CITY OF VINCENT

AGENDA

Ordinary Council Meeting

11 February 2025

Time: **6:00 PM**

Location: **E-Meeting and at the Administration and Civic Centre,**

244 Vincent Street, Leederville

David MacLennan

Chief Executive Officer

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Public Questions will be strictly limited to three (3) minutes per person.

The following conditions apply to public questions and statements:

1. Members of the public present at Council Briefings will have an opportunity to ask questions or make statements during public question time. Questions and statements at Council Briefings must relate to a report contained in the agenda.
2. Members of the public present at Council Meetings, Special Council Meeting or Committee Meeting have an opportunity to ask questions or make statements during public question time in accordance with section 2.19(4) of the City's Meeting Procedures Local Law.
3. Questions asked at an Ordinary Council Meeting must relate to a matter that affects the City of Vincent.
4. Questions asked at a Special Council Meeting or Committee Meeting must relate to the purpose for which the meeting has been called.
5. Written statements will be circulated to Elected Members and will not be read out unless specifically requested by the Presiding Member prior to the commencement of the meeting.
6. Where in-person meetings are not permitted due to a direction issued under the *Public Health Act 2016* or the *Emergency Management Act 2005* questions and/or statements may be submitted in writing and emailed to governance@vincent.wa.gov.au by 3pm on the day of the Council proceeding. Please include your full name and suburb in your email.
7. Shortly after the commencement of the meeting, the Presiding Member will ask members of the public to come forward to address the Council and to give their name and the suburb in which they reside or, where a member of the public is representing the interests of a business, the suburb in which that business is located and Agenda Item number (if known).
8. Questions/statements are to be made politely in good faith and are not to be framed in such a way as to reflect adversely or be defamatory on an Elected Member or City Employee.
9. Where practicable, responses to questions will be provided at the meeting. Where the information is not available or the question cannot be answered, it will be *"taken on notice"* and a written response will be sent by the Chief Executive Officer to the person asking the question. A copy of the reply will be included in the Agenda of the next Ordinary meeting of the Council.
10. It is not intended that public speaking time should be used as a means to obtain information that would not be made available if it was sought from the City's records under Section 5.94 of the *Local Government Act 1995* or the *Freedom of Information Act 1992* (FOI Act). The CEO will advise the member of the public that the information may be sought in accordance with the FOI Act.

For further information, please view the Council Proceedings Guidelines.

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- All Council proceedings are recorded and livestreamed in accordance with the Council Proceedings - Recording and Web Streaming Policy.
- All recordings are retained as part of the City's records in accordance with the State Records Act 2000.
- All livestreams can be accessed at https://www.vincent.wa.gov.au/council-meetings/livestream
- All live stream recordings can be accessed on demand at https://www.vincent.wa.gov.au/council-meetings
- Images of the public gallery are not included in the webcast, however the voices of people in attendance may be captured and streamed.
- If you have any issues or concerns with the live streaming of meetings, please contact the City's Governance Team on 08 9273 6500.

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CITY OF VINCENT GOVERNANCE FRAMEWORK 2020 OVERVIEW

ACCOUNTABLE TO

Community and Stakeholders
Ratepayers
Residents
Community groups/ sporting clubs
Businesses
Town Teams
Visitors
State and Federal Government
Neighbouring local governments
Government Departments

INFORMS

CITY OF VINCENT COUNCIL

COMPRISES

MAYOR AND COUNCILLORS

CHIEF EXECUTIVE OFFICER

PRESCRIBES ROLE AND POWERS

ADMINISTRATION

Culture and Vision
(Principle 1)
Culture informs the management structure and ethical standards, the vision reflects the City's strategic priorities

PRESCRIBES IPFR – CBP, SCP, BUDGET

Legislative Framework
The *Local Government Act 1995* (WA) sets out the key roles and responsibilities of a local government (Council and CEO). Local governments must operate in accordance with the LGA and associated Regulations. The LGA is the source of local government power and allows local governments to make local laws and policies and provides guidance on good governance

Roles and Responsibilities
(Principle 2)
Role and relationships between the Council, Mayor, Councillors, CEO and Administration

Strategic Community Plan
Corporate Business Plan
Long Term Financial Plan
Annual Budgets

INFORMS/GUIDES

Accountability
(Principle 5)
Functions and systems that control risks and facilitate consistent, transparent and accountable decision making

Decision Making and Management
(Principle 3)
Processes that ensure open and accountable decisions by Council and the CEO

Commitment to Sustainability
(Principle 4)
Sound financial, resource and environmental management

AUDIT COMMITTEE

COMMUNITY PRIORITIES AND OUTCOMES WE WILL STRIVE TO ACHIEVE

ENHANCED ENVIRONMENT

- Our parks and reserves are maintained, enhanced and are accessible for all members of the community.
- Our urban forest/canopy is maintained and increased.
- We have improved resource efficiency and waste management.
- We have minimised our impact on the environment.
- Power lines are undergrounded.

CONNECTED & HEALTHY COMMUNITY

- Connected & healthy community
- We have enhanced opportunities for our community to build relationships and connections with each other and the City
- Our many cultures are celebrated
- We recognise, engage and partner with the Whadjuk Noongar people and culture
- Our community facilities and spaces are well known and well used
- We are an inclusive, accessible and equitable City for all

SENSITIVE DESIGN

- Our built form is attractive and diverse, in line with our growing and changing community.
- Our built form character and heritage is protected and enhanced.
- Our planning framework supports quality design, sustainable urban built form and is responsive to our community and local context.
- More people living in, working in, or enjoying our town centres.

ACCESSIBLE CITY

- Our pedestrian and cyclist networks are well designed, connected, accessible and encourage increased use.
- We have better integrated all modes of transport and increased services through the City.
- We have embraced emerging transport technologies.

THRIVING PLACES

- We are recognised as a City that supports local and small business.
- Our town centres and gathering spaces are safe, easy to use and attractive places where pedestrians have priority.
- We encourage innovation in business, social enterprise and imaginative uses of space, both public and private.
- Efficiently managed and maintained City assets in the public realm.
- Art, history and our community's living cultures are evident in the public realm.

INNOVATIVE AND ACCOUNTABLE

- We deliver our services, projects and programs in the most inclusive, efficient, effective and sustainable way possible.
- We engage with our community so they are involved in what we are doing and how we are meeting our goals.
- Our decision-making process is consistent and transparent, and decisions are aligned to our strategic direction.
- We embrace good ideas or innovative approaches to our work to get better outcomes for the City and our community.

THESE PRIORITIES AND OUTCOMES WILL BE MET THROUGH THE DELIVERY OF COUNCIL ADOPTED STRATEGIES, PLANS, PROGRAMS, AND POLICIES.

1 DECLARATION OF OPENING / ACKNOWLEDGEMENT OF COUNTRY

"The City of Vincent would like to acknowledge the Traditional Owners of the land, the Whadjuk people of the Noongar nation and pay our respects to Elders past and present".

2 APOLOGIES / MEMBERS ON LEAVE OF ABSENCE

Nil

3 (A) PUBLIC QUESTION TIME AND RECEIVING OF PUBLIC STATEMENTS

(B) RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Dudley Maier of Highgate – Items 9.1 and 9.4

1. The list for expenditure for the period ending 31 October 2024 show a payment of $5,703.05 to "The Factory" for "Pine Tree Christmas Lights 2024". Was this a one-off payment (i.e. just for lights to be used once) and where were the lights/tree located?

   The payment of $5,703.05 is a 50% deposit for the annual hire, installation and removal of Christmas lights for a tree in Braithwaite Park.

2. At the November council meeting I asked questions about payments concerning the transport and storage of an artwork to be located in Leederville. The final question was:
   Are the delays in installation the artist's responsibility or have the final payments been held up because of delays outside their area of control?

   The response was:

   To date the City has paid the artist a total of $80,000 this includes a variation of $8,000 due to the need to redesign the artwork to accommodate changes to the install location. An amount of $8,000 remains outstanding and will be paid on installation. Delay to completion of the project is due to the servicing constraints previously advised and the approvals required prior to installation being permitted.

   This did not answer my question which was about who was responsible for the delay in installation, and therefore the delay in making the final payment to the artist.

   Who was responsible for arranging the necessary infrastructure that has been referred to in previous answers – was it the artist's responsibility, or was it the City's? If it was the City's, don't you consider it unfair to hold off on the final payment to the artist, who seems to have completed construction of the work over a year ago, when it is not their fault?

   The City is responsible for the delay in installation due to the previously stated servicing approvals. The City is paying the artist storage and transport fees incurred by the delays. The final payment is tied to the contract terms which state installation of the artwork.

3. With regards to the proposed Significant Tree Policy, did the City seek external legal advice as to the legal standing of concepts such as 'secondary owner' and the rights of neighbours who have trees hanging over their property to cut down those branches.

   The City has received legal advice regarding who is authorised to undertake maintenance pruning to trees listed on the Significant Tree Inventory. This advice informed the definition of 'secondary owners' in the draft Trees of Significance Policy.

4. In answer to a previous question about fee reductions for obtaining Life Cycle Assessments (LCAs) it was stated that 13 applicants have received fee reductions since February. Are Life Cycle Assessments mandatory? Were the applicants informed prior to obtaining the LCAs that these were mandatory? Does Section 1.8 of the Built Form Policy imply that applicants need to provide a Life

Cycle Assessment in Accordance with EN15978? Does the WAPC have to approve the requirements of Section 1.8 of the Built Form Policy? If so, have they provided approval?
The GreenTrack assessment pathway is opt-in.

The lodgement of a Life Cycle Assessment is only mandatory if applicants are lodging a development application for assessment through the GreenTrack pathway.

Where a Life Cycle Assessment is not provided by an applicant, these applications are not eligible for a refund of application fees or a prioritised assessment.

The local housing objectives of Section 1.8 of the Built Form Policy require a development to demonstrate that it is capable of achieving a reduction in global warming potential and net fresh water use through the submission of a Life Cycle Assessment.

The WAPC is required to approve the local housing objectives of Section 1.8 of the Built Form Policy. The WAPC has yet to make a determination on the Built Form Policy.

5. In Part 2, Clause 3.2, dot point 3 of the Draft Significant Tree Policy it makes reference to Part 2 Clause 2.3 and 2.4. On what page of the draft policy can those two clauses be found?
This clause incorrectly references Clause 2.3 and 2.4. This should instead reference Clauses 3.3 and 3.4 which can be found on page 5 of the draft Trees of Significance Policy.

   This error will be corrected following community consultation and before Council considers the outcomes of this.

6. The recommendation in Item 9.4 – Robertson Park Stage 1B it states that $1,477,000 is required to be included in the 2025/26 budget. Why is this so given that the tender is for approximately $2,851,305 and $1,579,000 of this has been included in the 2024/25 budget? Shouldn't only approximately $1,272,000 be included in the 2025/56 budget?

   Administration have maintained a contingency allowance of approximately 7% with consideration of the uncertainties within the current construction industry, specifically around the supply of labour and materials. This construction contingency will also cover the risk of variations and unforeseen items encountered during construction.

7. I think the proposed approach is superficial and has not been thought through. It might be used to generate some positive press, and is likely to appeal to members of the community who naively think that, by being adversarial, the city has become the champions of tree preservation. The reality is that is more likely to result in trees being cut down as a precautionary measure by owners who don't want to take a risk of having their trees listed.
   There are three categories of tree owners, without getting into the murky and probably over-ambitious legal area of 'primary' and 'secondary' owners:

- Primary owners who self-nominate;
- Primary owners whose tree is nominated by a third party and who have no objection; and
- Primary owners who do object to listing.

   For the first two categories there probably is very little risk of the tree being removed – the owner was always likely to retain the tree.

   It is the third category who are the ones in play. Put yourself in the place of a person who has a tree and who gets a letter from the City saying that the tree has been nominated. They are told that listing means they can't get rid of the tree, and that the Council will make the final decision if the owner objects to the listing.

   What do you think they would do, remembering that they are in the third category – the objectors. They have two choices – hope the council will see their point of view and not list the tree, or chop the tree down, or at least cut it back so that it is less than 4 metres high.

It would only be natural for them to think that retaining the tree may reduce the perceived value of their land as a sub-division proposal, or if it would impede any future development by themselves or a future owner. As objectors the obvious choice is to remove the tree.

So basically you have three groups of people: the policy will have no impact on the first two – they are happy to keep the tree; and it is highly likely to encourage owners in the final group to cut down the tree in the time between they are notified and when it goes to council. It is only human nature.

I see that the recommendation now has a waffly fourth part which says that the staff will still look at incentives. This is just putting off meaningful changes to the never-never.

The reality is that the biggest problem with tree loss is the assessments of the planning staff. There are so many developments around where the staff 'ignore' the open space provisions and approve developments that cover most of the block, which means that the current owners, let alone future owners, cannot plant a significant tree. The planning staff are the enablers for a lot of tree removal.

If you were serious about coming up with a meaningful solution you would look at:

- Putting provisions in the LPS to maintain a certain level of open space for all new developments. Maybe not to the same level as the deemed to comply provisions of the R-Codes, but something significant. Of course, the staff will argue against this as they always want to retain some flexibility – flexibility which has so far resulted in effective boundary-to-boundary development and no ability to plant trees;
- Investigate financial incentives such as an annual rates reduction/bonus for people with listed significant trees.

Yes, this sounds too difficult but unless you bite the bullet and actually do something difficult all you will achieve is the ability to say "we tried".

Of course you will get push back from the Department and the minister, who somehow thinks it is all about the quantity of housing and not the quality/liveability. But you should have that fight.

As to a financial incentive scheme: it could go along the lines of people apply via a stat-dec, including a photo of the tree(s); the list is made public (as the current one is) along with the photos; invite people to dob-in any cheats. The fact that the nomination is via a stat-dec means that the breech is of a false stat-dec rather than a piddly fib on a form. And I'm not even sure that the City would have to spend time and money prosecuting. The threat of a dob-in encourages people to be honest.

If you take an arbitrary payment of $100 (large enough to be a significant recognition, but small enough to not be a great impost) it would mean that if there were 1,000 significant trees it would cost residential ratepayers $5.65 on average – the tree owners would also pay this so they would be $94 better off. If you had 2,000 significant trees the amounts become $11.30 and $89 better off etc. Not only would this send a signal that here is a recognition that trees are a cost to maintain, but more importantly, that they are also a significant benefit; plus it might encourage some people to plant a tree so that they can join the cool gang.

Of course the staff will come up with a lot of reasons this won't work – that's the nature of the beast. When it was initially proposed that there be a financial assistance for maintaining significant trees all the staff did was put in a vague clause to say that owner may be eligible for financial assistance. It was the council that pushed the process – specified how much, over what time frame, and that people had to pay it back if they later cut down the tree. [OMC 12 March 2013 – Item 9.1.8]

All it takes is a bit of imagination; a realisation that unless there is an overnight, heavy-handed listing of trees you will drive some owners to prematurely chop down trees; the way to get kudos is by doing something bold that is positive and is based on sound principle – the community benefits from having more trees.

It would also be interesting to see if the (wacky) notion of primary and secondary owners has been tested legaLife Cycle Assessment in Accordance with EN15978lly (i.e. the city obtained legal advice) - both the notion of there being a 'secondary owner', but also stopping neighbours who suffer from an inappropriate tree from doing anything about it – I thought that if a tree had branches hanging over your property you could cut them back and throw the branches on the owner's property – if that is law how can this policy override that?

The draft Trees of Significance Policy allows secondary owners, including those who have the canopy of a tree overhanging their property, to undertake works to a listed tree. Specifically, the Policy provides for exemptions for maintenance pruning to not require a development application.

For any works that are over and above this, a development application would be required to be lodged by the secondary owner and approved by the City before the works could occur.

Yimeng Chen of North Perth – Item 9.3

Thank you for discussing my concerns during the December 3rd Council Briefing.

While several questions were addressed, I wish to voice three critical concerns pending answers during the Council Briefing:

- [A] Non-representative responses and inclusion of unaffected properties potentially bias policy deliberation
- [B] Inadequate information about the nomination, policy implications, and methodological concerns
- [C] Unintended adverse policy outcomes to preserve streetscape

Details for each point are marked in green in the email chain below for reference context.

I note that Agenda 9.3 for the December 10th meeting hasn't been updated since the December 3rd Council Briefing (previously Agenda 5.3). My references are based on the currently available agenda.

I kindly request my following concerns be given due consideration in your policy deliberations.

Potential bias in survey representativeness (pp.12-13):

- The survey response rate of 35% (11 of 31 character area properties) does not provide a statistically representative sample for policy determination (<40%).

[A] Non-representative responses and inclusion of unaffected properties are potentially biased for policy deliberation

Effective support rate = 17%

- Members previously questioned the support rate calculation as percentage of total affected for context - this remains unaddressed in the current online version of Agenda 9.3.
- While Local Planning Policy doesn't specify a minimum community support threshold for Council approval, a 40% support rate is needed for initial nomination consideration.
- The 40% nomination threshold even sets a higher standard for preliminary consideration, yet the final policy approval is now being primarily based on a response rate of 35% (= 11/31) and 17% of effective supporters.

Interpretation on non-representative submissions

- In addition, the current interpretation based on a non-representative sample provides insufficient information on total affected and therefore is biased or potentially misleading for decision-making.

- To illustration: If 2 out of a total of 10 affected, both respond positively, this shouldn't be interpreted as unanimous support (2/2 = 100%). The actual support rate is only 20% (2/10) of the total affected population.

The interpretation of survey results from a non-representative sample raises significant methodological concerns and were echoed by multiple participants during the briefing session.

- The purported 55% majority in support (6 of 11 respondents) represents only 17% of total street properties, raising questions about the conclusiveness of these findings.
- Whether all six supporting responses are from front-facing properties that would be directly impacted by the proposed amendments

Inclusion of unaffected properties

- ***The briefing confirmed that, of the 6 'Yes' responses received, 5 were from properties directly affected by the policy (street-facing properties and Unit A in subdivided blocks). 1 'Yes' vote was from an unaffected Unit B property***
- ***Excluding the unaffected property shows an equal 5-5 split between support and opposition among affected properties, rather than the 55% majority support initially reported.***

The submission method (survey) may also suffer from potential a self-selection bias where properties that have already undertaken modifications inconsistent with the proposed amendments may not be included.

- When accounting for properties with existing non-consistent modifications (6 opposition 5 non-character modifications) and survey objectors (5), the effective opposition rate would be 65% 63% [= (5 + 6 5) / (11 responses + 6 5)].

'No' by action

- Among the 31 affected properties, there are 5 non-character properties or exhibiting inconsistent modifications as the proposed amendments
- When these properties are considered as explicit 'No' based on their actions, the total opposition adds to 10 properties (almost double the number of supporting votes)

[B] Inadequate information of the nomination, policy implications and methodological concerns

On page 1, regarding "the nomination was supported by 66 percent of landowners (26 landowners in total). This exceeded the threshold of 40 percent support that is outlined in the Character Area Policy for the City to progress with a nomination"

While this 40% threshold only applies to nominations, there is no minimum rule-based threshold for draft polices to be mandated through Council approval.

Nevertheless, as the nomination serves as a critical pre-requisite for initial consideration, these numbers require careful review and validation (questions not fully addressed in the previous briefing are repeated in blue).

- What was numerator and denominator to arrive at a 66%? with consistent application of only including front-facing property criteria?

Validity of nomination results

- The denominator and numerator and the calculation method of the 66% was undisclosed.

- **Back-calculating from 26 supporting landowners suggests a total of 39 properties (26/66%), yet there are only 31 affected properties on the street (as illustrated in Figure 1).**
- On page [2], "47 letters distributed to owners and occupiers of properties in the proposed Auckland Street character area."; How do we reconcile 47 to 31 affected properties

Inadequate communication of policy implications

- How do we reconcile 11 survey submissions to 26 landowners, suggesting less support of nomination for new amendments to date?
- Were the policy implications (both direct and indirect) clearly communicated to all stakeholders during nomination?
- If not clearly communicated, how do we ensure if landowners made informed decisions of supporting the nomination with full understanding of the consequential policy implications?

How do we reconcile the gap between the 26 landowners to 6 supporting submissions eventually? suggesting supporters of nomination do NOT support policy amendments (a significant of drop after fully understood the policy implications which is different from the from the understanding from nomination communication?).

- On page [2], "A street meeting held on 9 October 2024 at Hobart Street Reserve on the corner of Hobart and Auckland Streets that was attended by 10 residents."
- On page [3], "At the conclusion of this period a total of 11 submissions were received from property owners on Auckland Street and within the proposed Character Area
- The above references indicate a consistent engagement from only 10-11 affected properties, with 5 of these opposing the proposal (as noted on page 12). This actual engagement level stands in sharp contrast to the unverifiable 66% support of nomination
- Is 26 landowners based on the properties count (without multiple votes from single property)?

Methodology verification

- The briefing confirmed that survey submission were calculated per property (removing duplicate responses from the same address)
- However, it was unclear whether this method has been applied consistently to the nomination response and whether non-affected properties are excluded?
- Are these land owners verified as registered land owners in land title? (as opposed to rental residents)?
- Is there clear documentation of inclusion and exclusion method and criteria to ensure accurate representation of affected properties throughout?

Nature of information accessibility

On page [5], "The draft Guidelines included in Attachment 1 have been developed in consultation with residents (surveys and working group)"

- As a registered landowner of the affected property, I received no formal notification about either the nomination process or working group opportunities until the announcement of successful nomination and the October 9, 2024 meeting at Hobart Reserve - which was presented as for information nature
- The practice of 'door-knocking' and scheduling working group meetings during business hours effectively precluded employed residents from participating in the process

- On page [2], only 3 out of the 6 listed are directly addressed to the affected audience; the rest are passive communication to any targeted audience.

  • [Passive] Notices published on the City's website, the City's social media, and displayed at the City's Administration and Library and Local History Centre.

  • [Passive] Noticed published on the City's 2 October E-news publication.

  • [Passive] A Notice published on the 28 September 2024 issue of the Perth Voice.

  • 47 letters distributed to owners and occupiers of properties in the proposed Auckland Street character area.

  • A street meeting held on 9 October 2024 at Hobart Street Reserve on the corner of Hobart and Auckland Streets that was attended by 10 residents.

  • A survey hosted on the Imagine Vincent project page for the duration of community consultation activities.

Policy Implications:

The proposed amendments raise several equity concerns:

- They would impose disproportionate regulatory burdens on remaining character properties while exempting previously modified properties
- They would create an inequitable advantage for properties that have already undertaken inconsistent modifications
- Current policies, if properly enforced, are sufficient to preserve street character while maintaining appropriate architectural diversity

Based on the above-mentioned concerns, I don't support the proposed amendments to be mandated through the planning policy.

I believe a voluntary design guideline approach would better serve the street's character while avoiding potential policy complications (e.g., voluntary guideline of 3 meters and 2 meters as minimum requirement in current planning policy).

[C] Unintended adverse policy outcomes to preserve streetscape

The proposed increase in upper floor setback from 2 to 3 meters for Unit A properties presents several critical implications that contradict the policy's core objectives and sustainability implications (page 2):

- The expanded setback requirement renders upper-floor extensions economically unfeasible
- Without viable upper-floor extensions, owners may be forced to demolish ground-floor structures to, compromising original facades
- Such demolition or structural alterations would directly contradict the intended objective of preserving character

Proposed solution: I respectfully request the Council consider exempting Unit A properties from [C1.2] should the proposed amendment proceed.

- As advised in the briefing session, 2 out of total affected 3 Unit A properties on the street voted NO.
- An exemption would maximise preserve the street's architectural heritage (no impact to Unit A YES) while maintaining development flexibility in the intent of preserving rather than demolishing character.

- This approach would align with sustainability goals by encouraging building retention rather than demolition

1. ***What was numerator and denominator to arrive at a 66%? with consistent application of only including front-facing property criteria?***

   At the time of nomination there were 40 properties within the proposed character area. There was 26 properties in support of the nomination. This equals 65 percent.

   Further to the responses providing in the minutes from the Council Briefing from 3 December 2024, there are five sites that have been subdivided.

   If the five rear properties were excluded from this, there would be 35 properties in the proposed Character Area at the time of the nomination. 23 properties were in support of the nomination. This equals 66 percent.

2. ***How do we reconcile 11 survey submissions to 26 landowners, suggesting less support of nomination for new amendments to date?***

   A response to this question was provided in the minutes from the Council Briefing from 3 December 2024. In summary the reasons why there were less responses received during the consultation period compared to the original nomination are unclear and could include either consultation fatigue, a lack of interest in the Character Area and/or Guidelines, or individuals choosing not to make a formal submission

3. ***Were the policy implications (both direct and indirect) clearly communicated to all stakeholders during nomination?***

   An information sheet was available on the City's website which outlined the implications of the proposed Character Area. Letters were distributed to all owners of the proposed Character Area which directed to this information sheet.

4. ***If not clearly communicated, how do we ensure if landowners made informed decisions of supporting the nomination with full understanding of the consequential policy implications?***

   Refer to response 3 above.

5. ***How do we reconcile the gap between the 26 landowners to 6 supporting submissions eventually? suggesting supporters of nomination do NOT support policy amendments (a significant of drop after fully understood the policy implications which is different from the from the understanding from nomination communication?).***

   Refer to response 2 above.

6. ***Is 26 landowners based on the properties count (without multiple votes from single property)?***

   A response to this question was provided in the minutes from the Council Briefing from 3 December 2024. The 26 responses did not include where multiple owners of the same property support the nomination. In these instances it was counted as one support.

7. ***However, it was unclear whether this method has been applied consistently to the nomination response and whether non-affected properties are excluded?***

   The Character Area Guidelines would apply to allow properties in the designated Character Area, not just those that are street facing.

Because of this the 26 supportive of the nomination included a combination of front and rear properties.

8. ***Are these land owners verified as registered land owners in land title? (as opposed to rental residents)?***

   Administration verified those in support as being landowners of the respective properties based on the City's records.

9. ***Is there clear documentation of inclusion and exclusion method and criteria to ensure accurate representation of affected properties throughout?***

   As outline in response 7, the Character Area Guidelines would apply to allow properties in the designated Character Area, not just those that are street facing. Administration's clearly outlines how the nomination threshold of 40 percent was achieved.

Judy Burrows of North Perth – Item 9.3

I am responding to Item 9.3 on Tuesdays Agenda after watching the replay of last weeks meeting.

Firstly, I want to address the 6 Yes to 5 No reported on the survey of 37 homes including rear subdivisions or 32 homes that are directly affected by streetscape.

- History shows that anyone who was unhappy would have sent in their objection as this is the most passionate group – total 5.
- Anyone who felt it was needed would have sent in their support –total 6.
- The remainder who have supported the Character area in writing may have felt they had already conveyed their support previously, so it was not necessary.
- Based on 32 homes that face the street, that leaves 21 and I would take odds that the majority of those approve however feel they have already advised this in the past, so why do you need it again. This is a comment I get often. Cosi also took this option on one of the early surveys, after all we had meetings with M****** in person and he knew where we all stood.
- Last time this came to Council and there was a threat of it being cancelled all together you will remember it resulted in a petition of 14 approvals in writing gained from a less than 1 hour survey of the street by C*** from those who were home at the time – No-one objected. (You were sent a copy at the time). You will also remember that you had many people from the street contacting you with their approval. I am not organising this again but hope you would understand that the results would be similar.

With this in mind, I would ask you to please approve this Character Area as it does nothing to change the Planning Codes to affect a potential DA, providing they are building to the current regulations*. This is just an extra level of protection for the Streetscape only which is open and community friendly. This is supported by M**** in the notes.**

The comments made at the meeting by two residents are offensive and based on misinformation/disinformation they were also voiced on 9th Oct - Both were offered the opportunity to talk to M****** in July 2023 to have him come to their homes and discuss before signing and this was again offered in person at the recent meeting in the park on October 9th when M****** affirmed they would not be affected if renovating. To my knowledge they did not take advantage of this, which shows no real commitment to deciding based on truth.

The original Character Nomination Form they referred to allows for signatures of Support or Objection in proceeding to creating a residents working group to decide what they felt needed to be included for a Character Area. This form provided by M****** in no way contained any information as to what the Character Area would look like because no working group had been nominated or decisions made which both parties were told. So, no-one tricked them at any stage and I can guarantee that had the percentages favoured a No Vote I would not have proceeded – but to me it is as always a fully inclusive Street vote – including them.

This initial survey resulted in 28 supporting setting up a Character Area proposal. In giving you this information I have removed T**'s signature in giving this total, this I had done previously so he could talk to his wife however he added it again after a final chat before submitting to M******. In addition both these couples were obviously primed by someone that this would affect their ability to renovate **prior** to being approached with the survey and were very defensive believing this to be true based on no substance.

I thank you all for taking a considered approach to this item, thank you for all your hard work throughout the year, it is greatly appreciated and wishing you all Seasons blessings for Christmas and the Holiday Season.

*The only impact, which is low, is a change from 2m to 3m upper level setback which considering these are big blocks with 50.3m depth on the Eastern Side and 42.1m depth on the Western Side, it is not a huge impact. Reminding you also that only 3 blocks on the Eastern side can still be subdivided and none on the Western Side.

3.4 Ian Poustie of Mt Hawthorn – Item 10.2

His full statement can be found here.

Did the risk assessment, completed by the Council for this proposal, take into account the current condition of the grounds, the stormwater drainage and the vulnerability of Menzies to overuse?

Was Les Lilleyman Reserve considered as a zero cost option to ratepayers, where the Cardies have priority use to train and play, in preference to it being used by a club that is not based in the City of Vincent?

These questions were responded to during discussion of Item 10.2. The discussion can be found here.

4 APPLICATIONS FOR LEAVE OF ABSENCE

Cr Hallett has requested leave for 3-9 March 2025.

5 THE RECEIVING OF PETITIONS, DEPUTATIONS AND PRESENTATIONS

6 CONFIRMATION OF MINUTES

Ordinary Meeting - 10 December 2024

7 ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

8 DECLARATIONS OF INTEREST

9 STRATEGY & DEVELOPMENT

9.1 NO. 173 (LOT: 7; D/P: 867) OXFORD STREET, LEEDERVILLE - PROPOSED CHANGE OF USE FROM SMALL BAR TO TAVERN INCLUDING ALTERATIONS AND ADDITIONS

Ward: South

Attachments:

1. Consultation and Location Plan
2. Development Plans
3. Acoustic Report
4. Transport Impact Statement
5. Venue Management Plan
6. Summary of Submissions - Administrations Response
7. Summary of Submissions - Applicants Response
8. Clause 67 Assessment
9. Determination Advice Notes

RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the application for a proposed Change of Use from Small Bar to Tavern including Additions and Alterations at No. 173 (Lot: 7; D/P: 867) Oxford Street, Leederville in accordance with the plans provided in Attachment 2, subject to the following conditions with the associated determination advice notes in Attachment 9:

1. Development Approval

This approval relates to a Change of Use from Small Bar to Tavern including Additions and Alterations as shown on the approved plans dated 15 January 2025. No other development forms part of this approval;

2. Use of Premises

2.1 This approval is for a Tavern as defined in the City of Vincent Local Planning Scheme No. 2. The use of the subject land for any other land use may require further approval from the City;

2.2 The hours of operation of the Tavern shall be limited to:

- **6:00am to 12:00am Monday to Saturday**
- **6:00am to 10:00pm Sunday;**

2.3 The Tavern shall be limited to a maximum of 200 patrons and 8 staff at any one time;

3. Acoustic Report and Noise Management

3.1 All operational measures, recommendations and construction specifications outlined approved acoustic report (Acoustic Engineering Solutions, dated 29 October 2024) shall be implemented prior to the occupation or use of the development the subject of this approval, and maintained thereafter, to the satisfaction of the City at the expense of the owners/occupiers. This includes the rear garden roof that should be constructed in accordance with the materials and specifications as detailed within Figure 4 of the Acoustic Report, to the satisfaction of the City;

3.2 The Tavern shall operate in accordance with operational scenarios and recommendations of the approved Acoustic Report at all times, to the satisfaction of the City;

4. Venue Management

The premises shall operate in accordance with the approved Venue Management Plan dated 13 January 2025 at all times, to the satisfaction of the City;

5. Façade Design

5.1 Doors and windows and adjacent floor areas fronting Oxford Street shall maintain an active and interactive relationship with the street, to the satisfaction of the City;

5.2 Glazing and/or tinting shall have a minimum of 70 percent visible light transmission to provide unobscured visibility between the street and the interior of the tenancy, to the satisfaction of the City;

5.3 Internal security and privacy treatments shall be located and installed internally behind the glazing line or recessed, and shall be transparent and visually permeable to allow views inside the building and enable internal light sources to be seen from the street, to the satisfaction of the City;

6. Landscaping

All landscaping shown in the approved plans shall be undertaken prior to occupancy or use of the development and maintained thereafter to the satisfaction of the City at the expense of the owners/occupiers;

7. Bicycle Facilities

A minimum of six long-term bicycle bays shall be provided on-site and designed in accordance with AS2890.3 prior to the occupation or use of the development the subject of this approval and maintained thereafter, to the satisfaction of the City; and

8. Stormwater

Stormwater from all roofed and paved areas shall be collected and contained on site. Stormwater must not affect or be allowed to flow onto or into any other property or road reserve.

EXECUTIVE SUMMARY:

The purpose of this report is to consider an application for development approval for a change of use from Small Bar to Tavern including Alterations and Additions to an existing single storey commercial development at No. 173 Oxford Street, Leederville (the subject site).

The subject site is zoned ‘Centre’ under the City’s Local Planning Scheme No. 2 (LPS2) and is located within the Town Centre Built Form Area under the City’s Policy No. 7.1.1 – Built Form (Built Form Policy).

The site is located within the Draft Leederville Precinct Structure Plan (Draft LPSP) area, in the ‘Village’ sub-precinct. The Draft LPSP is a seriously entertained planning document which is to be given due regard to in considering the acceptability of the proposal.

The site currently operates as a Small Bar, ‘Roberts on Oxford’. The Small Bar was previously approved to operate with a maximum of 120 patrons at any time. The applicant is seeking to change the use of the site of use to ‘Tavern’ to enable the business of operate with a maximum of 200 patrons. The applicant seeks to retain the previously approved operating hours for the Small Bar.

The proposed works involve the removal of three shade sails from the courtyard located to the rear of the site, and the construction of an alfresco roof that would entirely enclose the rear courtyard. The purpose of the structure is to enhance weather protection and to contain noise emissions from the site to surrounding properties.

The key areas of discretion being sought under the planning framework relate to the land use acceptability, the provision of car and bicycle parking spaces, landscaping, and operating hours.

The proposed Tavern land use is capable of approval in the Centre zone under LPS2. The Draft LPSP identifies the Village sub-precinct as Leederville's activity core, encouraging vibrant, social uses in the Commercial zone. A Tavern would enhance this vision by creating an engaging, interactive streetscape on Oxford Street, in proximity to active transport and boosting entertainment and hospitality offerings while supporting local employment and economic activity in line with the Policy No. 7.5.7 Licensed Premises Policy (Licensed Premises Policy).

The Applicant submitted an acoustic report confirms that noise levels generated from the premises during the proposed operating hours and with the proposed occupancy numbers would comply with the relevant assigned noise levels under the *Environmental Protection (Noise) Regulations 1997.*

The development proposes no on-site car parking, aligning with the Draft LPSP which supports the provision of no on-site parking in the Village sub-precinct. While the proposal results in a 31-bay shortfall under the City's Non-Residential Development Parking Policy, the site's proximity to Leederville Train Station (400 metres) and a high-frequency bus stop (35 metres) encourages sustainable transport use and reliance on existing public parking.

The application proposes to retain all existing landscaping on the site, but the provision of an enclosed alfresco above the courtyard would result in the removal of all deep soil and planting areas as defined by the Built Form Policy. Skylights are provided to ensure solar access for plant growth and maintenance. The City's Parks team has confirmed the landscaping would receive sufficient sunlight to continue to grow.

The proposed operating hours align with the existing Small Bar approval that has operated since December 2020 and complies with the *Liquor Control Act 1988*. Located in Leederville's Village sub-precinct, the Tavern is consistent with the Licensed Premises Policy which seeks for licensed venues to be concentrated within town centres.

The proposed development is supported as it aligns with the planning framework and policies, enhances the vibrancy of the Leederville Town Centre, promotes sustainable transport use, and contributes to the area's social, economic, and entertainment offerings. The proposal is recommended for approval subject to conditions.

PROPOSAL:

The application proposes to change the use of the subject site from Small Bar to Tavern including Alterations and Additions. A location plan is included as **Attachment 1**.

The applicant proposes the Tavern to continue to operate as 'Roberts on Oxford', which commenced operation as a Small Bar in December 2020.

The proponents are seeking to operate their business with a capacity of 208 patrons, which necessitates a change in land use to a Tavern. This is because Small Bars are limited to a maximum capacity of 120 patrons.

Details of the proposed land use include:

- The Tavern is proposed to operate within the hours permitted under the *Liquor Control Act 1988*. The proposed operating hours align with the previously approved operating hours for the Small Bar, being:
  - Monday to Saturday: 6:00am to 12:00am (midnight)
  - Sunday: 6:00am to 10:00pm.
- A maximum capacity of 200 patrons at any one time and a maximum of eight staff members at any one time.
- The provision of no on-site car parking.
- The provision of six long-term bicycle parking facilities on-site for the use of staff.
- The use includes the ability for customers to book portions of the venue out for events from time-to-time, which is incidental to the predominant Tavern use.

Details of the proposed development works include:

- Removal of three existing shade sails located in the rear courtyard.
- Construction of a 12.1 metre by 9.6 metre enclosed alfresco over the rear courtyard. The alfresco would attach to boundary walls to the northern and southern lot boundaries. It would also attach to the existing building on the east and the bar structure on the west. The enclosed alfresco is proposed to contain noise emissions and to provide weather protection to the rear courtyard.
- The enclosed alfresco area would not require the removal of any existing landscaping within the courtyard. Skylights have been incorporated into the roof design to allow natural sunlight to reach the landscaping and the courtyard space.
- Modifications to the internal layout of the building to consolidate the kitchen space within the existing building envelope and relocate the Universally Accessible Toilet and Store facilities.

The proposed Development Plans are included as **Attachment 2.** The applicant's supporting Acoustic Report, TIS and Venue Management Plan have been included as **Attachments 3, 4 and 5**, respectively.

Delegation to Determine Applications:

The matter is being referred to Council for determination in accordance with the City's Register of Delegations, Authorisations and Appointments.

This is because the delegation does not extend to applications for development approval that propose a Tavern land use with more than 120 patrons; or that receive more than five objections during community consultation.

The application proposes a Tavern land use with 200 patrons and the proposal received 13 objections during community consultation.

BACKGROUND:

Landowner:	Colin Philip De Silva
Applicant:	Bobby Joe Pty Ltd
Client:	Roberts on Oxford/Ciara Bone
Date of Application:	13 September 2024
Zoning:	MRS: Urban LPS2: Centre Draft LPSP: Commercial R-AC0
Built Form Area:	Town Centre
Existing Land Use:	LPS2: Small Bar – No land use permissibility in Centre zone
Proposed Use Class:	LPS2 Tavern – No land use permissibility in Centre zone Draft LPSP Tavern – 'A' Use in the Commercial zone
Lot Area:	405m²
Right of Way (ROW):	Not Applicable
Heritage List:	Not Applicable

Site Context

The subject site is bound by Oxford Street to the east and single-storey commercial buildings to the north and south, containing Anna Vietnamese Restaurant and parts of the Luna Cinema complex, respectively. A three-storey apartment complex is located to the to the west of the subject site, with the complex's communal pool abutting the rear of the subject site. Land opposite the subject site, on the eastern side of Oxford Street, contains one-and two storey buildings used for the School for Isolated and Distant Education.

The subject site accommodates a single storey commercial building fronting Oxford Street used as a Small Bar, operating under the name 'Roberts on Oxford'. The front portion of the site includes a bar with internal seating. Centrally located on the site are service rooms, including toilets, a kitchen, and a bin storage area. Along the western lot boundary, there is a bar, coffee preparation area, and storage spaces. An enclosed seating area is positioned in the rear courtyard. The configuration of the venue is detailed in the Development Plans provided in **Attachment 2**.

Planning Context

The applicable controls for the development under the planning framework are contained within the City's LPS2, the Draft LPSP and the City's local planning policies, including the Built Form Policy, Non-Residential Parking Policy, Licensed Premises Policy and Policy 7.5.21 – Sound Attenuation (Sound Attenuation Policy).

Local Planning Scheme No. 2 and Policy No. 7.1.1 – Built Form

The subject site and adjoining and adjacent properties are zoned Centre under the City's LPS2. Adjoining properties to the north, west and south are within the Town Centre built form area under the Built Form Policy.

Draft Leederville Precinct Structure Plan (LPSP)

Leederville is identified as being a Secondary Centre under the Western Australian Planning Commission's (WAPC) State Planning Policy 4.2 – Activity Centres for Perth and Peel (SPP 4.2). In accordance with SPP 4.2, the City is progressing the Draft LPSP which would replace the Leederville Masterplan and guide development within the locality.

At its 14 September 2021 Ordinary Council Meeting, Council endorsed the Draft LPSP recommended that the WAPC approve the draft LPSP subject to modifications. The Draft LPSP has been considered but is yet to be approved by the WAPC.

The intent of the Centre zone under LPS2 is to give effect to the Draft LPSP. The subject site and adjoining properties to the north and south are zoned 'Commercial R-AC0' under the Draft LPSP and are within the Village sub-precinct. Properties further to the north on Oxford Street and to the west of the subject site are zoned Mixed Use R-AC0 under the Draft LPSP and are within the Urban Frame Type C sub-precinct.

Land uses within the Centre zone are not assigned permissibility under LPS2, which refers to the Draft LPSP. The Draft LPSP outlines that land use acceptability is to be determined according to the zoning of the land under the Draft LPSP and in accordance with the permissibility for that zone in the LPS2 zoning table. Tavern is an 'A' use within the Commercial zone under LPS2, which means that the use is not permitted unless Council exercises discretion by approving a development application for the use, after advertising.

Further detail on the effect of the Draft LPSP is included in the Planning Assessment and Legal/Policy section of this report.

Site & Approval History

The site has seen several development approvals, starting with a change of use to Restaurant/Café and Single House in July 2020, later modified to a Small Bar with increasing capacity and operating hours.

Key approvals in 2021 and 2023 allowed for the removal of the Single House, capacity increases to 120 patrons, façade upgrades, the addition of enclosed alfresco areas, and amendments for unauthorised works, including layout reconfigurations and landscaping changes.

The site has operated as "Roberts on Oxford" since December 2020.

Details on the previous development approvals for the subject site are as follows:

Date	Comment
24 July 2020	Administration approved a development application for a change of use from Shop House to Restaurant/Café and Single House. The proposal sought the retention of the Single House to co-exist on the subject site with the Restaurant/Café. The approval permitted a maximum of 50 customers and five staff members on site at any one time. The approval included signage, façade upgrades and provision of an outdoor dining area within along the southern boundary of the site. The approval included the provision for two on-site long-term bicycle bays and no on-site car parking.

Date	Comment
18 August 2020	Council at its Ordinary Meeting on 18 August 2020 approved a change of use from Restaurant/Café and Single House to Small Bar and Single House. No works were approved as part of this application. The venue was approved with an increased capacity of 55 people. The operating hours of the premises were approved as follows: • Monday to Saturday: 6:00am – 12:00am; and • Sunday: 6:00am – 10:00pm (12:00am where Monday is a public holiday).
14 September 2021	Council at its Ordinary Meeting on 14 September 2021 approved alterations and additions to the Small Bar and the removal of the single house component of the site. The approval increased the maximum number of patrons from 50 to 120, and the number of staff from five to seven. The approval included the construction of a new façade to Oxford Street, the enclosure of the southern alfresco area, creation of a new alfresco and bar area to the west of the existing building, and internal modifications to accommodate back-of-house and toilet facilities.
20 June 2023	Council at is Ordinary Meeting on 20 June 2023 approved Alterations and Additions to Small Bar (Amendment to Approved) (Unauthorised Existing Development). The approval was for unauthorised works that were undertaken inconsistent with the previous approval granted by Council in September 2021. This included modifications to the Oxford Street façade, re-configuration of the layout of the building, an extension of the enclosed side alfresco area along the southern boundary and changes to the configuration of the rear alfresco area, including changes to landscaping.

DETAILS:

Planning Assessment

The applicable controls for the development under the planning framework are contained within the City's LPS2, the Draft LPSP and the City's local planning policies, including the Built Form Policy, Non-Residential Parking Policy, Licensed Premises Policy, Policy 7.5.21 – Sound Attenuation (Sound Attenuation Policy). These planning instruments are to be given due regard in the assessment of this application.

Planning Instrument Relationship

As set out in the Legal and Policy section, the Draft LPSP is a seriously entertained planning instrument.

Significant weight should be placed on provisions of the Draft LPSP where there is any inconsistency with other local planning policies.

Where there are inconsistencies in the planning framework, the decision making should place greater importance on the Draft LPSP provisions than on the City's existing local planning policies. There are no provisions under the Leederville Masterplan that would apply to the subject development application.

The draft LPSP provides for development and deemed-to-comply standards which would amend or replace the acceptable outcomes of the Built Form Policy and Non-Residential Parking Policy.

Summary Assessment

The table below summarises the planning assessment of the proposal against the applicable planning framework. In each instance where the proposal requires the discretion of Council, the relevant planning element is discussed in the Detailed Assessment section following from this table.

Planning Element	Use Permissibility/ Deemed-to-Comply/ Acceptable Outcomes (or equivalent)	Requires Discretion of Council	
		Draft LPSP	LPS2/ Local Planning Policies
Land Use		✓	✓
Car and Bicycle Parking	✓	✓	✓
Landscaping			✓
Sustainable Design		✓	✓
Signs and Advertising Policy	✓		
Hours of Operation			✓
Building Setbacks/ Boundary Wall	✓		
Building Height/Storeys	✓		
Façade Design	✓		
Roof Design	✓		
Universal Access	✓		
Sound Attenuation Policy	✓		

Detailed Assessment

The elements that require the discretion of Council is as follows:

Land Use	
Acceptable Land Use	**Proposal**
LPS2 – Zoning Table 'P' use.	Tavern – Land uses within the Centre zone are not assigned permissibility under LPS2, which refers to the Draft LPSP. Under the Draft LPSP, the subject site is zoned Commercial. *Commercial zone:* Tavern – 'A' use

Car and Bicycle Parking		
Deemed-to-Comply Standard		**Proposal**
Draft LPSP *Car Parking* Minimum required – Nil Maximum permitted – 4 bays	**Non-Residential Development Parking Policy – Table 1** 31 parking bays required based on total number of patrons of 208	Nil on-site parking provided
Bicycle Parking Minimum required: 3 bays total Maximum – Unlimited	3.9 (4) short-term and 8.7 (9) long-term bicycle parking spaces required	Nil short-term and six long-term bicycle parking spaces
Service Bay Minimum & Maximum required: 1 bay	Minimum required: 1 bay	Nil service bays provided

Landscaping		
Acceptable Outcome		**Proposal**
Draft LPSP Deep soil areas: No requirement	**Built Form Policy Clause 1.5 – Tree canopy and Deep Soil Areas** *Deep Soil Areas:* 12% of site area (48.6m^2) *Planting areas:* 3% of site area (12.2m^2)	Deep soil and planting areas provided: Nil
Environmentally Sustainable Design		
Acceptable Outcome		**Proposal**
Draft LPSP All buildings within the Precinct Structure Plan area are to comply with the Environmentally Sustainable Design requirements contained under the City of Vincent Local Planning Policy No. 7.7.1 – Built Form.	**Built Form Policy Clause 1.17 – Environmentally Sustainable Design** The development shall incorporate natural ventilation and daylight penetration to reduce energy consumption. The development shall incorporate recovery and re-use of rainwater, storm water, grey water and/or black water. The development achieves one of the following environmental performance standards: • Green Star Rating; • Life Cycle Assessment; or • Sustainability of Construction Works.	The courtyards roof would not allow for natural ventilation of the building. The courtyard roof would not incorporate reuse or recovery of rainwater. The application has not demonstrated that one of the performance standards have been achieved.

Hours of Operation	
Policy Standard	**Proposal**
Policy No. 7.5.7 – Licensed Premises Monday to Saturday opening time: 7:00am	Monday to Saturday opening time: 6:00am

The above elements of the proposal do not meet the specified standards and are discussed in the Comments section below.

CONSULTATION/ADVERTISING:

Community consultation was undertaken in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* for a period of 14 days from 25 October 2024 to 7 November 2024. The method of consultation included a notice on the City's website, the erection of a sign on site and 116 letters being mailed to all the owners and occupiers of the adjoining properties (as shown in **Attachment 1**) in accordance with the City's Community and Stakeholder Engagement Policy.

During the consultation period, the City received a total of 37 submissions which consisting of 24 submissions in support and 13 submissions that objected to the proposal.

The number of submissions received during the community consultation period are not a relevant planning consideration. Instead, the decision-maker should focus on the substance of the comments made regarding the proposal, which are summarised below.

The key comments received in support are summarised as follows:

- The courtyard roof would improve sound proofing of the premises and would provide patrons with weather protection.
- Support for the operations of the premises being an integral part of Leederville area, which adds vibrancy to the area.

The key concerns raised are summarised as follows:

- Concerns regarding existing noise management and concerns that the proposed noise management would be ineffective.
- Concerns relating to anti-social behaviour of patrons.
- Concerns that the development does not comply with its existing conditions of approval.
- Concerns about the proposed bicycle and car parking shortfall and its impact on car parking availability in the surrounding area.

A summary of submissions and Administration's response is included as **Attachment 6**. The applicant has provided a response to submissions which is included as **Attachment 7**.

Design Review Panel (DRP):

Referred to DRP: No

The application was not referred to a member of the City's DRP. This is because the works component of the application satisfies the relevant built form acceptable outcome standards in the Draft LPSP, Built Form Policy and the and would not be visible from the public realm.

LEGAL/POLICY:

- *Planning and Development Act 2005*;
- *Liquor Control Act 1988*;
- *Planning and Development (Local Planning Schemes) Regulations 2015*;
- *Environmental Protection (Noise) Regulations 1997*;
- City of Vincent Local Planning Scheme No. 2;
- Draft Leederville Precinct Structure Plan;
- Community and Stakeholder Engagement Policy;
- Local Planning Policy – Non-Residential Parking;
- Policy No. 7.1.1 – Built Form;
- Policy No. 7.2.21 – Sound Attenuation;
- Policy No. 7.5.7 – Licensed Premises; and
- Leederville Town Centre Masterplan and Built Form Guidelines.

Planning and Development Act 2005

In accordance with Schedule 2, Clause 76(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* (Planning Regulations) and Part 14 of the *Planning and Development Act 2005* (P&D Act), the applicant would have the right to apply to the State Administrative Tribunal for a review of Council's determination.

LPS2

In considering the appropriateness of the use, Council is required to consider the objectives of the Centre zone under the LPS2, as follows:

- *To designate land for future development as a town centre or activity centre.*
- *To provide a basis for future detailed planning in accordance with any relevant state planning policy.*

The zoning table of LSP2 does not assign land use permissibility within the Centre zone. Clause 18(7) of LPS2 states:

If the zoning table does not identify any permissible uses for land in a zone the local government may, in considering an application for development approval for land within the zone, have due regard to any of the following plans that apply to the land –

a) a structure plan;
b) an activity centre plan;
c) a local development plan.

The regard provided to the Draft LPSP is discussed further below.

Planning and Development (Local Planning Schemes) Regulations 2015

In accordance with Clause 67(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* and in determining a development application, Council is to have due regard to a range of matters to the extent that these are relevant to the development application.

Administration's response to each matter requiring consideration is listed in the table contained in **Attachment 8**.

Draft LPSP

At its 14 September 2021 Ordinary Council Meeting, Council endorsed the Draft LPSP recommended that the WAPC approve the draft LPSP subject to modifications.

The WAPC at its State Planning Committee (SPC) meeting on 28 May 2024 (see Agenda and Minutes) considered the Draft LPSP and carried a motion to require the City to:

1. Prepare a Community Needs Analysis that identifies desired infrastructure items that may be appropriate to deliver through development incentives in the Leederville Precinct Structure Plan;
2. Modify the Leederville Precinct Structure Plan (Attachment 1) in accordance with the Schedule of Modifications (Attachment 7) and the outcomes of the Community Needs Analysis;
3. Readvertise the modified PSP; and
4. Resubmit the modified plan to the Western Australian Planning Commission for consideration.

Administration is actively progressing the requested modifications, aiming to initiate formal community consultation on the proposed changes by mid-2025. Following consultation, the amended Draft LPSP would be referred to Council for endorsement. If endorsed, the modified Draft LPSP would be referred to the WAPC for further consideration, which is anticipated by the end of 2025.

Level of Regard Given to Draft LPSP

The Draft LPSP is a seriously entertained planning instrument that Council must have due regard to when making a decision on the proposed development application.

This is because in accordance with Clause 67(2)(b) of the Planning Regulations decisions makers are required to have consideration to proposed planning instruments that the local government are seriously considering adopting or approving. The Draft LPSP is a seriously entertained planning instrument because:

1. The Draft LPSP has been advertised for public comment.
2. The Draft LPSP has been formally endorsed by Council through a resolution that recommended the WAPC approve the LPSP.
3. The Draft LPSP has been forwarded to the WAPC for a decision. The Draft LPSP was considered by the WAPC who requested specific modifications be made to the Draft LPSP before the framework is referred back to the WAPC for consideration.
4. Provisions of the Draft LPSP that relate to the subject site and subject development application are unlikely to be changed in the modified version of the framework. This is because the WAPC did not request any modifications relevant to the subject site or proposal. This provides some certainty that these provisions could be approved in their current form once the amended LPSP is referred to the WAPC for decision.

Significant weight should be placed on the provisions of the Draft LPSP in consideration of the subject application. This is because the Draft LPSP:

- Is acceptable as the provisions of the Draft LPSP apply to the subject site. If the LPSP were approved, it would apply to the subject development application.
- Is valid given it has been prepared in response to SPP4.2 and aligns with its objectives. The intent of the Draft LPSP has been supported by the Department of Planning, Lands and Heritage (as per SPC Agenda).
- Is certain as all provisions that relate to the subject proposal are unlikely to change. This is because the WAPC did not request any modifications to provisions of the Draft LPSP that apply the consideration subject proposal. This provides some certainty that these provisions could be approved in their current form once the amended LPSP is referred to the WAPC for decision.
- Is imminent because referral back to the WAPC for final determination would likely occur in 2025, if the modified framework is endorsed by Council following public comment.

Where there are inconsistencies between the planning frameworks, minimal weight and importance should be applied to the City's other local planning policies and the Leederville Masterplan. This applies to the consideration of Land Use, Carparking and Landscaping.

Objectives

The subject site is located within the Village sub precinct which has objectives to be:

a) The primary activity core of Leederville.
b) The place where people come together.
c) Maintained as an area of both grungy and classical character.
d) Easy to get into and get around.
e) Bright and breathable, with plenty of natural shade.
f) Providing the key services and amenities for the area.

RISK MANAGEMENT IMPLICATIONS:

There are minimal risks to Council and the City's business function when Council exercises its discretionary power to determine a planning application.

STRATEGIC IMPLICATIONS:

This is in keeping with the City's Strategic Community Plan 2022-2032:

Innovative and Accountable

Our decision-making process is consistent and transparent, and decisions are aligned to our strategic direction.

SUSTAINABILITY IMPLICATIONS:

The application has been assessed against the Environmentally Sustainable Design provisions of the Built Form Policy and does not achieve the Acceptable Outcomes. The acceptability of the proposal has been discussed further in the Comments section.

PUBLIC HEALTH IMPLICATIONS:

This is not in keeping with the following priority health outcomes of the City's *Public Health Plan 2020-2025*:

Reduced harmful alcohol use

FINANCIAL/BUDGET IMPLICATIONS:

There are no financial/budget implications from this application.

COMMENTS:

Summary Assessment:

In assessing the application against the planning framework, it is recommended for approval. The following comments are of relevance:

- The proposal builds upon the existing operation at the site, which has contributed to the activation and vibrancy of the Leederville Town Centre since December 2020. The development will further enhance street-level activation and support the pedestrian-oriented nature of the precinct.
- The Tavern aligns with the Draft LPSP's objectives for the Village sub-precinct, by contributing to and enhancing Leederville's entertainment and hospitality offerings.
- The Tavern land use is contemplated in the Centre zone and the City's Licensed Premises Policy recommends that licensed premises such as this be concentrated within Town Centre areas.
- The proposed operating hours would be consistent with the operating hours previously approved for the Small Bar at the subject site as well as other licensed venues within the immediate vicinity.
- The car parking provision aligns with acceptable outcomes and objectives of the Draft LSPS that aims to encourage visitors to utilise alternative transport or existing public car parking facilities when attending the Village sub-precinct of Leederville.
- The site is highly accessible for pedestrians, cyclists and by public transport. The retention of six on-site bicycle bays and the sites proximity to visitor bicycle bays within the surrounding area encourages a shift towards more sustainable modes of transport.
- The enclosure of the rear courtyard with a solid alfresco roof will effectively mitigate noise impacts, containing sound on-site and reducing disturbances to surrounding properties.
- The landscape outcome on-site would be maintained with skylights within the enclosed roof to ensure ongoing growth, positively contributing to the amenity of the rear alfresco dining area.
- The proposed use would be operated in accordance with measures recommended in the Acoustic Report and within the VMP and would not have a detrimental impact on the amenity of the area.

A more detailed assessment against the discretionary aspects of the application is set out below. These relate to consideration against LPS2, the Draft LPSP and relevant local planning policies.

Land Use

In considering the appropriateness of the use, due regard has been given to objectives of the 'Village' sub-precinct, the objectives of the Draft LPSP and the objectives of the LPS2. The proposal is consistent with the planning framework for the following reasons:

- Contribution to Precinct Vibrancy and Hospitality: The Draft LPSP identifies the Village sub-precinct as the primary activity core of Leederville, with active and social uses encouraged within the Commercial zone to create vibrancy. The Tavern would support these objectives by offering an engaging, social environment that attracts visitors for recreation and entertainment, enhancing the Precinct's entertainment and hospitality offerings. The frontage would maintain an active and interactive streetscape, contributing to the vibrant character of Oxford Street as the activity hub of Leederville. This aligns with the Licensed Premises Policy, which designates town centres as the most appropriate locations for licensed venues, further supporting local employment and economic activity.
- Noise Management: The development incorporates effective measures to mitigate potential noise impacts to adjoining properties. This includes enclosing the rear courtyard with a solid proposed alfresco roof to entirely connect/seal to buildings and boundary walls to contain noise generated by the tavern. The Acoustic Report submitted by the applicant, included as **Attachment 3**, confirms compliance with the *Environmental Protection (Noise) Regulations 1997,* demonstrating the Tavern could operate without causing nuisances detrimental to the amenity of nearby properties or the surrounding locality. A recommended condition of approval would require the acoustic measures outlined in the acoustic report are implemented during the Tavern's operation. Noise management measures are discussed in further detail within the Acoustic Report section of this report.
- Historical and Evolving Land Uses: The subject tenancy, along with surrounding properties along Oxford Street, have a longstanding association with commercial and hospitality uses. Since December 2020, the site has operated as a small bar with its popularity driving the need for expansion to accommodate increased occupancy. The proposed change of use would build on this success, enhancing the vibrancy of the Leederville centre while supporting sustainable economic growth and development.
- Venue Management: The City's Licensed Premises Policy requires the submission of a Venue Management Plan (VMP) for a Tavern land use. The applicant has submitted a VMP, included as

Attachment 5, which outlines measures to minimise the impacts of noise and patron behaviour on the amenity of the surrounding area. Some key measures include the provision of external security, particularly for when functions are proposed; consideration of booking sizes and types to avoid disruptive groups; staff training on how to manage noise; and ensuring all sound operations adhere to the Australian Standard AS/NZS 2107. A recommended condition of approval would require the premises to operate in compliance with the approved VMP at all times.

Car and Bicycle Parking

As the Draft LPSP is a seriously entertained document, significant weight is given to its car parking and bicycle parking provisions which once approved, would replace provisions within the Non-Residential Development Parking Policy.

Under the Draft LPSP, the provided car and bicycle parking satisfies the acceptable outcomes, as:

- The Draft LPSP does not provide for a minimum number of car parking bays to be provided and instead refers to the maximum number of bays permitted. The proposal meets both minimum and maximum standards given no bays are proposed on-site.
- The Draft LPSP identifies that a minimum of three bicycle parking spaces is to be provided on site. The Tavern will provide six on-site staff bicycle parking spaces.

The City's Non-Residential Parking Policy is afforded minimal weight in the consideration of car parking as it would not apply following the adoption of the Draft LPSP. However under this policy, based on the maximum capacity of 208 persons, the proposal would propose a shortfall of 31 car parking bays, four short-term bicycle parking bays, and three long-term bicycle parking bays under the Non-Residential Parking Policy.

The proposed parking would satisfy the Objectives of the Draft LPSP and the Objectives of the Non-Residential Parking Policy for the following reasons.

- Car Parking Consistency with Draft LPSP: The provision of no on-site car parking satisfies the acceptable outcomes of the Draft LPSP. The Draft LPSP outlines that parking within the Leederville Precinct should be provided in consolidated public car parks, rather than on individual site so car parking does not dominate the precinct area. The Draft LPSP also emphasises that pedestrians are prioritised, followed by cyclists, public transport users, and then people who choose to drive. By proposing no on-site car parking, patrons would be encouraged to use alternative moves of transport or existing public carparking available in the precinct.
- Staff Bicycle Parking: The six existing on-site staff bicycle parking spaces satisfy the acceptable outcomes of the Draft LPSP. The provision of these bicycle parking spaces aligns with the objective of the Draft LPSP to facilitate a mode shift away from private vehicles and to emphasise prioritising alternative transportation modes over the use of cars.
- Visitor Bicycle Parking: There are 16 bicycle parking spaces located along Oxford Street and Vincent Street within 100 metres the subject site. The proximity and accessibility of these spaces are capable of use by patrons who may cycle or scooter to the premises, supporting a shift towards alternative and sustainable transport modes.
- Public Transport and Site Accessibility: The site is highly accessible for pedestrians and by public transport, located 400 metres walking distance from the Leederville Train Station and 35 metres from a high frequency bus route stop along Oxford Street. Proximity to public transport routes and providing no-site car parking would further encourage a shift towards more sustainable modes of transport.
- Cash in lieu: Administration recommends waiving the need to pay cash-in-lieu noting that the proposal meets the acceptable outcomes and objectives relevant to car parking provisions under the Draft LPSP. The existing nature of the subject site with existing development also means that it is not possible to provide car parking within the site.
- No Service Bay Previously Approved: The City did not require a service bay to be provided on-site as part of the previous development approval for a Small Bar. The venue utilises a 15-minte parking bay adjacent to No. 175 Oxford Street for deliveries, which is acceptable for use as part of the Tavern use as the additional occupancy proposed would not increase the demand for a service bay to be provided.

Landscaping and Sustainability

As the Draft LPSP is a seriously entertained document, significant weight is given to its deep soil provisions which once approved, would replace provisions within the Built Form Policy. Under the Draft LPSP the site is permitted to provide nil deep soil zones.

The City's Built Form Policy landscaping provides are afforded minimal weight in the consideration of landscaping as they would not apply following the adoption of the Draft LPSP.

The proposed development satisfies to the element objectives of the Built Form Policy relating to Landscaping and Environmentally Sustainable Design and the objectives of the Draft LPSP for the following reasons:

- Alignment with LPSP Objectives: The proposal satisfies the acceptable outcomes of the Draft LPSP which permits sites within the Village precinct to provide no on-site deep soil zones. The Draft LPSP advises that this is reflective of these sites location at the core of the Town Centre and the expectation that these sites would remain at a low human scale two to three storeys in height, with tree planting and landscaping able to be provided elsewhere within the precinct.
- Retention of Existing Landscaping: The application proposes to retain all existing landscaping on the subject site, as shown on the Landscape Plans. While not technically deep soil or planting areas, the same landscape outcome for patrons using the rear alfresco area is maintained. This is because the landscaping is currently covered by three shade sails, which would be replaced with an alfresco roof that includes skylights to allow for solar access to existing landscaping. This would support the ongoing growth and maintenance of the retained plants. The City's Parks team have confirmed that the landscaping could be maintained with sufficient sunlight.
- Benefits of Alfresco Roof: The proposed roof over the existing open courtyard aims to reduce noise impact on adjoining properties and provide weather protection for patrons. While the roof would eliminate deep soil and planting areas and restrict ventilation, these measures are necessary to enhance the functionality of the premises. Given the nature of the proposed land use, the roof will improve the site's compatibility with the surrounding area by minimising noise disruption and offering patrons a more comfortable environment, while maintaining the existing landscape outcome on-site.

Hours of Operation

The Licensed Premises Policy provides a guidance for operating hours of licensed premises in various zones. The policy does not provide specific guidance for the appropriate hours for Taverns within the Centre zone. This is because the policy was adopted in 2014 and has not been updated to reflect the zones allocated in LPS2.

Prior to the gazettal of Amendment 7 to LPS2, the subject site was zoned Regional Centre. The site is allocated a Commercial zone under the Draft LPSP. District and Regional centre are functionally similar zones, located within town centres. Given the context of the site, it is appropriate to apply the District Centre/ Commercial zone trading hours of the policy to the subject site.

The Licensed Premises Policy provides the following standards for the hours of operations of Taverns within the District Centre and Commercial zones:

- Monday to Saturday: 7:00am – 12:00am (midnight)
- Sunday: 7:00am – 10:00pm.

The *Liquor Control Act 1988* provides for the following hours of operation for Taverns:

- Monday to Saturday: 6:00am – 12:00am (midnight)
- Sunday: 10:00am – 12:00am (midnight)

The 6:00am opening time is supported on the basis that it is consistent with the existing approval on the site for the Small Bar use, which has been operating since December 2020. These operating hours were approved by Council in August 2020. The 6:00am opening time is also consistent with approvals given to venues including "Jagu Daku" and would allow potential morning or breakfast operations. Further, the application proposes operating hours that are consistent with the hours permitted under the *Liquor Control Act 1988*.

The proposed Tavern is in the Village sub-precinct of the Leederville Town Centre, identified as the primary activity core of the locality. This aligns with the Licensed Premises Policy, which encourages the concentration of licensed venues within town centres.

Acoustic Report

The applicant submitted an Acoustic Report in support of the proposal which is included as **Attachment 3**. The report assesses noise generated from the proposed use and its impact on surrounding properties.

The acoustic report confirms that noise levels generated from the premises during the proposed operating hours and with the proposed occupancy numbers would comply with the relevant assigned noise levels under the *Environmental Protection (Noise) Regulations 1997.*

The acoustic modelling considers the construction of the enclosed alfresco roof, which would cover the entire rear courtyard and connect/seal to existing buildings on-site to contain noise generated. Specifications of the alfresco roof considered as part of the acoustic report are consistent with those detailed on the approved development plans.

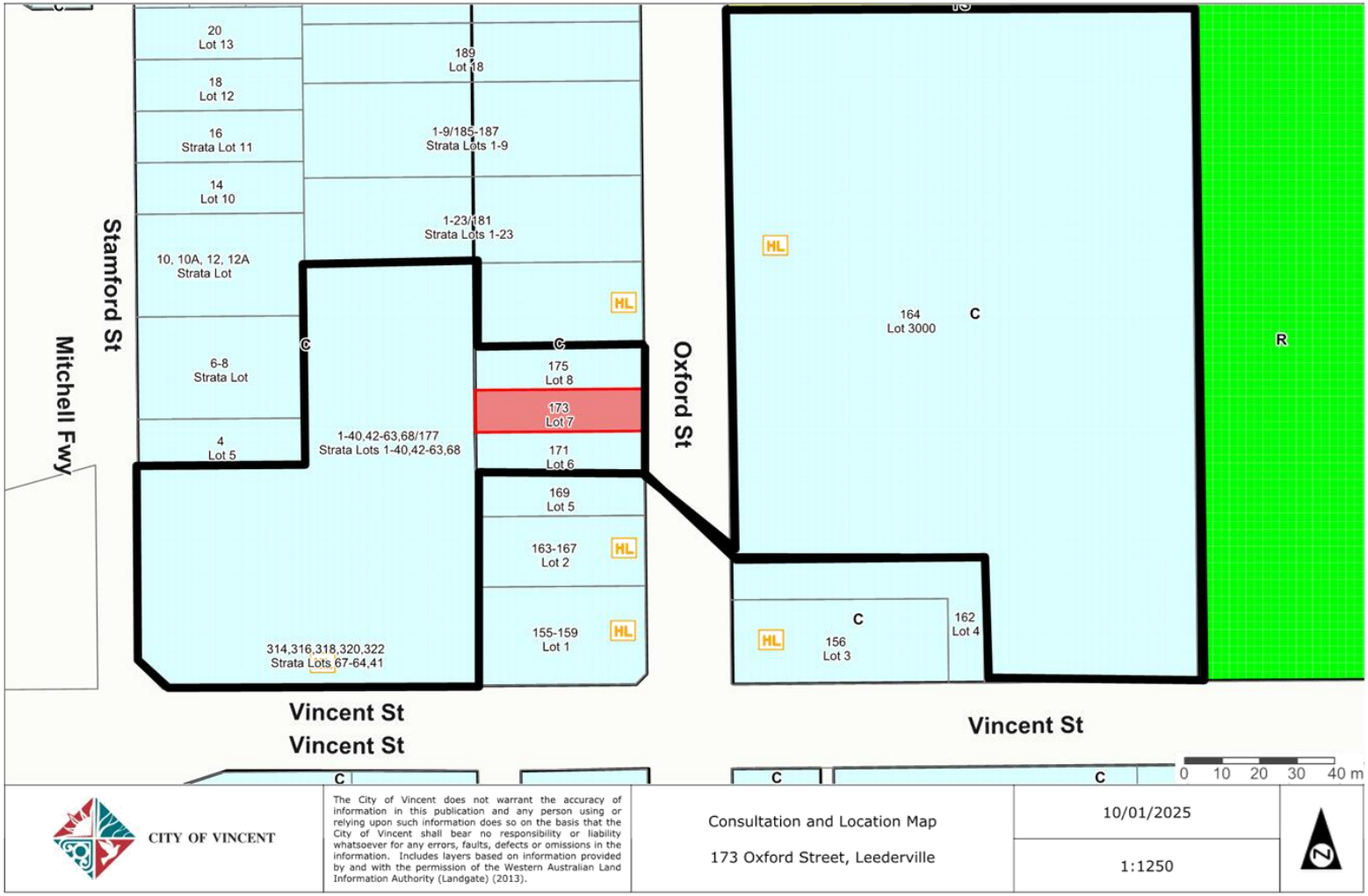
Based on the operational scenarios within the Acoustic Report, noise can be suitably mitigated and the proposed use would not result in an adverse impact on the use and amenity of the surrounding area in relation to noise. As indicated above, the noise mitigation measures largely involve physical modifications rather than reliance on management measures and would result in an improved outcome on-site.

The Acoustic Report's key noise management measures to mitigate impacts of noise include:

- The rear courtyard to be entirely enclosed by the proposed alfresco roof, which would attach to boundary walls on the southern and northern boundaries and existing internal buildings onsite to the east and west. This would seal the rear courtyard into an internal space. The Acoustic Report provides materials and specifications for construction of the roof.
- 3.8 metre height brick boundary walls on the northern, western and southern boundaries.
- Maximum patron capacities identified for each area of the site.
- Speakers to play low level background music during opening hours. Speakers to be situated in the locations identified in Figure 2 of the Acoustic Report, which results in all speakers directed towards the patrons dining area.
- No speakers to be installed on the side alfresco and parklet area.
- Live music to play only in the front bar or the rear courtyard, in specific locations as identified in Figure 2 of the Acoustic Report. The live music position in the rear alfresco area is required to face away from the western residential properties.
- Each of the two small cool rooms will have low-noise condensers on the roof.

Noise generated from the operation of the venue would be able to be appropriately managed through compliance with the Venue Management Plan with the inclusion of the recommendations of the Acoustic Report.

A recommended condition of approval has been included to ensure that all operational scenarios identified in the acoustic report are implemented prior to the Tavern's operation and maintained thereafter. Notwithstanding the recommended conditions, the venue would also be subject to always comply with the requirements of the *Environmental Protection (Noise) Regulations 1997*.


