or economically disadvantaged are more vulnerable to accumulating fines and less likely to have the resources to pay them. For example, homeless people who live or sleep in public places were highly represented with fines for drinking in public places and public transport offences. When people are able to overcome a period of instability in their lives, fine-related debt can remain an obstacle to rebuilding their lives and overcoming disadvantage. Sources of debt include ambulance bills, traffic and transport fines, as well as court-imposed fines for current and past offences.

The Acuity score is calculation to determine an individual's ability to access stable housing and maintain a tenancy. It is based on a number of severe health risk factors, homeless history, wellness and daily functioning ability. This scoring system, the Vulnerability Index – Service Prioritisation Decision Assistance Tool (VI-SPDAT), is an evidence informed tool used to assess vulnerability and identify those who are at highest priority for housing and support. Those that score 0-4 in this assessment require only affordable housing. Those that score 5-9 require affordable housing and brief support. Those that score 10 or more require affordable housing and long-term assistance.

One hundred and forty-three (17 youth and 126 adult) of the 307 2016 Perth Registry Week respondents were in the highest category. The highest score recorded for an individual respondent was 16. 143 respondents (16 youth and 127 adult) require short term support and 21 people (three youth and 18 adult) had scores which indicated that if affordable housing were made available to them, they would only require brief intervention. A comparison of the acuity scores demonstrated 46.6% required short term support, 46.6% long term support and only 6.8% brief intervention, this confirms that the majority of people experiencing homelessness within the City of Perth are vulnerable and in need of support services not just accommodation.

No single case of those facing homelessness is the same, the issues are exceptionally broad, crossing over a range of human service delivery areas. The tools for ending homelessness are well known; quality, affordable housing with long-term support. However, supporting people experiencing homelessness in the absence of available quality, affordable accommodation while providing wrap-around services (often from different organisations) to target the long term support of the individual are significant challenges. All sectors need to develop working partnership arrangements with clear objectives and flexibility to increase suitable accommodation options while providing coordinated and collaborative support to meet the individual needs of those experiencing homelessness.

## **City of Perth responses to Homelessness**

### **Support of RUAH Perth Registry Week**

The City of Perth provided \$20,000 financial sponsorship to this event in 2014 and 2016. The Vulnerability Index used in Registry Week was developed by Common Ground in the United States to determine which individuals experiencing homelessness are most vulnerable or at risk of death.

This methodology is now used by Street to Home programs across the world to support a targeted approach to move the most vulnerable people into long term housing. The Registry Week initiative is used in communities across the USA and states within Australia using trained volunteers working in teams to conduct early morning surveys of people who are sleeping rough.

Registry Week is critical to identifying and prioritising the delivery of support services to homeless people according to their level of vulnerability. It provides an evidence-based process to prioritise and match housing and support to individual and family need.

### **Homeless Connect Perth**

The City of Perth initiated a collaborative homeless support event in 2008, Homeless Connect Perth. This initiative of the Council of Capital City Lord Mayors was originally developed in San Francisco in 2004 and implemented as part of a national program in partnership with business and the community. Eight successful Homeless Connect Perth events have been held annually by the City in partnership with Volunteering WA. Homeless Connect Perth brings together government, businesses, community groups and volunteers for a day to provide more than 100 free essential services to people experiencing or at risk of homelessness. The objective of Homeless Connect Perth is to facilitate access to a range of services that ultimately assist people who are disadvantaged to find new pathways and connections out of their situation.

The City has provided more than \$613,000 in financial support to Homeless Connect Perth since it was launched in 2008. In 2016 the City entered a 3-year partnership with Volunteering WA, including \$243,000 in cash sponsorship and \$16,500 in kind support; a total contribution of \$259,500 towards the event until 2018.

Homeless Connect Perth received a bequest of \$179,454.12 to be used for the purpose of the event. It is not the City's intention to use this money to subsidise the City of Perth's contribution to Homeless Connect Perth but instead to develop longer term initiatives that connect individuals into pathways out of homelessness.

### **Community Safety**

The City of Perth has developed and endorsed a SafeCity strategy. The City plays a critical role in identifying, preparing and responding to community safety issues. The strategy is developed around five focus areas; safe environments, surveillance and monitoring, homelessness, drugs and alcohol and emergency management. Homelessness is included in this strategy to support the City to manage associated issues of anti-social behaviour and the perceptions of safety as felt by the community. This is implemented through the management of the City of Perth's Thoroughfares and Public Places Local Law 2007. Beggars are frequently moved on from the city and individuals identified as begging with hand held signs are requested to remove the signs.

### **Business Register**

The City has a service for property owners to register their properties with the City if they do not want people loitering or sleeping on their premises. This register provides the WA Police authority to issue move on notices to rough sleepers if they are identified at these locations. This has been an important strategy in dealing with squatters in abandoned and empty buildings.

## **Homeless Services**

Homeless Services in the Inner City is a brochure detailing a broad range of services available to those experiencing or at risk of homelessness. The brochure was created through extensive research and landscaping of the various organisations delivering services within the City of Perth and Inner City. This landscaping also included various social media searches to discover community groups/members operating in the space and meeting with the various service providers to understand the service for categorization and also referrals to additional organisations.

This brochure includes contacts for helplines, outreach assistance, dental, health, medical, meal, legal assistance, advice services and government services. The brochure is a quick reference guide for those experiencing homelessness and a useful resource for community members who seek information and outreach contacts for individuals requiring support. This brochure has been redeveloped and printed, 7000 copies have subsequently been distributed to 80 agencies since June 2017.

The brochure includes incorporated services with public liability insurance to. There are many unofficial outreach services supporting those experiencing homelessness through delivery of food and donated items which are not included in the brochure. The city does not have a comprehensive understanding of the total number of services operating within the City as many do not engage with the City prior to operation. Administration is therefore reliant on observing the group when they undertake the service if during operational hours or via word of mouth from official service providers, city staff, businesses or residents. The City of Perth continues to actively identify and engage these services to guide them into partnering with existing organisations wherever possible.

## **Community Development Officer – Homelessness**

The City recognised the need for a diversity of engagement techniques with the homeless sector. The City developed a new Community Development Officer (Homelessness) position which was filled in October 2017. The purpose of the role is to develop and implement strategies and related projects to promote and strengthen the sector working with homelessness while aligning to the City of Perth's greater strategic objectives. The position involves developing relationships and partnerships with internal business units impacted by homelessness and external stakeholders in order to address complex issues associated with homelessness. The development of this role is to drive systemic change in the sector within the local government sphere of influence and support not for profit organisations working in the sector at platforms where they may not have a voice. The commitment of this resource to the homelessness sector is unique to Western Australia local government and demonstrates a commitment by the City in establishing its role within the homeless sector.

## **Working with Police**

The City and Western Australian Police work closely together. The Ranger and City Watch teams have worked closely with the Police to identify a number of people who have been experiencing homelessness also registered as missing persons. This has resulted in successfully reuniting the individual with their family and support network to get them off the streets. The Police have a range of services, strategies and issues that they deal with that are not within the scope of this report.

## Homeless Services Sector – Current landscape

The following highlights some of what is known by the City;

### Outreach Services

The common element of all forms of outreach work is to actively approach clients with the intention of offering supports related to service provision and / or to establish engagement. Workers actively approach potential people on the streets and offer supports related to accommodation and services. Street based outreach enables workers to respond directly and immediately to a persons' needs by bringing services to people rather than waiting for individuals to come to services on their own.

The current known outreach services operating in the City are;

- Crossroads (St Pat's)
- Street to Home (RUAH)
- Street to Home (UnitingCare West)
- Street Outreach (The Salvation Army)
- Street Chaplain's (volunteers, not specifically social workers)
- Dream Centre volunteers, not specifically social workers)

### Youth Outreach Services

- Street Connect (Anglicare WA)
- Youth Beat (Mission Australia & Nyoongar Outreach Services)

### Mental Health Outreach Services

- Mobile Clinic Outreach Team (Dept. of Health)

### Health Care Outreach services

- Homeless Health Care
- Street Doctor (360 Health + Community)

### Aboriginal Outreach Services

- Specialist Aboriginal Mental Health Service (Dept. of Health)

Of the identified outreach services seven are primarily or partially roaming outreach services, otherwise known as assertive outreach. There are five outreach services delivered at set locations mainly Ozone Reserve and Wellington Square. Of the thirteen services, nine operate Monday to Friday with various capacities between the hours 7am - 5pm. Only one service operates assertive outreach after 5pm Monday – Friday which finishes at 10.30pm. Assertive outreach hours vary with two services operating for only 30 minutes per day, one service operating for 4 hours on Friday evenings and another service operating 4 hours throughout the week. It is important to note that not these groups are qualified social workers. The official outreach services operating in the City of Perth are summarized in appendix 5

The Perth Registry Week 2016 survey identified a high proportion of those experiencing homelessness also experience mental health concerns and identified as Aboriginal and/or Torres Strait Islander. Current service providers may have extensive cultural awareness training; however there appears to be a gap in culturally specific mental health and drug and alcohol services providing outreach support.

There are two youth outreach services present in the CBD with different outcome targets. Street Connect is a program run by Anglicare WA it provides an outreach youth service which operates from Mobile Youth Resource Centre (the outreach bus). This service has operated for 25 years and focuses on engaging young people on the streets providing informal counselling, advocacy, crisis intervention and referrals to other support services. This service operates Monday – Friday 11am to 3 pm from outside the Wesley Church and outside Perth Children’s Court.

Youthbeat is a collaborative project between WA Police, Nyoongar Outreach Services and Mission Australia focusing on the WA Police Youth at Risk Strategy. The program operates on Friday and Saturday nights in Northbridge and the CBD concentrating on young people out after curfew. The program aims to return young people to a safe place with family. In the absence of the safe place, there are few services available for young people as crisis accommodation services are centered on adults whose needs are very different. More often than not, social workers will find a safe place however in the absence of a responsible adult, young people are required to stay at the organisation located in Northbridge until morning. Informal discussions suggest the model requires review.

Many people experiencing homelessness have chronic and poorly managed health conditions such as diabetes and kidney disease, other health issues such as wound care is impaired by rough sleeping. Health care provision is an essential service to those experiencing homelessness helping them to manage their health and wellbeing. Due to funding model restrictions, these services are limited to operating from Ozone Reserve, Wellington Square and Wellington Street & Pier Street and day centres. Outreach workers, Rangers and WA Police often experience barriers trying to convince those in need of medical attention to attend these locations at scheduled days and times. There is a significant and identified need for more flexible health service delivery such as outreach health services roaming the city providing direct urgent health care assistance where and when needed.

### **Food Service Outreach Engagement**

Within the City of Perth there are a range of engagement outreach services providing food Monday through to Friday;

- 6 permanent service locations (drop-in centres etc.) providing either free or low costs meals;
- 5 service providers conducting food outreach services within the CBD;
- 7 known unofficial community groups and churches providing outreach meal services on a weekly basis throughout the CBD; and
- Many unknown and unofficial community groups and churches providing outreach meal services on a weekly basis throughout the CBD.

On any given day, Monday to Friday, those experiencing homelessness are able to access a minimum of three meal serves at breakfast, lunch or dinner which are either low cost or free throughout the Perth CBD.

On Saturday and Sunday there are;

- 3 permanent service locations (drop-in centres etc.) providing either free or low-cost meals;
- 7 service providers conducting outreach services within the CBD; and
- Many unknown and unofficial community groups, individuals and churches providing outreach meal services on a weekly basis throughout the CBD.

Weekend meal services are not as accessible, however a person experiencing homelessness could access, at least one service per day within the CBD for breakfast, lunch or dinner. This is not inclusive of the roaming foot patrols of unknown community members providing meal services within the City.

The contribution to these food services is far reaching. Food is donated through additional homeless support services such as Food Rescue, Foodbank, Halal Foodbank, community volunteers donating prepared meals, cafes throughout the City donating sandwiches and community volunteers preparing food with service provider organisations. Through this review, it is apparent that the food service provision to those experiencing homelessness in the City is reflective of a web with many different threads and connection points. Food services in public open spaces are not currently being managed by the City and service providers are not required to meet compliance standards.

Many unofficial community groups, individuals and churches provide weekly meal services throughout the CBD. The City acknowledges the good intentions of those within the community wishing to support those experiencing homelessness. The delivery of such donations and food provisions can compromise the opportunities for specialist outreach services and service providers to engage with those in need and form trusting relationships with outreach workers. This adds a level of complexity to engagement attempts and an individual's motivation to link with support agencies. Through this review it was identified that unofficial groups are undercutting funded organisations by delivering services from their usual locations. This has resulted in decreased attendance numbers for funded organisations and jeopardises future funding. The sustainability of community members to commit to providing services over an extended period of time without eligibility to funding is questionable and compromises service delivery.

## **Day Centres**

RUAH, Tranby and Passages Resource Centre are the current service providers offering Drop In facilities within the City. The drop in center's are only available for limited timeframes Monday through to Friday during office hours which sees RUAH and Tranby closing by 1pm and Passages Resource Centre closing by 4pm. Tranby has been trialing Saturday morning openings and are consistently getting 80 plus people attend the Centre without any formal advertising, demonstrating a need to expand weekend services.

The City is informed that all day centres are working at capacity with one centre acknowledging an average of 140 -180 patrons visiting every day to access services. This capacity is further complicated by limited hours of operation, largely restricted by human resources available through existing funding. Service providers have identified that overcrowding is preventing some people experiencing homelessness from accessing the available services, safety fears and theft of possessions at these locations. This review also identified that some people experiencing homelessness cannot attend day centres due to their street debts and spotters waiting at the centre's to recover these debts. This situation highlights the continued need for collaboration to increase outreach services delivered from day centres.

### **Crisis Accommodation**

Crisis accommodation is temporary housing for people who are homeless or in immediate housing crisis. Throughout the Perth metropolitan region there are 15 women's refuges supporting woman and children escaping domestic violence. Only two of these services extend to women experiencing homelessness and that is only if the facility is not at capacity with women who have experienced domestic violence. There is a number of crisis accommodation services available to families offered by different organisations, although availability at these are limited and difficult to find.

Of these services 11 are for women with children and singles, 3 are for singles and one is for single Aboriginal women only. It has been identified that there is a lack of crisis accommodation for homeless women who have not experienced domestic violence. There is only a small number of beds allocated to women within unisex crisis accommodation and there is a lack of culturally specific crisis accommodation services for women both singles and with children. Many referrals to women's refuges come through Crisis Care who receive the daily bed count and will conduct an assessment prior to referral. Some refuges will only take referrals from Crisis Care to ensure the limited available places are prioritised for those woman and children most at risk of harm from Family and Domestic Violence.

A total of four crisis accommodation services are located within the City while one of these is specific to prisoner rehabilitation. Discussions with service providers highlight that there are some barriers to accessing crisis accommodation related to criteria and processes. These facilities have strict no drugs and/or alcohol policies including clients must not be under the influence of drugs and/or alcohol. There are services that also have specifications that restrict access to people with mental health issues. This is due to risk management and resource limitations to provide specialist client care preventing access to of many individuals seeking crisis accommodation. RUAH Registry Week findings indicated that 77.9% individuals identify as having mental health/cognitive issues, 47.2% of respondents have a combination of medical issues, substance abuse and mental health issues, 50.2% had used alcohol every day for the last 30 days and 48% had engaged in injected drug use in the last 30 days. Such findings demonstrate the importance of flexible entry criteria and for accommodation services to provide additional support to effectively intervene with a significant portion of the homeless community. Anecdotally the City is also informed that all accommodation is booked by 1.30pm daily.

The City has received reports of illegal activity at crisis accommodation services including drug dealing and usage. This makes it very difficult for a person experiencing homelessness trying to rehabilitate from drugs and alcohol in this environment. Crisis accommodation providers need to

effectively manage activities within the service to ensure a supportive environment for individuals who are focused on ending their homelessness journey. One service provider engaged WA Police to address drug use and dealing within their facilities. This exercise confirmed a zero-tolerance drug policy which many residents were appreciative of as it demonstrated the importance of, and commitment to, maintaining a healthy and supportive environment.

There are two crisis accommodation services located just outside of the City's CBD that are more specifically sobering up programs. Through this review a number of youth services identified the lack of suitable crisis accommodation for young people. Some young people will consume alcohol just to have a high reading on a breathalyzer test in order to get a bed for the night at a detox centre. The shortage of youth crisis accommodation has resulted in young people sleeping rough within the Perth CBD.

The potential barriers for the LGBTI community in accessing crisis accommodation has also been identified in this review. Crisis accommodation services within the CBD are gender specific with female and male wards which could pose an additional barrier to some individuals from transgender or intersex communities. Similarly, a number of the crisis accommodation services are managed by religious groups who may not be supportive toward the LGBT community due to services guided by religious connotation. There is no non-gender specific crisis accommodation within the city and only two services in Western Australia have non-gender specific wards.

YMCA Perth's lease on Jewell House a 180-room accommodation facility was terminated on December 31, 2014 despite the WA Health Department having no immediate plans to redevelop it. The decision to close Jewel House may have been well founded but it represented a significant loss of much needed crisis and affordable accommodation in the City of Perth for people unable to access other forms of accommodation. For 32 years YMCA Jewell House provided accommodation to a diverse range of people including tourists, youth, regional patients at Royal Perth Hospital, and people on benefits and low incomes.

### **Transitional Accommodation**

Transitional housing is a form of social housing delivered by community housing providers for applicants with very high or high housing needs. Transitional housing gives eligible people an opportunity to stabilise their circumstances before moving to longer term housing.

There are six transitional accommodation services located within the CBD. One is specifically related to mental health managed by Royal Perth Hospital and another is specifically related to prisoner support and rehabilitation. One transitional accommodation service has 101 beds, however only has the capacity to open 76 due to funding restrictions. Another service is currently operating at capacity and requested not to be advertised in the City of Perth's Homeless Services in the Inner City brochure as the facility is at capacity and does not have beds available for further influx of people seeking support.

Through this review an additional 11 transitional accommodation services located outside of the City throughout the Perth metro region were identified however this is undoubtedly not an exhaustive list of services.

## **Additional Support Services**

### **Helplines**

This review identified thirty-two helplines addressing issues relevant to those experiencing and at risk of homelessness. There are five emergency response lines that offer 24/7 crisis advice, information and assistance. These helplines provide urgent assistance in areas of mental health, sexual assault, suicide, accommodation and refuge advice. There are four telephone services that assist directly with homelessness.

In discussions with peripheral organisations it was evident that their understanding of their role within the homeless sector was not clear. Many indicated they were not a homeless support service despite providing services relevant to a wrap-around service approach supporting the needs of those experiencing homelessness.

### **Working Groups and Forums**

A total of 17 working groups were identified through discussions with service providers. The majority of these working groups relate directly to the homelessness sector with a small number indirectly related, but had homelessness identified as a significant factor such as the Youth at Risk Network (YARN). It is important to note this review has only touched the surface in understanding the links and partnerships which exist between the organisations in terms of collaborations, working groups and forums. Additional research needs to be undertaken to identify all of these working groups to understand the purpose of these groups through terms of reference and what is informed by these meetings. In addition to these identified working groups there has been a minimum of 10 interagency presentations/interactive forums on homelessness conducted by at least three different organisations.

### **Sites of service delivery**

Wellington Square has been a popular location for those experiencing homelessness for many years. Discussions with agencies highlight the lack of transitional accommodation for those from regional areas who need continued medical assistance. At times, those from regional areas seeking medical assistance will have family visit and will choose to leave their transitional accommodation so they can socialise and not be restricted by the service rules. Limitations with the Patient Assistance and Transport scheme in assisting a patient's family support network to travel and stay in Perth from regional areas was also identified. The City is aware of nine different service providers delivering outreach services to those within Wellington Square throughout the week; however, this could be an underestimated figure.

Outreach service delivery within the City takes place predominantly from Wellington Square, Wellington Street & Pier Street and Ozone Reserve. There are four service providers delivering services in Ozone Reserve any given week. This has coincided with an increase in antisocial behaviour and infrastructure damage at these locations with one toilet facility completely destroyed following a domestic violence incident between two people experiencing homelessness. Residential complaints and infrastructure damage reported at Supreme Court Gardens and Langley Park where outreach services have previously been provided were located to Ozone reserve where similar issues are being experienced, demonstrating a link.

The increase of antisocial behavior has been felt by service providers with a number of people being banned from the day centres and organisations increasing security measures. Those who have been banned are tending to congregate at the service delivery locations in public open spaces which is increasing antisocial behavior. It is important to note the historical and cultural significance of Wellington Square as a meeting place in Aboriginal culture. Any changes to service delivery at this location may not result in decrease in antisocial behavior. The regularity and predictability of service delivery in the set locations has resulted in some individuals camping and staying at those places overnight. Following damage to infrastructure and ongoing antisocial behaviour the public toilet facilities at Wellington Square are locked in the evenings. There have been numerous complaints to the City from residents, businesses and the public regarding individuals defecating in public along and on private property with rubbish left behind at identified homelessness hotspots. Service providers supply food in disposable containers and wrappings which are sometimes not disposed of appropriately and left at both service delivery locations and across the City where people are sleeping rough. The City also received reports of unwanted personal items, such as abandoned swags, left at service delivery locations. The City recognises the need to implement a system to manage these services within its parks and needs to take a lead role in coordinating these services within public spaces.

This review identified a lack of support services available in the evening and night time. Service delivery through outreach services, day centre's, counselling services and health services predominately operate from 9am to 5pm Monday to Friday. Some services tailor their services to match daytime services as referring a person experiencing homelessness to a closed service is ineffective when it is often immediate support that is required. The service providers operating outside weekly day time hours are predominately crisis helplines which may not be able to immediately link and individual into required support services. The restricted opening hours reduces the ability for Ranger Services or WA Police to assist someone requiring ongoing support.

The effectiveness of the support services is reliant on both individuals experiencing homelessness and service providers having awareness of relevant available programs. This review has identified issues around the lack of promotion of existing programs within the homeless sector potentially missing vital self-referral and stakeholder referral opportunities. Many external stakeholders are unaware of the range of programs being delivered evident by the number of calls the City receives to various units regarding referral pathways for individuals. It was also identified that many of the health, counselling, drug and alcohol crisis lines lacked understanding of services available or potential synergies which exist between their programs and those directly servicing the homelessness sector.

This challenge is also experienced by City of Perth staff and WA Police where it has been unclear of the potential referral pathways once an individual is moved on or no longer within their duty of care. This has also been identified by service providers within the homeless sector who are often aware of key service delivery programs in the community but sometimes not even fully aware of the all of the programs their own organisation delivers. This lack of program awareness and collaboration has been observed through extensive consultation with a cross section of stakeholders resulting in minimal joint case management approach which is required to support clients experiencing multifaceted complex issues.

## Gaps in Services

While the stakeholder consultation and services mapping exercise demonstrated a need for improved resource allocation and collaboration to meet the needs of people experiencing homelessness, it also demonstrated significant gaps in available services. These services include:

- Crisis accommodation for individuals
- Crisis accommodation for families and couples
- Crisis accommodation for young people
- Suitable accommodation for LGBTI communities
- Suitable accommodation for people without religious affiliations
- Suitable and supported accommodation options for Aboriginal people
- Supported accommodation for people with mental illness
- Supported accommodation for people with drug and alcohol addiction
- Access to long term affordable accommodation
- Early intervention initiatives and programs to prevent homelessness
- Greater collaboration between services operating directly with the homelessness sector and services operating within the periphery of the immediate sector
- Clear and easy pathways for accessing services which meet an individuals need
- Mental health services that can work clients with ongoing alcohol and other drug use issues

## Impact of homelessness

The City experiences 120,000+ visitors each day and is responsible to its community of ratepayers and residents. There is increased pressure on how to address the homelessness and the negative impact it has on the City. Homelessness has resulted in numerous complaints from businesses and the public often regarding antisocial behaviour.

With the reintroduction of the police bike patrols combined with the City of Perth efforts the number of complaints of antisocial behaviour and aggressive begging there is a perception of a reduction in complaints. There are distinct areas of concern which include Murray Street, Hay Street Mall, Murray Street Mall, Forrest Chase, Barrack Street, Wellington Street, Murray Street near Pier Street, Russell Square, Wellington Street near Pier Street, Wellington Square, Victoria Gardens, Ozone Reserve and William Street. These locations have been identified by WA Police, the City's Rangers and Parking Information Officers who play an important role in identifying and supporting connections with homeless people and services. This information is in Appendix 2 and highlights hotspot locations and the proximity to homeless service delivery locations within the

City. There is a clear correlation between service delivery locations, reported antisocial behaviour and the CAT bus service.

The City recently conducted a SafeCity Survey as a follow up from the 2014 baseline survey. The aim of the perception survey was to determine the community's views on safety in the City, awareness of safety strategies and services and identify what other actions could be taken to improve safety. Key outcomes from this survey identified high perceptions of feeling safe, many community members felt the City became more unsafe after 8.30pm while 60% of residents said there were specific places within the City of Perth where they felt unsafe. The main areas identified in the survey were Central Perth, Northbridge and East Perth. Parks were the number one location visitors felt unsafe due to large groups of people affected by drugs and alcohol, fighting each other and abusing passers-by with Wellington Square and Russell Square specifically mentioned. It was also identified that there was a substantial decrease in the number of people visiting the CBD and Northbridge at night. The outcomes of the survey are consistent with hotspot locations as outlined in Appendix 2.

The survey provided an opportunity for participants to provide additional commentary about feeling unsafe within the City. Participants specifically listed known hotspot locations including the mall area where some felt unsafe during the day as well as evenings. Homelessness, begging, intoxicated people including those under the influence of drugs and large groups of individuals were consistent contributors to feeling unsafe. While it is impossible to assume those, who are under the influence of alcohol and other drugs and large groups of people are those experiencing homeless, there is a definite link between perceived unsafe locations within the City and homeless hotspots. Managing this issue within the City requires a coordinated effort from wraparound health and wellbeing services, Community Safety and WA Police to ensure a holistic approach.

The corner of Wellington Street and Pier Street is an identified hotspot. Recently the City became aware of a community member coordinating support services from this location including food, coffee van, vet, dog wash, street doctor and podiatrist occurring Tuesday fortnightly attracting over 80 people. This same location the City has received numerous complaints from local businesses reporting individuals sleeping rough on the roof and an increase of discarded drug paraphernalia.

On investigation of the Street Doctor request, Community Amenity & Safety provided data for the corner of Wellington Street and Pier Street from 1 August 2016 to 30 January 2017. Evidence of antisocial behaviour included:

- 45 reported instances at the location;
- 28 instances at the location during Service Providers days and times of operation;
- 8 instances of fights involving either individuals or large groups of people;
- 8 instances reported directly by Service Providers;
- 4 instances of persons reported with a weapon; and
- 1 instance of assault to a City of Perth staff member.

It is important to note that this behaviour cannot be attributed solely to homelessness.

Groups of people utilise the seating area to loiter during the day and engage in illegal behaviour, including illicit substance use. Intoxicated individuals remain in the area until service provision commences, disrupting the service and compromising operational staff and volunteer's safety.

Through this review, service providers have also confirmed the increased presence of drugs and drug use of those accessing support services. Additionally, the same service providers are also experiencing increases in aggressive and violent behaviours as a direct result of the influence of drugs, particularly synthetic drugs. This antisocial behaviour impacts on service providers as resources are now required to manage an increased risk to staff and client safety. This information from service providers is also reflected in discussions with WA Police where a 70% increase in drug charges from 2016 has been identified.

The City of Perth Library regularly receives customer complaints related to drug use within the amenities and antisocial aggressive behaviour from patrons. This behaviour cannot be attributed solely to homelessness however library staff have received requests from patrons for access to a variety of support services. City management has recognised the need for staff to access mental health awareness training to develop resilience and skills when dealing with difficult situations. The City's community facilities have daily interactions with people experiencing homelessness accessing amenities. Staff at the Citiplace Community Centre, Rest Centre and iCity Kiosk all have reported aggressive and antisocial behaviour in the past, requiring them to contact the Citywatch or WA Police to deal with these issues when they arise. People experiencing homelessness attending the City's facilities can impact on our customers and often contributes to their perception of feeling unsafe.

Asset management is responsible for repair work and coordination of cleaning of services as impacted by homelessness. The City's facilities at hotspot locations regularly require additional maintenance work to repair damage and cleaning to ensure they remain accessible by the public. This results in increased costs in maintenance, resources and contracts to ensure facilities are maintained to the required high standard. The City has received complaints from contract cleaners and refusal to operate a certain locations due to antisocial threatening behaviour and verbal abuse.

Events and activations staff often encounter people sleeping rough in the inner city when accessing storage locations under Forrest Place and when setting up events at activation sites. Many of the City's employees have had interactions with individuals affected by drug and alcohol use dealing with antisocial behaviour to achieve operations. Business Support and Sponsorship are impacted by homelessness through both the sponsorship element and business support. There have been complaints from sponsored organisations attempting to operate events within the City that have been impeded by rough sleepers settling at the locations during the activations. The City also receives numerous complaints and requests from businesses regarding people sleeping rough in doorways and affecting their business. In response business owners were invited to participate in a survey, which included two questions relating to the impact of homelessness on their ability to trade. There is an estimated 4000+ businesses located within Perth City that were sent an electronic questionnaire in 2016 the results from this survey are below;

**Do you and your staff feel safe operating in your business in the City? Please rate this on a scale of 1-10 with 1 being extremely unsafe and 10 being extremely safe**

The mean score from the 96 respondents was 6.18;

**On a scale of 1 to 10, (1 being minimal, 10 being consistently), does homelessness impact your business and trading ability?**



137 businesses responded to the question. 45% of the survey responses indicated that the issue of homelessness has a minimal impact on their businesses, however it is noted that 30% of the survey responses indicated experiencing a significant impact from homelessness. Therefore, at a minimum there are 42 businesses within the City adversely affected by homelessness.

The City of Perth employees working in the City's carparks interact with people experiencing homelessness on a daily basis. In their work, employees often come across people loitering in carparks, propping open access doors to carparks in the evening, sleeping in doorways, toileting in public and in the carparks, aggressive behaviour and drug and alcohol use. Users of the carparks also experience these negative incidents particularly in early hours of the morning and late evenings.

The City's Street Presentation and Maintenance and Waste and Cleansing units also experience similar issues while trying to undertake operational work. Both units have incurred increased costs as a direct result of homelessness through cleaning streets, doorways, laneways and general public areas which have increased rubbish, uneaten donated food and containers and unwanted donations. Rubbish is not limited to litter it also includes drug paraphernalia and human waste. Additional cleaning and removal of unwanted donations results in an additional cost to the City. When the team need to undertake street cleaning they often have to clean around people sleeping rough such as in doorways and on pavements. There have been numerous incidents

where team members have been verbally abused by rough sleepers while trying to undertake their work. Staff also recalled times when people had jumped on or tried to get into the street cleaners or approach them while utilising heavy pressure cleaners.

This review has examined complaints which related directly to homeless/street present people from December 2013 to November 2016. It's important to note that this review may not include all of the complaints made, as they may have been filed under a different category and the City record system has changed during this timeframe. The categories have been classified as follows:

*Homeless* - reports of people leaving rubbish in alleyways, drinking in public places, using vacant land as dwelling places, toileting, displaying aggressive behaviour and general loitering.

*Beggars* - reports of concern for the rising number of beggars, being approached by multiple beggars, anxiety over hygiene and aggressive behaviour from beggars.

*Antisocial Behaviour*- reports of loud congregations of homeless, large amounts of rubbish being left, public urination/ defecation and safety concerns due to aggressive and violent behaviour.

<b>Number of Complaints Received by the City of Perth Dec 2013- Nov 2016</b>					
	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>Total #</b>
<b>Homeless</b>	<b>1</b>	<b>9</b>	<b>13</b>	<b>16</b>	<b>39</b>
<b>Beggars</b>	<b>0</b>	<b>15</b>	<b>12</b>	<b>2</b>	<b>29</b>
<b>Antisocial Behaviour</b>	<b>1</b>	<b>16</b>	<b>17</b>	<b>20</b>	<b>54</b>

The issue of begging has been a public concern for many years including beggars becoming more aggressive if they were not given money. In 2014 CityWatch recorded 298 incidents of begging which required a response from authorities over a period of 163 days (March – August 2014). A working group was established with representatives from the City of Perth, WA Police and the Department of the Attorney General to determine the best approach to deal with begging was. It was agreed that support through agencies via a targeted outreach strategy was more beneficial than addressing the issue through the criminal justice system. Currently beggars are frequently moved through the city and individuals who possess handheld signs are requested to remove them. This is implemented through Perth's local law and Thoroughfares and Public Places Local Law 2007. It is critical the issue of begging is seen separate to homelessness as not all homeless people are beggars which is the message that needs to be conveyed to the wider community. Begging requires a separate response that is managed largely by the City's Community Safety and Amenity teams in conjunction with the Police. The most complaints the City received in regard to homelessness were in the antisocial behaviour category. These complaints related to violent and threatening behaviour, intoxicated people becoming violent and members of the public experiencing abusive behaviour. These displays of antisocial behaviour contributed to people feeling unsafe in the city.

Rangers often remove unattended items that are creating an obstruction to the public and it is at the Ranger's discretion to decide if the items are general rubbish. If these items appear to have value of a personal nature they will be confiscated, impounded and stored for a period of time and if not claimed disposed of. Excessive littering is a major public health concern; as is urination and defecation which is occurring throughout the city. The smell from toileting is a major concern as well as the hygienic implications and is mainly reported to be occurring in alleyways. Many of these lanes are privately owned and therefore cleaning is left to residents and businesses.

A survey of City of Perth employees and volunteers identified personal safety concerns as a major issue. Many employees and volunteers have experienced verbal abuse, people under the influence of drugs and alcohol, antisocial and illegal behaviour while doing their job which has impacted on their ability to fulfil their roles. The survey indicated significant levels of empathy and feelings of powerlessness to assist those recognised as being in need. Many employees and volunteers were unclear of the City of Perth's position or whether there was a consistent approach to the homelessness issue. This uncertainty, combined with staff's own values and beliefs towards homelessness impacted on how they felt while fulfilling the responsibilities of their role. The survey and subsequent discussions identified staff having feelings of guilt, sadness, anger, disappointment and generally being overwhelmed by the issue. These individual experiences impact on employee and volunteer employment satisfaction and potentially have negative influence on the culture within the City of Perth.

This year the City of Perth has undertaken a series of community engagement sessions; Share to Shape and the Wellington Square Masterplan. A common theme which came through from City stakeholders was the need to address homelessness within the City of Perth. Community perception indicates homelessness is significantly increasing the number of people sleeping rough within the CBD. The context around these themes was empathy and a desire for improved services to those experiencing homelessness with the City to play a role in contributing to change.

## **Role of Federal Government**

The Australian Government recognises that homelessness is a complex issue that affects many Australians. It requires a long-term and systematic effort across agencies, sectors, and the community.

While state and territory governments are responsible for service delivery, the Commonwealth supports state and territory governments in their role of providing services to the homeless, or those at risk of homelessness, with funding through the National Affordable Housing Agreement (NAHA) and the National Partnership Agreement on Homelessness (NPAH).

As announced in the 2017-18 Budget, the Government is working with the states and territories to reform the NAHA and the NPAH into the new National Housing and Homelessness Agreement (NHHA). The NHHA will increase the supply of new homes and improve housing and homelessness outcomes for all Australians across the housing spectrum, particularly those most in need.

The NHHA will provide certainty for homelessness services, with a further \$375.3 million over three years from 1 July 2018. This funding will prioritise support for people affected by domestic violence and vulnerable young Australians.

The \$117.2 million Transitional National Partnership Agreement on Homelessness will continue to provide support to front-line services addressing homelessness until the NHHA comes into effect in 2018-19. The Government has also committed \$23 million to the Reconnect program which assists young people who are homeless, or at risk of homelessness

## **Role of State Government**

The Department for Communities is the lead agency for homelessness in Western Australia. There are two major policy agreements that support homelessness services provision in Western Australia; the National Partnership Agreement on Homelessness (NPAH) and the National Affordable Housing Agreement (NAHA).

The NAHA's primary outcome is to help people who are homeless or at risk of homelessness achieve sustainable housing and social inclusion through a focus on social housing, assistance to people in the private rental market, specialist services for people who are homeless or at risk of homelessness and strategies to improve affordability of home ownership. NAHA is an ongoing agreement.

The NPAH's primary areas of focus are to reduce homelessness through prevention and early intervention, breaking the cycle of homelessness and improving and expanding the service responses to homelessness. The NPAH contributes to achieving NAHA's primary outcome. The first four-year NPAH commenced in 2009-10 and, to date there have been three additional transitional short term NPAHs, including the current two-year NPAH (2015-17). In 2015-16, through state and Commonwealth Government funding arrangements, approximately \$81 million will be allocated to the non-for-profit community services sector for the provision of homeless accommodation and support services for individuals and families, and those who are homeless or at risk of becoming homeless because of family and domestic violence.