20
Lot 13
18
Lot 12
16
Strata Lot 11
14
Lot 10
10, 10A, 12, 12A
Strata Lot
6-8
Strata Lot
4
Lot 5
189
Lot 18
1-9/185-187
Strata Lots 1-9
1-23/181
Strata Lots 1-23
1-40,42-63,68/177
Strata Lots 1-40,42-63,68
175
Lot 8
173
Lot 7
171
Lot 6
169
Lot 5
163-167
Lot 2
155-159
Lot 1
314,316,318,320,322
Strata Lots 67-64,41
164
Lot 3000
156
Lot 3
162
Lot 4
Stamford St
Mitchell Fwy
Oxford St
Vincent St
Vincent St
Vincent St
HL
C
R
0 10 20 30 40 m
CITY OF VINCENT
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Consultation and Location Map
173 Oxford Street, Leederville
10/01/2025
1:1250
N

North

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R

Scale: 1:175mm

Roberts On Oxford
173 Oxford Street, Leederville WA 6007

Site Plan
Date: 09 March 2023

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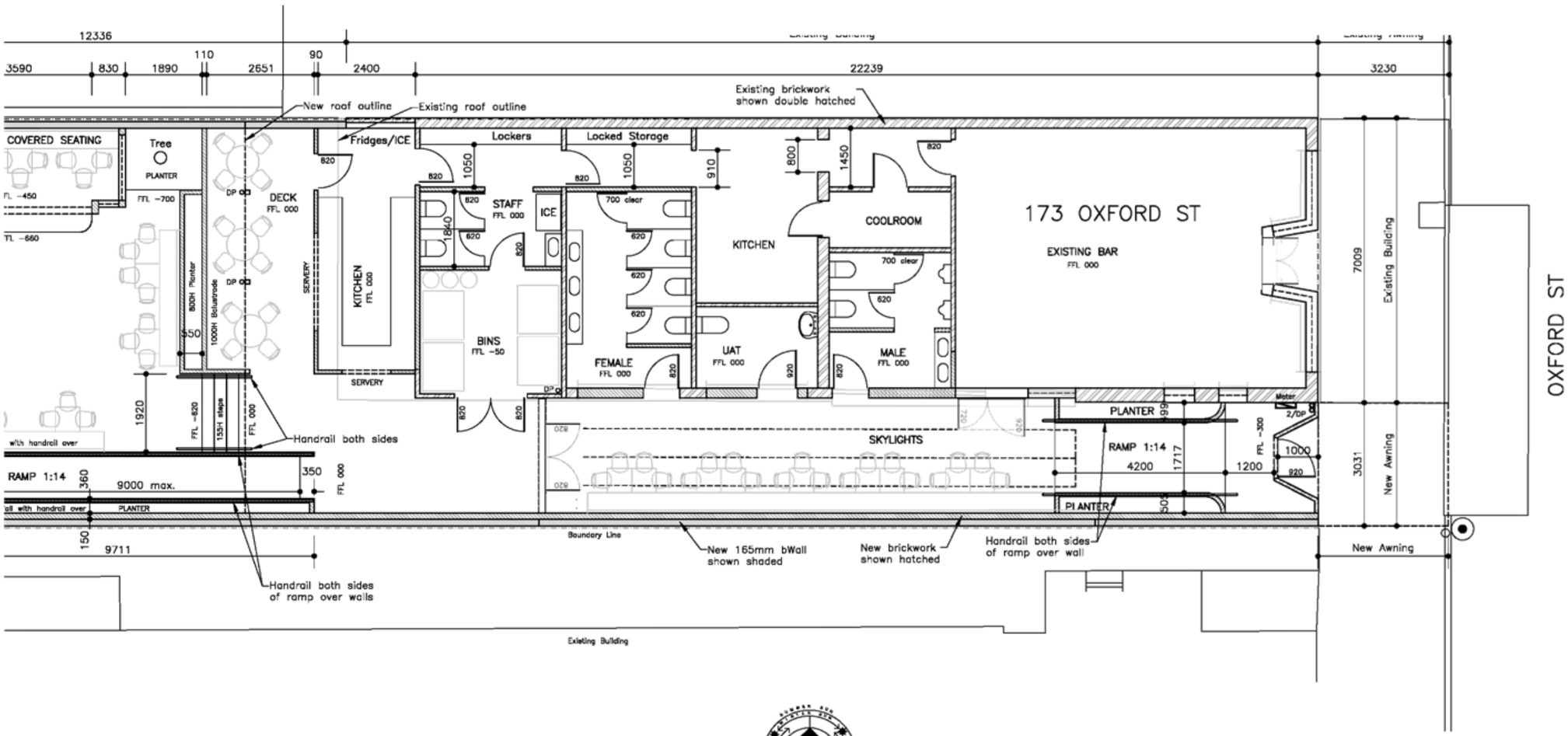

Ground Floor Site Plan

1:100

NORTH

REV.	DESCRIPTION	DATE	DRAWN	APP'D
F	For Construction	2 May 2023	AB	EN
E	For Construction	18 Sep 2022	AB	EN

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PROJECT 173 Oxford St, Leederville, WA

TITLE Ground Floor Plan

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SCALE (U.N.O.) 1:100
DWG. No. A100-2
REV. F

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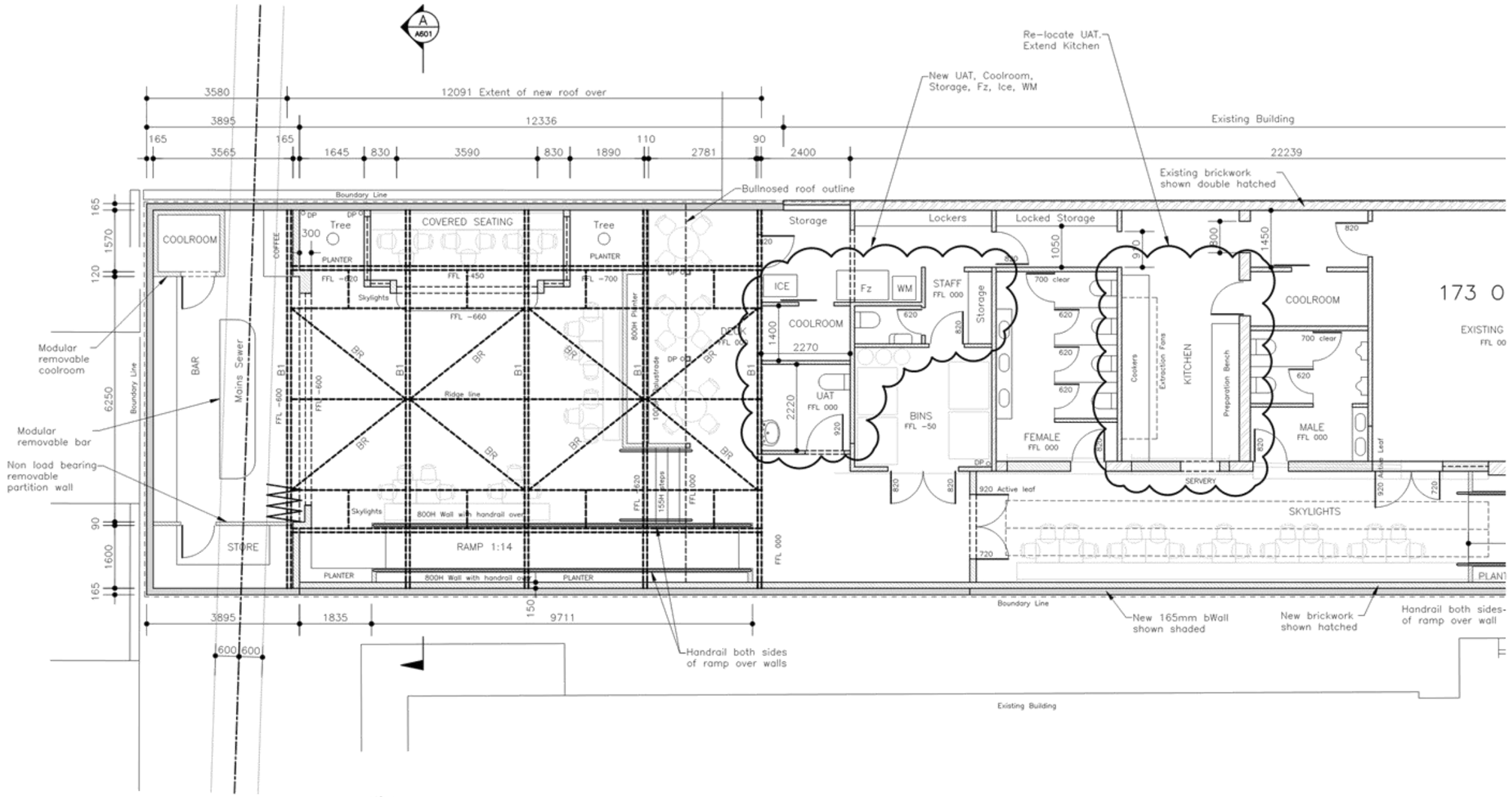
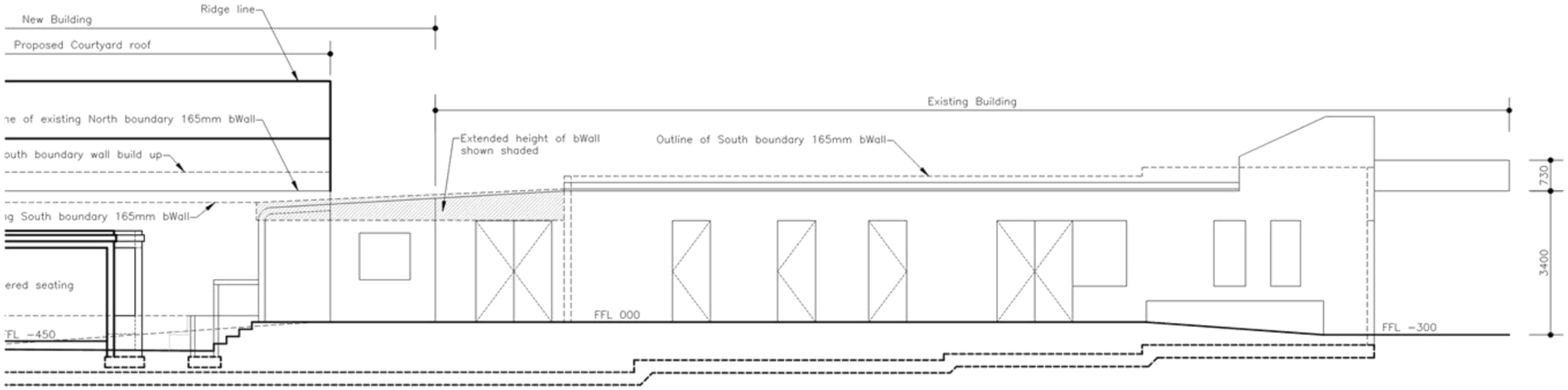


NORTH

Ground Floor Site Plan

1:100

						CONTACT	PROJECT 173 Oxford St, Leederville, WA	THIS DRAWING IS SUBJECT TO COPYRIGHT
						Anthony Bacic 0411 097 533 anthony@bacicgroup.com.au Drago Bacic 0427 177 911 drago@bacicgroup.com.au		JOB No. Oxford St / SCALE (U.N.O.) 1:100
A.	For Construction	ABacic Anthony Bacic CPEng: 1153404	22 Oct 2024	AB	EN	bacic group bacicgroup.com.au	TITLE Ground Floor Plan	DWG. No. A600 / REV. A
REV.	DESCRIPTION		DATE	DRAWN	APP'D			



North/South Elevation
1:100

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REV.	DESCRIPTION	DATE	DRAWN	APP'D
H	For Construction	15 Jan 2025	AB	EN
G	For Construction	7 Jun 2023	AB	EN
F	For Construction	10 Feb 2023	AB	EN
E	For Construction	16 Sep 2022	AB	EN

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PROJECT 173 Oxford St, Leederville, WA

TITLE Elevations

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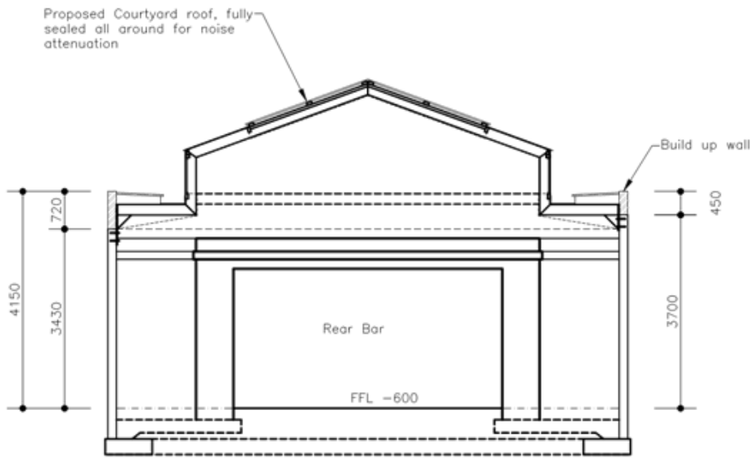
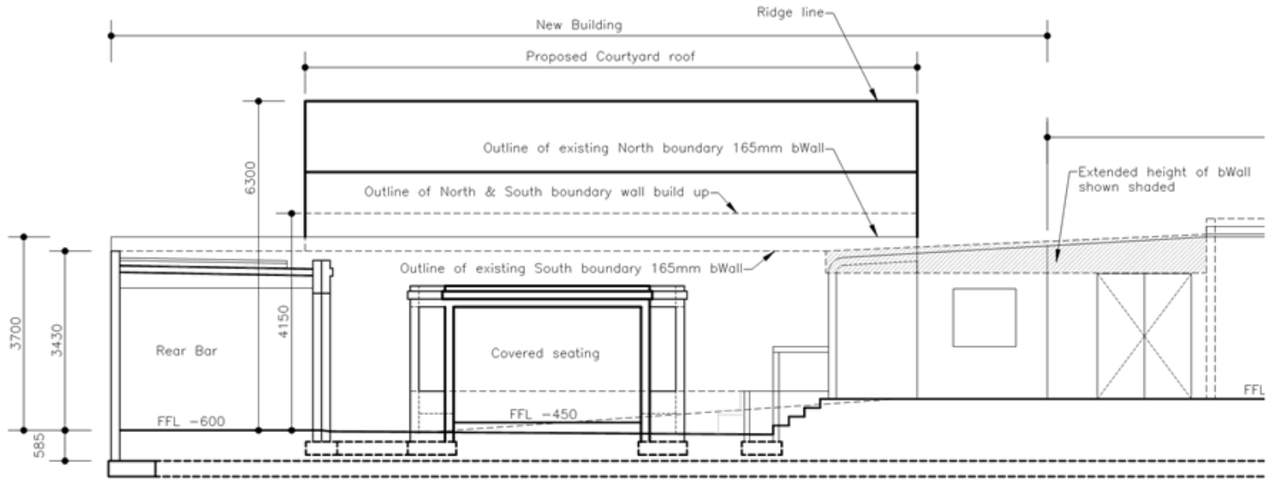
REV. H



East Rear Elevation
1:100



North/South Elevation
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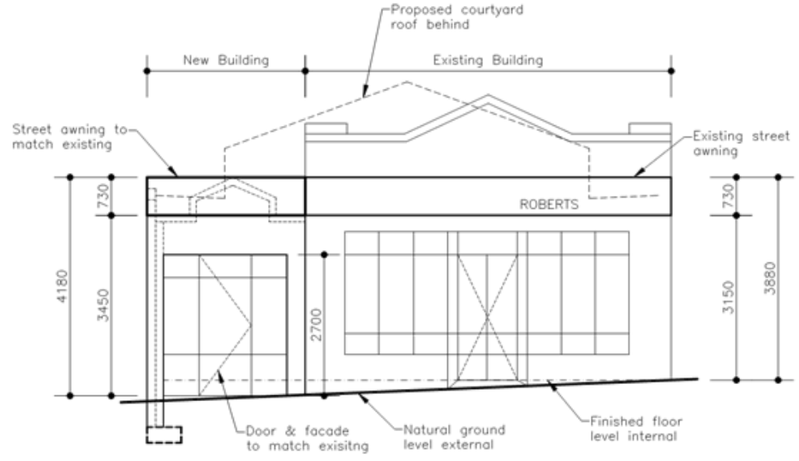

East Front Elevation
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REV.	DESCRIPTION	DATE	DRAWN	APP'D
H	For Construction	15 Jan 2025	AB	EN
G	For Construction	7 Jun 2023	AB	EN
F	For Construction	10 Feb 2023	AB	EN
E	For Construction	16 Sep 2022	AB	EN

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PROJECT 173 Oxford St, Leederville, WA

TITLE Elevations

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JOB No. Oxford St
SCALE (U.N.O.) 1:100
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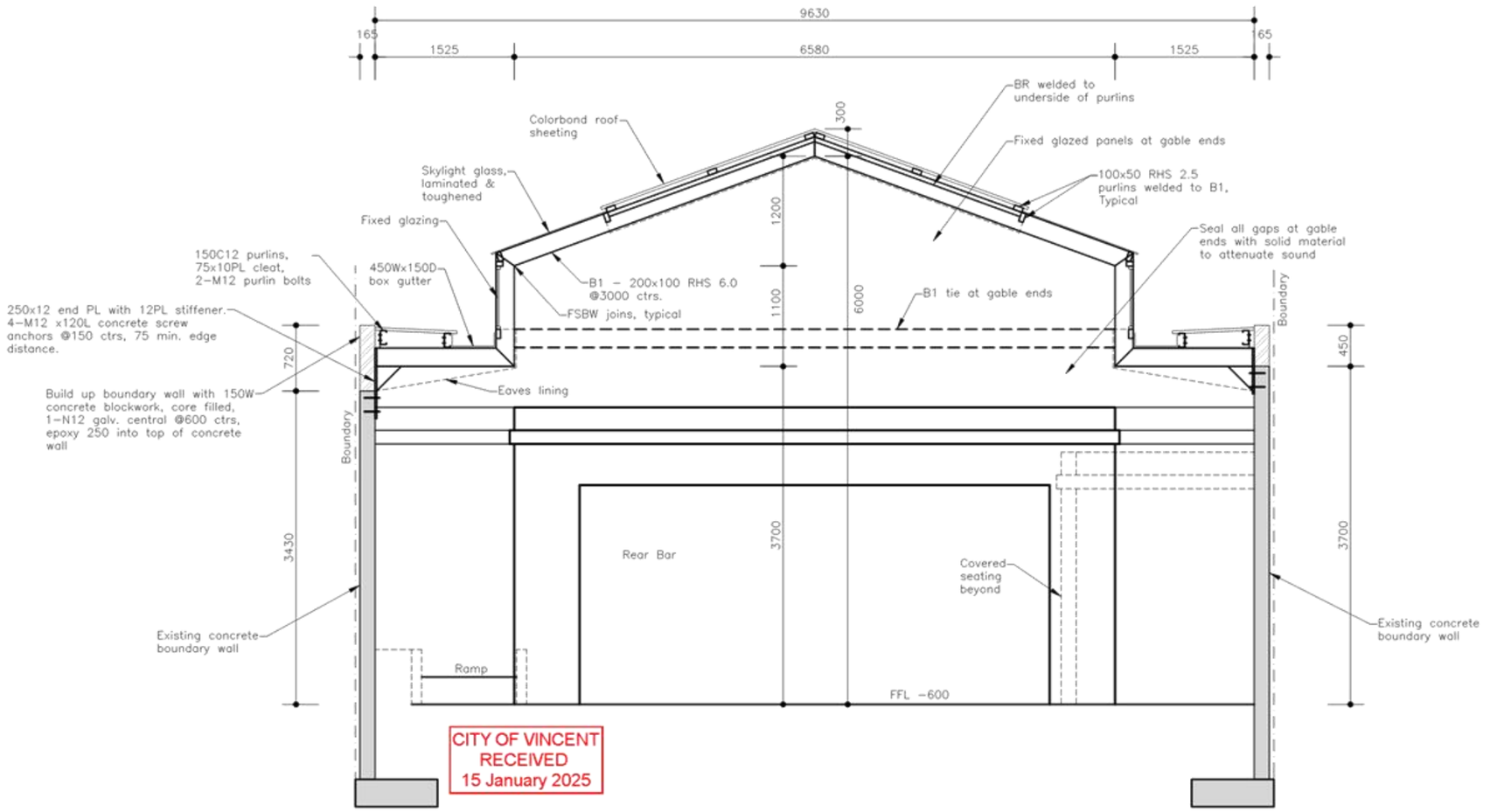
REV. H



Section A
1:50

REV.	DESCRIPTION	DATE	DRAWN	APPD
B	For Construction	15 Jan 2025	AB	EN
A	For Construction	22 Oct 2024	AB	EN

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PROJECT 173 Oxford St, Leederville, WA

TITLE Section - New Roof

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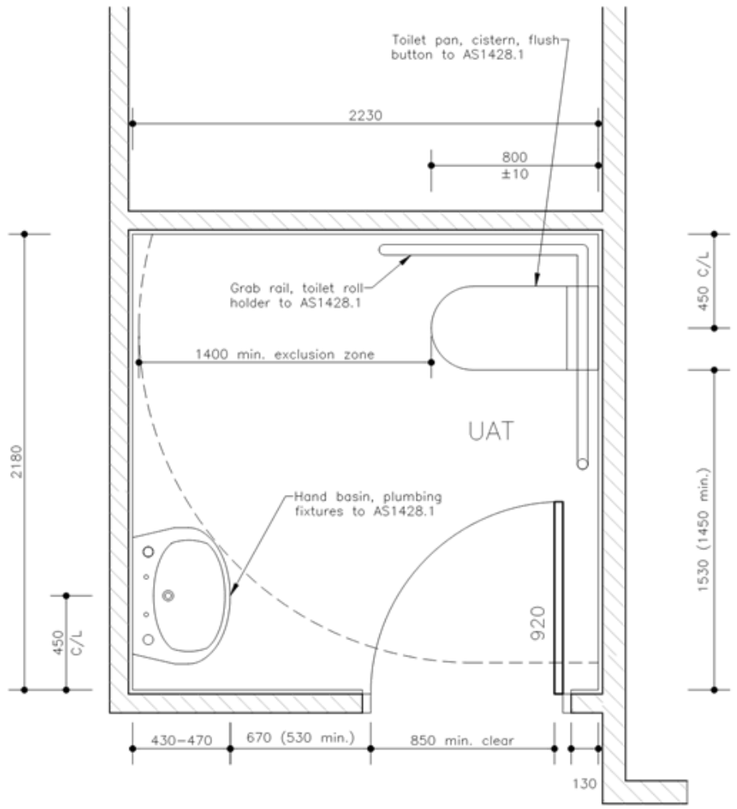
DWG. No. A601
REV. B



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15 January 2025

NOTES

1) All dimensions are to finished surfaces.
2) All dimensions and clearances to comply with AS1428.1
3) All fixtures, fittings and hardware to comply with AS1428.1

UAT Plan
1:25

REV.	DESCRIPTION	DATE	DRAWN	APP'D
A	For Construction	22 Oct 2024	AB	EN

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PROJECT 173 Oxford St, Leederville, WA

TITLE New UAT Plan

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JOB No.	SCALE (U.N.O.)
Oxford St	1:50

DWG. No.	REV.
A602	A

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R

- Planter Box
- Hardenbergia Violacea ("Happy Wanderer" Wisteria) X6
- Trachelospermum Jasminoides (Chinese Star Jasmine) X4
- Alternanthera Dentata ("Little Ruby")
- Phormium Tenax ("Blazing Red") X4
- Coprosma Repens ("Tequila Sunrise") X4
- Phormium Spp / hybrid ("Duet" or Yellow Wave") X4
- Adenanthos Sericeus or cygnorum (Woolie Bush)
- Palargonium Graveolens Var. (Lemon-Rose Geranium)
- Mandevilla Spp
- Camellia Spp
- Brachyscome Iberidifolia ("Swan River Daisy")
- Pennisetum Advena Rubrum ("Purple Fountain Grass")
- Syzgium Leuhmannii (Lilly Philly "Royal Flame")
- Lomiandra Longifoliax confertifolia (Lime Tuff) X7
- Fuchia Belle
- Rosmarinus Offinalis (Rosemary)
- Lavendula Spp (Lavender)
- Citrus x sinensis ("Washington Navel Orange") 1M X 1M Plant Pot:
  - Salvia Officinalis (Sage)
  - Thymus Vulgans (Thyme)
  - Ocimum Basilicum (Basil)
- Citrus Limon ("Eureka Lemon") 1M X 1M Plant Pot:
  - Mentha Spp (Mint)
- Shade sails

Roberts On Oxford
173 Oxford Street, Leederville WA 6007

Landscape Plan Legend

Date: 26 Feb 2023

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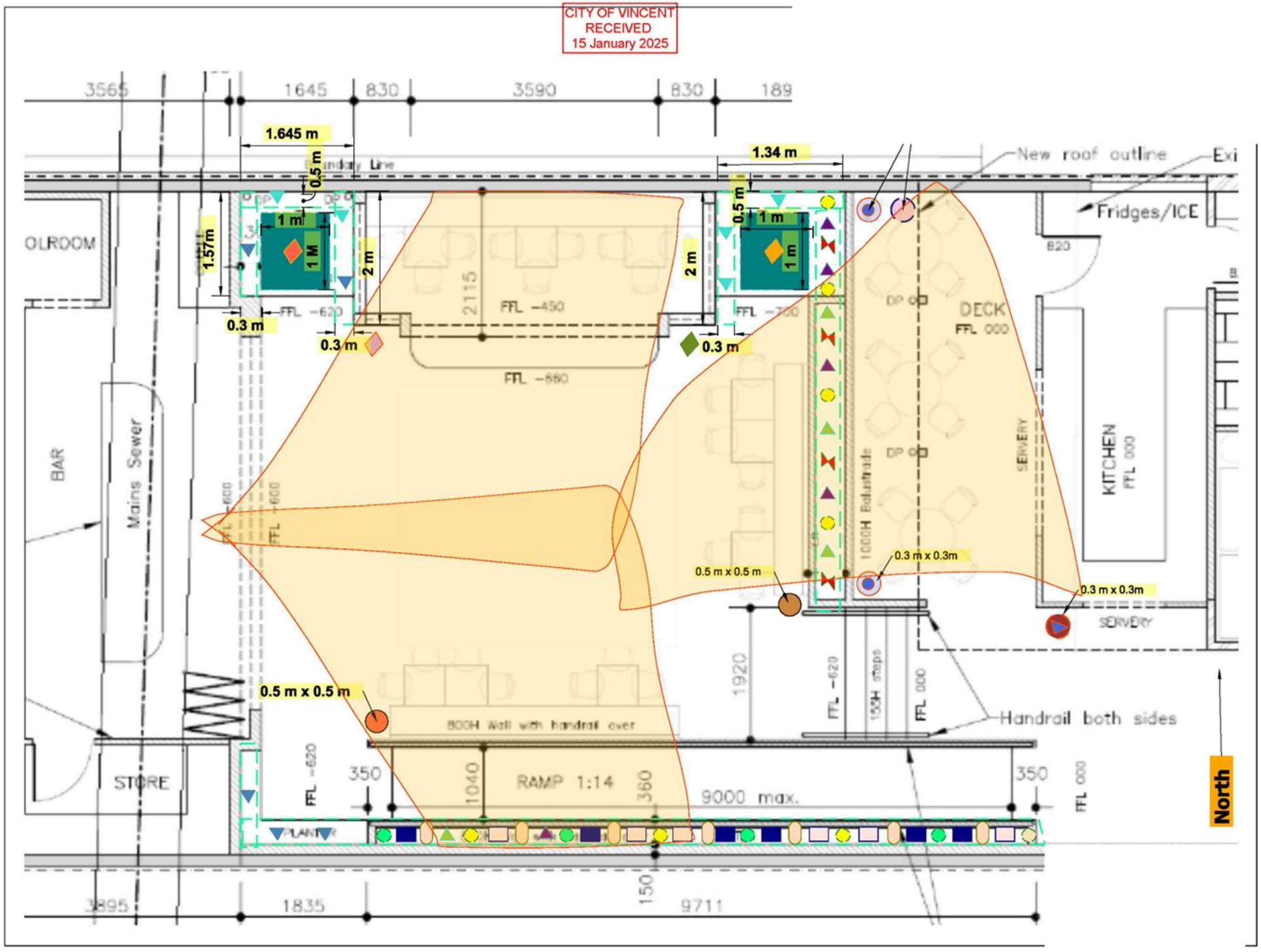
R

Scale 1:50



Roberts On Oxford
173 Oxford Street, Leederville WA 6007

Landscape Plan
Date: 26 Feb 2023

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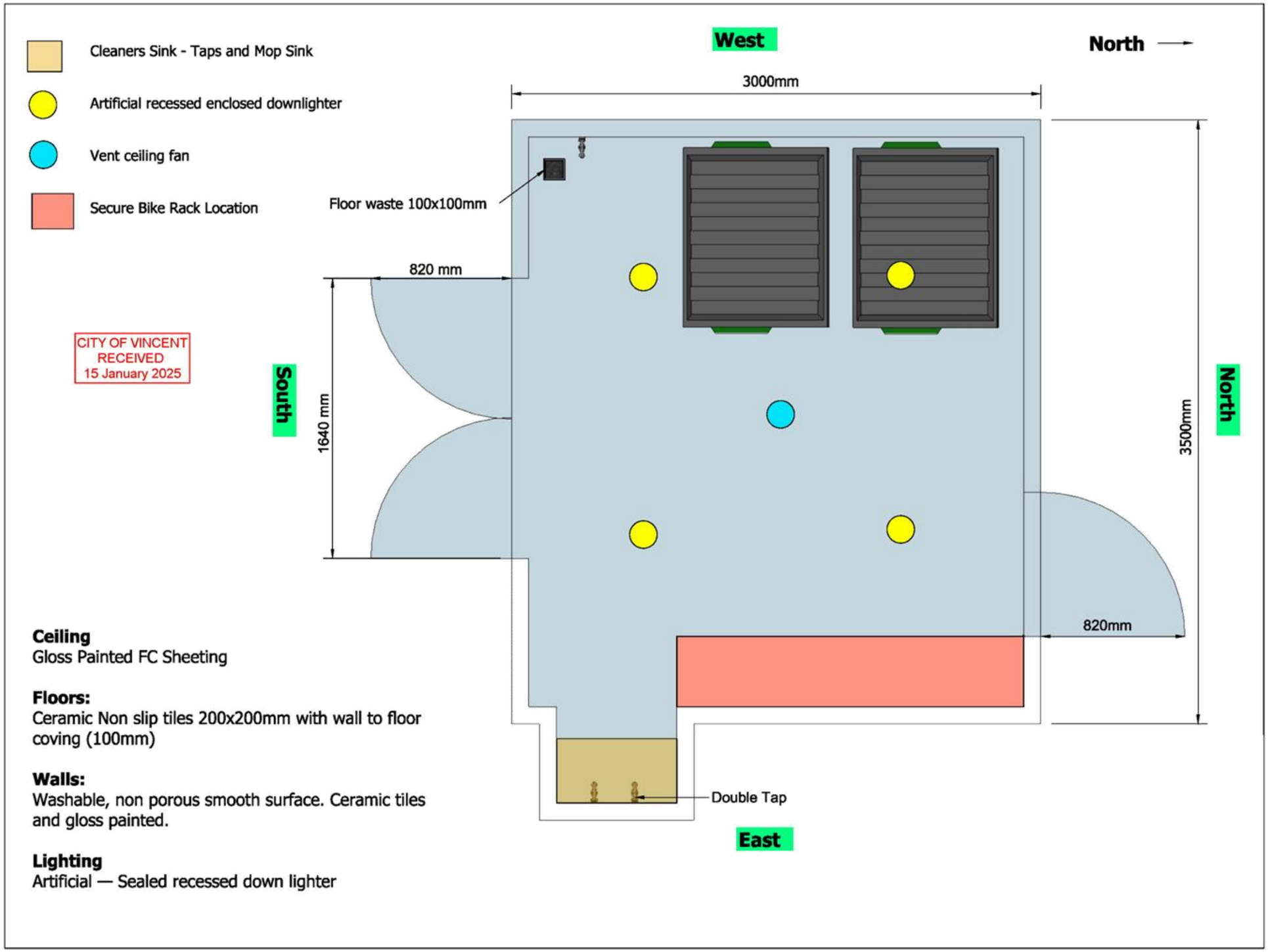
Cleaners Sink - Taps and Mop Sink
Artificial recessed enclosed downlighter
Vent ceiling fan
Secure Bike Rack Location
West
North
3000mm
Floor waste 100x100mm
820 mm
South
1640 mm
3500mm
North
820mm
Double Tap
East
CITY OF VINCENT
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15 January 2025
Ceiling
Gloss Painted FC Sheeting
Floors:
Ceramic Non slip tiles 200x200mm with wall to floor coving (100mm)
Walls:
Washable, non porous smooth surface. Ceramic tiles and gloss painted.
Lighting
Artificial — Sealed recessed down lighter
R
Scale 1:20
Roberts On Oxford
173 Oxford Street, Leederville WA 6007
Bin Store
Date: 23 Feb 2023
A.01

ACOUSTIC REPORT

FOR

OXFORD TAVERN

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AES-890113-R02-1-28102024

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EXECUTIVE SUMMARY

Roberts currently is a small bar at 173 Oxford Street Leederville. After the successful operation, Roberts plans to be expanded to a tavern. The tavern is proposed to operate 7 days a week and has the maximum capacity of 216. Acoustic Engineering Solutions (AES) has been commissioned by Roberts to undertake environmental noise impact assessment for determining whether or not the proposed tavern would comply with the Environmental Protection (Noise) Regulations 1997 (the Regulations).

An acoustic model is developed using SoundPlan v8.0 and five "worst-case" operational scenarios are modelled:

Scenario 1: represents the worst-case day/evening-time operations of mechanical plant.
Scenario 1A: represents the worst-case night-time operations of mechanical plant.
Scenario 2: represents the amplified music.
Scenario 3: represents the live music.
Scenario 4: represents the worst-case patron conversations.

Seven closest residential/school/commercial premises are selected for the detail assessments of noise impact. Noise levels are predicted for the worst-case meteorological conditions. The predicted worst-case noise levels are adjusted according to the Regulations and then assessed against the criteria set by the Regulations. The compliance assessment concludes that full compliance is achieved for the proposed tavern.

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1.0 INTRODUCTION

Roberts currently operates as a small bar at 173 Oxford Street Leederville. After the successful operation, Roberts plans to be expanded to a tavern. Acoustic Engineering Solutions (AES) has been commissioned by Roberts to undertake environmental noise impact assessment of its expansion to determine whether or not the proposed tavern would comply with the Environmental Protection (Noise) Regulations 1997 (the Regulations).

1.1 SUBJECT SITE

Figure 1 in APPENDIX A presents an aerial view of the subject site and surrounding area, including seven closest noise-sensitive and commercial receivers.

Figure 2 and Figure 3 in APPENDIX A present the site layout and front view of the tavern building. The tavern has three bar areas: front indoor bar, enclosed side alfresco bar and enclosed (back) garden bar. The (south) side alfresco area is fully enclosed by roof of glass atrium and 200mm thick brick wall with piers. 3.8m high single door (front) and sealed double door between the side alfresco area and garden bar area are installed. The single (front) door is closed during the operations except for entry/exit.

The tavern building has a double brick external walls and metal roof. The roof is insulated with Earthwool insulation R2.7 SHD 90mm acoustic batt double layer plus plasterboard ceiling. The front is covered by the entrance glass door and double windows while the south side has a double door to the enclosed alfresco bar area. All windows are glazed with 8mm laminated glasses. The bifold windows, the entrance & side doors are open during the opening hours.

The main kitchen of tavern is an enclosed space without any windows and external doors. The kitchen appliances include: an exhaust hood, a 6-ring burner with hot plate, an oil fryer, convection/pizza/burner-combi ovens, a dishwasher, two fridges, a microwave, and a griddle hot plate electric on stainless steel bench.

The second kitchen located in the back of the building is a prep-kitchen for finishing off/serving and has no appliance. It has one (single) external door and two external windows (a 2m X 1m window on the west wall and a 1m X 1m window on the south wall) facing the garden bar area. The external door and two windows are open during the operations.

New roof is constructed with 75mm PIR Kingspan panel, R4 insulation layer and Toung & Groove Sheeting, as shown in Figure 4 in APPENDIX A, and will cover the whole garden bar area and connected/sealed with the roofs of back bar/store and the tavern building, the side alfresco roof and brick boundary fences. The garden bar is fully enclosed by the new roof and brick boundary walls.

An outdoor dining/bar area is the parklet/eatlet located in the front, as shown in Figure 5 in APPENDIX A.

Six speakers are installed, as shown in Figure 2 in APPENDIX A, in the front bar and garden bar to play low level background music for these two bar areas during the hours of service. No speaker is installed in either the side alfresco area or the parklet.

Live music will play only in the front bar and/or the garden bar. Live music positions are indicated in Figure 1 in APPENDIX A.

The tavern is proposed to have a full capacity of 216 patrons:

- 45 for the front indoor bar;
- 40 for the side alfresco bar; and
- 131 for the garden bar.

The maximum capacity for the parklet is 30. The parklet is a public space owned by the City of Vincent.

The tavern is proposed to operate 7 days a week between 6am and:

- 12am midnight on Monday to Saturday.
- 10pm on Sunday.

Both the kitchens are open in different times:

- Between 7am and 9pm on Monday to Saturday; but
- Between 9am and 9pm on Sunday and public holiday.

No car-parking bays are provided on the site and the weekly city waste collection service will be used in every Monday morning.

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2.0 NOISE CRITERIA

Noise management in Western Australia is implemented through the Environmental Protection (Noise) Regulations 1997 (the Regulations). The Regulations set noise limits which are the highest noise levels that can be received at noise-sensitive (residential), commercial and industrial premises. These noise limits are defined as 'assigned noise levels' at receiver locations. Regulation 7 requires that "noise emitted from any premises or public place when received at other premises must not cause, or significantly contribute to, a level of noise which exceeds the assigned level in respect of noise received at premises of that kind".

Table 2-1 presents the assigned noise levels at various premises.

Table 2-1: Assigned noise levels in dB(A)

Type of Premises Receiving Noise	Time of Day	Assigned Noise Levels in dB(A)[1]		
		$L_{A\,10}$	$L_{A\,1}$	$L_{A\,max}$
Noise sensitive premises: highly sensitive area	0700 to 1900 hours Monday to Saturday	45 + Influencing factor	55 + Influencing factor	65 + Influencing factor
	0900 to 1900 hours Sunday and public holidays	40 + Influencing factor	50 + Influencing factor	65 + Influencing factor
	1900 to 2200 hours all days	40 + Influencing factor	50 + Influencing factor	55 + Influencing factor
	2200 hours on any day to 0700 hours Monday to Saturday and 0900 hours Sunday and public holidays	35 + Influencing factor	45 + Influencing factor	55 + Influencing factor
Noise sensitive premises: any area other than highly sensitive area	All hours	60	75	80
Commercial premises	All hours	60	75	80

For highly noise sensitive premises, an "influencing factor" is incorporated into the assigned noise levels. The influencing factor depends on road classification and land use zonings within circles of 100 metres and 450 metres radius from the noise receiver locations.

[1] Assigned level L_{A1} is the A-weighted noise level not to be exceeded for 1% of a delegated assessment period.
Assigned level L_{A10} is the A-weighted noise level not to be exceeded for 10% of a delegated assessment period.
Assigned level L_{Amax} is the A-weighted noise level not to be exceeded at any time.

2.1 CORRECTIONS FOR CHARACTERISTICS OF NOISE

Regulation 7 requires that that "noise emitted from any premises or public place when received at other premises must be free of:

(i) tonality;
(ii) impulsiveness; and
(iii) modulation.

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when assessed under Regulation 9".

If the noise exhibits intrusive or dominant characteristics, i.e. if the noise is impulsive, tonal, or modulating, noise levels at noise-sensitive premises must be adjusted. Table 2-2 presents the adjustments incurred for noise exhibiting dominant characteristics. That is, if the noise is assessed as having tonal, modulating or impulsive characteristics, the measured or predicted noise levels have to be adjusted by the amounts given in Table 2-2. Then the adjusted noise levels must comply with the assigned noise levels. Regulation 9 sets out objective tests to assess whether the noise is taken to be free of these characteristics.

Table 2-2: Adjustments for dominant noise characteristics

Adjustment where noise emission is not music. These adjustments are cumulative to a maximum of 15 dB.			Adjustment where noise emission is music	
Where tonality is present	Where Modulation is present	Where Impulsiveness is present	Where Impulsiveness is not present	Where Impulsiveness is present
+5 dB	+5 dB	+10 dB	+10 dB	+15 dB

2.2 INFLUENCING FACTORS

Seven (7) nearest noise-sensitive and commercial premises are selected for detailed assessment of noise impact, as shown in Figure 1 in APPENDIX A.

Influencing factor varies from residence to residence depending on the surrounding land use. Vincent Street is classified as a major road according to the published traffic flow data in the Main Roads (https://trafficmap.mainroads.wa.gov.au/map). All selected receivers are less than 100m from Vincent Street and therefore transport factor of 6 dB applies.

Figure 6 in APPENDIX A presents the planning scheme zone map 2 of the City of Vincent. It is shown that subject site and R1/R2/R4 are located within local/district centre zone while R3 and R7 are within a mixed zone. R5 and R6 are located within a Public Purpose zone. No industrial zone is present within 450m of the selected receivers. Actual land use is considered for the calculation of influencing factors. Existing shop/business premises are considered as commercial zone while residential and school premises are considered as residential zone.

Table 2-3 presents the calculated influencing factors and Table 2-4 presents the calculated assigned noise levels.

Table 2-3: Calculation of influencing factors.

Closest Residents	Transport Factor in dB	Commercial Land		Influencing Factor in d(B)
		Within 100m Radius	Within 450m Radius	
R2	6	27%	30%	9
R3	6	24%	30%	9
R5	6	45%	30%	10
R6	6	33%	30%	9
R7	6	25%	30%	9

Table 2-4: Calculated assigned noise levels in dB(A)

Closest Residents	Assigned Noise levels in dB(A)			
	Day[2] Monday to Saturday	Day[3] Sunday and Public Holiday	Evening[4]	Nights[5]
R1 and R4	60	60	60	60
R2, R3, R6, R7	54	49	49	44
R5	55	50	50	45

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[2] 0700 to 1900 hours for Monday to Saturday.
[3] 0900 to 1900 hours for Sunday and public holidays.
[4] 1900 to 2200 hours for all days.
[5] 2200 to 0700 hours for Monday to Saturday but to 0900 hours for Sunday and public holidays.

3.0 NOISE MODELLING

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3.1 METHODOLOGY

An acoustic model is developed using SoundPlan v8.0 program, and the CONCAWE[6,7] prediction algorithms are selected for this study. The acoustic model is used to predict noise levels at the closest noise-sensitive and commercial receiver locations and generate noise contours for the surrounding area.

The acoustic model does not include noise emissions from any sources other than from the tavern. Therefore, noise emissions from road traffic, aircraft, neighbouring commercial premises, etc are excluded from the modelling.

3.2 INPUT DATA

3.2.1 Topography

Roberts advised that the subject site and surrounding area are reasonable flat. Therefore, a flat ground is assumed with an averaged absorption of 0.6 in the acoustic model. The tavern building and its surrounding buildings are digitised in the acoustic model.

3.2.2 Noise Sensitive Premises

Seven nearest noise-sensitive (residential) and commercial receivers are selected for the detailed assessment of noise impact, as shown in Figure 1 in APPENDIX A.

R1 and R4 represent the neighbouring commercial receivers (at entrances) at the ground level. By examining the site conditions, both R1 and R4 are re-located to the door fronts of the buildings (R1 slightly moves to north while R4 to south).

R2, R3 & R7 represent the top floor receivers (at balconies) of three-storey apartment buildings.

R5 and R6 represent the ground level receivers of the School of Isolated and Distance Education (SIDE). Commendation village operates inside the school.

3.2.3 Source Sound Power Levels

Table 3-1 presents the source sound power levels, which are calculated from the information provided by Roberts. The spectrum shapes were obtained from the AES database for similar equipment. Music speaker is directional and assumed to generate music level of 60 dB(A) at 1m from its front.

[6] CONCAWE (Conservation of Clean Air and Water in Europe) was established in 1963 by a group of oil companies to carry out research on environmental issues relevant to the oil industry.
[7] The propagation of noise from petroleum and petrochemical complexes to neighbouring communities, CONCAWE Report 4/81, 1981.

Table 3-1: Sound power levels

Equipment	Number	Overall Sound Power Level in dB(A)
Speaker	8	68
Reverse cycle air-conditioning outdoor unit	1	65
Split air-conditioning outdoor unit	1	63
Reverse cycle air-conditioning indoor outlet	7	52
Toilet exhaust outlet	2	62
Kitchen exhaust outlet	1	74
Kitchen exhaust hood (inlet)	1	86
Fridge	2	60
6 ring burner with hot plate	1	64
Oil fryer for chips	1	68
Oven	3	60
Microwave	1	59
Dish washer	1	73
Cool room condenser	2	64
Normal Patron Conversation		66
Raised Voice Conversation		70
Live Music in the Front Bar		80
Live Music in the Garden Bar		98

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3.3 METEOROLOGY

SoundPlan calculates noise levels for defined meteorological conditions. In particular, temperature, relative humidity, wind speed and direction data are required as input to the

model. For this study the default "worst-case" meteorological conditions[8] are assumed, as shown in Table 3-2. It is shown that the evening and the night have the same worst-case meteorological conditions. This means that the predicted worst-case evening and night-time noise levels are the same if the operational conditions are the same.

Table 3-2: Worst-case meteorological conditions.

Time of day	Temperature Celsius	Relative Humidity	Wind speed	Pasquill Stability Category
Day (0700 --- 1900)	20° Celsius	50%	4 m/s	E
Evening (1900 --- 2200)	15° Celsius	50%	3 m/s	F
Night (2200 --- 0700)	15° Celsius	50%	3 m/s	F

3.4 OPERATIONAL SCENARIOS

Roberts advised:

- The tavern is proposed to operate 7 days a week between 6am and:
  - 12am midnight on Monday to Saturday.
  - 10pm on Sunday.
- The kitchens operates in different times between:
  - 7am and 9pm on Monday to Saturday; and
  - 9am and 9pm on Sunday and public holiday.
- A maximum capacity of 216 patrons is proposed:
  - 45 for the front indoor bar;
  - 40 for the side alfresco bar; and
  - 131 for the garden bar.
- The maximum capacity for the parklet is 30. The parklet is a public space owned by the City of Vincent.
- The main kitchen is an enclosed space without any windows and external door.
- The second kitchen located in the back of the building is a prep-kitchen for finishing off/serving and has no appliance. It has one (single) external door and two external windows. The external door and two windows are open during the opening hours.
- Two small cool rooms are present. One is located between the front bar and the main kitchen, and another is located in the back bar area.
- Each of the two small cool rooms has a low-noise condenser on the roof.
- The (male and female) toilet ventilation fans are ceiling mounted.

[8] Guideline: Assessment of Environmental Noise Emissions, Draft for Consultation, May 2021.

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- A reverse cycle split air-conditioning system is installed in the main building and its condenser is located on the roof with its fan side facing south.
- All windows and the entrance/side doors of the front bar are fully opened during the opening hours.
- A 3.8m brick wall with piers will be built along the northern, western and southern boundaries.
- For the enclosed south side-alfresco area, the front single door is closed but the double doors to the garden bar are open during the opening hours.
- The garden bar is fully enclosed by the newly installed roof and boundary brick walls.
- Speakers are installed to play low level background music during opening hours for the two bar areas, as shown in Figure 2 in APPENDIX A:
  - Two wall-mounted speakers are installed in the front bar area; and
  - Four speakers are installed in the garden bar area.

  All speakers are directional and towards the patron dining areas.
- No speakers are installed in the side alfresco area and parklet area.
- Live music will play only in the front bar and/or the garden bar. Live music positions are indicated in Figure 1 in APPENDIX A. No live music plays in either the side-alfresco bar area or the parklet.
- Food deliveries occur once a week at about 10am during Monday to Friday. Delivery van will park in the roadside (public) parking bay during the deliveries.
- No car-parking bays are provided on the site.
- The weekly city waste collection service will be used in every Monday morning.

Based on provided information, six worst-case operational scenarios are modelled:

Scenario 1: All items of mechanical plant operate simultaneously:

- One air-conditioner;
- Tow cool room condensers;
- Two ceiling-mounted toilet ventilation fans;
- One kitchen exhaust fan (both inlet and outlet); and
- All kitchenware, listed in Table 3-1, operating inside the main kitchen.

Scenario 1A: Scenario 1 excludes the operation of kitchen appliance and exhaust.

Scenario 2: Low level background music plays via the following 6 speakers:

- Two wall-mounted speakers in the front bar area; and
- Four speakers in the enclosed garden bar area.

Scenario 3: Live music plays simultaneously in both the front bar and the garden bar.

Scenario 4: 40% of the 246 patrons converse simultaneously with 5 staff conversations (103 conversations in total):

- 18 conversations in the front bar area;
- 16 conversations in the side alfresco bar area;
- 52 conversations in the garden bar area;
- 12 conversations in the parklet;

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- One staff conversation inside each of the Kitchens; and
- One staff conversation in each of the three bar areas.

50% of the patron conversations and all of the staff conversations are assumed to talk in normal voices while other 50% patron conversations are assumed to talk in raised voices after a few drinks.

Scenario 1 represents the worst-case day and evening-time mechanical operations while scenario 1A represents the worst-case night-time mechanical operation.

In practice, live music may play in either the front indoor bar or the garden bar. But for the worst-case operation of scenario 3, live music is assumed to play simultaneously in both the front bar and the garden bar.

The followings are assumed in the noise model:

- The kitchen exhaust outlet is modelled as a point (Monopole) source at 0.4m above the kitchen roof.
- The outdoor condenser of air-conditioner is modelled as a point source located at 0.5m above the indoor dining area roof. The outdoor unit baffles the noise radiation resulting in radiation directivity, i.e. most noise radiates towards south.
- For all of the scenarios, all of the windows and the entrance/side doors of the front bar are assumed to be open but the single (front) door of enclosed south side-alfresco area is closed.

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4.0 MODELLING RESULTS

4.1 POINT MODELLING RESULTS

Table 4-1 presents the predicted worst-case A-weighted noise levels. It is shown that for all of the scenarios the predicted day and night-time noise levels are at similar levels at each receiver. The highest noise level is predicted at:

- R1 for scenarios 2 to 4; but
- R7 for scenarios 1 and 1A.

Table 4-1: Predicted worst-case noise levels in dB(A).

Receivers	Scenario 1		Scenario 1A	Scenario 2		Scenario 3		Scenario 4	
	Day	Evening	Night	Day	Night	Day	Night	Day	Night
R1	26.9	26.9	18.8	36.0	36.0	45.8	45.8	52.9	52.9
R2	30.2	30.2	22.1	26.2	26.2	36.2	36.2	42.6	42.6
R3	36.2	36.2	31.3	11.3	11.2	24.3	24.3	25.0	25.0
R4	19.4	19.4	13.2	29.1	29.1	38.7	38.7	45.3	45.3
R5	31.6	31.6	25.1	26.0	26.0	35.5	35.5	42.7	42.7
R6	31.1	31.1	24.5	27.7	27.7	36.9	36.9	43.8	43.7
R7	37.9	37.9	36.6	4.9	4.9	26.0	26.0	24.3	24.3

4.2 NOISE CONTOURS

Figure 8 to Figure 12 in APPENDIX B present the worst-case noise contours at 1.5m above the ground. These noise contours represent the worst-case noise propagation envelopes, i.e., worst-case propagation in all directions simultaneously.

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5.0 COMPLIANCE ASSESSMENT

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5.1 ADJUSTED NOISE LEVELS

According to Table 2-2, the predicted noise levels shown in Table 4-1 should be adjusted by:

- 5 dB if the noise received exhibits tonality; and
- 10 dB if the noise received is music.

The noise radiation from mechanical plant may have tonal components while patron conversations are broadband noise.

When the noise received at a receiver is much (≥5dB) below background levels, it will be inaudible/masked and its dominant characteristics will not be evident. Therefore, the above adjustments will not apply.

The tavern and selected receivers are located within a local/district centre zone where other businesses operate. Mitchell Freeway and Vincent Street are present nearby. It is expected that background noise levels at the selected receivers and surrounding area should be above:

- 50 dB(A) during the day and the evening; but
- 40 dB(A) during the night.

Table 4-1 shows that most of the predicted noise levels are much lower than background levels and will be inaudible/masked. For scenario 3, a 10dB adjustment applies to the predicted noise levels at R1 and at R4 (for the night). Table 5-1 presents the adjusted worst-case A-weighted noise levels. The adjusted noise levels are expressed in ***Bold Italic***.

Table 5-1: Adjusted noise levels in dB(A).

Receivers	Scenario 1		Scenario 1A	Scenario 2		Scenario 3		Scenario 4	
	Day	Evening	Night	Day	Night	Day	Night	Day	Night
R1	26.9	26.9	18.8	36.0	36.0	***55.8***	***55.8***	52.9	52.9
R2	30.2	30.2	22.1	26.2	26.2	36.2	36.2	42.6	42.6
R3	36.2	36.2	31.3	11.3	11.2	24.3	24.3	25.0	25.0
R4	19.4	19.4	13.2	29.1	29.1	38.7	***48.7***	45.3	45.3
R5	31.6	31.6	25.1	26.0	26.0	35.5	35.5	42.7	42.7
R6	31.1	31.1	24.5	27.7	27.7	36.9	36.9	43.8	43.7

Receivers	Scenario 1		Scenario 1A	Scenario 2		Scenario 3		Scenario 4	
	Day	Evening	Night	Day	Night	Day	Night	Day	Night
R7	37.9	37.9	36.6	4.9	4.9	26.0	26.0	24.3	24.3

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5.2 COMPLIANCE ASSESSMENT

All of the scenarios generate continuous noise emissions, and therefore their noise emissions should be assessed against the assigned noise levels L_{A10}.

Table 5-2 presents a compliance assessment. It is shown that the worst-case noise levels are below the assigned noise levels at all of the receivers for all of the scenarios. This demonstrates that full compliance is achieved for the proposed tavern.

Table 5-2: Compliance assessment.

Receivers	Assigned Levels L_{A10} in dB(A)	Adjusted Noise Levels in dB(A)			
		Scenario 1	Scenario 2	Scenario 3	Scenario 4
Day on Monday to Saturday					
R1	*60*	26.9	36.0	55.8	52.9
R2	*54*	30.2	26.2	36.2	42.6
R3	*54*	36.2	11.3	24.3	25.0
R4	*60*	19.4	29.1	38.7	45.3
R5	*55*	31.6	26.0	35.5	42.7
R6	*54*	31.1	27.7	36.9	43.8
R7	*54*	37.9	4.9	26.0	24.3
Evening and Day of Sunday and Public Holidays					
R1	*60*	26.9	36.0	55.8	52.9
R2	*49*	30.2	26.2	36.2	42.6
R3	*49*	36.2	11.2	24.3	25.0

Receivers	Assigned Levels L_{A10} in dB(A)	Adjusted Noise Levels in dB(A)			
		Scenario 1	Scenario 2	Scenario 3	Scenario 4
R4	*60*	19.4	29.1	38.7	45.3
R5	*50*	31.6	26.0	35.5	42.7
R6	*49*	31.1	27.7	36.9	43.7
R7	*49*	37.9	4.9	26.0	24.3
Night					
R1	*60*	18.8	36.0	55.8	52.9
R2	*44*	22.1	26.2	36.2	42.6
R3	*44*	31.3	11.2	24.3	25.0
R4	*60*	13.2	29.1	48.7	45.3
R5	*45*	25.1	26.0	35.5	42.7
R6	*44*	24.5	27.7	36.9	43.7
R7	*44*	36.6	4.9	26.0	24.3

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APPENDIX A AERIAL VIEW

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Figure 1: Aerial view of the subject site and surrounding area.

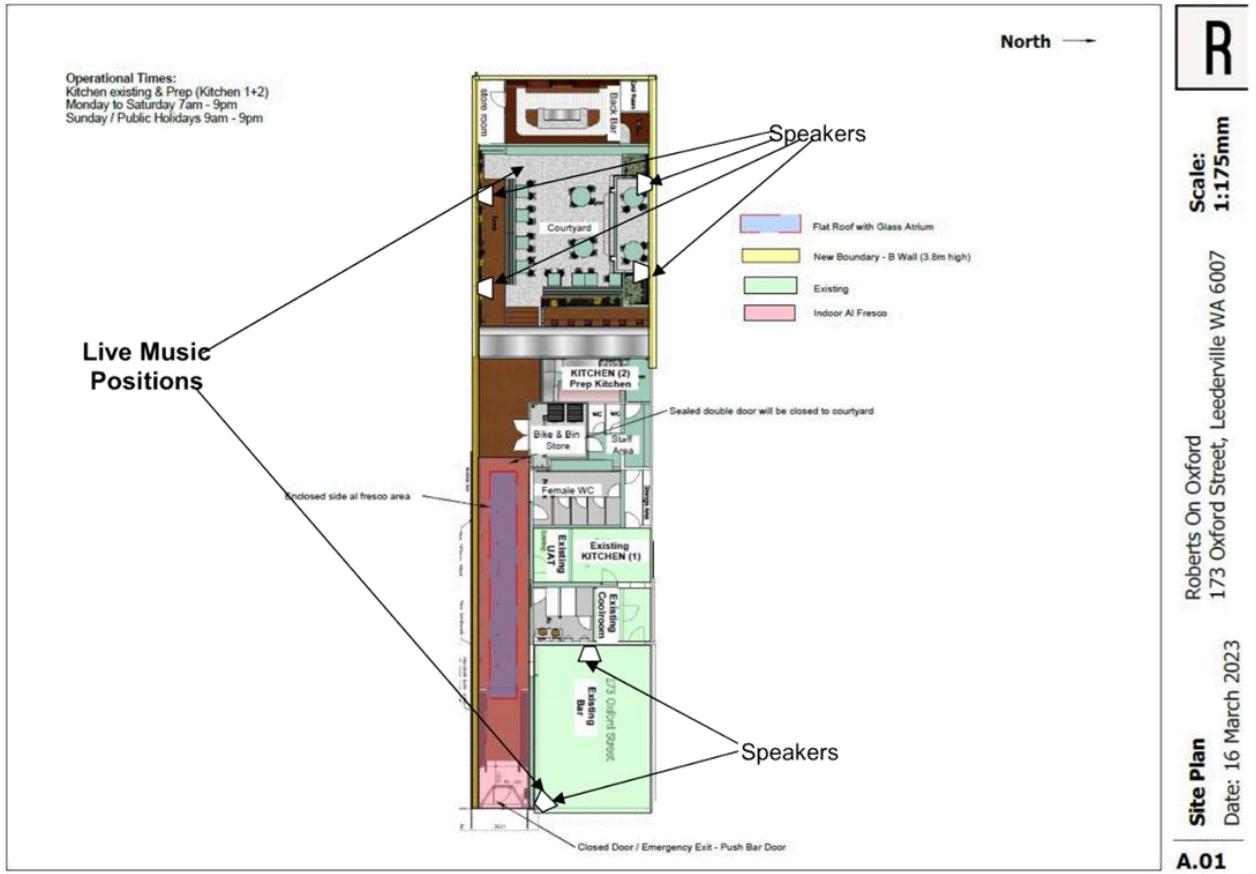

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Figure 2: Site layout.

Due to Fire Safety requirements the Emergency Exit door has been updated. A minimum of 850mm clear opening is required.

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Figure 3: Front view.

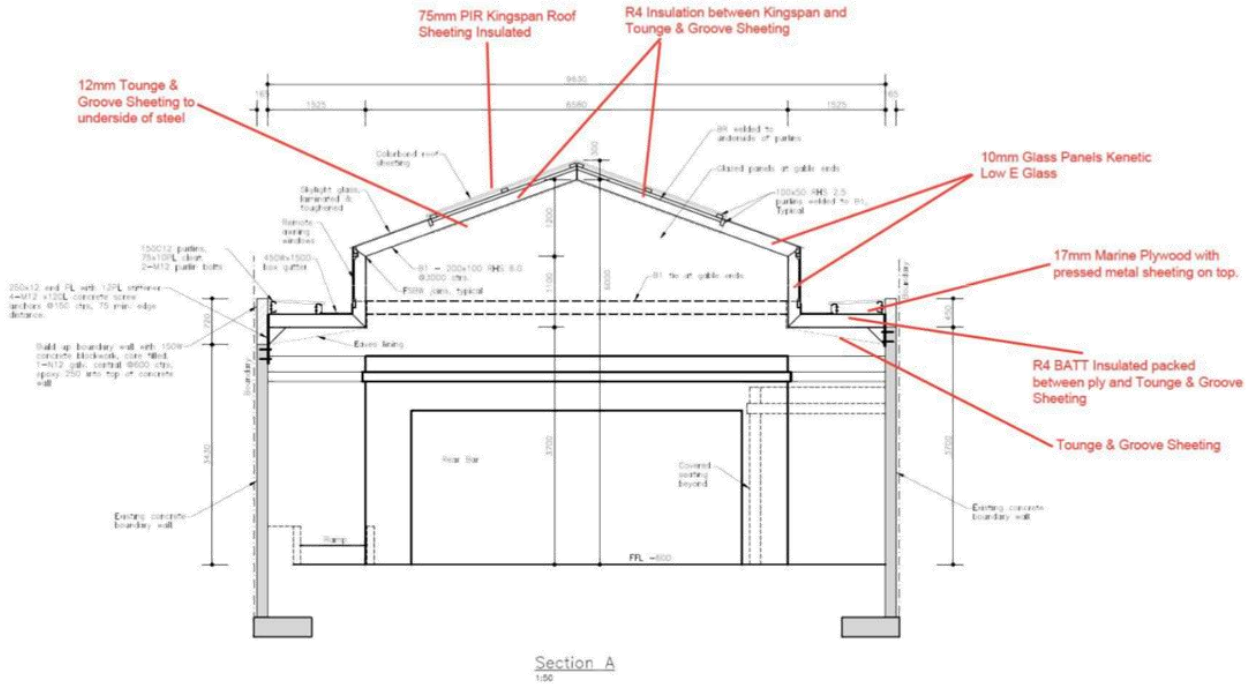

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Figure 4: Section of garden roof.

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Figure 5: Photos of the parklet/eatlet in the front of Roberts.

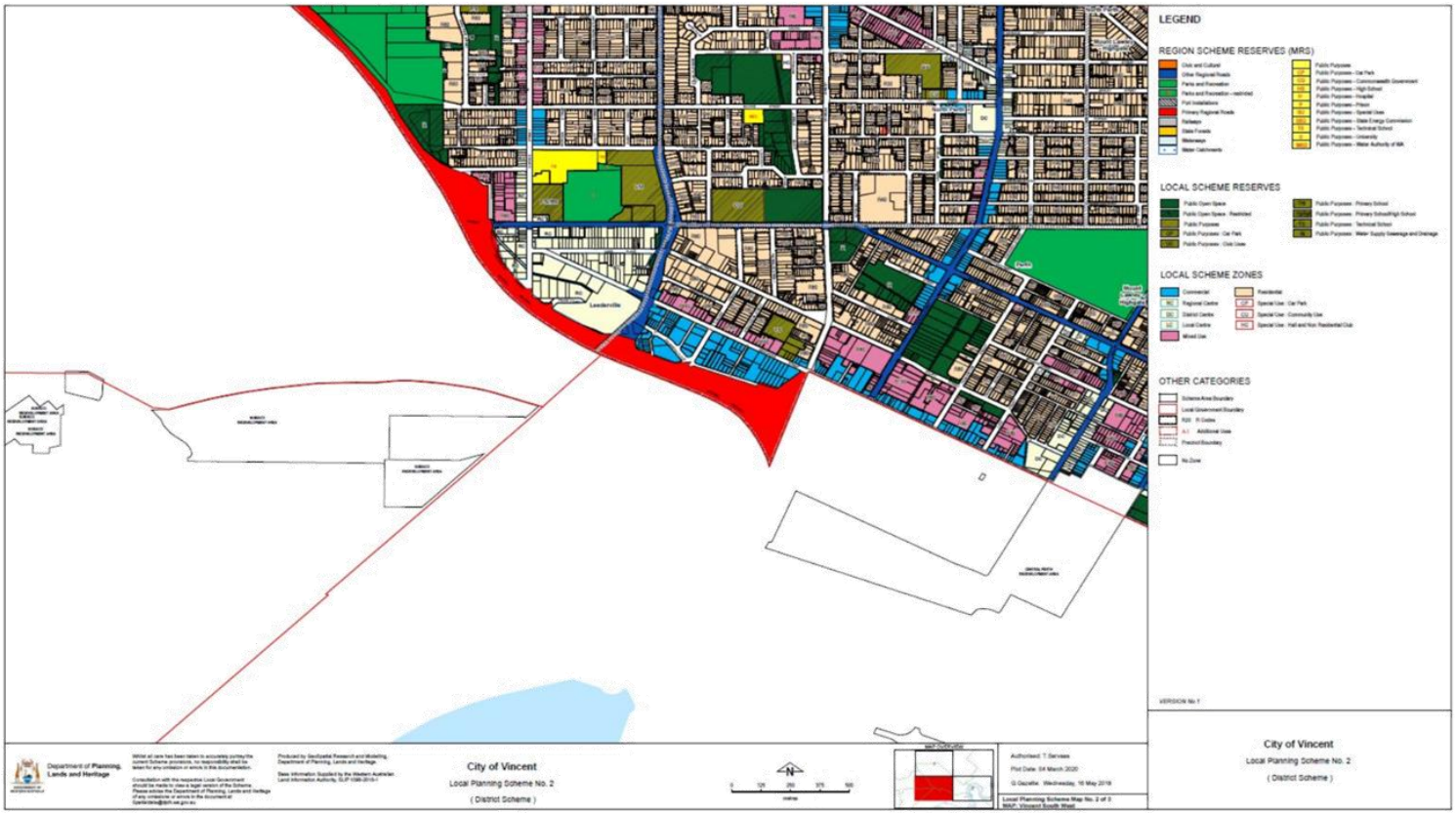

Figure 6: Zone map 2 of Vincent City planning scheme.

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Figure 7: Locations of outdoor noise sources assumed in the acoustic model.

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APPENDIX B NOISE CONTOURS

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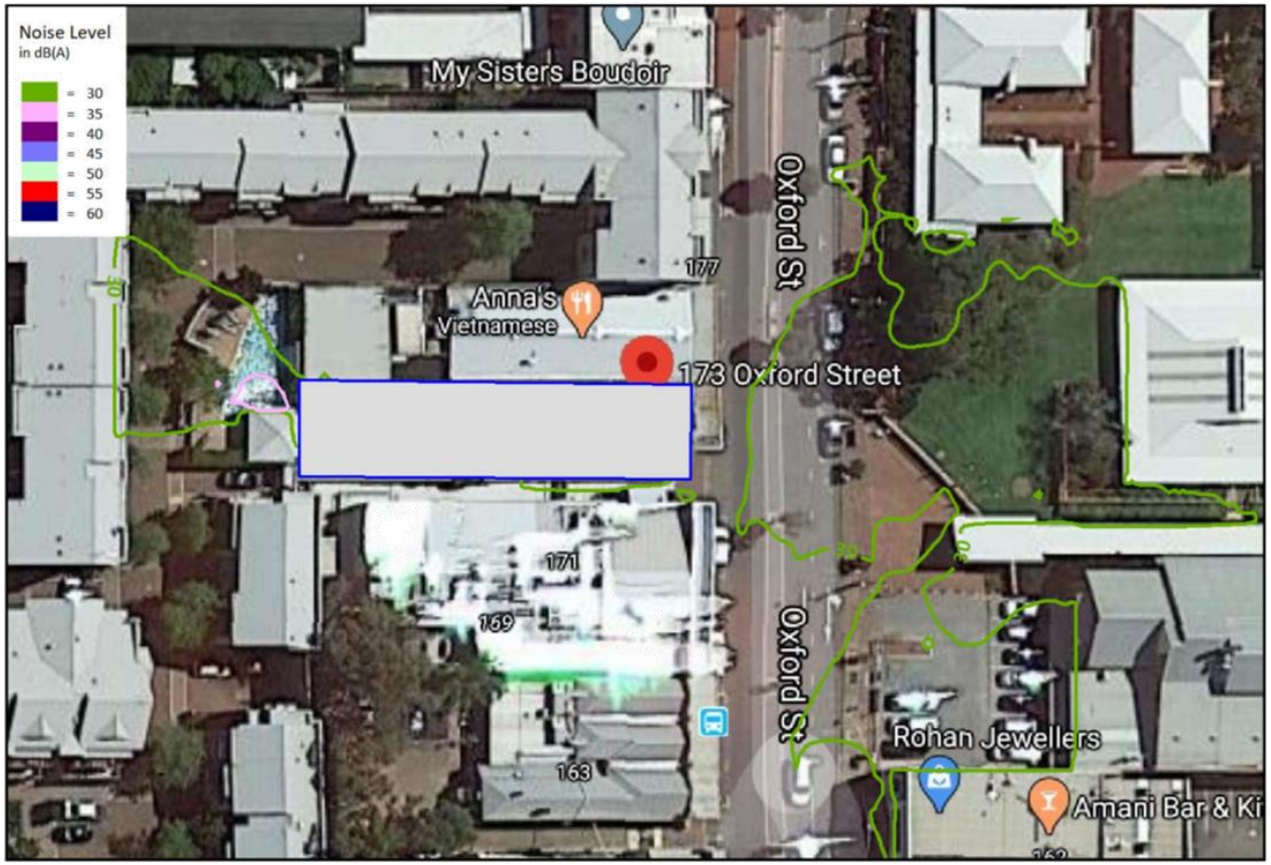

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Figure 8: Worst-case day-time noise contours for scenario 1 at 1.5m above the ground.

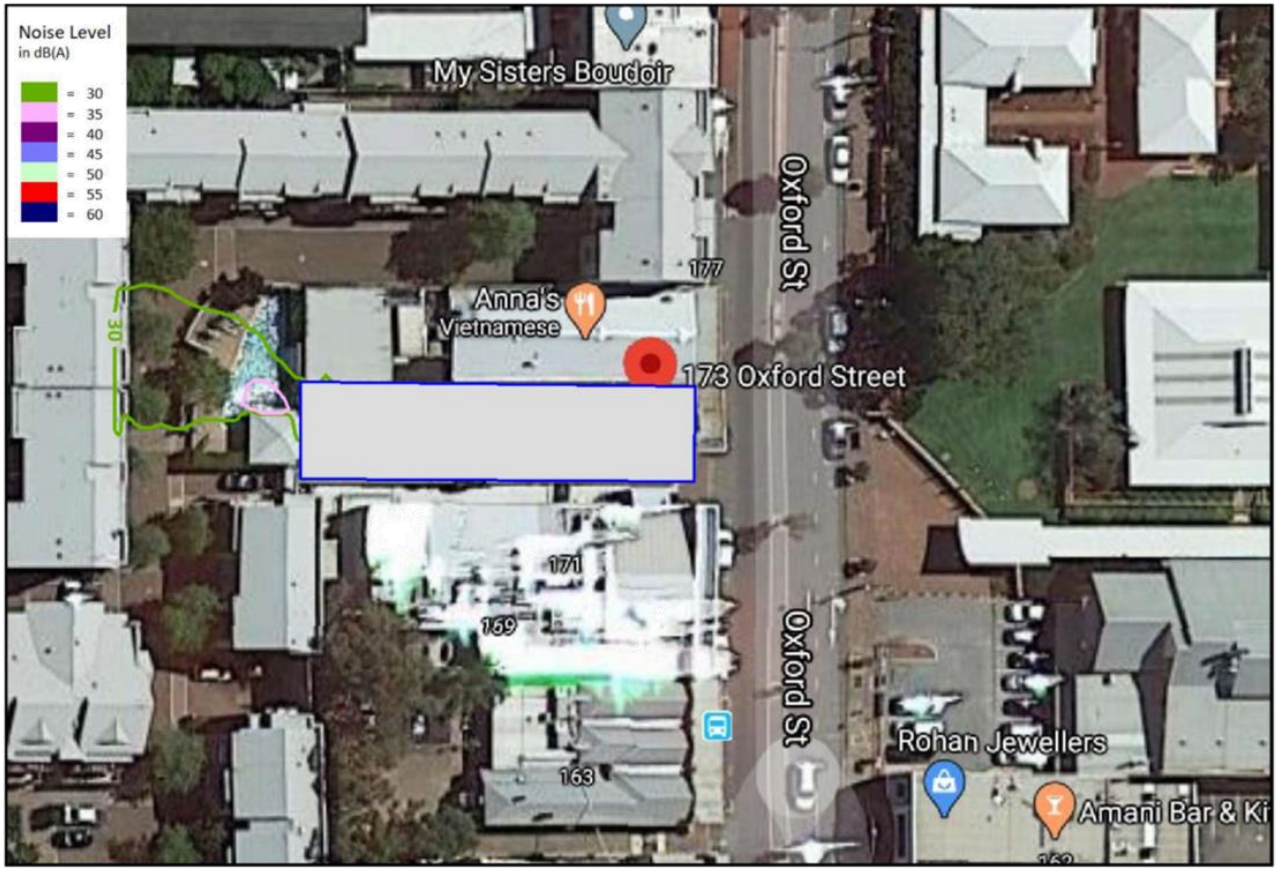

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Figure 9: Worst-case night-time noise contours for scenario 1A at 1.5m above the ground.

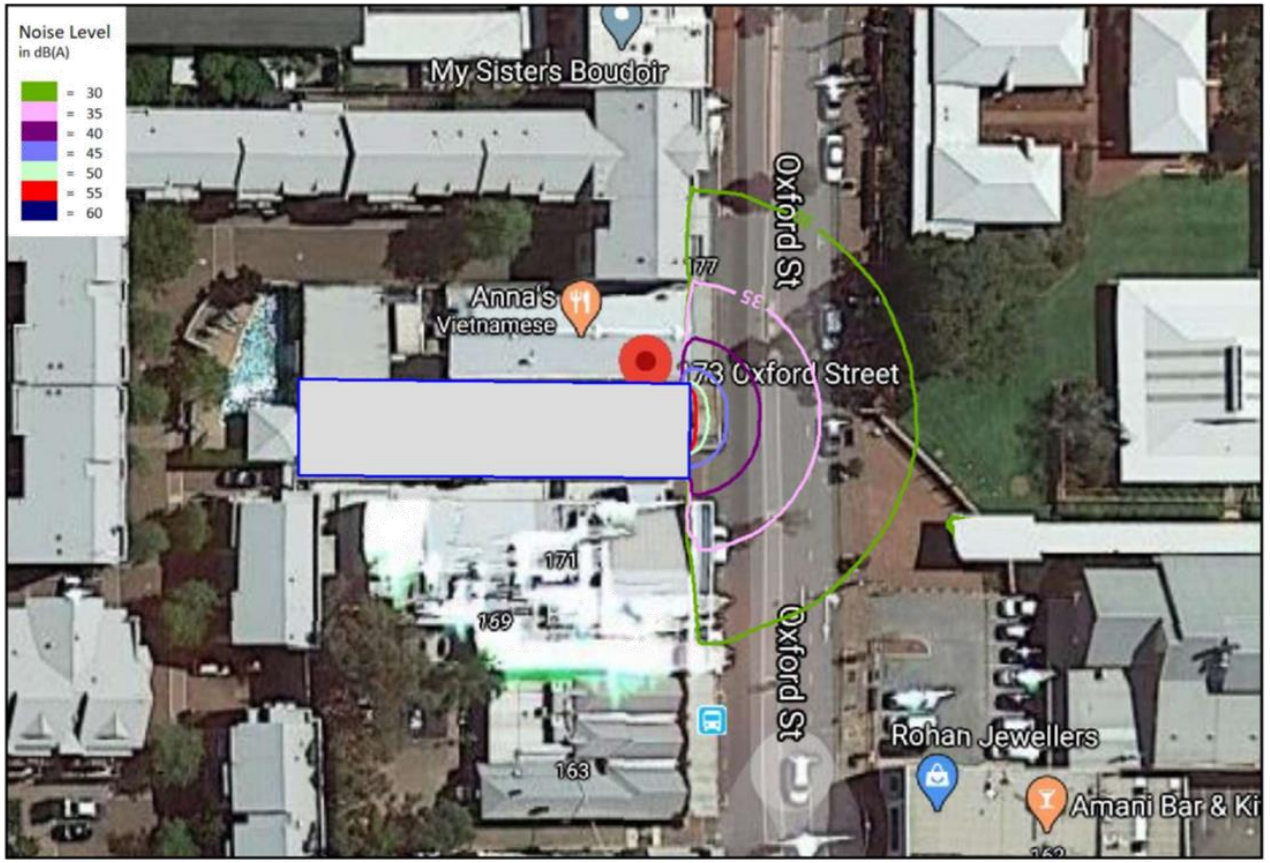

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Figure 10: Worst-case noise contours for scenario 2 at 1.5m above the ground.

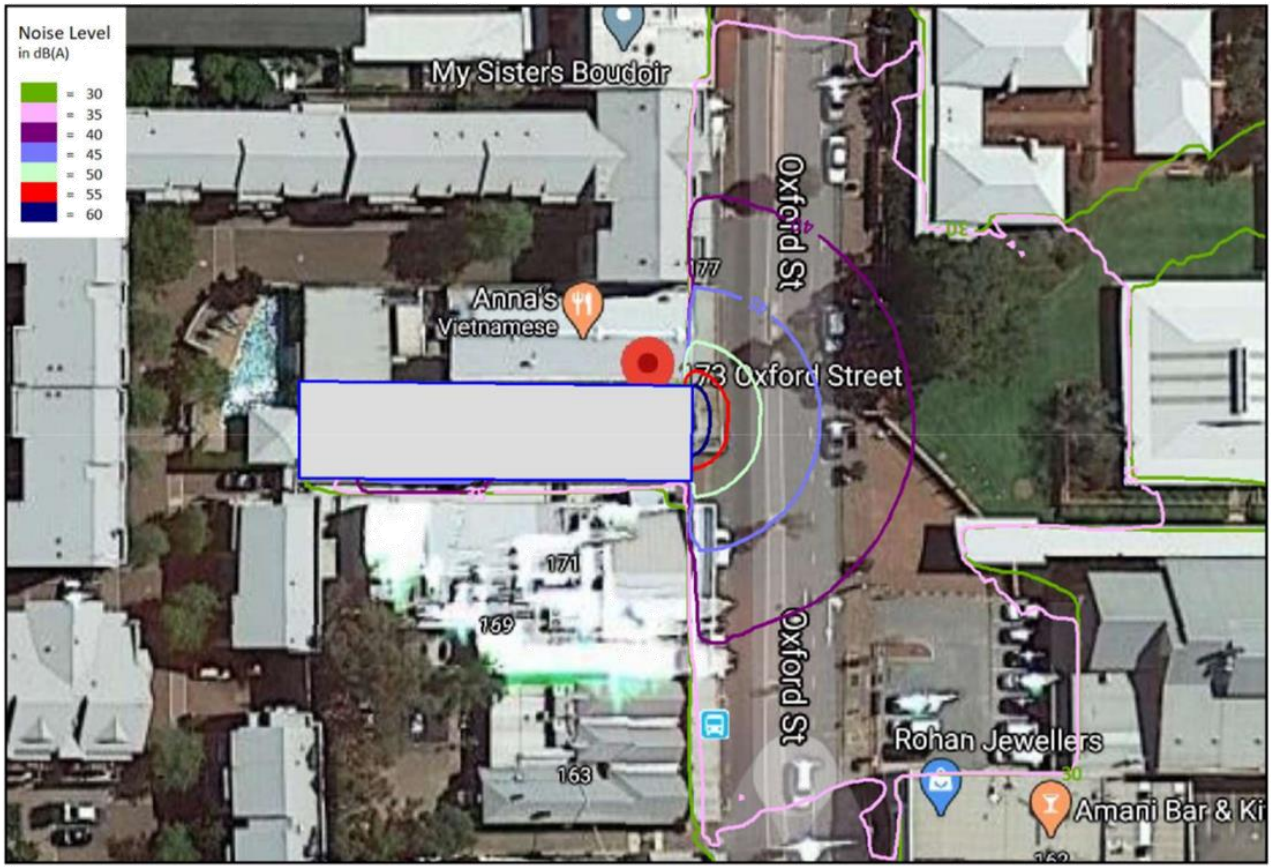

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Figure 11: Worst-case noise contours for scenario 3 at 1.5m above the ground.

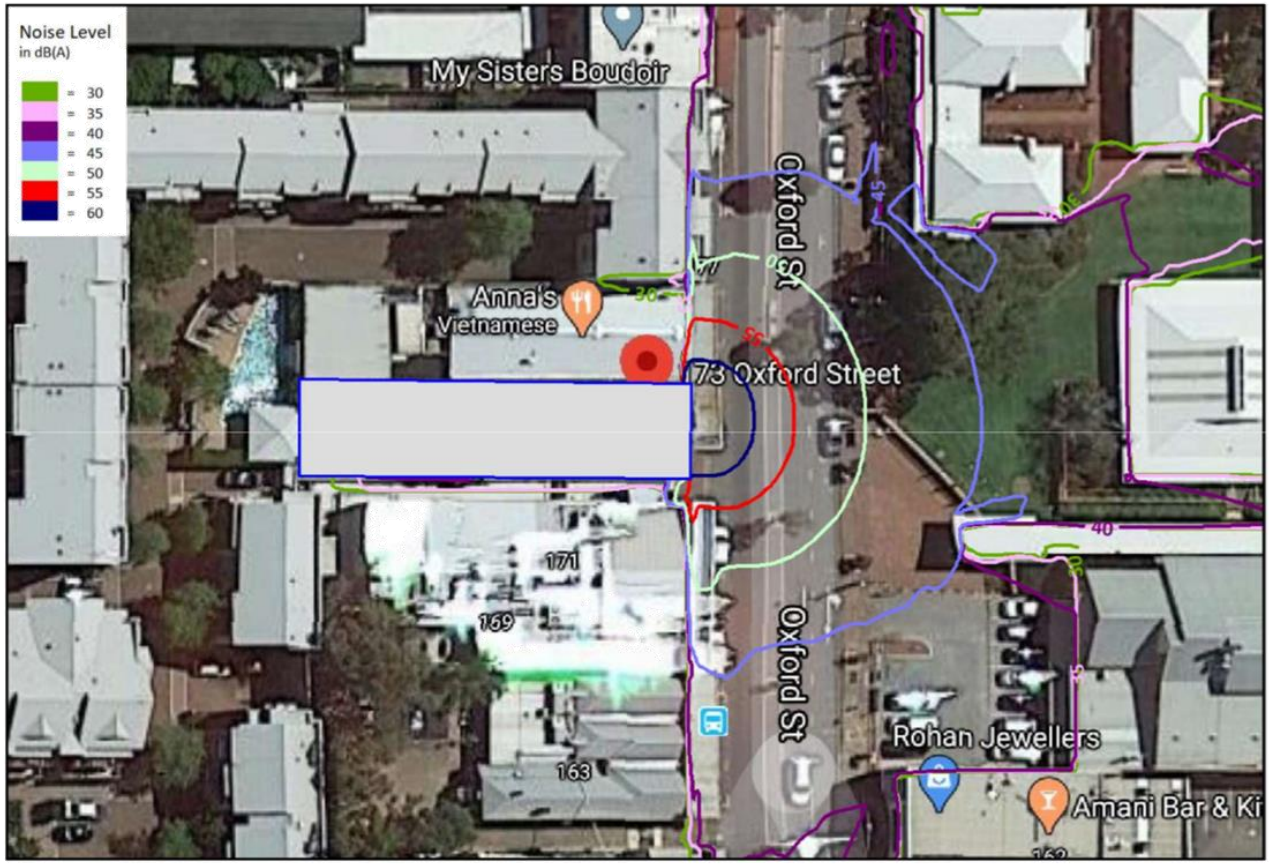

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Figure 12: Worst-case noise contours of scenario 4 at 1.5m above the ground.

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Proposed Change of Use

173 Oxford St, Leederville

Transport Impact Statement

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PREPARED FOR:
Bobby Joe Pty Ltd
T/A Roberts on Oxford

October 2024

Document history and status

Author	Revision	Approved by	Date approved	Revision type
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Client: Bobby Joe Pty Ltd T/A Roberts on Oxford

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1 Introduction

This Revised Transport Impact Statement has been prepared by Transcore on behalf of Bobby Joe Pty Ltd T/A Roberts on Oxford with regard to a proposed Change of Use from a Small Bar to a Tavern at 173 Oxford St, Leederville, in the City of Vincent. Transcore prepared a TIS report for the proposed change of use/ tavern. This revised TIS has been prepared to address the relevant comments from the City.

The subject site is located on the west of Oxford Street and is currently occupied by an existing small bar with an approved maximum capacity of 127 persons, including 120 patrons and seven staff. The change of use is necessitated by the proposed increase in capacity from 127 to 208 persons, including 200 patrons and eight staff.

The subject site is bound by Oxford Road to the east and commercial developments to the west, north and south as shown in **Figure 1**.

Following the submission of the Change of Use application to City of Vincent, the City in an email dated 16 September 2024 requested a number of tasks including the preparation of a Traffic Impact Statement (TIS) for the proposal. The requirement for a TIS is stipulated in City's Local Planning Policy – Non Residential Parking. Clause 6.1 of the Policy requires the preparation of a TIS for developments that generate between 10 – 100 vehicle trips in the peak hour.

Section 6 of Transcore's report provides details of the estimated trip generation for the proposed change of use. Accordingly, as the total peak hour vehicular trips are estimated to be less than 100 trips, a Transport Impact Statement is deemed appropriate for this development.

Key issues that will be addressed in this report include the traffic generation and distribution resulting from the change in use and parking demand.

Figure 1: Location of the subject site

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2 Change of Use Proposal

The Proposal for the subject site entails a Change of Use from a Small Bar to a Tavern. The small bar has been approved and has been operating over the last few years with a capacity of 127 including staff. The proponent is proposing to increase the capacity to 208 persons and as a result, the change of use to Tavern is required. The proposal entails 80 patrons and one staff increase from the existing approved capacity.

It is understood that the current facilities at the subject site can practically accommodate 208 persons and thus, no modifications to the internal facilities or the building are proposed. Also, as part of the proposal no on-site parking is proposed in line with the previous two approvals for the subject site.

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3 Vehicle Access and Parking

3.1 Access

The is no vehicular access proposed for the change of use application. All vehicular access to the subject site will be via drop off/pick up or via parking within the off-street and on-street public parking available within the area and within comfortable walking distance of the subject site, as per two previous approved applications.

Pedestrian access to the subject site is available via substantial pedestrian facilities in the area including the path system on both sides of Oxford Street.

3.2 Car Parking Demand

The original development approval for the subject site for the Small Bar with a capacity of 55 persons including 5 staff and a Single House accepted no parking for the Small Bar but entailed one parking bay for the house in accordance with the R-Codes. This approval with acceptance of the parking shortfall for the Small Bar was on the basis of the submitted Parking Management Plan (PMP). The original development approval entailed 2 long-term bicycle spaces.

The previous approval which entailed an increase in capacity to 127 persons including 7 staff also accepted the parking shortfall on the basis that the principles of the previously submitted PMP also applied to that application. As part of this proposal, the proponent agreed to provide an additional 4 long-term bicycle spaces resulting in a total of 6. The City's officers undertook a comprehensive assessment of the proposal which is documented in the Council Briefing Agenda dated 7 September 2021.

Based on the City of Vincent's Local Planning Policy, the car parking provision applicable to the proposal for a tavern is:

- 0.15 space for each person.

The tavern is proposed to accommodate up to 208 persons. According to the City's policy, the proposed tavern requires a parking provision of 31 bays. However, in line with the previous approvals, the same principles of the previous PMP and comprehensive assessment by the City during September 2021, no car parking is proposed as part of the proposed change of use to a tavern. The justification for the shortfall of parking and potential payment in lieu of car parking is further discussed in Section 11.

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3.3 Bicycle Parking Demand and Supply

Based on the City of Vincent's Local Planning Policy, the bicycle parking provision applicable to the proposal for a tavern is:

- Short-term - 0.019 space for each person; and,
- Long-term - 0.042 space for each person.

Accordingly, a bicycle parking provision for four short-term and eight long-term bicycle parking bays applies to the proposed change of use to a tavern. The subject site currently entails 6 long-term bicycle spaces. The 81-person increase results in the requirement for 2 short-term bicycle spaces and 4 long-term bicycle spaces.

Additionally, there are 14 bicycle parking racks available within 120m of the subject site which can be used by the patrons of the tavern facility. Thus, it is understood that sufficient bicycle parking facilities are available for the proposed tavern facility.

Based on the 2021 approval and City's assessment, it is contended that the available off-site bicycle parking facilities can address any short-term bicycle parking demand for the proposed change of use/tavern. It is recommended that as part of the current proposal, one or two additional long-term parking spaces be provided on-site.

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4 Provision for Service Vehicles

The service vehicles for the current approved small bar utilise the public parking bays adjacent to the site.

There are no changes proposed to the deliveries or waste collection and the prior approved arrangements will stay in place and continue for the new proposal.

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5 Hours of Operation

The existing approved small bar facility operates from 2:00 PM to Midnight (12:00) from Monday to Thursday, Noon (12:00) to Midnight (12:00) on Fridays & Saturdays and from Noon to 10:00 PM on Sundays.

However, the existing small bar is approved to operate on Monday to Saturday from 6:00am – 12:00am and Sunday from 6:00am – 10:00pm (and 12:00am where followed by a public holiday).

For the proposed change of use/ tavern, the proponent would like to keep the currently approved operating hours of the small bar facility, as the tavern is expected to operate during the same hours as the existing small bar.

The proponent may elect to action it's approval in the future regarding the opening hours to provide the services that has already been approved.

6 Daily Traffic Volumes and Vehicle Types

The traffic volumes directly associated with and generated by the currently operating small bar were estimated in accordance with the maximum approved capacity of the small bar. Similarly, the traffic volumes directly associated with and likely to be generated by the proposed change of use/tavern were estimated in accordance with the maximum proposed capacity of the tavern. To estimate the trips directly associated and generated by the existing small bar and the proposed change of use/tavern, the following assumptions are made:

- Approximately, 50% of the patrons are assumed to be already in the area and will walk to the subject site;
- Approximately, 40% of the patrons are assumed to travel via taxi, rideshare, public transport or bicycles;
- Only, 10% percent of the patrons are assumed to travel via private cars specifically and only to visit the tavern;
- The car occupancy for the private car is assumed to be two i.e. two people per car;
- The expected average time of stay at the facility is assumed to be three hours;
- For conservative analysis, the facility is assumed to operate at 100 percent of the approved/ proposed capacity during typical weekend evening peak periods (Saturday evening peak) and at 80 percent capacity during typical weekday evening peak period (Friday evening peak);
- Arrival peak hour is considered to be the critical peak hour;
- All patrons travelling specifically to the area to visit the small/bar or the tavern are assumed to arrive in the peak hour; and,
- The daily trip generation is assumed to be eight times the peak hour trip generation.

6.1 Existing Development Trip Generation

Accordingly, the currently operating small bar facility (with an approved capacity of 120 patrons and seven staff) is estimated to generate the following trips:

- Weekday (Friday) PM peak hour of generator: [80% of 12 = 10 patrons arriving during peak hour i.e. equivalent to 5 vehicles arriving during peak hour.
- Weekday (Friday) Daily: 8x5x2 = 80 private vehicles per day.

- Weekend (Saturday) PM peak hour of generator: [100% of 12 = 12 patrons arriving during peak hour Equivalent to 6 vehicles arriving during peak hour.
- Weekend (Saturday) Daily: 8x6x2 = 96 private vehicles per weekend daily.

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It should be noted that the staff are expected to travel outside the peak hours of operation and are assumed to generally walk, cycle or use public transport.

Thus, it is estimated that the currently operating small bar facility generates a total of approximately **96** private vehicular trips (inbound and outbound) on a weekend day (busiest day) with **6** private vehicular trips during the typical weekend PM peak hour.

6.2 Proposed Development Trip Generation

Accordingly, the proposed tavern facility (with a proposed capacity of 200 patrons and eight staff) is estimated to generate the following trips:

- Weekday (Friday) PM peak hour of generator: [80% of 20 = 16 patrons arriving during peak hour Equivalent to 8 vehicles arriving during peak hour.
- Weekday (Friday) Daily: 8x8x2 = 128 private vehicles per day.

- Weekend (Saturday) PM peak hour of generator: [100% of 20 = 20 patrons arriving during peak hour Equivalent to 10 vehicles arriving during peak hour.
- Weekend (Saturday) Daily: 8x10x2 = 160 private vehicles per weekend day.

It should be noted that the staff are expected to travel outside the peak hours of operation and are assumed to generally walk, cycle or use public transport.

Thus, it is estimated that the proposed change of use/ tavern would generate a total of approximately **160** private vehicular trips (inbound and outbound) on a weekend day (busiest day) with **10** private vehicular trips during the typical weekend PM peak hour.

6.3 Net Increase in Trip Generation

Overall, as part of the proposed change of use application, the proposed tavern would generate **+64** additional private vehicular trips specifically destined for the tavern on a weekend with **+2** additional trips during the typical weekend PM peak hour (arrivals only).

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6.4 Traffic Flow

Based on the general spatial distribution of existing residential developments in the immediate area and the permeability of the local road network, the proposed development's traffic distribution adopted for this analysis is as follows:

- 40% to/from the north on Oxford Street; and,
- 60% to/from the south on Oxford Street.

Figure 2 illustrates trip generation and traffic distribution over the local road network for the proposed tavern facility.

Figure 2: Estimated peak weekend private vehicle movements specifically destined for the proposed tavern facility

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6.5 Impact on Surrounding Roads

The WAPC Transport Impact Assessment Guidelines (2016) provides guidance on the assessment of traffic impacts:

"As a general guide, an increase in traffic of less than 10 per cent of capacity would not normally be likely to have a material impact on any particular section of road but increases over 10 per cent may. All sections of road with an increase greater than 10 per cent of capacity should therefore be included in the analysis. For ease of assessment, an increase of 100 vehicles per hour for any lane can be considered as equating to around 10 per cent of capacity. Therefore, any section of road where development traffic would increase flows by more than 100 vehicles per hour for any lane should be included in the analysis."

It is clear that the traffic increase from the proposed change of use and the tavern facility would be less than the critical threshold (100vph per lane). As detailed in **Section 6.1**, the proposed development will not increase traffic on any lanes on the surrounding road network by more than 100vph, therefore the impact of the development traffic on the surrounding road network will be insignificant.

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7 Traffic Management on the Frontage Streets

Oxford Street, west of the subject site, is constructed as a 14.0m wide, two-lane, dual-carriageway road as shown in Figure 3. It entails a solid median with frequent median breaks. It is classified as a *Distributor A* in the Main Roads WA Functional Road Hierarchy. There is a bicycle lane on the west of Oxford Street to the north of the subject site. Also, there is on-street parking on both sides of Oxford Street.

Approximately, 50m south of the subject site Oxford Street forms a signalised crossroad intersection with Vincent Street.

Figure 3. Northbound view along Oxford Street

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8 Public Transport Access

The subject site is located within 500m of Leederville Train Station and 30m of a bus stop on Oxford Street. This bus stop is served by TransPerth Bus Route 15. It provides direct connections to Perth Busport and Glendalough Tain Station as shown in Figure 4.

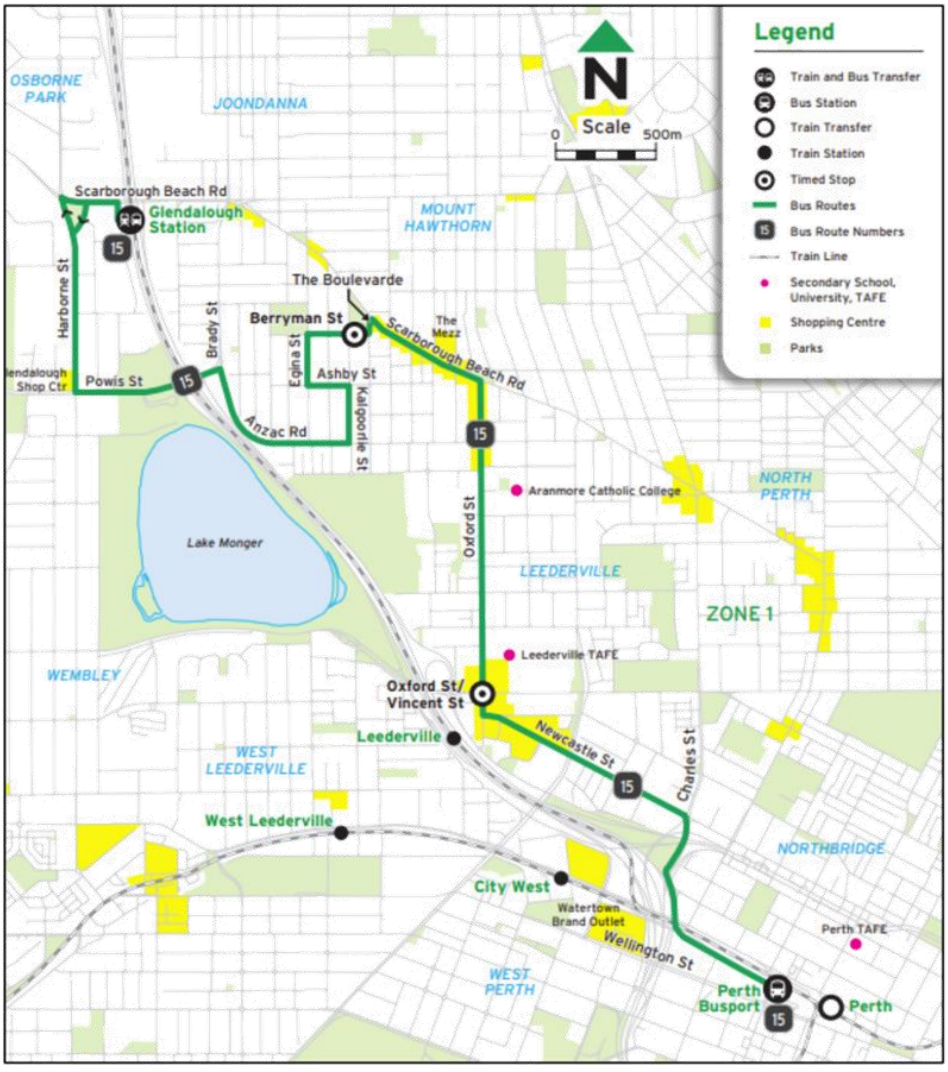

Figure 4. TransPerth Bus Route Map -15

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9 Pedestrian Access

Pedestrian access to the subject site is available via the existing external footpath network along the road network in the area including both sides of Oxford Street as shown in Figure 5. Pedestrian crossing facilities are available at the signalised intersection of Oxford Street and Vincent Street.

Figure 5. The existing footpath network adjacent to the subject site

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10 Cycle Access

According to the current Department of Transport Bike Maps, the subject has access to "Other Shared Path" in the vicinity of the subject site. The Perth Bicycle Network Map illustrated in Figure 6 shows the cyclist connectivity in the vicinity of the subject site.

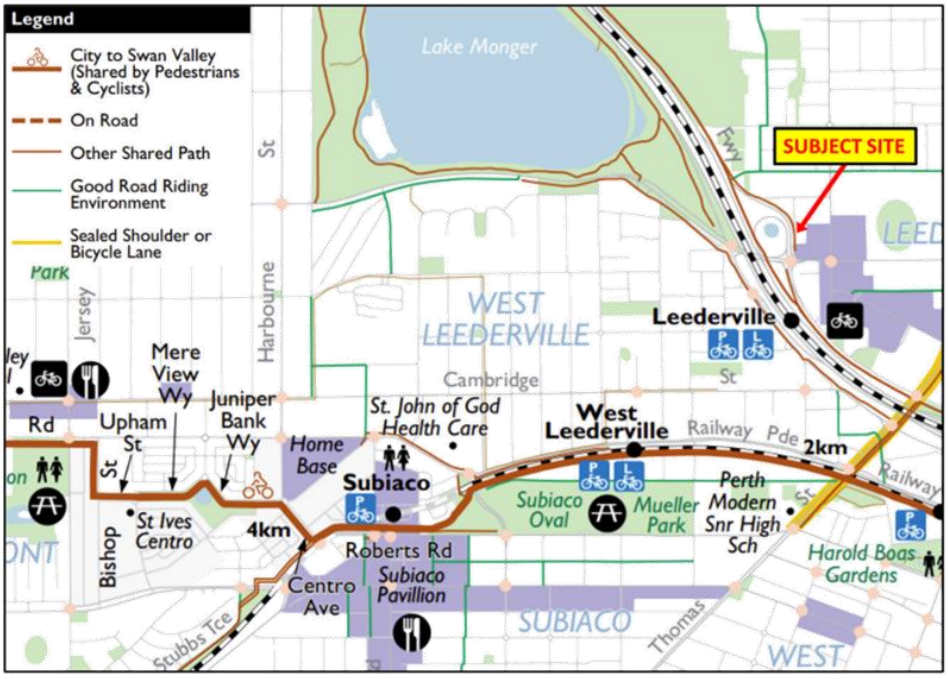

Figure 6: Extract from Perth Bicycle Network (Department of Transport)

6 long-term bicycle spaces are already available at the subject site. Moreover, there are 14 bicycle parking racks available within 120m of the subject site as shown in Figure 7.

Figure 7: Public bike racks in the vicinity of the subject site

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11 Site Specific Issues

Considering the approval history for the small bar development on this site and initial increase in capacity approval where no parking for the small bar was provided with no payment in lieu of the car parking shortfall, no parking bays are proposed as part of the proposed change of use to tavern application.

The previous approval for an increase of capacity to 127 persons for the small bar accepted a shortfall of 19 parking bays with no payment in lieu but with 2 additional long-term on-site bicycle spaces. The current application will result in a further shortfall of 12 parking bays, totalling a total shortfall of 31 bays.

As part of the original Small Bar and a Single House proposal, the proponent submitted a Parking Management Plan (PMP). The PMP was not revised as part of the 2021 application but had noted that the previous PMP was still relevant given its recency and the circumstances remaining the same.

The following points were outlined in the original PMP. It should be noted that most of the points outlined in the PMP are still applicable to the proposed change of use application with Transcore's additional comments provided in the red:

- There are a number of on-street car parking bays located within walking distance of the subject site. These are both ticketed parking and 2P (still applicable);
- The subject site is located within very close proximity to the Leederville Town Centre and Entertainment Precinct and the proposal allows for multi-purpose trips for people visiting the site and the entertainment precinct (still applicable and based on Transcore's experience at least 50% of the Tavern patrons are already in the area and walk to the Tavern);
- The subject site is located within very close proximity to high frequency public transport such as Leederville Train Station, and bus routes with stops within 20 metres of the subject site. The area has a high level of pedestrian amenity with weather protection along much of the immediate area (still applicable and based on Transcore's experience 40% of patrons of the Tavern will use public transport, taxis or ride shares);
- Two long-term bicycle spaces are to be provided on the site, with these available for use by staff (4 additional long-term bicycle facilities were provided as part of the previously approved application for patronage increase and an additional 1- 2 are recommended as part of the current application); and
- A number of short term bicycle hoops are located at the immediate frontage of the subject site and further along Oxford Street for use by customers (still applicable).

Further, the Minutes of the Council Briefing Agenda stated that the proposed parking provision associated with the 2021 application was suitable for the following reasons with Transcore's additional comments provided in the red:

- The subject site has historically provided for limited vehicle access to the site, with this being provided from Oxford Street. The uses on the site had been approved on the basis that there was no on-site parking available given the vehicle access leg along the southern boundary of the site is utilised for serving and an outdoor area. The enclosure of this area and provision of a new façade to Oxford Street is consistent with the previous approvals in this regard (still applicable as the existing small bar facilities can accommodate the proposed increased in capacity);
- The nature of the Small Bar use, being for a licensed premises which serves alcohol is such that it is expected that a large number of patrons would choose not to drive to the venue in private vehicle and to opt for taxi, public transport, walking or alternate mode of travel (the nature of the tavern facility is similar to that of a small bar, thus this point is still applicable for the proposed tavern facility and based on Transcore's experience maximum of 10% of the Tavern patrons may drive and park at numerous public parking facilities in the area);
- The subject site is located within a high amenity area being the Leederville Activity Centre. This location provides the most appropriate opportunity for reduced parking provision and to reduce dependence on single person private vehicle trips consistent with the Parking Policy objectives (still applicable and a very important point);
- The subject site is in close proximity to public transport. This includes the Leederville Train Station which is located approximately 350 metres from the subject site and located along Oxford Street which is a high frequency bus route (still applicable);
- The following public car parking is available nearby to the subject site (the exact details of these car parking numbers are difficult to verify, however, most of this information is expected to still stand true):
    - There are 83 bays within 400 metres of the site along Oxford Street between Bourke Street and Leederville Parade.
    - The parking restrictions on these bays vary between paid parking from 7:00pm to midnight, and one hour parking between 8:00am and 7:00pm, 8:00am to 5:30pm Monday to Friday and 8:00am to 12noon on Saturday. The City's parking survey data from 2018 identifies that there are on average 28 bays available at any one time. The busiest period was between 9am to 11am on Friday morning where 11 bays were available;
    - There are 326 bays within 130 metres of the subject site in The Avenue car park. 174 of these bays are paid parking between the hours of 7:00am and midnight, and 152 of these bays are 2P between 7:00am and 7:00pm. The City's parking survey data from 2018 identifies that there are on average 179 bays available at any one time. The busiest period was between 12noon and 2:00pm on Wednesday afternoon where 109 bays were available; and
    - There are 123 bays within 90 metres of the subject site as part of the ABN development at No. 301 Vincent Street. These bays are available for paid parking by the public between the hours of 5:30pm and 6:00am. This is operated as a private car park during these hours, and has recently opened to the public.

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- There are 202 parking bays within 300 metres of the subject site in Frame Court Carpark. These bays are available for paid parking between the hours of 7:00am and midnight and free parking outside of these hours.

- There are 14 bicycle parking spaces located within the Oxford Street verge within 120 metres of the subject site. 10 of these are located on the western side of Oxford Street. A further 4 are located on the corner of Vincent Street and Oxford Street outside No. 156 Oxford Street. The close proximity and accessibility of these spaces are capable of use by patrons who may cycle to the premises, and would support a shift towards alternative transport modes consistent with the City's Parking Policy objectives. The shortfall of two on-site short-term bicycle spaces is supported on this basis (still applicable); and
- In regards to the long-term bicycle spaces, two were conditioned as part of the previous development approval to be provided on-site. This was on the basis that these would be used by staff. The applicant has agreed to a condition being imposed for an additional four long-term bicycle spaces to be provided on-site. This would result in a total of six long-term bicycle parking spaces being provided. This would increase the availability of bicycle parking for staff and support cycling as an alternative to driving. The existing condition is proposed to be updated to reflect the provision of these additional bicycle spaces. The demands for parking for staff and customers of the development as a result of the increased capacity would be sufficiently met through the availability of alternate modes of transport and public parking in the area to support the use, without the need for a cash-in-lieu contribution from the applicant (still applicable and as part of the current application it is recommended to provide additional 1-2 long-term on-site bicycle spaces).

Moreover, as detailed in **Section 6** of this report:

- Approximately, 50% of the patrons are anticipated to be already in the area and will walk to the subject site;
- Approximately, 40% of the patrons are anticipated to travel via taxi, rideshare, public transport or bicycles; and,
- Only, 10% percent of the patrons are anticipated to travel via private cars specifically and only to visit the tavern.

As shown the the plans in **Appendix B**, there are over 50 on-street and approximately 651 off-street public parking spaces available within comfortable walking distance of the subject site.

The current lifestyle choices are such that the vast majority of people do not drink and drive which, reduces the parking demand associated with the proposed change of use and tavern facility. Moreover, the peak period of operation of the tavern facility is between 7:00 PM to 10:00 PM which doesn't coincide with the peak hour of road network. During off-peak periods such as weekdays and Sundays, the tavern operations are expected to be well below the maximum capacity and the parking

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demand will therefore be less than that for the maximum that is estimated and reported for the peak hour of generator.

During weekdays the parking demand is expected to be less than 50% of the maximum and during Sundays, the parking demand is expected to be between 50% to 80% of the maximum.

Thus, it can be concluded that the existing public car parking facilities in the area can accommodate any additional parking associated with the proposed change of use/ tavern and impact of such traffic will be insignificant on the operations of the surrounding road network including Oxford Street.

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12 Safety Issues

No particular safety issues have been identified for the proposed change of use/ tavern within the scope of this report.

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13 Conclusions

This Transport Impact Statement (TIS) has been prepared by Transcore on behalf of Bobby Joe Pty Ltd T/A Roberts on Oxford with regard to a proposed Change of Use from a Small Bar to a Tavern at 173 Oxford St, Leederville, in the City of Vincent.

The subject site is located on the west of Oxford Street and is currently occupied by an existing small bar with an approved maximum capacity of 127 persons, including 120 patrons and seven staff. The change of use is necessitated by the proposed increase in capacity from 127 to 208 persons, including 200 patrons and eight staff.

It is understood that the current facilities at the subject site can practically accommodate 208 persons and thus, no modifications to the internal facilities or the building are proposed. Also, as part of the proposal no on-site parking is proposed in line with the previous two approvals for the subject site.

The previous approval which entailed an increase in capacity to 127 persons including 7 staff accepted the parking shortfall on the basis that the principles of the previously submitted PMP also applied to that application. The City's officers undertook a comprehensive assessment of the proposal which is documented in the Council Briefing Agenda dated 7 September 2021. This assessment concluded that no payment in lieu of parking was applicable and it is concluded that the same applies to the current change of use application as all the previous logic and principles also apply to this application.

Based on the previous approval and City's assessment, it is contended that the available off-site bicycle parking facilities can address any short-term bicycle parking demand for the proposed change of use/tavern. As part of the current application, it is recommended to provide 1-2 additional long-term on-site parking spaces bringing the total to 7- 8.

It is concluded that the existing public car parking facilities in the area can accommodate any additional parking associated with the proposed change of use/ tavern and impact of such traffic will be insignificant on the operations of the surrounding road network including Oxford Street.
No particular transport or safety issues have been identified for the proposed change of use within the scope of this report.

It is further concluded that the findings of this Transport Impact Statement are supportive of the proposed change of use application.

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Appendix A

APPROVED DEVELOPMENT PLANS

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OMC 20 June 2023

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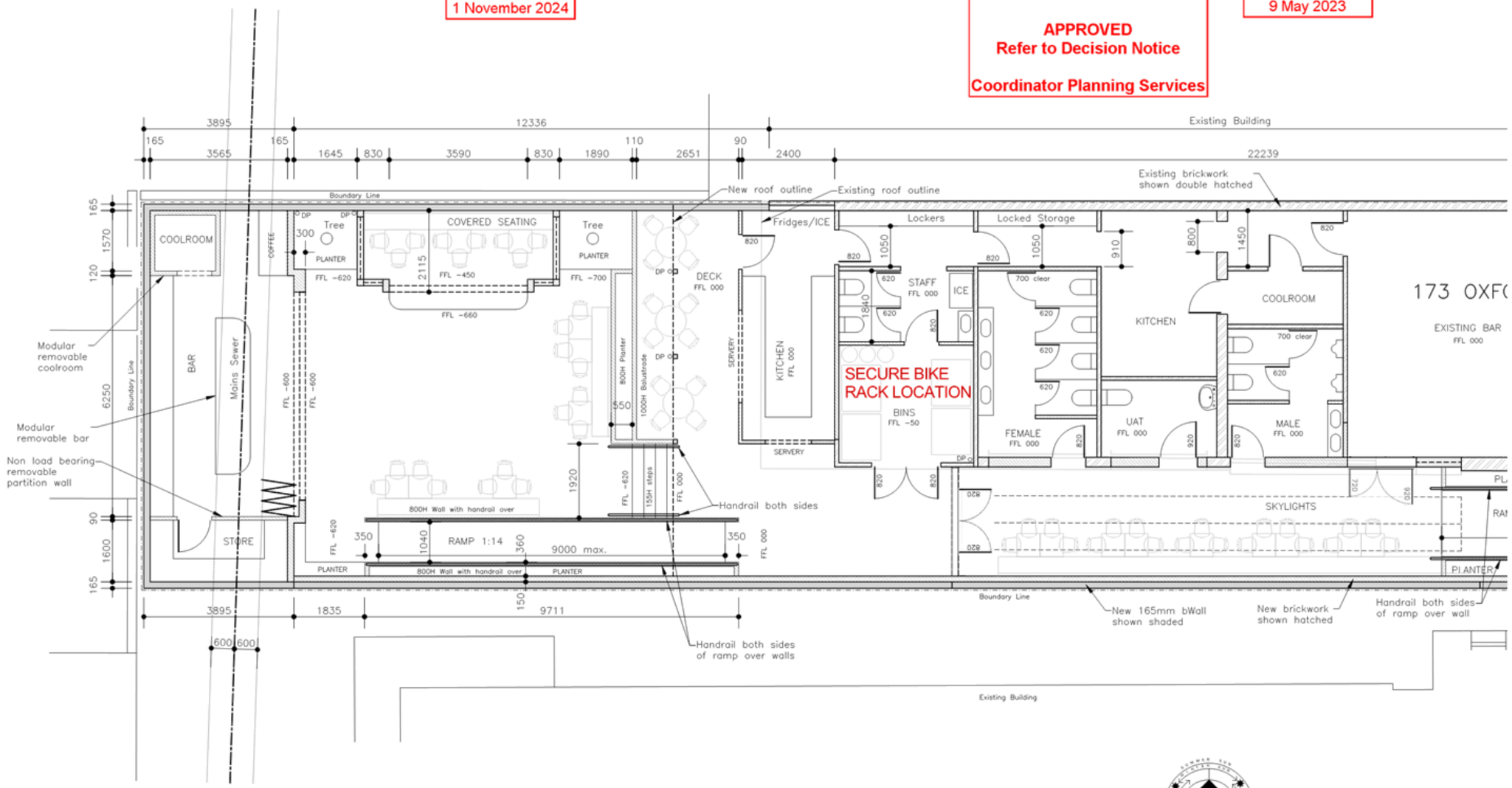

Ground Floor Site Plan

1:100

NORTH

REV.	DESCRIPTION	DATE	DRAWN	APP'D
F	For Construction	2 May 2023	AB	EN
E	For Construction	16 Sep 2022	AB	EN

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drago@bacicgroup.com.au

PROJECT 173 Oxford St, Leederville, WA

THIS DRAWING IS SUBJECT TO COPYRIGHT

JOB No. Oxford St
SCALE (U.N.O.) 1:100
TITLE Ground Floor Plan
DWG. No. A100-1
REV. F

CITY OF VINCENT
DA No. 5.2023.78

OMC 20 June 2023

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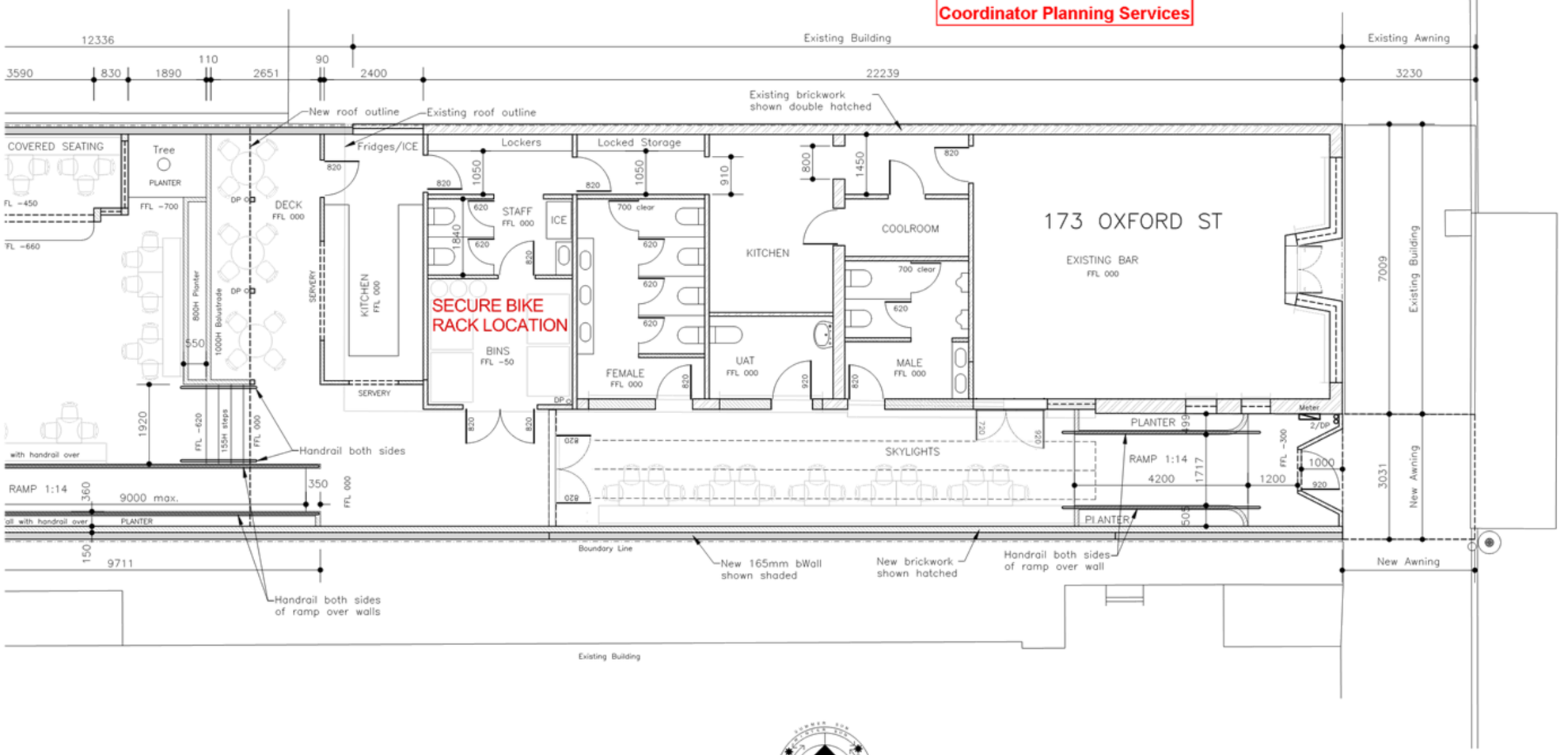

Ground Floor Site Plan

1:100

NORTH

REV.	DESCRIPTION	DATE	DRAWN	APP'D
F	For Construction	2 May 2023	AB	EN
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PROJECT 173 Oxford St, Leederville, WA

TITLE Ground Floor Plan

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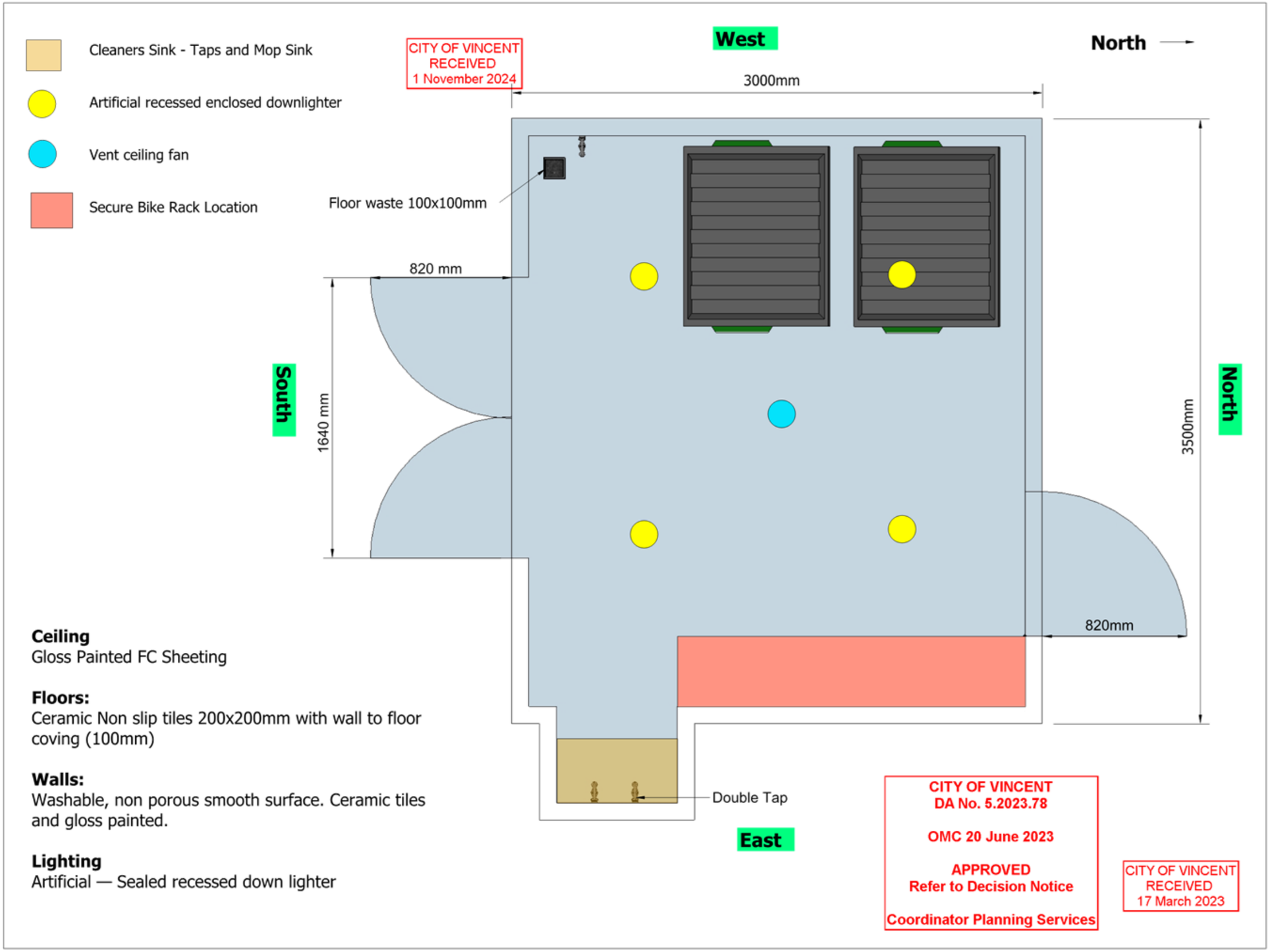
JOB No. Oxford St
SCALE (U.N.O.) 1:100
DWG. No. A100-2
REV. F


Cleaners Sink - Taps and Mop Sink
Artificial recessed enclosed downlighter
Vent ceiling fan
Secure Bike Rack Location
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West
North
3000mm
Floor waste 100x100mm
820 mm
South
1640 mm
3500mm
North
820mm
Double Tap
East
Ceiling
Gloss Painted FC Sheeting
Floors:
Ceramic Non slip tiles 200x200mm with wall to floor coving (100mm)
Walls:
Washable, non porous smooth surface. Ceramic tiles and gloss painted.
Lighting
Artificial — Sealed recessed down lighter
CITY OF VINCENT
DA No. 5.2023.78
OMC 20 June 2023
APPROVED
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Coordinator Planning Services
CITY OF VINCENT
RECEIVED
17 March 2023
R
Scale 1:20
Roberts On Oxford
173 Oxford Street, Leederville WA 6007
Bin Store
Date: 23 Feb 2023
A.01

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Appendix B

ON-STREET AND OFF-STREET PUBLIC PARKING FACILITIES IN THE VICINITY OF SUBJECT SITE

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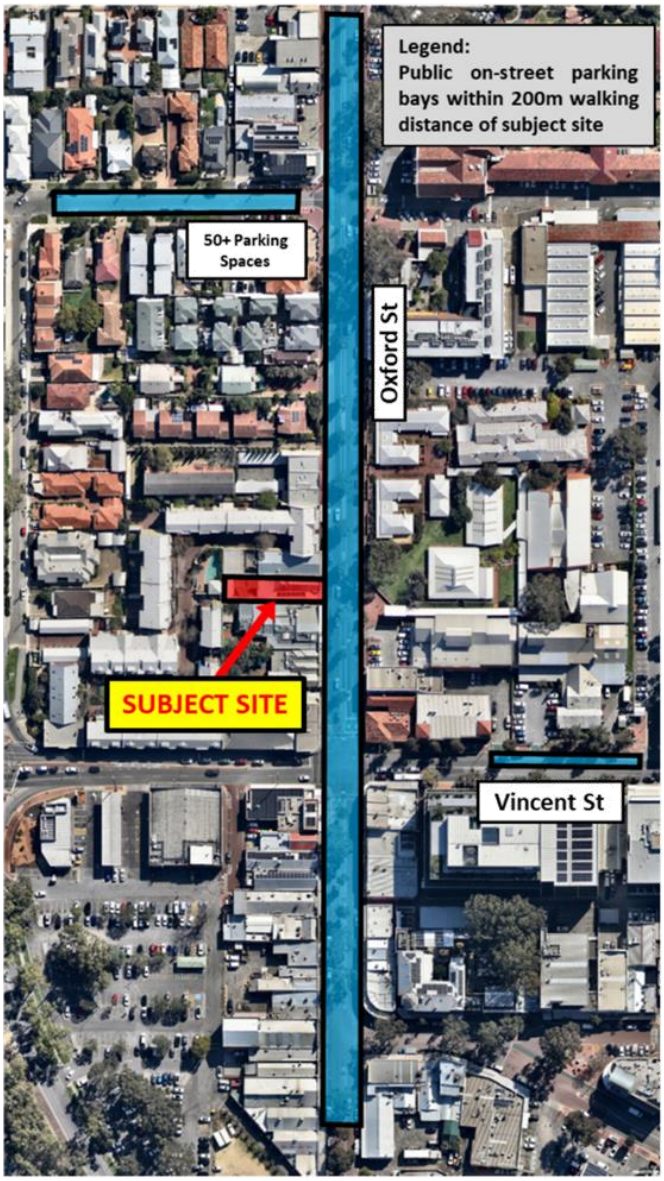

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Venue Management Plan -Tavern

Roberts on Oxford has been a part of the Leederville community since December 2020. Over this time, the venue has become a popular destination for locals, businesses, and residents in surrounding suburbs. The application is proposing a change of use from a small bar to a tavern.

Patron Capacity
The application is to allow a patron capacity of up to 200, the premises has the relevant facilities readily available to support this capacity.

Operating Hours
The City of Vincent has granted approval for Roberts on Oxford to operate from Monday to Sunday, including public holidays, between 6:00 AM and midnight. While this approval is in place, the current operating hours are as follows:

- Monday to Thursday: 2:00 PM to Midnight
- Friday and Saturday: 12:00 PM to Midnight
- Sunday: 12:00 PM to 10:00 PM

Health & Safety Standards
The Tavern will adhere to thorough health and safety practices, including food safety regulations and sanitation procedures, ensuring a clean and healthy environment for patrons and staff. An external cleaning company is engaged to service designated areas, and staff regularly check and maintain these areas during operating hours as well as during, opening and closing.

Security & Crowd Management
We engage an external security company, which has a fixed weekly schedule. Additionally, security is scheduled for bookings, functions, or special events to ensure compliance with patron capacity limits. Upon approval of the Tavern, security will be required to remain on site for longer periods of time as well as an additional guard if necessary.
In line with RGL requirements, our staff are certified in the responsible service of alcohol. We also encourage staff to obtain additional certification as approved managers to provide further knowledge and training in service of alcohol.

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Deliveries
There is a 15 minute parking bay available directly outside 175 Oxford Street for deliveries to load or unload. Deliveries are scheduled Monday through Friday during business hours.

Waste Collection Frequency
Private waste collectors provide weekly collections on Tuesdays, not before 7:00 AM or after 10:00 PM. With the proposed patron capacity, an additional weekly collection day may be arranged if necessary (twice a week collections).

Set-up and Set-down of Alfresco / Outdoor Dining Areas

- Tables and chairs are not fixed and are set up and taken down during approved business operating hours.

173 Oxford Street, Leederville, WA 6007
Tavern Application Ref 5.2024.332.1

Venue Management Plan -Tavern

Tavern Waste Management Plan

Waste & Bottle Disposal:

- Waste disposal, including bottles, will be completed during business hours, not before 7:00 AM and not after 10:00 PM.
- Staff will remove glassware, bottles, plates, etc., from customer tables and place them in designated wash areas, bins, or storage areas once customers have finished.
- Non-recyclable waste will be separated into general waste bins, while recyclable materials will be placed in designated bins.
- Waste storage areas will be regularly cleaned and sanitized to prevent odors. Additionally, external service providers will clean the bins as needed.
- Staff will be provided with protective equipment and trained in safe handling of broken glass, waste disposal, etc.
- Waste bins and bottle storage areas will be emptied at least once per shift, or more frequently during high-volume periods.

Collection Information Currently, a private commercial waste collector collects 1100L rear-lift bins from the kerbside of 173 Oxford Street. The bins are equipped with a turntable for ease of movement between the bin storage and kerbside. Bins are placed on the kerbside the evening before collection and returned to the bin store after they are emptied.
Currently, there are three 1100L rear-lift bins: one for cardboard and two for general waste. Collections occur weekly from the kerbside. Should the increased patron capacity require additional collections, this will be arranged with the current waste service provider.

Bin Management The area is maintained by our commercial pest control service, which ensures the area remains clean. We also schedule regular cleaning of the physical bins with an external service provider.

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173 Oxford Street, Leederville, WA 6007
Tavern Application Ref 5.2024.332.1

Venue Management Plan -Tavern

Noise Management - 173 Oxford Street

We acknowledge that the business may emit environmental noise during operating hours. Our goal is to minimize noise intrusion and emissions both indoors and outdoors, ensuring a positive and entertaining atmosphere for patrons while maintaining respect for our neighbours and contributing to a harmonious environment.

Noise Impact & Management Measures

Patrons:

- Management will be present at all times to monitor noise levels throughout the venue.
- Management and staff will supervise the use and operation of partition doors between indoor and outdoor spaces.
- All staff members, including bartenders, servers, and security, will be trained on the tavern's noise policies, how to address loud patrons, and how to manage noise in different areas of the venue.
- For functions and special events, noise policies will be communicated to patrons based on the type of booking.
- Staff will ensure adequate personnel are on hand to manage noise and address customer behaviour promptly during functions or events. If patrons become excessively loud, staff will politely ask them to lower their voices or move to quieter areas.
- Quieter seating areas will be available for patrons who prefer a more relaxed environment.
- Management will consider booking sizes and types to ensure venue harmony (e.g., avoiding disruptive groups like bucks parties or birthdays under the age of 25).
- Security will remain on-site after business hours to ensure noise minimization as patrons leave the venue.

Kitchen Equipment:

- The kitchen is located in a contained area, with no external windows or doors facing residential areas.
- The kitchen will close no later than 10:00 PM (currently closing at 8:30 PM), at which point the extraction system will be turned off.

Sound System:

- Volume limits will be set for music, and the sound system will be calibrated to prevent excessive noise levels. Music volume will be adjusted based on the time of day and event type.
- Performers will use sound systems appropriately sized for the venue and event.
- Management will monitor the sound output and adjust as needed.
- Sound checks will be performed before events.
- All sound operations will adhere to Australian Standard AS/NZS 2107.

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RECEIVED
13 January 2025

173 Oxford Street, Leederville, WA 6007
Tavern Application Ref 5.2024.332.1

Summary of Submissions:

The tables below summarise the comments received during the advertising period of the proposal, together with the Administration's response to each comment.

Comments Received in Support:	Administration's Comment:
Courtyard roof • Will allow patrons to enjoy the venue throughout the day – during rain and harsh UV conditions • The sound proofing provided by the courtyard roof will be positive for the expansion of the existing small bar	Comments in support are noted and considered as part of Administrations assessment.
Community establishment • Roberts is an integral establishment of the Leederville area • Roberts is a friendly, vibrant place • Roberts is a great place for regulars and a big following of supporters in Perth • Roberts has a strong reputation for live music	

Comments Received in Objection:	Administration's Comment:
Noise	
• There are a sizeable number of residents within close proximity of the venue, to which the venue already creates an unexceptional amount of noise	• The applicant has submitted an acoustic report which concludes that subject to the implementation of recommendations that includes enclosing the rear alfresco area with a roof, the increased capacity would comply with the requirements of the *Environmental Protection (Noise) Regulations 1997*. This assists in demonstrating that the level of noise emitted would not adversely impact surrounding residents and businesses, subject to the measures of the acoustic report.
• The noise from the live music is not low level background music. Additionally, Roberts advertises that live music will be played Thursday – Saturday.	• The submitted acoustic report identifies that the speakers are installed to play low level background music during opening hours of the Tavern. Live music is proposed in the courtyard area. The acoustic report concludes that following the development of the courtyard roof, the noise emitted from the Tavern would comply with the requirements of the *Environmental Protection (Noise) Regulations 1997*. Administration has recommended a condition of approval requiring the acoustic reports measures be implemented and thereafter adhered to during the operation of the premises.
• Roberts should only be playing background music in the outdoor section of the bar. On multiple occasions, the noise from the courtyard has impacted adjoining commercial and residential properties.	• The application proposes the enclosure of the outdoor seating area within a roofed structure. This would reduce the adjoining properties' exposure to noise generated on the subject site, including background music and live music.

Summary of Submissions:

Comments Received in Objection:	Administration's Comment:
• Concerns relating to the effectiveness of the proposed roof in soundproofing the courtyard & concerns that the skylights would be opened.	• The effectiveness of the proposed courtyard roof has been assessed by an Acoustic Consultant, as detailed within the Acoustic report submitted, to determine compliance with the *Environmental Protection (Noise) Regulations 1997*. Based on modelling of the expected "worst-case" daily operations, the predicted noise has been determined to comply with the Noise Regulations at all times at the nearest noise sensitive receivers once the roof is in place, as per the specifications shown on the approved plans. It is noted that the approved plans showing the alfresco roof are consistent with plans reviewed as part of the acoustic report, which shows the fixed sky light windows. • The courtyards skylights are unable to be opened.
Patron Behaviour • When patron leave the venue, they create excess noise, while smoking/vaping while they are waiting for a rideshare. How is this intended to be controlled? • Patrons frequently use the laneway between the bar and the cinema as a toilet.	The applicant has submitted a Venue Management Plan, which details the patron management strategies. A recommended condition of approval has been included to ensure the premises operates in accordance with the submitted Venue Management Plan. The subject site is also located within a Smoke and Vape Free area. The smoke-free areas in Leederville are clearly signposted, indicating that smoking and vaping are prohibited. Enforcement officers also have an ability to inform individuals who are found smoking or vaping in smoke-free areas about the regulations, directing patrons to move on or provide penalties in some circumstances. Further information on this can be found here
Compliance with existing conditions/controls • The application proposes to increase the max number of patrons from 120 – 200. The current restriction of 120 is not adhered to. • The original conditions have not been adhered to, with patrons drinking on the footpath, making it difficult for pedestrians to walk along the footpath • There have been instances where the live music has been played until 12:45am	• Non-compliance with previous development approval conditions is not a relevant planning consideration in considering the acceptability of the subject proposal, as development applications are assessed on their own merit, separate from previous approvals. • Administration has recommended a condition of approval recommended a maximum of 208 on-site at any given time (inclusive of staff and patrons) as well as permitted operating hours which end at 12:00am (midnight). • If an applicant does not comply with conditions of approval and a written complaint is received, Administration will investigate and alleged breach and determine the most appropriate method of enforcement action through consideration of the Development Compliance Enforcement Policy.

Summary of Submissions:

Comments Received in Objection:	Administration's Comment:
Bicycle and car parking No car parking or bicycle parking bays have been provided. The increase in the maximum number of patrons will put additional pressure on the existing parking availability in the surrounding area.	The provision of no on-site car parking is consistent with parking requirements of the Council endorsed LPSP, which has the following objectives for the Leederville Precinct: • *Prioritise pedestrians; followed by cyclists; followed by public transport users; followed by people who choose to drive.* • *Facilitate a mode shift away from private vehicles* The subject site is well serviced by public transport routes, including Leederville Train Station and a high frequency bus route which provide connectivity to Mount Hawthorn and the Perth CBD. There is adequate alternative transport methods and public parking in the locality to meet the demands for the premises, including along Oxford Street as well as The Avenue car park and the bays available as part of the ABN development.
Impact on existing operations Expanding Roberts will have a negative impact on its atmosphere creating a pub like atmosphere.	The impact on the operations of the existing business is a commercial decision for the operator and is not a relevant planning consideration.
Toilets Insufficient number of toilets to accommodate the increased number of patrons	In accordance with the National Construction Code, the number of toilets is sufficient in accommodating 200 patrons and 8 staff.

Note: Submissions are considered and assessed by issue rather than by individual submitter.

Summary of Submissions:

The tables below summarise the comments received during the advertising period of the proposal, together with the Applicant's response to each comment.

Comments Received in Support:	Applicant Comment:
Courtyard roof • Will allow patrons to enjoy the venue throughout the day – during rain and harsh UV conditions • The sound proofing provided by the courtyard roof will be positive for the expansion of the existing small bar	The proposed roof will provide several benefits, making the courtyard a more versatile, comfortable and functional space throughout the year by providing shelter from the elements no matter the weather conditions. The roof will help keep sound contained within the courtyard, ensuring a more enjoyable experience for all. Additionally, the roof will also block noise from nearby businesses and other external sources, without impacting the atmosphere for our patrons using the space.
Community establishment • Roberts is an integral establishment of the Leederville area • Roberts is a friendly, vibrant place • Roberts is a great place for regulars and a big following of supporters in Perth • Roberts has a strong reputation for live music	We value our patrons feedback in response we aim to keep providing a welcoming space for our locals and regulars while improving what we offer to enhance the experience for everyone. By upgrading our venue, we hope to further strengthen the community connections we've built and create a more enjoyable, flexible environment for our loyal patrons, all while maintaining the lively atmosphere that has made our venue a beloved spot in Leederville.

Comments Received in Objection:	Applicant Comment:
Noise • There are a sizeable number of residents within close proximity of the venue, to which the venue already creates an unexceptional amount of noise • The noise from the live music is not low level background music. Additionally, Roberts advertises that live music will be played Thursday – Saturday. • Roberts should only be playing background music in the outdoor section of the bar. On multiple occasions, the noise from the courtyard has impacted adjoining commercial and residential properties.	While we know other factors and businesses in the area might also contribute to the overall noise, we understand that our venue is often seen as the main source. To address this, adding a roof to the courtyard will contain the noise and keep it within the space, reducing any impact on our neighbours. Our management team is committed to addressing any potential sources of noise immediately and ensuring they do not increase. We regularly review our sound levels and work closely with staff to ensure that noise is kept within acceptable limits, particularly during evening hours. If any noise from our venue is identified as being disruptive, we are quick to take action to rectify the situation, whether that involves adjusting music levels, controlling the volume of outdoor activities, or making changes to the venue's layout. With Leederville growing, there's a greater demand for lively, community-focused spots like ours. We're committed to maintaining a positive relationship with the local community and making sure our venue is a great place for everyone. We believe that the roof, along with ongoing sound management, will tackle the concerns raised and help us keep the fun, welcoming vibe that our patrons enjoy, while respecting our neighbours.
Patrons leaving the venue/antisocial behaviour	

Summary of Submissions:

Comments Received in Objection:	Applicant Comment:
• When patron leave the venue, they create excess noise, while smoking/vaping while they are waiting for a rideshare. How is this intended to be controlled? • Patrons frequently use the laneway between the bar and the cinema as a toilet.	At our venue, we take the safety and comfort of our patrons, staff and the surrounding community seriously. Under our own initiative, we have implemented additional security measures to help ensure a safe and enjoyable environment for everyone. These measures include increased security personnel and proactive monitoring of the premises. Recent visits from the relevant authorities have resulted in a positive review of our current security arrangements, and they are satisfied with the measures we've implemented so far. Upon approval of the tavern, we will continue to strengthen our security as needed. Our protocols will be further enhanced, with adjustments made based on the expected number of patrons. This includes extending security guard shifts, increasing guard presence during busy times, and closely monitoring patrons as they leave to ensure an orderly exit We fully understand the concerns regarding the laneway, particularly with unwanted activities such as sheltering and antisocial behaviour. We agree that the laneway has unfortunately become a space that invites these issues. To demonstrate our commitment to resolving this, we are more than happy to work with the local businesses and absorb the costs of moving the gate forward, in line with the footpath. We are dedicated to addressing this concern and creating a more welcoming environment for everyone We are taking steps on our end to better control activity outside the venue, including enhanced security, additional management and directing patrons to the relevant areas.
Compliance with existing conditions/controls • The application proposes to increase the max number of patrons from 120 – 200. The current restriction of 120 is not adhered to. • The original conditions have not been adhered to, with patrons drinking on the footpath, making it difficult for pedestrians to walk along the footpath • There have been instances where the live music has been played until 12:45am	We understand the concern regarding patron capacity, and we want to reassure you that the relevant authorities regularly visit the area and have confirmed that we are in compliance with our capacity. To further ensure we maintain this compliance, we have taken proactive steps to enhance our security measures, including increasing the number of security personnel and adjusting their shifts to match peak times. These additional security measures have been implemented under our own initiative, and we are committed to continuing to monitor and manage our venue to ensure that we adhere to capacity guidelines. Our new security staff have been thoroughly trained, and all current staff have received re-training to reinforce the importance of adhering to capacity limits. We are also actively reminding patrons to remain seated and ensuring that pathways are kept clear. These measures are already in place, and we are confident they will continue to maintain a safe and comfortable environment. While there are other venues in the area that operate later than we do, we are committed to ensuring that our space remains respectful of the surrounding community. To minimize any disruption, we make sure that music is turned off, lights are turned on, and full service stops by 12am. If there are any instances where music is played after hours, we will thoroughly investigate and address the situation accordingly.

Summary of Submissions:

Comments Received in Objection:	Applicant Comment:
Sound proofing effectiveness of the roof • How effective is the proposed roof in soundproofing the courtyard? Can the proposed skylights be opened? Will the roof reduce the impact of bass?	Yes, the proposed roof will be highly effective in soundproofing the courtyard. The design incorporates materials and construction methods that will help contain sound within the space. As part of the application an Acoustic Report has been submitted which verifies the noise levels will be contained of both general noise and live music, including bass frequencies. Regarding the skylights, they will be fixed and will not open. This design choice ensures that the roof maintains its integrity as a sound barrier, further enhancing its effectiveness in controlling noise.
Bicycle and car parking • No car parking or bicycle parking bays have been provided. The increase in the maximum number of patrons will put additional pressure on the existing parking availability in the surrounding area.	We are aware of the concerns regarding parking and traffic in the area due to the increase in patron capacity. We engaged a traffic management consultant to provide a detailed traffic management statement in which the assessment advises potential impacts and solutions. This statement has been provided as part of the advertising application. The report concludes (Section 6.5) *the impact of the development traffic on the surrounding road network will be insignificant*. Currently there are 14 short term bicycle parking racks available within 120m of the subject site.
Atmosphere • Expanding Roberts will have a negative impact on its cosy atmosphere creating a pub like atmosphere.	The expansion is all about enhancing the space to better serve our growing community of regulars, while preserving the unique charm that makes Roberts special. We're dedicated to maintaining the relaxed, friendly atmosphere that everyone loves, so guests can continue to enjoy the venue as they always have. The purpose of the proposed changes is to increase the venue's capacity for larger events, allowing us to accommodate more functions and meet the growing demand from our community. To fund the installation of the proposed roof, an increase in capacity is required. This adjustment will enable us to allocate the necessary resources for this enhancement, ensuring the venue continues to offer an improved and welcoming environment for all patrons while maintaining its vibrancy and appeal to the community The food offering has developed so significantly that our bar has transformed from serving just a few snacks to a full menu. The food aspect has grown substantially over the past year and will continue to expand as we increase our capacity. With more well-developed food options, we are enhancing our reputation and offering a more complete and enjoyable experience for our customers
Toilets • Insufficient number of toilets to accommodate the increased number of patrons	The local authorities have confirmed that the current facilities fully comply with health and safety standards, including the change of use. The toilets and other facilities were originally designed to accommodate at least 200 people

Note: Submissions are considered and assessed by issue rather than by individual submitter.

Clause 67 – Matters to be Considered Assessment

Clause 67 – Matters to be Considered	
Matter	**Administration Comment**
a) The aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area.	LPS2 contains broader aims applicable to the entire Scheme area, separate to objectives for each zone. LPS2 aims relevant to this proposal include: *(a) to cater for the diversity of demands, interests and lifestyles by facilitating and encouraging the provision of a wide range of choices in housing, business, employment, education, leisure, transport and access opportunities;* *(b) to protect and enhance the health, safety and general welfare of the City's inhabitants and the social, environmental and cultural environment;* *(d) to promote and safeguard the economic well-being and functions of the City;* *(j) to provide a diverse range of employment opportunities such as retail, commercial, entertainment, knowledge based professions and tourism, to ensure a sustainable economy, as well as generating employment self-sufficiency and self-containment;* In summary, the subject application is acceptable under the aims of LPS2. The subject site is appropriately located within the Leederville Activity Centre, near public transport and other commercial and hospitality uses. The Tavern would support local employment and enhance the Town Centre's vibrancy. Noise impacts on adjoining properties will be mitigated through the development of an enclosed alfresco area, with this structure being conditioned prior to occupancy. The Tavern is consistent with the objectives of applicable existing and future planning instruments.
b) The requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the Planning and Development (Local Planning Schemes) Regulations 2015 or any other proposed planning instrument that the local government is seriously considering adopting or approving.	Orderly and proper planning requires the consideration of whether an application is consistent with the objectives of LPS2 and relevant planning policies. The suitability of the proposed development as assessed against the relevant LPS2 objectives, the City's local planning framework, and the impact of the proposal on the local amenity is discussed in the Comments section. The draft LPSP is a planning instrument which Council has endorsed but has not been approved by the Western Australian Planning Commission (WAPC). As the draft LPSP is a framework that is seriously entertained, with the adoption being certain and imminent following the City addressing matters raised by the WAPC, significant weight has been given to its provisions. The weight given to this planning instrument is discussed further in the Legal/Policy section of this report.
g) Any local planning policy for the Scheme area.	An assessment against the City's relevant local planning policies, including the Built Form Policy, Sound Attenuation Policy, Licensed Premises Policy and the Non-Residential Parking Policy, has been conducted. Under these policies, the subject application is acceptable as discussed in the comments section of the report.
m) The compatibility of the development with its setting including – (i) The compatibility of the development with the desired future character of its setting. (ii) The relationship of the development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development.	The proposed development would be compatible within its setting as the Tavern land use would not have an adverse impact on the future character of the area and adjoining properties due to the specific site context and location of the premises. This includes, the subject tenancy being associated with commercial and hospitality uses, the Tavern being located within an established Town Centre, and being near existing transport and parking infrastructure. In respect to noise, an acoustic report has been submitted by the applicant. The acoustic report confirms that noise levels generated from the premises during the proposed operating hours would comply with the relevant assigned noise levels under the *Environmental Protection (Noise) Regulations 1997*. The proposed use would not result in an adverse impact on the use and amenity of the surrounding area in relation to noise. A recommended condition of approval has been included to ensure the measurements in the acoustic report are implemented during the Tavern's operation.
n) The amenity of the locality including the following –	

(i) environmental impacts of the development; (ii) the character of the locality; (iii) social impacts of the development.	This is considered further in the Comments section.
(p) whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved.	The inclusion of the enclosed alfresco roof will result in all deep soil and planting areas being removed, as defined by the Built Form Policy. The provision of nil on-site deep soil areas is consistent with the acceptable outcomes of the Draft LPSP. Despite this, the application proposes for all existing landscaping areas to be retained. The roof will include skylights to ensure that the landscaping will receive solar access. The retention of the landscaping will maintain the amenity of the courtyard space.
t) the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety.	As part of this application, the applicant submitted a TIS which is included as **Attachment 4**. The provides information on how the proposed development would impact the surrounding road network and parking infrastructure. This includes evaluating potential traffic increases, changes in traffic patterns, and the availability of existing parking facilities. The acceptability of the increased traffic is based on the anticipated generation of 64 additional vehicle trips per weekend day and four additional trips during PM peak hours, which the existing road infrastructure can accommodate.
u) the availability and adequacy for the development of the following — (i) public transport services; (ii) public utility services; (iii) storage, management and collection of waste; (iv) access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities); (v) access by older people and people with disability.	The site is optimally located in proximity to easy and convenient public transport services with high level of walkability provided. The development has easy access to the Perth cycle network. This is considered further in the Comments section below. A Venue Management Plan has been submitted which ensures that waste will be appropriately managed, stored and collected. Commentary has been provided that should the Tavern require additional collections than anticipated, this will be arranged with the current waste service provider. The premises currently offers ramped access to ensure access for older people and people with disabilities is provided.
w) the history of the site where the development is to be located	The history of the site is detailed in the Background section of this report above. In 2020, the site was approved to operate as a Small Bar and Single House. Since then, it has become solely a Small Bar, with the permitted number of patrons increasing from 55 to 120. The proposal is introducing new Tavern land use primarily to increase the permitted number of patrons from 120 to 200. The current operations would remain unchanged despite the increase in patrons The acceptability of the Tavern use in considering its compatibility within its setting and impact on amenity is detailed in the Comments section.
y) any submissions received on the application	The key matters raised in the submissions that are relevant planning considerations in the assessment of the proposal are addressed in this report. A summary of the submissions and the response by Administration has been included as **Attachment 6,** while the response by the Applicant has been included as **Attachment 7.** The total number of submissions received for or against the proposal is not itself a consideration for the application.

Determination Advice Notes:

1. This is a development approval issued under the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme only. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/owner to obtain any other necessary approvals and to commence and carry out development in accordance with all other laws.

2. If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.

3. Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.

4. If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.

5. This is approval is not an authority to ignore any constraint to development on the land, which may exist through statute, regulation, contract or on title, such as an easement or restrictive covenant. It is the responsibility of the applicant and not the City to investigate any such constraints before commencing development. This approval will not necessarily have regard to any such constraint to development, regardless of whether or not it has been drawn to the City's attention.

6. The food business must comply with the Food Act 2008, Food Regulations 2009 and the Australia New Zealand Food Standards Code. The applicant must register with the City's Health Services prior to operation of the food business. Please contact Health Services on 9273 6000 to discuss the requirements further with an Environmental Health Officer.

7. The development will be classified as a 'Public Building' and must comply with the *Health (Public Buildings) Regulations 1992*. An application is to be made to the City's Health Services for the assessment of the public building and maximum accommodation numbers prior to occupation of the premises. Please contact Health Services on (08) 9273 6000 upon receipt of this approval to discuss the requirements further with an Environmental Health Officer.

8. The hours in which the sale, supply and consumption of alcohol may be undertaken are restricted by the *Liquor Control Act 1988*.

9. All storm water produced on the subject land shall be retained on site, by suitable means to the full satisfaction of the City. No further consideration shall be given to the disposal of storm water 'off site' without the submission of a geotechnical report from a qualified consultant. Should approval to dispose of storm water 'off site' be subsequently provided, detailed design drainage plans and associated calculations for the proposed storm water disposal shall be lodged together with the building permit application working drawings.

10. Any noise created at the premises must ensure compliance with the provisions within the *Environmental Protection (Noise) Regulations 1997*.

11. If air conditioning units or other mechanical systems are installed to improve the courtyard's ventilation, an updated Acoustic Report is likely required to be submitted to the City. This report should demonstrate compliance with the *Environmental Protection (Noise) Regulations 1997*. The applicant/owner is encouraged to contact Health Services at 9273 6000 to speak with an Environmental Health Officer to discuss these requirements further.

9.2 NO. 500 (LOT: 41; D/P: 418433) FITZGERALD STREET, NORTH PERTH - PROPOSED CHANGE OF USE FROM RESTAURANT/CAFE TO RESTAURANT/CAFE AND SMALL BAR (AMENDMENT TO APPROVED)

Ward: South

Attachments:
1. Consultation and Location Plan
2. Development Plans
3. Acoustic Assessment
4. Previous Joint Development Assessment Panel Approval
5. Summary of Submissions - Applicant's Response
6. Summary of Submissions - Administration's Response
7. Clause 67 Assessment

RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the development application for a proposed Change of Use from Restaurant/Café to Restaurant/Café and Small Bar (Amendment to Approved) at No. 500 (Lot: 41; D/P: 418433) Fitzgerald Street, North Perth, in accordance with the plans shown in Attachment 2, subject to the following conditions:

1. All conditions, requirements and advice notes detailed on the development approval 5.2023.218.1 granted on 12 December 2023 continue to apply to this approval except as follows:

1.1 Condition 1 is modified as follows:

This approval is for a Change of Use from Restaurant/Café to Restaurant/Café and Small Bar (Amendment to Approved) as shown on the approved plans dated 18 August 2023, 3 July 2024, 11 December 2024 and 10 January 2025. No other development forms part of this approval;

1.2 Condition 2.3 is modified as follows:

The Restaurant/Café and Small Bar shall be limited to the following hours of operation:

- **Monday to Sunday: 7:00am to 5:00pm; and**
- **All deliveries shall be limited to 7:00am to 2:00pm, Monday to Friday;**

1.3 Condition 3.1 is modified as follows:

Prior to the commencement of the operating hours outlined in Condition 2.3, an amended Venue Management Plan shall be submitted to and approved by the City. The amended Venue Management Plan shall outline the approved operating hours of the development and shall be prepared in accordance with City's Policy No. 7.5.7 – Licensed Premises, to the satisfaction of the City;

1.4 Condition 6 is modified as follows:

Prior to the commencement of the operating hours outlined in Condition 2.3, eight parking bays on-site, as identified in Attachment 2, shall be line marked with painted letters which read 'Café Parking', to the satisfaction of the City;

1.5 Condition 9 'Signage' is added as follows:

9.1 Prior to the commencement of the operating hours outlined in Condition 2.3, the existing signs highlighted in red on the plans shall be removed, to the satisfaction of the City.

9.2 Prior to the commencement of the operating hours outlined in Condition 2.3, all signage shown on the approved plans shall be installed to the dimensions and locations shown on the approved plans, to the satisfaction of the City. The sign located to the northern elevation of the bin store shall be installed to the top left corner of the wall, replacing existing signage in this location, to the satisfaction of the City.

9.3 All signage is to be in strict accordance with the City's Local Planning Policy: Signs and Advertising, unless further development approval is obtained.

9.4 All signage shall be kept in a good state of repair, safe, non-climbable, and free from graffiti for the duration of its display on-site.

1.6 Condition 10 'Acoustic Report' is added as follows:

The premises shall operate at all times in accordance with the criteria and all recommended conditions/restrictions outlined approved acoustic report (Herring Storer Acoustics, dated 22 November 2024) to the satisfaction of the City.

EXECUTIVE SUMMARY:

The purpose of this report is to consider an application to amend a development approval to extend the operating hours for an existing Restaurant/Cafe and Small Bar at No. 500 Fitzgerald Street, North Perth (the subject site).

The subject site is located on the corner of Fitzgerald Street and Venn Street and contains a mixed-use development which includes one commercial tenancy, 19 multiple dwellings and associated car parking.

The subject site is zoned Residential R60-R100 under the City's Local Planning Scheme No. 2 (LPS2) with a portion of the site along the eastern boundary being zoned Residential R40. The portion of the site zoned Residential R60-R100 is located within the Transit Corridor Built Form Area under the City's Policy No. 7.1.1 – Built Form (Built Form Policy). The portion of the subject site zoned Residential R40 is located within the Residential Built Form Area under the Built Form Policy.

The commercial tenancy, which is the subject of this application, is located on the ground floor at the northwest corner of the site and fronts both Fitzgerald Street and Venn Street. The tenancy currently operates as a Restaurant/Café and Small Bar. The remainder of the subject site is built out with ground floor multiple dwellings adjacent to the venue and two levels of multiple dwellings located above. The site also includes car parking for the dwellings and the venue located to the rear. This carparking includes open air and covered bays.

The application proposes extended operation hours to the existing approved Café/Restaurant and Small Bar at the subject site. This specifically includes a change in hours from 8:00am – 5:00pm to 7:00am – 5:00pm Monday to Sunday. The application also includes additional signage onsite to assist with wayfinding to the internal car park area.