## **Role of Local Government**

Outcomes for the Homeless Sector Review identified the City of Perth have a considerable scope of work to undertake to establish an appropriate foundation and a strong position within the homeless sector environment. Creating a higher level understanding of the homelessness issue and sector requires in-depth research and developing effective partnerships and collaborations with relevant stakeholders. This process will identify opportunities and inform and develop long term strategies for ending homelessness and could utilise resources such as bequeathed funds and additional Council support

As part of this review the City of Perth used the Engage Perth platform to provide a baseline understanding of how well it is currently performing in the sector. The survey was conducted in December 2016 and sent to 108 providers operating within the City of Perth, 73 were aware of the survey, 52 were informed visitors of the survey with 19 completing the survey. A copy of this survey can be found in Appendix 1.

Organisations were asked to answer a series of scaled questions relating to; City strategies, active role within the sector, engagement with service providers and stakeholder relationships. The survey demonstrated:

- 89.5% of the organisation's surveyed had limited or no awareness of strategies undertaken by the City of Perth in an effort to address homelessness;
- Only 11.2% of organisation's felt the City was actively providing direction and leadership within the sector;
- 50% of providers felt the City did not actively engage service providers; and
- Only 27.8% of the service providers felt the City has an appropriate level of relationship with stakeholders operating within the Homelessness sector.

Local governments are not experts in the delivery of specialist homeless services. This review identified that the sector has a wealth of knowledge and expertise among existing service providers operating in the space. The City of Perth however does have a role to play and the opportunity to influence the sector to end homelessness is through a number of actions:

- Facilitate opportunities for collaboration across all sectors of the community;
- Connect different tiers of the sector for greater social outcome (service providers and the City of Perth, City of Perth and the state government, state government and service providers, service provider to service provider, service provider and community groups, service provider and community members, service providers and funding opportunities, service providers and corporates/philanthropists, sector and research);
- Advocate for the sector in platforms and forums where they may not have a voice for the purpose of driving systemic change;
- Educate the community and stakeholders about the holistic picture of homelessness for the purpose of humanising the issue and driving support for change;
- Support the successes and promote the need of service providers through the City's diverse mediums and platforms to drive whole community ownership to create understanding, movement and change;
- Policy revision to remove road blocks, red tape and support provision of affordable housing within the City of Perth; and
- City of Perth to work in partnership with the state government.

## Recommendations for City of Perth to support Homeless Sector

### Housing First Approach

With only one quarter of rental housing stock being affordable to low income owners, Western Australians are experiencing more financial stress than ever before (REIWA & Shelter WA 2016). In 2016, only 3% of the 52,277 rentals available in Perth were classified affordable to those earning a low income (REIWA & Shelter WA 2016). Of this 3%, only 1% of private rentals in Perth are affordable to those on government income support (Anglicare Rental affordability Perth, April 2016). Perth's rental market has limited diversity with the majority of the rental market weighted with large properties. Smaller properties (two bedrooms or less) are concentrated around the central sub region and therefore only affordable to high income owners.

Categories for income and affordability as described in the REIWA & Shelter WA 2016 Housing affordability – A study for the Perth metropolitan area. One of the main assumptions in this study is the 30% rule that is for households to avoid housing stress, their rental payments should not exceed 30% of their gross household income (REIWA & Shelter WA 2016).

Household Income Category	Gross Household Income	Affordable weekly rental amount
Very low income	<\$43,050	\$250.00
Low income	\$55,965	\$320.00
Low income (upper)	\$68,880	\$400.00
Moderate income	\$103,320	\$600.00
High income	Over \$103,320	\$600+

\*REIWA & Shelter WA 2016.

This review identified over 150 organisations working in the Homeless sector, however only a small number had strategic priorities focused on the longer-term goal of ending homelessness in Western Australia.

The Housing First Model is based on the understanding that people are better able to address their support needs and achieve positive outcomes when they are in a stable home. (RUAH 2017) The model is underpinned by five key principles:

- Immediate access to permanent housing with no housing readiness requirements;
- Consumer choice and self-determination;
- Recovery orientation;
- Individualised and client-driven supports; and
- Social and community integration.

The Western Australian based 50 Homes 50 Lives program is a collaboration of 46 services from 30 organisations. RUAH is the backbone organisation providing the support framework for effective

collaboration across service agencies and also act as facilitator and allocates resources for project management and coordination. Housing for the campaign is provided through a negotiated agreement with the Housing Authority and community housing providers, but has diversified to draw on a much wider range of sources. The aim of the 50 Lives 50 Homes project is to house and provide support to 50 of Perth's most vulnerable homeless people.

The aligned organisations provide integrated case management and wrap-around support as once people are housed and material needs are met the opportunity increases to link in support to address unmet health needs and the individual's specific issues required to sustain the tenancy. In this program nursing and outreach support is provided on evenings, weekends and public holidays by After Hours Support Service as funded by RUAH. In the first year of this service model it provided (RUAH 2016-2017):

- 3,154 instances of after-hours support on evenings, weekends and public holidays;
- 253 referrals for support and 132 specific health referrals for follow up medical support;
- 401 instances of nursing treatment; and
- 226 instances of health education.

These figures demonstrate the need and importance of a holistic integrated case management approach to support people who have experienced homelessness to transition into and maintain stable housing.

In its first year, this program housed 43 people in 34 houses (including 2 families and 5 couples) (RUAH 2016-2017). Through the provision of afterhours support and wrap around services people referred have been supported to increase their capacity and successfully maintain their housing. Of the 43 people only 2 returned to homelessness however they continue to be supported by the project to find a new home (RUAH 2016-2017). Since the release of this report RUAH has now reached its goal and housed 50 people with a success rate of over 90% of individuals maintaining their housing status a significant outcome.

The cost of homelessness on the West Australia Health system is exponential and increasing yearly. People experiencing homelessness often have poorly managed health complications including chronic disease and serious mental health issues compounded by life on the streets and sleeping rough. In a response to high numbers of people with no fixed address presenting at Royal Perth Hospital, a homeless response team has been established. A recent presentation from Dr Amanda Stafford (2017) from Royal Perth Hospital outlined the estimated cost through a study of 300 people of no fixed address who presented at Royal Perth Hospital in 2015:

225 patients	
Number of emergency department visits:	1769 visits per year
<b>Cost</b>	<b>\$1.13 million</b>

50 patients had one or more psychiatric admits	152 psychiatric admits
	1666 bed days = average 33 days per patient
<b>Cost</b>	<b>\$2.07 million</b>
163 patients had one or more admissions (non-psych)	337 admissions
	1561 inpatient bed days
	average 9.6 days/per patient
<b>Cost</b>	<b>\$2.78 million</b>
<b>Total Cost</b>	<b>\$6 million for 300 NFA patients in one year</b>

In 2016, 926 individuals of no fixed address presented 2,315 times at Royal Perth Emergency Department, averaging 2.5 visits. This was a considerable increase from 2015 figures placing a significant strain on the emergency health system in Western Australia. These figures were only based on Royal Perth Hospital and did not account for the additional financial burden to other emergency departments within WA. Based on these figures the calculated cost to the hospital emergency department combined with bed cost for a 12-month period equated to \$194,000 per person or \$3,730 per person per week (Stafford, 2017). Stafford then compared the average cost of a rental in Perth based on \$300 per week, totaling \$15,600 per year and argues the importance of economic investment by State government to provide long term pathways to ending homelessness through housing first approach (2017). Commitment to 50 Lives 50 Homes program would assist in reducing the financial burden on the Western Australian health system and improve bed capacity across the board. The strong relationship between homelessness and poor health is difficult to ameliorate unless the wider social determinants of health (such as housing, addiction, social isolation) are also addressed. Further longitudinal studies are required to build robust evidence of the mental health and physical health outcomes achieved as a direct result of the 50 lives 50 homes project.

There is strong evidence internationally that housing first approach works; demonstrating people who have experienced homelessness can successfully sustain a tenancy. The 2009 commitment by the Australian Government to reducing homelessness and subsequent Commonwealth/State National Partnership Agreement on Homelessness (NPAH) saw a new focus on housing first approaches, including housing responses such as the Common Ground model of supportive housing in Brisbane. Research undertaken by Mason and Grimbeek (2013) demonstrated:

1. The housing first approach in Brisbane is working – all of the 12 formerly homeless individuals followed through the study, stayed housed. Participants reported satisfaction with housing, feeling safe and some control over their lives as well as a sense of progress in their lives since being homeless; and peace of mind.

2. Initial investigations indicate that housing people with support, costs less than keeping a person homeless. Cost-effectiveness analyses based on the frequency and costs of health, legal and allied health service events identified a decrease in overall cost as participants moved from homelessness through an initial year of support to longer-term support. The overall cost of service events decreased even though the frequency of events related to general health, mental health, and case workers remained the same or at a slightly increased level.

Mission Australia's philanthropically-funded Michael's Intensive Supported Housing Accord (MISHA) project is a three-year housing-first pilot that provides long term housing with holistic case management support. This program has assisted 74 men to break the cycle of long-term homelessness and rough sleeping in Sydney. A large-scale research project led by Professor Paul Flatau of the Social Impact Centre of the University of Western Australia was undertaken to explore outcomes achieved via the MISHA project. The research included identifying the mechanisms and processes that influenced the outcomes achieved and then evaluated the cost effectiveness of the program. The project was run between 2007 and 2010.

An initial study on the first 12 months of the project's found that almost 100% of participants had maintained their tenancy over that first year. This new sub-study at the end of the project focused specifically on tenancy outcomes and the cost of providing additional case management services and revealed the project had generated significant financial savings.

The key findings of the sub-study include:

- 97% of clients were still living in their properties 12 months after being housed;
- Savings generated within the housing system as a result of successful tenancies were estimated at \$1,880 per client in the first 12 months of the client being housed; and
- The total net savings to community housing providers by providing tenancy support services to 74 MISHA clients over a one-year period were estimated at almost \$140,000.

San Diego, Houston, Salt Lake City, Orlando and many other regions in the USA have had success in a Housing First approach through the USA National Alliance to End Homelessness. The San Diego veterans' system has shown the dramatic success of Housing First by logging a 24 percent decrease in veteran homelessness in just two years and an approximately 40 percent decrease in five years. Furthermore, a study by the Fermanian Business & Economic Institute at Point Loma Nazarene University found that San Diego saved at least \$3.5 million from 2010 to 2015 after it provided housing and social services to 28 people who had been heavy users of public services like emergency rooms, shelters and jails.

There are Cities across the world who have committed to supporting a Housing First Approach who are experiencing success in stabilising the numbers of Rough Sleepers. This has been achieved

by facilitating coordination of support services to those who are experiencing Homelessness. The City of Perth can support the Housing First Approach through:

- Review of current housing stock within the city and develop appropriate planning strategies and policies to support affordable housing options;
- Affordable housing policy;
- Support and partnership for Housing First models to exist within the City of Perth;
- Assisting to facilitate partnerships between organisations operating in the homeless sector;
- Educating public on the success of housing first approach; and
- Advocating to state government for appropriate homelessness strategies and appropriate funding models to support a housing first approach.

### **Embedding integrated approach within City Strategies**

Homelessness is currently addressed within the City's SafeCity Strategy and Public Health and Wellbeing Plan which has since expired. Associated issues affecting those experiencing homelessness are also detailed in the Western Australia's first state Public Health Plan, Drug and Alcohol Strategy and Mental Health Plan. Further review of existing state and federal strategies, initiatives and policies is required to compliment and integrate any position adopted by the City of Perth. Currently service providers are not engaged nor readily providing information for the evaluation of the City's community plans. This Homelessness Sector Review has actively engaged service providers it provides a comprehensive and true reflection of the current homelessness environment and a clear future position for the City of Perth in response to homelessness.

Cities both nationally and internationally have standalone strategies focused on ending homelessness. The plans are designed in collaboration with organisations operating in the sector with accompanying agreements committing to the strategies actions. This level of coordination is currently lacking in the City's plans and disconnected to a greater objective. As a priority, the City needs to endorse a Council position and redirect City procedures from a reactive approach and commit to developing strategies and initiatives that contribute to ending homelessness. Any developed strategy must include high level of collaboration with leading service providers to ensure cohesive vision with clear roles and responsibilities to achieve outcomes and developed in support and partnership with the state government.

The Social Impact Centre of the University of Western Australia is committed to ending homelessness. The Social Impact festival has run annually for the last three years and has focused on social issues, particularly homelessness. The Social Impact Centre of WA has undertaken considerable research in this space and has developed relationships within government, not-for-profit, community, philanthropist and corporate sectors. It is recommended the City of Perth develop a committed partnership with the Social Impact Centre of UWA to develop a 10-year strategy to end homelessness in collaboration with key stakeholders. The Centre supports the WA Alliance to Ending Homelessness which has lead agencies working with additional service

providers and thought leaders to develop a 10-year strategy modelled on the successful Calgary model in Canada. This partnership will provide avenues for the City to exercise a supportive role within the sector and develop key strategic relationships with stakeholders. The 10-year strategy needs to focus on the key areas of a holistic approach to addressing homelessness including emergency accommodation, transitional housing, long term housing, prevention services, outreach, day centres/support services, affordable housing, healthcare and coordination of wraparound services.

## **Building Strong Connections and Foundations**

The City of Perth has relationships across Government, not for profit and community group sectors from operational level through to executive leadership. The City needs to formalise these relationships with key stakeholders in the sector at a strategic level. This will enable the City to play a role in the development of a strategy which advocates, leverages, supports and delivers initiatives for the purpose of ending homelessness. Development of any strategy needs an extensive consultation period within all levels with the sector to ensure outcomes from the strategy are aspirational and achievable.

Through this review it has become apparent that homelessness affects a large number of the business units within the City therefore any position must be developed with a high level of consultation with outcomes delivered in a coordinated approach. In the recent Deloitte audit, it was identified that some business units have been working in insolation of others. The City has considerable work to do to develop internal partnerships that deliver on the development and execution of a position in the homeless sector. Currently business units are working to solidify an integrated planning framework throughout the organisation with a new Strategic Community Plan. Utilising this process the City can develop a consolidated position towards ending homelessness improving collaboration between business units to deliver initiatives. Without this structure experience from other organisations would suggest that barriers to supporting a unified approach to homelessness will continue.

## **Council Protocol for Addressing Homelessness**

The City needs to build coordinated systems both internally and externally. The development of a Council protocol or policy for assisting people who are sleeping rough or at risk of homelessness will contribute to a coordinated and unified approach. An endorsed protocol or policy outlining a balanced approach of commitment to health and wellbeing and enforcement will assist to establish positive relationships with those experiencing homelessness, organisation's working within the sector and contribute to a greater City of Perth strategy.

## **Aboriginal Engagement Framework**

The Aboriginal and Torres Strait Islander community is highly represented among people either experiencing or at risk of homelessness in Western Australia. It has been identified through this review and in the initial stages of developing the City's first Reconciliation Action Plan that the City needs to develop and implement an Aboriginal Engagement Framework. This framework will

direct and support consultation with the Aboriginal community to provide feedback on a Council protocol or policy. The consultation process in the development of the framework will also give context to any proposed position by the City on homelessness. An Aboriginal Engagement Framework creates an opportunity for the City of Perth to role model best practice to meet the needs of this community through a culturally appropriate platform and potentially influence existing service providers to tailor services accordingly.

## **Cultural Awareness Training**

The high representation of the Aboriginal and Torres Strait Islander community experiencing or at risk of homelessness within the City demonstrates a need for the organisation as a whole to undertake cultural awareness training with particular focus on customer facing roles. Internal staff survey and interviews indicate many lack an understanding of Aboriginal people and their culture which has impacted on their ability to engage with members of this community. The City has commenced this work appointing consultants Danny Ford, Rose Walley (Kambarang Services) and Tim Muirhead (CSD Network) to run 4 initial Cultural Awareness Training sessions for all staff, executive and elected members.

## **Partner with Local Governments**

The City of Perth has contacted various local government agencies to learn from other best practice initiatives in this space. The Cities of Wanneroo and Joondalup established a joint agreement to ensure consistency across the neighboring municipalities. People experiencing homelessness are often transient and are not contained by local government boundaries therefore any positions, strategies or initiatives will impact on surrounding areas. The City of Perth and City of Vincent have the highest concentration of homeless support services within the metropolitan area while the City of Subiaco and Town of Victoria Park also have some homeless support services and / or a population of rough sleepers. This Homeless Sector Review has identified direct links between hotspots, support service locations and accessible transport, in particular the CAT Bus service. Direct linkages between boundaries, concentration services and the transient nature of homeless highlights the need to establish partnerships with neighbouring local governments. Formalised partnerships will define coordination and commitment ensuring a unified approach when advocating to ending homelessness. While the organisations and service providers working with those experiencing homelessness will also benefit through enhanced sharing of information of success, trends and issues and more targeted use of resources to drive improved outcomes.

## **Establish a Local Government Interagency Forum on Homelessness**

The City of Perth has the opportunity to be a leader and set an example of best practice in the homelessness sector. Homelessness is a significant social issue for Western Australia therefore it is imperative this issue is not addressed at a municipality but at a state wide level. There is an opportunity to develop a local government interagency forum on homelessness, facilitating information sharing and learning which brings together key service provider stakeholders to affirm working relationships and develop best practice initiatives.

## **Review Homeless Connect**

The City of Perth has supported Homeless Connect Perth since 2008. The purpose of this event is to provide a one stop shop linking people experiencing homelessness with service providers while offering a day of enjoyment. 2016 acquittal information demonstrated 4000 people attended. Anecdotal feedback through this review described the event as the “Royal Show” for those experiencing homelessness. There is a heavy focus on donations, food services and delivery of health services; however these are readily available throughout the year as outlined earlier in this report. The City of Perth has an opportunity to redefine the objectives of Homeless Connect Perth with event organisers. This will involve shifting focus away from addressing immediate needs of those experiencing homelessness to aligning with longer term strategies of ending homelessness. Feedback from staff who volunteered on the day noted a large number of people attending the event came from all over Western Australia however not all were homeless. This situation highlights a risk that the event may not address the needs of those homeless individuals with the highest acuity scores or support long term outcomes to end homelessness.

Anecdotal feedback from service providers through this review, demonstrated a desire to change the focus of Homeless Connect Perth. Many providers felt the additional elements of the day like hairdressers, massage, yoga, photography becomes a distraction making it difficult for people to prioritise their needs. Subsequently the opportunity to make connections with the essential service provider is missed, the purpose which the event was originally intended. If the Homeless Connect Perth event was restructured to bring together key stakeholders such as Housing, Births Deaths and Marriages, Centrelink, health, mental health, outreach services, pharmacies and dental health on a more regular basis it would deliver better outcomes for people experiencing homelessness and add value to existing service providers.