The remainder of the venue operation remains as existing and is not proposed to be changed as part of this application. The proposal does not seek to alter the approved maximum patronage or modify the existing car parking arrangements. The car parking for the development complies with the City's Local Planning Policy: Non-Residential Parking (Parking Policy) and no discretion is being sought in relation to car parking.

The applicant has sought to respond to community concerns regarding street parking and the utilisation of the car parking bays for the development by proposing wayfinding/directional signage to be installed to direct customers to use the car parking bays at the rear of the development. The proposed signage would improve wayfinding and increase legibility for customers accessing the existing car parking on-site. The proposed signage is suitably sized, designed and located to ensure the signage is visible to the tenancy's visitors whilst maintaining the amenity of the surrounding locality.

The proposed extension of operating hours for the venue would not adversely impact on the surrounding residential properties. This is because the site context provides suitable separation to reduce noise and amenity impacts.

The applicant has provided an Acoustic Assessment that demonstrates that the noise generated by the development would comply with *Environmental Protection (Noise) Regulations 1997* (the Noise Regulations). The Acoustic Assessment demonstrates that the noise generated by the proposed extension to the operating hours would not adversely impact the surrounding area.

The proposed development is acceptable as considered against the planning framework and is recommended for approval subject to conditions.

PROPOSAL:

The application proposes to amend the existing development approval for a Restaurant/Café and Small Bar at No. 500 Fitzgerald Street, North Perth, as shown on the location plan included as **Attachment 1**.

A Restaurant/Café has operated at the subject site since August 2022 in accordance with the development application approved by Development Assessment Panel (DAP) on 11 July 2018. The subject site amended its operations and has functioned as a Restaurant/Café and Small Bar since December 2023 in accordance with an amended development application approved by Council on 12 December 2023.

The amendments proposed as part of this development application are summarised as follows:

Operating Hours

The proposed development application seeks an amendment to the previously approval to facilitate earlier opening hours.

The use currently operates in accordance with Condition 2.3 of the previous approval that provides the following operating hours:

2.3. The Restaurant/Café and Small Bar shall be limited to the following hours of operation:

- *Monday to Sunday: 8:00am to 5:00pm; and*
- *All deliveries shall be limited to 7:00am to 2:00pm, Monday to Friday.*

The application proposes to amend Condition 2.3 to change the current approved operating hours from 8:00am – 5:00pm to 7:00am – 5:00pm on Monday to Sunday.

The applicant seeks approval for an additional hour of operation in the morning to enable the business to attract commuters on their way to work in the morning.

Way Finding Signage

The development application also seeks approval to remove and replace signage within the existing on-site carpark.

Changes to the signage within the car park are proposed in response to community feedback, aiming to improve legibility and enhance the utilisation of off-street parking bays for the development.

New signage is proposed on the northern and western elevations of the bin store wall and on the southern dividing fence. All new signs are visible from vehicles entering the carpark accessway. Each sign is proposed to be 1 metre by 1 metre in size.

The proposed development plans are included as **Attachment 2**. The applicant's Acoustic Assessment is included as **Attachment 3**.

The applicant is separately considering amendments to their previous approval to seek additional hours of operation in the evening. This request is not part of the current assessment and form part of a separate development application that would be presented at a future Council meeting for consideration.

Delegation to Determine Applications:

This application is being referred to Council for determination in accordance with the City's Register of Delegations, Authorisations and Appointments.

This is because the delegation does not extend to applications that seek to amend a development approval previously determined by Council, unless the application meets the deemed-to-comply standards and does not change the impact of any the conditions of approval imposed.

The application proposes to amend a development approval previously determined by Council and seeks approval for departures to the deemed-to-comply standard of the City's Signs and Advertising Policy. The proposal also seeks to amend Condition 2.3 of the current development approval, relating to the hours of operation which would alter the impact of the condition.

The delegation does not extend to applications that receive more than five objections during community consultation. The application received 12 objections during community consultation.

BACKGROUND:

Landowner:	A D'Alonzo and F D'Alonzo
Applicant:	La Mortazza Pty Ltd
Client:	La Mortazza Pty Ltd
Date of Application:	2 July 2024
Zoning:	MRS: Urban LPS2: Zone: Residential R Code: R40 and R60-R100
Built Form Area:	Transit Corridor and Residential
Existing Land Use:	Restaurant/Café and Small Bar
Proposed Use Class:	Restaurant/Café and Small Bar
Lot Area:	2,069 square metres
Right of Way (ROW):	No
Heritage List:	No

Site Context and Zoning

The subject site is bound by Fitzgerald Street to the west, Venn Street to the north, a three-storey grouped dwelling development to the south and a single-storey single house to the east. A location plan is included as **Attachment 1**.

A portion of the subject site and the properties to the north and south of the subject site that front Fitzgerald Street are zoned Residential R60-R100 under LPS2 and are located within the Transit Corridor Built Form Area under the City's Built Form Policy, with a building height standard of three to four storeys. A portion of the subject site along the eastern boundary and properties fronting Venn Street are zoned Residential R40 and are located within the Residential Built Form Area under the Built Form Policy, with a building height standard of two storeys.

The following key site features are noted:

- The premises is located on the ground floor of the existing development, to the north western corner of the subject site.
- The premises includes bi-fold alfresco doors which open to both Fitzgerald Street and Venn Street.
- A parapet wall and solid fencing separates the Restaurant/Café and Small Bar alfresco dining area from the eastern adjoining apartment, which orients to Venn Street. The apartment entry lobby separates the premises from the closest southern adjoining apartment.
- The layout of the Restaurant/Café and Small Bar's seating consists of an indoor area that seats 12 patrons and an outdoor area that seats 16 patrons, as shown on the proposed floor plans in **Attachment 2**. This allows for four staff at the Restaurant/Café when operating a maximum capacity.
- A landscaped area surrounds the periphery of the tenancy to both the street setbacks areas of Venn Street and Fitzgerald Street, shown in **Figure 1** below. Landscaping including plants, shrubbery, young trees and mature street.
- Mature verge trees are also located to both street frontages adjacent to the Café tenancy, shown in Figures 2 and 3 below.
- The pedestrian entry and disabled access point is provided from Fitgerald Street. Patrons can access the premises from pedestrian footpaths on Fitzgerald Street and Venn Street.
- Alfresco blinds are located along the full length of the Fitzgerald Street and a portion of the Venn Street interface.
- The premises is primarily orientated towards Fitzgerald Street. This is because the primary access to the tenancy is located on Fitzgerald Street and the configuration of existing landscaping which includes

a landscaping strip between the outdoor alfresco area and pedestrian footpath on both street frontages. The Venn Street verge includes two mature street trees and three young trees within the Venn Street landscaping strip. The Fitzgerald Street verge includes one mature street tree on the southern edge of the premises and one young tree in the Fitzgerald Street landscaping strip.

Figure 1 – Subject site as viewed from the Venn Street pedestrian footpath (east)

Figure 2 – Subject site as viewed from the northern adjacent properties, across Venn Street

Figure 3 – Subject site as viewed from the western adjacent properties, across Fitzgerald Street

Surrounding Context & Character

The surrounding context is pre-dominantly characterised by residential development with some commercial uses located along Fitzgerald Street. The subject site is located approximately 200 metres to the north of the North Perth District Centre.

The portion of Fitzgerald Street adjacent to the subject site comprises two northbound lanes and two southbound lanes with a 60km/hr speed limit. It features dedicated AM and PM bus lanes that provide high-frequency bus routes to the Perth CBD and to northern suburbs. The existing verge in front of the site contains a pedestrian footpath, low-lying landscaping and there are four exiting trees in the verge for the extent of the site's frontage to Fitzgerald Street. This portion of Fitzgerald Street is a clearway and no stopping area due to the AM bus lane.

The City's traffic data from 2021 indicates an average daily traffic volume of 427 vehicles per day (VPD) along Venn Street. Fitzgerald Street's average daily traffic volume was 10,294 VPD driving southbound and 6,678 VPD driving northbound. Between 7:00 AM and 11:00 AM, Venn Street averaged 36.8 vehicles per hour, while Fitzgerald Street averaged 999.3 vehicles per hour driving southbound.

The character of the surrounding context is summarised as follows:

- Northern Properties: The immediately adjacent northern properties located at Nos. 48-56 Venn Street consist of single-storey single houses, with the following distinguishing features. The view of the premises to these properties is shown in **Figure 1** above.
    - The front facades of these houses are located between 26 to 28 metres from the northern lot boundary of the subject site.
    - All houses include front-facing windows to Venn Street.
    - All houses include low permeable picket fences along their respective frontages, except for No. 54 Venn Street that provides solid brick wall up to 2.0 metres in height for a portion of its frontage.
    - All properties include hard-stand parking areas within their front setback area and/or across their respective verges.
    - Mature Queensland Box verge trees are provided within the verge of each property.

- Eastern Property: The eastern adjoining property consists of a single-storey single house. The property interfaces with the parking lot of the subject site. The business's allocated parking bays are located 2.2 metres from the shared eastern boundary. The adjoining eastern dwelling is located a further 2.3 metres from the shared boundary which includes the adjoining property's driveway with landscaping. The business is located 35 metres to the west of the adjoining eastern property and is separated by the associated apartment building and car parking area within the subject site.

- Western Properties: The properties to the west are separated from the business by Fitzgerald Street, which comprises of four traffic lanes, shown in **Figure 3** above. The western adjacent dwellings consist of single-storey and two-storey single houses. The properties at Nos. 503 to 509 Fitzgerald are located a minimum of 33 metres from the business and No. 501 Fitzgerald is located approximately 30 metres from the business. The dwellings include a mix of solid and semi-permeable fences along the Fitzgerald Street interface.

- Southern Properties: The southern adjoining property consists of a grouped dwelling development. The property interfaces with the parking lot and the rear of the multiple dwellings located within the subject site. The closest parking bay associated with the business is located 1.2 metres from the shared southern boundary and is adjacent to the southern property. The adjoining southern dwelling is located a further 6.0 metres from the shared boundary which includes the adjoining property's driveway with landscaping. The business is located 33 metres to the north of the adjoining southern property and is separated by the associated apartment building and car parking area within the subject site.

Site & Approvals History

The site has undergone several development approvals, beginning with the Metro West Joint Development Assessment Panel's (JDAP) approval in July 2018 for 18 multiple dwellings and a Restaurant/Café.

In January 2022, the Council approved an additional one-bedroom dwelling, further enhancing the sites residential capacity.

Most recently, in December 2023, the Council approved a change of use to include a Small Bar alongside the existing Restaurant/Café. This amendment increased the maximum occupancy to 32 patrons while maintaining the same operating and delivery hours.

Details on the previous development approvals for the subject site are as follows:

Date	Comment
11 July 2018	On 11 July 2018, the JDAP resolved to approve construction of 18 Multiple Dwellings and Restaurant/Café at Nos. 500, 502 and 504 Fitzgerald Street and 45 Venn Street, North Perth. The site has since been amalgamated into one lot. The development included the allocation of nine parking bays to the commercial use on the site, located to the rear with vehicle access provided from Venn Street. The approval included conditions limiting the Restaurant/Café to a maximum of 20 patrons at any one time and limiting the operating hours to: • Monday to Sunday, 8:00am – 5:00pm. The approval also limited delivery hours to: • Monday to Friday, 7:00am to 2:00pm. A copy of the JDAP approval and plans dated 11 July 2018 is included as **Attachment 4**.
30 May 2022	In January 2022, a development application was received by the City, seeking approval for an additional one-bedroom dwelling within the existing built form of the development, located on the first floor. In May 2022, Administration approved the application. This increased the number of apartments within the development to 19. The approved plans included the reallocation of a car bay from the commercial tenancy to the new multiple dwelling, reducing the allocation for the subject premises to eight car bays.
12 December 2023	At its Ordinary Meeting held on 12 December 2023, Council resolved to approve an application for a Change of Use from Restaurant/Café to Restaurant/Café and Small Bar, subject to conditions. The approval included conditions of approval that increased occupancy numbers for the Restaurant/Café to a maximum of 32 patrons at any one time. The application did not propose changes to the previously approved operating and delivery hours. Documents from the 12 December 2023 Ordinary Council Meeting can be found here; Agenda and Minutes.

DETAILS:

Summary Assessment

The table below summarises the planning assessment of the proposal against the provisions of LPS2, City's Local Planning Policy: Non-Residential Parking, the City's Policy No: 7.5.7 – Licensed Premises (Licensed Premises Policy), the City's Policy No: 7.5.21 – Sound Attenuation (Sound Attenuation Policy) and the City's Local Planning Policy: Signs and Advertising (Signs and Advertising Policy).

Planning Element	Use Permissibility/ Deemed-to-Comply/ Acceptable Outcomes (or equivalent)	Previously Approved	Requires the Discretion of Council
Land Use		✓	
Non-Residential Parking Policy	✓		
Licensed Premises Policy	✓		
Sound Attenuation Policy	✓		
Signs and Advertising Policy			✓

Detailed Assessment:

The deemed-to-comply assessment of the element that requires the discretion of Council is as follows:

Signage	
Acceptable Outcome	**Proposal**
Signs and Advertising Policy Maximum number of signs permitted within Residential Zone: Two per tenancy Maximum number of fence signs permitted: One per tenancy	 Maximum number of signs proposed for the subject premises: Six total (three additional proposed) Maximum number of fence signs proposed for the subject premises: Five total (three additional proposed).

The above element of the proposal that does not meet the specified policy requirements is discussed in the Comments section.

Local Planning Scheme No. 2

In considering the appropriateness of the change in operating hours, Council is to have due regard to the objectives of the Residential zone, which are as follows:

- *To provide for a range of housing and a choice of residential densities to meet the needs of the community;*
- *To facilitate and encourage high quality design, built form and streetscapes throughout residential areas;*
- *To provide for a range of non-residential uses, which are compatible with and complementary to residential development;*
- *To promote and encourage design that incorporates sustainability principles, including but not limited to solar passive design, energy efficiency, water conservation, waste management and recycling;*
- *To enhance the amenity and character of the residential neighbourhood by encouraging the retention of existing housing stock and ensuring new development is compatible within these established areas;*
- *To manage residential development in a way that recognises the needs of innovative design and contemporary lifestyles; and*
- *To ensure the provision of a wide range of different types of residential accommodation, including affordable, social and special needs, to meet the diverse needs of the community.*

The residential zone objectives are one matter that Council is to give due regard to in the consideration of this application under the Planning Regulations. This along with other relevant matters are set out below.

Planning and Development (Local Planning Schemes) Regulations 2015

In accordance with Clause 67(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015 (Deemed Provisions)* and in determining a development application, Council is to have due regard to a range of matters to the extent that these are relevant to the development application.

Administration's response to each matter requiring consideration is listed in the table contained in **Attachment 7**.

CONSULTATION/ADVERTISING:

Community consultation was undertaken in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* for a period of 14 days, from 25 October 2024 to 7 November 2024. In accordance with the City's Community and Stakeholder Engagement Policy, the method of consultation included a notice on the City's website, a sign on-site to the Fitzgerald Street and Venn Street elevations, and 27 letters mailed to owners and occupiers of the adjoining and adjacent properties to the subject site as shown in **Attachment 1**.

A second advertising period was conducted over 14 days, from 9 January 2024 to 22 January 2024, to address an administrative error in which letters were not initially mailed to the occupants of the subject building. The re-advertising process involved mailing 20 letters to both the occupants and the building owner.

At the conclusion of the two consultation periods, a total of 18 submissions were received including six submissions in support and 12 in objection.

The number of submissions received during the community consultation period are not a relevant planning consideration. Instead, the decision-maker should focus on the substance of the comments made regarding the proposal, which are summarised below.

The key comments received in support are summarised as follows:

- The business is and would remain to be consistent with an objective of the Residential zone as the business provides a non-residential use this is compatible with and complementary to the surrounding residential development.
- The business is one of several examples of non-residential land uses on Fitzgerald Street, within proximity to residential properties resulting in consistency with the surrounding area.
- The business complements the area and provides amenity for surrounding residents.

The key concerns raised are summarised as follows:

- Concerns about the adherence to the previous approval, including seating arrangements, patron limits, and operating hours.
- Concerns regarding safety concerns due to existing parking and traffic issues towards the intersection of Venn Street and Fitzgerald Street.
- Concerns regarding existing patrons parking along Venn Street and the potential exacerbation of this issue due to extended operating hours.

After community consultation, the scope of the application was narrowed to focus solely on changing the venue's morning operating hours. Comments summarised above relate only to this proposed amendment.

The proposed changes to evening operating hours, which were included during the consultation period, were removed from consideration for this application. The applicant indicated that they may pursue approval to extend evening operating hours through a separate development application in the future.

A summary of submissions received during the two consultation periods, along with the applicant's response to the submissions received is provided in **Attachment 5**. A summary with Administration's response to the submissions received during the two consultation periods is provided in **Attachment 6**.

Design Review Panel (DRP):

Referred to DRP: Yes

Following the community consultation period, the City sought feedback from a member of the City's DRP who specialises in Urban Design. The focus was on identifying ways to improve wayfinding and increase the utilisation of the rear on-site carpark.

This is because concerns were raised during community consultation that patrons are parking along Venn Street instead of parking bays allocated to the venue on-site. This is potentially due to ineffective signage that existing on-site and poor wayfinding, which may be effective in encouraging use of the associated car parking.

Administration sought DRP advice to review the existing signage and wayfinding both to and within the site and provide recommendations for improvement.

The DRP member suggested increasing the size of signage on walls of the bin store facing Venn Street to enhance visibility and legibility.

The applicant reviewed this feedback and agreed to update their plans in line with the DRP suggestions. This included the removal of existing small signs and the provision of revised plans that include larger signs within three locations of the carpark for increased visibility, shown in **Figure 4**.

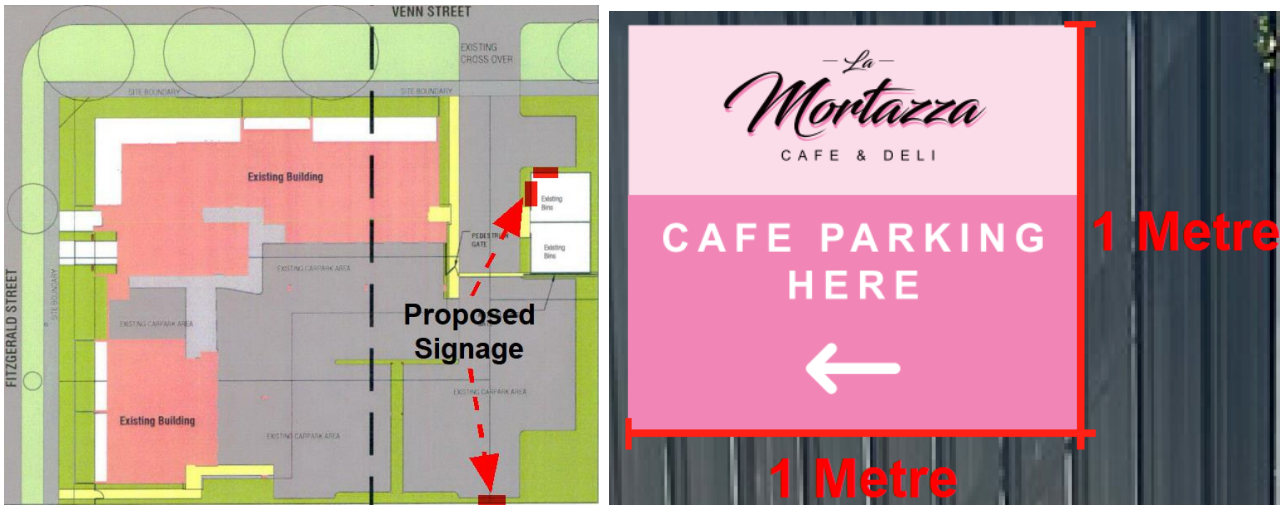


Figure 4 – Proposed Wayfinding Signage Locational Map and Design

Upon reviewing the updated plans, the DRP member confirmed that the proposed signage would contribute to improving wayfinding. Further advice was provided regarding the optimal placement of the signage on the Venn Street-facing bin store wall. A condition of approval is recommended requiring the signage to be installed where the existing parking signage is located, on the top right corner of the bin store wall, in response to the provided comments.

LEGAL/POLICY:

- *Planning and Development Act 2005*;
- *Planning and Development (Local Planning Schemes) Regulations 2015*;
- *Environmental Protection (Noise) Regulations 1997*;
- City of Vincent Local Planning Scheme No. 2;
- Community and Stakeholder Engagement Policy;
- Policy No. 7.5.7 – Licensed Premises;
- Policy No. 7.5.21 – Sound Attenuation;
- Local Planning Policy: Non-Residential Parking; and
- Local Planning Policy: Signs and Advertising.

Planning and Development Act 2005

In accordance with Schedule 2, Clause 76(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* and Part 14 of the *Planning and Development Act 2005*, the applicant would have the right to apply to the State Administrative Tribunal for a review of Council's determination.

RISK MANAGEMENT IMPLICATIONS:

There are minimal risks to Council and the City's business function when Council exercises its discretionary power to determine a planning application.

Concerns regarding the potential risks associated with traffic and intersection management were raised during community consultation for the proposal. This will be addressed separately through a North Perth traffic study, which would provide recommendations for potential road safety measures on Venn Street and Fitzgerald Street. This is discussed further in the comment section.

STRATEGIC IMPLICATIONS:

This is in keeping with the City's Strategic Community Plan 2022-2032:

Innovative and Accountable

Our decision-making process is consistent and transparent, and decisions are aligned to our strategic direction.

SUSTAINABILITY IMPLICATIONS:

This application does not contribute to any environmental sustainability outcomes. There is limited ability for the development to influence the environmental impact of the building on the site through this application. This is because it relates to a change of operation hours to existing use and additional wayfinding signage.

PUBLIC HEALTH IMPLICATIONS:

This report has no implication on the priority health outcomes of the City's *Public Health Plan 2020-2025*.

FINANCIAL/BUDGET IMPLICATIONS:

There are no finance or budget implications from this report.

COMMENTS:

Signage

The proposed signage would satisfy the objectives of the Local Planning Policy: Signs and Advertising for the following reasons:

- Amenity: The proposed signage is suitably designed and located to maintain and enhance the amenity of the surrounding locality. This is because of the proposed signage purpose, size, scale, setback and location, summarised as follows:
  - Purpose: The proposed signage is proposed to encourage patrons of the premises to utilise the venues off-street parking as well as to improve wayfinding. The signage content is primarily designed to provide direction to vehicles attending the site, with the business name included as a secondary feature. The signage does not result in the proliferation of signage associated with the business.
  - Size and Scale: The proposed signage has been designed in a manner to be visible and clear for customers attending the site, while also being located so as to reduce visual impacts to surrounding residential properties and Venn Street. The signage is an appropriate size, relative to the size of fences they are attached to, and commensurate to the overall scale of the mixed-use development.
  - Setback and Location: The closest sign to the street is attached to the bin store wall, which is setback 7 metres from the Venn Street boundary. A second sign is attached to the bin wall that is perpendicular to the street, and the third proposed sign is located to the rear dividing fence that is setback 40 metres from the street. The setbacks of the signs from the street allows them to be visible to patrons and provides wayfinding internally within the parking lot whilst reducing minimal visibility to surrounding properties.
  - Signage Separation: The signage located within the carpark are separated from other signs that exist on-site, which orient to Fitzgerald Street. This means the signage is distributed across the site and cannot be viewed together, reducing the proliferation of signage onsite.

- Pedestrian and Motorist Safety: The proposed signage does not present a hazard or obstruction to pedestrians or motorists or the efficiency of a road or traffic control devices. This is because the proposed signage is located clear of any pedestrian path and are setback from Venn Street. The signs are to be installed to encourage on-site parking with an aim to assist in reducing congestion and improve access on Venn Street.

Change in Operating Hours

The proposed change in operating hours requires consideration of the objectives of the Residential zone under LPS2, the City's Licensed Premises Policy, the City's Sound Attenuation Policy, and the matters requiring consideration under Clause 67 of the Deemed Provisions (as provided in **Attachment 7**).

The change in operating hours is acceptable when considered against the relevant planning framework for the following reasons:

- Acoustic Assessment: The 7:00am opening time of the premises falls within the daytime period under the Noise Regulations, which also commences at 7:00am. This means the current noise levels generated by the café at 8:00am are also permissible at 7:00am. An Acoustic Assessment, submitted by the applicant and included as **Attachment 3**, also demonstrates compliance with the Noise Regulations for the additional operating hour. Operating measures recommended by the Acoustic Report include for the alfresco areas to be limited to background/ambient noise only and music levels internally, with doors closed, to be limited to 96 dB(A). The City's Health Team have reviewed and support the Acoustic Assessment and condition of approval is recommended requiring the development to always comply with the assumptions of the Acoustic Assessment.

- Relationship with Surrounding Development & Amenity Impact: The site context and the nature of the development would ensure that the change in operating hours would be compatible with the existing residential development in the surrounding area, as summarised below:
    - Proximity to Traffic Noise: As outlined in the Background section, the site and surrounding properties are situated near Fitzgerald Street, which exposes them to varying levels of traffic noise, especially during peak hour traffic that occurs between 7:00am to 9:00am (WAPC Traffic Impact Assessment Guidelines). This traffic noise from Fitzgerald Street contributes to the overall ambient noise in the area, which helps mitigate the impact of additional noise generated by the extended hour of operation for the Restaurant/Café. While the additional operating hour would introduce a new noise profile, it would align with the existing noise levels experienced by nearby properties, especially during the 7:00 am peak period. The presence of ongoing traffic noise will help to reduce the perceived impact of this new noise, ensuring that the extended operating hour does not negatively affect the amenity of the immediate or surrounding area.
    - Site Separation: The Restaurant/Café is sufficiently separated from surrounding properties to reduce amenity impacts, as detailed in the Background section. The subject site is separated from surrounding properties by front fences, landscaping buffers, and mature street trees along Fitzgerald Street and Venn Street. The premises is further distanced from residential areas by pedestrian footpaths and two to four lanes of road. These features provide adequate separation and help mitigate noise, ensuring the extended operating hour is compatible with the surrounding residential area.

- Consistency with Licensed Premises Policy: The applicant intends to operate the Café component of the use from 7:00am to cater to patrons commuting to work during their morning transit. The proposal aligns with the Licensed Premises Policy which permits operating hours for Small Bar land uses in Residential Zones starting at 7:00am. The Licensed Premises Policy does not provide restrictions on operating hours for Restaurant/Café land uses. Consistency with the policy ensures that the property would not have an undue impact on the residential amenity of the surrounding area.

- Acceptable Provision of Car Parking: The application does not propose changes to the car parking provision, which was previously approved and complies with the City's Non-Residential Development Parking Policy. Enhanced signage is proposed to improve wayfinding and to direct patrons to utilise on-site bays. This would help mitigate the impact of on-street parking during the additional operating hour.

- Consistency with Other Venues: The 7:00am opening time for the venue would be consistent with the approved opening times of other existing venues that are in similar contexts and that also have alfresco dining or coffee windows that result in patrons dining or waiting outside. The below venues are located either within the Residential zones under LPS2 and surrounded by residential developments or located

on Transit Corridors and surrounded by residential properties. It is noted that the relevant approvals for the below did not have any conditions that would restrict their operation in the morning period.

Café	Address	Opening Time	Alfresco Dining
Hobart Deli	No. 45 Hobart Street, North Perth	Approved to open at 7:00am every day	Yes
West End Deli	No. 95 Carr Street, West Perth	Approved to open at 7:00am every day	Yes
BOOtoo	No. 274 Bulwer Street, Perth	Approved to open at 7:00am every day	Yes
Cherrio Coffee	No. 50 Cleaver Street, West Perth	Approved to open at 6:00am every day	No – Coffee Window
Chu Bakery	No. 498 William Street, Highgate	Approved to open at 7:00am Tuesday to Sunday	No – Coffee Window

For the above reasons, the change in operating hours to commence at 7:00am daily is supported and Administration have recommended a change to Condition 2.3 and Condition 3.1 to reflect the new operating hours.

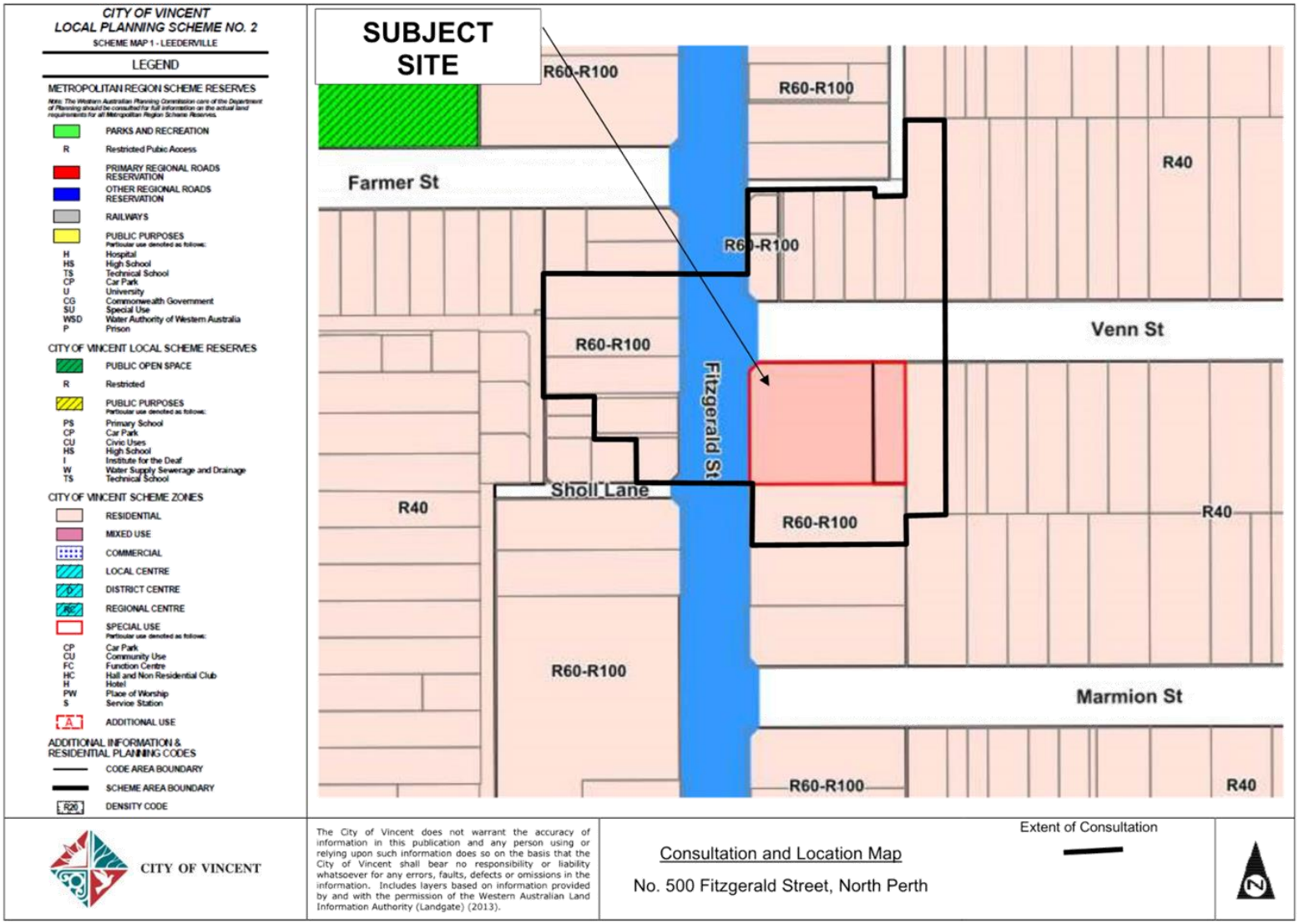
Street Parking and Fitzgerald Street/Venn Street Intersection

The City acknowledges the community has raised concerns in relation to street parking and vehicle safety for the Fitzgerald Street/Venn Street Intersection. The concerns raised by the community related to the change in operating hours increasing demand for on-street car parking on Venn Street and the subsequent impacts on safety and vehicle movement.

As detailed earlier in the Comments section of this report, the application does not propose any changes to the provision of car parking for the development or occupancy numbers. The car parking provides complies with the City's Non-Residential Development Parking Policy.

In response to community feedback, Administration are undertaking the North Perth Traffic Study to inform whether possible road safety treatments are needed on Fitzgerald Street and the surrounding area. The intersection of Fitzgerald Street and Venn Street is within the study area. Administration estimates that the Study will be completed by April 2025.

Upon completion of the North Perth Traffic Study, the City would review the findings and undertake detailed planning for any interventions and safety measures that are identified as needed within the Traffic Study. The City would prioritise intervention works depending on need and the availability of funding. Works may require external grant funding which would need to be approved by the relevant authority. Due to this, at this stage Administration are unable to confirm what works may need to occur or approximate timeframes for potential improvements.


CITY OF VINCENT
LOCAL PLANNING SCHEME NO. 2
SCHEME MAP 1 - LEEDERVILLE
LEGEND
METROPOLITAN REGION SCHEME RESERVES
PARKS AND RECREATION
R Restricted Pubic Access
PRIMARY REGIONAL ROADS RESERVATION
OTHER REGIONAL ROADS RESERVATION
RAILWAYS
PUBLIC PURPOSES
H Hospital
HS High School
TS Technical School
CP Car Park
U University
CG Commonwealth Government
SU Special Use
WSD Water Authority of Western Australia
P Prison
CITY OF VINCENT LOCAL SCHEME RESERVES
PUBLIC OPEN SPACE
R Restricted
PUBLIC PURPOSES
PS Primary School
CP Car Park
CU Civic Uses
HS High School
I Institute for the Deaf
W Water Supply Sewerage and Drainage
TS Technical School
CITY OF VINCENT SCHEME ZONES
RESIDENTIAL
MIXED USE
COMMERCIAL
LOCAL CENTRE
DISTRICT CENTRE
REGIONAL CENTRE
SPECIAL USE
CP Car Park
CU Community Use
FC Function Centre
HC Hall and Non Residential Club
H Hotel
PW Place of Worship
S Service Station
A ADDITIONAL USE
ADDITIONAL INFORMATION & RESIDENTIAL PLANNING CODES
CODE AREA BOUNDARY
SCHEME AREA BOUNDARY
R26 DENSITY CODE
SUBJECT SITE
R60-R100
R60-R100
R40
Farmer St
R60-R100
Venn St
R60-R100
Fitzgerald St
Sholl Lane
R40
R60-R100
R40
R60-R100
Marmion St
R60-R100
R40
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Extent of Consultation
Consultation and Location Map
No. 500 Fitzgerald Street, North Perth
N

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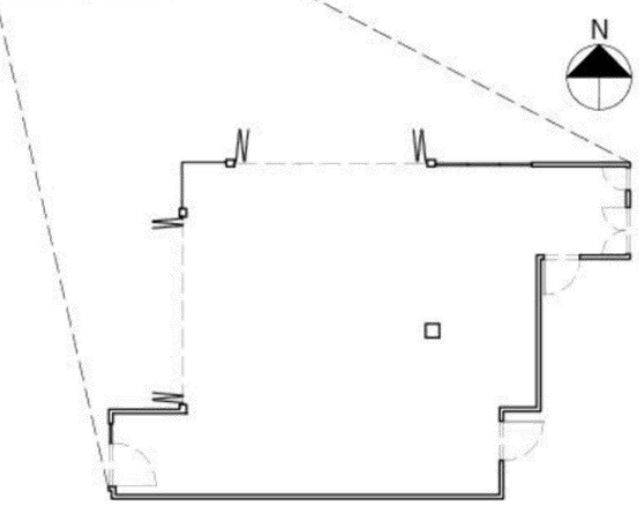
No. 500 Fitzgerald Street, North Perth

SITE PLAN



TENANCY PLAN

REALEYES DESIGN

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LKDFITOUTS

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ISSUED FOR CONSTRUCTION

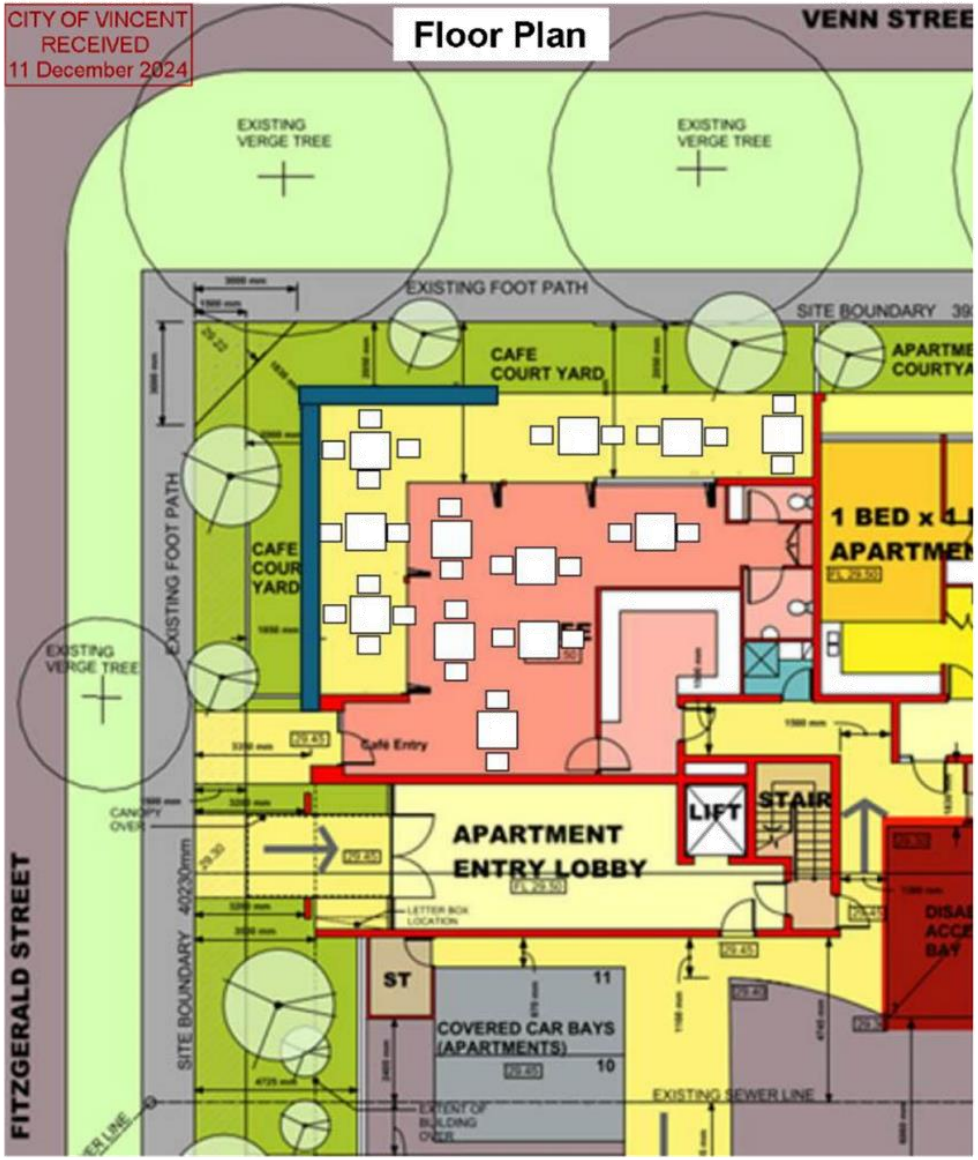
PROJECT MANAGER: AW	
DESIGNER / DRAFTSMAN: DN	
PROJECT DESCRIPTION: 500 FITZGERALD STREET CAFE	
DRAWING TITLE: SITE PLAN + TENANCY PLAN	
NTS	SHEET: A3
DATE: 02.06.2022	REVISION: B
JOB NO: 2022.09	DWG #: A0-1

MIXED USE DEVELOPMENT - LOT 1 to 3 (No 500 to 504) FITZGERALD STREET & LOT 27 to 28 (No. 45) VENN STREET NORTH PERTH

GROUND FLOOR PLAN

DEVELOPMENT APPLICATION PROJECT No. ST2017.4 JANUARY 2018

STUDIO TECHNICA ARCHITETTURA AND DESIGN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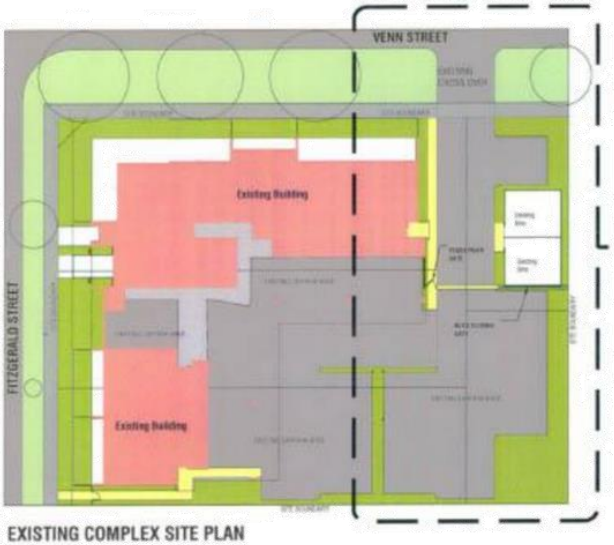
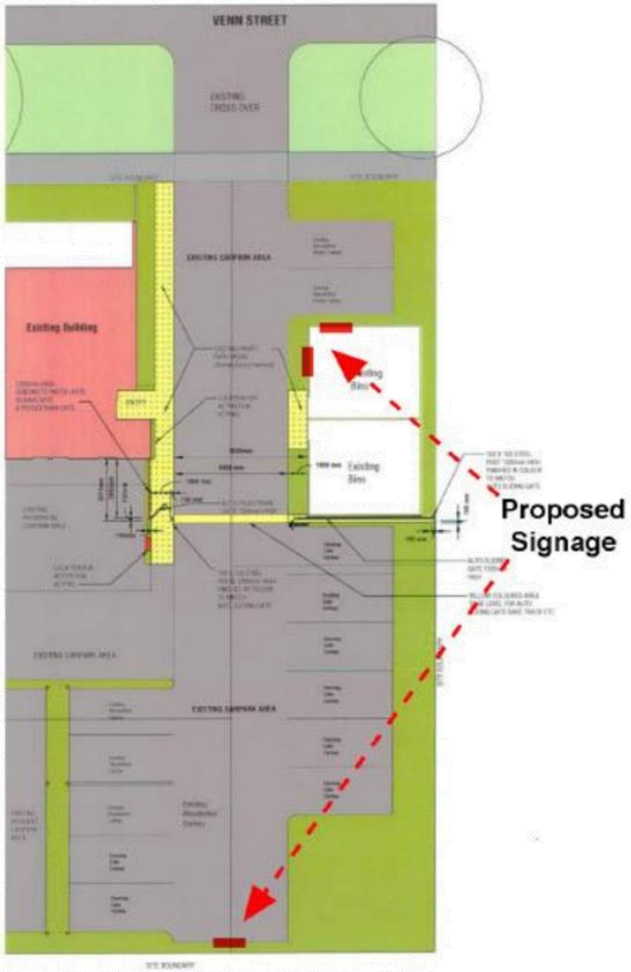
Floor Plan
VENN STREE
EXISTING VERGE TREE
EXISTING VERGE TREE
EXISTING FOOT PATH
SITE BOUNDARY
CAFE COURT YARD
APARTME COURTYA
1 BED x 1
APARTMEN
CAFE COUR YARD
EXISTING FOOT PATH
EXISTING VERGE TREE
Safe Entry
CANOPY OVER
APARTMENT ENTRY LOBBY
LIFT
STAIR
LETTER BOX LOCATION
DISA ACCE BAY
ST
11
COVERED CAR BAYS (APARTMENTS)
10
SITE BOUNDARY 40230mm
EXISTING SEWER LINE
EXTENT OF BUILDING OVER
FITZGERALD STREET

Signage Location Plan

SLIDING GATE ELEVATION FROM VENN STREET



EXISTING COMPLEX SITE PLAN



AUTO SLIDING GATE & PEDESTRIAN GATE TO CAR PARK AREA LAYOUT

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AUTO SLIDING GATE & PEDESTRIAN GATE
TO CARPARK AREA OF EXISTING APARTMENT
No. 500 FITZGERALD STREET NORTH PERTH

PROJECT No. ST2021.10
June 2023

STUDIO TECHNICA

1 of 1

Front / Side Wall
Refer to Condition 9.1 of Approval
Mortazza
CAFE & DELI
CAFE PARKING AT REAR
1 Metre
1 Metre
Mortazza
CAFE & DELI
CAFE PARKING AT REAR
1 Metre
1 Metre
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Rear Fence
La Mortazza
CAFE & DELI
CAFE PARKING HERE
1 Metre
1 Metre
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HERRING STORER ACOUSTICS

LA MORTAZZA CAFE
500 FITZGERALD STREET
NORTH PERTH

ACOUSTIC ASSESSMENT

NOVEMBER 2024

OUR REF: 33768-1-24429

Rochdale Holdings Pty Ltd A.B.N. 85 009 049 067 trading as:
HERRING STORER ACOUSTICS
P.O. Box 219, Como, W.A. 6952
(08) 9367 6200
hsa@hsacoustics.com.au

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DOCUMENT CONTROL PAGE

ACOUSTIC ASSESSMENT
LA MORTAZZA CAFE

Job No: 24429

Document Reference: 33768-1-24429

LA MORTAZZA CAFE

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Author:	George Watts	**Checked By:**	Geoff Harris
Date of Issue :	22 November 2024		

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1	1	La Mortazza Cafe Attn : Tony D'Alonzo Email : mrpolish69@hotmail.com		✓

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CONTENTS

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2.	CRITERIA	1
3.	NOISE MODELLING AND MEASUREMENT	3
4.	ASSESSMENT	4
5.	CONCLUSION	5

APPENDICES

A	NOISE CONTOUR PLOTS

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EXECUTIVE SUMMARY

Herring Storer Acoustics have been commissioned by to carry out a acoustical assessment of noise emissions associated with the café at 500 Fitzgerald Street, North Perth

This work was instigated to accompany an application for a change to the hours of operation.

The noise impact assessment indicates that noise emissions can be managed such that the considered criteria are met, with the following restrictions required :

- External areas to be limited to ambient music only.
- Internal areas to be limited to 96 dB(A) with bifold doors and windows closed (not considered an issue as this is unfeasibly loud for the use of the space).

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1. INTRODUCTION

Herring Storer Acoustics have been commissioned to carry out an acoustical assessment of noise emissions associated with the La Mortazza Café, located at 500 Fitzgerald Street, North Perth.

This work is understood to be required to accompany an application for the café to alter its operating hours from 8am to 5pm, to 7am to 10pm.

2. CRITERIA

The *Environmental Protection (Noise) Regulations 1997* stipulate the allowable noise levels at any noise sensitive premises from other premises. The allowable noise level is determined by the calculation of an influencing factor, which is added to the baseline criteria set out in Table 1 of the Regulations. The baseline assigned noise levels are listed in Table 3.1.

TABLE 3.1 – ASSIGNED NOISE LEVELS

Premises Receiving Noise	Time of Day	Assigned Level (dB)		
		$L_{A\ 10}$	$L_{A\ 1}$	$L_{A\ max}$
Noise sensitive premises within 15 metres of a dwelling	0700 - 1900 hours Monday to Saturday	45 + IF	55 + IF	65 + IF
	0900 - 1900 hours Sunday and Public Holidays	40 + IF	50 + IF	65 + IF
	1900 - 2200 hours all days	40 + IF	50 + IF	55 + IF
	2200 hours on any day to 0700 hours Monday to Saturday and 0900 hours Sunday and Public Holidays	35 + IF	45 + IF	55 + IF

Note: The L_{A10} noise level is the noise that is exceeded for 10% of the time.
The L_{A1} noise level is the noise that is exceeded for 1% of the time.
The L_{Amax} noise level is the maximum noise level recorded.

It is a requirement that noise from the site be free of annoying characteristics (tonality, modulation and impulsiveness) at other premises, defined below as per Regulation 9.

"impulsiveness" means a variation in the emission of a noise where the difference between L_{Apeak} and $L_{Amax\ Slow}$ is more than 15dB when determined for a single representative event;

"modulation" means a variation in the emission of noise that –

(a) is more than 3dB $L_{A\ Fast}$ or is more than 3dB $L_{A\ Fast}$ in any one-third octave band;

(b) is present for more at least 10% of the representative assessment period; and

(c) is regular, cyclic and audible;

"tonality" means the presence in the noise emission of tonal characteristics where the difference between –

(a) the A-weighted sound pressure level in any one-third octave band; and

(b) the arithmetic average of the A-weighted sound pressure levels in the 2 adjacent one-third octave bands,

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is greater than 3 dB when the sound pressure levels are determined as $L_{Aeq,T}$ levels where the time period T is greater than 10% of the representative assessment period, or greater than 8 dB at any time when the sound pressure levels are determined as $L_{A\ Slow}$ levels.

Where the above characteristics are present and cannot be practicably removed, the following adjustments are made to the measured or predicted level at other premises.

TABLE 2.2 – ADJUSTMENTS FOR ANNOYING CHARACTERISTICS

Where tonality is present	Where modulation is present	Where impulsiveness is present
+ 5 dB	+ 5 dB	+ 10 dB

Where the noise emission is music, then any measured level is adjusted according to Table 2.3 below.

TABLE 2.3 – ADJUSTMENTS TO MEASURED MUSIC NOISE LEVELS

Where **impulsiveness** is not present	Where **impulsiveness** is present
+10 dB(A)	+15 dB(A)

The surrounding area to the proposed development is shown in Figure 1 below.

FIGURE 1 – LOCATION AND SURROUNDS

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The influencing factor for noise sensitive premises in the area is as per the below calculation.

Major Road within inner circle;
Fitzgerald Steet + 6 dB

Sporting Facility within the inner circle;
North Perth United (Woodville Reserve) + 2 dB

Commercial Premises within the outer circle;
20 % + 1 dB

Total IF + 9 dB

Therefore, the assigned noise levels are listed in Tables 2.4.

TABLE 2.4 - ASSIGNED OUTDOOR NOISE LEVELS

Premises Receiving Noise	Time of Day	Assigned Level (dB)		
		L_{A10}	L_{A1}	L_{Amax}
Noise sensitive premises within 15 metres of a dwelling	0700 - 1900 hours Monday to Saturday	54	64	74
	0900 - 1900 hours Sunday and Public Holidays	49	59	74
	1900 - 2200 hours all days	49	59	64
	2200 hours on any day to 0700 hours Monday to Saturday and 0900 hours Sunday and Public Holidays	44	54	54

Note: L_{A10} is the noise level exceeded for 10% of the time.
L_{A1} is the noise level exceeded for 1% of the time.
L_{Amax} is the maximum noise level.

3. NOISE MODELLING AND MEASUREMENT

The noise level reduction achieved by the construction between the ground floor café and the apartment above was measured during a site visit on the 21 November 2024. Utilising this measurement, the internal noise level that could be operated at within the café – and not impact the apartment above – has been ascertained.

A predictive noise model of the alfresco area has been developed to determine the noise impact of the external areas. Noise modelling has been undertaken in preference to measurement, as within modelling, the most conservative (i.e. noisiest) condition can be considered for assessment purposes. The following scenario has been considered in our assessment :

Scenario 1: External areas full of patrons, with noise levels assumed at 60 dB(A)/m2 – which is akin café/restaurant patron noise levels.

Any music in the alfresco areas has been considered to be ambient only, and not significantly contributing to the noise received at neighbouring premises. This assumption (i.e. the restriction of no significant music) is understood to be accepted by the proposed operator of the cafe. It is noted that with ambient music noise levels, there is the additional assumption that the music would not contain significant levels of low frequency noise (i.e. bass component).

The number of patrons within the external areas has been based upon the area available to the patrons, on the basis of 1 per m^2. It is understood that this allocation is denser than what is possible, provides for a conservative assessment.

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Weather conditions for modelling were as stipulated in the Environmental Protection Authority's stated preferred weather conditions, as outlined in *"Draft Guidance on Environmental Noise for Prescribed Premises"* and for the night period are as listed in Table 3.1.

TABLE 3.1 - WEATHER CONDITIONS ASSUMED IN MODELLING

Condition	Night Period
Temperature	15 °C
Relative humidity	50%
Pasquill Stability Class	E#
Wind speed	3 m/s*

* From sources, towards receivers.
# Pasquill stability class E was used as this class closely approximates a temperature inversion of 2°/100 metres.

Bifold windows/doors have been assumed to be open – with any music internally at background/ambient level. In the event of music being played at any significant level, these openings would need to be closed. An assessment of noise impacts (with the bifolds closed) to the apartment above has been undertaken on the basis of ascertaining what noise level internally could be operated at and meet the Assigned Noise Levels in the apartment above.

Noise levels at the identified noise sensitive premises, are listed in Table 3.2. It is noted that all premises to the north and west of the cafe have been considered in our assessment, however for simplicity, only the highest calculated noise level has been reported below. A noise contour plot is included for information purposes in Appendix B.

TABLE 3.2 – CALCULATED NOISE LEVELS AT NOISE SENSITIVE PREMISES

Location	Calculated Noise Level dB(A)
Northern Residences	49
Western Residence	45
Apartment Above Balcony	49

Internal noise levels that could be operated at within the café – with bifold doors and windows closed – was ascertained via testing on 21st November 2024.

A 96 dB(A) noise source was established within the café. At this noise level, the noise source was inaudible both externally and in the apartment above. Hence, music could be played internally at up to 96 dB(A) and cause no impact to the adjacent premises – on the basis that all bifold doors and windows are closed at this time. It is understood that there is no intention to operate at anywhere near this noise level within the café.

4. ASSESSMENT

Noise levels associated with the externals area are to be limited to patron noise only, with background music to be restricted to a level such that it does not significantly contribute to the noise emissions of the development.

Hence, no adjustment to the calculated noise levels are applicable in accordance with the *Environmental Protection (Noise) Regulations 1997*.

Therefore, Table 4.1 summarises the assessment of the calculated noise levels against the pertinent Assigned Noise Levels.

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TABLE 4.1 – ASSESSMENT

Location	Assessable Noise Level, dB(A)	Applicable Times of Day	Applicable L_{A10} Assigned Level (dB)	Exceedance to Assigned Noise Level (dB)
Northern Residences	49	Day	54	Complies
		Sunday Public Holiday Day Period	49	Complies
		Evening	49	Complies
		Night	44	N/A
Western Residences	45	Day	54	Complies
		Sunday Public Holiday Day Period	49	Complies
		Evening	49	Complies
		Night	44	N/A
Apartment Above Balcony	49	Day	54	Complies
		Sunday Public Holiday Day Period	49	Complies
		Evening	49	Complies
		Night	44	N/A

As can be seen from the above table, noise levels associated with the café during the proposed hours are calculated to comply with the relevant assigned noise levels under certain operating conditions. The following summarises the conditions that are deemed necessary:

- Alfresco areas to be limited to ambient music only.
- Music noise levels internally, with bifolds/doors closed, are to be limited to 96 dB(A). It is understood that there is not intention to operate at anywhere near this noise level, with this level considered unfeasibly loud for the intended operations. Hence, internal noise levels (with bifolds/windows closed) is not an issue to neighbouring premises.

We note that with the inclusion of the above, compliance is achieved at all times.

5. CONCLUSION

Based on the above assessment, noise level emissions associated with the café at the proposed operating hours are compliant with the Assigned Noise Levels stipulated by the *Environmental Protection (Noise) Regulations 1997*.

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APPENDIX A

NOISE CONTOUR PLOTS

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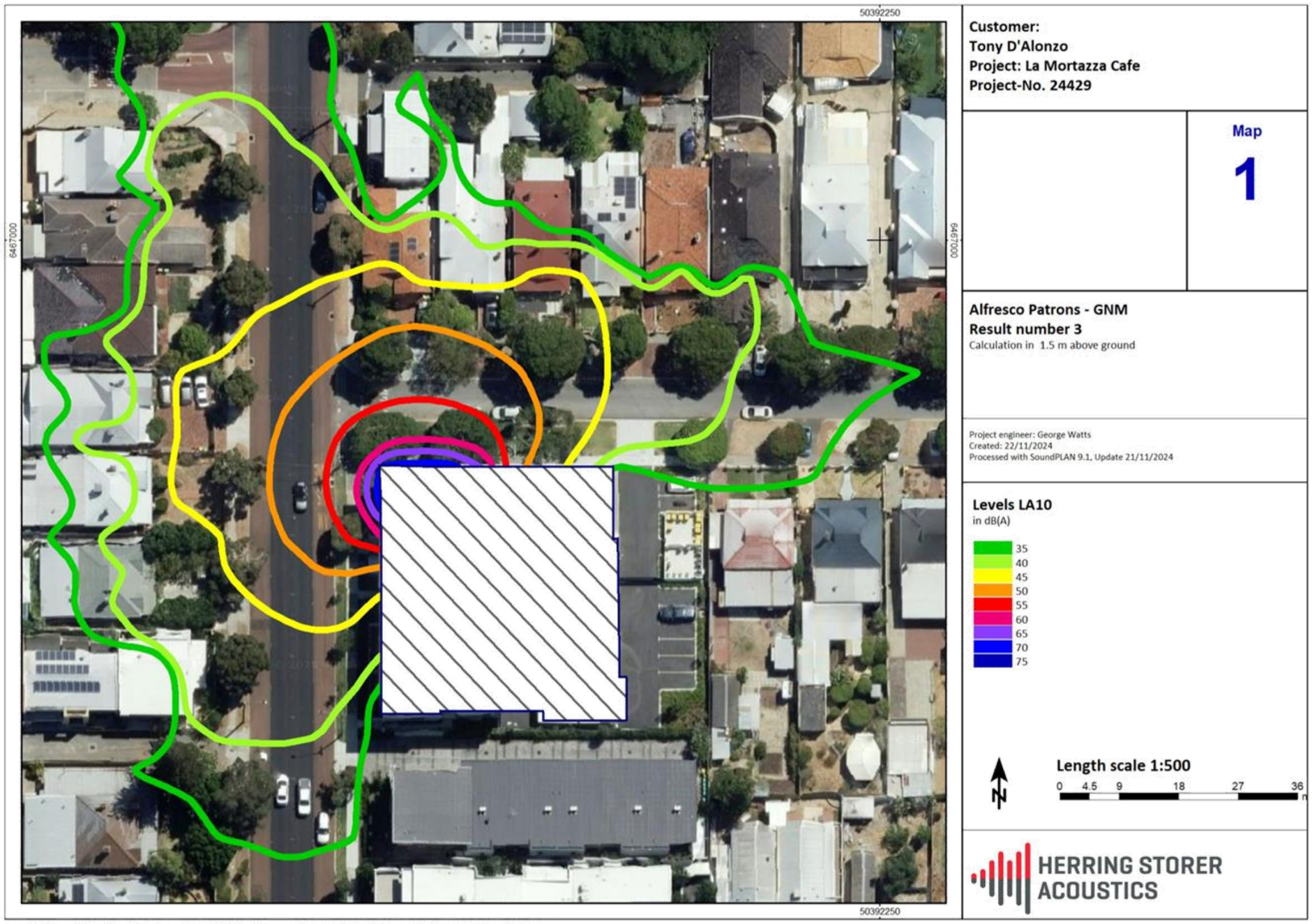

Customer:
Tony D'Alonzo
Project: La Mortazza Cafe
Project-No. 24429

Map
1

Alfresco Patrons - GNM
Result number 3
Calculation in 1.5 m above ground

Project engineer: George Watts
Created: 22/11/2024
Processed with SoundPLAN 9.1, Update 21/11/2024

Levels LA10
in dB(A)

35
40
45
50
55
60
65
70
75

N

Length scale 1:500
0 4.5 9 18 27 36 m

HERRING STORER ACOUSTICS

SoundPLANnoise 9.1 C:\DATA\ActiveProjectsGW\24429 - La Mortazza Cafe Acoustic Report\500 Fitzgerald Street Cafe\AlfrescoPAtrons.sgs

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Government of **Western Australia**
Development Assessment Panels

Planning and Development Act 2005

City of Vincent Local Planning Scheme No. 2

Metro West Joint Development Assessment Panel

Determination on Development Assessment Panel Application for Planning Approval

Property Location: Lots 1 (504), 2 (502) and 3 (500) Fitzgerald Street and Lots 27-28 (45) Venn Street, North Perth
Application Details: 18 Multiple Dwellings and Restaurant/Café

In accordance with regulation 8 of the *Planning and Development (Development Assessment Panels) Regulations 2011*, the above application for planning approval was **granted** on 11 July 2018, subject to the following:

1. **Approve** DAP Application reference DAP/18/01359 and accompanying plans (Attachment 7) in accordance with Clause 68 of the *Planning and Development (Local Planning Schemes) Regulations 2015* and the provisions of the *City of Vincent Local Planning Scheme No. 2*, subject to the following conditions:

Conditions

1. This decision constitutes planning approval only and is valid for a period of two years from the date of approval. If the subject development is not substantially commenced within the two year period, the approval shall lapse and be of no further effect.

2. Use of Premises

   2.1 The use of the tenancy marked as 'Café' on the plans dated 8th June 2018, shall be used in accordance with the definition of Restaurant/Café as defined in the City of Vincent's Local Planning Scheme No.2;

   2.2 The Café shall have a maximum of 20 patrons at any one time;

   2.3 The hours of operation for the café shall be limited to 8.00am to 5.00pm; and

   2.4 All deliveries shall be limited to 7:00am to 2:00pm Monday to Friday.

3. External Fixtures

   All external fixtures and building plant, including air conditioning units, piping, ducting and water tanks, shall be located so as to minimise any visual and noise impact on surrounding landowners, and screened from view from the street, and surrounding properties to the satisfaction of the City.

Government of **Western Australia**
Development Assessment Panels

4. Car Parking and Access

4.1 30 car bays shall be provided, including a disabled access bay, as shown on the plans;

4.2 A bicycle location plan providing a minimum of two residential bicycle bays shall be lodged with and approved by the City prior to the commencement of the development. The bicycle facilities shall be designed in accordance with AS2890.3;

4.3 Vehicle and pedestrian access points are required to match into existing footpath levels.

4.4 The car parking and access areas shall be sealed, drained, paved and line marked in accordance with the approved plans and are to comply with the requirements of AS2890.1 prior to the occupation or use of the development;

4.5 All visitor bays shall be marked and permanently set aside as such, as required by the Residential Design Codes of WA.

4.6 The applicant is to agree in writing that a notice is placed on the Sales Contract to advise prospective purchasers that the City of Vincent will not issue a residential or visitor car parking permit to any owner or occupier of the residential dwellings under Policy No. 3.9.3 – Parking Permits;

4.8 The car park shall be used only by residents and visitors directly associated with the development; and

4.9 No vehicular access from the site is permitted from Fitzgerald Street. All vehicular access should be from Venn Street.

5. Parking Management Plan

5.1 Prior to occupation of the development a Parking Management Plan shall be submitted to and approved by the City. The Parking Management Plan shall be prepared by a qualified parking consultant.

5.2 A management plan for the delivery and service vehicle movements, relating to the proposed café, shall be submitted to the City for its approval prior to the occupation of the development. The plan shall address:

i. Hours of delivery and service vehicles, Monday to Friday;

ii. Movements of delivery vehicles to ensure that they do not restrict access to the car parking bays for the proposed development and to ensure that they do not obstruct the vehicle movements on Fitzgerald Street and Venn Street; and

iii. The Management Plans as identified in Conditions 5.1 and 5.2 above shall be implemented and the development shall be carried

out in accordance with the plans, to the satisfaction of the City at the expense of the owners/occupiers.

6. Stormwater

6.1 All stormwater produced on the subject land shall be retained on site, by suitable means to the full satisfaction of the City.

7. Verge Trees

7.1 No verge trees shall be removed without prior written approval of the City. The verge trees shall be retained and protected from damage including unauthorised pruning to the satisfaction of the City; and

8. Ground Floor Design

8.1 Windows, doors and adjacent areas of the Café fronting Venn Street and Fitzgerald Street shall provide an active and interactive relationship with the street to the satisfaction of the City and shall be maintained thereafter to the satisfaction of the City. Darked, obscured, mirror or tinted glass of the like is prohibited.

9. Acoustic Report and Noise Management

9.1 All of the recommended measures included in the approved Acoustic Report (Herring Storer Acoustics, June 2018) shall be implemented as part of the development, to the satisfaction of the City prior to the commencement of the use or occupation of the development and maintained thereafter to the satisfaction of the City at the expense of the owners/occupiers.

10. Screening

10.1 The proposed screening devices depicted on the balconies of the upper floors to the northern and western elevations are to be comply with the requirements of State Planning Policy 3.1 Residential Design Codes and implemented prior to the practical completion of the development.

11. Landscape and Reticulation Plan

11.1 A detailed landscape and reticulation plan for the development site and adjoining road verge is be lodged with and approved by the City prior to commencement of the development. The plan shall be drawn to a scale of 1:100 and show the following:

i. The location and type of existing and proposed trees and plants;

ii. Areas to be irrigated or reticulated; and

iii. Deep Soil Zones.

11.2 All works shown in the plans as identified in Condition 11.1 above shall be undertaken in accordance with the approved plans to the City's satisfaction, prior to occupancy or use of the development and

maintained thereafter to the satisfaction of the City at the expense of the owners/occupiers.

12. Schedule of External Finishes

12.1 Prior to commencement of development a detailed schedule of external finishes (including materials and colour schemes and details) shall be submitted to and approved by the City. The development shall be finished in accordance with the approved schedule prior to the use or occupation of the development.

13. Clothes Drying Facilities

13.1 All external clothes drying areas shall be adequately screened in accordance with State Planning Policy 3.1 Residential Design Codes prior to the use or occupation of the development and shall be completed to the satisfaction of the City.

14. Construction Management Plan

14.1 A Construction Management Plan shall be submitted to and approved by the City prior to any works commencing on the site. The Construction Management Plan is required to address the following concerns:

i. Public safety, amenity and site security;
ii. Contact details of essential site personnel;
iii. Construction operating hours;
iv. Noise control and vibration management;
v. Dilapidation Reports of nearby properties;
vi. Air and dust management;
vii. Stormwater and sediment control;
viii. Soil excavation method;
ix. Waste management and materials re-use;
x. Traffic and access management;
xi. Parking arrangements for contractors and subcontractors;
xii. Consultation Plan with nearby properties; and
xiii. Compliance with AS 4970 – 2009 relating to the protection of trees on development sites

That relates to any works to take place on the site.

15. Public Art

15.1 Percent for public art contribution of $50,000 being one percent of the total $5 million value of the development, in accordance with the Policy No. 7.5.13 - Percent for Art shall be allocated towards public art prior to the commencement of the development;

15.2 Confirmation in writing outlining how the proposed development will comply with the City's Policy 7.5.13 – Percent For Art shall be submitted prior to commencement of development; and

15.3 Public art shall be approved by the City and fully installed or alternatively a cash-in-lieu payment made prior to occupation of the development.

Government of **Western Australia**
Development Assessment Panels

16. Waste Management

16.1 A Waste Management Plan prepared to the satisfaction of the City shall be submitted and approved by the City; and

16.2 Waste management for the development shall thereafter comply with the approved Waste Management Plan.

17. Dust

17.1 The applicant shall undertake adequate measures to minimise any impacts of dust and sand drift from the site to the satisfaction of the City.

18. General

18.1 Conditions that have a time limitation for compliance, and the condition is not met in the required time frame, the obligation to comply with the requirements of the condition continues whilst the approved development exist.

Advice Notes

1. This is a development approval only and is issued under the City of Vincent Local Planning Scheme No.2 and the Western Australian Planning Commission's Metropolitan Region Scheme. It is the proponent's responsibility to comply with all other applicable legislation and obtain all required approvals, licences and permits prior to commencement of this development.

2. This development approval does not take into account any restrictive covenants. It is the proponent's responsibility to ensure that the development will not result in a conflict of contractual obligations.

3. An Infrastructure Protection Bond for the sum of $3000 together with a non-refundable inspection fee of $100 shall be lodged with the City by the applicant, prior to commencement of works, and will be held until all building/development works have been completed and any disturbance of, or damage to the City's infrastructure, including verge trees, has been repaired/reinstated to the satisfaction of the City. An application for the refund of the bond shall be made in writing. The bond is non-transferable.

4. All pedestrian access and vehicle driveway/crossover levels shall match into existing verge, footpath and Right of Way levels to the satisfaction of the City.

5. The movement of all path users, with or without disabilities, within the road reserve, shall not be impeded in any way during the course of the building works. This area shall be maintained in a safe and trafficable condition and a continuous path of travel (minimum width 1.5m) shall be maintained for all users at all times during construction works. Permits are required for placement of any material within the road reserve.

6. With respect to the Stormwater, no further consideration shall be given to the disposal of storm water 'off site' without the submission of a geotechnical report from a qualified consultant. Should approval to dispose of storm water 'off site'

be subsequently provided, detailed design drainage plans and associated calculations for the proposed storm water disposal shall be lodged together with the building permit application working drawings.

7. With respect to the dust and sand drift condition, adequate measures to minimise any impacts of dust and sand drift from the site include all requirements as stipulated within the Department of Environmental Regulation's 'A guideline for managing the impacts of dust and associated contaminants from land development sites, contaminated sites remediation and other related activities'.

8. The City accepts no liability for the relocation of any public utility and/or any other services that may be required as a consequence of this development. The applicant/owner shall ensure that the location of all services is identified prior to submitting an application for a building permit. The cost of relocated any services shall be borne by the applicant/owner.

9. The applicant and owner are advised that sufficient parking can be provided on the subject site and as such the City of Vincent will not issue a residential or visitor car parking permit to any owner or occupier of the residential dwellings. This information should be provided to all prospective purchasers and it is recommended that a notice be placed on Sales Contracts to advise purchasers of this restriction.

10. The sound insulation recommendations should be submitted and approved prior to the issue of a Building Permit. The engagement of and the implementation of the recommendations of this acoustic consultant are to be at the applicant's/owner(s)' cost.

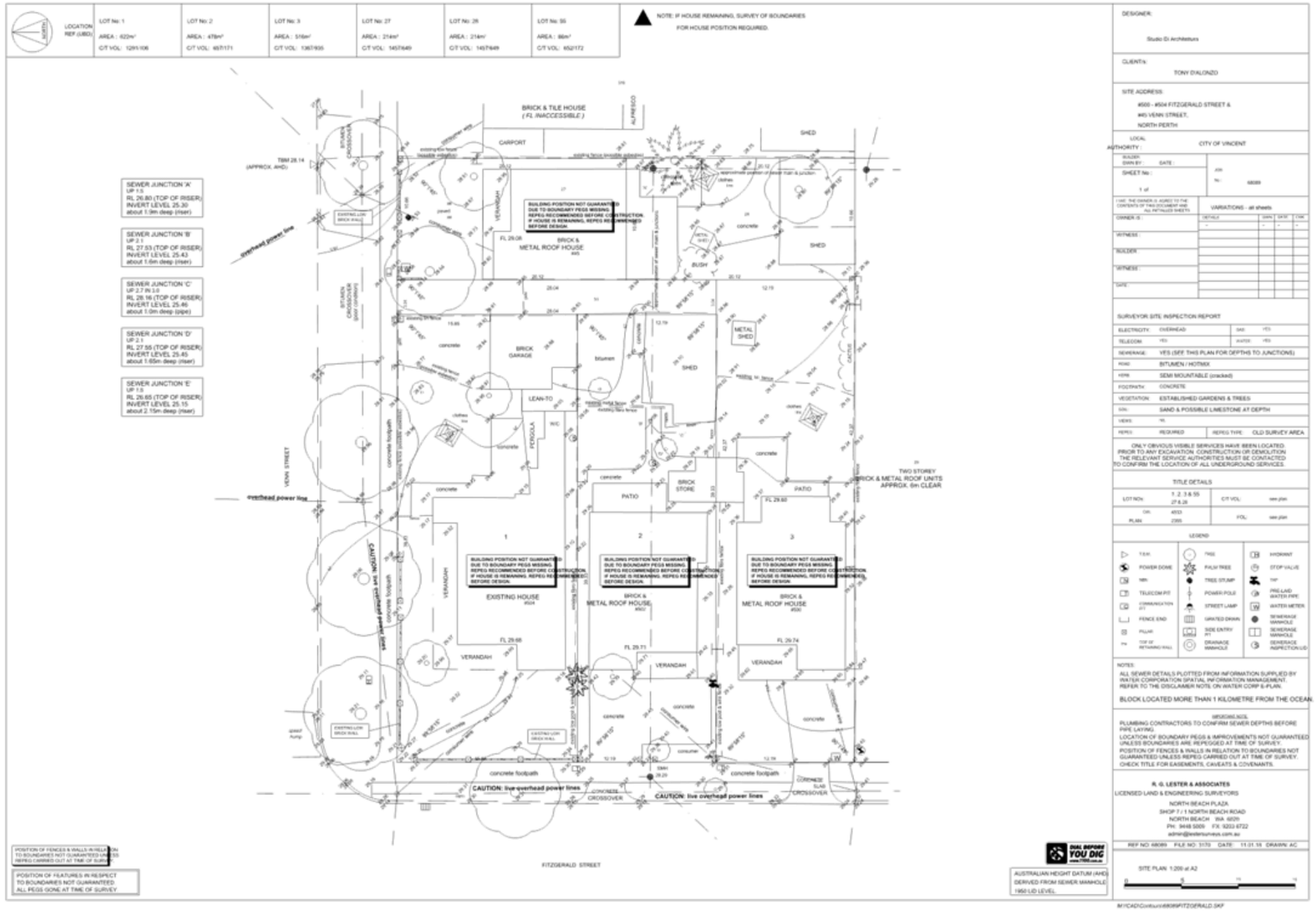
11. If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect;

12. Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained; and

13. If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of the determination.

Where an approval has so lapsed, no development shall be carried out without further approval having first been sought and obtained, unless the applicant has applied and obtained Development Assessment Panel approval to extend the approval term under regulation 17(1)(a) of the *Planning and Development (Development Assessment Panels) Regulations 2011*.

DEVELOPMENT ASSESSMENT PANEL
APPROVED
11-Jul-2018



MIXED USE DEVELOPMENT - LOT 1 to 3 (No 500 to 504) FITZGERALD STREET & LOT 27 to 28 (No. 45) VENN STREET NORTH PERTH

SITE SURVEY DRAWING
SCALE 1:200 @ A1 SIZE

DEVELOPMENT APPLICATION PROJECT No. ST2017.4 JANUARY 2018

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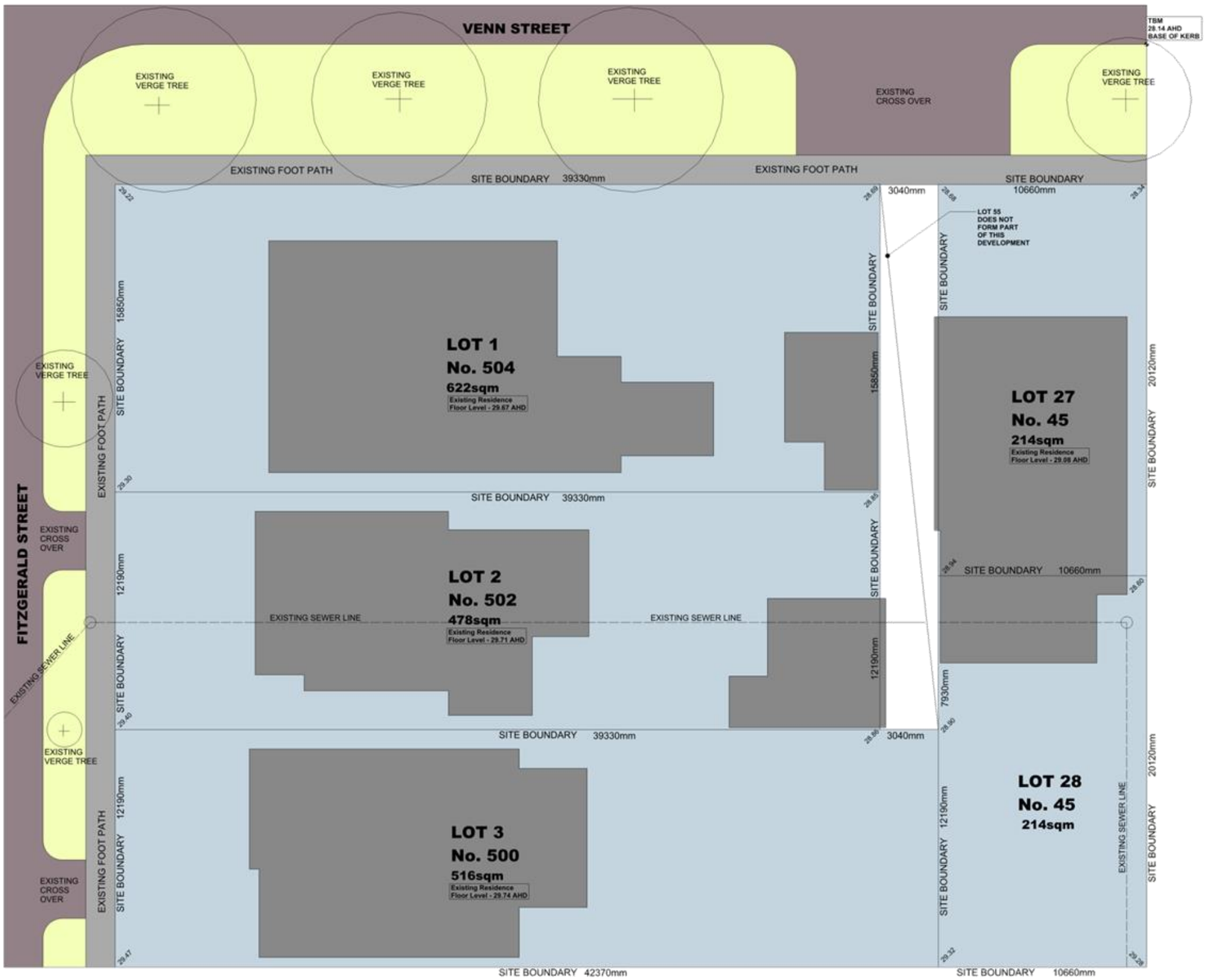
11-Jul-2018



MIXED USE DEVELOPMENT - LOT 1 to 3 (No 500 to 504) FITZGERALD STREET & LOT 27 to 28 (No. 45) VENN STREET NORTH PERTH

EXISTING SITE PLAN
SCALE 1:100 @ A1 SIZE

0 1 2 3 4 5 10

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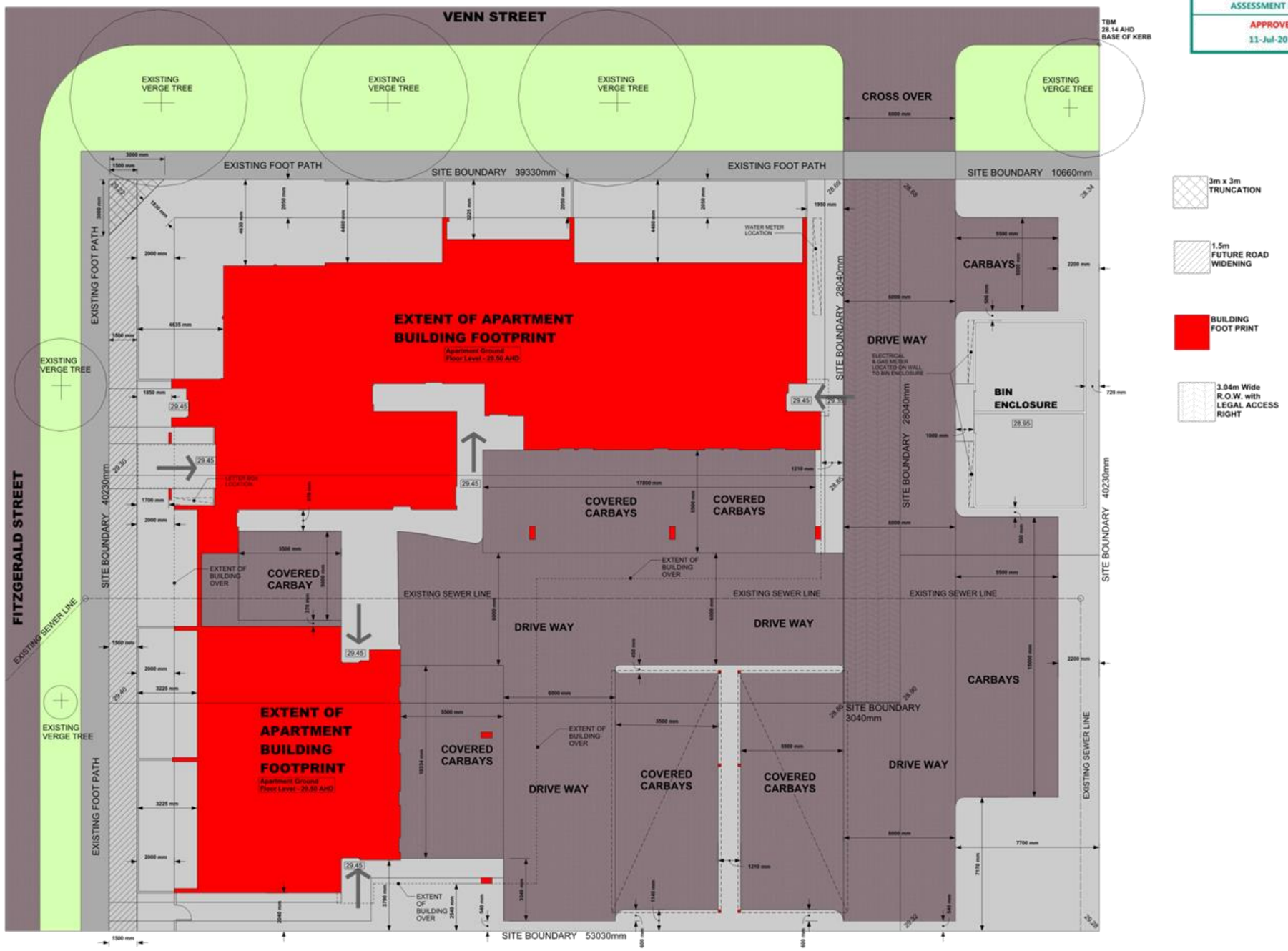

MIXED USE DEVELOPMENT - LOT 1 to 3 (No 500 to 504) FITZGERALD STREET & LOT 27 to 28 (No. 45) VENN STREET NORTH PERTH

SITE PLAN
SCALE 1:100 @ A1 SIZE

DEVELOPMENT APPLICATION | PROJECT No. ST2017.4 | JANUARY 2018 Revised JUNE 2018

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SHEET 3 of 15

DEVELOPMENT ASSESSMENT PANEL
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LEGEND:

1. Single House - 1 Storey
2. Single House - 2 Storey
C. Carport
2G. Grouped Dwelling - 2 Storey
3M. Multiple Dwelling - 3 Storey
G. Garden Shed

MIXED USE DEVELOPMENT - LOT 1 to 3 (No 500 to 504) FITZGERALD STREET & LOT 27 to 28 (No. 45) VENN STREET NORTH PERTH

SITE ANALYSIS PLAN
SCALE 1:500 @ A1 SIZE

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DEVELOPMENT ASSESSMENT PANEL
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11-Jul-2018

3m x 3m TRUNCATION

1.5m FUTURE ROAD WIDENING

Apartment & Cafe Ground Floor Level - 29.50 AHD

Total 21 Car bays for Apartments
19 Car bays + 2 Visitor Bays Allocated to the Apartments.

Total 9 Carbays allocated for Café (including Disabled Carbay)

Total 30 Carbays on site

3.04m Wide R.O.W. with LEGAL ACCESS RIGHT

MIXED USE DEVELOPMENT - LOT 1 to 3 (No 500 to 504) FITZGERALD STREET & LOT 27 to 28 (No. 45) VENN STREET NORTH PERTH

GROUND FLOOR PLAN
SCALE 1:100 @ A1 SIZE

DEVELOPMENT APPLICATION | PROJECT No. ST2017.4 | JANUARY 2018
REVISED 26th February - Added more levels to car parking area
Revised JUNE 2018

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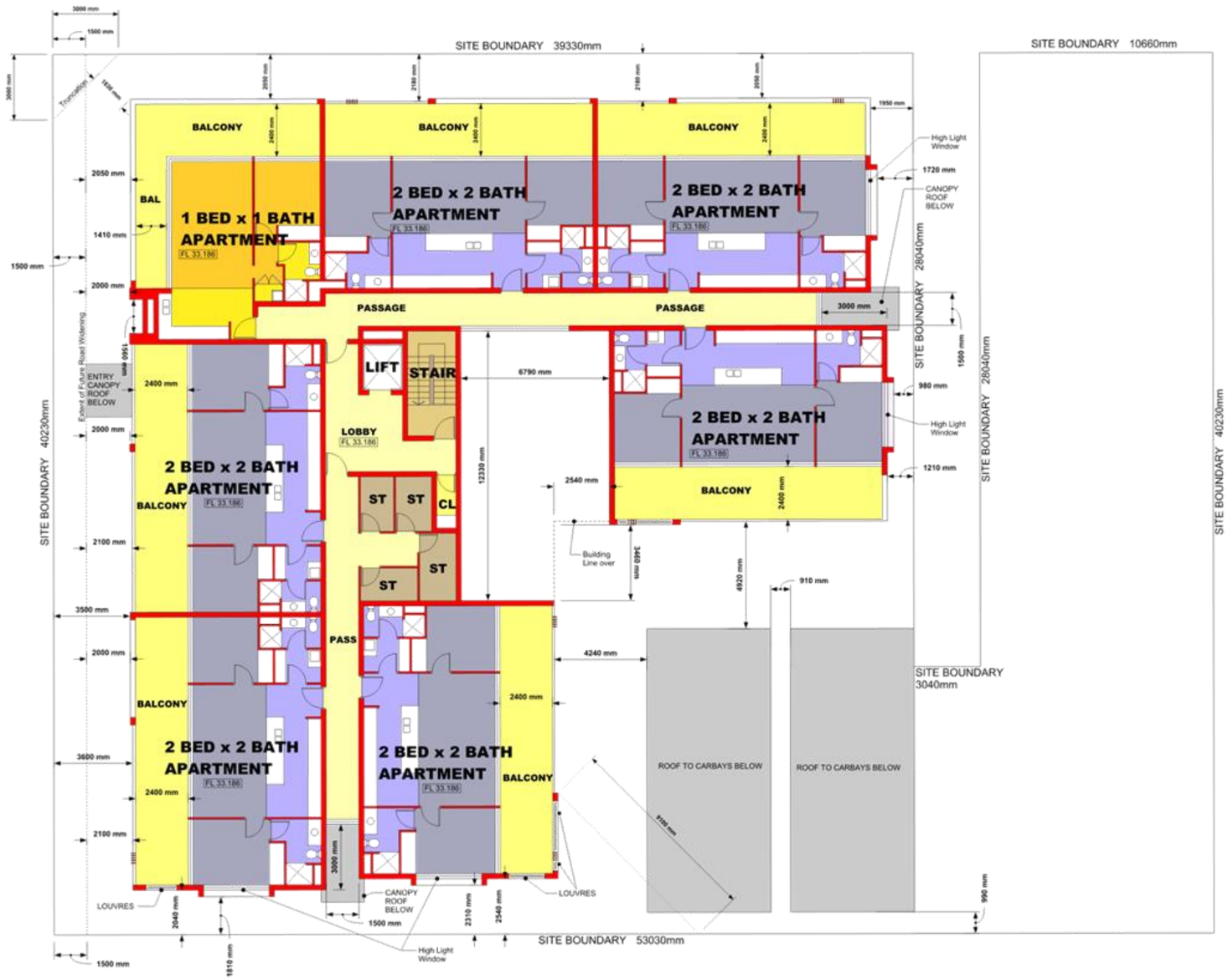
11-Jul-2018



MIXED USE DEVELOPMENT - LOT 1 to 3 (No 500 to 504) FITZGERALD STREET & LOT 27 to 28 (No. 45) VENN STREET NORTH PERTH

1st FLOOR PLAN
SCALE 1:100 @ A1 SIZE

0 1 2 3 4 5 10

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DEVELOPMENT ASSESSMENT PANEL
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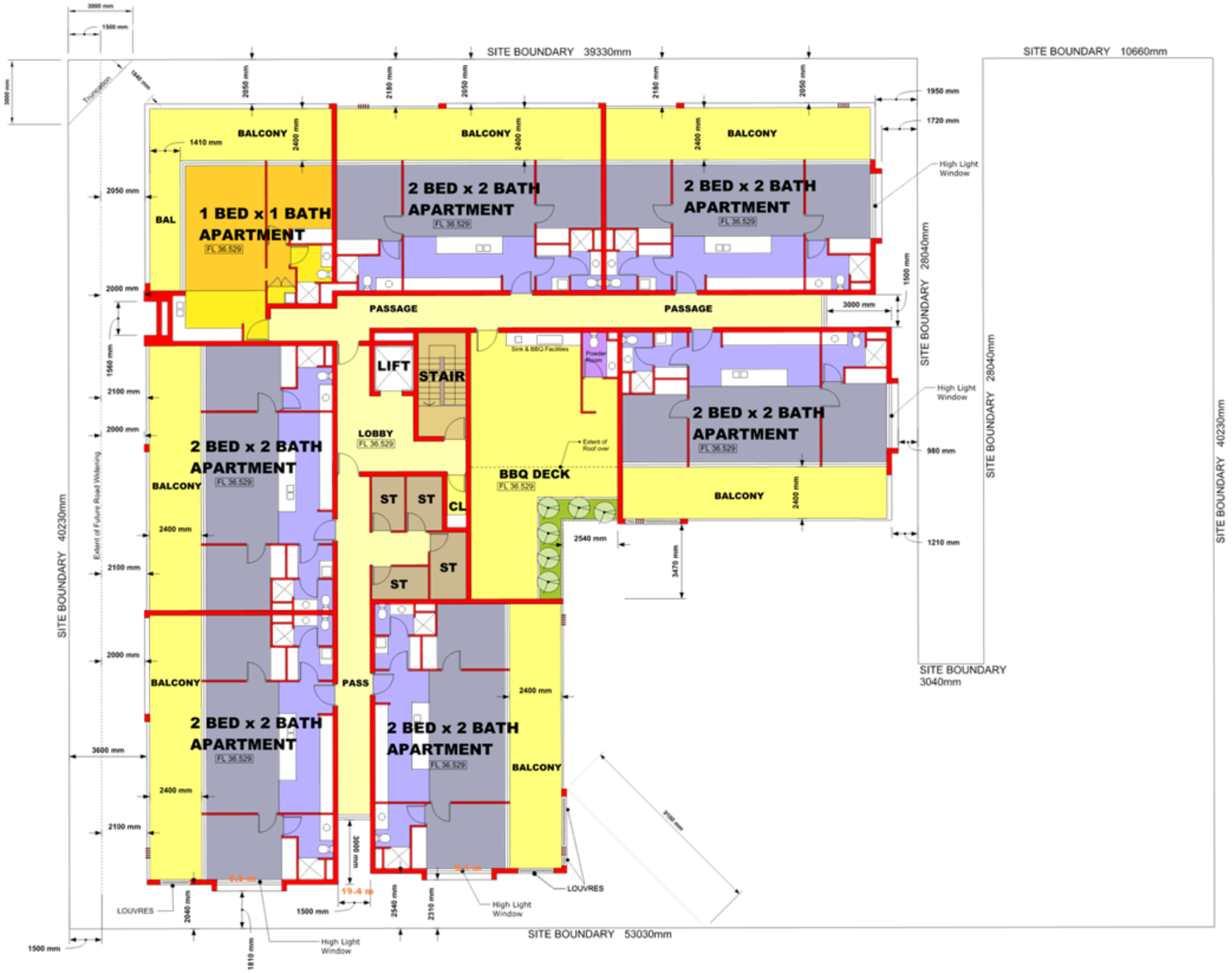

MIXED USE DEVELOPMENT - LOT 1 to 3 (No 500 to 504) FITZGERALD STREET & LOT 27 to 28 (No. 45) VENN STREET NORTH PERTH

2nd FLOOR PLAN
SCALE 1:100 @ A1 SIZE

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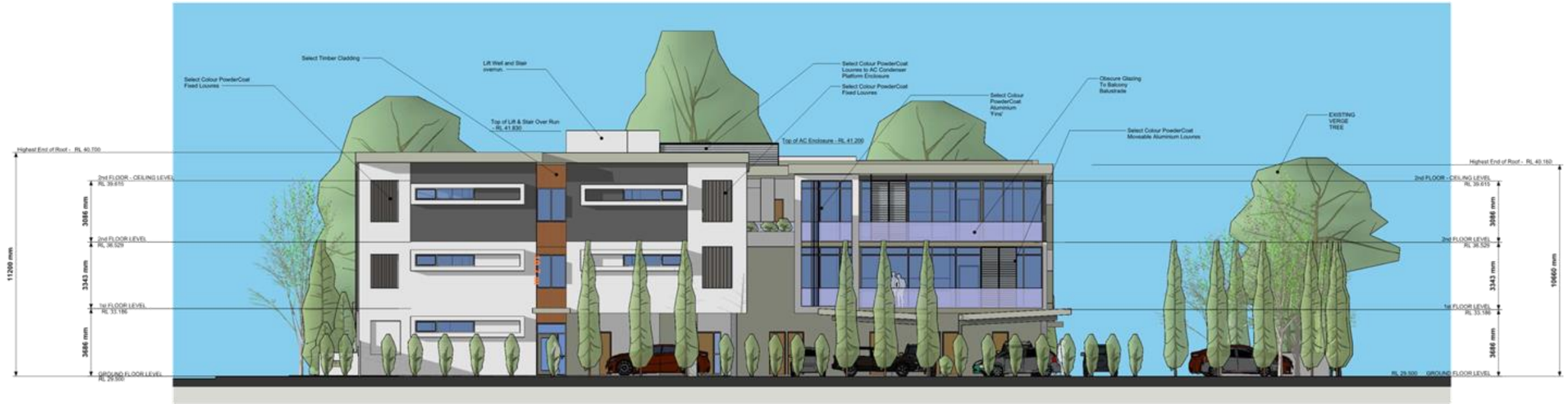
11-Jul-2018

FITZGERALD STREET ELEVATION (WEST ELEVATION)
SCALE 1:100 @ A1 SIZE



SOUTH ELEVATION
SCALE 1:100 @ A1 SIZE

MIXED USE DEVELOPMENT - LOT 1 to 3 (No 500 to 504) FITZGERALD STREET & LOT 27 to 28 (No. 45) VENN STREET NORTH PERTH

0 1 2 3 4 5 10

ELEVATIONS
SCALE 1:100 @ A1 SIZE

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DEVELOPMENT ASSESSMENT PANEL
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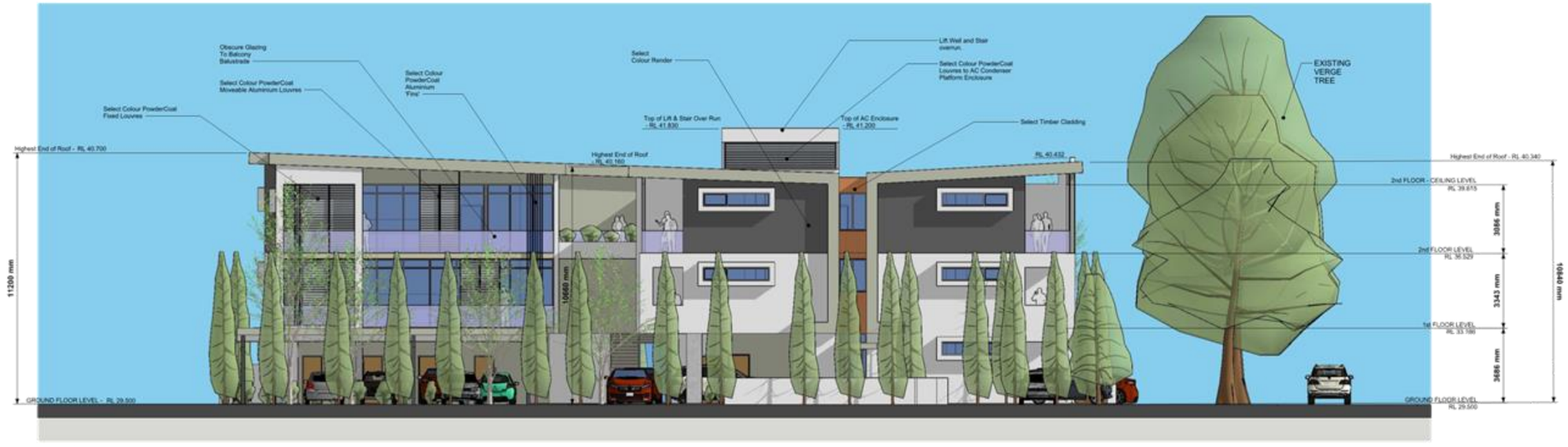
11-Jul-2018

VENN STREET ELEVATION (NORTH ELEVATION)
SCALE 1:100 @ A1 SIZE



EAST ELEVATION
SCALE 1:100 @ A1 SIZE

MIXED USE DEVELOPMENT - LOT 1 to 3 (No 500 to 504) FITZGERALD STREET & LOT 27 to 28 (No. 45) VENN STREET NORTH PERTH

0 1 2 3 4 5 10

ELEVATIONS
SCALE 1:100 @ A1 SIZE

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DEVELOPMENT ASSESSMENT PANEL
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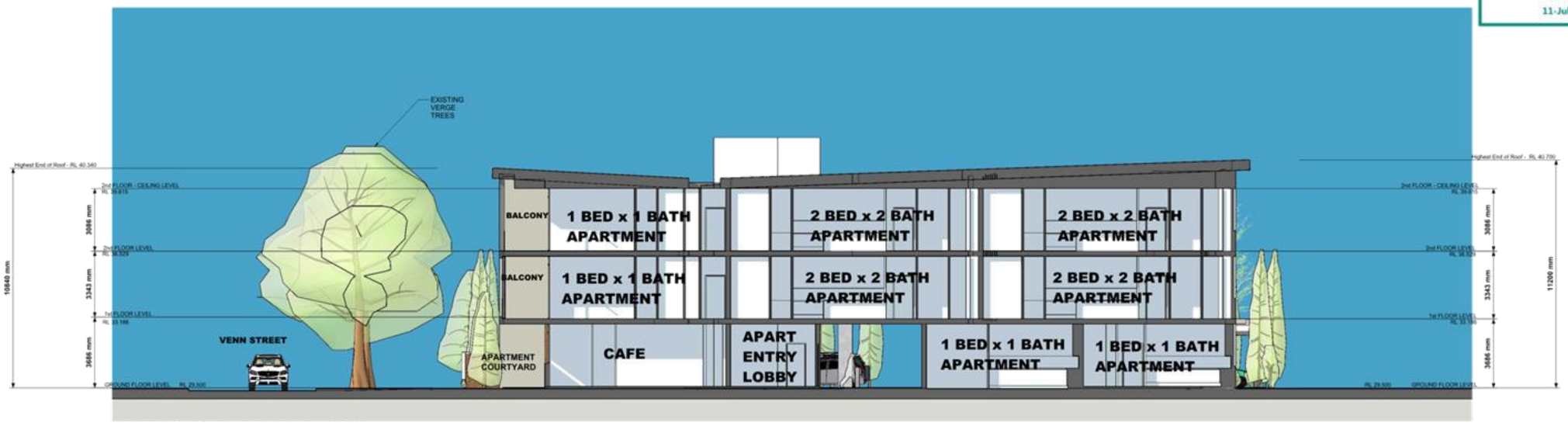
11-Jul-2018



NORTH - SOUTH SECTION

SCALE 1:100 @ A1 SIZE

EAST - WEST SECTION

SCALE 1:100 @ A1 SIZE

MIXED USE DEVELOPMENT - LOT 1 to 3 (No 500 to 504) FITZGERALD STREET & LOT 27 to 28 (No. 45) VENN STREET NORTH PERTH

DEVELOPMENT APPLICATION PROJECT No. ST2017.4 JANUARY 2018 Revised June 2018

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SECTIONS

SCALE 1:100 @ A1 SIZE

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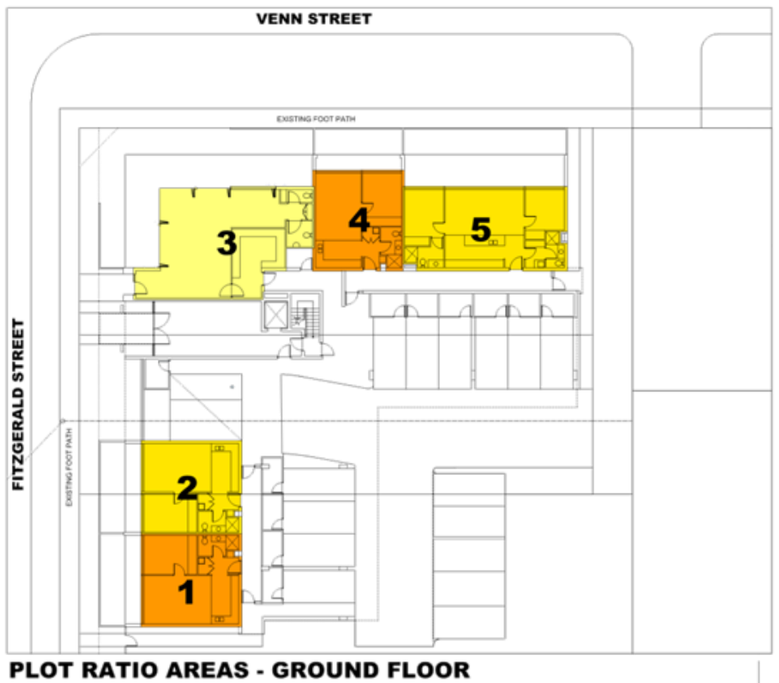
DEVELOPMENT ASSESSMENT PANEL
APPROVED
11-Jul-2018

PLOT RATIO AREAS - 1st FLOOR
SCALE 1:200 @ A1 SIZE

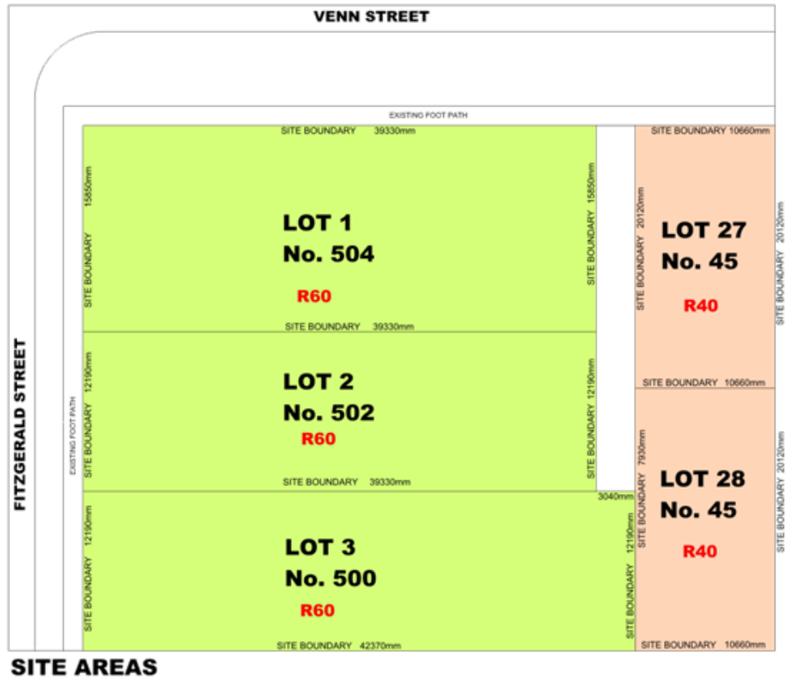
PLOT RATIO AREAS - 2nd FLOOR
SCALE 1:200 @ A1 SIZE

PLOT RATIO AREAS

	UNIT TYPE	PLOT RATIO AREA
1	1 BED APARTMENT	55sqm
2	1 BED APARTMENT	55sqm
3	CAFE	96sqm
4	1 BED APARTMENT	55sqm
5	2 BED APARTMENT	78sqm
6	2 BED APARTMENT	78sqm
7	2 BED APARTMENT	78sqm
8	2 BED APARTMENT	78sqm
9	1 BED APARTMENT	56sqm
10	2 BED APARTMENT	78sqm
11	2 BED APARTMENT	78sqm
12	2 BED APARTMENT	78sqm
13	2 BED APARTMENT	78sqm
14	2 BED APARTMENT	78sqm
15	2 BED APARTMENT	78sqm
16	1 BED APARTMENT	56sqm
17	2 BED APARTMENT	78sqm
18	2 BED APARTMENT	78sqm
19	2 BED APARTMENT	78sqm
TOTAL PLOT RATIO AREA		1387sqm
Maximum Plot Ratio Permissible		1388sqm



PLOT RATIO AREAS - GROUND FLOOR
SCALE 1:200 @ A1 SIZE



SITE AREAS
SCALE 1:200 @ A1 SIZE

	ZONING CODE	LAND AREA
LOT 1 - No. 504	R60	622sqm
LOT 2 - No. 502	R60	478sqm
LOT 3 - No. 500	R60	516sqm
TOTAL AREA		1616sqm
Maximum Plot Ratio = 0.7		1131.2sqm

	ZONING CODE	LAND AREA
LOT 27 - No. 45	R40	214sqm
LOT 28 - No. 45	R40	214sqm
TOTAL AREA		428sqm
Maximum Plot Ratio = 0.6		256.8sqm

MIXED USE DEVELOPMENT - LOT 1 to 3 (No 500 to 504) FITZGERALD STREET & LOT 27 to 28 (No. 45) VENN STREET NORTH PERTH

PLOT RATIO AREAS
SCALE 1:200 @ A1 SIZE

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Drawing No:
SHEET 11 of 15

DEVELOPMENT ASSESSMENT PANEL
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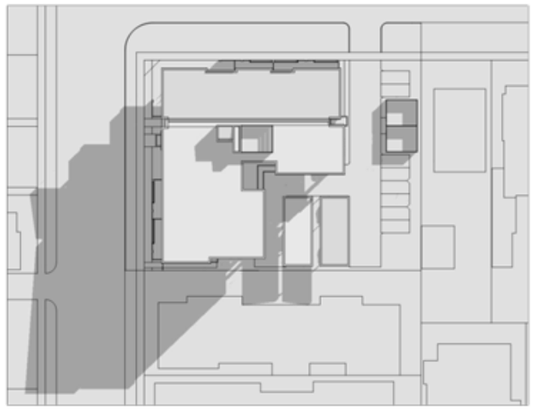
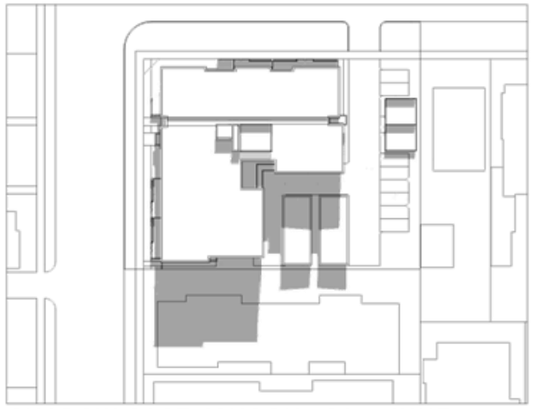
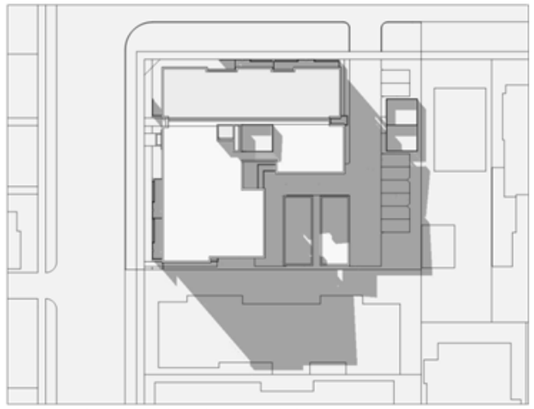
11-Jul-2018



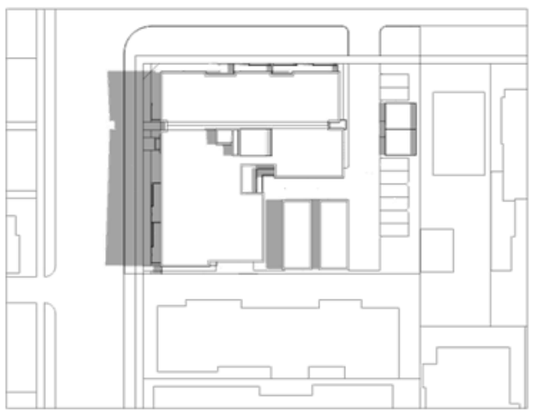
SHADOW CAST 9AM - 21st JUNE
SCALE 1:500 @ A1 SIZE



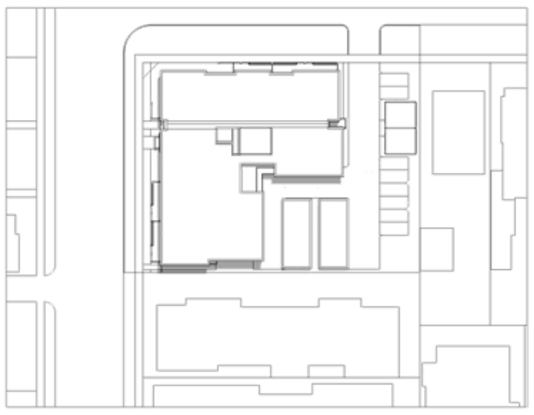
SHADOW CAST 12NOON - 21st JUNE
SCALE 1:500 @ A1 SIZE



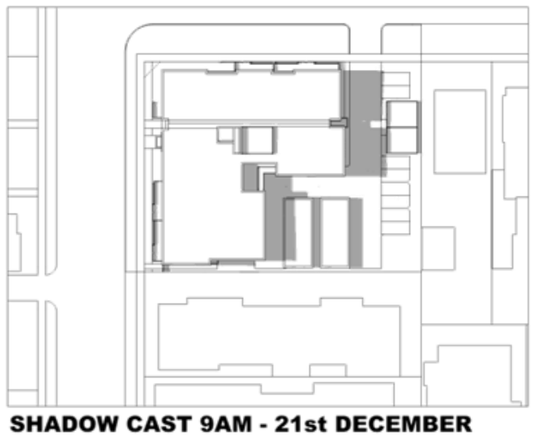
SHADOW CAST 3PM - 21st JUNE
SCALE 1:500 @ A1 SIZE



SHADOW CAST 9AM - 21st DECEMBER
SCALE 1:500 @ A1 SIZE



SHADOW CAST 9AM - 21st DECEMBER
SCALE 1:500 @ A1 SIZE



SHADOW CAST 9AM - 21st DECEMBER
SCALE 1:500 @ A1 SIZE

MIXED USE DEVELOPMENT - LOT 1 to 3 (No 500 to 504) FITZGERALD STREET & LOT 27 to 28 (No. 45) VENN STREET NORTH PERTH

SHADOW DIAGRAMS
SCALE 1:500 @ A1 SIZE

0 5 10

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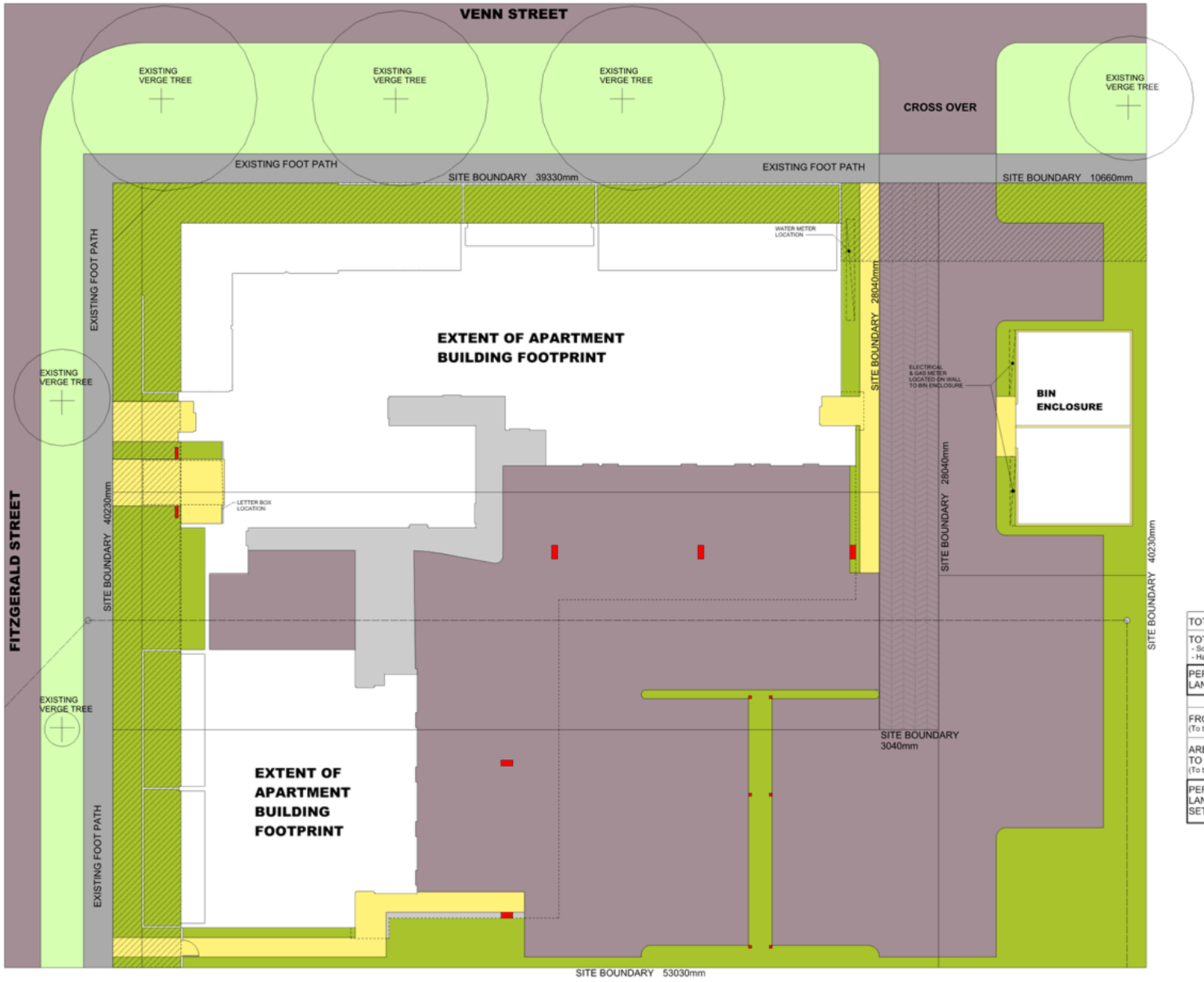

SOFT LANDSCAPING
416m2

HARD LANDSCAPING
73m2

LANDSCAPING WITHIN FRONT SETBACK
229m2

3.04m Wide R.O.W. with LEGAL ACCESS RIGHT

TOTAL SITE AREA	2044m2
TOTAL AREA OFLANDSCAPING - Soft Landscaping = 416m2 - Hard Landscaping = 73m2	489m2
PERCENTAGE OF LANDSCAPING ON SITE	23.92%
FRONT SETBACK AREA (To both Fitzgerald & Venn Streets)	242m2
AREA OF LANDSCAPING TO FRONT SETBACK AREA (To both Fitzgerald & Venn Streets)	229m2
PERCENTAGE OF SOFT LANDSCAPING TO FRONT SETBACK AREA	94.63%

MIXED USE DEVELOPMENT - LOT 1 to 3 (No 500 to 504) FITZGERALD STREET & LOT 27 to 28 (No. 45) VENN STREET NORTH PERTH

LANDSCAPING EXTENT
SCALE 1:100 @ A1 SIZE

0 1 2 3 4 5 10

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DEVELOPMENT ASSESSMENT PANEL
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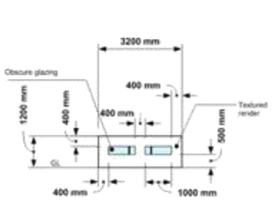
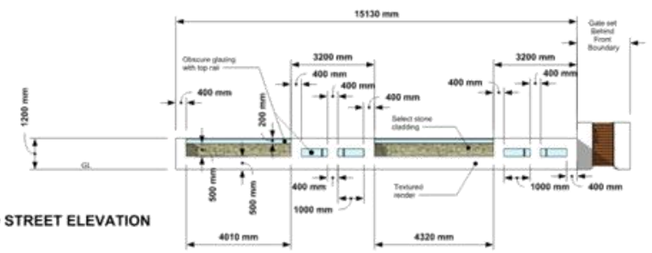
11-Jul-2018

VENN STREET ELEVATION (NORTH ELEVATION)

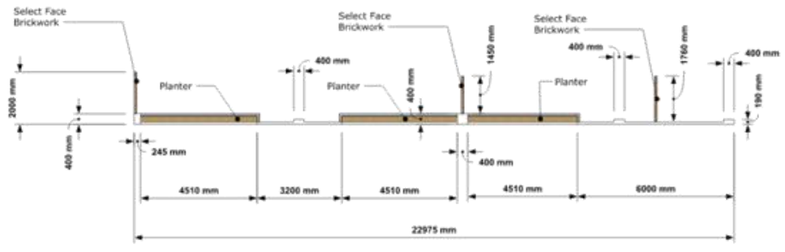
FITZGERALD STREET ELEVATION (WEST ELEVATION)

BOUNDARY FENCE - VENN STREET ELEVATION

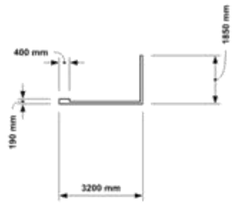


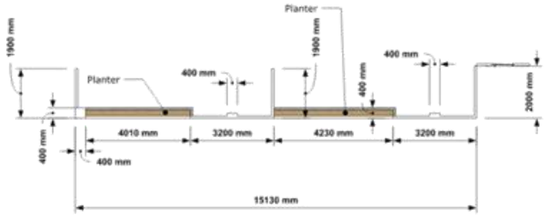


BOUNDARY FENCE - FITZGERALD STREET ELEVATION



BOUNDARY FENCE PLAN - VENN STREET





BOUNDARY FENCE PLAN - FITZGERALD STREET

MIXED USE DEVELOPMENT - LOT 1 to 3 (No 500 to 504) FITZGERALD STREET & LOT 27 to 28 (No. 45) VENN STREET NORTH PERTH

FRONT BOUNDARY FENCE
SCALE 1:100 @ A1 SIZE

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DEVELOPMENT ASSESSMENT PANEL
APPROVED
11-Jul-2018

VIEW FROM SOUTH WEST

VIEW FROM NORTH WEST

VIEW FROM NORTH EAST

VIEW FROM SOUTH EAST

MIXED USE DEVELOPMENT - LOT 1 to 3 (No 500 to 504) FITZGERALD STREET & LOT 27 to 28 (No. 45) VENN STREET NORTH PERTH

PERSPECTIVE IMAGES

DEVELOPMENT APPLICATION PROJECT No. ST2017.4 JANUARY 2018 Revised JUNE 2018

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Drawing No: SHEET 15 of 15

Summary of Submissions:

The tables below summarise the comments received during the advertising period of the proposal, together with the Applicant's response to each comment.

Comments Received in Support:	Applicant Comment:
General • Support that the business provides an asset to the local community with a strong customer case within close walking distance.	• Many thanks to everyone supporting us, we are a family business putting a lot of passion into this.
• Supportive that the small size, limited space and restricted patrons would only facilitate low scale/intensity use of the premises.	
• Existing evidence that licensed premises can operate within a residential context, such as North Perth Bowls Club.	
• Support that the proposed use is consistent with the Residential Zone Objectives, specifically providing a non-residential use that is compatible with the residential area.	
• Supportive that the proposed extension of hours will add to existing non-residential evening land uses within the immediate locality along Fitzgerald Street.	
• The proposed Small Bar use will complement the area and provide amenity for surrounding residents.	

Comments Received in Objection:	Applicant Comment
General • Concerns regarding the floor plan demonstrating a minority of seating being internal, resulting in the majority of patrons seated outdoors.	• All of our customer always prefers to seat inside when possible, they like to seat outside usually around lunch time when it's warmer, however, during the summer months they always prefer to be inside with air conditioning on.
• Concerns relate to the existing premises not operating in accordance with the previously approved 32 person maximum.	• We have never counted more than 32 patrons at once, more then 32 patrons cannot fit, and we do not have more than 32 chairs.

Summary of Submissions:

Comments Received in Objection:	Applicant Comment
• Concerns relate to the existing premises not operating in accordance with the previously approved operating hours (8am – 5pm) as the premises advertises and opens prior to the approved opening time.	• Half of the patrons' order take away items and they wait outside for collection.
• Concern that one toilet would not be sufficient to service 32 people, specifically when alcohol is being served, resulting in patrons urinating in public, specifically after closure.	• We have never had issues with patrons urinating outside, this has never been reported and we hope will never happen.
• Concerns that the increased traffic at night will result in headlights being shone into bedroom windows of adjacent properties.	• We understand that the night trade can be unpleasant, however, we would like to open at night ONLY 16 times a month, for functions, staff meetings, degustation or aperitivo time. We do not want to open every night like a restaurant or a small bar.
Car Parking • Concerns regarding the existing business not having sufficient parking.	• We are compliant with the Council's parking requirements. If there is anything we can do to have more parking, we would.
• Concerns that the extension of operating hours will exacerbate the existing parking issues along Venn Street.	• Parking at Woodville reserve it's a suggestion for our patrons, just like a suggestion to come with a bike or a bus.
• Concerns relate to patrons and delivery drivers already parking on verges of adjacent properties along the length and on both sides of Venn Street, despite parking being prohibited on the northern side of Venn Street.	• We would like to work with the Engineering team to upgrade the verge into parking.
• Concerns that the business is asking patrons to park at Woodville Reserve.	• We don't know what time the residents come home, street parking is open to every resident and patron.
• Concerns that the extension of operating hours would present traffic and parking issues at the end of the day as the existing closure time, in the afternoon, allows for Venn Street to be cleared by the time residents return.	
• Suggestion to upgrade the Cafes verge to include street parking.	

Summary of Submissions:

Comments Received in Objection:	Applicant Comment
Traffic & Safety • Concerns that the extension of operating hours will increase the traffic/congestion and danger to Venn Street and the already dangerous intersection at Venn Street and Fitzgerald Street.	• The congestion it's a hazard already, which the council should take care of in accordance with us and the residents.
• Concerns in relation to the business advertising and providing kerb-side pickup for customers causing traffic.	
Noise • Concerns relate to the ambient noise of the Small Bar at night to Venn Street impacting the amenity of residents.	• The tenancy will play background music. The acoustic levels have been assessed by an acoustic engineer and are compliant as per the updated December 2024 Acoustic Report.
• Concerns relate to the noise caused by patrons, and their vehicles leaving at night from Venn Street.	
• Concerns regarding removal of waste (glass and bottles) upon closure of the Small Bar at 10:00pm.	• We understand, and we will try not to make noises with glass bottles.
• Concerns in relation to the outdated Acoustic Report provided being prepared in 2016 which does not address the Small Bar component of the proposal and its impact to the surrounding residential properties.	• A new Acoustic Report was prepared in December 2024.
• Concerns that the premises will not operate in accordance with the Management Plan in relation to closing doors when music is played.	

Note: Submissions are considered and assessed by issue rather than by individual submitter.

Summary of Submissions:

The tables below summarise the comments received during the advertising period of the proposal, together with the Applicant's response to each comment.

Comments Received in Support:	Applicant Comment:
General • Support that the business provides an asset to the local community with a strong customer case within close walking distance. • Supportive that the small size, limited space and restricted patrons would only facilitate low scale/intensity use of the premises. • Existing evidence that licensed premises can operate within a residential context, such as North Perth Bowls Club. • Support that the proposed use is consistent with the Residential Zone Objectives, specifically providing a non-residential use that is compatible with the residential area. • Supportive that the proposed extension of hours will add to existing non-residential evening land uses within the immediate locality along Fitzgerald Street. • The proposed Small Bar use will complement the area and provide amenity for surrounding residents.	• The submissions received in support are noted.

Comments Received in Objection:	Applicant Comment
General • Concerns regarding the floor plan demonstrating a minority of seating being internal, resulting in the majority of patrons seated outdoors.	• Following the community consultation period and in response to comments received, the applicant provided an updated floor plan, providing detail regarding the venue's seating arrangements. Whilst most of the seating would be situated outdoors, the business is sufficiently separated from the surrounding properties to ensure these properties amenity is not adversely impacted from outdoor dining. This is detailed further in the Comments section of the Officer report.

Summary of Submissions:

Comments Received in Objection:	Applicant Comment
• Concerns relate to the existing premises not operating in accordance with the previously approved 32 person maximum.	• The proposal does not seek to increase the maximum occupancy of the business. The business will continue to to operate with no more than 32 persons in site at any one time, as per conditions of the previous approval.
• Concerns relate to the existing premises not operating in accordance with the previously approved operating hours (8am – 5pm) as the premises advertises and opens prior to the approved opening time.	• Following a compliance investigation, the premises is now operating from 8:00am and in accordance with their previous development approval. The subject application seeks to amend the previously approved operating hours extend the opening hours to 7:00am.
• Concern that one toilet would not be sufficient to service 32 people, specifically when alcohol is being served, resulting in patrons urinating in public, specifically after closure.	• The business has two toilets within, which is sufficient to service the approved occupancy of 32 persons onsite in accordance with National Construction Code requirements. There is no change to occupancy numbers as part of this application.
• Concerns that the increased traffic at night will result in headlights being shone into bedroom windows of adjacent properties.	• Following the conclusion of the community consultation period, the scope of the proposal was amended which now only seeks to extend the opening time from the previously approved 8:00am to the proposed 7:00am. This means that the closing times remain as per the previous approval, and are no longer sought to change as part of this application
Car Parking • Concerns regarding the existing business not having sufficient parking. • Concerns that the extension of operating hours will exacerbate the existing parking issues along Venn Street. • Concerns relate to patrons and delivery drivers already parking on verges of adjacent properties along the length and on both sides of Venn Street, despite parking being prohibited on the northern side of Venn Street. • Concerns that the business is asking patrons to park at Woodville Reserve. • Concerns that the extension of operating hours would present traffic and parking issues at the end of the day as the existing closure time, in the afternoon, allows for Venn Street to be cleared by the time residents return. • Suggestion to upgrade the Cafes verge to include street parking.	• The application does not propose any changes to the provision of car parking for the development which complies with the City's Non-Residential Parking Policy and no discretion is being sought in relation to this element. The applicant has sought to respond to community concerns regarding street parking and the utilisation of the on-site car parking bays for the development by proposing enhanced wayfinding/directional signage. The proposed wayfinding signage would improve wayfinding and assist in increasing legibility access to the existing car parking onsite. This has been achieved through the proposed signage being suitably sized, designed and located to ensure the signage is visible to the tenancy's visitors whilst maintaining the amenity of the surrounding locality. The signage is of a size, scale and location to ensure that there is not a proliferation of advertisement.

Summary of Submissions:

Comments Received in Objection:	Applicant Comment
Traffic & Safety • Concerns that the extension of operating hours will increase the traffic/congestion and danger to Venn Street and the already dangerous intersection at Venn Street and Fitzgerald Street. • Concerns in relation to the business advertising and providing kerb-side pickup for customers causing traffic.	• As detailed above, the application does not propose any changes to the previously approved occupancy numbers or the provision of car parking for the development, which complies with the City's Non-Residential Parking Policy. On this basis, the development provides for sufficient parking on-site.
Noise • Concerns relate to the ambient noise of the Small Bar at night to Venn Street impacting the amenity of residents.	• Following the conclusion of the initial community consultation period, the proposal was amended to only extend the opening hour to 7am and not extend the closing time. As such, patrons will only be leaving during daylight hours. In response to community feedback, Administration are undertaking the North Perth Traffic Study to inform whether possible road safety treatments are needed on Fitzgerald Street and the surrounding area. The intersection of Fitzgerald Street and Venn Street is within the study area. Administration estimates that the Study will be completed by April 2025. The City would then review the findings and undertake detailed planning for any interventions and safety measures that are identified as needed within the Traffic Study.
• Concerns relate to the noise caused by patrons, and their vehicles leaving at night from Venn Street. • Concerns regarding removal of waste (glass and bottles) upon closure of the Small Bar at 10:00pm. • Concerns in relation to the outdated Acoustic Report provided being prepared in 2016 which does not address the Small Bar component of the proposal and its impact to the surrounding residential properties. • Concerns that the premises will not operate in accordance with the Management Plan in relation to closing doors when music is played.	• The scope of the application has been amended and the proposal no longer seeks approval for nighttime operation. The change of operating hours as part of this application now only relates to an additional hour of operation in the morning, commencing at 7:00am. • Following the conclusion of the community consultation period the applicant provided an updated Acoustic Report that addresses the proposed extended operation hours and other operation details for the venue. A condition of approval has been recommended, ensuring the business operates in accordance with recommendations of the updated Acoustic Report.

Note: Submissions are considered and assessed by issue rather than by individual submitter.

Clause 67 – Matters to be Considered Assessment

Clause 67 – Matters to be Considered	
Matter	**Administration Comment**
a) The aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area.	LPS2 contains broader aims applicable to the entire Scheme area, separate to more specific objectives of the Residential zone. The relevant aims applicable to this proposal include: • *Encourage the provision of a wide range of choices in housing, business and employment* – The proposed extension of operation hours to the business would contribute towards supporting small business and employment generation within the City. • *Ensure that the use and development of land is managed in an effective manner, which recognises the individual character and needs of the five community precincts within the Scheme Area* – Management of the additional operating hour would be in accordance with the Venue Management Plan (VMP), as required by Condition 3.1. An updated VMP, to reflect the proposed additional operating hour, will ensure the premises continues to operate at a small scale and aligns with the surrounding character of the area. • *Promote the development of a sense of local community.* The proposed extension of operation hours to the venue would contribute towards to the amenity of the local area. This is because the additional operating hour would provide services associated with the café to community members commuting to work or school within the morning trade period. The morning trading period represents a peak period where community members seek café goods and services. The additional operating hour will enable the café to service this demand as well as allow the business an additional hour for staffing and employment. Further consideration the associated amenity impacts in relation to the residential context is discussed in the Comments section of the report. • *Ensure safe and convenient movement of people* —The proposal aims to enhance wayfinding and directional signage across the site by installing additional signs facing Venn Street. These signs will guide customers to the car parking bays located at the rear of the development. This initiative addresses community concerns about the safety of on-street parking near the Fitzgerald Street and Venn Street intersection, while also improving the safety and flow of pedestrian and vehicle movement within the site and its immediate surroundings.
b) The requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the *Planning and Development (Local Planning Schemes) Regulations 2015* or any other proposed planning instrument that the local government is seriously considering adopting or approving.	Orderly and proper planning requires the consideration of whether an application is consistent with the objectives of LPS2 and relevant planning policies. The suitability of the proposed development as assessed against the relevant LPS2 objectives, the City's local planning framework, and the impact of the proposal on the local amenity is discussed in the Comments section of the report. There are no draft planning instruments relevant to this application.
(fa) A local planning strategy for this Scheme endorsed by the Commission.	The City's Local Planning Strategy was endorsed by the WAPC on 8 November 2016. The City's Local Planning Strategy identifies the subject site and surrounding properties as falling within a Medium Density Residential area. The subject site is zoned Residential R40 and R60-R100under LPS2 and an assessment of the impact on residential amenity is discussed further in the Comments section of the report.

Clause 67 – Matters to be Considered	
Matter	**Administration Comment**
(g) Any local planning policy for the Scheme area.	An assessment has been undertaken against all relevant local planning policies, including the City's Licenced Premises Policy, Sound Attenuation Policy, Non-Residential Development Parking Policy and Signs and Advertising Policy. The proposal seeks a departure to the Signage and Advertising Policy. The acceptability of the proposed signage is discussed further in the Comments section of the report.
(m) The compatibility of the development with its setting including – (i) The compatibility of the development with the desired future character of its setting. (ii) The relationship of the development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development.	The proposed development would be compatible with its setting. The extension of operating hours to the venue would not have an adverse impact on the adjoining properties due the specific site context and location of premises, as well as the scale and operation measures proposed. This is because the premises provides sufficient separation from the surrounding properties that includes landscaping and multiple lanes of traffic, ensuring the proposal is compatible with its setting. This is considered further in the Comments section of the report.
(n) The amenity of the locality including the following – (i) environmental impacts of the development; (ii) the character of the locality; (iii) social impacts of the development.	The applicant has provided an Acoustic Assessment, included as **Attachment 3** demonstrating that the proposed development is capable of operating consistent with the Noise Regulations for the proposed amended operating hours, commencing at 7:00am. The site context and separation provided by the development from nearby residential properties would ensure that the development can operate without impacting on the amenity of the surrounding area. This is considered further in the Comments section of the report.
(s) the adequacy of- (i) the proposed means of access to and egress from the site (ii) arrangements for the loading, unloading, maneuvering and parking of vehicles	The proposal to seek to extend the operating hours to the existing business. This would not result in an increase of vehicles further to the current premises but would result in a similar extent of vehicles for a one-hour period prior to the existing approved opening time. The applicant has provided additional signage to be implemented to increase legibility of signage to parking onsite and increase utilisation of off-street parking. The acceptability of the parking, traffic and wayfinding is discussed further in the Comments section of the report.
(t) the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality	
(w) the history of the site where the development is to be located.	A Restaurant/Café has operated at the subject site since August 2022. The operators seek to extend the operating hours for an additional hour, opening at 7:00am in lieu of the previous approval which permits opening at 8:00am.
(y) Any submissions received on the application.	The key matters raised in the submissions that are relevant planning considerations in the assessment of the proposal are addressed in this report, and a summary of all submissions received is included as **Attachment 6** with responses by the Administration. The comments raised in the submissions have been considered as part of the assessment of this application. The total number of submissions received for/against the proposal alone is not a valid reason for the application to be approved/refused.

Clause 67 – Matters to be Considered	
Matter	**Administration Comment**
(zc) any advice of the Design Advisory Committee	The City sought feedback from a member of the City's DRP to identify ways to improve wayfinding and increase the utilisation of the rear carpark. Comments in relation to this is discussed further in the Design Review Panel section of the report.

9.3 PROPOSED AMENDMENT NO. 13 TO LOCAL PLANNING SCHEME NO. 2 AND REVIEW OF LOCAL PLANNING POLICY: SHORT TERM ACCOMMODATION

Attachments:

1. **Amendment No. 13 to Local Planning Scheme No. 2**
2. **Short Term Rental Accommodation Local Planning Policy**
3. **Review of Local Planning Policy: Short Term Accommodation**

RECOMMENDATION:

That Council:

1. **PREPARES Amendment No. 13 to Local Planning Scheme No. 2 as included in Attachment 1 for the purposes of community consultation, pursuant to section 75 of the *Planning and Development Act 2005*;**

2. **CONSIDERS Amendment No. 13 to Local Planning Scheme No. 2 to be a standard amendment pursuant to Clause 35 of the *Planning and Development (Local Planning Schemes) Regulations 2015* as the amendment:**

   - **Would have minimal impact on land in the scheme area that is not subject to the amendment;**
   - **Would be consistent with the intent of the Urban zone under the Metropolitan Region Scheme to provide for a range of commercial activities;**
   - **Would not result in significant environmental, social, economic or governance impacts on land in the scheme area;**
   - **Would be consistent with Planning Bulletin 115/2024 which states that if a scheme amendment introduces or changes permissibility for new short-term rental and traditional accommodation uses, it will be generally progressed as a standard amendment; and**
   - **Is not considered a complex or basic amendment;**

3. **SUBMITS Amendment No. 13 to Local Planning Scheme No. 2 to the Western Australian Planning Commission for a recommendation to the Minister for Planning to approve the proposed amendment for advertising pursuant to Clause 46B of the *Planning and Development (Local Planning Schemes) Regulations 2015*;**

4. **Subject to receiving approval from the Minister for Planning PROCEEDS to advertise Amendment No. 13 to Local Planning Scheme No. 2 pursuant to Clause 47(1) of the *Planning and Development (Local Planning Scheme) Regulations 2015*;**

5. **PREPARES a notice of amendment for Local Planning Policy: Short Term Accommodation as modified and included in Attachment 2 for the purpose of advertising, pursuant to Schedule 2, Clauses 5 and 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015*; and**

6. **NOTES that:**

   - **In accordance with Section 81(2) of the *Planning and Development Act 2005*, Amendment No. 13 to Local Planning Scheme No. 2 is not required to be referred to the Environmental Protection Authority.**

     This is because it is an amendment to include or alter a definition of a land use category that would not materially impact the operation of the planning scheme. The proposed amendments would replace existing short-term rental accommodation land use definitions and would not have effect on the substantive nature or operation of the City's Local Planning Scheme No. 2;

- **Public notice of Amendment No. 13 to Local Planning Scheme No. 2 and Local Planning Policy: Short Term Accommodation will be undertaken concurrently; and**

- **Any submissions received during the advertising period for Amendment No. 13 to Local Planning Scheme No. 2 and Local Planning Policy: Short Term Accommodation would be presented to Council for consideration.**

PURPOSE OF REPORT:

To consider Amendment No. 13 to Local Planning Scheme No. 2 (LPS2, included as **Attachment 1**) and amendments to Local Planning Policy: Short Term Accommodation (Policy, included as **Attachment 2**) for the purpose of public advertising.

DELEGATION:

In accordance with Clause 35 of the *Planning and Development (Local Planning Scheme) Regulations 2015* (the Regulations), a local government may make an amendment a local planning scheme. Clause 5 of the Regulations allows the local government to make an amendment to a local planning policy.

The *Local Government Act 1995* states the term 'local government' refers to the elected Council.

Council has not provided any delegation to Administration for amending the local planning scheme or existing local planning policies.

BACKGROUND:

State Government Reform to Short-Term Rental Accommodation

The State Government has implemented reform initiatives in relation to short-term rental accommodation (STRA) in the past eight months. These include:

- *Short-Term Rental Accommodation Act 2024* – This was published in July 2024 and sets out requirements applicable to STRA.

  This includes a requirement for all STRA to be registered in a newly established State-wide register that will be managed by the Department of Energy, Mines, Industry Regulation and Safety. Registration of STRA became mandatory from 1 January 2025.

- *Planning and Development (Local Planning Schemes) Regulations 2015* – Amendments to the Regulations were gazetted in September 2024 and includes new general terms and land use definitions for STRA. This includes distinguishing being 'Hosted Short-Term Accommodation' and 'Unhosted Short-Term Accommodation'.

  New exemptions are also provided from requiring development approval to operate STRA. 'Hosted Short-Term Rental Accommodation' would be exempt in all circumstances, while 'Unhosted Short-Term Rental Accommodation' would be exempt where hosting does not occur for more than 90 cumulative nights within a 12 month period.

Impact to the City's Local Planning Framework

Local Planning Scheme No. 2

On 25 September 2024 the City received notification from the Minister for Planning advising that the City's LPS2 is to be amended to be consistent with the recent changes to the Regulations by 1 July 2025. This includes:

- The removal of 'Bed and Breakfast', 'Holiday House', 'Holiday Accommodation', 'Motel' 'Serviced Apartment', and 'Tourist Development' land uses.
- The introduction of 'Hosted Short-Term Rental Accommodation', 'Unhosted Short-Term Rental Accommodation' and 'Tourist and Visitor Accommodation' land uses.
- Modification and/or deletion to the definitions of 'Cabin', 'Chalet' and 'Short-Term Rental Accommodation' (previously 'Short-Term Accommodation').

Local Planning Policy: Short Term Accommodation

The City's Policy was most recently updated in 2021 and currently provides guidance for STRA within the City and the responsibilities and obligations of operators.

The Policy aims to ensure that STRA:

- Contributes to the locality and diversity of accommodation types offered.
- Is managed as to not impact the amenity of the locality.
- Is located, designed and operate as to minimise noise impacts to the locality.
- Does not adversely impact heritage or social values.
- Provides sufficient car parking or alternative transport methods to minimise impacts on the amenity of the locality.

Administration has reviewed the Policy concurrently with Amendment No. 13 to LPS2 to reflect any changes to the Scheme and to ensure that the standards and objectives continues to guide the acceptability of STRA when a development application is required.

DETAILS:

Amendment No. 13 to Local Planning Scheme 2

Amendment No. 13 to LPS2 is included as **Attachment 1** and proposes primarily to replace existing STRA land uses with new land uses.

The definitions of these new land uses because they must align with the definitions in the Regulations.

Council can decide the permissibility of these land uses within each zone by amending the zoning table. Land use permissibility options are:

- 'P' – permitted;
- 'D' – discretionary;
- 'A' – discretionary and requires advertising; and
- 'X' – not permitted.

The changes proposed by Amendment No. 13 are detailed in the table below.

Hosted Short-Term Rental Accommodation Land Use
• New land use of 'Hosted Short-Term Rental Accommodation' and definition would replace the existing 'Bed and Breakfast' land use. • Permitted 'P' use in all zones except for Centre. Land uses in the Centre zone are to be considered in against any relevant structure plan or local development plan. The only land zoned Centre within Vincent is in Leederville. The City is progressing the draft Leederville Precinct Structure Plan which would provide land use guidance for this area.
Unhosted Short-Term Rental Accommodation Land Use
• New land use of 'Unhosted Short-Term Rental Accommodation' and definition would replace the existing 'Holiday House' land use. • 'A' use which requires advertising in the Residential and Mixed Use zones, and discretionary 'D' use in other zones except for Centre.
Tourist and Visitor Accommodation Land Use
• New 'Tourist and Visitor Accommodation' land use and definition would replace the existing 'Motel', 'Holiday Accommodation', 'Serviced Apartment' and 'Tourist Development' land uses. • 'A' use which requires advertising in the Residential and Mixed Use zones, and discretionary 'D' use in other zones except for Centre.
General Definition Changes
• Delete the general definition of 'Short-Term Accommodation' because it is now redundant due to the deletion of related land uses. • Amend the definitions of 'Cabin' and 'Chalet' to replace 'dwelling' with 'building'. This would resolve interpretation issues.

Local Planning Policy: Short Term Accommodation

The Policy has been reviewed concurrently with proposed Amendment No. 13 to LPS2. The review is included in **Attachment 3** and the key themes are summarised below.

Theme	Policy Approach	Proposed Change
Location	The Policy preference is for STRA to be in Local Centre, District Centre, Regional Centre and Commercial zones. In Residential and Mixed-Use areas, STRA is permitted if: • In medium/high density areas; or • Within 400 metres of high frequency public transport route; or commercial, entertainment or tourist activities; or within 1km of the Perth CBD.	Preferred locations for 'Unhosted Short-Term Rental Accommodation' are designed to minimise impacts on residential and sensitive uses. These include: • Not being located within grouped or multiple dwellings; • Primary location in the Local Centre, District/Regional Centre, or Commercial zones; and • In Residential or Mixed-Use zones, permitted only in areas with R60 or above density coding and adjacent to at least one non-residential land use.
Anti-Social Behaviour	The Policy requires a Management Plan addressing noise control, guest screening and assessment procedures, and a complaints management procedure and Code of Conduct. The Policy requires a minimum two night stay for bookings.	Greater restrictions include: • Limiting guests to two per bedroom, up to a maximum of 12. This is to reduce impacts from these homes that operate with more guests on surrounding residential areas. • Allowing a maximum of four visitors, with no visitors allowed between 10:00pm and 7:00am. This aligns with stricter noise standards during nighttime under the *Environmental Protection (Noise) Regulations 1997*. • Increasing the minimum stay from two nights to three where a booking falls over a weekend. Bookings that do not fall over a weekend will remain as a minimum of two nights.

Provision of Car Parking	Parking standards align with the Residential Design Codes (R Codes). This is one or two bays based on location and dwelling size.	'Unhosted Short-Term Rental Accommodation'
		• Parking is based on guest numbers:
		  ○ One bay for up to three guests;
		  ○ Two bays for four to six guests; and
		  ○ Up to five bays for properties accommodating 12 guests.
		• Additional visitor parking to be provided on-site and proportional to expected visitor numbers. This is to be demonstrated in a Management Plan.
		
		'Tourist and Visitor Accommodation'
		• Follows the existing approach for 'Motel' use. 0.5 or one bay per bedroom based on location, as per the City's Local Planning Policy: Non-Residential Parking Policy (Parking Policy).

Access to Car Parking Bays	Car parking management to be detailed in a Management Plan. The Management Plan and Code of Conduct are to clearly inform guests, both verbally and in writing, of parking rules.	This emphasises the need for on-site car parking to be properly managed. Requires a Parking Management Plan separate to the Management Plan to provide more specific information.

The definitions of the Policy would be amended to be consistent with the Regulations and Amendment No. 13 to LPS2.

The existing standards of the current Policy that are applicable to 'Hotel' and 'Residential Building' are not proposed to be modified and are retained. This is because these provide for adequate guidance for these uses. Further clarification on the matters to be addressed through a Management Plan is provided to be consistent with the changes to the other uses set out above.

A copy of the draft Policy for the purposes of community consultation is included in **Attachment 2**.

CONSULTATION/ADVERTISING:

In accordance with the Regulations, public notice of an amended local planning policy and scheme amendment must be published in local newspapers and published on the local government's website.

Consultation would align with the City's Community and Stakeholder Engagement Policy that sets out for public consultation to occur for a minimum period of 42 days for a scheme amendment, and 21 days for a local planning policy amendment.

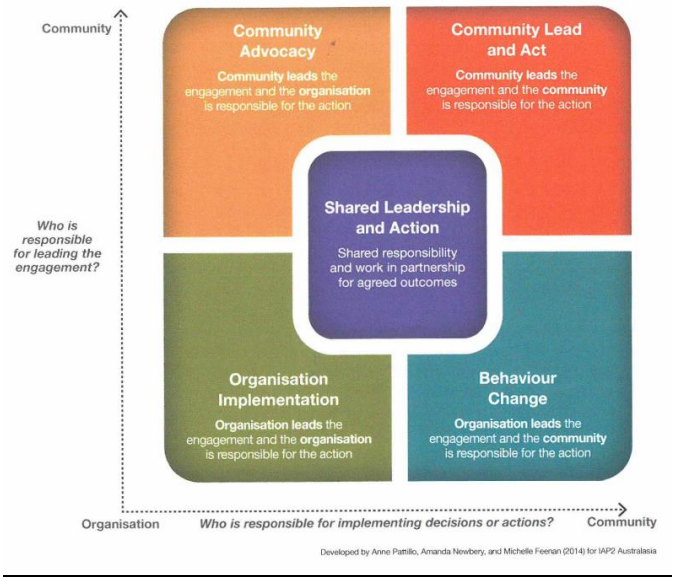
Administration is proposing to undertake community consultation for the Policy concurrent with proposed Amendment No. 13 LPS2. This means that the consultation period for the Policy would be extended from 21 days to 42 days to align with proposed Amendment No. 13.

Public consultation will be carried out in the following ways:

- notice published on the City's website;
- notice posted to the City's social media;
- notice published in the local newspapers;
- notice exhibited on the notice board at the City's Administration and Library and Local History Centre;
- notification provided to primary STRA companies, such as Airbnb, Stayz and Booking.com; and
- letters distributed to the current landowners of STRA that have been approved since 2008.

The *Planning and Development Act 2005* requires that once Council has resolved to prepare a scheme amendment, approval of the Minister for Planning is required before community consultation can commence. Should Council support the preparation of proposed Amendment No. 13 to LPS2, this will be forward to the Western Australian Planning Commission (WAPC) for consideration.

The outcomes of community consultation, including any submissions received, will be presented at a future Council meeting for consideration of a recommendation to the WAPC on Amendment No. 13 and decision on the draft Policy.



Organisation Implementation
Engagement is used to both inform the community about the proposed policy, project or propositions, and to provide some input to the shape or execution of the policy, project or proposition.

Tension: People feel forced leading to an unresponsive process.
Mitigation: Increasing the level of influence, and implementing a transparent, robust process.

Required under regulations/legislation

A robust process to engage with the community and stakeholders

LEGAL/POLICY:

Legislation

The *Planning and Development Act 2005* and the Regulations provide the criteria for creating and amending local planning policies, and the process for undertaking scheme amendments.

Clause 35(2) of the Regulations requires the local government to specify whether a scheme amendment is basic, standard or complex.

Proposed Amendment No. 13 to LPS2 would be a standard amendment because:

- It would have minimal impact on land in the scheme area that is not subject to the amendment;
- It is consistent with the intent of the Urban zone under the Metropolitan Region Scheme to provide for a range of commercial activities;
- Does not result in significant environmental, social, economic or governance impacts on land in the scheme area;
- Planning Bulletin 115/2024 states that if a scheme amendment introduce or changes permissibility for new STRA and traditional accommodation uses, it will be generally progressed as a standard amendment; and
- Is not considered a complex or basic amendment.

Section 81 of the *Planning and Development Act 2005* requires a scheme amendment to be referred to Environmental Protection Authority (EPA) prior to the commencement of community consultation, unless it is not required in accordance with the *Environmental Protection Act 1986*.

In accordance section 81(2) of the *Planning and Development Act 2005* and section 48AAA of the *Environmental Protection Act 1986*, proposed Amendment No. 13 to LPS2 is not required to be referred to the EPA. This because it is an amendment to include or alter a definition of a land use category that would not materially impact the operation of the planning scheme. The proposed amendments would replace existing STRA land use definitions and would not have an effect on the substantive nature or operation of LPS2.

The Policy would provide a comprehensive framework for the assessment of development applications proposing STRA throughout the City.

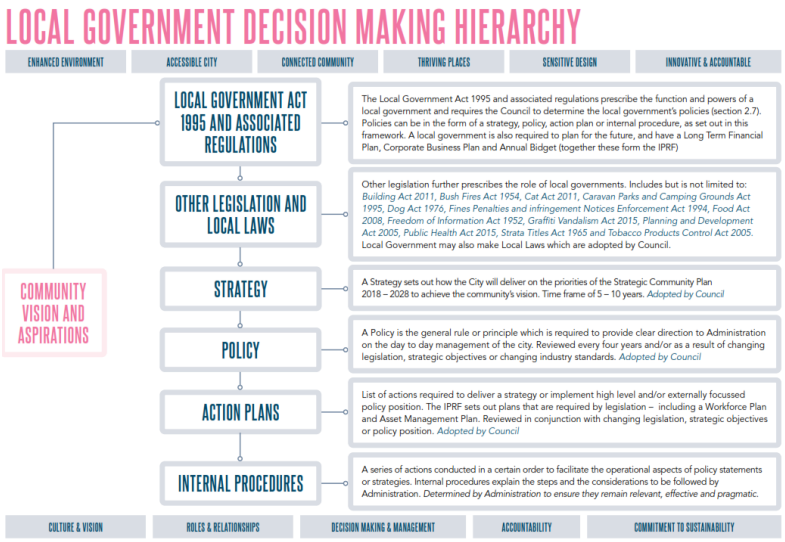
Policy Development and Review Policy

Section 2.7(2)(b) of the *Local Government Act 1995* provides Council with the power to determine policies.

The City's Policy Development and Review Policy sets out the process for the development and review of the City's policy documents.

In accordance with section 2.3 of the Policy Development and Review Policy:

The purpose of a policy is to provide a general rule or principle to guide Administration and the community on the City's decision making and advocacy.



RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to prepare proposed Amendment No. 13 to LPS2 and to undertake community consultation on the draft Policy. This is because the Minister for Planning has advised that the amendment to LPS2 is required for consistency with the Regulations.

If Council resolves not to prepare proposed Amendment No. 13 for the purposes of advertising this would be a risk. This is because the Minister for Planning may direct LPS2 to be amended without Council involvement in accordance with section 76 of the *Planning and Development Act 2005*.

Proposed Amendment No. 13 to LPS2 and the Policy have been prepared in accordance with the Policy Development and Review Policy.

STRATEGIC IMPLICATIONS:

This is in keeping with the City's Strategic Community Plan 2022-2032:

Innovative and Accountable

Our decision-making process is consistent and transparent, and decisions are aligned to our strategic direction.

SUSTAINABILITY IMPLICATIONS:

This does not contribute to key sustainability outcomes of the City's *Sustainable Environment Strategy 2019-2024*.

PUBLIC HEALTH IMPLICATIONS:

This does not contribute to any public health outcomes in the *City's Public Health Plan 2020-2025.*

FINANCIAL/BUDGET IMPLICATIONS:

The City's existing operating budget is sufficient to undertake the review and community consultation activities related to proposed Amendment No. 13 to LPS2 and the Policy review.