## **Manage Public Spaces**

The City of Perth does not have internal policies and procedures outlining parameters for provision of services supporting those experiencing homelessness within its boundaries. The City needs to establish a coordinated system for mobile free food, outreach, case management services, outreach medical services and additional service delivery. In the absence of a system the City is currently committing significant resources and maintenance cost to areas highly frequented by services. A coordinated approach allows a greater level of commitment from the City and the service providers to work in collaboration and also to ensure preservation of the City’s public open spaces. The City has an opportunity to facilitate change and improved collaboration. Moving away from ad hoc service delivery, the City can assist in the strategic direction by bringing service providers together for enhanced outcomes, while also managing the expectations of community members, residents and businesses.

A coordinated system also provides the opportunity for greater collaboration between WA Police and the City’s Community Amenity and Safety teams to identify, monitor and respond to issues that present on agreed days and locations. In this review a number of assaults were identified by the surveillance team during the days and times of service provision. Improving communication

between all levels operating in the homelessness space will increase safety to those accessing and delivering services while reducing potential risk factors to organisations including the City of Perth.

### **In kind support**

The City of Perth already contributes a significant amount of in-kind support through use of public open spaces and staff resource commitment. This support has not previously been quantified and the various elements can be hard to ascertain. Through a systems based approach to support delivery of outreach and mobile food services within the City, there is an opportunity to quantify the City's in-kind contribution to the sector and generate data to evaluate its success. It is recommended the City develop an application, approval and acquittal process for operating in public open spaces to produce quantifiable data detailing the City's in-kind contribution, the impact of this contribution, impact of service delivery and utilisation of these services within the City of Perth. This data can inform future strategies and practices not just for the City but also for the organisations operating in the sector.

One Day Centre, given its location and lack of parking amenities, currently expends \$5,000 per year on parking to deliver services from the location. Staff reported often having to leave the centre to move their cars to avoid parking fines. This potentially reduces the centre's staff to client ratio and raises occupational health and safety issues given the inherent risks associated with supporting people experiencing homelessness. This parking issue has also been identified by another Day Centre which operates from an adjoining local council. There is potential for the City to provide support which could result in the service redirecting funds to extend day centre opening hours . If successful this approach could be explored further with adjoining councils as part of a consistent approach to supporting the sector.

### **Facilitate Coordination and Collaboration**

Through mapping the current services that exist within the inner city it was identified that the majority of services operate Monday to Friday leaving minimal options available later in the evenings or on weekends. Homelessness does not fit standard working hours and the majority of the issues experienced by WA Police Community Amenity and Safety and Waste and Cleansing teams are in the evenings and on weekends. There are also limited outreach case management workers operating within the City, relying on people experiencing homelessness to attend day centres. Most of the outreach services operate during the food provision services times early in the morning. There is potential to support organisations develop a different outreach model working in closer collaboration with the City's Community and Amenity Safety team and WA Police extending through the day to evenings and on weekends. Consultation with the Community Amenity and Safety team identified that the Rangers have an exceptionally good understanding of who is sleeping rough within the City, their current state of health and known locations where they stay.

There are a number of different organisations delivering similar services addressing the immediate needs of those experiencing homelessness such as food and donations. Due to a lack of awareness of existing services or partnership opportunities many community groups, corporates and religious groups are attending the City throughout the evenings and the weekends to deliver food and donations. The City is often not informed and without effective volunteer screening and applicable health standards for food handling posing a potential risk of harm for those delivering the service and sleeping rough. Given the number of organisations delivering food and donations there is an opportunity for these community groups, corporates and religious groups to work in partnership with existing services and provide services from a facility rather than the street.

Utilising existing organisations that have the structure and experience of operating in this environment will ensure more targeted use of resources, volunteer safety and the health of those experiencing homelessness. The City can assist in being the conduit between those wanting to assist and existing organisations in need of the volunteer support and donated food and goods. It is apparent through this review that the number of services being delivered from multiple and different sectors within the community are growing exponentially. The City has a responsibility to consolidate mobile free food services and encourage partnerships for more effective use of resources.

## **Information Provision**

The City has recently updated its Homeless Services in the Inner City Brochure. Through continued support from the Department of Communities and Family services the City was able to print 10,000 copies of this brochure. The brochure has been ordered by 80 organisations and has distributed 7900 copies within 6 months. Through the ordering process, organisations were asked what purpose they use the resource for and many indicated they use it for the purpose of client management and as a staff resource tool.

The reliance on this brochure demonstrates many organisations are struggling to navigate their way through the number of services available to determine who can provide the best support to clients. The commonwealth funded mobile app; Ask Izzy, is a similar resource however it is reliant on time pressed organisations to update their information on a regular basis and is nation-wide. General feedback has been that the information is not up to date and services were not confident using this resource. Given that a number of people experiencing homelessness do not have access to the internet it was decided a printed format supported by local or state government was the best format. Feedback from a recent survey indicated that 55 % of the agencies who responded found the brochure extremely helpful while a further 35% found it very helpful. The cost of printing this brochure may not be within the not for profit tight budgets and ongoing support is required to provide the resource tool to organisations. It is critical that the City commits to continuing research and development of the resource tool in the absence of other consolidate information resources.

## **Communications Strategy and Community Education**

The City was unable to consult with all organisations in the homeless sector as part of this review. This was largely due to strained relationships with organisations and some from their perceptions of the City's position towards homelessness. The City needs to undertake the aforementioned body of work to develop positive and collaborative relationships with all organisations operating within its boundaries. The City needs to effectively communicate that it is not just working within the sector from an enforcement perspective, but that it is also committed to ending homelessness. The City needs to develop a communication strategy aimed at residents, business owners, organisations, community groups and corporates which outlines its commitments, initiatives and delivered support within the sector. This strategy needs to have clear objectives for the purpose of educating the public on homelessness to dispel myths, communicate a clear position of the City to support the long term goal of ending homelessness. The City can also outline current efforts to address homelessness including the body of work being undertaken within the City, the level of in kind support provided by the City supporting organisations and also communicate clear pathways for people wanting to get involved with delivering services within the space.

## **Establish Formal Partnerships with Services and State Government**

The City needs to commit to being open, transparent and inclusive in all initiatives to ending homelessness. All levels of the sector and government should be included to inform any research, programs and initiatives. A commitment from the City to share all research findings with organisation's involved will assist in developing relationships. Transparency in and the sharing of information and findings can positively influence future collaborations and strategy.

## **Advocacy for Federal and State Government Strategy**

The City, through its relationships with various levels of the homeless sector, has the opportunity to advocate for change. The State government previously had a Homeless strategy which expired in 2013 and a new one has not been created. In the absence of an overarching strategy with unified outcomes, funding given to homeless service organisations is currently not aligned to a greater objective. This has resulted in the programs and initiatives being delivered through state funding often duplicated and focused on addressing immediate needs rather than a long term commitment to ending homelessness.

## **Commitment to Research**

The City has a responsibility to plan for the future and ensure City commitments are aligned to emerging trends and develop appropriate planning to address and respond to the community's needs. This review identified a number of opportunities for the City to actively contribute to research to make an impact in the homeless sector. The following research is recommended for the City to undertake:

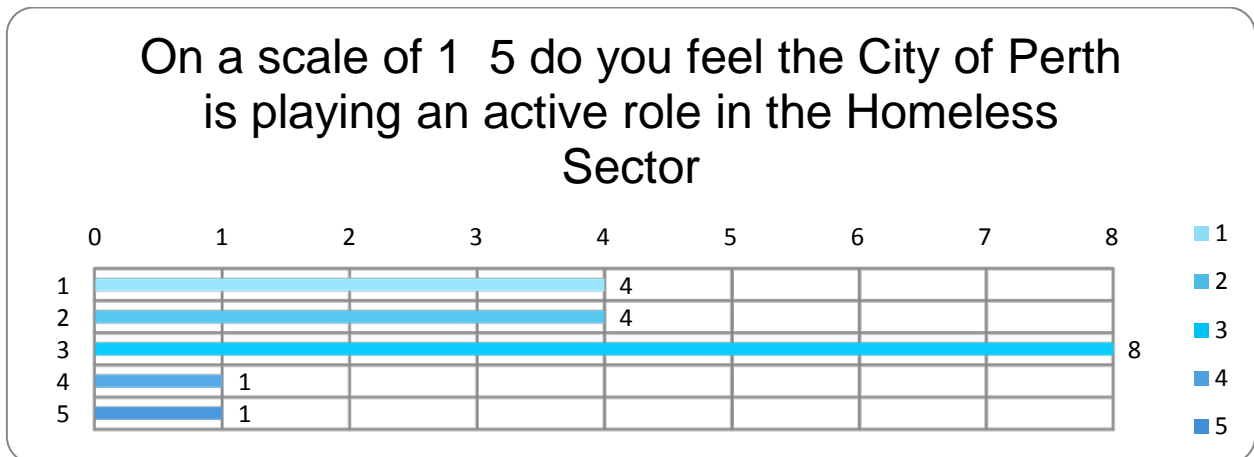
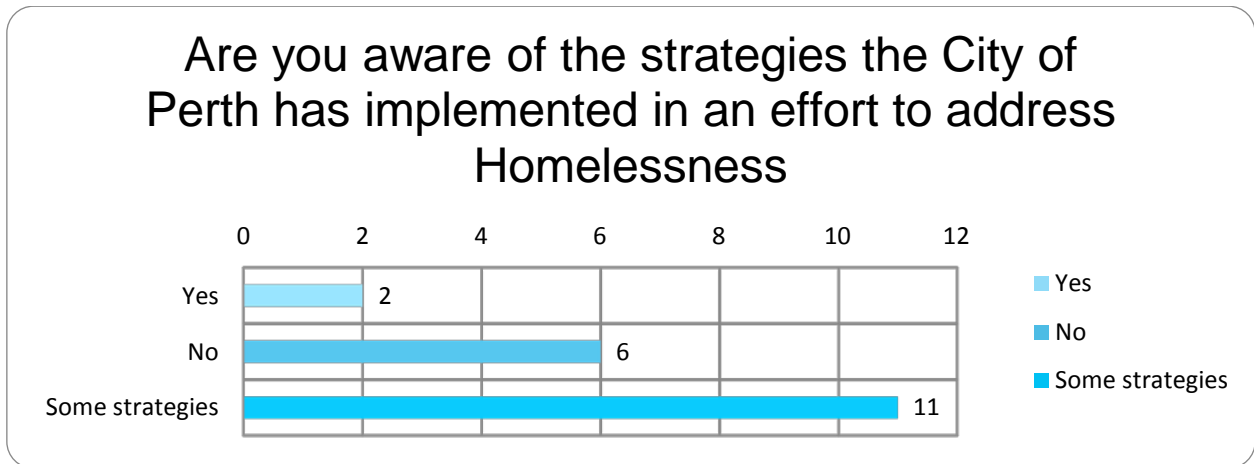
- Know our City to understand the future trends and projections of homelessness and develop action plans accordingly;

- Undertake extensive literature review and develop a catalogue of research undertaken by other entities and share this catalogue with the sector to inform future strategies;
- Undertake a Begging research program within a Western Australia and develop strategies for the City of Perth;
- Undertake a Crisis and Transitional accommodation study to better understand the accommodation within City of Perth; and
- Undertake an objective evaluation of properties within the City of Perth to identify potential opportunities to expand affordable accommodation in partnership with Community Housing Providers. This would include the City of Perth property located in Goodrich Street, East Perth to determine its success as an affordable housing solution and whether it could be utilised to support the greater goal of Ending Homelessness in Western Australia.

## Appendices

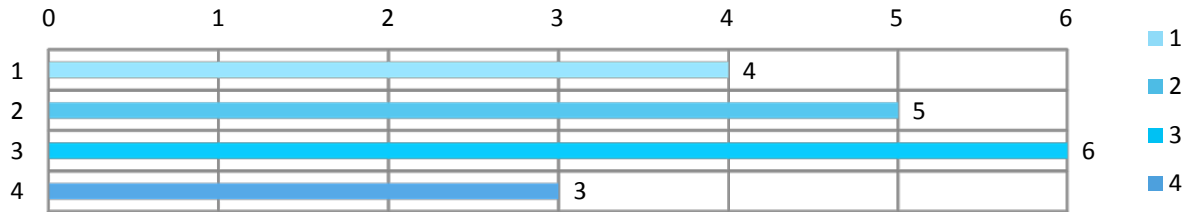
### Appendix 1.

#### Survey of Service Providers December 2016 - Role of Local Government



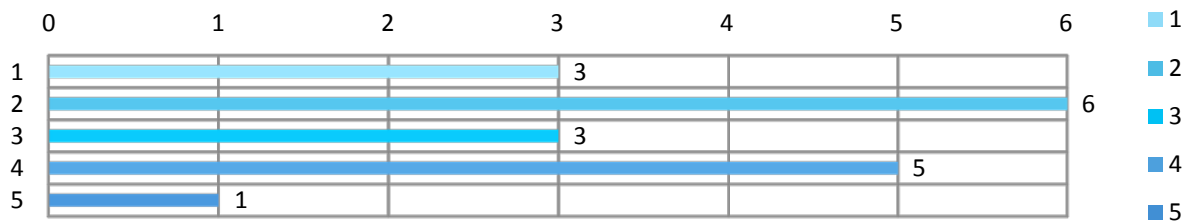
1 representing not playing any role and 5 representing an active role within the sector

On a scale of 1 5 do you feel the City is playing an appropriate role within the Homeless Sector



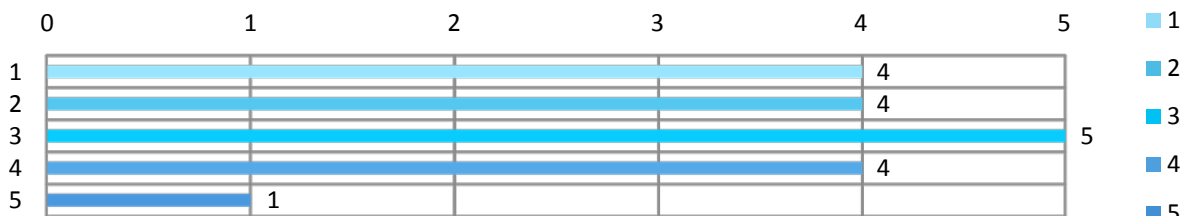
1 representing an inadequate role and 5 representing an appropriate role within the sector

On a scale of 1 5 do you feel the City of Perth actively engages service providers operating within the Homeless Sector



1 representing no engagement and 5 representing active engagement

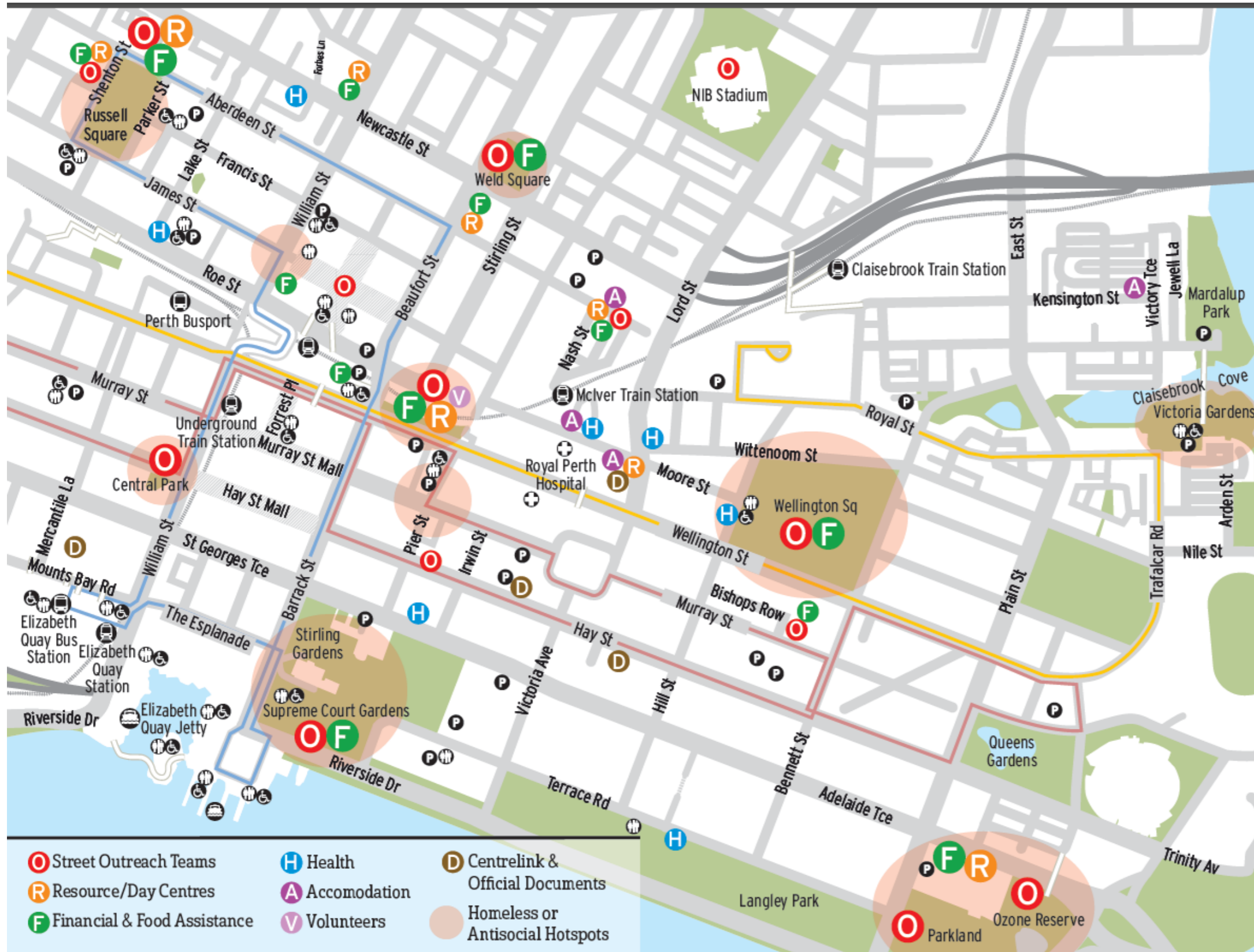
On a scale of 1 5 do you feel the City of Perth has an appropriate level of relationship with stakeholders operating within the Homeless...



1 representing no relationship and 5 being an appropriate level of relationship

## Appendix 2.

## Inner City Service Map and Hotspot Location





## Appendix 3

### Homeless Services in the Inner City Brochure

# HOMELESS SERVICES IN THE INNER CITY



City of Perth

## A guide to assisting those experiencing homelessness within the City of Perth.

West Australians who are at risk of, or are experiencing homelessness, are some of the most vulnerable in the community and require support from a range of flexible and responsive services to end their homelessness journey.