COMMENTS:

The proposed changes to Amendment No. 13 to LPS2 would ensure consistency with the recent updates to the Regulations. The amendment would have no material change to the permissibility of STRA uses than what is currently set out in LPS2.

The proposed changes to the Policy are necessary to align with and support the land use permissibility set out in LPS2. The Policy provides for stronger controls to ensure that STRA is appropriately located and managed to minimise impacts on surrounding residential properties and other sensitive uses.

Amendment No. 13 to LPS2

Administration's comments on the proposed land use permissibility is provided below.

- Hosted Short-Term Rental Accommodation – This is proposed as a 'P' (permitted) use in all zones. This is because:
  - It would align with the WAPC's Planning Bulletin 115/2024: Short-Term Rental Accommodation – Guidance for Local Government that sets out it should be a 'P' use in all zones where dwellings can be approved.
  - Reflects the existing exemption from dwellings requiring development approval to operate hosted STRA under the Regulations. Hosted STRA must still be registered separately on the STRA Register.

- Unhosted Short-Term Rental Accommodation – This is proposed as an 'A' use (requiring advertising) in Residential and Mixed Use zones, and a discretionary 'D' use in other zones. This is because:
  - It would align with the permissibility of the equivalent former 'Holiday House' land use.
  - Ensures that development applications assess the context suitability and management measures to mitigate impacts on nearby residential and sensitive land uses.
  - Community consultation would be required for applications in Residential or Mixed Use zones, where impacts on residential amenity are more likely.
  - The Regulations exempt this use from development approval if hosting is limited to 90 cumulative nights in a 12 month period. Registration on the STRA Register is still required.

- Tourist and Visitor Accommodation – This is proposed as an 'A' use, requiring advertising in Residential and Mixed Use zones, and as a discretionary 'D' use in other zones. This is because:
  - It would address the potential residential amenity impacts by requiring development applications to assess the suitability of proposals in their context.
  - Residential and Mixed Use zones predominantly consist of residential and sensitive uses that can be negatively impacted by intensive 'Tourist and Visitor Accommodation'. The 'A' permissibility ensures community consultation occurs for development applications in these zones.
  - The 'D' permissibility in District/Regional Centres, Local Centre, and Commercial zones aligns with the City's Local Planning Strategy. This encourages accommodation near entertainment areas and transport links to the City, and identifies Activity Centre and Commercial zones for boutique hotels and serviced apartments.

Local Planning Policy: Short Term Accommodation

Administration's comments on the proposed changes to the Policy is provided below.

- Location of STRA – The Policy is proposed to provide:
  - Stricter criteria to restrict unhosted STRA from being operated from grouped or multiple dwellings.
  - Preferred locations including Local Centre, District/Regional Centre, and Commercial zones to avoid unhosted STRA being surrounded by homes and sensitive uses. This would minimise residential amenity impacts.
  - In Residential or Mixed Use zones, unhosted STRA are to be in areas with a density coding of R60 or above and next to at least one non-residential use. These areas already accommodate a mix of uses and activity.

  This approach would minimise impacts on residential amenity and provides clearer guidance on suitable locations for STRA within the City.

- Anti-Social Behaviour – The Policy is proposed to provide:
  - Limitations on guests to two per bedroom, visitors to four, visitor hours between 7am and 10pm, and a minimum three night stay per booking that falls over a weekend. This would align with noise restrictions in the *Environmental Protection (Noise) Regulations 1997,* and help reduce noise, intensity of use and the risk of misuse as a party house.

- A sign with the property manager's contact details be displayed at the front of unhosted STRA homes. This would enable neighbours to directly report any instances of anti-social behaviour to enable timely resolution by the property manager.

- On-Site Car Parking – The Policy is proposed to provide additional guidance on car parking including:
  - Unhosted STRA - Parking to be based on the number of guests, with visitor parking amounts based on proposed visitor numbers and as outlined in a management plan. This would ensure adequate on-site parking and reduces traffic and parking impacts on the area.
  - Tourist and Visitor Accommodation - Parking to be based on the number of bedrooms and the zone it is located in. This is consistent with the Parking Policy for 'Motel' use and would account for development location and access to public transport. This would ensure sufficient on-site parking and reduce reliance on the use of on-street parking. This requirement exceeds the R Codes for R60 and above in residential areas that prescribes one bay per dwelling.

- Access to On-Site Parking – The Policy is proposed to require that applicants demonstrate in a Management Plan how on-site parking will be managed, including guest access and avoiding conflicts with resident parking. This would inform the assessment of applications and ensure adequate on-site parking to minimise off-site impacts from unhosted STRA.

CITY OF VINCENT

City of Vincent
Local Planning Scheme No. 2

Amendment No. 13

Summary of Amendment Details

Update scheme text to introduce new and revised land use classes and general definitions to facilitate State Government reforms for short-term rental accommodation.

FORM 2A

Planning and Development Act 2005
RESOLUTION TO ADOPT AMENDMENT TO LOCAL PLANNING SCHEME

City of Vincent Local Planning Scheme No. 2
Amendment No. 13

Resolved that the Local Government pursuant to section 75 of the *Planning and Development Act* 2005, amend the above Local Planning Scheme by:

1. In clause 37, 'Terms Used':
   A. Delete the definition for *short-term accommodation.*
   B. Amend the general definition for *cabin* to:

      means a building that -

      (a) is an individual unit other than a chalet; and

      (b) forms part of -

      (i) tourist and visitor accommodation; or

      (ii) a caravan park;

      and

      (c) if the unit forms part of a caravan park - is used to provide accommodation for persons, on a commercial basis, with no individual person accommodated for a period or periods exceeding a total of 3 months in any 12-month period;

   C. Amend the general definition for *chalet* to:

      means a building that —

      (a) is a self-contained unit that includes cooking facilities, bathroom facilities and separate living and sleeping areas; and

      (b) forms part of –

      (i) tourist and visitor accommodation; or

      (ii) a caravan park;

      and

      (c) if the unit forms part of a caravan park - is used to provide accommodation for persons, on a commercial basis, with no individual person accommodated for a period or periods exceeding a total of 3 months in any 12-month period;

2. In clause 38, 'Land Use Terms Used':
   A. Delete the definitions for:
      - *bed and breakfast*;
      - *holiday accommodation;*
      - *holiday house;*
      - *motel;*

- *serviced apartment; and*
- *tourist development.*

B. Insert the definition for *tourist and visitor accommodation* as per Schedule 1, Part 6, Clause 38 of the Regulations.

C. Insert the definition of *hosted short-term rental accommodatio*n and *unhosted short-term rental accommodation* as per Schedule 2, Part 1, Clause 1 of the Regulations.

3. In clause 17 'Zoning Table' insert in alphabetical order the following land uses and permissibility:

   A. *hosted-short term rental accommodation;* designate as 'P' uses in all zones except the Centre Zone and Refer Clause 18(7) in the Centre zone.
   B. *unhosted short term rental accommodation*; designate as 'A' use in Residential and Mixed use zones, and 'D' use in all other zones except the Centre zone and Refer clause 18(7) in the Centre zone.
   C. *tourist and visitor accommodation* and designate as 'A' in Residential and Mixed use zones and 'D' in all other zones except the Centre zone and Refer clause 18(7) in the Centre zone.

4. In clause 17 'Zoning Table', delete all references to:

   A. *bed and breakfast*;
   B. *holiday accommodation;*
   C. *holiday house;*
   D. *motel; and*
   E. serviced apartment.

The amendment is **standard** under the provisions of Regulation 35(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* for the following reasons:

1. the amendment would have minimal impact on land in the scheme area that is not the subject of the amendment;

2. it is consistent with the intent of the Urban zone under the Metropolitan Region Scheme to provide for a range of commercial activities;

3. the amendment does not result in any significant environmental, social, economic or governance impacts on land in the scheme area;

4. the amendment is not considered a complex or basic amendment.

Dated this _____ day of _____ 20___

_____
(Chief Executive Officer)

Scheme Amendment Report

1. Introduction

The purpose of this amendment to the City of Vincent Local Planning Scheme No. 2 (LPS2) is to implement the State Government's planning reforms for short-term rental accommodation.

This amendment is required to ensure alignment with new 'deemed' and 'model' land use classes and general definitions introduced into the state planning framework. Most significantly, it includes amendments to reflect the 'deemed' land use classes for 'hosted short-term rental accommodation' and 'unhosted short-term rental accommodation', along with removal of superseded land uses. The following report provides further detail and background information on these changes, including specific implications for the City of Vincent (the City).

2. Background

Short-Term Rental Accommodation (STRA) refers to the practice of renting out a property (or part of a property) for a relatively short period of time, usually on a nightly or weekly basis. This type of accommodation is usually booked through online platforms and is popular among travellers and visitors seeking temporary lodging for holidays, business trips or other short stays. The State Government has committed to various initiatives to deliver better regulation of the short-term rental accommodation sector.

In November 2023, the Western Australian Planning Commission (WAPC) released its *Position Statement: Planning for Tourism and Short-Term Rental Accommodation* (Position Statement) and associated Guidelines. The release of the Position Statement complemented other whole-of-government reforms relating to STRA, responding to recommendations made in the 2019 parliamentary enquiry *Levelling the Playing Field: Managing the impact of the rapid increase of short-term rentals in Western Australia.* This included development of a state-wide registration scheme for STRA, as well as an incentive scheme to encourage transition of properties from the short to long term rental market.

Alongside the registration scheme, which sits separately to the planning system and is mandatory for all STRA, amendments to planning regulations were flagged as a key part of the State Government's goal to ensure a fairer and more consistent treatment of STRA from both a legal and practical standpoint. The planning changes, which have triggered the need for the City to amend LPS2, aim to provide greater consistency across the state in relation to what approvals are needed for STRA proposals as well as how these uses are defined in LPS2.

The City's Local Planning Strategy (Strategy) was endorsed by WAPC on 8 November 2016. In relation to tourism, the Strategy seeks to provide for and encourage a range of tourist facilities in appropriate locations to enhance the City's existing tourist attractions. It further seeks to enable 4 and 5 start boutique hotel or multi-storey serviced apartment accommodation in Activity Centres and other key commercial use areas.

State Planning Framework

The State Government's planning reforms for short-term rental accommodation are being implemented predominantly through the *Planning & Development (Local Planning Schemes) Regulations 2015* (LPS Regulations), which in turn have been informed by policy direction provided through the Position Statement.

Position Statement

The Position Statement foreshadowed a series of amendments to the LPS Regulations with the overall aim of providing more certainty and consistency across jurisdictions in respect to the treatment of STRA. Key changes flagged in this document included dedicated land use classes for STRA to ensure a clear delineation between this use and traditional accommodation types, as well as a state-wide exemption for hosted STRA and a 90-night exemption for unhosted STRA within the Perth Metropolitan Area. The Position Statement also includes guidance on strategic and statutory planning matters for both tourism and STRA, as well as local planning policy development.

LPS Regulations

The LPS Regulations are a key component of Western Australia's planning system comprising of three major parts:

- Regulations, which set out the process for preparing or amending a local planning scheme;
- 'Model' provisions, set out in Schedule 1, which are to be used by local governments in preparing or amending a local planning scheme; and
- 'Deemed' provisions, set out in Schedule 2, read automatically into all local planning schemes, and override any existing scheme provision to the extent of any inconsistencies. Where there is a conflict between these provisions and the scheme, the deemed provisions prevail.

Amendments to both Schedules 1 and 2 of these regulations have been made to facilitate the necessary planning changes of the State Government's STRA reform initiatives, as envisaged by the Position Statement. These changes, most notably, include:

i. new 'deemed' land use classes of 'hosted short-term rental accommodation' and 'unhosted short-term rental accommodation' to ensure these accommodation types are classified as dedicated land use classes in planning schemes;

ii. new 'deemed' general terms to define 'short-term rental accommodation' and link to the overarching *Short-Term Rental Accommodation Act 2024*, which provides the legal framework for the STRA Register;

iii. a new 'model' land use class of 'tourist and visitor accommodation' to differentiate these use types from STRA, and consolidate a number of existing land use terms for tourist and visitor accommodation (aside from 'hotel'), as well as other changes to general definitions;

iv. a state-wide development approval exemption for 'hosted short-term rental accommodation' (this includes ancillary dwellings); and

v. a 90-night (cumulative) exemption within a 12-month period for 'unhosted' short-term rental accommodation in the Perth metropolitan area.

The implications for these changes to the City are detailed further in the following sections of this report.

3. Local Planning Context

Local Planning Strategy

The Strategy was endorsed by WAPC on 8 November 2016. Tourism and visitors are addressed in Chapter 1 section 1.4.7.

Tourist visitation rates and the reasons for stay are identified in Chapter 3 Part 7. It was determined that majority of visitors into the Inner Perth area are domestic visitors. Domestic visitations were primarily for businesses purposes and the majority of internal visitations for the purpose of holiday or leisure. This supports the proposed location of the City's commercial and entertainments precincts for STRA, and reason for the use class permissibility recommended for these locations.

The data identified in Chapter 3 Part 7 is reflected in the strategic actions, which are summarised in the table below:

Strategy	Action
1.4.2: Promote and diversify economic development in the City, particularly in the Activity/Town (Regional or District) Centre areas.	Encourage the introduction of tourism uses, such as short stay serviced apartments, boutique hotels and 4 and 5 star hotels of a medium scale into Commercial, Regional and City Centre zones. Mixed residential/commercial uses contribute to the diversity and long term sustainability of employment in the City.
1.4.7: To provide for, and encourage, a range of tourism facilities in appropriate locations and to enhance the City's existing tourist attractions.	Promote a range of uses within the Regional, District and Local Centres that make them an appealing destination for local, interstate and international tourists.
	Use planning controls to encourage and enable the development of a variety of accommodation services (including hotels and serviced apartments) in areas such as Leederville, which have established entertaining facilities and direct transport links to the City.
	Provide policy provisions that enable the potential for 4 and 5 start boutique hotel or multi-storey serviced apartment accommodation in Activity Centres and other key commercial use areas and offer incentives through height bonuses to encourage this type of development.

Local Planning Scheme

LPS2 was gazetted on 16 May 2018 and STRA is currently considered under LPS2 as follows:

Land Use	Definition
Holiday Accommodation	means 2 or more dwellings on one lot used to provide short term accommodation for persons other than the owner of the lot.
Holiday House	means a single dwelling on one lot used to provide short-term accommodation but does not include a bed and breakfast.
Motel	means premises, which may be licensed under the *Liquor Control Act 1988*: (a) used to accommodate guests in a manner similar to a hotel; and (b) with specific provision for the accommodation of guests with motor vehicles

Serviced Apartment	means a group of units or apartments providing: (a) self-contained short stay accommodation for guests; and any associated reception or recreational facilities;
Tourist Development	means a building, or a group of buildings forming a complex, other than a bed and breakfast, a caravan park or holiday accommodation, used to provide: (a) short-term accommodation for guests; and (b) onsite facilities for the use of guests; and (c) facilities for the management of the development;

The following table outlines the current land use permissibility for these land uses under LPS2:

Use class	Residential	Mixed Use	Local Centre	District Centre/ Regional Centre	Commercial	Centre
Holiday Accommodation	A	A	D	D	D	Refer to Clause 18 (7)
Holiday House	A	A	D	D	D	
Motel	A	A	A	A	A	
Serviced Apartment	A	D	P	P	P	
Tourist Development	N/A: Is not within the land use table of LPS2.					

Local Planning Policy

The City's Local Planning Policy: Short Term Accommodation (Policy) was adopted by Council at its 26 February 2013 Ordinary Meeting and was amended on 23 March 2021. The Policy seeks to provide clear direction on the requirements for short term accommodation within the City of Vincent and the responsibilities and obligations of operators. The Policy also outlines instances where a land use change to 'Bed and Breakfast', 'Holiday House' or 'Holiday Accommodation' is exempt from Development Approval.

The City intends to amend this Policy considering recent amendments to the Regulations.

4. Proposed Amendment

With the introduction of the new deemed land use classes into planning schemes associated with short-term rental accommodation, this scheme amendment relates to the introduction, modification and deletion of various land use and general definitions to the LPS2. The new exemptions are also 'deemed' and as such are already operative, however this amendment does include changes to the zoning table to reflect the hosted STRA exemption as a permitted use.

Deemed Short-Term Rental Accommodation Land Use Classes

Whilst the new 'deemed' land use classes are automatically read into LPS2 through the LPS Regulations, along with the previously mentioned exemptions, these uses are being incorporated into scheme zoning tables to ensure absolute clarity from an interpretation perspective, particularly given these uses replace long-standing 'model' land use classes within the City's planning framework.

To implement the required changes, this amendment requires deletion of all references to the land use classes of *bed and breakfast* and *holiday house*, replaced with the new 'deemed' definitions of *hosted short-term rental accommodation* and *unhosted short-term rental accommodation.* This includes amending the Zoning Table and Definitions schedules of the scheme text accordingly.

In addition to the LPS Regulations, the Position Statement and Planning Bulletin 115 provides further direction for how STRA should be dealt with in local planning schemes from a permissibility standpoint. To reflect these requirements, this amendment proposes the following designations for these new land use classes:

- 'Hosted short-term rental accommodation' is proposed as a Permitted use in all zones where any type of 'dwelling' is capable of approval, to reflect the state-wide exemption in the 'deemed provisions'; and
- 'Unhosted short-term rental accommodation' is proposed to be listed as a D or A use in zones where any type of 'dwelling' is capable of approval, that being A in Residential and Mixed Use zones, and D in Local Centre, District/Regional Centre and Commercial.

Aside from the above, where the uses of *bed and breakfast* and *holiday house* are referenced in other sections of the scheme text, these are to be cross-referenced accordingly.

Model 'Tourist and Visitor Accommodation' Land Use

A new model land use class of 'Tourist and Visitor Accommodation' has been introduced to supersede various traditional accommodation land use types (excluding 'hotel') and provide a clearer delineation between these uses and 'short-term rental accommodation'. In the context of LPS2, uses to be deleted through this change include:

- *Motel – specifically referenced in the new land use class definition;*
- *Holiday accommodation – specifically referenced in the new land use class definition;*
- *Serviced apartment – specifically referenced in the new land use class definition; and*
- *Tourist development – directly replaced by the new use class.*

New and Revised Land Use & General Definitions

As part of the LPS Regulations changes, amendments to some other model definitions were also introduced remove confusion or conflict with the new short-term rental accommodation land use terms. These include deletion of the definition for 'short-term accommodation', which has been removed to avoid confusion with new terms relating to 'short-term rental accommodation'. This has resulted in modifications to the general model terms of 'cabin' and 'chalet'. The new model terms are proposed to be introduced into the scheme text through this amendment.

Through deletion of the general term 'short term accommodation' it is proposed to insert into the scheme text the deleted model definition in-full wherever referenced, to replicate the changes made in the model provisions; this being:

> *accommodation for guests, on a commercial basis, either continuously or from time to time, with no guest accommodated for periods totalling more than 3 months in any 12-month period.*

Planning and Development Act 2005
RESOLUTION TO AMEND LOCAL PLANNING SCHEME

City of Vincent Local Planning Scheme No. 2
Amendment No. 13

Resolved that the Local Government pursuant to section 75 of the *Planning and Development Act* 2005, amend the above Local Planning Scheme by:

1. In clause 37, 'Terms Used':
    A. Delete the definition for *short-term accommodation.*
    B. Amend the general definition for *cabin* to:

    means a building that -

    (a) is an individual unit other than a chalet; and

    (b) forms part of -

    (i) tourist and visitor accommodation; or

    (ii) a caravan park;

    and

    (c) if the unit forms part of a caravan park - is used to provide accommodation for persons, on a commercial basis, with no individual person accommodated for a period or periods exceeding a total of 3 months in any 12-month period;

    C. Amend the general definition for *chalet* to:

    means a building that —

    (a) is a self-contained unit that includes cooking facilities, bathroom facilities and separate living and sleeping areas; and

    (b) forms part of –

    (i) tourist and visitor accommodation; or

    (ii) a caravan park;

    and

    (c) if the unit forms part of a caravan park - is used to provide accommodation for persons, on a commercial basis, with no individual person accommodated for a period or periods exceeding a total of 3 months in any 12-month period

2. In clause 38, 'Land Use Terms Used':
    A. Delete the definitions for:
        - *bed and breakfast*;
        - *holiday accommodation;*
        - *holiday house;*
        - *motel;*
        - *serviced apartment; and*
        - *tourist development.*
    B. Insert the definition for *tourist and visitor accommodation* as per Schedule 1 – Model Provisions

C. Insert the definition of *hosted short-term rental accommodation* and *unhosted short-term rental accommodation* as per Schedule 2, Part 1, Clause 1 of the Regulations.

3. In clause 17 'Zoning Table' insert in alphabetical order the following land uses and permissibility:

   A. *hosted-short term rental accommodation;* designate as 'P' uses in all zones except the Centre Zone and Refer Clause 18(7) in the Centre zone.
   B. *unhosted short term rental accommodation*; designate as 'A' use in Residential and Mixed use zones, and 'D' use in all other zones except the Centre zone and Refer clause 18(7) in the Centre zone.
   C. *tourist and visitor accommodation* and designate as 'A' in Residential and Mixed use zones and 'D' in all other zones except the Centre zone and Refer clause 18(7) in the Centre zone.

4. In clause 17 'Zoning Table', delete all references to:

   A. *bed and breakfast*;
   B. *holiday accommodation;*
   C. *holiday house;*
   D. *motel; and*
   E. *serviced apartment.*

FORM 6A

COUNCIL RESOLUTION TO ADVERTISE

by resolution of the Council of the City of Vincent at the Ordinary Meeting of the Council held on the 11th day of February, 2025, proceed to advertise this Amendment.

.....

MAYOR/SHIRE PRESIDENT

.....

CHIEF EXECUTIVE OFFICER

COUNCIL RECOMMENDATION

This Amendment is recommended for support by resolution of the City of Vincent at the Ordinary Meeting of the Council held on the [number] day of [month], 20[year] and the Common Seal of the City of Vincent was hereunto affixed by the authority of a resolution of the Council in the presence of:

.....

MAYOR/SHIRE PRESIDENT

.....

CHIEF EXECUTIVE OFFICER

WAPC ENDORSEMENT (r.63)

.....

DELEGATED UNDER S.16 OF THE P&D ACT 2005

DATE.....

FORM 6A - CONTINUED

APPROVAL GRANTED

.....

MINISTER FOR PLANNING

DATE.....

LOCAL PLANNING POLICY: SHORT TERM ACCOMMODATION

CITY OF VINCENT

Legislation / local law requirements	This Policy has been prepared under the provisions of Schedule 2, Part 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*
Relevant delegations	16.1.1 Determination of various applications for development approval under the City's Local Planning Scheme
Related policies, procedures and supporting documentation	• *Planning and Development Act 2005* • *Short-Term Rental Accommodation Act 2024* • Short Term Rental Accommodation Register Registration Guide • Short Term Rental Accommodation Proforma • *City of Vincent Health Local Law 2004* • Local Planning Policy: Built Form

PART 1 – PRELIMINARY

INTRODUCTION

The City of Vincent is situated within proximity to the Perth Central Business District, public transport networks, tourist attractions and education facilities. Because of this it is well situated for the provision of appropriately located and managed short-term rental accommodation.

The City encourages and supports a diversity in accommodation types to facilitate tourism, and accessibility to education and health services.

The City recognises the important of appropriately locating and managing of short-term rental accommodation and similar land uses to ensure compatibility with surrounding activities and to avoid adverse impacts on the amenity of adjoining and surrounding areas.

PURPOSE

The purpose of this Policy is to provide clear direction for the appropriate management and location of 'unhosted short-term rental accommodation', 'tourist and visitor accommodation', 'hotel' and 'residential building' land uses within the City of Vincent and establish the responsibilities and obligations of operators.

OBJECTIVE

The objectives of this Policy are to ensure that short-term rental accommodation and similar land uses in the City of Vincent:

1. Contributes to a range of tourism facilities that are appropriately located in proximity to areas of established cultural and hospitality attractions that are supported by direct transport links to the Perth CBD.

LOCAL PLANNING POLICY: SHORT TERM ACCOMMODATION

CITY OF VINCENT

2. Are located adjacent to, and complementary of, other non-residential land uses to avoid adverse impacts from encroachment into areas that are predominantly residential in nature or contain sensitive uses.
3. The property is designed and operated in a manner this is compatible with the character and setting of the locality, particularly responding to heritage and social values.
4. Are located adjacent to other noise-generating activities, and are managed, designed and operated in a manner that minimises noise and other off-site impacts to the surrounding community.
5. Is located within a walkable catchment of transport nodes and amenities, or suitable parking is provided on-site without compromising the local amenity and street parking availability.

SCOPE

This Policy applies to 'unhosted short-term rental accommodation', 'tourist and visitor accommodation', 'hotel' and 'residential building'.

The following instances do not require development approval pursuant of the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations), and are not subject to this Policy:

- 'Hosted short-term rental accommodation'; or
- 'Unhosted short-term rental accommodation' that operates for less than 90 nights in a relevant 12-month period.

Note: All providers of 'unhosted short-term rental accommodation' and 'hosted short-term rental accommodation' are required to register to the short-term rental accommodation register that is provided by the Department of Energy, Mines, Industry Regulation and Safety, found here.

PART 2 – POLICY PROVISIONS

DEFINITIONS

All terms used in this Policy are defined in the *Planning and Development Act 2005*, Regulations, Residential Design Codes (R-Codes) and the City's Local Planning Scheme No. 2. Where there are any inconsistencies of this Policy and the documents mentioned above, the definition in those documents shall prevail.

Grouped Dwelling means a dwelling that is one of a group of two or more dwellings on the same lot such that no dwelling is placed wholly or partly vertically above or below another, except where special conditions of landscape or topography dictate otherwise, and includes a dwelling in a strata titles scheme with common property.

Guest means a person who occupies a building for short term accommodation but is not covered by a Residential Tenancy Agreement.

Hosted short-term rental accommodation means any of the following:

LOCAL PLANNING POLICY: SHORT TERM ACCOMMODATION

(a) short-term rental accommodation where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the dwelling, resides at the same dwelling during the short-term rental arrangement;
(b) short-term rental accommodation that is an ancillary dwelling where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the other dwelling on the same lot, resides at that other dwelling during the short-term rental arrangement;
(c) short-term rental accommodation that is a dwelling on the same lot as an ancillary dwelling where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the dwelling, resides at the ancillary dwelling during the short-term rental arrangement.

Hotel means premises the subject of a hotel licence other than a small bar or tavern licence granted under the *Liquor Control Act 1988* including any betting agency on the premises.

Multiple Dwelling means a dwelling in a group of more than one dwelling on a lot where any part of the plot ratio area of a dwelling is vertically above any part of the plot ratio area of any other but:

- does not include a grouped dwelling; and
- includes any dwellings above the ground floor in a mixed use development

Residential building means a building or portion of a building, together with rooms and outbuildings separate from such building but incidental thereto; such building being used or intended, adapted or designed to be used for the purpose of human habitation:

- temporarily by two or more persons; or
- permanently by seven or more persons, who do not comprise a single family, but does not include a hospital or sanatorium, a prison, a hotel, a motel or a residential school.

Short-term rental accommodation

(a) means a dwelling provided, on a commercial basis, for occupation under a short-term rental arrangement; but
(b) does not include a dwelling that is, or is part of, any of the following:
    (i) an aged care facility as defined in the *Land Tax Assessment Act 2002* section 38A(1);
    (ii) a caravan park;
    (iii) a lodging-house as defined in the *Health (Miscellaneous Provisions) Act 1911* section 3(1);
    (iv) a park home park;
    (v) a retirement village as defined in the *Retirement Villages Act 1992* section 3(1);
    (vi) workforce accommodation.

***Tourist and visitor accommodation*:**

(a) means a building, or a group of buildings forming a complex, that:
    (i) is wholly managed by a single person or body; and
    (ii) is used to provide accommodation for guests, on a commercial basis, with no individual guest accommodated for a period or periods exceeding a total of 3 months in any 12-month period; and
    (iii) may include on-site services and facilities for use by guests; and

LOCAL PLANNING POLICY: SHORT TERM ACCOMMODATION

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(iv) in the case of a single building – contains more than 1 separate accommodation unit or is capable of accommodating more than 12 people per night; and

(b) includes a building, or complex of buildings, meeting the criteria in paragraph (a) that is used for self-contained serviced apartments that are regularly serviced or cleaned during the period of a guest's stay by the owner or manager of the apartment or an agent of the owner or manager; but

(c) does not include any of the following:
  (i) an aged care facility as defined in the *Land Tax Assessment Act 2002* section 38A(1);
  (ii) a caravan park;
  (iii) hosted short-term rental accommodation;
  (iv) a lodging-house as defined in the *Health (Miscellaneous Provisions) Act 1911* section 3(1);
  (v) a park home park;
  (vi) a retirement village as defined in the *Retirement Villages Act 1992* section 3(1);
  (vii) a road house;
  (viii) workforce accommodation.

Unhosted short-term rental accommodation means short-term rental accommodation that:

(a) is not hosted short-term rental accommodation; and

(b) accommodates a maximum of 12 people per night.

Visitor means a person on the premises who is not considered a guest of the short-term rental accommodation.

DEVELOPMENT APPROVAL REQUIREMENTS

1. General Requirements

The following provisions apply to all land use subject to this Policy. Additional provisions specific for each land use is provided further in this Policy.

1.1 Location criteria

1.1.1 Are to be located within the following zones:

- Local Centre; or
- District Centre / Regional Centre; or
- Commercial; or
- Centre.

1.1.2 Where located within Residential or Mixed Use zones, are to be:

- In an area that has a density coding of R60 or above; and
- Adjacent to at least one non-residential land use.

1.1.3 There is sufficient distance and separation from the outdoor living areas/primary garden areas of adjoining properties to minimise noise impacts generated by **guests**.

1.2 Parking and access

LOCAL PLANNING POLICY: SHORT TERM ACCOMMODATION

CITY OF VINCENT

1.2.1 Car parking shall not be located within communal and/or visitor parking bays in **grouped** or **multiple dwellings**.

1.2.2 A development application is to include a Parking Management Plan that details the following:

(a) The location of **guest** parking bays on site.
(b) The location of and appropriate provision of on-site **visitor** parking bays based on expected demand.
(c) How on-site parking will be managed to minimise impacts to adjoining properties
(d) The appropriateness of any shortfall to **guest** parking, such as proximity to transport routes and how **guests** can travel without a vehicle.
(e) Any other information considered relevant by the applicant or the City.

1.3 Code of Conduct

1.3.1 A development application is to include a Code of Conduct that will be provided to **guests** and displayed in a prominent area at the premises, detailing the following:

(a) Contact details of manager/owner.
(b) The maximum number of **guests**.
(c) The maximum number of **visitors** and allowable visiting times.
(d) On-site parking availability and restrictions (**guests** and **visitors**) and vehicular access.
(e) Requirements around noise (such as quite hours) and antisocial behaviour.
(f) House rules.
(g) Complaint parameters as to when guest eviction will occur.
(h) Any applicable rules where pets are allowed.

1.4 Complaints Management Procedure

1.4.1 A development application is to include a Complaints Management Procedure that is made available to the City upon request, and detail the following:

(a) Nature of the complaint.
(b) Date and time of the complaint.
(c) The complaint itself.
(d) How the complaint was addressed.
(e) How long it took to address the complaint.

1.5 Pet Management

1.5.1 Pets shall not be left unattended at the property.

2. Unhosted Short-Term Rental Accommodation

2.1 Location criteria

2.1.1 Shall not be located within a **grouped dwelling** or **multiple dwelling**.

2.2 Bookings and Visitors

LOCAL PLANNING POLICY: SHORT TERM ACCOMMODATION

CITY OF VINCENT

2.1.1 There shall be no more than four **visitors** at any one time between 7am and 10pm, with no **visitors** permitted outside of these hours.

2.1.2 Bookings that fall over a weekend shall have a minimum stay of three nights. Bookings that do not fall over a weekend shall have a minimum stay of two nights.

2.3 Guests

2.3.1 Are to have no more than two **guests** (excluding persons below the age of 18 years old) for each bedroom, to a maximum of 12 **guests** per dwelling.

2.4 Parking

2.4.1 Parking is to be provided on site based on the number of **guests** in accordance with the following:

Maximum number of guests	Minimum number of car parking bays required
1-3	1
4-6	2
7-8	3
9-10	4
11-12	5

2.5 Operations Management

2.5.1 A development application is to include an Operations Management Plan that details the following:

(a) Control of noise and other disturbances, noting that noise is not to exceed the requirements of the *Environmental Protections (Noise) Regulations 1997*.
(b) Screening and assessment procedures for all prospective **guests**.
(c) The premises are secure and how **guests** are made aware of emergency numbers and protocols.
(d) How the privacy of nearby residents will be protected.
(e) How waste will be managed by **guests** and/or property managers/owners.
(f) The check-in and check-out procedure.
(g) How neighbouring properties will be provided with the contact details of the manager or owner.
(h) Whether or not pets will be permitted at the property, and if so, how they will be managed.
(i) The location of any signage.

2.6 Identification

2.6.1 An A4 sized sign identifying the property as a short-term rental accommodation and detailing the contact number of the manager or owner shall be provided on site and made visible from the

LOCAL PLANNING POLICY: SHORT TERM ACCOMMODATION

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street at the front of the dwelling. This sign is to comply with the City's Local Planning Policy: Signs and Advertising.

3. Tourist and Visitor Accommodation

3.1 Parking

3.1.1 Parking is to be provided on site based on the number of each bedroom in accordance with the following:

Built Form Area	Minimum number of car parking bays required
Town Centre	0.5 bays per bedroom
Transit Corridor	0.75 bays per bedroom
Activity Corridor	0.75 bays per bedroom
Mixed Use	0.5 bays per bedroom
Residential	1 bays per bedroom

3.2 Operations and Management

3.2.1 A development application is to include an Operations Management Plan that details the following:

(a) Control of noise and other disturbances that would be consistent with the *Environmental Protections (Noise) Regulations 1997*.
(b) Screening and assessment procedures for all prospective **guests**.
(c) Premises security and how **guests** are made aware of emergency numbers and protocols.
(d) How the privacy of nearby residents will be protected.
(e) How waste will be managed by **guests** and/or property managers/owners.
(f) Check-in and check-out procedures.
(g) How neighbouring properties will be provided with the contact details of the manager or owner.
(h) Method of reservations/bookings.
(i) Means of attending **guest** complaints.
(j) Cleaning and laundry services, where available.
(k) Whether pets are permitted at the premises, and in the event they are permitted, how pets are to be managed on site.

4. Residential Building

4.1 Operations and Management

4.1.1 A development application is to include an Operations Management Plan that details the following:

LOCAL PLANNING POLICY: SHORT TERM ACCOMMODATION

(a) Control of noise and other disturbances such that would be consistent with the *Environmental Protections (Noise) Regulations 1997*.
(b) Screening and assessment procedures for all prospective **guests**.
(c) Premises security and how **guests** are made aware of emergency numbers and protocols.
(d) How the privacy of nearby residents will be protected.
(e) How waste will be managed by **guests** and/or property managers/owners.
(f) Check-in and check-out procedures.
(g) How neighbouring properties will be provided with the contact details of the manager or owner.
(h) Method of reservations/bookings.
(i) Means of attending **guest** complaints.
(j) Cleaning and laundry services, where available.

4.2 Parking

4.2.1 Parking provided in accordance with the Residential Design Codes.

5. Hotel

5.1 Operations and Management

5.1.1 A development application is to include an Operations Management Plan that details the following:

(a) Control of noise and other disturbances such that at a minimum, the use accords with the *Environmental Protections (Noise) Regulations 1997*.
(b) Screening and assessment procedures for all prospective **guests**.
(c) Premises security and how **guests** are made aware of emergency numbers and protocols.
(d) How the privacy of nearby residents will be protected.
(e) How waste will be managed by **guests** and/or property managers/owners.
(f) Check-in and check-out procedures.
(g) Method of reservations/bookings.
(h) Means of attending **guest** complaints.
(i) Cleaning and laundry services, where available.

5.2 Parking

5.2.1 Parking provided in accordance with the City's Local Planning Policy: Non-Residential Parking.

PUBLIC ADVERTISING

Advertising will be undertaken in accordance with the City's Community and Stakeholder Engagement Policy.

LOCAL PLANNING POLICY: SHORT TERM ACCOMMODATION

TIME LIMITED APPROVALS

Where necessary to allow ongoing monitoring of the impacts of a 'unhosted short-term rental accommodation', the approval period may be limited in accordance with Clause 72 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

A development application can be lodged upon lapse of the planning approval.

OTHER APPROVALS

Other approvals may be required where proposals are subject to requirements under other legislation including the *Short-Term Rental Accommodation Act 2004*, *Health Act 1911* and the National Construction Code. It is the responsibility of the applicant to ensure all necessary approvals are acquired prior to operating.

OFFICE USE ONLY	
Responsible Officer	Manager Urban Design & Strategic Projects
Initial Council Adoption	26/02/2013
Previous Title	Local Planning Policy 7.4.5 Temporary Accommodation
Reviewed / Amended	23/03/2021
Next Review Date	MM/YYYY

Review of Local Planning Policy: Short Term Accommodation		
Clause/Topic	**Recommended Modification**	**Comment**
Objectives	**New objectives** Contributes to a range of tourism facilities that are appropriately located in proximity to areas of established cultural and hospitality attractions that are supported by direct transport links to the Perth CBD. Are located adjacent to, and complementary of, other non-residential land uses to avoid adverse impacts from encroachment into areas that are predominantly residential in nature or contain sensitive uses. The property is designed and operated in a manner this is compatible with the character and setting of the locality, particularly responding to heritage and social values. Are located adjacent to other noise-generating activities, and are managed, designed and operated in a manner that minimises noise and other off-site impacts to the surrounding community. Is located within a walkable catchment of transport nodes and amenities, or suitable parking is provided on-site without compromising the local amenity and street parking availability.	New Policy objectives are proposed to reflect new requirements and provide clear guidance on the location and management of STRA.
Definitions	**Deleted definitions** Family, short term accommodation/short stay accommodation and strata company **New definitions** Grouped dwelling, guest, 'Hosted Short-Term Rental Accommodation', 'Hotel', multiple dwelling, 'Residential Building', short-term rental accommodation, 'Tourist and Visitor Accommodation', 'Unhosted Short-Term Rental Accommodation' and visitor. **Retained definitions** Guest	Amendments to the *Planning and Development (Local Planning Schemes) Regulations 2015* have resulted in multiple STRA land uses being combined. Administration recommends the superseded land uses are removed and new ones added throughout the Policy. Recommended changes removed reference to existing definitions and requires additional definitions to be added for greater clarity.
Exemptions from development approval	Removal of 'Exemption from development approval'. Exemptions are provided for hosted and unhosted short-term rental accommodation in the *Planning and Development (Local Planning Schemes) Regulations 2015*.	The new land use classes and exemptions pursuant of the *Planning and Development (Local Planning Schemes) Regulations 2015* exempt all 'Hosted Short-Term Rental Accommodation, and 'Unhosted Short-Term Rental Accommodation' that operate for less than 90 nights in a 3-month period from requiring planning approval. The existing exemptions currently provided by the Policy largely align with this and are not required to remain.

General requirements for all short term accommodation that require development approval	**New location criteria**
	
	• Are to be located within the following zones:
	  ○ Local Centre; or
	  ○ District Centre / Regional Centre; or
	  ○ Commercial; or
	  ○ Centre.
	• Where located within Residential or Mixed Use zones, are to be:
	  ○ In an area that has a density coding of R60 or above; and
	  ○ Adjacent to at least one non-residential land use;
		The recommended location criteria will seek to avoid STRA being surrounded by residential land uses and prioritise Local Centre, District Centre/Regional Centre, Commercial and Centre zones. This approach would mitigate impacts to residential amenity and provide greater clarity on where STRA is appropriate within the City.
		
		Administration recommends updating the location criteria to restrict 'Unhosted Short-Term Rental Accommodation' from being

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There is sufficient distance and separation from the outdoor living areas/primary garden areas of adjoining properties to minimise noise impacts generated by guests.
For ‘Unhosted Short-Term Rental Accommodation’:

Shall not be located within a grouped dwelling or multiple dwelling.

</td>
<td>within grouped dwellings or multiple dwellings to further mitigate residential amenity impacts.</td>
</tr>
<tr>
<td>Car parking</td>
<td>
‘Unhosted Short-Term Rental Accommodation’ parking bay requirements:
<table>
<tr><th>Maximum number of guests</th><th>Minimum number of car parking bays required</th></tr>
<tr><td>1-3</td><td>1</td></tr>
<tr><td>4-6</td><td>2</td></tr>
<tr><td>7-8</td><td>3</td></tr>
<tr><td>9-10</td><td>4</td></tr>
<tr><td>11-12</td><td>5</td></tr>
</table>
‘Tourist and Visitor Accommodation’ parking bay requirements
<table>
<tr><th>Built Form Area</th><th>Minimum number of car parking bays required</th></tr>
<tr><td>Town Centre</td><td>0.5 bays per bedroom</td></tr>
<tr><td>Transit Corridor</td><td>0.75 bays per bedroom</td></tr>
<tr><td>Activity Corridor</td><td>0.75 bays per bedroom</td></tr>
<tr><td>Mixed Use</td><td>0.5 bays per bedroom</td></tr>
<tr><td>Residential</td><td>1 bay per bedroom</td></tr>
</table>
New provision for parking and access
A development application is to include a Parking Management Plan that details the following:
(a) The location of guest parking bays onsite.
(b) The location of and appropriate provision of on-site visitor parking bays based on expected demand.
(c) How on-site parking will be managed to minimise impacts to adjoining properties
(d) The appropriateness of any shortfall to guest parking, such as proximity to transport routes and how guests can travel without a vehicle.
(e) Any other information considered relevant by the applicant or the City.
</td>
<td>
Administration recommends that ‘Unhosted Short-Term Rental Accommodation’ is required to have on-site parking provided based on the number of guests. This approach would ensure an adequate provision of on-site car parking bays and mitigate traffic and parking impacts to the locality.

It is recommended that ‘Tourist and Visitor Accommodation’ car parking be consistent with the existing motel requirement as:

It would moderate the provision of parking in town centre areas and corridors where there is generally good access to public transport and would ensure there is not an oversupply.
In residential areas zoned R60 or above, the requirement for one bay per bedroom would be more onerous than the R-Codes which require one car bay for each dwelling.
The current Policy applies the parking rate of the R-Codes to serviced apartment uses.

Administration recommends applicants demonstrate through a Management Plan how access to on-site parking will be managed and maintained on-site.

This would include how guests will access car parking and how guest parking will not conflict with existing resident parking. Discretion can be applied by the City when determining if adequate information has been provided.
</td>
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<tr>
<td>Management Plan</td>
<td>
‘Unhosted Short-Term Rental Accommodation’ operations and management
A development application is to include an Operations Management Plan that details the following:
(a) Control of noise and other disturbances, noting that noise is not to exceed the requirements of the Environmental Protections (Noise) Regulations 1997.
(b) Screening and assessment procedures for all prospective guests.
(c) The premises are secure and how guests are made aware of emergency numbers and protocols.
(d) How the privacy of nearby residents will be protected.
(e) How waste will be managed by guests and/or property managers/owners.
(f) The check-in and check-out procedure.
(g) How neighbouring properties will be provided with the contact details of the manager or owner.
(h) Whether or not pets will be permitted at the property, and if so, how they will be managed.
(i) The location of any signage.
</td>
<td>
Administration recommends that addition information is required to be provided as part of a management plan to ensure all potential amenity impacts are mitigated. The additional information to be required covers the following themes:

Privacy of nearby residents.
Waste management.
Check-in and check-out procedures.
Pets.
Reservation/booking methods.
Cleaning and laundry services.

</td>
</tr>
</table>

	'Tourist and Visitor Accommodation' operations and management A development application is to include an Operations Management Plan that details the following: (a) Control of noise and other disturbances such that at a minimum, the use accords with the *Environmental Protections (Noise) Regulations 1997*. (b) Screening and assessment procedures for all prospective guests. (c) Premises security and how guests are made aware of emergency numbers and protocols. (d) How the privacy of nearby residents will be protected. (e) How waste will be managed by guests and/or property managers/owners. (f) Check-in and check-out procedures. (g) How neighbouring properties will be provided with the contact details of the manager or owner. (h) Method of reservations/bookings. (i) Means of attending guest complaints. (j) Cleaning and laundry services, where available. (k) Whether pets are permitted at the premises, and in the event they are permitted, how pets are to be managed on site. **'Residential building'** A development application is to include an Operations Management Plan that details the following: (a) Control of noise and other disturbances such that would be consistent with the *Environmental Protections (Noise) Regulations 1997*. (b) Screening and assessment procedures for all prospective guests. (c) Premises security and how guests are made aware of emergency numbers and protocols. (d) How the privacy of nearby residents will be protected. (e) How waste will be managed by guests and/or property managers/owners. (f) Check-in and check-out procedures. (g) How neighbouring properties will be provided with the contact details of the manager or owner. (h) Method of reservations/bookings. (i) Means of attending guest complaints. (j) Cleaning and laundry services, where available. **'Hotel'** A development application is to include an Operations Management Plan that details the following: (a) Control of noise and other disturbances such that at a minimum, the use accords with the *Environmental Protections (Noise) Regulations 1997*. (b) Screening and assessment procedures for all prospective guests. (c) Premises security and how guests are made aware of emergency numbers and protocols. (d) How the privacy of nearby residents will be preserved. (e) How waste will be managed by guests and/or property managers/owners. (f) Check-in and check-out procedures. (g) Method of reservations/bookings. (h) Means of attending guest complaints. (i) Cleaning and laundry services, where available.	• Signage and contact details for 'Unhosted Short-Term Rental Accommodation'.
Code of conduct	**New code of conduct provision** A development application is to include a Code of Conduct that will be provided to guests and displayed in a prominent area at the premises, detailing the following: (a) Contact details of manager/owner. (b) The maximum number of guests. (c) The maximum number of visitors and allowable visiting times. (d) On-site parking availability and restrictions (guests and visitors) and vehicular access.	Administration recommends rewording the existing requirements for clarity and to respond to other recommended changes.

	(e) Requirements around noise and antisocial behaviour. (f) House rules. (g) Complaint parameters as to when guest eviction will occur. (h) Any applicable rules where pets are allowed.	
New requirements Complaints procedure	**Complaints procedure** A development application is to include a complaints management procedure that is made available to the City upon request, and detail the following: (a) Nature of the complaint. (b) Date and time of the complaint. (c) The complaint itself. (d) How the complaint was addressed. (e) How long it took to address the complaint.	Administration recommends that a complaints procedure is provided as part of a development application to ensure that appropriate measures are in place where a short-term rental accommodation impacts neighbours.
Identification	**Identification** ('Unhosted Short-Term Rental Accommodation') An A4 sized sign identifying the property as a short-term rental accommodation and detailing the contact number of the manager or owner shall be provided on site and made visible from the street at the front of the dwelling. This sign is to comply with the City's Local Planning Policy: Signs and Advertising.	Administration recommends that 'Unhosted Short-Term Rental Accommodation' premises have signs that identify the property. The sign should contain the contact details of the property's owner/manager to ensure neighbours can make direct contact. This will ensure that there is more transparency of 'Unhosted Short-Term Rental Accommodation' related complaints and where the land use is located.
Bookings, visitors and guests	**'Unhosted Short-Term Rental Accommodation'** • There shall be no more than four visitors at any one time between 7am and 10pm, with no visitors permitted outside of these hours. • Bookings that fall over a weekend shall have a minimum stay of three nights. Bookings that do not fall over a weekend shall have a minimum stay of two nights. • No more than two guests (excluding persons below the age of 18 years old) for each bedroom, to a maximum of 12 guests per dwelling.	Limiting visitors and restricting visitation to after 7am is based on anticipated noise in Residential areas in accordance with the *Environmental Protection (Noise) Regulations 1997* and no visitation after 10pm allows for visitors to still attend the property during the evening. These measures would reduce the intensity of the STRA and mitigate noise generated. Requiring a minimum night stay of three nights for bookings that fall over the weekend seeks to mitigate the misuse of property as a 'party house'.
Pet management	Pets shall not be left unattended at the property.	Ensuring pets are attended to will allow for the management of excessive noise (such as barking) and therefore mitigates impacts to the amenity of neighbours.

9.4 ADVERTISING OF THE DRAFT BEAUFORT STREET TOWN CENTRE PLANNING FRAMEWORK

Attachments: **1. Draft Beaufort Street Town Centre Planning Framework**

RECOMMENDATION

That Council:

1. PREPARES the draft Beaufort Street Town Centre Planning Framework as included as Attachment 1, for the purpose of community consultation, pursuant to Schedule 2, Part 2, Clause 4(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015*;

2. **AUTHORISES the Chief Executive Officer to advertise the draft Beaufort Street Planning Framework in accordance with Schedule 2, Part 2, Clause 4(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015;* and**

3. NOTES that any submissions received during the advertising period would be presented to Council for consideration.

PURPOSE OF REPORT:

For Council to approve the draft Beaufort Street Town Centre Planning Framework (BSTCPF, included in **Attachment 1**) for the purposes of community consultation.

DELEGATION:

In accordance with Clause 4 of the *Planning and Development (Local Planning Scheme) Regulations 2015* (the Regulations) a local government may prepare a local planning policy.

In accordance with the *Local Government Act 1995* the term 'local government' refers to the elected Council.

Council has not provided any delegation to Administration for adopting local planning policies and/or Place Plans.

BACKGROUND:

The State Planning Framework currently sets density targets for the City which includes:

- Accommodating an additional 11,500 dwellings across the City by 2050 in accordance with Perth and Peel @ 3.5 Million; and
- Achieving a density of 25–35 dwellings per hectare within town centres, consistent with State Planning Policy 4.2 – Activity Centres (SPP4.2).

The City's Local Planning Strategy (Strategy) was endorsed in 2016 and sets out the long-term planning direction for the City so that it is consistent with the State Planning Framework.

The Strategy takes a place-based planning approach and outlines that higher-density development should be focussed in town centres, urban corridors, and strategic growth areas. This approach helps minimise density increases within established residential areas.

This approach of the Strategy informs the City's Local Planning Scheme No. 2 (LPS2) as well as its local planning policies.

Consistent with SPP4.2 and the Strategy, the draft BSTCPF is a local planning policy that would provide guidance to ensure that redevelopment can be achieved in a manner that aligns with community expectations and respects the unique context of Beaufort Street.

It also functions as a Place Plan to guide the City's resources and investment in the public realm.

Overview of the Beaufort Street Town Centre Planning Framework Area

The draft BSTCPF area includes the current town centre which is located between Walcott Street and St Albans Avenue. The boundary of the BSTCPF expands beyond this to include properties that abut the town centre to the east and west as shown in **Figure 1**.

This boundary reflects feedback from community engagement and input from the Design Review Panel (DRP) that highlighted the importance of nearby residential areas to the centre's identity. This has led to the inclusion of the surrounding 'Urban Frame,' which sits outside the precinct's commercial core.

The current Beaufort Street Town Centre is approximately 700 metres long and includes several activity hubs. These are reflected in the each of the sub-precincts along Beaufort Street.

Figure 1 – Draft BSTCPF Boundary and Sub-Precincts

Beaufort Street Town Centre Planning Framework Process to Date

The draft BSTCPF project commenced in October 2023 with Administration undertaking detailed context analysis of the planning framework area. This analysis included:

- Engagement with business owners and tenants along Beaufort Street to understand their vision for the area and future intentions for their property;
- Desktop research to review existing informing strategies and plans;
- Context mapping to identify existing urban structure, land use, built form heritage and character, and movement patterns were analysed along with economic and demographic data to understand performance of Beaufort Street; and
- Identifying strengths, weaknesses, opportunities and threats.

A copy of the context analysis is available here.

Preliminary Community Engagement

Following the context analysis, Administration undertook a two-phase preliminary community engagement program to inform the preparation of the draft BSTCPF. This program was communicated through a combination of online surveys, face to face workshops, and contact to key landowners of the precinct.

Phase One captured open-ended community feedback on the future of the town centre to inform the next stage of engagement. 108 responses were received on the online survey and 35 people attended a workshop that was held at The Elford on 15 April 2024.

Phase Two focussed on feedback to information specific planning controls and Place Plan actions to inform the draft BSTCPF. 63 responses were received on the online survey, with four people attending a 'walkshop' on 5 June 2024 and 10 people attending a workshop that was held at the Beaufort on 12 June 2024.

Key insights from this preliminary community engagement include:

- Community concerns highlighted issues such as high traffic volumes on Beaufort Street, poor pedestrian experiences, and limited public spaces.
- There are challenges in balancing transport priorities, improving the public realm, and increasing business diversity to address safety and amenity concerns.
- There are opportunities to enhance public spaces, streetscapes, and community comfort while encouraging high-quality development compatible with the residential context.

The Community Engagement Report is linked here.

Design Review Panel Feedback

Building heights, street setbacks, building transitions, land use, and public realm elements of the draft BSTCPF were reviewed by the City's DRP. The DRP's feedback is summarised below.

- Support for building heights to increase to eight storeys and up to 12 storeys on strategic sites, provided that built form is adequately articulated to avoid a monotonous streetscape. A key feature of increasing building height should be to secure community benefits.
- Support for ground floor setbacks of two metres to expand footpaths as a way of improving pedestrian movement.
- Support for the management of height transitions to buffer high-density developments from low-density residential areas while preserving neighbourhood character and heritage buildings.
- Prioritise traffic and transport improvements, including:
    - Calming traffic to 40 km/h.
    - Improving pedestrian safety.
    - Creating parallel cycling routes.
    - Advocating for better east-west public transport connections.

This feedback was incorporated within the draft BSTCPF.

DETAILS:

Overview of Beaufort Street Town Centre Planning Framework

The draft BSTCPF comprises of six parts:

- Parts 1-3 describe the Beaufort Street area, set the vision and objectives for the BSTCPF.
- Part 4 is the statutory planning provisions that outlines the development controls for privately owned land.
- Part 5 establishes the framework for community benefits which offers height bonuses in exchange for the provision of community benefits.
- Part 6 is the Beaufort Street Place Plan which guides the City to deliver a range of place-based initiatives and to effectively support and coordinate improvements in the public realm.

The draft BSTCPF also has three appendices:

- Relationship of the draft BSTCPF to the Residential Design Codes (R Codes) which sets out which clauses of the R Codes are amended and/or replaced by the acceptable outcomes of the framework.

- Community Benefit Procedural Guide which guidance on how the community benefit framework operates, information for proponents to address in submitting a proposal that proposes development incentives, and how funds collected would be used by the City.
- A glossary of defined terms.

Key Elements of Draft Beaufort Street Town Centre Planning Framework

The sub-precincts of the draft BSTCPF are shown in **Figure 1** and are described below.

- Uptown – This sub-precinct is located between Walcott Street and the Barlee Street Car Park and features established businesses and recent developments which adjoins lower-density residential areas. Redevelopment is important in this sub-precinct to continue to support the existing vibrancy of the area, and being the highest point of Beaufort should be sensitively designed to mitigate any impacts on these adjoining properties.

- Midtown – This sub-precinct is located between Harold Street and Chelmsford Road and includes key sites like the Barlee Street car park, Hungry Jack's, and other underutilised areas expected to redevelop during the BSTCPF's lifespan. Anchored by landmarks such as the Queens Hotel and The Beaufort, it offers significant potential for revitalisation.

- Downtown – This sub-precinct is located between Harold Street and the St Albans character area and is the closest sub-precinct to the Perth CBD but features smaller lot sizes and fragmented ownership, limiting strategic development opportunities. Its focus is on supporting the precinct's character as it transitions towards the CBD.

- Urban Frame A – This sub-precinct is located to the east and west of the Uptown, Midtown and Downtown sub-precincts and consists of lower-density areas abutting Beaufort Street reflecting the predominant built form. It ensures a smooth transition from greater heights within the Town Centre to surrounding residential areas, considering both interface and the area's higher topography.

- Urban Frame B – This sub-precinct is located between the Downtown sub-precinct and Stirling Street and features significant multi-dwelling development that has emerged over the past 20 years as well as the heritage-listed St Marks College. With lower topography and closer proximity to the Perth CBD, increased building heights have been proposed here. This would capitalise on the proximity of the sub-precinct to active transport links to support a mode shift away from private vehicle use for future redevelopments.

Part 4 of the BSTCPF provides for the statutory planning standards that would apply to developments in the area. These standards would replace the City's current Built Form Policy which currently provides for the planning controls for the area. The General Standards of the BSTCPF are consistent with the existing standards of the Built Form Policy. More specific standards are provided for each of the sub-precincts.

Part 5 of the BSTCPF provides for the Community Benefit Framework. This provides the opportunity for additional height to be proposed in exchange for community benefits such as public amenities or affordable housing. This community benefit would be delivered through a 3 percent contribution made by the proponent for each additional storey above the acceptable height and up to the maximum height.

Part 6 of the BSTCPF includes an update to the Beaufort Street Place Plan that was previously adopted by Council on 14 September 2021. This review has been undertaken concurrently with the BSTCPF and contains 19 actions that seek to deliver improvements to the public realm, improvements to active and public transport, and increased activation within the town centre. These actions were developed through the context analysis and the feedback from the preliminary community engagement. Each action is aligned with one of the six priority areas of the Strategic Community Plan and includes indicative timeframes, budgets and project leads.

Key Themes from Preliminary Community Engagement

The key themes from the preliminary community engagement and how this is addressed in the draft BSTCPF is summarised below.

Theme	Detail
Building Height	The draft BSTCPF proposes the following building heights:

Theme	Detail
There are opportunities to increase height along Beaufort Street, but not at the cost of the surrounding neighbourhood amenity.	Uptown, Midtown and Downtown Maximum - 8 storeys Strategic Development Sites Acceptable – 8 storeys Maximum – 12 storeys Urban Frame A Maximum – 3 storeys Urban Frame B Maximum – 6 storeys Beaufort Street is an inner-city centre and has strong public transport links. Increasing building heights in targeted locations along Beaufort Street would reduce the need for height increases elsewhere in the precinct. This would encourage redevelopment to occur and would increase the availability of housing and result in economic benefits through increased patronage of businesses.
Transition Zones Taller buildings and higher-density development should gradually transition to lower-density areas beyond the Town Centre, where the neighbourhood features smaller-scale developments.	The draft BSTCPF proposes to increase the building height of properties that are abutting the Beaufort Street Town Centre within the Urban Frames by one to three storeys. This would provide a gradual transition in building heights to protect the character and amenity of lower-density neighbourhoods while allowing for greater height along Beaufort Street. Upper floor setbacks at the rear of buildings would also manage this transition.
Traffic, Cycling & Walkability Beaufort Street is dangerous to cross and would benefit from more pedestrian-friendly crossings. Dedicated north-south and east-west cycling routes to enhance walkability and reduce reliance on cars are also needed. A key opportunity is to improve access to surrounding parks.	The Beaufort Street Place Plan proposes actions that would investigate opportunities to reduce and calm traffic on Beaufort Street and residential streets, along with opportunities to improve walkability, cycling infrastructure and access to nearby public open space. Implementing actions to calm traffic, improve walkability, and encourage mode shift aligns with the City's Accessible City Strategy, which aims to enhance accessibility and support more sustainable transport options.
Tree Canopy Greening and tree planting is the most important streetscape improvement and should be integrated into future developments and public spaces.	The draft BSTCPF would provide landscaping and water sensitive urban design standards that are consistent with the current standards of the Built Form Policy. On-site tree planting for residential and mixed use developments would also be subject to the acceptable outcomes of the R Codes Volume 2. The Beaufort Street Place Plan proposes an action to develop and implement an Urban Greening Strategy to improve the tree canopy in the town centre. The Beaufort Street Town Centre has less than 10 percent tree canopy and limited public land for expanding the existing tree canopy. An increased and consistent urban canopy would improve the walkability and comfort of a place encouraging people to linger longer and use active transport options.
Land Use People want more diverse businesses to encourage a variety of activity during daytime and nighttime hours	The Beaufort Street Place Plan proposes actions to improve the activation and vibrancy of the public realm. The increased building height would also encourage redevelopment to occur which would bring investment into the town centre from new businesses and uses.

Theme	Detail
Streetscape Improvements Footpaths should be less cluttered and more high-quality public spaces should be provided for gathering. Consistent streetscape furniture and placement should be provided.	The draft BSTPCF proposes a primary street setback of 2 metres from developments fronting Beaufort Street. This would provide additional space for alfresco dining and/or the placement of street furniture to improve the functionality for pedestrians. The Beaufort Street Place Plan proposes actions to improve the pedestrian experience including clear zones, development of streetscape guidelines for street furniture, and better management of the impact of e-scooters on footpaths. There are competing demands for footpaths which has resulted in a pedestrian environment that is cluttered and lacks connection. This reduces walkability of the town centre including for people with mobility and sensory challenges.

CONSULTATION/ADVERTISING:

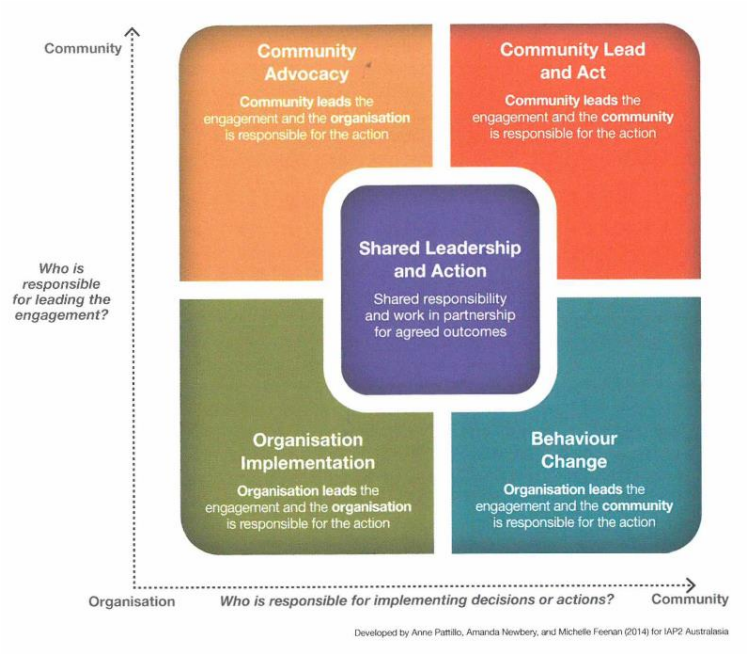
In accordance with the Regulations, public notice of a new local planning policy must be published in the local newspaper and on the local government's website.

Consultation would align with the City's Community and Stakeholder Engagement Policy that sets out for public consultation to occur for a minimum period of 21 days in the following ways:

- notice published on the City's website;
- notice posted to the City's social media;
- notice published in the local newspaper;
- notice exhibited on the notice board at the City's Administration and Library and Local History Centre;
- letters distributed to owners and occupiers, local businesses and community groups within and abutting the BSTCPF area;
- emails to past community engagement participants;
- notice provided to the City of Stirling as the abutting local government;
- notice provided to state government agencies including the heritage section of the Department of Planning, Lands and Heritage (DPLH), Department of Transport, Public Trasport Authority and Main Roads WA; and
- notice provided to landowners and occupiers within the City of Stirling who border the BSTCPF area.

Prior to the commencement of community consultation the draft BSTCPF would be designed and formatted to be consistent with the City's suite of corporate documents, plans and strategies. This would ensure that the document is more accessible and user-friendly for the purposes of consultation.

The outcomes of community consultation, including any submissions, would be presented at a future Council meeting for consideration of any submissions and whether to approve the draft BSTCPF.



Organisation Implementation
Engagement is used to both inform the community about the proposed policy, project or propositions, and to provide some input to the shape or execution of the policy, project or proposition.

Tension: People feel forced leading to an unresponsive process.

Mitigation: Increasing the level of influence, and implementing a transparent, robust process.

Required under regulations/legislation

A robust process to engage with the community and stakeholders

LEGAL/POLICY:

Planning Framework

The *Planning and Development Act 2005* and Schedule 2, Part 2, Clauses 4 of the Regulations provides the procedure for making a new local planning policy.

The purpose of the draft BSTCPF is to provide a comprehensive framework to guide the redevelopment of properties in the precinct through statutory planning provisions and to inform the City's investment in public realm improvements through the Place Plan

The draft BSTCPF would be the principal document in the local planning framework and provides detailed guidance for future development in the area for properties that fall within it. Part 4 which contains the statutory planning provisions would be required to be given due regard in the assessment of any future development application in accordance with the Regulations.

The draft BSTCPF augments the R-Codes Volume 1 and Volume 2 with new deemed-to-comply standards and acceptable outcomes, along with local housing objectives to support site-specific design. For non-residential developments, these acceptable outcomes apply and do not need approval from the Western Australian Planning Commission (WAPC).

The WAPC's approval would be required for these development standards to be enforced for residential and mixed use developments. The draft BSTCPF encourages residential and mixed use developments to meet these acceptable outcomes.

If ultimately approved by Council, a future administrative amendment to the Built Form Policy would be undertaken to remove the draft BSTCPF area from this.

The City's suite of other local planning policies would continue to apply to developments within the draft BSTCPF as relevant.

Administration has prepared the draft BSTCPF having regard to relevant state planning policies, including State Planning Policy 7.0 – Design of the Built Environment and State Planning Policy 7.2 – Precinct Design. This would allow it to be converted into a precinct structure plan in the future should there be a need to do so.

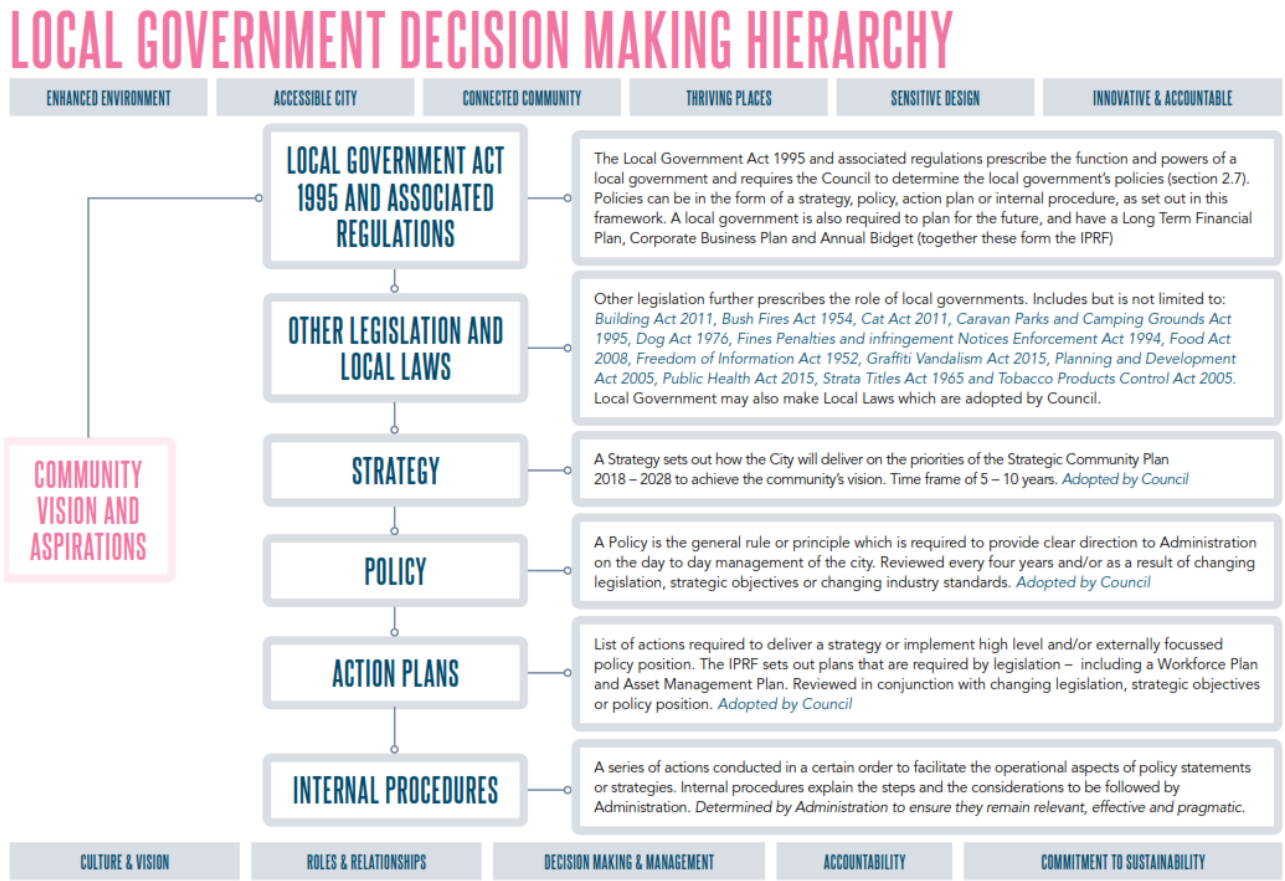
Policy Development and Review Policy

Section 2.7(2)(b) of the *Local Government Act 1995* provides Council with the power to determine policies.

The City's Policy Development and Review Policy sets out the process for the development and review of the City's policy documents.

In accordance with section 2.3 of the Policy Development and Review Policy:

The purpose of a policy is to provide a general rule or principle to guide Administration and the community on the City's decision making and advocacy.



RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to undertake community consultation of the draft BSTCPF as it has been prepared in accordance with the Policy Development and Review Policy and has been developed following an extensive community consultation program.

STRATEGIC IMPLICATIONS:

The proposed objectives of the draft BSTCPF would align with the City's Strategic Community Plan 2022-2032 as follows:

Enhanced Environment

Our urban forest/canopy is maintained and increased.
Our parks and reserves are maintained, enhanced and accessible for all members of the community.
We have minimised our impact on the environment.

Accessible City

Our pedestrian and cyclist networks are well designed, connected, accessible and encourage increased use.
We have better integrated all modes of transport and increased services through the City.

Connected and Healthy Community

We have enhanced opportunities for our community to build relationships and connections with each other and the City.
Our community facilities and spaces are well known and well used.

Thriving Places

Our town centres and gathering spaces are safe, easy to use and attractive places where pedestrians have priority.
We are recognised as a City that supports local and small business.
We encourage innovation in business, social enterprise and imaginative uses of space, both public and private.
Efficiently managed and maintained City assets in the public realm.

Sensitive Design

Our built form is attractive and diverse, in line with our growing and changing community.
Our built form character and heritage is protected and enhanced.
Our planning framework supports quality design, sustainable urban built form and is responsive to our community and local context.
More people living in and working in or enjoying town centres.

Innovative and Accountable

We deliver our services, projects and programs in the most inclusive, efficient, effective and sustainable way possible
Our decision-making process is consistent and transparent, and decisions are aligned to our strategic direction.
We embrace good ideas or innovative approaches to our work to get better outcomes for Vincent and our community.

SUSTAINABILITY IMPLICATIONS:

This directly aligns with the sustainability goals of the City's Sustainable Environment Strategy 2019-2024 by focusing redevelopment within existing activity centres to reduce urban sprawl, make better use of land and infrastructure, and support sustainable practices like active transport and mixed-use development. The BSTCPF also provides specific standards around Environmentally Sustainable Design for non-residential development within the precinct.

PUBLIC HEALTH IMPLICATIONS:

While it does not directly contribute to any public health outcomes in the *City's Public Health Plan 2020-2025*~~.~~, the BSTCPF supports broader community wellbeing by encouraging vibrant, accessible and walkable spaces that promote physical activity, social interaction and local economic activity.

FINANCIAL/BUDGET IMPLICATIONS:

There are no financial or budget implications that come from advertising the BSTCPF. All costs associated with consultation will be met through the City's operational budget.

The Place Plan includes actions proposing changes to the streetscape and/or transport networks upon further investigations. Investigating and producing designs for these actions would be met through the City's operational budget.

The implementation and delivery of these actions would require capital budget which the City would seek from a number of sources including but not limited to external grants, developer contributions, appropriate cash-in-lieu reserves and municipal funding.

The approval of the expenditure will be considered by Council at the appropriate stage through future annual budgeting processes.

COMMENTS:

Building Heights and Strategic Development Sites

Administration's comments on the proposed building heights are included below.

- Consistency with Local Planning Strategy – The building heights proposed in the BSTCPF aim to balance community expectations with opportunities for redevelopment in line with the City's Local Planning Strategy as well as SPP4.2 and Perth and Peel @ 3.5 Million, which seeks to locate density in established activity centres to avoid development in residential areas.

  - The increase in building height would contribute towards the City meeting its infill targets by encouraging high density redevelopment of underutilised land. It would also assist in minimising higher density infill development from occurring within established residential areas.
  - The increase from 6 storeys to 8 storeys across the Uptown, Midtown, and Downtown sub-precincts would be consistent with the recently constructed Challis development at Nos. 539-545 Beaufort Street. With the exception of this development, there has been a lack of redevelopment along Beaufort Street in recent years suggesting that current building heights are not feasible.

- Location of Building Height – The tallest buildings of 8 to 12 storeys would be located along Beaufort Street within the Uptown, Midtown, and Downtown sub-precincts. These areas are strategically positioned at the centre of the BSTCPF, ensuring high-density development is concentrated in locations that can sustain activity and achieve a suitable transition to lower density development in the surrounding areas.

  - Building heights have also been considered in relation to the precinct's topography with the taller buildings located in lower areas and vice versa to manage and adverse impacts on the current and future character of the surrounding area.

- Transition to Lower Density Areas – The BSTCPF manages the transition between high density and low-density development through setbacks and transition areas.

  - The proposed setbacks of the Uptown, Midtown and Downtown sub-precincts would be consistent with the current Built Form Policy. This includes a 6.5 metre setback to lower density R40 and R50 coded properties for the first four storeys, increasing to 12.5 metres for the storeys above.
  - These setbacks are further supported by existing laneways and roads which would provide a further physical separation between low and high density developments.
  - Any development would also need to demonstrate the relevant acceptable outcomes of the R Codes Volume 2 in relation to building separation and visual privacy are met. This would ensure that new developments are designed to reduce the impact of bulk and scale and to maintain visual privacy and access to adequate sunlight on adjoining properties.
  - In the north-west part of the Urban Frame A, Uptown and Midtown sub-precincts the transition would be managed by the abutting City-owned car parks along Raglan Road, Grosvenor Road, and Chelmsford Road.
  - In Urban Frame B, where multi-dwelling development is more established and the topography is the lowest in the precinct, building heights gradually reduce from the centre. Setbacks of 3 metres increasing up to 9 metres would ensure that there would be an appropriate transition to the adjoining properties.

- Strategic Development Sites - Strategic Development Sites have been identified based on the Strategy and guiding principles such as current land use, built form, potential for urban renewal, lot ownership, and location (shown in **Figure 1**). The sites identified within the draft BSTCPF include:

  - Hungry Jacks Mount Lawley (corner Vincent and Beaufort Streets);
  - The Barlee Street Car Park (corner Barlee and Beaufort Streets);
  - Commercial premises at No. 565-567 Beaufort Street (corner Vincent and Beaufort Streets), No. 555 Beaufort Street, and No. 527 Beaufort Street;
  - Wilson Carpark at No. 462 Beaufort Street (corner Broome and Beaufort Streets); and
  - Aboriginal Legal Services Complex at No. 450 Beaufort Street.

  • The proposed building height of 12 storeys for these sites have been informed by feedback received during the preliminary engagement which noted the potential for greater heights in the area where it is designed in a way that does not impact adjoining properties.

  • This has also been informed by feedback from the DRP which noted the Strategic Development Sites identified could be increased to a building height of 12 storeys. This is because the sites are generally large landholdings that could provide for larger setbacks and opportunities for landscaping to mitigate off-site impacts from bulk and scale on the adjacent residential properties and achieve a sensitive transition.

  • By being identified as a Strategic Development Site, this may also encourage properties that accommodate existing land uses that don't align with the aspirations of the town centre to be redeveloped which would be a broader community benefit.

- Community Benefits – To achieve the maximum height of 12 storeys Strategic Development Sites developments would need to provide benefits which would ensure that there is a positive contribution to the public realm and community. This contribution would be at a rate of 3 percent of the construction cost of each additional storey above the acceptable height. This is detailed further below.

  • This would also apply to properties within the Uptown, Midtown and Downtown sub-precincts with a minimum lot area of 1,000 square metres in area. This is in recognition of the fragmented land ownership of Beaufort Street and amalgamation of lots would allow opportunities for consolidated redevelopment.