This guide will help to ensure people who are experiencing homelessness or at risk of experiencing homelessness are treated respectfully and appropriately, and are able to request and receive the services they require.

### Underlying Principles of this Guide

- **People experiencing homelessness have the same entitlement as any member of the public to:**
  - be in public places but at the same time respecting the right of local communities to live in a safe and peaceful environment; and
  - participate in public activities or events.
- **People experiencing homelessness have diverse backgrounds and needs, these should be considered in any response:**
  - Cultural sensitivity and respect should be applied when engaging with Aboriginal people experiencing homelessness and those from different cultural, linguistic or religious backgrounds.
  - Many people experiencing homelessness have complex needs such as mental health and/or drug and alcohol issues, or cognitive impairment. These issues may result in behaviour that is seen to be antisocial.

- People experiencing homelessness may also have experienced traumatic life events that affect their needs.

- **This guide does not override existing laws, statutory requirements or regulations. It does not reduce the powers of organisations or their authority to enforce specific laws and regulations.**
- **People experiencing homelessness have the same access to right of reply and appeals/complaints mechanisms as all members of the public.**

### A response or intervention is appropriate if:

- the person **requests assistance**, or the person is **distressed** or in **need of assistance**;
- the person's behaviour is threatening the safety of the individual or the safety and security of people around them;
- the person's behaviour has resulted in damage to property or the environment such as an accumulation of litter or items scattered in the area;
- the person is sheltering in circumstances that places their own or others health and safety at risk (for example, staying in derelict buildings and high risk areas without the consent of the owner (squatting));
- the person is an unaccompanied child who appears to be under the age of 15. In the first instance, contact should be attempted with parent/s or guardian, or Department for Child Protection and Family Support Perth District Office (9214 2444) during office hours or the Crisis Care Unit (9223 1111) after hours; or
- the person is a young person who appears to be 16 to 17 years old who may be at risk of significant harm.

## First Response for Rough Sleepers

People who are homeless or at risk of being homeless are encouraged to visit the day centres located in the inner city which provide support for homelessness.

A member of the public or business concerned about a person or group experiencing homelessness can call The Salvation Army City Homeless Response (24/7) on 0429 511 833.

The State Government through the Department for Child Protection and Family Support has established the Street to Home Program to provide outreach assistance for rough sleepers. These services are:

**RUAH Assertive Outreach Team**  
9485 3939

**UCW Tranby Assertive Outreach Team**  
9220 1288

**Crossroads Assertive Outreach Team**  
0478 398 760

## Homeless Services Legend

- |                                |   |
|--------------------------------|---|
| ● Crisis Assistance            | ● Drug & Alcohol Assistance             |
| ● Medical & Health Assistance  | ● Case Management                       |
| ● Outreach & Referral Pathways | ● Donations                             |
| ● Counselling                  | ● Laundry/Shower                        |
| ● Accommodation Assistance     | ● Employment                            |
| ● Aboriginal Services          | ● Legal Aid                             |
| ● Food Assistance              | ● Documentation/ Identification Support |
| ● Advocacy                     | ● Phone Charging Port                   |
| ● Street Law                   | ● Recreation                            |

## Emergency Assistance Contact Numbers for People Experiencing or at Risk of Experiencing Homelessness

<b>Crisis Care</b> <i>Department for Child Protection and Family Support</i>	9223 1111 · 1800 199 008 24/7 ●
<b>Entrypoint</b> <i>Referral Service</i>	6496 0001 · 1800 124 684 Mon to Fri 9am–7pm Sat 9am–5pm ● ●
<b>Mental Health Emergency Response Line</b>	1300 555 788 · 9224 8888 24/7 ● ●
<b>Lifeline WA</b>	13 11 14 · 24/7 ●
<b>Ambulance Fire and Police</b> (24/7 emergency)	000 · 24/7 ● ●
<b>Emergency Relay Calls</b> (TTY for hearing/speech impaired)	106 ● ●
<b>City of Perth Surveillance Centre Emergency</b>	9461 6666 · 24/7 ● ●

### Additional Support Numbers

Health Direct	1800 022 222 • 24/7 ●
National Relay Service	1800 555 660 • 24/7 ●
Police Attendance (24/7 non-emergency)	131 444 • 24/7
Perth Police Station	9422 7111 • 24/7
City of Perth Surveillance Centre	9461 6611 • 24/7
City Homeless Response	0429 511 833 • 24/7

### Outreach Services & Referral Pathways

Nyoongar Outreach Services Inc	9228 4211 Mon to Fri 11am–7pm Fri & Sat 8pm–4am ●
Street Chaplains	0457 722 076 Fri 10am–4pm 0447 722 072 Fri & Sat 11pm–4am ● ● ● ●
RUAH Street to Home RUAH Community Services	9485 3939 Tues, Wed & Thurs 7.30am–9.15am Plain Street & Wellington Square ● ● ● ●
Street to Home - UnitingCare West Assertive Outreach Team	9220 1200 Mon to Fri 7.30–9.15am Plain Street & Wellington Square ● ● ● ●

Youth Beat  
*Mission Australia*

6212 8700  
Case Management  
Mon-Fri 8.30am–4.30pm  
Outreach Services  
Tues & Wed 8am–8.30am  
Thurs 2pm–10pm  
Fri 12pm–8pm, 9pm–5am  
Sat 9pm–5am  
For young people  
● ● ● ● ●

The Salvation Army  
Outreach

0427 997 208  
Fri to Sun 7pm–10pm  
● ●

Crossroads Assertive  
Outreach

0450 059 592  
Tues & Thurs 8am–4pm  
● ● ● ●

Mental Health  
Community Outreach  
Team

Tues to Thurs 7.30am–8am  
Wellington Square  
● ● ● ● ● ●

Specialist Aboriginal  
Mental Health Service

Wed 8.30am–9am  
Wellington Square  
● ● ● ●

Street Connect Bus  
*Anglicare*

0418 942 475  
Mon to Fri 11am–3pm  
Youth 15–25 years  
● ● ● ● ● ● ● ● ● ● ● ● ● ● ● ●

## Resource / Day Centres

<b>Passages Resource Centre</b> Refer to map No. 1	9228 1478 22 Palmerston Street, Northbridge, 6003 Mon to Thurs 9am–12pm & 1pm–4pm & Fri 9am–1pm Youth 12–25 years 
<b>The RUAH Drop-In Centre</b> <i>RUAH Community Services</i> Refer to map No. 2	9328 7682 33 Shenton Street, Northbridge, 6003 Mon to Fri 8.30am–12.30pm 20 years+ 
<b>Tranby Day Centre</b> <i>UnitingCare West</i> Refer to map No. 3	9220 1200 Unit 6/5 Aberdeen Street, East Perth, 6004 Mon to Fri 7am–12pm Sat 7am–10am 18 years+ 
<b>Family Foundations Service</b> <i>UnitingCare West</i> Refer to map No. 4	9220 1200 Unit 6/5 Aberdeen Street, East Perth, 6004 Mon, Tue & Thurs 3.30pm–6pm 
<b>Hope INC</b> <i>Metro Church</i> Refer to map No. 5	9427 5013 142–146 Beaufort St, Northbridge, 6003 Tues & Fri 1pm–4pm 
<b>The Salvation Army Doorways Program</b> Refer to map No. 6	9260 9599 · 9227 9226 333 William Street Northbridge, 6003 Mon to Fri 9am–4pm 

## Resource / Day Centres Outside of the Inner City

<b>St Patrick's Community Support Centre</b>	9430 4159 12 Queen Victoria Street, Fremantle, 6160 Mon to Fri 8am–3.30pm 
<b>The Shop Front</b>	9371 9109 170 Whatley Crescent, Maylands, 6051 Mon to Fri 11am–2pm (except Public Holidays) Mon 6.30pm–8pm Tues & Wed 6pm–8pm 

## Employment

<b>The Big Issue Street Magazine Enterprise</b> Refer to map No. 7	9225 7792 · 0418 670 643 249 Hay Street, East Perth, 6004 Mon to Fri 8am–3pm 
<b>Bizlink</b> Refer to map No. 8	9325 5906 · 9300 2177 Unit 9/40 Lord St, East Perth, 6004 Mon to Fri 9am–5pm 

## Employment Outside of the Inner City

<b>Mercy Care Workforce Development Centre</b>	9344 2468 4 Brewer Place, Mirrabooka, 6061 Mon to Fri 8.30am–4.30pm 
--	---

<b>Housing Authority</b> Refer to map No. 9	9476 2444 605 Wellington Street, Perth, 6000 Mon to Fri 9am–4pm 
<b>Household Network</b> <i>Perth Inner City Youth Service</i> Refer to map No. 10	9388 2792 22 Blencowe Street, West Leederville, 6007 Mon to Fri 9am–5pm Youth 16–25 years    
<b>Homeless Accommodation Support Service</b> <i>UnitingCare West</i> Refer to map No. 3	9220 1288 5/5 Aberdeen Street, East Perth, 6004 Mon to Fri 8.30am–4.30pm (via referral only) 
<b>Kensington St Transitional Accommodation</b> <i>St Bartholomew's House</i> Refer to map No. 11	9323 5159 111 Kensington St, East Perth, 6004 Mon to Fri 8am–4pm Females, 55 years+ 
<b>The Beacon</b> <i>The Salvation Army</i> Refer to map No. 12	9492 7100 9 Aberdeen St, Northbridge, 6003 24/7 • 18 years+ 
<b>Youth Accommodation Support Service</b>	9329 4480 9am–5pm 
<b>St Bartholomew's House</b> Refer to map No. 13	9323 5100 7 Lime Street, East Perth, 6004 Admissions: 8am–8pm daily 

<i>The Salvation Army</i> Refer to map No. 6	Northbridge, 6003 Mon to Fri 8.30am–4.30pm Youth 15–25 years 
<b>Teenagers in Need of Crisis Accommodation</b> <i>Youth Futures WA</i>	9307 4520 · 24/7 Youth 15–19 years 
<b>Yes! Housing</b> (Youth Externally Supported Housing)	9263 2009 Mon to Fri 8.30am–4.30pm 

<b>CROFT - Inglewood</b>	9272 6111 Mon to Fri 8am–4pm 
<b>55 Central</b>	9272 1333 Mon to Fri 8am–6pm 55 Central Avenue, Maylands, 6051 
<b>Fusion's Student Household Service</b>	9355 1159 Mon to Fri 8.30am–4.30pm 

### Women's Refuges (Families and Singles)

Harmony Place	9227 6616 Mon to Fri 9am–5pm ●●●●●●●●
Orna House	9370 4544 · 24/7 ●●●●●●●●
Kira House	9274 3684 0408 895 613 · 24/7 ●●●●●●●●
Mary Smith	9458 1107 · 24/7 ●●●●●●●●
Starwick House	9398 5080 · 24/7 ●●●●●●●●
Stirling	9205 7375 · 24/7 ●●●●●●●●
Pat Giles	9300 0340 · 24/7 ●●●●●●●●
Nardine Wimmin's Refuge	9470 3628 Mon to Fri 8am–8pm ●●●●●●●●

### Women's Refuges (Families)

Byanda	9328 7284 · 24/7 ●●●●●●●●
Koolkuna	9255 2202 · 24/7 ●●●●●●●●
Warrawee	9335 7977 · 24/7 ●●●●●●●●

### Women's Refuges (Singles)

Nunyarra	9328 7284 · 24/7 ●●●●●●●●
Wyn Carr	9430 5756 · 24/7 ●●●●●●●●
Zonta	9364 8028 · 24/7 ●●●●●●●●
The Salvation Army Graceville Centre	9328 7284 · 24/7 ●●●●●●●●

## Free Food Assistance

<b>The RUAH Drop-In Centre</b> Refer to map No. 2	33 Shenton Street, Northbridge, 6003 Mon to Fri 8.30am–12.30pm 20 years+ ●
<b>Tranby Day Centre</b> Refer to map No. 3	Unit 6/5 Aberdeen Street, East Perth, 6004 Mon to Fri 7am–12pm Sat 7am–10am 18 years+ ●
<b>Passages Resource Centre</b> Refer to map No. 1	22 Palmerston Street, Northbridge, 6003 Mon to Thurs 9am–12pm Fri 9am–1pm Youth 12–25 years ●
<b>The Salvation Army Soup Run</b> Refer to map No. 14	<u>Ozone Reserve</u> Mon to Sun 8am–8.30am <u>Wellington Square</u> 8.30am–9am ●
<b>Street Connect Bus</b>	Corner William Street & Hay Street outside Wesley Church Mon to Fri 11am–3pm Youth 15–25 years ●
<b>Red Cross Soup Patrol</b> Refer to map No. 15	<u>Corner Wellington &amp; Pier Street</u> 6.30pm–6.45pm <u>Red Cross HQ</u> 6.45pm–7pm ●
<b>St Albans Anglican Church</b> Refer to map No. 16	423 Beaufort Street, Highgate, 6003 Sat 5pm–7pm ● ●

**Manna Inc**  
Refer to map No. 17

1300 626 624  
Weld Square,  
Beaufort Street, 6000  
Mon to Fri 1.30pm–2.30pm  
Sun 1.30pm–2.30pm  
●

**Aflame Community Church**  
Refer to map No. 18

5 Aberdeen Street  
Saturday 5.30pm  
●

**Perth City Church of Christ**  
Refer to map No. 19

5 Aberdeen Street  
Saturday 6pm  
●

## Free Food Assistance Outside the Inner City


**St Patrick's Community Support Centre** 9430 4159  
12 Queen Victoria Street  
Fremantle, 6160  
Mon to Fri 8am–4pm  
●

## Low Cost Meal Assistance

**Govinda's Hare Krishna Restaurant** 9227 1689  
194 William Street Perth  
Mon to Fri 11.30am–7.30pm  
●

**The Salvation Army Coffee Booth** 9260 9599  
333 William St  
Northbridge, 6003  
Mon to Fri 9am–2pm  
●

## Shower / Laundry Services




<b>Orange Sky Laundry</b>	(07) 3062 4811 <u>Wellington St (cnr Pier St)</u> Tues 5.30pm–8.30pm Refer to map No. 31 <u>Ruah Drop-In Centre</u> Thurs 9am–12.30pm Refer to map No. 2 <u>Tranby Day Centre</u> Tues & Fri 7.30am–10.30am Refer to map No. 3 <u>St Albans Church</u> 423 Beaufort St, Highgate Sat 4pm–7pm Refer to map No. 16 
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*All day centres have shower facilities, refer to page 8*





## Shower / Laundry Services Outside of the Inner City

<b>Orange Sky Laundry</b>	(07) 3062 4811 <u>Pioneer Park, Fremantle</u> Mon 4pm–7pm <u>St Pat's 12 Victoria St, Fremantle</u> Mon & Wed 7.30am–10.30am <u>Wilson Park South Beach, Fremantle</u> Thurs 2pm–5pm 
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## Education / Recreation

<b>The Footpath Library</b> Refer to map No. 22	Mon to Sun <u>Ozone Reserve, Plain St</u> 8am–8.30am <u>Wellington Square -Wittenoom Street</u> 8.30am–9am 
<b>On My Feet</b> Refer to map No. 23	Langley Park playground, Perth, 6000 Mon, Weds & Fri 5.30pm–6pm  

## Centrelink and Official Documents

<b>Registry of Births, Deaths and Marriages</b> Refer to map No. 24	1300 305 021 Westralia Square, Level 10, 141 St Georges Terrace, Perth, 6000 Mon to Fri 8.30am–4.30pm 
<b>Department of Human Services - Centrelink</b>	<u>Tranby Day Centre</u> Mon 8.30am–11am Refer to map No. 3 <u>RUAH Drop-In Centre</u> Thurs 9am–11am Refer to map No. 2 <u>Perth Children's Court</u> Fri 9am–11am <u>Passages Resource Centre</u> Fri 9.30am–1pm Refer to map No. 1   

## Health

<b>National Relay Service</b>	1800 555 660 • 24/7 ●
<b>Royal Perth Hospital</b> Refer to map No. 25	9224 2244 197 Wellington Street, Perth, 6000 ●
<b>Sir Charles Gairdner Hospital</b> Refer to map No. 26	6457 3333 Hospital Avenue, Nedlands, 6009 ●
<b>Health Direct</b>	1800 022 222 • 24/7 ●
<b>Derbarl Yerrigan Health Services</b> Refer to map No. 27	9421 3888 156 Wittenoom Street, East Perth, 6004 Mon to Fri 8.30am–7pm Sat 9am–12pm ● ● ●
<b>Homeless Healthcare</b> Refer to map No. 28	6260 2092 • 9381 8903 <u>Head Office</u> Mon to Fri 9am–5pm <u>Drop-In Services:</u> <u>Ruah Drop-In Centre</u> Mon, Wed & Fri 9am–12pm Refer to map No. 2 <u>Tranby Day Centre</u> Tues & Thurs 7am–10am Refer to map No. 3 <u>Ozone Reserve</u> Mon to Thurs 8am–8.30am Refer to map No. 28 <u>Wellington Square</u> Mon to Thurs 8.30am–9am Refer to map No. 28 <i>Register your name at the start of the service time</i> ● ●
<b>WA Poisons Information Centre</b>	13 11 26 • 24/7 ●

<b>Sexual Assault Resource Centre (SARC)</b>	6458 1828 • 1800 199 888 24/7 ●
<b>Pregnancy Assistance</b> Refer to map No. 29	9328 2929 195 Lord Street, East Perth, 6004 Mon to Fri 10am–3pm ●
<b>SHQ Clinic</b> Refer to map No. 30	9227 6177 70 Roe Street, Northbridge, 6003 Mon to Wed 9.30am–4pm Thurs 9.30am–8pm Fri & Sat 9am–12pm ●
<b>Street Doctor 360 Health and Community</b> Refer to map No. 31	9376 9200 • 9269 8221 <u>Passages Resource Centre</u> Mon 9.30am–4pm Refer to map No. 1 <u>Corner of Pier and Wellington St</u> Mon 5.30pm–8.30 pm Thurs 5.30pm–8.30pm Sat 3.30pm–8.30pm Refer to map No. 31 ● ●
<b>Women's Health and Family Service</b> Refer to map No. 32	6330 5400 227 Newcastle Street, Northbridge, 6003 9am–4.30pm ●
<b>Dental Health WA</b>	9313 0555 Mon to Fri 8.30am–4.30pm ●
<b>Ngulla Mia</b> <i>Richmond Wellbeing</i> Refer to map No. 33	9325 1440 96 Moore Street, East Perth, 6004 Staffed 24/7 <i>Referrals through North Metropolitan Area Mental Health Service</i> ● ● ●

### Health Outside of the Inner City

**St Patrick's Community Support Centre Health Clinic** 9430 4159  
12 Queen Street,  
Fremantle, 6160



### Counselling

**Family Helpline** 9223 1100 • 1800 643 000  
Helpline 24/7



**Kids Helpline** 1800 55 1800  
Helpline 24/7



**Mensline** 1300 78 99 78  
*On the Line* Helpline 24/7



**Men's Domestic Violence Helpline** 9223 1199 • 1800 000 599  
Helpline 24/7



**Quitline** 13 78 48  
Mon to Fri 8am–8pm  
Sat 12.30pm–3.30pm



**Suicide Call Back Centre** 1300 659 467  
Helpline 24/7



**Women's Domestic Violence Helpline** 9223 1188 • 1800 007 339  
Helpline 24/7



**Gambling Help Line** 1800 858 858  
9325 5133  
Mon & Fri 9am–5pm  
Tues to Thurs 9am–8pm



**The Samaritans Crisis Line** 13 52 47 • Helpline 24/7



**Domestic Violence Advocacy Support** 9227 5852



**The Samaritans Youthline WA** 1800 198 313  
Helpline 24/7



**Youthlink** 9227 4300  
Refer to map No. 34  
223 James Street,  
Northbridge, 6003  
Mon 8.30am–4.30pm  
(referrals accepted  
12.30pm–4.30pm)  
Youth 13–24 years



**Inner City Community Mental Health Service** 9224 1720  
Refer to map No. 35  
70 Murray Street,  
Perth, 6000

Mon to Fri  
8.30am–4.30pm



**Yorgum** 9218 9477  
Refer to map No. 42  
176 Wittenoom Street,  
East Perth, 6004  
Mon to Fri  
9am–5pm









### Counselling Services Outside of the Inner City

**Indigenous Family Violence Program** 9336 4285  
*UnitingCare West*  
10-12 Market Street,  
Fremantle, 6160  
Mon to Thurs 8.30am–4pm




## Drug and Alcohol Assistance

<b>Alcohol and Drug Support Line</b>	9442 5000 · 1800 198 024 Helpline 24/7 
<b>Meth Helpline</b>	1800 874 878 Helpline 24/7 
<b>Next Step Drug and Alcohol Services</b>	9219 1919 32 Moore Street East Perth, 6004 Mon to Fri 9am–4pm 
<b>Aboriginal Alcohol and Drug Service</b> Refer to map No. 36	9221 1411 211 Royal Street, East Perth, 6004 Mon to Thurs 8.30am–12.30pm & 1.30pm–5pm Friday 8.30am–12.30pm 
<b>Drug and Alcohol Youth Services (DAYS)</b> <i>Mission Australia</i> Refer to map No. 37	9222 6300 · 9222 6301 129 Hill Street East Perth, 6004 Mon to Fri 8.30am–4pm Youth 12–19 years 
<b>Parent and Family Drug Support</b>	9442 5050 · 9442 5020 Helpline 24/7 

## The Bridge House Program

*The Salvation Army*  
Refer to map No. 38

9227 8086  
11-15 Wright Street,  
Highgate, 6003  
24/7 Sobering Up Shelter  
Mon to Fri 8am–4pm  
Intake to Low Medical  
Detoxification Unit  
Mon to Fri 8am–4pm  



## Cyrenian House

Refer to map No. 39

9328 9200  
318 Fitzgerald Street,  
Northbridge, 6003  
Mon & Thurs 9am–9pm  
Tues & Wed 9am–5pm  
Fri 9am–4.30pm  


## Helping Families with Addiction Fresh Start Recovery Program

Refer to map No. 40

9381 1333  
65 Townshend Road  
Subiaco, 6008  
Mon to Fri 9am–5pm  



## Advocacy

### Daydawn Advocacy Centre

Refer to map No. 41

9218 8035  
9/5 Aberdeen Street,  
Perth, 6000  
Mon to Thurs  
8.30am–1.30pm  


### Multicultural Women's Advocacy Service

9328 120 · 9227 8122  
Mon to Fri  
8.30am–4.30pm  


## Street Law

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### Street Law Centre WA Inc

1800 752 992  
Drop-In Services:  
 Tranby Day Centre  
 Refer Map No. 3  
 Fri 8.30am–10.30am



RUAH Drop In Centre  
 Refer to map No. 2  
 Every second Tuesday  
 10am–12pm



Passages Resource Centre  
 Refer to map No. 1  
 Every second Wednesday  
 10.30am–12pm



## Street Law Outside the Inner City of Perth

---

### St Patricks Community Support Centre

12 Queen Victoria Street  
 Fremantle, 6160  
 Tue 9.30am–11am



## Contact Us

27 St Georges Terrace, Perth WA 6000  
GPO Box C120, Perth WA 6839  
(08) 9461 3333 | [www.perth.wa.gov.au](http://www.perth.wa.gov.au)  
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[perth.wa.gov.au](http://perth.wa.gov.au)

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formats and languages on request.

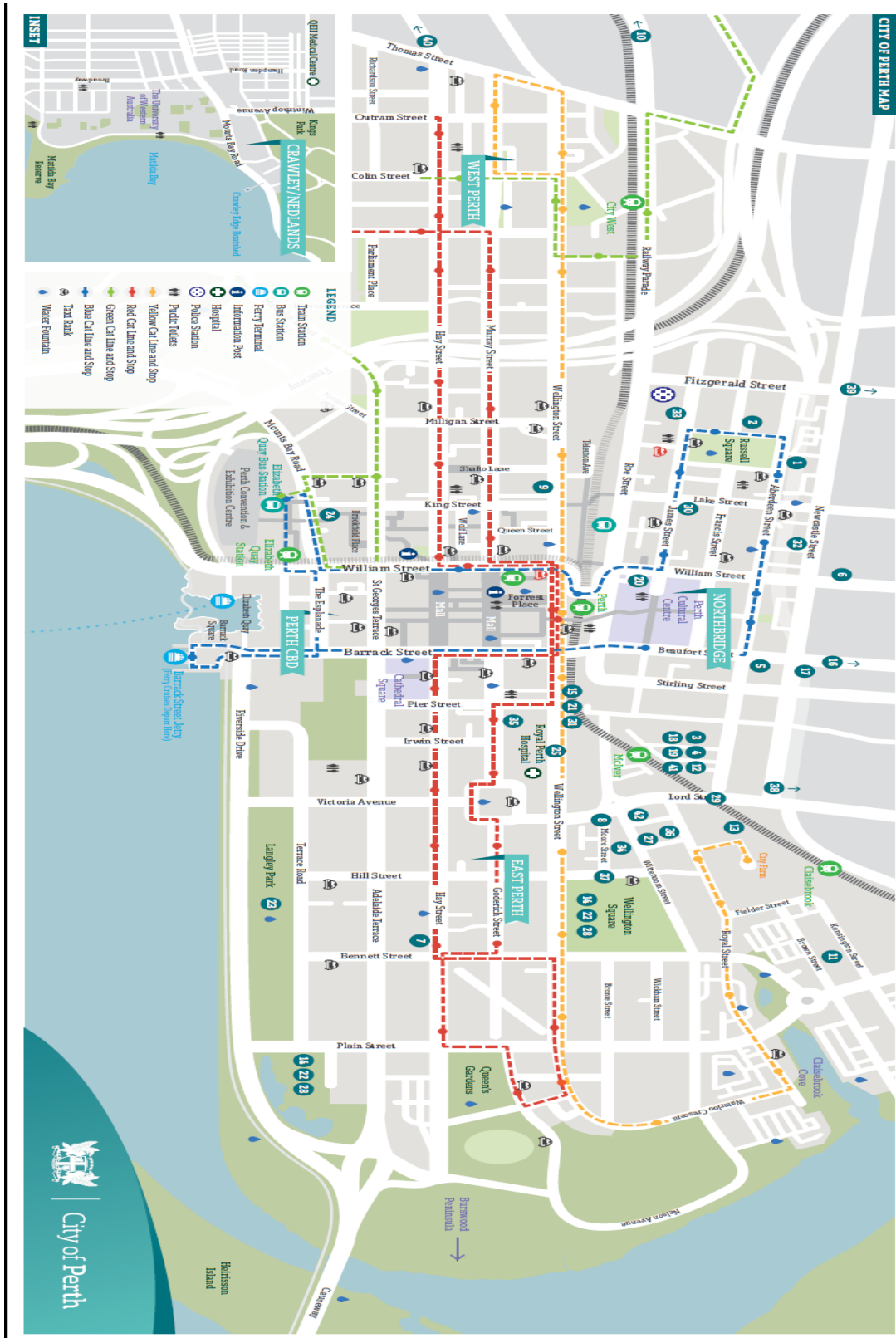
Printing of the Homeless Services in the Inner City  
brochure was made possible through the support from  
Department of Child Protection and Family Support



Government of **Western Australia**  
Department for **Child Protection**  
and **Family Support**

## Appendix 4

### Homeless Services in the Inner City Map



## Appendix 5

### Official Outreach Services operating within the City of Perth

Current Official Outreach Services operating from stationary locations within the City of Perth

Service Provider	Ozone Reserve	Wellington Square	Pier Street	Goderich Street cnr Bishops Row
The Salvation Army soup kitchen	Mon- Fri 8.00-8.30am	Mon- Fri 8.30-9.00am	Mon- Sun 6.30-6.45pm	
Ruah – Street to home	Mon- Fri 8.00-8.30am	Mon- Fri 8.30-9.00am		
Homeless Healthcare	Mon- Fri 8.00-8.30am	Mon- Fri 8.30-9.00am		
Mental Health Community Outreach Team	Wed 8.00-8.20am	Mon- Fri 8.20-9.00am		
Specialist Aboriginal Mental Health Service		Wed 8.30-9.00am		
Street Doctor 360 Health and Community			Tues, Thurs 5.30-8.30pm Sat 3.30-8.30pm	
Orange Sky Laundry			Tues 5.30-8.30pm	
Red Cross Soup Patrol			Mon- Sun 6.30-6.45pm	Mon- Sun 6.45-7.00pm

There are a number of other official generic outreach providers that provide food and support though these services are directed more by the locations known to be frequented by homeless people they are trying to engage.

### Current Official Outreach Services that roam within the City of Perth

Service Provider	Operating times
Nyoongar Outreach Services Inc	Mon- Fri 11am-7pm Fri-Sat 8pm-4am
Street Chaplains	Fri 10am-4pm, 11pm–Sat- 4am Sat 11pm- Sun 4pm
Youth Beat	Tues-Wed 8-8.30am Thurs 2-10pm Fri 12-8pm, 9pm-5am Sat 9pm-5am
Salvation Army Outreach	Sat-Sun 7-10pm
Crossroads Assertive Outreach	Tues & Thurs 8am-4pm
Street Connect Bus - Anglicare	Mon- Fri 11am-3pm

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**Recommendation:*****That Council:***

- 1. ADOPTS the Draft City of Perth Reflect Reconciliation Action Plan (RAP) 2018-2019 as detailed in Attachment 8.10A;**
- 2. NOTES the Draft City of Perth Reflect Reconciliation Action Plan (RAP) 2018-2019 is required to be submitted to Reconciliation Australia for endorsement prior to implementation and will officially be launched in April 2018.**

FILE REFERENCE:	P1033291
REPORTING UNIT:	Community Services
RESPONSIBLE DIRECTORATE:	Community and Commercial Services
DATE:	12 January 2018
ATTACHMENT/S:	Attachment 8.10A – Draft City of Perth Reconciliation Action Plan 2018-19

**Council Role:**

- |                                     |                |   |
|-------------------------------------|----------------|---|
| <input type="checkbox"/>            | Advocacy       | <i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>   |
| <input checked="" type="checkbox"/> | Executive      | <i>The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>  |
| <input type="checkbox"/>            | Legislative    | <i>Includes adopting local laws, town planning schemes and policies.</i>  |
| <input type="checkbox"/>            | Quasi-Judicial | <i>When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</i> |
| <input type="checkbox"/>            | Information    | <i>For the Council/Committee to note.</i>   |

## **Legislation / Strategic Plan / Policy:**

### **Legislation**

N/A

### **Integrated Planning and Reporting Framework Implications**

#### **Strategic Community Plan**

Goal 6 A city that celebrates its diverse cultural identity

### **Policy**

Policy No and Name:

N/A

## **Purpose and Background:**

In its Strategic Community Plan and Corporate Business Plan, the City has identified the need to develop a Reconciliation Action Plan (RAP) to provide a framework that recognises Aboriginal culture within the City and to continue building strong relationships with the Aboriginal community.

The purpose of a RAP, specifically a Reflect RAP, is to raise awareness and support through the development of solid foundations, governance models and business cases for future commitments that promote sustainable opportunities in areas such as employment, economic development and education for Aboriginal and Torres Strait Islander peoples.

## **Details:**

The area that is now the City of Perth is the centre of the first long term relationships with Aboriginal peoples, specifically Whadjuk Nyoongar peoples, in Western Australia. Tens of thousands of years ago, before colonisation, Whadjuk Nyoongar peoples were, and continue to be, the Traditional Owners of the lands and waters on which Perth city sits today. From the early days of settlement through to today, Aboriginal peoples continue to have a great connection to the city culturally and spiritually, as well as for work, social activities and general business.

The City has a long history of carrying out projects and activities that recognise history and culture. However, the City has had no formal reconciliation framework in place. The Reconciliation Australia's RAP program provides a series of frameworks for organisations, each offering a different level of engagement and support. These levels are Reflect, Innovate, Stretch and Elevate. The City is commencing its journey towards reconciliation with a Reflect RAP.

The City has undertaken extensive community and internal consultation with a wide range of stakeholders including; Aboriginal people of influence, corporate leaders, government departments, historians, non-government organisations, small business and resident's groups. The Draft City of Perth Reflect Reconciliation Action Plan 2018-19 (Attachment 8.10A) is a reflection of the community's views on how the City can rise to the challenge of reconciling Australia, and has been embraced by those who have taken part with positive feedback being received throughout the process to date.

The 19 key actions identified for each of the outcome areas Respect, Relationships, Opportunity and Governance and Tracking, are:

#### *Respect*

1. Engage employees in continuous cultural learning opportunities to increase understanding of Aboriginal and Torres Strait Islander cultures, histories and achievements.
2. Raise internal understanding of Aboriginal and Torres Strait Islander cultural protocols.
3. Raise external understanding of Aboriginal and Torres Strait Islanders cultural protocols.
4. Participate in and celebrate NAIDOC Week.
5. Participate in and celebrate National Aboriginal and Torres Strait Islander Children's Day.
6. Publicly recognise and celebrate Aboriginal and/or Torres Strait Islander cultures and histories.
7. Strengthen the natural environment and focus on the importance of native flora and fauna.

#### *Relationships*

8. Raise internal awareness of the City's RAP.
9. Strengthen relationships with the Aboriginal community.
10. Participate in and celebrate National Reconciliation Week.
11. Establish and implement an internal RAP Working Group.
12. Develop and implement an Aboriginal Engagement Framework for the City.
13. Establish and continue relationships with key stakeholders.

#### *Opportunity*

14. Employ and Aboriginal Engagement Officer.
15. Investigate Aboriginal and Torres Strait Islander employment.
16. Evaluate the existing sponsorship of Aboriginal Tourism and investigate opportunities for further improvement.
17. Increase and support supplier diversity and Aboriginal business.

#### *Governance and Tracking*

18. Build support for the RAP.
19. Review and update the RAP.

The City is required to implement its Reflect RAP within a 12 month period and will require approval from Reconciliation Australia to proceed to the next level RAP, Innovate.

The Draft City of Perth Reflect Reconciliation Action Plan 2018-2019 will officially be launched in April 2018.

#### **Financial Implications:**

The overall cost of the plan for the 12 month period is estimated at \$600,000. Many actions identified are projects already planned for delivery and most actions to be delivered prior to June 2018 will be accommodated within current operational budgets and resources.

All figures quoted in this report are exclusive of GST.

**Comments:**

The City's Reflect RAP sets out the actions and deliverables required to prepare the City for reconciliation initiatives in successive RAPs. Committing to a Reflect RAP allows the City to spend time scoping and developing relationships with Aboriginal and Torres Strait Islander stakeholders, deciding the City's vision for reconciliation, and exploring the City's sphere of influence, before committing to specific actions or initiatives. This process will help to produce future RAPs that are meaningful, mutually beneficial and sustainable.

The City is currently developing a policy and guidelines around the implementation of Welcome to Country and Acknowledgement of Country at relevant functions, meetings and events held by the City of Perth. The purpose of the policy is to acknowledge the cultural importance of Welcome to Country for Aboriginal and Torres Strait Islander people and its importance to the City of Perth heritage and identity. The draft guidelines involve the inclusion of an Acknowledgement of Country at the commencement of Council Meetings. It is planned that the Policy will be presented to Council for endorsement at its April meeting.

**City of Perth**

***Reflect Reconciliation Action Plan (RAP)***

**2018 –2019**

## City of Perth Reflect Reconciliation Action Plan 2018-2019

### Preface

#### Acknowledgement of Country

We acknowledge the Whadjuk Nyoongar people, Traditional Owners of the lands and waters where the City of Perth is today and pay our respects to Elders past and present.

Nyoongar people are the original inhabitants and traditional owners of the South West of Western Australia. While Nyoongar is identified as a single language there are variations in both pronunciation and spelling – Noongar, Nyungar, Nyoongah, Nyungah, Nyugah, Yungar and Noonga. The City of Perth uses 'Nyoongar' which is reflected throughout this document except when specifically referring to an external organisation that utilises alternative spelling

#### Alternative Formats

An electronic version of the City of Perth's Reflect Reconciliation Action Plan 2018-19 is available from [www.perth.wa.gov.au](http://www.perth.wa.gov.au). Large print and alternative formats can be requested from the City of Perth.

City of Perth  
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GPO Box C120, Perth WA 6839  
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**Message from Reconciliation Australia CEO**

<To be inserted after the Reconciliation Action Plan is adopted by Council and Reconciliation Australia>

**Message from the Rt. Hon. The Lord Mayor. Ms Lisa-M. Scaffidi**

<To be inserted after the Reconciliation Action Plan is adopted by Council >

**Message from City of Perth CEO, Martin Mileham**

<To be inserted after the Reconciliation Action Plan is adopted by Council >

### **About the Reflect Reconciliation Action Plan**

The Reconciliation Action Plan (RAP) is about organisations from every sector turning good intentions into real actions and rising to the challenge of reconciling Australia. A RAP is a framework that uses a holistic approach to create meaningful relationships, enhanced respect and promote sustainable opportunities with Aboriginal and Torres Strait Islander communities. The RAP program includes a series of frameworks, each offering a different level of engagement and support. These levels are; Reflect, Innovate, Stretch and Elevate.