Development Incentives for Community Benefit

Administration's comments on the proposed development incentives for community benefit are included below.

- Type of Community Benefits – The development incentives would be consistent with the R Codes Volume 2. This sets out that increased development potential through additional height can be offered in exchange for community benefit which could include public amenities, cultural/recreation facilities, or affordable/accessible housing.

  • The R Codes Volume 2 outlines that incentives should reflect local priorities and be clearly defined and measurable. The draft BSTCPF identifies several items based on feedback through the preliminary community engagement which could be provided as development incentives, including:

  - Affordable housing in partnership with an approved housing provider or not-for-profit organisation recognised by the Department of Communities.
  - Specific purpose housing such as student accommodation or accessible housing.
  - Public facilities and amenities such as spaces for non-profits or public toilets.
  - Public carparking to be managed by the City.
  - Items identified in the Place Plan such as a public plaza (similar to Mary Street Piazza) at the end of Barlee Street outside the carpark, town centre gateways, and landmark wayfinding opportunities.
  - Public open space.

  Any community benefit proposed by a proponent would need to be supported by a Community Needs Analysis which demonstrates that it would positively address a need for the community.

- Contribution Amount – The 3 percent figure is consistent with the South Perth Activity Centre Plan that was approved by the WAPC, and the work undertaken by the City and the DPLH as part of the draft Leederville Precinct Structure Plan. This contribution amount would be generally viable for proponents while also providing a reasonable return to the community.

- Form of Contribution – The community benefit would be secured through imposing a condition of development approval for either a monetary contribution to the City, the delivery of a project on-site by the proponent, or a combination of both. Any monetary contributions received through this process would be held in a reserve account and would be used by the City to fund upgrades to the BSTCPF area.

Beaufort Street Place Plan

Administration's comments on the key actions of the Beaufort Street Place Plan are below:

- Increase Tree Canopy – The City would develop and implement an Urban Greening Strategy to improve the tree canopy through the town centre over the next 15-20 years. This would take a holistic approach to maximising tree canopy on public land with consideration of species selection, footpath space allocation and sub-soil infrastructure among other elements. Funding to implement this would be sought through the State Government's Urban Greening Grants Program.

- Beaufort Street Nodes – To lower the speeds through the town centre, the City would investigate the redesign of Beaufort Street and all of its intersections with a design speed of 40km/h to reduce risk of vehicle-on-vehicle crashes and vehicle-on-vulnerable road users. The City would also continue to advocate to Main Roads WA to permanently reduce the speed on Beaufort Street to 40km/h at all hours.

- Improve the Pedestrian Environment – The City would investigate improvements including increasing the width of the median strip on Beaufort Street to provide safe refuge for pedestrians, cyclists, and those with prams or mobility devices. Other proposed improvements also include the installation of continuous footpath treatments at pedestrian crossings on side streets, and tactile paving at all pedestrian crossings.

- Traffic Calming on Residential Streets – The City would develop a holistic plan for addressing traffic speed and volume on local access roads between William Street, Bulwer Street, Lord Street and Walcott Street. This would relate to the Highgate Traffic Study and may include intersection treatments or other interventions to address rat running on local streets adjacent to Beaufort Street.

Beaufort Street Town Centre Planning Framework

February Draft Document

Acknowledgement of Country

The City of Vincent acknowledges the Traditional Owners of the land, the Whadjuk people of the Noongar nation and pay our respects to Elders past and present.

We recognise the unique and incomparable contribution the Whadjuk people have made and continue to make to our culture and in our community. We will continue to seek the input of the Traditional Owners.

The land on which we live, meet, and thrive as a community always was and always will be Noongar land.

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Introduction

The City of Vincent (Vincent) is committed to a place-based approach to guide future growth and success of our town centres and precincts.

As part of a Local Government Integrated Planning and Reporting Framework (IPRF) our Strategic Community Plan Imagine Vincent The Sequel 2022-2032 outlines Vincent's plan for the future. The vision for the City of Vincent has been agreed as:

"In 2032, The City of Vincent is a leafy vibrant 24-hour city, which is synonymous with quality design and sustainability. It's diverse population is supported in their innovative endeavours by a council that says YES!"

Our place-based approach is affirmed here through six community-led priority areas. Informed by State Planning Policy 4.2 Activity Centres (SPP4.2) and the IPRF, Vincent sets the land use and development framework for our town centres and precincts through our informing strategies and plans, specifically, our Local Planning Strategy and Town Centre Planning Frameworks.

The Beaufort Street Town Centre Planning Framework will function as Local Planning Policy and Place Plan with the option to be adapted into a Precinct Structure Plan in future if need.

Figure 1- City of Vincent Town Centres

Figure 2 - Integrated Reporting Framework

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Figure 3 - Pillars of the Strategic Community Plan 2022-2032

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How to read this document

The Beaufort Street Town Centre Planning Framework (BSTCPF) is structured around six Key Focus Areas:

Part 1 - Policy
This outlines the legislative requirements of the BSTCPF, including relevant delegations, related policies, procedures, and supporting documents. It also defines the policy's purpose, objectives, operation, scope, and key definitions.

Part 2 - Context
This outlines the precinct's history, demographics, and the background of policy development, including community engagement.

Part 3 - Where do we want to be?
Sets out the vision and objectives of the BSTCPF that respond to the data and consultation collected in the 'context' focus area.

Part 4 - The Private Realm – Built Form
This framework sets out rules to guide private development now and into the future. It should be read alongside Local Planning Scheme No. 2 and the Residential Design Codes (R Codes) Volumes 1 and 2.

Part 5 - The Public Realm – Place Plan
This framework's place-based actions aim to enhance outcomes and amenity in the public realm. These will be achieved through capital works, strategic projects, advocacy, and partnerships with the community and private sector.

Part 6 - Development incentives for community benefit

This explains the rationale for offering development incentives, which allow extra building height in exchange for community benefits—such as public amenities, affordable housing, or cultural facilities—applicable to a broad community, with concessions exceeding height limits being optional and guided by recent planning recommendations.

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How do the Vision, Objectives, Private Realm and Public Realm Relate?

Vision

High level goal for the area.

Objectives

Capture the major themes that will influence the future of the area.

The Private Realm – Built Form

Capture how privately owned land will change in the future and the parameters around this.

The Public Realm – Place Plan

Captures how public land will be improved and how this will be achieved.

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Part 1 Policy

Preliminary

The City's Local Planning Strategy (Strategy) sets out the long-term planning direction for the City by considering and applying State and regional planning frameworks, and community sentiment. It provides the rationale for the zones and other standards within the local government area.

The City's Local Planning Scheme No. 2 (LPS2) supports the Strategy. Part 2 of the LPS2 sets out the Local Planning Framework and outlines the zones, appropriate land uses, density codes and other land reserved for public purposes.

The City has taken a place-based planning approach in preparing the Strategy to inform LPS2. The key elements of the 'place-based' approach to planning included the following:

- Planning to achieve a holistic view and integrated outcomes for an area.
- Creating sustainable outcomes specific to particular areas and their communities.
- Creating community commitment and capacity.
- Ensuring community and stakeholder involvement and ownership in the process.

The Strategy informs the preparation of local planning policies that are adopted pursuant to the Scheme, in particular the Precinct Policies for each of the place-based areas of Vincent.

Policy Development

The BSTCPF is a local planning policy and place plan that has been prepared under the provisions of Schedule 2, Part 2, Clause 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Relevant Delegations

16.1.1 Determination of various applications for development approval under the City's LPS2.

Purpose

The purpose of this Policy is to guide development within the public and private realms of the BSTCPF area.

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Relationship to other instruments

R Codes Volume 1

Where there is an inconsistency between the BSTCPF and the R Codes Volume 1, the BSTCPF prevails to the extent of any inconsistency.

As contemplated by Clause 3.2.3 of the R Codes Volume 1, the Deemed-to-Comply criteria and Local Housing Objectives in the BSTCPF replace or augment the equivalent Deemed-to-Comply standards and augment the Design Principles of the R Codes Volume 1.

Appendix 1 summarises the relationship between specific design elements addressed in the BSTCF and the R Codes Volume 1.

R Codes Volume 2

Where there is an inconsistency between the BSTCPF and the R Codes Volume 2, the BSTCPF prevails to the extent of any inconsistency.

The Acceptable Outcomes in the BSTCPF augment or replace the Acceptable Outcomes in the R Codes Volume 2.

While addressing the Acceptable Outcomes is likely to achieve the Element Objectives and Policy Objectives, they are not deemed to-comply standards and applicants will need to demonstrate that the Element Objectives and Policy Objectives are addressed, to the satisfaction of the City.

Development may satisfy these objectives by alternative means or solutions.

Appendix 1 of the BSTCPF summarises the relationship between specific design elements addressed in the Policy and the R Codes Volume 2.

Non Residential Development

In assessing applications for development approval, the decision maker shall have regard to the **Policy Objectives** of the BSTCPF, the **vision statement** and **built form standards** of each sub-precinct, the **general standards** included in **Part 4.0**.

Other Local Planning Policies

Other than Heritage listed places, where there is conflict between this Policy and any other local planning policy of the City, this Policy prevails to the extent of any inconsistency.

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Part 2 Context

Planning Framework Boundary

The BSTCPF is located between Walcott Street and St Albans Street and directly abuts the City of Stirling to the North.

It is home to a diverse mix of businesses, supported by a strong sense of place and unique, thriving hospitality scene.

Its established character and brand, synonymous as a premier hospitality centre, contribute to its distinct sense of identity.

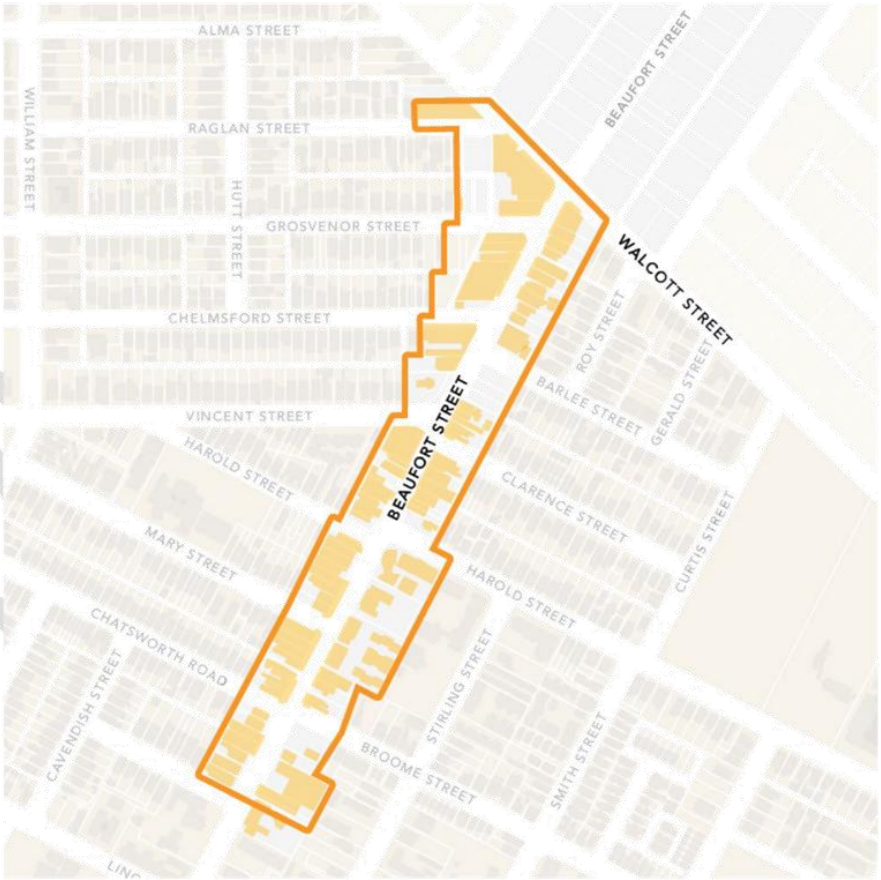

Figure 4 - Beaufort Street Town Centre

Historic Context

Beaufort Street is part of the land traditionally belonging to the Whadjuk people of the Noongar nation, who have deep cultural and spiritual connections to the area. This region, rich in former wetlands and close to the Swan River, served as an important resource for Whadjuk communities, supporting traditional camping and food-gathering activities. Aboriginal people, especially Noongar, lived, traded, and socialized here well before European settlement, and the area's lakes and rivers held special spiritual significance. Despite colonisation pressures and restrictions, the Noongar people have retained a strong connection to this land, reflected today through ongoing cultural recognition and engagement in planning and development processes.

European settlement began in 1829, with the Beaufort Street area transitioning from a collection of early service buildings to a hub of residential and commercial developments by the 1890s. Landmark establishments such as the Queens Hotel and Beaufort Street Commercial Precinct brought both residential and business interests to the area, gradually transforming it into a more lively hospitality destination. Today, this mix of heritage buildings and new development maintains the area's identity as a cultural and social precinct.

Demographics

The BSTCPF, encompassing Mount Lawley and Highgate, has a distinct demographic profile reflective of its urban character:

- **Population Growth and Household Size**: From 2011 to 2021, the population increased by 8.7 per cent, reaching 4,587 residents, while the number of dwellings rose by 17.4 per cent. The average household size is relatively small at 1.83 people, pointing to a trend of smaller household compositions.
- **Age and Workforce**: A significant portion of the population is comprised of "young workers" aged 25 to 34, numbering around 1,366 in 2021, making this the largest age group in the area. There has been a gradual increase in this age demographic, emphasising the area's appeal to young professionals.
- **Household Composition**: The area is notable for its high percentage of lone-person households, which increased by 5.2 per cent from 2011 to 2021. Lone-person households made up 36.1 per cent of all households, significantly higher than Greater Perth's 22.4 per cent .This is complemented by a substantial number of "group share" households, reflecting the area's popularity among younger, independent residents.
- **Housing and Density**: Housing density is relatively high, with 40.1 per cent of dwellings classified as high-density apartments or flats. This figure has increased by 6.8 per cent over the last decade, aligning with urban development trends aimed at maximizing inner-city living spaces. Medium-density housing, including townhouses and semi-detached homes, represents 27.5 per cent of the area's housing, while single-family detached homes make up only 33.7 per cent, contrasting with the more suburban Greater Perth.
- **Transport and Mobility**: Residents of Mount Lawley and Highgate are more inclined to use public transport, cycling, or walking to work compared to the broader Perth area. In 2021, 16 per cent of local workers used active transport modes, though there was a slight decline in walking and cycling rates, partly due to increased remote work trends.

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- **Rental Stress**: The area has a considerable rate of rental stress, affecting 25.3 per cent of renting households, just above the average for the City of Vincent. This suggests a potential affordability issue in the rental market, which is further compounded by high demand and increased density housing.

This demographic snapshot highlights Beaufort Street's urban profile, characterised by young, independent residents, a preference for high-density living, and reliance on public or active transport, aligning with the City of Vincent's goals for a connected, vibrant community.

What is the role of the City

The City of Vincent serves as the main point of contact for the community, working to balance the needs of residents, schools, community groups, landowners and local businesses with legal requirements and long-term plans.

The City oversees local infrastructure like streets, footpaths, cycle paths, and street furniture, including lighting. It also influences private developments through land-use planning, zoning , and built form standards, shaping the physical and economic landscape of the area.

Advocating to State Government is key for the City to push for outcomes beyond its direct control. Vincent plays an important role in attracting and keeping businesses by offering community-focused incentives, aiming to create vibrant, well-designed spaces for current and future residents, business owners, and visitors.

Strategic Context

All local governments are required to have a plan for the future. This takes the form of a Strategic Community Plan (SCP), an overarching document informed by extensive community consultation. It sets the strategic direction for the entire organisation and is supported by informing strategies and plans. One of these is the BSTCPF. The vision for the City of Vincent is:

> '*In 2032, the City of Vincent is a leafy and vibrant 24-hour city which is synonymous with quality design and sustainability. Its diverse population is supported in their innovative endeavours by a Council that says YES!*'

The relationship between the Guiding Principes of the SCP and BSTCPF are highlight below:

Guiding Principle	SCP Intent	Application to the BSTCPF
Enhanced Environment	The natural environment contributes greatly to our inner-city community. We want to protect and enhance it, making best use of our natural resources for the benefit of current and future generations.	• Provide guidance to maximise on-site landscaping • Identify opportunities for public open space • Improve sustainable built form outcomes through Environmentally Sustainable Design standards over the minimum legislated requirements.

Accessible City	We want to be a leader in making it safe, easy, environmentally friendly and enjoyable to get around Vincent.	• Analyse and improve cycle routes • Improve pedestrian experience through buildings and canopy coverage
Connected and Healthy Community	We are a diverse, welcoming and engaged community. We want to celebrate what makes us unique and connect with those around us to enhance our quality of life.	• Encourage community spaces within new development • Encourage inclusive and accessible development beyond the minimum requirements of the Building Codes of Australia
Thriving Places	Thriving Places are integral to our identity, economy and appeal. We want to create, enhance and promote great places and spaces for everyone to enjoy.	• Encourage local and small businesses • Require development outcomes that enhance the public and private realms • Identify opportunities to improve the pedestrian experience within the private and public realms • Encourage public art and activation
Sensitive Design	Design that 'fits in' to our neighbourhoods is important to us. We want to see unique, high quality developments that respect our character and identity and respond to specific local circumstances.	• Built form standards encourage attractive and diverse development in line with the community vision. • Built form character and heritage is protected and enhanced. • Support quality design and sustainable urban built form that is responsive to the local context. • Encourage more people living in, working in, or enjoying the area
Innovative and Accountable	We have a significant role to play in supporting our community to realise its vision. To achieve this, we will be an innovative, honest, engaged and responsible organisation that manages resources well, communicates effectively and takes our stewardship role seriously.	• Engagement with the community so they are involved in the development of this framework. • Enable consistent and transparent decision making in line with the strategic vision of both the SCP and BSTCPF.

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Stakeholder and Community Engagement

To inform the development of the BSTCPF, Vincent conducted a community engagement program in two phases (Visioning & Design) between 25 March 2024 and 16 June 2024.

The community engagement program was communicated through:

- A project page on Imagine Vincent from 25 March 2024;
- 1,633 letters sent to all residents and ratepayers within the Beaufort Street Town Centre and its surrounding 400-metre walkable catchment;
- Inclusion in the City of Vincent's Business E-News, regular E-News and Facebook, Instagram and LinkedIn; and
- Speaking directly to business owners, managers and key stakeholders within the area.
- Three social media posts each on Facebook, Instagram and LinkedIn
- Advertising on RTRFM and through The Beaufort Street Network.

The intent of the **Visioning phase** was to capture the community's vision for the Beaufort Street Town Centre. It included the following two engagement opportunities:

- A survey hosted on Imagine Vincent which 108 people completed; and
- An in-person workshop hosted at The Elford which 35 people attended.

The **Design phase** was prepared to capture the community's opinion on specific planning controls including building heights, land uses and transition zones and public realm initiatives such as transport and streetscape improvements. This phase included three opportunities to engage:

- An in-person 'walkshop' on Beaufort Street which four people attended;
- An in-person workshop hosted at The Beaufort which six people attended; and
- A survey hosted on Imagine Vincent which 63 people completed.

The key findings from the engagement program highlighted the following issues:

- A lack of public spaces;
- High vehicle traffic volumes on Beaufort Street;
- Poor pedestrian experience; and
- Poor community comfort and safety.

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Participants expressed a desire for the BSTCPF and Place Plan to deliver:

- A better-balanced transport system that prioritises walking, cycling and public transport
- Streetscape and public realm improvements;
- High quality development that is compatible with the existing residential context; and
- Increased business diversity.

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Part 3 Where do we want to be?

Vision

*The Beaufort Street Town Centre Planning Framework area is home to a variety of **unique, independent businesses** and development that **respects the existing neighbourhood character**. Our streets are **active, green and accessible**, and our public spaces **make the most of limited space**.*

Policy Objectives

The objectives are based on feedback from the community input and reflect the vision and preferred outcomes of the BSTCPF. Where a development does not meet the acceptable outcomes, it would be assessed against and need to demonstrate consistency with these objectives:

1. **Encourage mixed-use development** that integrates commercial, residential, and hospitality spaces to create a vibrant and active precinct.
2. **Foster economic growth** through strategic redevelopment that diversifies business types, increases residential density, and balances the nighttime economy with neighbourhood amenity.
3. **Preserve the area's unique character** while allowing for new developments that complement and positively contribute towards its built form identity.
4. **Enhance walkability and cyclability** by improving pedestrian infrastructure, encouraging mode shift, and integrating public spaces that promote social interaction.
5. **Promote sustainable design** by incorporating green infrastructure, energy efficiency, and climate-resilient building practices in new developments.
6. **Encourage housing diversity** by promoting a range of affordable and well-designed housing options that meet community needs.
7. **Create attractive public spaces** that contribute to a safe and vibrant public realm and are accessible by enhanced pedestrian and cycling pathways activity.
8. **Ensure the population is well-serviced** by essential amenities such as shops, healthcare, and public services within walking distance.
9. **Enhance public safety** by ensuring that all new development is designed in accordance with 'Crime Prevention Through Environmental Design' principles.

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Sub Precincts

The BSTCPF is made up of five sub-precincts shown on **Figure 5**, each with its own statement of intent.

Figure 5 – Town Centre Sub-Precincts

Uptown

Uptown will continue to serve as a vibrant hub for entertainment, hospitality, and culture, anchored by landmark venues such as the Elford and RTRFM building. Its elevated position offers views across the surrounding suburbs, reinforcing its role as a destination for locals and visitors. Future development will build on the existing character, enhancing street-level activity and creating a dynamic atmosphere.

Midtown

Midtown is nestled between Clarence and Harold Streets and will maintain its character as a mixed-use area with smaller, more intimate shopfronts. This central location will enhance connectivity with the surrounding sub-precincts, creating a seamless transition between residential and commercial areas. The slightly sloping topography towards the south will be used to create tiered public spaces, increasing walkability. Midtown will focus on activating the street, supporting local businesses, and enhancing pedestrian movement by addressing traffic congestion and improving the public realm.

Downtown

Downtown is located closest to the Perth CBD and will evolve as an extension of the City's hospitality and entertainment district. With its proximity to major green spaces like Hyde Park and Forrest Park, Downtown will act as a gateway between the city's urban fabric and its natural surroundings. Development will leverage the flatter topography to create accessible, large-scale venues, enhancing its reputation as a hospitality and nightlife destination will still managing offsite amenity impacts on surrounding residents, such as light, noise and traffic concerns. Streetscape improvements will prioritise sustainable transport and pedestrian movement, reducing reliance on private vehicles.

Urban Frame A

The existing low density residential areas around Beaufort Street are an integral part of its growth. To accommodate future population increases, there is scope for new medium-density residential development in the form of townhouses and low-rise apartments. These should be designed to integrate seamlessly with the existing streetscape character. Improving walkability and cycling connections to the centre will encourage mode shift to active transport, reducing reliance on cars and enhancing liveability. Development within this precinct should provide a transition in bulk, scale and land use between the busier commercial activity along Beaufort Street.

Urban Frame B

The residential area between Harold and Stirling Streets sits lower topographically than other parts of the BSTCPF, making it ideal for increased building height as it transitions closer to the CBD. This location is suited for medium to high-density housing, with multi-storey developments that complement the area's urban character. The increase in building height will support residential growth while maintaining development which accords with the building bulk of the surrounding area, enhancing the Centre's proximity to the City.

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Building Heights and Sub-Precincts

Maximum height is achieved through **Part 6 Development Incentives for Community Benefit.**

Strategic Development Sites not shown in the above map are considered in line with the development incentives for community benefit.

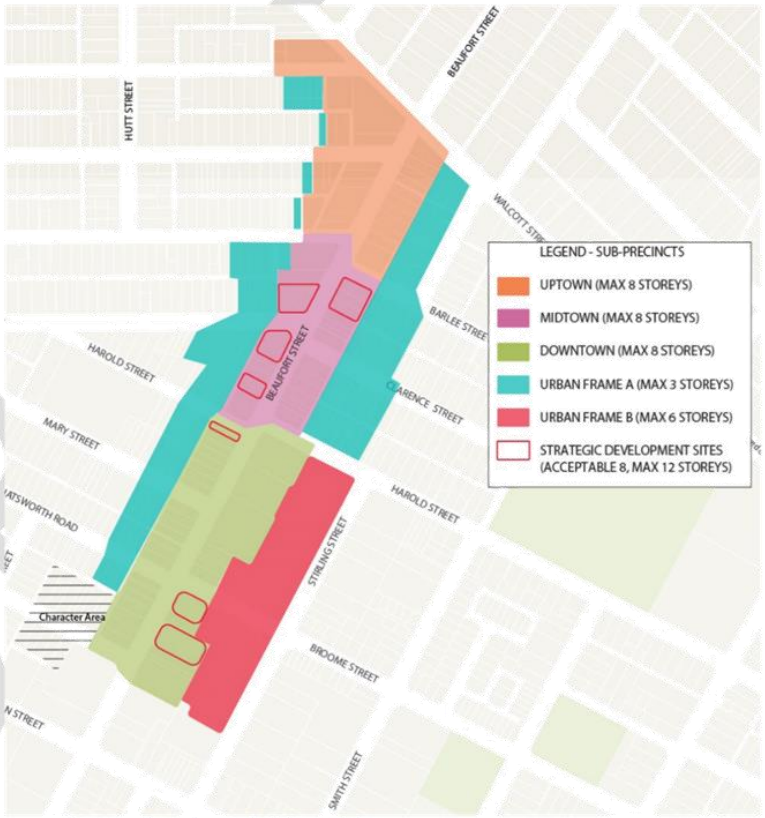

Figure 5 - Town Centre Building Heights

Part 4 The Private Realm (Local Planning Policy Standards)

This section articulates the preferred design outcomes for the BSTCPF by providing built form standards for development within the private realm.

Why is Good Design Important?

Good design ensures that development is ultimately appropriate for its context, construction and aesthetics, providing a positive contribution to the built landscape of an area. The 10 principles of good design, identified under State Planning Policy 7.0 underpins the provisions of this policy.

Land Uses

Development within the BSTCPF through the **Uptown, Midtown and Downtown** sub-precincts should prioritise a diverse mix of uses that support both day and nighttime activity. A mix of retail, hospitality, and entertainment venues are key drivers for street activation, encouraging a lively atmosphere that attracts visitors throughout the day and supports the local economy.

Urban Frame A and **Urban Frame B** provide a transition from Beaufort Street. These sub-precincts should provide a buffer between the high-activity centre and surrounding neighbourhoods, allowing for lower-impact non-residential uses like small offices, boutique retail, or cafes that integrate with the established residential character and support local needs.

When considering development applications, the decision-maker should ensure that proposals align with the vision and objectives of the BSTCPF and the City's LPS2.

Strategic Development Sites

Strategic Development Sites (SDS) are sites that have been identified based on several factors, including land tenure and size, location and context.

These are:

- Hungry Jacks Mount Lawley (Corner Vincent and Beaufort Streets)
- The Barlee Street Car Park (Corner Barlee and Beaufort Streets)
- Commercial premises at 565-567 Beaufort Street (Corner Vincent and Beaufort Streets)
- Commercial premises at 555 Beaufort Street
- Commercial premises at 527 Beaufort Street
- Wilson Carpark at 462 Beaufort Street (Corner Broome and Beaufort Streets)
- Aboriginal Legal Services Complex at 450 Beaufort Street

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For sites not included as a SDS in Figure 6 increased building height may be considered in line with the community development framework of Clause 7 if a development can demonstrate the following:

1. Alignment with policy objectives, general standards and relevant sub-precinct statement of intent;
2. The lot/s are located within the Uptown, Midtown and Downtown sub precincts; and
3. A minimum land size of 1,000m2.

Notification on Title

All lots within the BSTCPF area containing new development that will be exposed to high levels of noise (including transport noise and entertainment precinct noise) shall incorporate a notification on the relevant certificate(s) of title pursuant to Section 70A of the Transfer of Land Act 1893 pertaining to road noise and/or entertainment noise. Notice of this notification is to be included on the diagram or plan of survey.

All development must comply with **State Planning Policy 5.4 Road and Rail Noise**.

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Figure 7 - Barlee Street Carpark Strategic Development Site (Note: This is indicative only and does not reflect future development)

General Standards

In addition to these general standards, the standards and acceptable outcomes of the R Codes Volume 1 and 2 also apply.

To the extent of any inconsistency, a standard in this section replaces or is in addition to the relevant standard or acceptable outcome of the R Codes.

1.1.1. Urban Design Study

(Schedule 2, Part 8, Clause 63 (c) of the Planning and Development (Local Planning Schemes) Regulations 2015)

An Urban Design Study is to be submitted with the application for development approval and must consider all the following local housing objectives:

1) Appropriate use of a variety of materials and finishes that complement elements of the existing local character whilst avoiding the use of faux (made as an imitation, fake or false) materials.
2) Articulation that uses architectural elements in addition to setbacks to reduce its impact on adjoining properties and improve the amenity of adjoining properties and the streetscape.
3) Fire boosters, mailboxes and external fixtures that are integrated in the early design stage and located to minimise the impact on the public realm.
4) Development that achieves visual interaction with the vehicle and pedestrian approaches.
5) Development which integrates and/or acknowledges the design elements and character of the streetscape identified in the Urban Design Study.
6) Development which incorporates the design elements of the predominant streetscape character of the Urban Design Study area.
7) Development on corner sites that is designed to express significance and frame the corner to define the built form and give a strong edge to the public realm.
8) Development expressed with strong visual elements that integrate with all street frontages and rights of way.
9) Creation of cohesive street frontages which contribute to a comfortable pedestrian environment by addressing each frontage with passive surveillance and safe sightlines.
10) Development which integrates with adjoining public spaces by including visual surveillance or clearly visible entrances and paths directly onto the public space.
11) Vertical articulation is emphasised to break up building mass and highlight street level uses and details.
12) Development designed to be adaptive and cater for changing uses over time within the relevant zone.
13) High-quality durable materials and textures used at street level and upper levels which express the architectural style of the surrounding context.
14) Design which is responsive to any existing and/or proposed verge trees and will promote greening in the town centre.

1.1.2. Street Setbacks

(Applies in addition to Acceptable Outcomes of Section 2.3 of R Codes Volume 2)

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1) Where minimum street setbacks are identified, the setback area shall be used for landscaping, alfresco seating or other amenities that contributes towards activation of the public realm .

1.1.3. Heritage and Character Management

(applies in addition to Clause A4.10.1 of R Codes Volume 2)

1) Development to or adjoining heritage places are also subject to the standards of **Local Planning Policy: Development Guidelines for Heritage Places**.
2) Existing heritage and character buildings identified in an Urban Design Study should be retained and incorporated into any new development proposal.
3) New buildings adjacent to character buildings, identified through the Urban Design Study, shall have an architectural character that respects and complements the existing surrounding character buildings. This character should draw from prominent materials and colours of the area and shall express and strengthen the intended place identity.
4) Contemporary architectural styles are acceptable provided they are designed in a manner that creatively interprets materials, form and patterns of the locality.

1.1.4. Materials and Finishes

(Applies in addition to Clause A4.10.1 of R Codes Volume 2)

1) New buildings must be of a high architectural quality, incorporating articulated façades with large openings to the street or clear glazing, fenestration, parapet treatments and other detailing and materials that respect and complement the established character of the precinct.

1.1.5. Landscaping

The following applies to all commercial development. Residential and mixed-use development are strongly encouraged to satisfy the following requirements:

1. Development applications for commercial development must provide a landscaping plan that satisfies the following:
   a. A minimum of 12 per cent of the site area shall be provided as Deep Soil Area (DSA). The DSA shall have a minimum dimension of 1sqm (1m x 1m).
   b. A minimum of 3 per cent of the site area shall be provided as Planting Area. The Planting Area shall have a minimum dimension of 1sqm (1m x 1m).
   c. Where the required deep soil area cannot be provided due to site constraints, planting areas are to be provided within structures at a rate of double the shortfall in deep soil area.
   d. Where a lot boundary setback applies, 80 per cent of that area at ground level must be provided as canopy cover at maturity.
   e. Existing trees on a property must be retained where they meet the definition of a **Significant Existing Tree.**

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f. The proposed removal of any tree that meets the definition of a **Significant Existing Tree** is to be provided with an arboriculture assessment. Where removal is deemed appropriate by the arboriculture assessment the trees must be replaced at a ratio of two new trees for every one existing to be removed.
g. The proposed removal of any native vegetation is to be supported by a flora and fauna impact assessment.
h. Uncovered car parking at ground level must be provided with canopy cover at maturity of at least 60 per cent.

1.1.6. Lift Over-runs, Rooftop Plant Rooms, and Architectural Features

(In addition to Clause A3.6.9 of R Codes Volume 2)

1) All lift over-runs and plant equipment must be adequately hidden from public view. This should be done through the design of the building rather than with a screening device that is visible from the public realm.
2) Lift over-runs and rooftop plant rooms must not exceed 3.5 metres above the applicable maximum building height.

1.1.7. Projections and Awnings

(In addition to the Acceptable Outcomes of Section 4.10 of R Codes Volume 2)

1) Weather protection along footpaths adjoining proposed commercial and mixed-use buildings shall be provided in the form of continuous awnings and satisfy the following requirements:

a) The weather protection will be integrated with the building design;
b) The weather protection shall be permanently fixed and shall be constructed of durable materials that provide sun and rain protection;
c) Be setback a minimum of 600 millimetres from the face of the kerb;
d) The weather protection shall project a minimum horizontal depth of 2.4 metres over the adjacent footpath; and
e) Awnings shall be a minimum height of 3.5 metres and a maximum height of 4 metres from finished floor level to the underside of the awning to accommodate under awning signage.

2) Reduced pedestrian awnings are able to be considered in the following circumstances:

a) Where the design compromises the heritage significance of an existing building; and/or
b) Where the design compromises existing or proposed street trees; and/or
c) Presents significant servicing issues that otherwise could not be designed around.

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3) Balconies may project into the setback area, provided that they are designed to be open on at least three sides with minimal solid balustrading and comply with acceptable outcomes of the R Codes Volume 2 in relation to visual privacy.

1.1.8 Façade Design

The following objective applies to all commercial development:

1) To balance security needs with visual and community amenity, alternative window treatments may be considered based on the site context, business type and safety requirements. The design of these treatments should minimise visual impact, encourage pedestrian engagement and opportunities for surveillance, and uphold the aesthetic integrity of the public realm.

(In addition to Clause A 4.10 of R Codes Volume 2 the following apply)

2) Development which fronts the public realm shall provide active frontages including glazing, openings and operable windows to ensure activity, interaction and surveillance of the street.
3) Ground floor spaces shall have a maximum width of 9m and a finished floor level to finished ceiling level height of a minimum of 3.5 metres.
3) Identify key design elements in the local area and streetscape through an Urban Design Study and integrate the design elements into building facades visible from the public realm. Developments shall:
   a. Integrate high-quality, durable and diverse materials and finishes into the façade, avoiding reflective or glaring materials, and cosmetic or superficial attachments to the building;
   b. Design appropriately scaled buildings, considering rhythm, proportion, and height, and avoiding blank, monotonous, repetitious or dominant building treatment;
   c. Incorporate vertical articulation by using tall and narrow facade treatments;
   d. Ground floor facades are to balance human scale design (by providing obvious entrances, fine grain development and active facades that draws reference to the areas history;
   e. Integrate fire boosters, mail boxes and external fixtures into the building design or screen them so they appear as part of the facade; and
   f. Signage is to be minimal and integrated into the design of the building on the ground floor.
4) Where provided, doorways shall have a depth between 500 millimetres and 1500 millimetres to clearly articulate entrances to commercial buildings and tenancies.
5) Where provided, windows, seating ledges, sills, stall risers and other detailing shall have a minimum depth of 300 millimetres.
6) Where provided, stall risers shall be a minimum height of 450 millimetres.

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7) Ground floor glazing and/or tinting shall have a minimum of 70 per cent visible light transmission to provide unobscured visibility.
8) Security measures shall be:
   a. Located and installed internally behind the glazing line or recessed between elements in the facade such as columns or doorway recesses; and
   b. Transparent and visually permeable to allow views inside the building and enable internal light sources to be seen from the street; and
9) Verandahs and colonnades are only permitted where they are constructed wholly within the lot boundaries of development site.
10) Building facades should include passive solar design principles that reduce the reliance on mechanical systems for heating and cooling.
11) The design, activation and materials of a building on a corner site should be articulated, addressing both primary and secondary streets..

1.1.9 Public Domain Interface

(In addition to Clause 3.6 of R Codes Volume 2)

1) Exposed boundary walls visible to the street are to incorporate the following design features:
   a. Indentations
   b. Varying heights
   c. Varying materials, colours and textures and/or
   d. Temporary public artwork (or the like).

1.1.10 Roof Design

(In addition to the Acceptable Outcomes of Section 4.11 of R Codes Volume 2)

1. Flat roof structures shall have a maximum solar absorptance rating of 0.4.
2. Pitched roof structures or roof structures that are visible from the street or adjacent properties shall have a maximum solar absorptance rating of 0.5, unless a suitable alternative is identified in the Urban Design Study.

1.1.11 Servicing and Functionality

(In addition to Clause 4.17 of R Codes Volume 2)

1. Waste storage facilities are to be provided on site and in accordance with City of Vincent Waste Guidelines for New Developments.
2. Residential waste storage areas must be separated from non-residential storage areas.

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1.1.12 Environmentally Sustainable Design

The following applies to all commercial development. Residential and mixed-use development are strongly encouraged to satisfy the following requirements:

1) Development shall incorporate:
   a. Site planning principles that maximise passive solar design opportunities for both summer and winter; and
   b. Recovery and re-use of rainwater, storm water, grey water and/or black water for non-potable water applications.

2) Development is to achieve the environmental performance standards shown in the below table, or their equivalent*.

3) Development includes Water Sensitive Urban Design (WSUD) principles such as:
   a. On-site stormwater retention and detention for the 1-year, 1-hour Average Recurrence Interval (ARI) event;
   b. Water and nutrient wise landscaping;
   c. Permeable paving and ground covers;
   c. Rain gardens, bio filters, tree pits, green walls, and vegetated soak wells; and
   d. Rainwater tanks, either for garden use or plumbed back into a building for reuse.

Accepted Rating Framework	Specification / Compliance Requirements	Minimum Requirement to be Achieved	Evidence
Green Building Council of Australia's Green Star Rating System	Current Design and As-Built rating tool	5-star Green Star rating	Preliminary Sustainable Design Report prepared by a Green Star Accredited Professional using the current Green Star Design and As-Built rating tool scorecard to demonstrate eligibility for 5-star Green Star rating.
Life Cycle Assessment in Accordance with EN15978-Sustainability of construction works – Assessment of environmental	System Boundary must include all Life Cycle Modules (A1-2, B1-7, C1-4 and D) in addition to non-integrated energy (plug loads)	Global Warming Potential and Net Fresh Water Use Performance Reduction as per Table *** below.	Independently Reviewed EN15978 Compliant Target Setting LCA with a 20% factor of safety applied to improvement strategies

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performance of buildings – Calculation method.			
Building Type	**Performance Unit**		
	Global Warming Potential Net Fresh Water Use	**Global Warming Potential Net Fresh Water Use**	
Suburban Frames (BCA Class 1-3)	< 2,250 kgCO2e / Occupant / Year (50% saving against Perth statistical average residences)	< 57m3 / Occupant / Year (50% saving against Perth statistical average residences	
Commercial Office (BCA Class 5)	< 104 kgCO2e / m2 Net Lettable Area / year (30% saving against Perth statistical average office)	< 1.25 m3 / m2 Net Lettable Area / year (25% saving against Perth statistical average office)	
All Other Building Types	30% saving against Code-Compliant design	25% saving against Code-Compliant design	

**The City accepts sustainability assessment frameworks and mechanisms that are nationally or internationally recognised, compliant with applicable Australian/international standards and subject to oversight by a certifying body.*

1.1.13 Safety, Lighting and Crime Prevention through Environmental Design

(In addition to Clause 3.7 of R Codes Volume 2)

1) All areas, especially places with lower volumes of foot traffic, must be adequately lit and designed to ensure that sightlines are provided from areas of high pedestrian traffic.
2) Lighting is provided to all areas that can be accessed by pedestrians.
3) Development shall address the principles of Safer Placed by Design: Crime Prevention through Environmental Design Planning Guidelines.

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1.1.14 Parking – Non-Residential

Given the proximity of the BSTCPF area to public transport networks and the Perth CBD, all developments are encouraged to prioritise alternative methods of transport over private vehicles.

Non-residential parking is to be provided in accordance with the City of Vincent's Local Planning Policy: Non-Residential Parking applies. The R Codes applies to all residential development.

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*Figure 8 - Corner Vincent and Beaufort Streets (Strategic Development Site) (*Note: This is indicative only and does not reflect future development)

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1.0 Uptown, Midtown & Downtown

1.1 Heights

R Codes	**Replace**	**Remain**
	Clause 1.1 replaces Clauses 3.2.1 of Part C of the R Codes Volume 1. *Clause 1.1 replaces Acceptable Outcome A 2.1.1 of the R Codes Volume 2.*	-
	Acceptable Outcomes	
A1.1.1	Podium height is to be a maximum of 4 Storeys.	
A1.1.2	Acceptable height for tower development is to be 8 storeys.	
A1.1.3	Maximum height of tower development is to be 12 storeys for Strategic Development Sites subject to compliance with the Development Incentives for Community Benefit Framework within this Policy.	
A1.1.4	External fixtures may extend beyond the maximum height in Figure 2 where they are not visible from the street or neighbouring properties	

1.2 Street setbacks

R Codes	**Replace**	**Remain**
	Clause 3.3.6 remains and applies. *Clause 1.2 replaces Acceptable Outcome A 2.3.1 of the R Codes Volume 2.*	-
	Acceptable Outcomes	
A1.2.1	Street Setbacks are to be in accordance with Table 1.2.1	
A1.2.2	Primary and secondary street setbacks above the podium must incorporate articulation and the use of varying colours and materials which minimise the bulk and scale of the building on the streetscape.	
	Table 1.2.1 Street Setbacks	
Podium	Ground and first floor primary and secondary street setback: 2 metres Floors above the first-floor setback: nil	
Tower	Primary Street and secondary setback 5 metres.	
	Note. For lots containing a heritage place or adjoining a heritage place, setbacks will also be assessed by **Local Planning Policy: Development Guidelines for Heritage Places** and **Local Planning Policy: Heritage Area Guidelines**.	

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1.3 Side and Rear Setbacks

R Codes	Replace	Remain
	Clause 1.3 replaces Acceptable Outcome A 2.4.1 of the R Codes Volume 2.	*Clause A 2.4.2 of the R Codes Volume 2 remains and applies.*
Acceptable Outcomes		
Adjoining Property	Ground, first, second and third floor	Fourth floor and above
R40	6.5 metres	12.5 metres
R50	6.5 metres	12.5 metres
R80	R Codes Volume 2 Table 2.1	R Codes Volume 2 Table 2.1
No R-Code / R-AC3	R Codes Volume 2 Table 2.1	R Codes Volume 2 Table 2.1
Development Adjoining Rights of Way		
A1.3.2	Where development adjoins a right of way the setback shall be measured from the midpoint of the right of way.	
A1.3.3	Development must address adjoining rights of way by providing passive surveillance and openings to the right of way.	
A1.3.4	Developments addressing Beaufort Street and adjoining the following rights of way are to cede a minimum of 2 metres of the development site land, to accommodate future lane widening: 1. Lois Lane 2. Kaadadjiny Lane	

1.4 Pedestrian Access and Entries

R Codes	Replace	Remain
	Clause 1.4 applies in addition to Clauses A 3.7.1 to A 3.7.6 of R Codes Volume 2.	*Clauses A 3.7.1 to A 3.7.6 of R Codes Volume 2 remain and apply.*
Acceptable Outcomes		
A1.4.1	Pedestrian access which is identifiable from the street and visitor car parking areas and other public areas.	
A1.4.2	Access for pedestrians which directly fronts the primary street.	
A1.4.3	Internal ground floor level to be at grade.	

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A1.4.4	Design of balustrades to be integrated into the design of the development.
A1.4.5	Ramps are not to exceed 50 per cent of the active frontage.

1.5 Vehicle Access

	Replace	**Remain**
R Codes	*Clause 1.5 applies in addition to Clause A 3.8.1 – A 3.8.7 of R Codes Volume 2.*	*Clauses A 3.7.1 to A 3.7.6 of R Codes Volume 2 remain and apply.*
	Acceptable Outcomes	
A1.5.1	Service areas and vehicular access shall be: (a) Taken from the rear laneway or secondary street in the first instances; or (b) Collocated where taken from the primary street to maximise the width of active frontages.	
A1.5.2	Access to on-site car parking spaces to be provided: · where available, from a right of way available for lawful use to access the relevant lot and which is adequately paved and drained from the property boundary to a dedicated road; · from a secondary street where no right of way exists; or · from the primary street frontage where no secondary street or right-of way exists.	
A1.5.3	Access to a right of way is required to be trafficable to the nearest dedicated road. The cost to upgrade a right of way to make it trafficable is to be borne by the applicant.	
A1.5.4	Where vehicular access is provided from a street, all vehicles are required to enter and exit the site in forward gear.	
A1.5.5	Onsite parking for a development shall be located beneath or at the rear of buildings.	
A1.5.6	Where on-site parking provided for customer/client use is not directly visible from the adjacent street, adequate signage is to be provided to promote public knowledge of and direction to the car park. This signage is to comply with the requirements of the City's Policy relating to Signs and Advertising.	
A1.5.7	Existing trees must not be removed to provide for vehicle access.	
A1.5.8	Each lot is to provide a maximum of one crossover	
A1.5.9	The maximum width of a single crossover is 3m. The maximum width of a double crossover is 5 metres.	

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Figure 6 - Corner Broome and Beaufort Streets Strategic Development Site (Note: This is indicative only and does not reflect future development)

2.0 Urban Frame A

2.1 Heights (Deemed to Comply provisions of the R Codes to apply)

R Codes	Local Housing Objective
	P2.1.1 – P2.1.5 augment P6 of Part B and P3.2.1 and P3.2.2 of Part C of the R Codes Volume 1.
P2.1.1	Development which incorporates predominant features of the streetscape.
P2.1.2	Height that is situated on a site to minimise amenity impacts to neighbouring properties, heritage places and the streetscape.
P2.1.3	Development that incorporates design measures to reduce the impact of height, bulk and scale in neighbouring properties and the streetscape.
P2.1.4	Development that considers and responds to the natural features of the site and requires minimal excavation/fill.
P2.1.5	Design which minimises overlooking and overshadowing where it impacts residential development

2.2 Setbacks of Buildings

R Codes	Local Housing Objective	Deemed-to-Comply	
	P2.2.1 – P2.2.4 augment P3.3.1 – P3.3.2 *of Part C of the R Codes Volume 1.*	*Clause 3.3.3 and 3.3.6 remains and applies of Part C of the R Codes Volume 1 remain and apply.*	
P2.2.1	Development which incorporates predominant features of the streetscape.	**C2.2.1**	The primary street setback is to be calculated by averaging the setback of the five adjoining properties, either side of the proposed development. *Note: For the purpose of averaging, the primary street setback is to be measured from the street alignment to the nearest wall of the dwelling excluding porches, verandahs, carports and balconies.*
P2.2.2	Development which clearly distinguishes all upper floors from lower storeys to clearly distinguish the parts of the dwelling		
P2.2.3	Development which minimises the visual bulk of the buildings through articulation of larger wall lengths and the stepping back of upper storeys walls.	**C2.2.3**	An unenclosed porch, verandah or the equivalent may (subject to the Building Codes of Australia) project into the primary street setback area to a maximum of half the required primary street setback area.
P2.2.4	Development which activates and addresses rights of way.	**C2.2.4**	Walls on upper floors setback a minimum of 2 metres behind the ground floor predominant building line (excluding any porch or verandah), as determined by the City.
		C2.2.5	Balconies on upper floors setback a minimum of 1 metre behind the ground floor predominant building line (excluding any porch or verandah), as determined by the City.

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	C2.2.6	The ground floor secondary street setback is to be as per the R Codes.
	C2.2.7	Secondary street setbacks for upper floors is to be 1.5 metres behind each portion of the ground floor setback

2.3 Setbacks of Garages and Carports

R Codes	Local Housing Objective	Deemed-to-Comply	
	Augments Clause 3.3 P3.3.3 of Part C of the R Codes Volume 1.	*Clause 5.2.1 C1.3 of Part C of the R Codes Volume 1 remains and applies.*	
P2.3.1	The setting back of carports and garages to maintain clear sight lines along the street and not to detract from the streetscape or appearance of dwellings; or dominate views of dwellings from the street and vice versa.	**C2.3.2**	Garages are to be setback a minimum of 0.5m behind the dwelling alignment (excluding any porch portico verandah or balcony or the like).
P2.3.2	Development which preserves and enhances the visual character of the existing streetscape by considering building bulk, scale, setbacks, and design.	**C2.3.3**	Carports shall be setback in accordance with Clause C6.3.1 and C6.3.2 of this Policy. This setback may be reduced in accordance with C3.3.5 of Part C R Codes Volume 1.
		C2.3.4	Garages and carports must match the existing developments predominant colour, scale and materials and must be complementary and subservient to the dwelling
		C2.3.5	Carports must provide an unobstructed view to major openings of the dwelling from the street, right of way or equivalent. Gates or doors to carports are required to be visually permeable.
		C2.3.6	The total width of any carport within the street setback area is not to exceed 50 per cent of the frontage (including strata lots) of the lot or six metres whichever is the lesser.

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3.0 Urban Frame B

3.1 Heights

	Replace	Remain
R Codes	*Volume 2, Clause 3.1 replaces Acceptable Outcome A 2.2.1 of the R Codes Volume 2.*	-
	Acceptable Outcomes	
A3.1.1	Development is to be a maximum height of 6 storeys	
A3.1.2	External fixtures may extend beyond the maximum height in Table 5.1.1 where they are not visible from the street or neighbouring properties	

3.2 Street setbacks

	Replace	Remain
R Codes	*Volume 2, Clause 1.2 replaces Acceptable Outcome A 2.3.1 of the R Codes Volume 2.*	-
	Acceptable Outcomes	
A3.2.1	The primary street setback is to be calculated by averaging the setback of the five dwellings adjoining properties, either side of the proposed development. *Note: For the purpose of averaging, the primary street setback is to be measured from the street alignment to the nearest wall of the dwelling excluding porches, verandahs, carports and balconies.*	
A3.2.3	Walls on upper floors setback a minimum of 2 metres behind the ground floor predominant building line (excluding any porch or verandah), as determined by the City.	
A3.2.4	Balconies on upper floors setback a minimum of 1 metre behind the ground floor predominant building line (excluding any porch or verandah), as determined by the City.	
A3.2.5	The ground floor secondary street setback is to be as per the R Codes.	
A3.2.6	Secondary street setbacks for upper floors are to be 1.5 metres behind each portion of the ground floor setback.	

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3.3 Side and Rear Setbacks

	Replace	Remain
R Codes	*Clause 3.3 replaces Acceptable Outcome A 2.4.1 of the R Codes Volume 2.*	*Clause A 2.4.2 of the R Codes Volume 2 remains and applies.*
	Acceptable Outcomes	
A3.3.1	Side and rear setbacks in accordance with R Codes Volume 2 Table 2.1	
Development Adjoining Rights of Way		
A3.3.2	Where development adjoins a right of way the setback shall be measured from the midpoint of the right of way.	
A3.3.3	Development must address adjoining rights of way by providing passive surveillance and openings to the right of way.	

3.4 Public Domain Interface

	Replace	Remain
R Codes	*Clause 3.4 replaces C3.6.7 - 3.6.9 of Part C of R Codes Volume 1.* *Clause 3.4 applies in addition to Clauses A 3.6.1 – A 3.6.9 of R Codes Volume 2.*	-
	Acceptable Outcomes	
A3.4.1	Street walls, fences and gates are to be of a style and materials compatible with those of the development on site and/or walls, fences and gates of the immediate surrounding area excluding fibre cement.	
A3.4.2	Street walls, fences and gates within the primary street setback area, including along the side boundaries, and front walls and fences to new dwellings fronting a right of way or dedicated road to be as follows: · Maximum height of 1.8 metres above the natural ground level; · Maximum height of piers with decorative capping to be 2 metres above the natural ground level; · Maximum height of solid portion of wall to be 1.2 metres above adjacent footpath level and are to be visually permeable above 1.2 metres; · Posts and piers are to have a maximum width 400 millimetres and a maximum diameter of 500 millimetres; and · The distance between piers should not be less than the height of the piers except where pedestrian gates are proposed	
A3.4.3	Street walls, fences and gates to secondary streets, behind the primary street setback line, or walls, fences and gates to the primary streets where those streets are district distributor roads to be as follows:	

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	· Solid portion of wall may increase to a maximum height of 1.8 metres above adjacent footpath level provided that the wall or fence has at least two significant appropriate design features (to the satisfaction of the City of Vincent) to reduce the visual impact – for example, significant open structures, recesses and/or planters facing the road at regular intervals and varying materials, finishes and/or colours; and · Maximum height of piers with decorative capping to be 2 metres above adjacent footpath level. *Note: The measurement of street walls, fences and gates is to include any retaining walls and is to be measured from the natural ground level immediately below the base of the wall to the top of the wall above, within the development site. In the case of primary street frontage the measurement of street walls, fences and gates is to be measured from the natural ground level of the footpath immediately below the base of the wall to the top of the wall above.*
A3.4.4	Walls, fences and gates on the side boundaries within the primary street setback area, constructed from metal sheeting are permitted provided they meet all other requirements relating to height, provide adequate sight lines and are not a side boundary fence facing a secondary street

A3.4.5	Walls, fences and other structures truncated or reduced to no higher than 0.75 metres within 1.5 metres where walls, fences, or other structures adjoin a driveway that intersects a street, right-of-way, communal street; and a right-of-way or communal street that intersects a public street; and two streets that intersect with the exception of:
	· One pier/pillar with a maximum width and depth of 0.4 metres and 1.8 metres height above NGL, or 2.0 metres tall to the top of decorative capping above the NGL;
	· Fence slats or infill higher than 0.75 metres above NGL that provides a Clear Sight Line;
	· If a gate is proposed across a vehicle access point where a driveway meets a public street and where two streets intersect, the gate must provide:
	  · When Closed: a minimum of 50 per cent unobstructed view;
	  · When Open: a Clear Sight Line from 0.75 metres above the NGL within 1.5 metres of where the vehicle access way joins the street.

A3.4.6	Walls and fences on the side boundaries, only within the primary street setback area, constructed from metal sheeting are permitted provided they meet all other requirements relating to height, provide adequate sight lines and are not a side boundary fence facing a secondary street.
For the purposes of this clause a Clear Sight Line means: · Continuous horizontal or vertical gaps that constitute a minimum of 50 per cent of the total surface area; · A minimum gap size of 40 millimetres; · If slats are orientated to be deeper than they are wide - the distance between the slats must be no less than two-times the depth of the slat; · Clear non-reflective glass.	

3.5 Vehicle Access

	Replace	**Remain**
R Codes	*Clause 3.4 applies in addition to Clauses A 3.6.1 – A 3.6.9 of R Codes Volume 2.*	*Clauses A 3.6.1 – A 3.6.9 of R Codes Volume 2 remain and apply.*
Acceptable Outcome		
3.5.1	Clause 4.6 applies to development in the Urban Frame A and B.	

Part 5 Development Incentives for Community Benefit

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1.0 Introduction

Part 5 provides the rationale for the Development Incentives for Community Benefit Framework of the Beaufort Street Town Centre Planning Framework and responds to Part 2.8 of the R Codes Volume 2 and Part 2.8 of State Planning Policy 7.2 Precinct Design Guidelines.

Development incentives are a method through which additional building height is offered in exchange for tangible community benefit, such as public amenities, culture and recreation facilities or affordable and/or accessible housing.

It is important to note 'community' is not limited to the local residential population but also includes local workers, business owners, students and visitors.

Community benefits would be sought where development concessions are proposed beyond the acceptable height limits articulated in the Part 4. In effect the model would be opt-in, not a requirement for every development.

Community benefits have taken a variety of forms in considering development concessions for infill areas. Recently, the Department of Planning, Lands and Heritage (DPLH) has provided guidance to ensure the frameworks for community benefits are suitably comprehensive, and legible to proponents, stakeholders and the community.

2.0 Objectives

The objectives of this framework is to:

a. Provide clear prerequisites to be met for approval of bonus height above the acceptable standards.
b. Ensure additional development potential corresponds with community benefit contributions
c. Ensure that requirements to secure bonus height is fair, consistent and legible

3.0 Application of Community Benefit

Additional height stated in Part 4 the Private Realm, and Clause 1.1 may be considered depending on the extent of community benefit provided by a proposed development.

The BSTCPF proposes that 3 per cent of the pro-rata construction cost of additional height above the acceptable standard would be required as a costed benefit. This is in line with the development feasibility study undertaken by the City and DPLH.

This is calculated as:

(3 per cent x total contract sum) x (Number of storeys above the Acceptable Height ÷ Total Number of Storeys)

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This figure is calculated at the point of lodgement of the Building Permit.

Where a community benefit contribution is required, the contribution is to be in the form of one or more of the benefit categories outlined below or an alternative contribution which is considered to benefit the broader community to the satisfaction of the City/Responsible Authority and supported by a Community Needs Analysis.

A community benefit is to be provided in one of the following ways:

i. a monetary contribution paid to the local government to be expended on items within the BSTCPF area; or
ii. on-site delivery or in kind works to the equivalent monetary contribution value; or
iii. a combination of both.

A community benefit must have a minimum monetary value calculated in accordance with the **Beaufort Street Town Centre Planning Framework Community Benefit Contribution Procedural Guide (Appendix 2)**.

The contribution is to be provided prior to the Occupancy Permit being issued.

This is discretionary and would only apply when the development achieves the development requirements set out below. Where a proponent is requesting additional discretionary height, the following is undertaken:

- The proposal should make a unique contribution to the built form of the TCPF area in support of the vision and objectives of the TCPF and the relevant sub-precinct statement of character.
- If identified as a Strategic Development Site, the proposal is also to satisfy the requirements of Part 4 The Private Realm, Strategic Development Sites.
- the proposed community benefit should meet all the following criteria:
    - Does not relate to a component of a development such as façade quality, street activation, landscaping (including landscaping of the verge) that is otherwise required for developments within the TCPF area;
    - Does not relate to a commercial tenancy (including café, childcare centre or gym etc.);
    - The community benefit is publicly accessible with no membership or entry fees;
    - Supported by a Community Needs Analysis (CNA) prepared by an appropriately qualified consultant, to the satisfaction of the City. The CNA must demonstrate or provide evidence for existing or future 'need/demand' within the BSTCPF area for the proposed contribution item.
    - The proposal is means-tested against the **City of Vincent's Long Term Financial Plan** to ensure that the City is financially capable of supporting the whole-of-life costs of the proposed new or upgraded community infrastructure item

- Compliance with the criteria as set out in this clause is at the City's discretion

The City has identified the following items, which include:

- **Affordable or Social Housing** provided in partnership with an approved housing provider or not-for-profit organisation recognised by the Department of Communities.
- Provision of **Specific Purpose Housing** such as student accommodation, key worker accommodation, aged care and special disability accommodation.
- **Public Facilities and Amenities** such as spaces for not-for-profits, libraries, and public toilets. These are to be agreed as a priority by the decision-maker.
- **Public car parking** to be managed by the City.
- **Streetscape and public realm** upgrades identified in the **Part 6 Place Plan**.
- **Additional Public Open** space above the 10 per cent requirement.
- **Movement network and transport infrastructure**; including upgrades to Forbes Road and Forbes Lane identified in the **Part 6 Place Plan.**

4.0 Supporting Documentation

Where a public realm or community benefit is proposed as part of a development application, it must be supported by:

i. A Community Needs Assessment to demonstrate and provide evidence for the existing or future need within the BSTCPF area for the proposed contribution item;
ii. Management Plan demonstrating how any community benefit will be maintained and operated in perpetuity or ceded to the City free of cost;
iii. A Valuation of the proposed contribution in the context of the formula outlined in the **Beaufort Street Town Centre Planning Framework Community Benefit Contribution Procedural Guide (Appendix 2).**

5.0 Management and Expenditure of Community Benefit Contributions

The City will establish and maintain a **dedicated BSTCPF Community Benefit Contribution Fund** and all monetary community benefit contributions shall be deposited into this fund.

Funds received as community benefit contributions should be expended as soon as practical.

Community Benefit Contribution funds shall be managed and expended in accordance with the Community Benefit Contribution Framework contained within the **Beaufort Street Town Centre Planning Framework Community Benefit Contribution Procedural Guide (Appendix 2).**

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6.0 Community Benefit Contribution Procedural Guide

The process of agreeing and delivering community benefits, from the point at which an applicant submits a development application, through to payment of the contribution and delivery of the benefit items by the developer or local government is set out within the **Beaufort Street Town Centre Planning Framework Community Benefit Contribution Procedural Guide (Appendix 2)**.

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Part 6 Place Plan cover image

Part 6 – The Public Realm – Beaufort Street Town Centre Place Plan

The City of Vincent's Place Plans have been developed as a set of 'place-based' strategic action plans to guide the allocation of funding and resources in the City's town centres and districts. The Place Plans direct the City's service units to deliver a range of place-based initiatives and enable the City to effectively support and coordinate change.

The Place Plan highlights the broad range of projects and initiatives the City is undertaking to support and improve the BSTCPF area.

The Place Plan enables the range of initiatives identified in Vincent's suite of informing strategies and plans to be filtered, prioritised and resourced appropriately.

Some of Vincent's informing strategies and plans provide high level guidance for the direction and type of initiatives Vincent should be undertaking, while others provide specific actions.

All of the projects and initiatives being undertaken in the BSTCPF area are listed as 'actions'.

All actions identified in the Place Plan align with outcomes from the extensive community engagement program undertaken during the drafting of the BSTCPF.

Actions have been organised as per the six priorities of Vincent's Strategic Community Plan:

- Enhanced Environment
- Accessible City
- Connected and Healthy Community
- Thriving Places
- Sensitive Design
- Innovative and Accountable

Each action is explained using a three step process:

- **Action:** Diagnoses the issue or opportunity.
- **Rationale:** Analyses the detail of the issue or opportunity to understand the best approach to solve the issue or seize the opportunity.
- **Delivery:** Proposes a solution to solve the issue or seize the opportunity.

Also included is indicative information on the timing and budget sources for design and delivery:

- **Timeframe:** Represents when the action is likely to be commenced. This is subject to change and dependent on resourcing and funding opportunities as per the IPRF.
- **Budget Source:** Outlines potential funding sources including internal resourcing, internal funding through capital and/or operational budgets, and/or external funding opportunities through private development, community benefit, cash in lieu payments and grant funding.

  Elected Members will consider each project and their associated budget requirements through the adoption of the Annual Budget, Capital Works Plan and Long Term Financial Plan.

The Implementation Framework sets out the actions and the delivery of these.

For projects that include a large amount of change, Vincent will undertake specific community engagement in line with the Community and Stakeholder Engagement Strategy.

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1.0 Enhanced Environment

Sets out the actions and projects which assists Vincent to make the best use of our natural resources for the benefit of current and future visitors, residents, and businesses of the Beaufort Street Town Centre.

ACTION 1.1 EXPLORE OPPORTUNITIES FOR ADDITIONAL PUBLIC SPACES	
Rationale	The Town Centre lacks activation due in part to narrow footpaths on Beaufort Street and a lack of public civic spaces such plazas and piazzas. The presence of the bus priority lane (and associated clearway) and the variable speed limit on Beaufort Street does not allow for eatlets or parklets to be installed in the carriageway. Feedback received during community engagement showed public spaces for people to congregate and spend time are very important to the community. There is a strong desire to see more outdoor dining, events and markets to activate the streetscape. There are opportunities for the provision of high-quality public places on public land – particularly in midtown and uptown areas of the Town Centre. There are several key strategic sites within the Town Centre that contain uses that aren't desired by the City and don't present the best use of their respective sites. There are opportunities for these sites to be redeveloped and incorporate public spaces for the Town Centre. The BSTCPF provides development incentives to encourage the appropriate redevelopment of strategic sites. It also incorporates development standards with ground floor setbacks. The setbacks on private land will work in conjunction with public land to create high-quality small urban public spaces. In addition, the City will investigate the following: • Opportunities to deliver parklets, eatlets and expanded verges on side streets between Beaufort Street and the rear laneway network; and • The feasibility of delivering a plaza at the end of Barlee Street outside the carpark.

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Delivery	Investigate opportunities for the provision of high-quality public open space in the BSTCPF area.			
	Timeframe	2025/26 to 2025/27	**Budget Source**	Internal Resourcing

ACTION 1.2 INCREASE TREE CANOPY	
Rationale	Vincent understands the importance of canopy cover and its role in creating walkable and liveable neighbourhoods and encouraging people to linger longer. The Beaufort Street Town Centre has a tree canopy of 5 to 10 per cent. This is predominately provided from street trees within the road reserve. There are no public open space or green spaces directly within the Town Centre to support mature trees. Tree planting efforts within the road reserve have been hindered by insufficient deep soil areas, inappropriate choice of tree species and poor planting locations. Recent developments on private land have not incorporated a sufficient level of tree planting. Beaufort Street has limited public land for expanding the existing tree canopy. Tree planting within the road reserve has been hindered by narrow footpaths and median, resulting in insufficient deep soil areas and poor planting locations. Recent developments on private land have not incorporated a sufficient level of tree planting. Feedback from community engagement showed a strong desire for more greening and tree planting throughout the town centre, including as part of significant development projects. Areas such as Mary Street are well liked public spaces due to the abundance of mature trees.

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Delivery	Develop and implement an Urban Greening Plan to improve the tree canopy in the BSTCPF area.			
	Timeframe	2026/27 to 2029/30	**Budget Source**	Operational Budget and External Grant Funding (Design) Capital Budget and External Grant Funding (Delivery)

ACTION 1.3 IMPROVE ACCESSIBILITY TO NEARBY PUBLIC OPEN SPACE	
Rationale	The Beaufort Street Town Centre is identified in Vincent's Local Planning Strategy as an area capable of accommodating extra homes and population. With increases in density proposed as part of the BSTCPF, access to public open spaces will become integral to ensuring the area is liveable and desirable place to live, work and visit. The Town Centre is serviced by Forrest Park, Brigatti Gardens and Jack Marks Park to the east and Hyde Park to the west. Hyde Park is difficult to access due to a lack of dedicated pedestrian infrastructure across William Street. There are few small urban public open spaces in the town centre itself. The Town Centre is serviced by playgrounds located in Forrest Park, Brigatti Gardens, Hyde Park and Birdwood Square. The playgrounds in Forrest Park and Brigatti Gardens, and the accessible playground and water playground in Hyde Park are situated on the farthest side of their public open space from the Town Centre. To improve access to public open space and playgrounds, Vincent will: • Improve pedestrian connections between the BSTCPF area and Hyde Park and Forrest Park; and • Investigate the relocation of playgrounds at Hyde Park, Forrest Park and/or Brigatti Gardens to be closer to projected densification of the BSTCPF, at the time of asset renewal.

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Delivery	Improve walkability to Hyde Park and Forrest Park. Investigate relocation of playgrounds at Hyde Park, Forrest Park and/or Brigatti Gardens to be closer to projected densification of the BSTCPF, at the time of asset renewal.			
	Timeframe	2026/27 to 2029/30	**Budget Source**	Capital Budget

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2.0 Accessible City

Sets out the actions and projects which enhance connectivity, improve the use of public transport, deliver parking efficiencies, and create a more pedestrian and cycle friendly Beaufort Street Town Centre.

ACTION 2.1 DELIVER THE BEAUFORT STREET NODES PROJECT	
Rationale	Beaufort Street has a variable speed limit of 40km/h through the town centre at the following times: • Sunday to Thursday – 7:30am to 10:00pm • Friday and Saturday – 7:30am to 1:00am (the following day) Outside of these hours, the signs revert to 60km/h. 84 per cent of the traffic volume occurs during the hours of the variable speed limit. Bus priority lanes operate in each direction during peak times and on-street parking is located in certain locations in off-peak times. High traffic speeds and volumes makes it difficult to cross Fitzgerald Street and significantly impact on the street environment The presence of the variable speed limit restricts Vincent's ability to make design changes to the street environment to slow speeds on Beaufort Street. There are numerous vehicular crashes on Beaufort Street due to high traffic volumes and speed and frequent turning movements. The mix of pedestrian activity, parked cars, and limited visibility at intersections contributes to unsafe driving conditions, particularly for pedestrians and drivers turning right from or onto side streets. Between January 2014 and December 2018, the Beaufort Street and Harold Street intersection has recorded a total of six crashes, with two requiring hospitalisation or medical treatment. A report on Beaufort Street Precinct Area Road Safety Treatments was considered by Council in May 2024. At this meeting, Council supported the development of a 6-year Road Safety Implementation Plan to design and deliver the 'Beaufort Street Nodes' project and other road safety projects identified within the precinct. The draft plan is to be presented to Council by May 2025.

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<table>
<tr><td></td><td colspan="4">During community engagement, the volume and speed of traffic along Beaufort Street was a major safety concern and was found to be a root cause of many other issues that discourage visitation to the town centre.

To lower the speeds through the town centre, design changes are required. Changes to be investigated include:

• Redesign Beaufort Street and all of its intersections with a design speed of 40km/h to reduce risk of vehicle-on-vehicle crashes and vehicle-on-vulnerable road users; and
• Advocate to Main Roads WA to permanently reduce the speed on Beaufort Street to 40km/h at all hours of the day.</td></tr>
<tr><td rowspan="2">Delivery</td><td colspan="4">Deliver the Beaufort Street Nodes project with a design speed of 40km/h.

Advocate to Main Roads WA to permanently reduce the speed on Beaufort Street to 40km/h at all hours of the day.</td></tr>
<tr><td>Timeframe</td><td>2025/26 – 2029/30</td><td>Budget Source</td><td>Operational Budget (plan)

Capital Budget and External Grant Funding</td></tr>
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ACTION 2.2 IMPROVE THE PEDESTRIAN ENVIRONMENT WITHIN THE TOWN CENTRE	
Rationale	As a four-lane main road and major vehicle thoroughfare, Beaufort Street presents a significant barrier to pedestrian movement throughout the Town Centre. The distance between the formal, signalised crossings at Walcott Street and Bulwer Street is approximately 800m. Beaufort Street has many businesses that service the daily needs of residents and attract heavy visitation from outside Vincent. To visit these, pedestrians are required to cross Beaufort Street at multiple unsignalised pedestrian crossings throughout the Town Centre. Median strips in the Town Centre are narrow providing little refuge for pedestrians and no refuge for those on bikes, with prams or in wheelchairs or other mobility devices. Crossing side streets off Beaufort Street is also dangerous with cars travelling at speed off Beaufort Street, often around corners with poor sight lines for drivers and pedestrians. Feedback from community engagement showed widespread concern about poor pedestrian safety throughout the Town Centre. There is an opportunity through good urban design to reduce the dominance of cars on Beaufort Street and improve the ability of pedestrians to negotiate and enjoy the Town Centre. Improvements to be investigated include: • Increasing the width of the median strip on Beaufort Street to provide safe refuge for pedestrians and those on bikes, with prams or in wheelchairs and other mobility devices; • Installing continuous footpath treatments at pedestrian crossings on side streets; and • Installing tactile paving at all pedestrian crossings.
Delivery	Improve the pedestrian environment on Beaufort Street Town Centre.

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	Timeframe	2026/27 to 2029/30	**Budget Source**	Operational Budget (plan) Capital Budget and External Grant Funding

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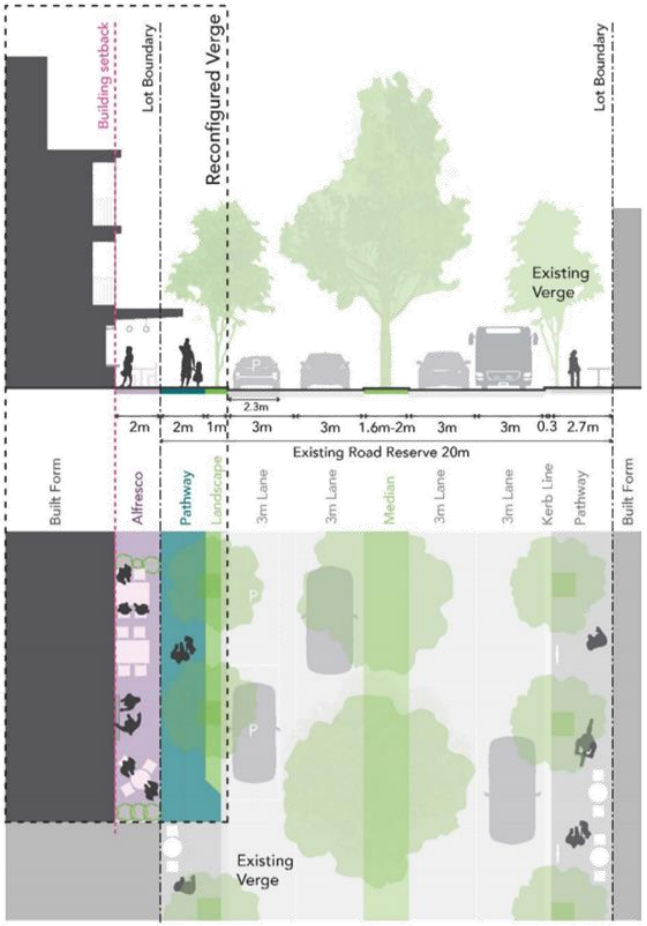
Building setback
Lot Boundary
Reconfigured Verge
Lot Boundary
Existing Verge
2.3m
2m
2m
1m
3m
3m
1.6m-2m
3m
3m
0.3
2.7m
Existing Road Reserve 20m
Built Form
Alfresco
Pathway
Landscape
3m Lane
3m Lane
Median
3m Lane
3m Lane
Kerb Line
Pathway
Built Form
Existing Verge

60

Figure 10 – Future Beaufort Street Town Centre Street Section

ACTION 2.3 ADVOCATE FOR IMPROVED PUBLIC TRANSPORT SERVICES	
Rationale	A high frequency bus service runs along Beaufort Street connecting residents and visitors to the Perth Busport and Elizabeth Quay Bus Station (67) to the south (950) and Mirrabooka Bus Station (67) and Morley Bus Station in the north (950). There are currently no east-west public transport services that connect the North Perth Town Centre with other parts of Vincent. A dedicated bus priority lane and associated clearway is in operation on Beaufort Street during the following peak periods: • Morning peak (6:30am to 9am) in a southbound direction; and • Afternoon peak (4pm to 6:30pm) in a northbound direction. During peak periods, it is illegal for private vehicles to drive in the bus priority lanes. This law is often not complied with by motorists. This non-compliance results in frequent delays for buses and has artificially inflated the capacity of Beaufort Street during peak periods. In addition, the State Government are planning to connect the heavy rail network to the broader community through improved bus services and undertaking broad network planning with local governments for mid-tier transit solutions on high-frequency public transport corridors like Beaufort Street. Vincent understands that improved public transport infrastructure and services will improve the town centre experience for visitors and residents. Feedback from community engagement showed the bus routes along Beaufort Street are well utilised by residents and improving public transport is a key component of the community's vision for Beaufort Street. Vincent will advocate for: • Authorities to enforce compliance of the bus priority lane; • Short-term improvements to the public transport infrastructure and services including upgrading existing bus stops;

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	• The introduction of an east-west bus route between the Beaufort Street Town Centre and other town centres and destinations in Vincent and beyond; and • The development of Beaufort Street as a mid-tier transit route (light rail, bus rapid transit) with one or two stations to be located in the Beaufort Street Town Centre.			
Delivery	Advocate for improvements to existing public transport services within the Beaufort Street Town Centre and improved public transport services including mid-tier transit.			
	Timeframe	2025/26 to 2029/30	**Budget Source**	Operational Budget

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<table>
<tr><th colspan="5">ACTION 2.4 AMEND CLEARWAY HOURS OF OPERATION AND ON-STREET PARKING TIMES ON BEAUFORT STREET</th></tr>
<tr><td>Rationale</td><td colspan="4">In the afternoon peak period, the timings of the dedicated bus priority lane, the clearway and on-street parking are not aligned with:
The bus priority lane operational between 4pm and 6:30pm;
The clearway operational between 4pm and 6pm only; and
On-street parking available from 6pm onwards.
In late 2023, Public Transport Authority requested that Vincent extends the clearway times and on-street parking times from 6pm to 6:30pm to align with the times of the bus priority lanes. This has been considered in Vincent's draft Precinct Parking Management Plan.</td></tr>
<tr><td rowspan="2">Delivery</td><td colspan="4">Change hours of operation of the clearway and parking times as per the recommendations of Vincent's draft Precinct Parking Management Plan.</td></tr>
<tr><td>Timeframe</td><td>2025/26</td><td>Budget Source</td><td>Operational Budget</td></tr>
</table>

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<table>
<tr><th colspan="5">ACTION 2.5 DEVELOP A PLAN TO CALM RESIDENTIAL STREETS</th></tr>
<tr><td>Rationale</td><td colspan="4">The road network around the Beaufort Street Town Centre is a grid pattern. In recent years, Vincent has received a number of complaints and petitions to create safer and calmer streets in Mt Lawley and Highgate – particularly on local access roads running east to west between William Street, Beaufort Street and Lord Street.