Developing and implementing a Reflect RAP allows the City of Perth (the City) to focus on building relationships both internally and externally whilst raising awareness with our stakeholders to ensure there is a shared understanding and ownership of our RAP. Throughout the actions in the Reflect RAP, the City has a strong focus on building the foundations for relationships, respect and opportunities, whilst focusing on building a positive internal culture and awareness of Aboriginal and Torres Strait Islander histories and cultures, particularly Nyoongar cultures.

The City's RAP is inclusive of all Aboriginal and Torres Strait Islander peoples; however, as the City of Perth sits on Whadjuk Nyoongar land, some actions are particularly relevant to be driven or facilitated with involvement from Nyoongar or Whadjuk Nyoongar people. This is noted throughout the RAP. In addition, a glossary is provided on Page 26 of the document to give context and definition to the different terms that are used throughout the City's RAP.

### **Our Business**

The area of Whadjuk Nyoongar land on which the City of Perth (the City) sits today is just over 19 square kilometres in area (land only) and located on the northern banks of the Derbarl Yerrigan (Swan River) with over 11 kilometres of river frontage. The City is privileged to be home to sites of cultural and historical significance to the Whadjuk people including; Gargatup (Kings Park), Matagarup (Heirisson Island), Pinjar (the lakes - location of the Perth train station and surrounds) and Byerbrup (ridge line linking Gargatup and Matagarup). Traditionally, the Whadjuk Nyoongar people sourced food from the Derbarl Yerrigan and the extensive system of freshwater lakes linking the coast with the escarpment, ensuring Perth played an important role for meeting, travel and trade.

Today, the City includes the suburbs or parts thereof of Crawley, East Perth, Nedlands, Northbridge, Perth and West Perth. On 1 July 2016, the City of Perth local government area expanded to include Kings Park (400 hectares), the University of Western Australia, Queen Elizabeth II Medical Centre, residential and commercial areas around Hampden Road and Broadway, and the Matilda Bay foreshore in Crawley and Nedlands. The City hosts international consulates, the

State Parliament of Western Australia and key Federal and State judicial institutions, and has the largest concentration of jobs, services, education and cultural and leisure activities in Greater Perth. All of these places are home to a rich history, stretching back long before colonisation.

The City's resident population is diverse in its cultures, household and family structures, all contributing to an interesting and varied community makeup. The City's current population, which is approximately 26,268, includes approximately 193 residents who identify as Aboriginal or Torres Strait Islander. On a typical weekday, the City attracts around 205,750 workers and visitors to the CBD and over 25,000 to the University of Western Australia and Queen Elizabeth II. The City's resident population is forecast to grow to 50,000 residents by 2050, representing an additional 25,800 residents in 16,000 new dwellings over the next 34 years. For these and many other reasons the City plays a unique and important role in contributing to the economic prosperity and quality of life of many Western Australians.

The City of Perth workforce comprises of 750 staff of which two identify as Aboriginal or Torres Strait Islander. The City of Perth main office; Council House is located on 27-29 St George's Terrace, Perth and is home to approximately 500 members of the City's workforce. The remaining 250 members operate from the City's community facilities, parks, carparks and depot. All employees have recently participated in an organisation wide culture change program which resulted in new organisational values. The City aims to work towards diversifying its workforce throughout the implementation of the RAP. Throughout the Reflect RAP, the City has committed to researching leading examples of Aboriginal employment and improving the internal culture of the organisation to ensure that the working environment is safe and supportive for Aboriginal and Torres Strait Islander peoples.

The City of Perth has a distinct leadership role as the Capital City authority of Western Australia to ensure we continue to develop and flourish without compromising future generations. In 2016, the City of Perth Act was ratified. The Act brings the City of Perth in line with other Australian capital cities and empowers it, and acknowledges its central role in tourism, business and economic development. The Act also provides the necessary structure and legislation to form partnerships with State and Federal governments and the private sector to meet the future needs of the city.

The City's community has clearly communicated its commitment to a journey towards reconciliation through the community engagement associated with the City's Strategic Community Plan. Some of the trends and challenges that came out of the community engagement included:

- The Community wants to recognise Aboriginal culture;
- High demand exists for cultural experiences;
- The city is not currently seen to be a desirable cultural destination; and
- The Community is seeking an increase in visibility and experience of spirituality and cultural connection to the city.

## City of Perth Strategic Community Plan

The City's Reconciliation Action Plan meets five of the eight goals of the City's Strategic Community Plan.

### Goal 1: A city for people

- Vulnerable people with diverse social needs are supported
- Increase the amount with people that live, work, visit and stay in the city developing a strong sense of neighbourhood in the community

### Goal 3: A city connected to its natural beauty

- All strategic objectives and links the Aboriginal culture and preservation of land & river throughout the years.

### Goal 6: A city that celebrates its diverse cultural identity

- Formal and informal places and spaces to celebrate culture along the river
- Celebrate Indigenous culture
- Built and Social Heritage that is protected, enhanced and developed that showcases the City's story

### Goal 7: An open and engaged city.

- Community is involved and has trust in government

- Thriving neighbourhoods and communities are created by collaboration

Goal 8: A city that delivers for its community

- Service delivery is of a high quality and focused on the needs of the City's Community, Businesses and Visitors
- Great people are attracted, developed and retained to meet and exceed community expectations

## Our Reconciliation Action Plan Working Groups

Throughout the development of the City's RAP two Working Groups were established to assist with the development of the City's RAP.

### Internal RAP Working Group

The Internal RAP Working Group included 20 City of Perth staff members across 13 Business Units in the organisation. The Group's purpose was to identify issues and topics important to the development of City's first RAP. The Group is also responsible for championing the RAP throughout the organisation and to assist with communicating and developing their respective units understanding of the RAP and their roles and responsibilities in delivering the actions within this.

### External RAP Reference Group

The External RAP Reference Group is made up of external stakeholders who came together on a number of occasions to identify issues and topics of importance surrounding the development and implementation of the City's RAP.

Members of the External RAP Reference Group include:

Alan Carter, Bringing Them Home Committee	Leon Henry Jr, Yorgum
Allirra Winmar, ICEA	Lyn Schwan, East Perth Community Group
Anthony Kickett, community member	Margaret Culbong, community member
Ben Taylor, community member	Noel Nannup, community member
Bendan Moore, Whadjuk Working Party	Tom Joyner, ICEA
Carole Winfield, community member	Theresa Walley, community member
Daniel Morrison, Wungening Aboriginal Corporation	Trevor Walley, Whadjuk Working Party
Erin Rundle, Rio Tinto	Wanita Bartholomeusz, WA Police
Joanne D'Cress, Yorgum	City of Perth Representatives
Lara Steele, Anglicare WA	

### **Our Reconciliation Journey**

The Corporate Business Plan is a key component of the City's Integrated Planning and Reporting Framework and is the Organisation's commitment to activating the Strategic Community Plan. The City of Perth's Corporate Business Plan builds on the identified directions from previous plans, with an emphasis on meeting commitments and expectations now and into the future. The development of the City's RAP is listed in the Corporate Business Plan with expected work to be completed in the 2016/2017 financial year. On commencement of the community engagement to develop the RAP, the City recognised the need to contribute additional resources and time to ensure trusting and respectful relationships were initiated and nurtured prior to developing the specific actions for the city to undertake. While this increased the development timeline, the quality of the consultation and community initiated and driven actions are a direct result of this additional time and resource commitment.

The City has a long history of carrying out projects and activities that recognise history and culture, however until now, has had no formal reconciliation framework in place. The last 12 months have been a long journey filled with learning and discovery of histories and cultures as the City has developed its first RAP. Below is a timeline of the critical stages of development of the City's *Reflect Reconciliation Action Plan 2018-19*:

#### November 2016

The City presented to the Whadjuk Working Party to inform the Party that the City intended to commence its first RAP and asked for representation from the party to participate in the External RAP Reference Group.

#### January 2017

The City appointed Consultants; Tim Muirhead from CSD Network and Danny Ford and Rose Walley from Kamberang Services. Both Danny and Rose are Traditional Owners of Whadjuk Nyoongar Country and have strong ancestral links to the Perth City area, providing the City with an important insight into the Whadjuk Nyoongar community and associated family connections and cultural authority within the City of Perth area.

Research was conducted to determine the past projects and activities that the City had previously carried out in the space of Aboriginal engagement, acknowledgement of Traditional Owners and culture, and provision of sustainable opportunities for the Aboriginal community.

The City's Internal RAP Working Group was formed. The Group included 20 staff members across 13 Business Units in the organisation. The Group positively championed the RAP throughout the organisation as the members undertook Cultural Awareness Training and assisted to communicate to and develop their respective units understanding of the RAP and their roles and responsibilities in delivering the actions within this.

#### March 2017

The Internal Working Group participated in a series of meetings where members openly identified wrongdoings from the past and identified opportunities for the City to learn from these and make improvements in order to build respect, relationships and opportunity with the Aboriginal and Torres Strait Islander community.

The City worked alongside its consultants to formulate a plan for its external stakeholder engagement which saw the CEO invite over 60 stakeholders and community members including Aboriginal people of influence, government departments, corporate leaders, historians, non-government organisations, small business, and resident groups to take part in its first RAP community consultation.

#### May 2017

The first community and stakeholder consultation was held, during National Reconciliation Week, with 30 participants from both the Aboriginal and non-Aboriginal community. The consultation was held at the Aboriginal Alcohol and Drug Service (AADS), now known as Wungening Aboriginal Corporation. The location chosen for its cultural significance of the East Perth area, the history of AADS with the Aboriginal community, and to create a safe, welcoming and culturally sensitive environment.

Participants were welcomed to country by Whadjuk Nyoongar Elder, Theresa Walley who shared an insight into her family history and stories of growing up on Nyoongar country. The initial response from the community consultation was overwhelmingly positive, with participants expressing their excitement and optimism that the City had commenced its journey towards reconciliation.

#### June 2017

Participants from the first community consultation were invited to express their interest to participate in a community reference group for the ongoing development and implementation of the RAP. The City received an overwhelming number of expressions of interest and the initial planned group size was expanded to ensure diversity of various members of the community.

#### August 2017

The External RAP Reference Group held its first meeting involving twenty external stakeholders from the initial consultation, including Aboriginal Elders, Whadjuk Working Party representatives, Not for Profit organisations, Business, Government representatives and a corporate Organisation on its *Stretch* RAP. In addition to the external stakeholders, members from the City's Internal RAP Working Group, Community Services Unit, and Executive Leadership Group also joined the RAP Reference Group.

#### September 2017

A second consultation workshop was held with the RAP Reference Group, to ensure the City had a greater understanding of the aspirations and vision of the most important ways that it could ensure that the City build respect, relationships and opportunity with the Aboriginal and Torres Strait Islander community. At this workshop, Whadjuk Nyoongar Elder, Margaret Culbong, presented the City with a symbol of reconciliation, an Aboriginal flag that Margaret had hand crocheted. Margaret expressed that giving of the flag to the City was 'osmosis', a way of learning and growing together and with each other through culture. The City was proud to accept this gift and the symbol of reconciliation will be hung within Council House.

#### October – November 2017

The City's Business Units identified actions that each Unit would champion, drive and implement within the Reflect RAP timeframe. From here the actions were drafted and the RAP started to take shape.

#### December 2017

A final workshop was held, with the Internal RAP Working Group and External RAP Reference Group combined, to review the City's draft RAP.

#### February 2018

The RAP progressed to the City of Perth Council for formal endorsement.

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The City would like to thank its Consultants, Danny Ford and Rose Walley from Kambarang Services, and Tim Muirhead from CSD Network. Without their guidance, strong relationships with the Aboriginal community, and tireless commitment and enthusiasm it would not have been possible to bring the City's RAP to its current stage. In addition, the City would like to recognise all members of both the Internal and External working groups for their sharing of knowledge and commitment of the City's journey to reconciliation.

### Our Partnerships and Recent Activities

As the City moved through the process of developing its first Reconciliation Action Plan, it was recognised that it is essential for employees to have a good, consistent understanding of the cultural, historic and contemporary factors that play out in relationships between Aboriginal and non-Aboriginal people. The City rolled out a series of half day cultural awareness training sessions, facilitated by Danny Ford from Kambarang Services and Tim Muirhead from CSD Network. The training, Culturally Speaking: Towards Partnership with Aboriginal People was aimed at assisting participants to properly understand Australia's history, its impacts on Aboriginal people and consequences on life today. The training facilitates an opportunity for staff to learn about the historical and cultural context and gain an understanding of each staff member's role and responsibility in the city's commitment to reconciliation. The City's Elected Members, Executive Leadership Group, Managers and a diverse range of Officers and front line staff have all taken part, with more sessions planned throughout 2018 to ensure that all staff complete this training.

Other recent partnerships and activities are listed below:

- In 2017, the City supported West Australian Indigenous Tourism Operators Council with its Perth Aboriginal Tourism Development Pilot Project
- The City has long supported NAIDOC Perth since 2007 with a yearly sponsorship contribution to the opening event.
- The City flies the Aboriginal and Torres Strait Islander flags outside Council House. The City has a collection of eight significant public artworks either designed/created by Aboriginal or Torres Strait Islander peoples of Australia or with an Aboriginal or Torres Strait Islander theme.
- The City has a collection of oral histories completed by Aboriginal or Torres Strait Islander peoples.
- The 'Survival Concert' (now named Birak concert) has been held in City of Perth on Australia day since 2001 – the City has long supported this event financially and with resources since it began.
- In 2017, the City partnered with the National Trust of WA to plan and facilitate a project featuring the life of prominent Nyoongar woman, Fanny Balbuk Yoreel.
- The City partnered with Reconciliation WA and Australia Day Council WA to deliver the Launch of Australia Day: Inspiring Australian's event.
- The City has facilitated various large scale cultural projects such as development of its cultural heritage maps (Karla Yarning), a Nyoongar Elders Portrait exhibition (Gnarla Moort) and a project featuring an exhibition and revival of the Coolbaroo Club.

### Our Reflect Reconciliation Action Plan

Action	Deliverable/s	Responsible for delivery	Expected Timeframe
<b>RESPECT</b>			
1. Engage employees in continuous cultural learning opportunities to increase understanding and appreciation of Aboriginal and Torres Strait Islander cultures, histories and achievements.	1.1. Capture data and measure our staff's current level of understanding of Aboriginal and Torres Strait Islander cultures, histories and achievements.	Manager Community Services	June 2018
	1.2. Conduct a review of cultural awareness training needs within our organisation.	Manager Community Services	August 2018
	1.3. Implement a compulsory four hour face to face training session for Elected Members and all employees to increase awareness of Aboriginal culture and histories and capture data to measure the impact of these sessions	Manager Community Services	April 2018 – December 2018
	1.4. Based on the needs identified in 1.2, research opportunities for further learning and development including; interactive learning, cultural immersion days, language classes etc. Use the research to develop a plan for an organisation wide learning and development program to be implemented over the course of the City's <i>Innovate</i> RAP.	Managers: - Community Services - Human Resources	January 2019
	1.5. Review and modify the existing Corporate Induction program to ensure that the content includes relevant information about Aboriginal culture and Whadjuk Nyoongar histories, and add Community Services as a guest presenter on the Corporate Induction schedule in order to be invited to select Inductions to present about the City's RAP.	Manager Human Resources	April 2018 - January 2019
	1.6. Review and modify the existing Equal Employment Opportunity training program to ensure that it involves inclusion of the Human Rights Commission anti-racism campaign in order to ensure shut down of any racist behaviour within the organisation.	Manager Human Resources	April 2018 to February 2019
	1.7. Carry out the diversity survey on an annual basis to determine whether any changes occur in declaration of Aboriginal or Torres Strait Islander cultures in line with the implementation of the RAP.	Manager Human Resources	June 2018
	1.8. Ensure the City's RAP is added to the new employee information pack and included in new employee induction package.	Manager Human Resources	June 2018
	1.9. Hold a specific two hour training session with all Child Care staff to educate around how to engage with Parents/Families in order to ensure that all families understand that	Manager Community Services	December 2018

2. Raise internal understanding of Aboriginal and Torres Strait Islander cultural protocols	the Citiplace Child Care Centre is a culturally inclusive Centre.		
	1.10. Investigate the Narragunnawali: Reconciliation in Schools and Early Learning and engage a Consultant to assist the Citiplace Child Care Centre to develop curriculum around Aboriginal cultures that is suitable for early learning at the Centre.	Manager Community Services	June 2018 – September 2018
	1.11. Engage a consultant to design and facilitate a specific training course on the topic of how to engage with people from Aboriginal and Torres Strait Islander cultures and ensure that all Customer facing staff complete this training program.	Managers: - Customer Service - Community Services - Library - Parking Services - Commercial Parking - Community Amenities and Safety - Business Support and Sponsorship	December 2018
2. Raise internal understanding of Aboriginal and Torres Strait Islander cultural protocols	2.1. Work with the South West Aboriginal Land and Sea Council and Whadjuk Working Party to determine a list of Traditional Owners of the lands and waters within our organisations sphere of influence.	Manager Community Services	April 2018 – May 2018
	2.2. Develop and implement a policy and procedure to ensure that Welcome or Acknowledgement to Country is included in all relevant meetings, activities and events organised by the City. Policy and procedure to include wording and placement of written Acknowledgement in all relevant publications, campaigns, digital screens and corporate communications.	Manager Community Services	May 2018
	2.3. Carry out an internal communications campaign to ensure that all staff and Elected members are made aware of the cultural importance of Welcome to Country for Aboriginal and Torres Strait Islander people and its importance to the City of Perth heritage and identity.	Managers: - Community Services - Marketing and Activation	May 2018
3. Raise external understanding of Aboriginal and Torres Strait Islander cultural protocols.	3.1. Create a guiding document to be distributed to all external stakeholders holding an event within the City of Perth to ensure that stakeholders are made aware of the cultural importance of Welcome and Acknowledgement to Country for Aboriginal and Torres Strait Islander people.	Managers: - Community Services - Health and Activity Approvals - Business Support	June 2018

4. Participate in and celebrate NAIDOC Week	3.2. During debriefs with external event organisers, ask a series of questions to evaluate the number of external stakeholders who planned and facilitated a Welcome or Acknowledgement to Country at their events.		and Sponsorship - Library	June 2018 – April 2019
	3.3. Ensure that copies of the City's Karla Yarning brochures are made available at all Citizenship Ceremonies.		Managers: - Health and Activity Approvals - Business Support and Sponsorship  Manager Marketing and Activation	September 2018
	4.1. Raise awareness and share information amongst our staff of the meaning of NAIDOC Week including promotion of local NAIDOC week events.		Managers: - Community Services - Marketing and Activation	July 2018
	4.2. Ensure our RAP Working Group participates in an external NAIDOC Week event.		Directors: - Corporate Services - Planning and Development - Community and Commercial Services - Construction and Maintenance - Economic Development and Activation	July 2018
	4.3. Hold a NAIDOC celebration activity/event for all staff.		Manager Community Services	July 2018
	4.4. Throughout NAIDOC Week, Citiplace Child Care Centre to hold activities that celebrate and share knowledge on Aboriginal and Torres Strait Islander cultures.		Manager Community Services	July 2018
	4.5. Create a promotional page on the City's website to celebrate NAIDOC and		Manager Marketing	July 2018

	recognise the various activities on offer for the community.	and Activation	
	4.6. Through the City's Sponsorship programs, continue to support and fund NAIDOC week events, and investigate opportunities to build on the level of funding available for organisations celebrating NAIDOC week in 2018.	Manager Business Support and Sponsorship	July 2018
5. Participate in, and celebrate National Aboriginal and Torres Strait Islander Children's Day.	5.1. Ensure Citiplace Child Care Centre facilitate an 'incursion' with a guest Aboriginal or Torres Strait Islander artist/performer to celebrate and raise awareness of National Aboriginal and Torres Strait Islander Children's Day.	Manager Community Services	4 August 2018
6. Publicly recognise and celebrate Aboriginal cultures and histories.	6.1. Research and plan to commission a public artwork to signify the City's journey towards reconciliation (to be installed during the Innovate RAP). Artwork to be considered as collaboration between an Aboriginal and non-Aboriginal Artist.	Manager Arts, Culture and Heritage	February 2019
	6.2. Investigate opportunities for use of digital platforms for capturing and sharing of histories.	Managers: - Arts, Culture and Heritage - Information Technology - Data and Information	April 2018 – April 2019
	6.3. Research and plan to increase the number of Aboriginal oral histories available in the City's collection.	Manager Arts, Culture and Heritage	February 2019
	6.4. Plan and facilitate a public information exhibition in the City of Perth Library display cabinets to promote the oral histories and celebrate Aboriginal cultures in the City of Perth. Investigate moving/rotating this display between various City of Perth facilities.	Managers: - Arts, Culture and Heritage - Library	December 2018
	6.5. Conduct a review of the cultural heritage policies to ensure that these include information relevant to the Whadjuk Nyoongar histories of the City (in consultation with the relevant people).	Manager Arts, Culture and Heritage	December 2018
	6.6. Investigate options, and make plans to, commission an Aboriginal art mural at	Managers:	August 2018

	the front entrance of the Citiplace Child Care Centre (to be installed during the Innovate RAP)	<ul style="list-style-type: none"> <li>- Community Services</li> <li>- Arts, Culture and Heritage</li> </ul>	- December 2018
	6.7. Appropriately identify and make changes to the physical environment at the Citiplace Child Care Centre including: installation of native flowers/grasses in the garden, and installation of playscape to incorporate an Aboriginal theme.	<p>Managers:</p> <ul style="list-style-type: none"> <li>- Community Services</li> <li>- Properties</li> <li>- Parks</li> <li>- Sustainability</li> </ul>	July 2018 – December 2018
	6.8. Appropriately identify and engage a Nyoongar artist to create artwork endemic to the area to use on the City's uniforms and vehicles, to make a visible statement about the City's commitment to reconciliation. Polo shirts to be branded with this artwork and worn by customer facing staff during NAIDOC Week, National Reconciliation Week. A minimum of two of the City's fleet vehicles to be branded with decals of this artwork.	<p>Managers:</p> <ul style="list-style-type: none"> <li>- Arts, Culture and Heritage</li> <li>- Community</li> <li>- Amenity and Safety</li> <li>- Parking Services</li> <li>- Customer Service</li> <li>- Commercial Parking</li> <li>- Business Support and Sponsorship</li> <li>- Community Services</li> <li>- Library</li> <li>- Plant and Equipment</li> </ul>	April 2018 – February 2019
	6.9. Investigate and make plans to commence a project to add a Whadjuk Nyoongar layer onto the Wetlands map project.	Manager Arts, Culture and Heritage	December 2018
	6.10. Investigate and make plans to work with the appropriate representatives to determine which stories the Whadjuk Nyoongar community would like to share, and plan an interactive storytelling project.	Manager Arts, Culture and Heritage	December 2018
	6.11. In conjunction and consultation with the Whadjuk Nyoongar community, commission the design and creation of a public signage/ symbol to be installed at	<p>Managers:</p> <ul style="list-style-type: none"> <li>- Arts, Culture and</li> </ul>	April 2018 –

	the two major gateways to the City (Causeway and Kings Park Road).	Heritage - Coordination and Design	April 2019
	6.12. Develop a framework to undertake cultural heritage assessment of the City of Perth lands to inform future projects and consultation with the Whadjuk Nyoongar community.	Managers: - Coordination and Design - Community Services - Arts, Culture and Heritage	April 2018 – April 2019
	6.13. Change the names of the City of Perth meeting rooms to align with Nyoongar language.	Manager Properties	April 2018 – May 2018
	6.14. Source pins with the Aboriginal flag, to be worn by all customer facing staff, as a statement of commitment towards reconciliation.	Managers: - Community - Amenity and Safety - Parking Services - Commercial Parking - Library - Community Services - Customer Service	August 2018
	6.15. Engage an Artist to design the incorporation of Aboriginal artwork throughout the frosting which is displayed on various meeting rooms throughout Council House.	Managers: - Properties - Arts, Culture and Heritage	June 2018 – December 2018
	6.16. Where landscapes are being upgraded or replaced, consider the planting of low water use native species.	Manager Parks	April 2018 – April 2019
	6.17. Conduct an audit of the existing interpretative signage throughout the City	Managers: - Coordination and	June 2018 –

	of Perth and repair/replace where necessary.	Design - Parks	April 2019
	6.18. Investigate opportunities for additional interpretative signage to be installed at appropriate locations, and put forward recommendations for the 19/20 financial year. This could include signage, dual naming, nomenclature, and symbols of recognition.	Managers: - Coordination and Design - Parks - Arts, Culture and Heritage	April 2019
	6.19. Update the City's IVR (pre-recorded telephone welcome) to include: "Kaya wanjju, welcome to the City of Perth..."	Manager Customer Service	June 2018
	6.20. Upgrade the City's welcome signage in the Customer Service area to include the words: "Kaya wanjju, welcome to the City of Perth"	Manager Customer Service	June 2018 – August 2018
	6.21. Engage an Artist to design and implement an Aboriginal art inspired element to the refurbishment of the City's Ground Floor Customer Service area.	Managers: - Customer Service - Arts, Culture and Heritage - Properties	June 2018 – September 2018
	6.22. Update the City's email signature to include a respectful acknowledgement that Whadjuk Nyoongar people are the Traditional Owners of the land on which the City sits.	Manager Marketing and Activation	June 2018
	6.23. Include messaging of cultural histories, events, activities, and other relevant information into the City's existing campaigns on an ongoing basis throughout the year.	Manager Marketing and Activation	April 2018 – April 2019
	6.24. Create a communications plan for the City's Reconciliation Action Plan and ensure that all relevant communications are carried out.	Manager Corporate Communications	April 2018
	6.25. Commence discussion events and activities over the Australia Day long weekend.	Manager Marketing and Activation	January 2019
	6.26. Increase the level of promotion around the City's Birak concert; including creating a short promotional video for social media, and filmed interviews with Elders involved in the project.	Manager Marketing and Activation	February 2019

	6.27. Ensure that the Aboriginal and Torres Strait Islander flags are flown at both the Causeway and Mounts Bay Road flag poles during significant events and occasions such as NAIDOC, and National Reconciliation Week.		Managers: - Customer Service - Street Presentation and Maintenance	April 2018 – April 2019
	6.28. Ensure that the Aboriginal flag is installed as a permanent feature inside the Council Chambers.		Manager Properties	July 2018
	6.29. Plan and facilitate a minimum of four cultural activities (including a one off high profile event/activity) over the course of the RAP to be held in the City of Perth Library and align with the following important dates: -National Reconciliation Week; -NAIDOC Week; -WA Day; and -Australia Day.		Manager Library	April 2018 – April 2019
	6.30. Explore ways to recognise WA Day on the City's digital platforms in order to promote the Whadjuk Nyoongar significance of this date to the wider community.		Managers: - Community Services - Marketing and Activation	June 2018
	6.31. Arrange printing and distribution of the City's Karla Yarning Aboriginal heritage maps and investigate opportunity to extend these maps to include the East Perth area.		Manager Community Services	June 2018 – December 2018
	7.1. Identify opportunities to work with the Whadjuk Nyoongar community in the identification and design of green networks across the city.		Manager Coordination and Design	July 2018 – April 2019
7. Strengthen the natural environment and focus on the importance of native flora and fauna	7.2. Investigate the opportunity to work with Main Roads to convert the Causeway teardrop gardens to low water use native species.		Manager Parks	December 2018 – April 2019

	7.3. Investigate the opportunity to work with the Aboriginal community to install a 'bush tucker garden' within the City of Perth.	Manager Parks	December 2018 – April 2019
	7.4. Investigate the opportunity to implement a residential verge policy in order to create and launch a 'verge assistance/incentive' program to encourage residents to install native and low water species on residential verges.	Managers: - Parks - Business Support and Sponsorship	December 2018 – April 2019
<b>RELATIONSHIPS</b>			
8. Raise internal awareness of our RAP.	8.1. Develop and implement a plan to raise awareness amongst all staff across the organisation about our RAP commitments.	Manager Community Services	April 2018 – May 2018
	8.2. Develop and implement a plan to engage and inform key internal stakeholders of their responsibilities within our RAP.	Manager Community Services	April 2018 – May 2018
9. Strengthen relationships with the Aboriginal community.	9.1. Investigate and consider a treaty between City of Perth and Whadjuk Nyoongar people.	Manager Community Services	April 2018 – April 2019
10. Participate in and celebrate National Reconciliation Week (NRW).	10.1. Raise awareness and share information amongst our staff of the meaning of National Reconciliation Week (NRW) through holding an activity for all staff and promotion of local NRW activities and events.	Managers: - Community Services - Marketing and Activation	May 2018
	10.2. Ensure our Internal RAP Reference Group participates in external event to recognise and celebrate NRW.	Manager Community Services	May 2018
	10.3. Create a promotional page on the City's website to celebrate NRW and recognise the various activities on offer for the community.	Manager Marketing and Activation	April 2018 and April 2019
11. Establish and implement an internal RAP Working Group.	11.1. Form an internal RAP Working Group with one representative from each Business Unit across the organisation, and include Aboriginal and Torres Strait Islander peoples and decision-making staff from across our organisation. This group will support and report on the implementation of the City's RAP.	Manager Community Services	May 2018 - April 2019
12. Develop and	12.1. In consultation with the relevant parties, develop an Aboriginal Engagement	Manager Community	April 2018 –

implement an Aboriginal Engagement Framework for the City of Perth.	framework for the City of Perth (internal document) and meet with each of the relevant Business Units to ensure that they understand the engagement processes included in the framework and how to implement the framework appropriately.	Services	July 2018
13. Establish and continue relationships with key stakeholders.	13.1. Develop a list of Aboriginal and Torres Strait Islander community groups and organisations within our local area or sphere of influence that the City could approach to connect with on our reconciliation journey and identify opportunities for collaboration and partnership.	Managers: - Community Services - Library	August 2018
	13.2. Build a relationship and explore opportunities to partner with Nyoongar Outreach Services.	Manager Community Services	August 2018 – December 2018
	13.3. Investigate and consider potential partnerships with local non-Aboriginal organisations to and identify opportunities for collaboration and partnership on projects that showcase Aboriginal cultures and histories.	Manager Arts, Culture and Heritage	April 2018 – April 2019
	13.4. Continue to work with service providers to ensure that young Aboriginal people are able to live and recreate in places of safety	Manager Community Amenity and Safety	April 2018 – April 2019
<b>OPPORTUNITY</b>			
14. Create a position for a skilled and experienced Aboriginal Engagement Officer.	14.1 Employ an Aboriginal Engagement Officer to assist with implementation of the City's Reconciliation Action Plan and to oversee effective engagement with Aboriginal peoples, community and stakeholders.	Managers: - Community Services - Human Resources	July 2018
15. Investigate Aboriginal and Torres Strait Islander employment.	15.1 Research leading examples of Aboriginal Employment Frameworks from the Government and Private sector and put together a summary report with recommendations to be implemented by the City of Perth in future reconciliation action plans.	Manager Human Resources  Director's: - Corporate Service - Planning and Development - Community and Commercial	December 2018

			Services - Construction and Maintenance - Economic Development and Activation	
		15.2. Identify current Aboriginal and Torres Strait Islander staff to inform future employment and development opportunities. Investigate the willingness of these staff to take on a 'mentorship' role as new Aboriginal people are recruited throughout the organisation.	Manager Human Resources	December 2018
		15.3. Review and update the Equal Opportunity Policy and ensure that this is implemented across the organisation. This is to be inclusive of benchmarking to ensure best practise of the Capital City.	Manager Human Resources	May 2018
		15.4. Ensure that all employment adverts clearly state that the City of Perth is an equal opportunity employer and Aboriginal and Torres Strait Islander peoples are strongly encouraged to apply.	Manager Human Resources	May 2018
		15.5. Research into additional platforms for advertising positions at the City of Perth so that these can be utilised in future RAP's when the organisation has established foundations and support for Aboriginal employees.	Manager Human Resources	December 2018
		16.1 Evaluate and report on the City's previous involvement in sponsoring Aboriginal Tourism operators.	Manager Economic Development	June 2018
		16.2. Work with West Australian Indigenous Tourism Operators Council and other providers to facilitate networking and business development opportunities for Aboriginal and Torres Strait Islander tourism operators to improve the range, quality and accessibility of Aboriginal cultures to visitors.	Manager Economic Development	April 2018 – April 2019
16. Evaluate the existing sponsorship of Aboriginal Tourism and investigate opportunities for further involvement.			Managers: - Business Support and Sponsorship - Economic Development - Finance	July 2018
17. Increase and support supplier diversity and Aboriginal Business.				

	17.2. Investigate and make plans to establish and implement an Aboriginal Business Sponsorship Program to commence in the 2019/2020 financial year.	Manager Business Support and Sponsorship	July 2018 – April 2019
	17.3. Compile a list of Aboriginal business that could be used by the City for procurement purposes and undertake training across the Organisation to ensure that these businesses can be included in Request for Quote and tender processes.	Managers: - Finance - Sustainability	December 2018
	17.4. Review the existing sponsorship and grants framework and make amendments to ensure that all Cultural events are considered for funding.	Managers: - Business Support and Sponsorship - Community Services	June 2018
	17.5. Through the city's Arts Sponsorship programs, continue to support and fund Aboriginal and Torres Strait Islander arts projects, and investigate opportunities to build on the level of funding available for organisations in the 2018/2019 financial year.	Managers: - Business Support and Sponsorship - Arts, Culture and Heritage	April 2018 – April 2019
	17.6. Develop an understanding of the mutual benefits of procurement from Aboriginal and Torres Strait Islander owned businesses.	Manager Finance	November 2018
	17.7. Develop a business case for procurement from Aboriginal and Torres Strait Islander owned businesses.	Manager Finance	November 2018
	<b>GOVERNANCE AND REPORTING</b>		
18. Build Support for the RAP.	18.1. Define resource needs for RAP development and implementation.	Manager Community Services	April 2018
	18.2. Define systems and capability needs to track, measure and report on RAP activities.	Manager Community Services Manager Data and	April 2018

		Information	
	18.3. Complete the annual RAP Impact Measurement Questionnaire and submit to Reconciliation Australia.	Manager Community Services	September 2018
19. Review and Refresh the RAP.	19.1. Liaise with Reconciliation Australia to develop a new RAP based on learnings, challenges and achievements.	Manager Community Services	February 2019
	19.2. Seek community feedback on the RAP.	Manager Community Services	February 2019
	19.3. Submit draft to Reconciliation Australia for review.	Manager Community Services	March 2019
	19.4. Submit draft RAP to Reconciliation Australia for formal endorsement.	Manager Community Services	April 2019

## Glossary

### **Aboriginal:**

A person of Australian Aboriginal descent, identifying as Aboriginal and being accepted as such by the Aboriginal community.

### **Acknowledgement of Country:**

An Acknowledgement of Country is an opportunity for anyone to show respect for Traditional Owners and the continuing connection of Aboriginal and Torres Strait Islander peoples to Country. It can be given by both non-Aboriginal people and Aboriginal and Torres Strait Islander people.

### **Nyoongar:**

Nyoongar means ‘a person of the south-west of Western Australia, or the name for the ‘original inhabitants of the south-west of Western Australia’ and are one of the largest Aboriginal cultural blocks in Australia.

Nyoongar are made up of fourteen different language groups (which may be spelt in different ways): *Amangu, Yued/Yuat, Whadjuk/Wajuk, Binjareb/Pinjarup, Wardandi, Balardong/Ballardong, Nyakinyaki, Wilman, Ganeang, Bibulmun/Piblemen, Mineng, Goreng and Wudjari and Njunga*. Each of these language groups correlates with different geographic areas with ecological distinctions.

### **Torres Strait Islander:**

Torres Strait Islanders are the indigenous people of the Torres Strait Islands, part of Queensland, Australia. They are culturally and genetically Melanesian people, as are the people of Papua New Guinea. They are distinct from the Aboriginal people of the rest of Australia, and are generally referred to separately.

### **Traditional Owner/s:**

A “Traditional Owner” in relation to the lands means an Aboriginal person who has, in accordance with Aboriginal tradition, social, economic and spiritual affiliations with, and responsibilities for, the lands or any part of them. Tradition Owners of the land on which the City of Perth is located are the Whadjuk Nyoongar peoples.

### **Welcome to Country:**

Protocols for welcoming visitors to Country have been a part of Aboriginal and Torres Strait Islander cultures for thousands of years. Despite the absence of fences or visible borders, Aboriginal and Torres Strait Islander groups had clear boundaries separating their Country from that

of other groups. Crossing into another group's Country required a request for permission to enter. When permission was granted the hosting group would welcome the visitors, offering them safe passage and protection of their spiritual being during the journey. Welcome to Country is performed by the Traditional Owners.

**Whadjuk:**

The name of the dialectal group from Perth. Whadjuk is situated beneath Yued and above the Pinjarup dialectal groups. The City of Perth is located on Whadjuk Nyoongar land.