Traffic volumes and speeds on Harold Street have been highlighted as major issue for residents. Previous efforts to address this issue were not well received due to a perceived lack of community engagement and concerns that addressing the issue on Harold Street would push the issue onto other nearby residential streets. In June and July 2024, all local access roads in the precinct have become 40km/h. There is increasing traffic on local streets, particularly in east-west corridors between major roads. As the population of the Beaufort Street Town Centre and the wider Perth Metropolitan Area grows, congestion is likely to increase.

With increases in density proposed as part of the BSTCPF, the City will develop a considered holistic plan for North Perth and Mount Lawley bound by Charles Street, Vincent Street, William Street and Walcott Street. Changes to the local road network are often contentious making ongoing community engagement integral to the success of this project.</td></tr>
<tr><td rowspan="2">Delivery</td><td colspan="4">Develop a considered holistic plan for addressing traffic speed and volume on local access roads between William Street, Bulwer Street, Lord Street and Walcott Street.</td></tr>
<tr><td>Timeframe</td><td>2025/26 to 2029/30</td><td>Budget Source</td><td>Operational Budget</td></tr>
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ACTION 2.6 IMPROVE THE CYCLE NETWORK	
Rationale	In the Mount Lawley/Highgate neighbourhood, there are no dedicated cycling routes for residents of broader Vincent and beyond to safely access the town centre; or for current and future residents of the Beaufort Street Town Centre to safely access other destinations in Vincent and beyond. The closest cycling routes to the Beaufort Street Town Centre are: • The proposed Norfolk Street Safe Active Street which requires the crossing of four lanes of William Street without any dedicated pedestrian or cyclist refuge areas; or • The Midland Line Principal Shared Path (PSP) which requires crossing four lanes of Lord Street without any dedicated pedestrian or cyclist refuge points; and crossing the rail reserve to access the PSP on the eastern side of the railway. The only crossing point across the railway is at East Perth Station which is not direct or convenient for cyclists. Beaufort Street between Queens Crescent and Bulwer Street is identified as a 'Local Route' on the Department of Transport's Long Term Cycling Network (LTCN) although it has not yet been realised. During community engagement, many cyclists said Beaufort Street is unsafe to ride on due to the dominance of private motor vehicles and lack of dedicated cycling infrastructure. There is a desire for an east-west cycling route and a north-south cycling route that runs parallel to Beaufort Street. With additional dwellings coming to Beaufort Street in the future, investment in cycling infrastructure is required to encourage mode shift. Improvements to be investigated in the Beaufort Street Town Centre and surrounds include: • The prioritisation of a north-south cycling route parallel to Beaufort Street to service the densifying Beaufort Street corridor; • The prioritisation of an east-west cycling route to encourage cross-Vincent travel; and • Safe cyclist crossings for cyclists of Beaufort Street at its intersections with Mary Street, Broome Street and Harold Street.

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Delivery	Plan and deliver improvements in line with the LTCN in the Beaufort Street Town Centre and surrounds.			
	Timeframe	2025/26 to 2029/30	**Budget Source**	Capital Budget External Grant Funding

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<table>
<tr><td colspan="5">ACTION 2.7 IMPROVE ACCESS TO LANEWAYS AND ARCADES</td></tr>
<tr><td>Rationale</td><td colspan="4">Beaufort Street Town Centre has a unique and quirky laneway network. Recent efforts have been made to improve laneways and side streets that intersect with Beaufort Street to create quality public spaces using the limited supply of public land within the town centre.

Feedback from community engagement showed that Vincent's recent upgrades to Kaadadjiny Lane, Lois Lane and Grosvenor Road have been generally well received. It also showed that privately owned arcades including Beaux Lane and Alexander Arcade provided the best pedestrian experience and were well liked.

Vincent will continue to improve access to laneways and arcades by:
• Investigating the pedestrianisation of Kaadadjiny Lane between Beaufort Street and Mereny Lane; and
• Encouraging the development of pedestrian-friendly places on private property including arcades and laneways.</td></tr>
<tr><td rowspan="2">Delivery</td><td colspan="4">Investigating the pedestrianisation of Kaadadjiny Lane and encourage the development of pedestrian-friendly places on private property.</td></tr>
<tr><td>Timeframe</td><td>2025/26 to 2026/27</td><td>Budget Source</td><td>Operational Budget (pedestrianisation)

Capital Budget and External Grant Funding (delivery)</td></tr>
</table>

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<table>
<tr><th colspan="5">ACTION 2.8 INCREASE PARKING EFFICIENCIES</th></tr>
<tr><td>Rationale</td><td colspan="4">Vincent's Accessible City Strategy (ACS) explores the current provision for transport and compares this to the current and future needs of the community, across all transport modes to support the long-term success and viability of Vincent

The needs of parking differ greatly across Vincent. These needs are dependent on the level of activity in the area, the density and variety of development, and the availability of alternative transport modes. Parking should be considered as an ecosystem consisting of public and private, off street and on street, and considering all the many needs of people who use those bays. The optimal parking system would be one where all parking is used efficiently, with the minimum amount of space devoted to parking.

Parking is an effective bridge between land use and transport mode choice. Constraining parking through planning policy can be an effective method to allocate road space for particular trip purposes (residents, employees and visitors). This helps to reduce private vehicle trip generation and to create a more sustainable land use and transport environment.

During community engagement, we heard rideshare and taxi services outside popular night time venues such as the Queens Hotel and The Beaufort are poorly coordinated and disrupt the flow of traffic.

To address this action, Vincent has developed a Precinct Parking Management Plan to guide the management of parking within Vincent's town centres with a Specific Parking Action Plan for the BSTC.</td></tr>
<tr><td rowspan="2">Delivery</td><td colspan="4">Implement changes to on and off-street parking as per recommendations of the Parking Management Plan.</td></tr>
<tr><td>Timeframe</td><td>2025/26 to 2029/30</td><td>Budget Source</td><td>Accessible City Cash-in-Lieu Reserve</td></tr>
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3.0 Connected & Healthy Community

Sets out the actions and projects which contribute to the Beaufort Street Town Centre's unique sense of place, and encourage the community to connect with each other to enhance their quality of life.

<table>
<tr><td colspan="5">ACTION 3.1 TOWN CENTRE ACTIVATION</td></tr>
<tr><td>Rationale</td><td colspan="4">Events and activations are integral to bring new people into the town centre. It is important to continue support the Town Team and other community groups to deliver such activations in order to provide opportunities for the community to connect with each other, local businesses, and arts and cultural experiences</td></tr>
<tr><td rowspan="2">Delivery</td><td colspan="4">Continue to support local Town Team, businesses and community groups to deliver activation and community initiatives through the Town Team Grant and Festivals & Events Sponsorship annual funding programs.</td></tr>
<tr><td>Timeframe</td><td>2025/26 – 2029/30</td><td>Budget Source</td><td>Operational Budget</td></tr>
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4.0 Thriving Places

Sets out the actions and projects which assist the City to create, enhance, and promote great places and spaces in the Beaufort Street Town Centre in order for it to reach its activation and economic potential.

ACTION 4.1 INVESTIGATE GATEWAY ARTWORK OPPORTUNITIES	
Rationale	Gateways are often the first thing that visitors arriving into a town centre encounter. They are an important 'face' to the outside world and an opportunity to communicate the character and personality of the community. The Beaufort Street Town Centre currently does not have any discernible gateways. Vincent's Wayfinding Signage Plan and Appendix 1 of Vincent's Local Planning Policy – Percent for Art identifies opportunities for collocated signage and public artwork at gateways to precincts and town centres. Locations for proposed gateways for the North Perth Town Centre include: • Public artwork at the intersection of Beaufort Street and Walcott Street; • Public artwork on Vincent Street on the approach to Beaufort Street; and • Public artwork at the intersection of Beaufort Street and St Albans Avenue. Currently there is no detail beyond the location of the proposed gateways. In 2025/26, Vincent is developing a Public Art Opportunities Map that maps out prioritised public art opportunities and possible curatorial themes, locations and artwork typologies for public artworks at town centre gateways. Implementation of gateway artworks will depend on having sufficient budget in the Public Art Cash-in-lieu fund. Additional funding could also be sought through external grant funding.
Delivery	Investigate curatorial themes, locations and artwork typologies for public artworks for the two 'Town Centre Gateway & Landmark Artwork Opportunities' in the Beaufort Street Town Centre.

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	Timeframe	2025/26 to 2029/30	**Budget Source**	Public Art Cash-in-lieu Fund External Grant Funding

ACTION 4.2 IMPROVE LIGHTING	
Rationale	Street lights within the Beaufort Street Town Centre are located in the median strip north of Broome Street, and on above ground power poles south of Broome Street. Street lights in the residential areas surrounding the Town Centre are a mixture of standalone street lights locate on verges and street lights located on above ground power poles. Street lights located on the median strip of Beaufort Street do not provide adequate lighting onto the footpaths. The Town Centre's laneway network and carparks are generally inadequately lit. Feedback from community engagement showed that the town centre is generally poorly lit, particularly in the downtown area and laneway network, leading to anti-social behaviour and feelings of discomfort. The BSTCPF includes development provisions to ensure all future developments adequately lights all areas that can be accessed by pedestrians within the public and private realm. Beaufort Street south of Broome Street and many of the local access roads adjoining the town centre are included in Project Area 347 (North Perth/Mount Lawley) and Project Area 348 (Perth/ Highgate) of Western Power's Vincent Underground Power Project. These local access roads include Raglan Road, Grosvenor Road, Chelmsford Road, Vincent Street, Harold Street, Chatsworth Street, Broome Street and St Albans Ave. Construction is scheduled for late 2025 and late 2026/early 2027 respectively. There is an opportunity to work with Western Power to ensure lights located on power poles are replaced with streetlights that provide sufficient lighting to the streetscape.

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	Lighting has been added to the ROW network in Arnold, Danker and Boodja Lane. The remainder of the ROW network has little or no lighting. The City will continue to improve lighting in the ROW network where appropriate.			
Delivery	Develop and implement a Lighting Improvement Plan with a particular focus on Beaufort Street south of Broome Street and rear rights-of-ways that have not been subject to lighting improvements.			
	Timeframe	2025/26 – 2027/28	**Budget Source**	Capital Budget

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5.0 Sensitive Design

Sets out the actions and projects which assist the City to encourage unique, high quality developments that respect and respond to the character and identity of the Beaufort Street Town Centre.

ACTION 5.1 DEVELOP STREETSCAPE GUIDELINES FOR BEAUFORT STREET TOWN CENTRE	
Rationale	There are competing demands for the footpaths in Vincent's town centres including street furniture, street trees, road signage and business-related uses of the footpath including al fresco dining, goods display and A Frame signage. The streetscape of the Beaufort Street Town Centre has evolved on an ad hoc basis and the footpaths are narrow cluttered with poorly placed A-frame signs and street furniture including benches, bus stops, bike racks, street signs and tree pits significantly restricting pedestrian flow. Whilst e-scooter companies regularly check their fleet and move them to correct parking locations, e-scooters are still commonly parked haphazardly on the narrow footpaths. Feedback from community engagement showed a strong desire to see pedestrian access on footpaths improved, whilst maintaining an appropriate amount of alfresco seating and street furniture. The BSTCPF incorporates development provisions that enforce additional primary setbacks on the ground floor – effectively widening the footpath. As the BSTCPF area redevelops in the future, the opportunity exists to deliver consistent streetscapes, improve the walkability and amenity of the study area and enhance the character and sense of place through the development of Streetscape Guidelines. The Streetscape Guidelines will ensure future investment in the public realm is consistent through: • Setting a priority matrix to juggle the competing demands of pedestrian space for street infrastructure and business-related uses; • Recommending an appropriate level of service for the BSTCPF; • Developing a materials and colour palette and a suite of specific street furniture; and

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<table>
<tr><td></td><td colspan="4">
Providing strategic guidance on where street furniture should be located with reference to the Vibrant Public Spaces Policy.
In addition to the Streetscape Guidelines, Vincent will ensure a cohesive pedestrian clear zone of 2m through the effective management of:
Business activation including A Frame Signage and al fresco dining through the Vibrant Public Spaces Policy and Trading in Public Places Local Law; and
E-scooters through working with e-scooter providers to identify better e-scooter parking locations and increasing the level of service in town centres including the Beaufort Street Town Centre.
</td></tr>
<tr><td rowspan="2">Delivery</td><td colspan="4">Develop and implement Streetscape Guidelines for the Beaufort Street Town Centre.

Ensure a cohesive pedestrian clear zone by effectively managing business activation through the Vibrant Public Spaces Policy and Trading in Public Places Local Law.

Work with e-scooter providers to better manage e-scooters impact on footpaths.</td></tr>
<tr><td>Timeframe</td><td>2025/26 – 2026/27</td><td>Budget Source</td><td>Operational Budget

Capital Budget</td></tr>
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6.0 Innovative And Accountable

Sets out the actions and projects which assist Vincent to support the community to realise its vision. To achieve this, we will be an organisation that manages resources well, communicates effectively, and takes our stewardship role seriously.

ACTION 6.1 IMPLEMENT THE BUSINESS ENHANCEMENT GRANT PROGRAM				
Rationale	The public realm and visitor experience of Vincent's town centres are informed by both the public land and the privately owned land, buildings and the businesses that inhabit them. Enhancements to public land, including planter boxes, parklets, wayfinding signages, bike racks and other street furniture, are facilitated through Place Plans and the Vibrant Public Spaces Strategy. The Business Enhancement Grant program are a cost-effective way to partner with small businesses and spark small-scale incremental improvements that enhance the street appeal, presentation and attractiveness of our town centres and places. Business Enhancement Grants are matched grants – meaning that for every dollar request, the applicant must put an equal dollar amount (or more) toward the project.			
Delivery	Implement the Business Enhancement Grant program across Vincent including the Beaufort Street Town Centre.			
	Timeframe	2025/26 to 2029/30	**Budget Source**	Operational Budget

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ACTION 6.2 IMPLEMENT THE MURAL CO-FUNDING PROGRAM IN THE BEAUFORT STREET TOWN CENTRE			
Graffiti is a significant problem in the Beaufort Street Town Centre and painting murals on large blank walls is a proven method to reduce graffiti and beautify our town centres. Artists perform an important role in Vincent and provide immeasurable value to our communities. When art correctly reflects place, context and community it has the ability to create a sense of belonging and identity. In early 2025, Vincent relaunched the Mural Co-Funding Program (MCFP) as a competitive grant round as per Action 4.1 of Vincent's Arts Plan. The MCFP is a cost-effective way to partner with small businesses, commercial property owners, residents and community owners to install mural artworks and enhance the street appeal, presentation and attractiveness of our town centres and places. The MCFP are matched grants – meaning that for every dollar request, the applicant must put an equal dollar amount (or more) toward the project.			
Implement the Mural Co-Funding Program across Vincent including the Beaufort Street Town Centre.			
Timeframe	2025/26 to 2029/30	**Budget Source**	Operational Budget

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ACTION 6.3 IMPLEMENT THE VIBRANT PUBLIC SPACES POLICY				
Rationale	Vibrant public spaces are areas in the public realm that support social interaction and community engagement. They are spaces which provide pedestrian amenity and are for everyone to enjoy. Vibrant public spaces are dog friendly and smoke-free at all times. The Vibrant Public Spaces policy seeks to facilitate public and private investment in the public realm for the benefit of the community. The Place team can take a stewardship role to guide the implementation of various actions under the policy, whether undertaken by Vincent or by private landowners or business owners.			
Delivery	Support the implementation of the Vibrant Public Spaces policy in the Beaufort Street Town Centre and surrounds.			
	Timeframe	2025/26 to 2029/30	**Budget Source**	Internal Resourcing

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ACTION 6.4 INVESTIGATE OPPORTUNITIES FOR PLACE IMPROVEMENT FUNDING				
Rationale	Vincent's vibrant places and spaces are integral to our identity, economy and appeal. We want to create, enhance and promote great places and spaces for everyone to enjoy. Funding place-based projects is challenging in local governments with limited budgets and high asset renewal costs. Vincent's seeks various funding partnerships and grants to support the delivery of place-based projects and trialling new initiatives aligned with town centre place plans. The opportunity exists to investigate the feasibility of implementing different funding approaches to support ongoing delivery of place-based programs and projects.			
Delivery	Investigate different funding approaches to support ongoing delivery of place-based programs and projects.			
	Timeframe	2025/26	**Budget Source**	Internal Resourcing

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7.0 Implementation Framework

KEY ACTION / BUDGET		LEAD TEAM	SUPPORT TEAM	TIMING				
				25/26	26/27	27/28	28/29	29/30
ENHANCED ENVIRONMENT								
1.1	Explore opportunities for additional public spaces	S&D		✓	✓			
1.2	Increase tree canopy	S&D	I&E		✓	✓	✓	✓
1.3	Improve accessibility to nearby public open space	I&E	S&D		✓	✓	✓	✓
ACCESSIBLE CITY								
2.1	Deliver the Beaufort Street nodes project	I&E	S&D	✓	✓	✓	✓	✓
2.2	Improve the pedestrian environment	S&D	I&E		✓	✓	✓	✓
2.3	Advocate for improved public transport	S&D	I&E	✓	✓	✓	✓	✓
2.4	Amend clearway hours of operation and on-street parking times on Beaufort Street	I&E	S&D	✓				
2.5	Develop a plan to calm residential streets	I&E	S&D	✓	✓	✓	✓	✓
2.6	Improve the cycle network	I&E	S&D	✓	✓	✓	✓	✓
2.7	Improve access to laneways and arcades	S&D	I&E	✓	✓			
2.8	Increase parking efficiencies	I&E	S&D	✓	✓	✓	✓	✓
CONNECTED AND HEALTHY COMMUNITY								
3.1	Facilitate community-led activation and placemaking	S&D	C&BS	✓	✓	✓	✓	✓
THRIVING PLACES								
4.1	Investigate gateway artwork opportunities	S&D	I&E	✓	✓	✓	✓	✓
4.2	Improve lighting on Beaufort Street	S&D	I&E	✓	✓	✓		
SENSITIVE DESIGN								
5.1	Develop Streetscape Guidelines for Beaufort Street	S&D	I&E	✓	✓			
INNOVATIVE AND ACCOUNTABLE								
6.1	Implement the Business Enhancement Grant program	S&D		✓	✓	✓	✓	✓
6.2	Implement the Mural Co-Funding Program	S&D		✓	✓	✓	✓	✓
6.3	Implement the Vibrant Public Spaces Policy	S&D	I&E	✓	✓	✓	✓	✓
6.4	Investigate opportunities for Place Improvement Funding	S&D	C&BS	✓				

Community & Business Services (C&BS), Strategy & Development (S&D), Infrastructure & Environment (I&E)

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Appendices

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Appendix 1 – Relationship of the BSTCPF to the Residential Design Codes

Development within the precinct shall be in accordance with the tables and general standards as follows.

Low Density Standards (R Codes Volume 1 Part B)

Applications for development approval for single houses within the Urban Frame A sub-precinct shall be in accordance with the City's Built Form Policy, with the exception of building height which is augmented to a maximum of 3 storeys within this framework.

Medium Density Standards (R Codes Volume 1 Part C)

Applications for development approval for single houses and grouped dwellings within all precincts and multiple dwellings within the Urban Frame A and B sub precincts shall be assessed in accordance with Part C of the R Codes Volume 1.

In assessing applications for development approval and local development plans the City shall have regard to the Policy Objectives of this policy the vision statement of each precinct and the general standards included in **part 4.0** of this Policy.

In accordance with Clause 3.2 of the R Codes Volume 1, this Policy contains standards that amend or replace the deemed-to comply standards set out in Part C of the R Codes. Additional Local Housing objectives have been included for a number of standards. The Design Principles of the R Codes Volume 1 remain and apply. The table below details which deemed to comply standards of Part C of the R Codes Volume 1 have been amended (clarified) or replaced (provide new) by deemed to comply standards of this Local Planning Policy.

Table 2: Modifications for State Planning Policy 7.3 Residential Design Codes Volume 1 (Part C)

R-Code Volume 1 Element	Applicable Clause	Applicable Deemed-to comply standard
Part 3 Neighbourliness		
3.2 Building Height	5.1 Building Height	Clause 3.2.1 remains and applies
3.3 Street Setbacks	5.2 Setbacks of Buildings	Clause 5.2.1-5.2.7 replaces C3.3.1 & C3.3.2. C3.3.6 remains and apply.
	5.3 Setbacks of Garages and Carports	Clause 5.3.1-5.3.7 replace C3.3.4 & C3.3.5. C3.3.6 remains and apply.
3.6 Streetscape	5.3 Setbacks of Garages and Carports	Clauses 3.3.4 – 3.3.6 remain and apply.

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Multiple Dwellings and Mixed-Use Development:

The R-AC3 provisions of the R Codes Volume 2 shall apply to all multiple dwelling and mixed use applications for development approval on sites zoned District Centre and Commercial.

In accordance with the Clause 1.2.2 of R Codes Volume 2, this Policy contains standards that amend or replace the Acceptable Outcomes set out in Part 2, 3 and 4 of the R Codes Volume 2. The Element Objectives of the R Codes Volume 2 remain and apply. The table below details which Acceptable Outcomes of the R Codes Volume 2 have been amended or replaced by Acceptable Outcomes within the Local Planning Policy.

In assessing applications for development approval and local development plans the City shall have regard to the Policy Objectives of this policy the vision statement of each precinct and the general standards included in **part 4.0** of this Policy.

Table 1: Modifications for State Planning Policy 7.3 Residential Design Codes Volume 2 (Apartments)

R Codes Volume 2 Design Element	Applicable Sub- Precinct Clause Number		
	Uptown, Midtown and Downtown	**Urban Frame B**	**Applicable Acceptable Outcomes**
Part 2 - Primary Controls			
2.2 Building height	1.1	5.1	Clause 1.1 & 5.1 replaces Acceptable Outcome A2.2.1 of the R Codes Volume 2.
2.3 Street setbacks	1.2	5.2	Clause 1.2 & 5.2 replaces Acceptable Outcome A 2.3.1 of the R Codes Volume 2.
2.4 Side and rear setbacks	1.3	5.3	Clause 1.2 & 5.2 replaces Acceptable Outcome A 2.4.1 of the R Codes Volume 2. Clause A 2.4.2 of the R Codes Volume 2 remains and applies.
Part 3 - Siting the Development			

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3.6 Public domain interface	Nil	5.4	For the Urban Frame B Clause 5.4 apply in addition to Clauses A3.6.1 – A3.6.9 of R Codes Volume 2
3.7 Pedestrian access and entries	1.4	Nil	For Uptown, Midtown and Downtown Clause 1.4 applies in addition to Clauses A3.7.1 to A3.7.6 of the R Codes Volume 2.
3.8 Vehicle Access	1.5	5.5	Clause 1.5 and 5.5 applies in addition to Clause A 3.8.1 – A 3.8.7 of the R Codes Volume 2.
Part 4 – Designing the Building			
4.11 Roof design	1.8	Nil	For the Uptown, Midtown and Downtown Clause 1.9 applies in addition to Clauses A 4.11.1 – A4.11.3 of the R Codes Volume 2.

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Appendix 2 - Community Benefit Contribution Procedural Guide

1.1 The purpose of the Community Benefit Contribution Procedural Guide (Procedural Guide) is to outline the process associated with the proposition and delivery of community benefit contributions in accordance with the **BSTPF.** The Procedural Guide addresses:

- Information to be submitted with a development application seeking building height above the acceptable height standards;
- Calculation and payment of community benefit contributions;
- Conditions and advice notes to be applied to development that enable building height the acceptable height standards;
- Management of the Community Benefits Contributions Fund by the City;
- Delivery of the benefit items by a proponent or the City; and
- Review and reporting requirements for the Community Benefits Contribution Fund.

2. Community Benefit Contribution Requirements

2.1 The method for calculating public benefit contributions as follows:

Where a public benefit contribution is to be paid to the City in accordance with 8.2.4(a), the amount payable shall be in accordance with the following formula:

- ***(3 per cent x total contract sum) x (Number of storeys above the Acceptable Height ÷ Total Number of Storeys***)

3. Contract Sum

3.1 For the purposes of Clause 2.1, 'contract sum' shall include all contractors' preliminaries, fees, overhead and profit, trade contract values, provisional sums and contingency/risk amounts. The contract sum shall be inclusive of all contracts including early/forward/enabling/third party works and/or subsequent contracts required to complete the development.

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3.2 Notwithstanding Part 4.1, the contract sum must not include the monetary value of any community benefit contribution provided onsite as part of a development. In this regard, valuation of any onsite community benefit contribution does not include the valuation of land (including for development of a mid-block links or pocket parks).

4. Community Benefit Contribution Offer

4.1 As part of a development application which proposes building height above the acceptable height standard, a formal submission of a community benefit contribution shall be made to the City. The offer shall be made using the following procedure:

4.1.1 Confirmation of whether the community benefit contribution is to be:

(i) A monetary offer in accordance with clause 2.1(a) or (b); or

(ii) Delivered onsite in accordance with clause 2.1(b); or

(iii) Delivered in-part as an onsite contribution and in-part as a monetary offer.

4.1.2 To the extent that the applicant's proposal comprises or includes a monetary offer, payment shall be made by prior to issuing of an occupancy permit application.

4.1.3 To the extent that the applicant's proposal comprises or includes a community benefit contribution(s) to be delivered onsite , the following details and associated supporting documents are to demonstrate the following:

(i) describing what the onsite contribution(s) is/are proposed to comprise, including drawings, artist's impression and any other information that the City may require to enable an understanding of what the contribution will comprise;

(ii) describing how the proposed onsite contribution(s) aligns with the BSTCPF;

(iii) the applicant's forecast of what the development's contract sum will be, in accordance with Part 5 of this Procedural Guide, reconciled against a valuation of the proposed onsite contribution(s) by an appropriately qualified Quantity Surveyor.

(iv) a statement acknowledging that in the event that the final value of the proposed onsite contribution(s) is assessed as less than the required contribution amount, following a final valuation, then the balance must be paid by the applicant as a monetary contribution prior to issuing of an occupancy permit application. The final valuation is determined prior to issuing of a building permit application.

Should the community benefit contribution(s) be delivered on site, this must be delivered prior to the issuing of an occupancy permit.

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4.2 Acceptance of the community benefit contribution is at the discretion of the City and will form part of its broader consideration of the development application when considering building height above the acceptable standards. A community benefit contribution must be consistent with the objectives, intent and vision of the BSTCPF.

5. Process for a Monetary Community Benefit Contribution

5.1 Following development approval and prior to submission of a building permit application, the applicant shall provide information to the City to verify the contract sum in accordance with clause 4 of this Procedural Guide. The contract sum should be evidenced by submitting the executed construction contract including contract sum breakdown.

5.2 In reviewing the valuation of the contract sum, the City may seek the services of an independent third party to verify its value. In such cases, all costs and expenses will be borne by the applicant. Following the review, the City will issue the applicant with a letter confirming the provisional community benefit contribution amount.

5.3 At the time of submitting of a building permit application, the applicant shall submit information to the City to verify the final contract sum. Such information may include the final account statement between the applicant/owner and the contractor. The City will consider the information provided by the applicant and issues the applicant with the final community benefit contribution amount.

5.4 The contract sum may exclude non-residential tenancy fit out costs and variations to the contract associated with purchaser/owner upgrades/changes.

5.5 Payment of the contribution shall also be made to the City prior to the issuing of an occupancy permit application.

6. Forecast Contract Sum and Valuation of Onsite Community Benefit(s)

6.1 Where a community benefit contribution is proposed to be delivered onsite, a 'forecast contract sum' is required to be submitted as part of the development application to determine the monetary contribution which would otherwise be required

6.2 Where the proposed onsite item(s) is of a lesser value than the total required community benefit contribution calculated, the balance must be provided as a monetary contribution, paid prior to issuing of an occupancy permit.

6.3 A 'forecast contract sum' is an estimate of the amount that the contract sum will ultimately be , having regard to clause 4 of this guide.

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6.4 The forecast contract sum and onsite community benefit item(s) proposed must be accurately valued, to the satisfaction of the City by an appropriately qualified Quantity Surveyor, registered with the Australian Institute of Quantity Surveyors, or with demonstrated equivalent qualifications.

6.5 The City, as part of the review of the valuation of the forecast contract sum, may seek the services of an independent third party to verify its value. In such cases, all costs and expenses borne by the City in determining the value of the contract sum will be paid for by the applicant.

6.6 The City, as part of the review of the valuation of the final contract sum and valuation of delivered onsite benefits, may seek the services of an independent third party to verify its value. In such cases, all costs and expenses will be borne by the applicant.

6.7 Where the proposed onsite item(s) is of a lesser value than the total required community benefit contribution, the balance of the final community benefit contribution amount is to be paid to the City prior to issuing of an occupancy permit application.

7. Management of Funds

7.1 Community Benefits Fund

8.1.1 The City will establish and maintain a dedicated BSTCPF Contribution Fund and all community benefit contributions shall be deposited into this fund.

8.1.2 The BSTCPF Community Benefit Contribution Fund is a reserve account in accordance with the Local Government Act 1995. All community benefit contributions within the BSTCPF Area shall be paid from it. The purpose of this reserve account and the use of money in it is limited to the application of funds for delivery of community benefits within the BSTCPF area in accordance with the standards of the BSTCPF.

8.1.3 Interest earned on contributions credited to the Beaufort Street Town Centre Community Benefits Fund reserve account may only be applied in the BSTCPF Area.

7.2 Projects Funded from the Community Benefits Fund

8.2.1 All projects funded from the Community Benefits Fund are to be located with the BSTCPF area and should be identified via the Place Plan.

7.3 Projects Funded from Multiple Sources

8.3.1 Projects may be funded entirely from the Community Benefits Fund or by co-funding from multiple sources.

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8.3.2 Sources of funding for individual projects will be decided on a case-by-case basis depending on the availability of funds and the needs of the project. Wherever possible the City will identify complementary funding sources to leverage the Community Benefit Contribution Fund to deliver the maximum possible community benefit.

8.3.3 For projects that have established funding sources, the Community Benefits Fund is not intended to replace that established funding source(s). For example, the City funds streetscape renewal (like for like replacement) through the City's Capital Works Program. Therefore, the extra cost for supplementary upgrades such as improved materials, kerb realignment, additional or improved lighting, planting and/or landscaping could be funded by the Community Benefits Contribution Fund.

7.4 Criteria for Investment

8.4.1 The timing and amount of community benefit contributions depend on development, making them irregular and uncertain. The BSTCPF is structured to manage the Community Benefits Contribution Fund flexibly, with regular reviews and updates forming an integral part of both major and minor document evaluations over time.

8.4.2 The BSTCPF has identified several project areas which can be delivered by community benefit contributions. Projects outside of this are to be accompanied by a community needs analysis.

8. Period of Operation

8.1 Funds received as community benefit contributions should be expended as soon as practical.

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Appendix 3 – Definitions

Active frontage	A ground floor space where there is visual and physical engagement between people in the street and people on the ground floors of buildings.
Adjoining Property	Any lot which shares a boundary or portion of a boundary with a lot on which there is a proposed residential development site or is separated from that lot by a right-of-way, vehicle access way, pedestrian access way, access leg of a battleaxe lot or the equivalent not more than 6m in width.
Affordable Housing	The 30/40 rule has been the generally accepted rule of housing affordability. This means that the bottom 40 percent of income earners should pay no more than 30 percent of their income on housing and/or accommodation, be it rental accommodation or by way of a mortgage. Dwellings provided to eligible occupiers as either Affordable Owner Occupier Housing or Social Housing.
Articulation	Architectural composition in which elements and parts of the building are expressed logically, distinctly, and consistently, with clear joints. For the purposes of this Policy articulation refers to points within a dwelling that clearly distinguish one part of the dwelling from another, such as setback between the ground and upper floors and indentations or 'breaks' within building walls.
Awning	A roof like structure attached to a building to provide shelter.
Canopy Coverage	Land area covered by tree crowns (branches, leaves, and reproductive structures extending from the trunk or main stems) from trees located within the subject site, excluding any area that falls within an adjoining privately owned lot.
Character	The defining features of a property and/or place, including scale, materiality, style or repetition.
Climate Moderation Devices	A structure or element which provides suitable control of internal temperature and air conditions, but does notinclude air conditioners.
Colonnade	A sequence of columns, covered or open, free-standing or part of a building.
Cultural Infrastructure	The buildings, places, spaces, people and technology necessary for arts and cultural education, creation, production, engagement, collaboration, sharing and contribution. It includes Public Art Infrastructure, as referenced in the City's Local Planning Policy Percentfor Art.
Dedicated Road	A road which has been committed to public use in accordance with the *Land Administration Act 1997*.
Deep Soil Area	As per the R Codes Volume 2.
External Fixtures	As per the R Codes Volume 1.
Fine Grain	Detailed urban elements including: spacing of facades distinguishing uses; and detailed materials in a facade orstreetscape.
Heritage Place	A place listed on either the City's Local Heritage Survey, Heritage List or part of a Heritage Area.
Landscaping	As per the R Codes with additional clarification on "any other such area approved of by the decision-maker as landscaped area" to be defined as: Landscaped areas which are available for the use and enjoyment of the occupants, can include common and/or private open areas and recreational areas but does not include covered portions of driveways, hard paved driveways and parking areas, open air porous parking areas and driveways, or green walls.
Natural Ground Level	As per the R Codes Volume 1 and Volume 2.
Permanent Structure	Building or development which is not temporary and cannot be easily removed, this includes but is not limited to development with footings.

Planting Area	An area, with a minimum soil depth and dimension of 1m that supports growth of medium to large canopy trees.
Podium	The base of a building upon which taller (tower) elements are positioned.
Primary Street	As per the R Codes Volume 1.
Public Facilities	Where development results in the provision of, or improvement to, public facilities or amenities (such as schools, early childhood, community hubs, libraries, health centres and recreation facilities) agreed as a priority by the decision-maker.
R Codes Volume 1	Refers to Residential Design Codes Volume 1 (as amended).
R Codes Volume 2	Refers to Residential Design Codes Volume 2 - Apartments (as amended).
Secondary Street	As per the R Codes Volume 1.
Significant Existing Tree	• Healthy specimens with ongoing viability; and • species is not included on a State or local area weed register; and • height of at least 4 metres; and/or • trunk diameter of at least 160 millimetres, measured 1m from the ground; and/or • average canopy diameter of at least 4 metres
Skillion Roof	A mono-pitch roof form.
Social Housing	Social Housing is housing owned by the State Housing Authority or not for profit housing providers, and rented to eligible people, with eligible tenants determined by the relevant housing provider. This can be specific purpose housing and key worker housing that accommodates eligible people.
Soft Landscaping	An area with a minimum soil depth of 300 millimetres that contains in-ground planting, excluding removable planter boxes/pots, artificial turf, green walls and porous paving areas.
Solar Absorptance	The proportion of incident solar radiation that is absorbed by an external surface when exposed to the sun.
Specific Purpose Housing	Means a dwelling or collection of dwellings designed and/ or set aside for a specific or special accommodation need usually of a permanent nature, including but not limited to aged persons, students, care takers dwelling, communal living, disability living and designated affordable housing.
Stall Riser	The material installed between the windowsill and the ground in a shop front window.
Storey	The portion of a building which is situated between the top of any floor and the top of the floor next above it and if there is no floor above it, that portion between the top of the floor and the ceiling above it but does not include: • a basement; • a space that contains only a lift shaft, stairway or meter room; • roof top terrace with no permanent impervious roof structure; • a mezzanine; or • a loft. Double height floors greater than 5m floor to ceiling are counted as two floors
Streetscape	The collective elements that contribute to a street, including architectural styles, front yards, car parking structures and access, infrastructure, footpaths, signage, street trees and landscaping and fencing and front boundary treatment.

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Verandah	As per the R Codes Volume 1.
Visible Light Transmission	Light passing directly through glass.
Visually permeable	In reference to a wall, gate, door, screen or fence that the vertical surface, when viewed directly from the street or other public space, has: - continuous vertical or horizontal gaps of 50 millimetres or greater width occupying not less than one third of the total surface area; - continuous vertical or horizontal gaps less than 50 millimetres in width, occupying at least one half of the total surface area in aggregate; or - a surface offering equal or lesser obstruction to view.
Wall Height	As per the R Codes Volume 1.

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9.5 ADVERTISING OF THE DRAFT WILLIAM STREET PLANNING FRAMEWORK

Attachments:
1. **Draft William Street Planning Framework**
2. **Review of Central Perth Design Policies and New Northbridge Design Guidelines**

RECOMMENDATION

That Council

1. **PREPARES the draft William Street Planning Framework as included in Attachment 1, for the purpose of community consultation, pursuant to Schedule 2, Part 2, Clause 4(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015;***

2. **AUTHORISES the Chief Executive Officer to advertise the draft William Street Planning Framework in accordance with Schedule 2, Part 2, Clause 4(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015;***

3. **PREPARES a notice of proposed revocation of the New Northbridge Design Guidelines and Central Perth Development Policies, for the purpose of community consultation pursuant to Schedule 2, Part 2, Clause 6 of the *Planning and Development (Local Planning Schemes) Regulations 2015*; and**

4. **NOTES that any submissions received during the advertising period would be presented to Council for consideration.**

PURPOSE OF REPORT:

For Council to approve the draft William Street Planning Framework (WSPF, included in Attachment 1) and the proposed revocation of the New Northbridge Design Guidelines (NNDG) and Central Perth Development Policies (CPDP) for the purposes of community consultation.

DELEGATION:

In accordance with Clause 4 of the *Planning and Development (Local Planning Scheme) Regulations 2015* (the Regulations) a local government may prepare a local planning policy. In accordance with Clause 6 of the Regulations, a local government may revoke a local planning policy.

In accordance with the *Local Government Act 1995* the term 'local government' refers to the elected Council.

Council has not provided any delegation to Administration for adopting and revoking local planning policies and/or Place Plans.

BACKGROUND:

William Street Planning Framework

The State Planning Framework currently sets density targets for the City which includes:

- Accommodating an additional 11,500 dwellings across the City by 2050 in accordance with Perth and Peel @ 3.5 Million; and
- Achieving a density of 25–35 dwellings per hectare within town centres, consistent with State Planning Policy 4.2 – Activity Centres (SPP4.2).

The City's Local Planning Strategy (Strategy) was endorsed in 2016 and sets out the long-term planning direction for the City so that it is consistent with the State Planning Framework.

The Strategy takes a place-based planning approach and outlines that higher-density development should be focussed in town centres, urban corridors, and strategic growth areas. This approach helps minimise density increases within established residential areas.

This approach of the Strategy informs the City's Local Planning Scheme No. 2 (LPS2) as well as its local planning policies.

Consistent with SPP4.2 and the Strategy, the draft WSPF is a local planning policy that would provide guidance to ensure that redevelopment can be achieved in a manner that aligns with community expectations and respects the unique context of William Street. It also functions as a Place Plan to guide the City's resources and investment in the public realm.

Overview of the William Street Planning Framework Area

The draft WSPF area includes the current town centre located between Newcastle Street and Brisbane Street. The boundary of the draft WSPF also expands beyond this to include the wider area bound by Newcastle Street to the south, Lake Street to the west, Bulwer Street to the north and Lindsay Street/Baker Avenue to the east as shown in **Figure 1**.

This boundary reflects feedback from the community engagement and input from the Design Review Panel (DRP) that highlighted the strong connection of the traditional town centre and surrounding areas including the Brookman and Moir Precinct that contributes towards the identity and sense of place of the locality.

The boundaries of the draft WSPF also reflects the commercial core of William Street and includes the surrounding neighbourhood of the Brookman and Moir precinct and adjacent residential areas that are integral to the vibrancy of the area.

Figure 1 – Draft WSPF Boundary and Sub-Precincts

William Street Planning Framework Process to Date

The WSPF project commenced in October 2023 with Administration undertaking detailed context analysis of the planning framework area. This analysis included:

- Engagement with business owners and tenants along William Street engaged to understand their vision for the area and future intentions for their property;
- Desktop research to review existing informing strategies and plans;
- Context mapping to identify existing urban structure, land use, built form heritage and character, and movement patterns were analysed along with economic and demographic data to understand performance of William Street; and
- Identifying strengths, weaknesses, opportunities and threats.

A copy of this context analysis is linked here.

Preliminary Community Engagement

Following the context analysis, Administration undertook a two-phase preliminary community engagement program to inform the preparation of the Draft WSPF. This program was communicated through a combination of online surveys, face to face workshops, letters and contact to key landowners of the precinct.

Phase One captured open-ended community feedback on the future of the town centre to inform the next stage of engagement. 113 responses were received on the online survey and 60 people attended a workshop that was held at Hotel Northbridge on 18 April 2024.

Phase Two focussed on feedback on specific planning controls and Place Plan actions which informed the draft WSPF. 49 responses were received on the online survey, with 30 people attending a workshop that was held at Hotel Northbridge on 30 May 2024, 11 people attending a 'walkshop' on 8 June 2024, and five people attending a pedestrian and safety audit on 13 June 2024.

Key insights from the preliminary community engagement include:

- Community concerns highlighted issues relating to the need for cleaning and activation of the area, due to there being a high amount of graffiti and long-term vacant sites.
- There are challenges in managing the affordability, appeal and growth of William Street due to threats including economic shifts, gentrification, and traffic congestion.
- There are opportunities for the precinct to accommodate higher density and promote alternative transport modes, leveraging its vibrant hospitality and retail scene.

The Community Engagement Report is linked here.

Design Review Panel Feedback

Building heights, street setbacks, building transitions, land use, and public realm elements of the draft WSPF were reviewed by the City's DRP. The DRP's feedback is summarised below:

- Support for appropriate building heights that respect the area's heritage and character, provided that there is a suitable transition to mitigate the impact on surrounding residential and heritage areas. A key feature of increasing building height should be to secure community benefits.
- Support for potential additional building height on key strategic sites that align with the framework's objectives. This would include increased height on the City Toyota site which is a key opportunity because there are no other examples of landholdings of this size in close proximity to the City.
- Support for encouraging the redevelopment of long-term vacant sites, activating frontages, and preserving the precinct's character.
- Prioritise traffic and transport improvements, including:
    - Introducing pedestrian crossings to improve safety.
    - Calming traffic speeds to create a safer environment.
    - Advocating for public transport upgrades to enhance connectivity.

This feedback was incorporated into the draft WSPF.

<u>New Northbridge Design Guidelines and Central Perth Development Policies</u>

In 2010 the East Perth Redevelopment Authority (now DevelopmentWA) established a planning framework to guide the redevelopment of the Central Perth area. This framework included a redevelopment scheme, the NNDG and CPDP, and a Heritage Inventory. The NNDG and CPDP applies to the Lindsay Street Precinct as shown in **Figure 2**, between William, Newcastle and Beaufort Streets.

Figure 2: Lindsay Street Precinct

LPS2 was amended on 24 December 2020 to return planning control of the Lindsay Street Precinct from DevelopmentWA back to the City. As part of this DevelopmentWA's policies and guidelines were retained and continue to apply. This means that the City's Policy No. 7.1.1 – Built Form (Built Form Policy) does not apply to the Lindsay Street Precinct.

DETAILS:

William Street Planning Framework

Overview of the Draft William Street Planning Framework

The draft WSPF comprises of six parts:

- Parts 1-3 describe the William Street area, set the vision and objectives for the draft WSPF.
- Part 4 is the statutory planning provisions that outlines the development controls for privately owned land.
- Part 5 establishes the framework for community benefits which offers height bonuses in exchange for the provision of community benefits.
- Part 6 is the William Street Place Plan which guides the City to deliver a range of place-based initiatives and to effectively support and coordinate improvements in the public realm.

The draft WSPF has three appendices:

- Relationship of the draft WSPF to the Residential Design Codes (R Codes) which sets out which clauses of the R Codes are amended and/or replaced by the acceptable outcomes of the framework.
- Community Benefit Procedural Guide which guidance on how the community benefit framework operates, information for proponents to address in submitting a proposal that proposes development incentives, and how funds collected would be used by the City.
- A glossary of defined terms.

Key Elements of the Draft William Street Planning Framework

The sub-precincts of the draft WSPF are shown in **Figure 1** and are described below:

- William Street Core – This section of William Street is located between Newcastle Street and Robinson Avenue and includes the commercial area that is the vibrant heart of the area. This sub-precinct is envisioned to continue to thrive with hospitality, retail, and cultural activities, complemented by diverse housing and commercial uses. Future development would enhance walkability, respect the precinct's cultural history, and manage transitions to adjacent areas.

- Newcastle Street – This sub-precinct is located to the west of the William Street Core, between Newcastle Street, Lake Street and Forbes Road. This sub-precinct offers opportunities for taller, denser developments with integrated public spaces while protecting and celebrating nearby heritage sites including the Brookman and Moir Precinct. Future development would support Forbes Road to transform into a pedestrian-friendly shared street and increase activation in the area.

- Urban Frame A – This sub-precinct is located to the east of the William Street Core, between Newcastle Street, Lindsay Street and Brisbane Street. This area is envisioned to be a medium-density precinct that successfully balances increased activation and vibrancy from new mixed use developments with existing residential and heritage properties.

- Urban Frame B – This sub-precinct is separated into two areas, being along Brisbane Street between Lake Street and Lindsay Street, and on the corner of Lake Street and Bulwer Street. This sub-precinct would encourage a 'village feel' that blends existing heritage and character features with new medium density low-rise developments. These new developments would improve the public realm by prioritising walking and providing alfresco dining opportunities.

- William Street North – This sub-precinct is located along William Street to the north of the Core sub-precinct, between Robinson Avenue and Bulwer Street. As the northern gateway to the area, this sub-precinct is identified for medium-to-large-scale residential and mixed-use redevelopment to occur. Public realm improvements would support increased activity in this sub-precinct through the creation of vibrant street environments, implementation of traffic calming measures, and improved access to Tu Do Park.

- Residential – This-sub precinct is separated into three areas that are located between the various other sub-precincts. This sub-precinct would increase the diversity of housing options in a manner that blends seamlessly with existing homes. Non-residential uses may also occur within these areas where they do not impact on the existing amenity.

Part 4 of the draft WSPF provides for the statutory planning standards that would apply to developments in the area. These standards would replace the City's current Built Form Policy which currently provides for the planning controls for the area. The General Standards of the WSPF are consistent with the existing standards of the Built Form Policy. More specific standards are provided for each of the sub-precincts.

Part 5 of the draft WSPF provides for the Community Benefit Framework. This provides the opportunity for additional height to be proposed in exchange for community benefits such as public amenities or affordable housing. This community benefit would be delivered through a 3 percent contribution made by the proponent for each additional storey above the acceptable height and up to the maximum height.

Part 6 of the draft WSPF provides for a new William Street Place Plan which contains 20 actions that seek to deliver improvements to the public realm, improvements to active and public transport, and increased activation within the town centre. These actions were developed through the context analysis and preliminary community engagement processes. Each action is aligned with one of the six priority areas of the Strategic Community Plan and includes indicative timeframes, budgets and project leads.

Key Themes from Preliminary Community Engagement

The key themes from the preliminary community engagement and how this is addressed in the draft WSPF is summarised below.

Key Theme	**Detail**
Building Height The opportunity exists for greater density and building height to take advantage of the inner-city location.	The draft WSPF proposes the following building heights William Street Core and Newcastle Street Acceptable – 8 storeys Maximum – 9 storeys William Steet North Acceptable – 5 storeys Maximum – 7 storeys

Key Theme	Detail
	Urban Frame A Maximum – 6 storeys Urban Frame B Maximum – 4 storeys Residential Maximum – 2 storeys for R25 coded properties, and 3 storeys for R50 coded properties. William Street is an inner-city centre adjacent to the Perth CBD and has strong public transport links. Increasing building heights in targeted locations with the WSPF area would reduce the need for height increases elsewhere in the precinct. This would encourage redevelopment to occur and would increase the availability of housing and result in economic benefits through increased patronage of businesses.
Strategic Development Sites The size of the City Toyota site and the neighbouring lots present an opportunity to redevelop into a large mixed-use development.	The draft WSPF proposes to include City Toyota as one of two Strategic Development Sites which allow for greater height up to 15 storeys. The other site is the William Street Carpark which would allow for greater height up to 12 storeys. The size of these sites can accommodate greater density and suitably manage the transition to lower density areas.
Heritage & Character The existing heritage and built form character of the broader area should be retained and protected from new significant developments.	The draft WSPF provides for building setbacks to manage the transition between high density redevelopment and existing heritage areas and heritage-listed properties. The City's suite of heritage policies would also continue to apply to new developments to mitigate any impacts. Existing heritage and character streets within the draft WSPF would remain at their current density to minimise the extent of any change to their built form character.
Car Parking The location of the area, typical land uses and current building stock provide opportunities to reduce car use and support greater alfresco dining options.	The draft WSPF proposes to remove non-residential car parking requirements. This is to be replaced by an 'open' option. This would be consistent with the City's Accessible City Strategy (ACS) which encourages a mode shift towards alternative forms of transport. The proximity of William Street to public transport options would support this.
Land Use More opportunities should be provided for diverse businesses and temporary uses for vacant shops (such as pop-ups, markets). There is a unique mix of businesses in the area that should be maintained as redevelopment occurs.	The William Street Place Plan proposes actions to investigate opportunities to encourage temporary uses to activate vacant properties and improve the quality of lighting. Temporary activation of long-term vacant shops and properties would deter anti-social behaviour and improve the streetscape appearance until long-term redevelopment can occur. Improved lighting along with activation would improve the perception of safety.
Lighting & Safety Residents feel unsafe at night and want better lighting and more passive surveillance to address safety concerns.	
Tree Canopy Greening and tree planting is the most important streetscape improvement and should be integrated into future developments and public spaces.	The draft WSPF would provide landscaping and water sensitive urban design standards that are consistent with the current standards of the Built Form Policy. On-site tree planting for residential and mixed use developments would also be subject to the acceptable outcomes of the R Codes Volume 2.

Key Theme	Detail
	The William Street Place Plan proposes an action to develop and implement an Urban Greening Strategy to improve the tree canopy in the town centre. The William Street Town Centre has less than 10 percent tree canopy and limited public land for expanding the existing tree canopy. An increased and consistent urban canopy would improve the walkability and comfort of a place encouraging people to linger longer and use active transport options.
Traffic, Cycling & Walkability William Street is dangerous to cross and would benefit from more pedestrian-friendly crossings. Dedicated north-south and east-west cycling routes to enhance walkability and reduce reliance on cars are also needed.	The William Street Place Plan proposes actions to investigate opportunities to provide traffic calming measures and safe places for pedestrians to cross William Street. Implementing actions to calm traffic, improve walkability, and encourage mode shift aligns with the ACS, which aims to enhance accessibility and support more sustainable transport options.
Streetscape Improvements Footpaths should be less cluttered and more high-quality public spaces should be provided for gathering. Consistent streetscape furniture and placement should be provided.	The William Street Place Plan proposes actions to improve the pedestrian experience by developing streetscape guidelines to consolidate infrastructure.

Central Perth Development Policies and New Northbridge Design Guidelines

The draft WSPF will incorporate most of the Lindsay Street Precinct in the area that is located between Newcastle Street, William Street and the western side of Lindsay Street. The properties on the eastern side of Lindsay Street and fronting Beaufort Street would be outside of the draft WSPF area.

Central Perth Development Policies

The CPDP provides for performance-based standards to guide new development proposals.

Administration proposes to revoke the CPDP as its provisions are generally addressed through existing state planning policies and the City's local planning policies. A detailed assessment of the CDPD is included in **Attachment** 2 and summarised below.

Key Theme	Detail
Sustainability Details the requirements for new buildings to be achieve certain Green Star ratings.	This is addressed by the draft WSPF which seeks for new developments to achieve a 5-star Green Star rating consistent with the current Built Form Policy standards. The R Codes Volume 2 also provides for environmentally sustainable design outcomes to be achieved.
Heritage Provides performance standards to guide the assessment of development applications.	This is addressed by City's Local Planning Policy: Development Guidelines for Heritage Places and Local Planning Policy: Heritage Area Guidelines. These policies would continue to remain and apply in addition to the WSPF.
Public Art Outlines the requirement for a public art contribution equal to 1 percent of construction costs for new developments.	This is addressed by the City's Local Planning Policy: Percent for Art which includes a requirement for a 1 percent contribution of the estimated cost of development to be provided for public art.

Key Theme	Detail
Affordable and Diverse Housing Outlines the requirements for delivering affordable and diverse housing in residential and mixed-use developments, including a minimum of 20 percent studio or single-bedroom dwellings and 10 percent with three or more bedrooms.	These are addressed by the R Codes Volume 2 which provides acceptable outcomes for dwelling mix diversity and universal design. These include for 20 percent of apartments to be of differing bedroom numbers, and for 20 percent of apartments to be designed in accordance with the Silver Level standards of the Liveable Housing Design Guidelines. The draft WSPF proposes that the provision of affordable housing and special purpose housing would be acceptable as a Development Incentive for Community Benefit.
Adaptable Housing Outlines the requirement for a minimum of 20 percent adaptable housing in residential and mixed-use developments.	
General Building Design Includes elements such as facades, outdoor living areas, landscaping and site planning.	This is addressed by the R Codes Volume 2 and the draft WSPF which would be consistent with the Built Form Policy.

New Northbridge Design Guidelines

The NNDG provides site-specific standards for properties within the various precincts, including those within the Lindsay Street Precinct. These standards include site coverage, street and boundary setbacks, building height, building design and vehicle and pedestrian access.

Administration proposes to revoke the NNDG as the Lindsay Street Precinct has been largely developed. The exception to this is No. 195 Beaufort Street, which received approval from the Metro Inner-North Joint Development Assessment Panel in May 2024. A detailed assessment of the NNDG is included in **Attachment 2**.

CONSULTATION/ADVERTISING:

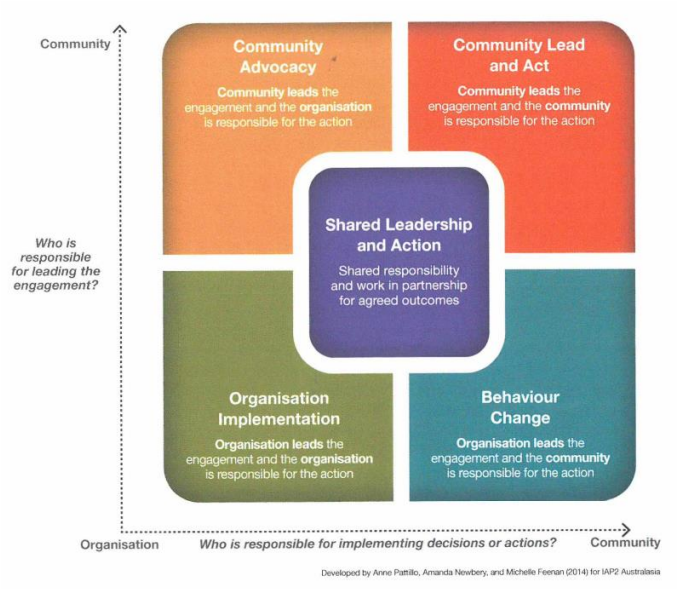
In accordance with the Regulations, public notice of a new local planning policy and the proposed revocation of a planning policy must be published in the local newspaper and on the local government's website.

Consultation would align with the City's Community and Stakeholder Engagement Policy that sets out for public consultation to occur for a minimum period 21 days in the following ways:

- notice published on the City's website;
- notice posted to the City's social media;
- notice published in the local newspaper;
- notice exhibited on the notice board at the City's Administration and Library and Local History Centre;
- letters distributed to owners and occupiers, relevant local businesses and community groups within and abutting the proposed WSPF area;
- emails to past community engagement participants;
- notice provided to the City of Perth as the abutting local government;
- notice provided to state government agencies including the heritage section of the Department of Planning, Lands and Heritage (DPLH), Department of Transport, Public Transport Authority and Main Roads WA; and
- notice provided to landowners and occupiers within the City of Perth who border the WSPF area.

Prior to the commencement of community consultation the draft WSPF would be designed and formatted to be consistent with the City's suite of corporate documents, plans and strategies. This would ensure that the document is more accessible and user-friendly for the purposes of consultation.

The outcomes of community consultation, including any submissions, would be presented at a future Council meeting for consideration of any submissions and whether to approve the draft WSPF. The proposed revocation of the NNDG and CPDG would only be considered by Council should any submissions be received.



Organisation Implementation

Engagement is used to both inform the community about the proposed policy, project or propositions, and to provide some input to the shape or execution of the policy, project or proposition.

Tension: People feel forced leading to an unresponsive process.
Mitigation: Increasing the level of influence, and implementing a transparent, robust process.

Required under regulations/legislation

A robust process to engage with the community and stakeholders

LEGAL/POLICY:

Planning Framework

The *Planning and Development Act 2005* and Schedule 2, Part 2, Clauses 4 and 6 of the Regulations provides the procedure for making a new local planning policy and revoking an existing local planning policy.

The purpose of the draft WSPF is to provide a comprehensive framework to guide the redevelopment of properties in the precinct through statutory planning provisions and to inform the City's investment in public realm improvements through the Place Plan.

The draft WSPF and remaining state and local planning policies would provide for a contemporary planning framework for the area and mean that the CPDP and NNDG are no longer necessary and can be revoked.

The draft WSPF would be the principal document in the local planning framework and provides detailed guidance for future development in the area for properties that fall within it. Part 4 which contains the statutory planning provisions would be required to be given due regard in the assessment of any future development application in accordance with the Regulations.

The draft WSPF augments the R-Codes Volume 1 and Volume 2 with new deemed-to-comply standards and acceptable outcomes, along with local housing objectives to support site-specific design. For non-residential developments, these development standards apply and do not need approval from the Western Australian Planning Commission (WAPC).

The WAPC's approval would be required for these development standards to be enforced for residential and mixed use developments. The draft WSPF encourages residential and mixed-use developments to meet these acceptable outcomes.

If ultimately approved by Council, a future administrative amendment to the Built Form Policy would be undertaken to remove the draft WSPF area from this.

The City's suite of other local planning policies would continue to apply to developments within the draft WSPF as relevant.

Administration has prepared the draft WSPF having regard to relevant state planning policies, including State Planning Policy 7.0 – Design of the Built Environment and State Planning Policy 7.2 – Precinct Design. This would allow it to be converted into a precinct structure plan in the future should there be a need to do so.

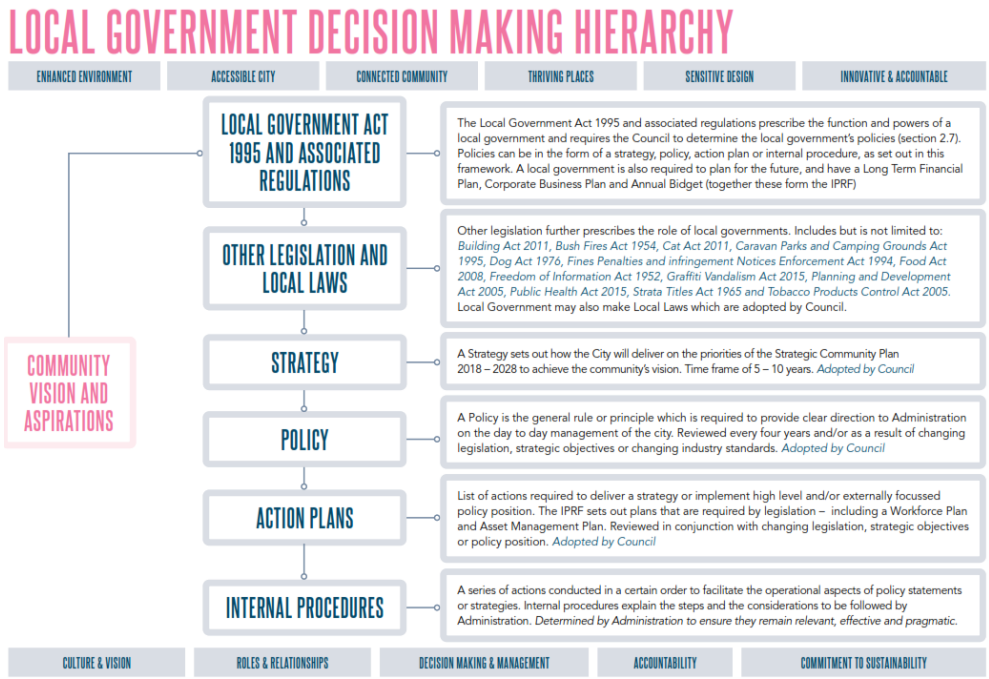
Policy Development and Review Policy

Section 2.7(2)(b) of the *Local Government Act 1995* provides Council with the power to determine policies.

The City's Policy Development and Review Policy sets out the process for the development and review of the City's policy documents.

In accordance with section 2.3 of the Policy Development and Review Policy:

The purpose of a policy is to provide a general rule or principle to guide Administration and the community on the City's decision making and advocacy.



RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to undertake community consultation of the draft WSPF as it has been prepared in accordance with the Policy Development and Review Policy and has been developed following an extensive community consultation program.

It is also low risk for Council to undertake community consultation on the proposed revocation of the NNDG and CPDP as the elements contained within these policies are largely duplicated across the current planning framework. Revocation of these policies would reduce duplication in assessing new developments.

STRATEGIC IMPLICATIONS:

The proposed objectives of the draft WSPF would align with the City's Strategic Community Plan 2022-2032 as follows:

Enhanced Environment

Our urban forest/canopy is maintained and increased.
Our parks and reserves are maintained, enhanced and accessible for all members of the community.
We have minimised our impact on the environment.

Accessible City

Our pedestrian and cyclist networks are well designed, connected, accessible and encourage increased use.
We have better integrated all modes of transport and increased services through the City.

Connected and Healthy Community

We have enhanced opportunities for our community to build relationships and connections with each other and the City.
Our community facilities and spaces are well known and well used.

Thriving Places

Our town centres and gathering spaces are safe, easy to use and attractive places where pedestrians have priority.
We are recognised as a City that supports local and small business.
We encourage innovation in business, social enterprise and imaginative uses of space, both public and private.
Efficiently managed and maintained City assets in the public realm.

Sensitive Design

Our built form is attractive and diverse, in line with our growing and changing community.
Our built form character and heritage is protected and enhanced.
Our planning framework supports quality design, sustainable urban built form and is responsive to our community and local context.
More people living in and working in or enjoying town centres.

Innovative and Accountable

We deliver our services, projects and programs in the most inclusive, efficient, effective and sustainable way possible
Our decision-making process is consistent and transparent, and decisions are aligned to our strategic direction.
We embrace good ideas or innovative approaches to our work to get better outcomes for Vincent and our community.

SUSTAINABILITY IMPLICATIONS:

This directly aligns with the sustainability goals of the City's Sustainable Environment Strategy 2019-2024; by focusing redevelopment within existing activity centres helps reduce urban sprawl, make better use of land and infrastructure, and support sustainable practices like active transport and mixed-use development. The WSPF also provides specific standards around Environmentally Sustainable Design for all development within the precinct.

PUBLIC HEALTH IMPLICATIONS:

While it does not directly contribute to any public health outcomes in the *City's Public Health Plan 2020-2025*, the draft WSPF supports broader community wellbeing by encouraging vibrant, accessible and walkable spaces that promote physical activity, social interaction and local economic activity.

FINANCIAL/BUDGET IMPLICATIONS:

There are no financial or budget implications that come from advertising the WSPF. All costs associated with consultation will be met through the City's operational budget.

The Place Plan includes actions proposing changes to the streetscape and/or transport networks upon further investigations. Investigating and producing designs for these actions would be met through the City's operational budget.

The implementation and delivery of these actions would require capital budget which the City would seek from sources including but not limited to external grants, developer contributions, appropriate cash-in-lieu reserves and municipal funding.

The approval of the expenditure will be considered by Council at the appropriate stage through future annual budgeting processes.

COMMENTS:

Draft William Street Planning Framework

Building Height and Strategic Development Sites

Administration's comments on the proposed building heights are included below:

- Consistency with Local Planning Strategy – The building heights proposed in the WSPF aim to balance community expectations with opportunities for redevelopment in line with the City's Local Planning Strategy as well as SPP4.2 and Perth and Peel @ 3.5 Million, which seeks to locate density to established activity centres to avoid development in residential areas.

  The increase in building height would contribute towards the City meeting its infill targets by encouraging high density redevelopment of underutilised land. It would also assist in minimising higher density infill development from occurring within established residential areas

  The increase from 4 and 6 storeys in William Street Core, Newcastle, Urban Frame A and William Street North sub-precincts to 8 storeys and 6 storeys respectively would be in acknowledgement of there being limited development occurring in the area despite its close proximity to the CBD and advantages of active transport. This lack of activity highlights the need for the height standards to be reviewed to encourage redevelopment to occur in the area.

- Location of Building Height – The tallest building heights would be located along William and Newcastle Streets, within the William Street Core, William Street North and Newcastle Street sub-precincts, as well as on larger sites such as the City Toyota and William Street Carpark. These areas are strategically positioned at the centre and to the south of the WSPF, ensuring high-density development is concentrated in locations that can sustain activity and achieve a suitable transition to lower density development in the surrounding areas.

  Building heights have been considered in relation to the precinct's topography with the taller buildings located in lower areas and vice versa to manage and adverse impacts on the current and future character of the surrounding area.

  Building heights in the Urban Frame B and Residential sub-precincts would be between 2 and 4 storeys in height, consistent with the current heights of the Built Form Policy and the R Codes. This would mean that there is minimal change to these established residential areas.

- Transition to Lower Density Areas – The WSPF manages the transition between high density and low-density development through setbacks and transition areas.

  Within the William Street Core and Newcastle Street sub-precincts the proposed street setbacks would be greater than the Built Form Policy which allows nil setbacks to the street for all levels. Nil setbacks would be maintained for the first four storeys to provide a strong urban edge and would increase to between 3 metres and 4 metres above. Greater setbacks of 10 metres would apply where development abuts the Brookman and Moir Heritage Area to ensure that adequate separation is provided to minimise bulk and scale impacts on this precinct.

  The lot boundary setbacks of these sub-precincts would also be consistent with and greater than the current Built Form Policy. This includes a nil setback to adjoining Commercial zoned and R80 coded

properties for the first four storeys, increasing to 3 metres up to 8 storeys and 5 metres up to 12 storeys.

The proposed setbacks of the Urban Frame A sub-precinct would exceed the setbacks of the Built Form Policy which allows nil setbacks to all levels. A nil setback is proposed for the first four storeys increasing to 4 metres for the storeys above this.

The proposed boundary setbacks of the Urban Frame B and William Street North sub-precincts would also be consistent with this. Where development adjoins the Residential sub-precinct, a nil setback for the first two storeys which would align the R Codes which allows for two storey boundary walls on the adjoining properties. Setbacks above the second storey are generally consistent with the Built Form Policy and increases to 6.5 metres and 12.5 metres for the storeys above.

Within the Residential sub-precinct boundary setbacks would remain in accordance with the R Codes Volume 1.

These setbacks are supported by existing laneways and roads which would provide a further physical separation between low and high density developments.

Any development would also need to demonstrate the relevant acceptable outcomes of the R Codes Volume 2 in relation to building separation and visual privacy are met. This would ensure that new developments are designed to reduce the impact of building bulk and scale and to maintain visually privacy and access to adequate sunlight on adjoining properties.

- Strategic Development Sites – The City Toyota and William Street Carpark have been identified as Strategic Development Sites based on the Strategy and guiding principles such as current land use, built form, potential for urban renewal, lot ownership, and location.

  The proposed building heights of 12 and 15 storeys has been informed by feedback received during the preliminary engagement that these two sits had the potential for greater height provided that it is sensitively designed where it abuts the Brookman and Moir Heritage Area.

  This has also been informed by the feedback from the DRP which noted that both of these sites could be increased to the proposed building heights. This is because the sites are large landholdings of 23,915 square metres and 5,261 square metres respectively which provides the opportunity for larger setbacks and opportunities for landscaping to mitigate off-site impacts from bulk and scale on the adjacent properties and achieve a sensitive transition.

  There are also additional requirements applicable to these sites. For the City Toyota site a local development plan or precinct structure plan would be required to address how the future development would be coordinated across the various lots. For the William Street Carpark 50 public car parking bays would be required to ensure there is no reduction in the supply of public parking within the WSPF area.

- Community Benefits – To achieve a maximum height of 10 storeys developments would need to provide benefits which would ensure that there is a positive contribution to the public realm and community. This contribution would be at a rate of 3 percent of the construction cost of each additional storey above the acceptable height. This is detailed further below.

  This would apply to properties within the William Street Core, Newcastle Street and William Street North sub-precincts that have a minimum lot area of 1,000 square metres and are not identified as a Strategic Development Sites. This is in recognition of the fragmented land ownership of William Street and amalgamation of lots would allow opportunities for consolidated redevelopment.

Development Incentives for Community Benefits

Administration's comments on the proposed development incentives for community benefit are included below:

- Type of Community Benefits – The development incentives would be consistent with the R Codes Volume 2. This sets out that increased development potential through additional height can be offered

in exchange for community benefit which could include public amenities, cultural/recreation facilities, or affordable/accessible housing.

The R Codes Volume 2 outlines that incentives should reflect local priorities and be clearly defined and measurable. The draft WSPF identifies several items based on feedback through the preliminary community engagement which could be provided as development incentives, including:

- Affordable housing in partnership with an approved housing provider or not-for-profit organisation recognised by the Department of Communities.
- Specific purpose housing such as student accommodation or accessible housing.
- Public facilities and amenities such as spaces for non-profits or public toilets.
- Public carparking to be managed by the City.
- Items identified in the Place Plan such as projects associated with increasing tree canopy, improving the pedestrian environment, slowing traffic, and landmark wayfinding opportunities.
- Public open space.

Any community benefit proposed by a proponent would need to be supported by a Community Needs Analysis which demonstrates that it would positively address a need for the community.

- Contribution Amount – The 3 percent figure is consistent with the South Perth Activity Centre Plan that was approved by the WAPC, and the work undertaken by the City and the DPLH as part of the draft Leederville Precinct Structure Plan. This contribution amount would be generally viable for proponents while also providing a reasonable return to the community.

- Form of Contribution - The community benefit would be secured through imposing a condition of development approval for either a monetary contribution to the City, the delivery of a project on-site by the proponent, or a combination of both. Any monetary contributions received through this process would be held in a reserve account and would be used by the City to fund upgrades to the draft WSPF area.

Open-Parking Option

The City's Local Planning Policy: Non-Residential Parking (Parking Policy) sets minimum parking requirements for non-residential uses. The draft WSPF proposes to remove minimum carparking requirements for non-residential development by providing an open-parking option.

Administration's comments on the removal of parking minimums are included below.

- Accessible City Strategy – The open-parking option would moderate the provision of on-site parking to be only where necessary to meet the demands of a new business consistent with the ACS. The draft WSPF area is in a highly accessible location that is in close proximity to the Perth CBD and has strong public transport connections. Removing the requirement for on-site parking to be provided would encourage a mode shift towards alternative forms of transport. This would result in a gradual reduction in the use of private vehicles on the roads in the area that would improve the safety and experience for pedestrians and cyclists.

- Support for Businesses – The open-parking option would reduce red-tape for small business intending on opening or expanding in the area. This is because existing buildings are typically repurposed for use new tenants and businesses. The retention of existing built form contributes towards the established character, but also means that there is little to no space for on-site parking to be retrospectively provided.

  The removal of the need to provide on-site parking would make it easier for new businesses to open or existing businesses to expand. It would also give the opportunity for existing on-site parking spaces that are no longer required to be repurposed into outdoor or alfresco areas that would contribute to the vibrancy of the area.

- Impact on Public Parking – The open-parking options would place a greater emphasis on the management of public and on-street parking in the area to ensure that adequate parking is available to support businesses without impacting on surrounding residential areas. The City's Precinct Parking

Management Plan (PPMP) guides the management of public and on-street parking within each of its town centre's, including William Street.

The PPMP identifies a staged approach to interventions to encourage the turnover of parking bays as demand for public parking increases. This includes monitoring until parking occupancy rates reach 85 percent, and then a graduated response to reducing parking times and increasing paid parking fees.

An occupancy survey was undertaken in March 2023 of the 191 public carparking bays currently available in the William Street Town Centre. This identified that the occupancy rate was 74 percent, meaning that there was 50 parking bays available. This indicates that there would be adequate capacity in existing public parking to successfully implement the open-parking option noting that there may need to be further reviews of time limits and parking fees as demand increases in the future consistent with the PPMP.

- Residential Car Parking & Bicycle Parking – The open-option car parking would only apply to non-residential developments. Parking for residential developments or apartments in mixed use developments would be required to provide parking for residents and visitors in accordance with the acceptable outcomes of the R Codes Volume 2.

  Non-residential developments would still be required to provide bicycle parking and end-of-trip facilities in accordance with the minimum's set out in the Parking Policy. This would ensure that alternative modes of transport are catered.

Place Plan

Administration's comments on the key actions of the William Street Place Plan are below.

- Increase Tree Canopy – The City would develop and implement an Urban Greening Strategy to improve the tree canopy through the town centre over the next 15-20 years. This would take a holistic approach to maximising tree canopy in the public realm with consideration of species selection, footpath space allocation and sub-soil infrastructure among other elements. Funding to implement this would be sought from the State Government's Urban Greening Grants Program.

- Improve the Pedestrian Environment – The City would investigate improvements including installing pedestrian crossing facilities across William Street and tactile pavers at all crossings on William Street and Brisbane Street to improve the pedestrian experience.

- Traffic Calming – The City would investigate the improvements to William Street and Brisbane Street to address traffic speed and volume, improve pedestrian connectivity throughout the William Street Core and William Street North sub-precincts, and better integrate with Tu Do Park. Opportunities to be investigated includes the redesign of the William Street and Brisbane Street intersection, removal of clearways, a reduction in speed limit and the redesign of the street to be one lane in each direction.

- Activation of Vacant Sites and Shopfronts – The City would engage with landowners of long-term vacant land and shop fronts to facilitate interim use and activation until redevelopment occurs. The existing Business Enhancement Grant program would continue to support small-scale improvements.

- Improve Lighting on William Street and Money Street – The City would undertake a Lighting Audit and develop a Lighting Improvement Plan with consideration of footpath lighting on William Street and Money Street to improve pedestrian safety.

- Improve Safety through CPTED –The City would explore grant funding opportunities to install CCTV, educate business owners and commercial landowners on CPTED principles to reduce the risk of crime and vandalism and address existing CPTED issues through the Mural Co-Funding Program and Business Enhancement Grant.

New Northbridge Design Guidelines and Central Perth Development Policies

Administration proposes to revoke both the CPDP and NNDG because the respective elements of each are adequately addressed across the existing state and local planning framework and within the draft WSPF.

The retention of both of these would unnecessarily duplicate planning requirements. The revocation of each would provide for a clearer framework for future developments to be assessed against.

The lot specific design standards of the NNDG would also no longer be required as all of the lots within the Lindsay Street Precinct have all been developed, with the exception of one lot which received development approval in May 2024. The R Codes Volume 2 would apply to this property and guide any further redevelopment proposal should this development not proceed.

William Street Planning Framework

February Draft Document

Acknowledgment of Country

The City of Vincent acknowledges the Traditional Owners of the land, the Whadjuk people of the Noongar nation and pay our respects to Elders past and present.

We recognise the unique and incomparable contribution the Whadjuk people have made and continue to make to our culture and in our community. We will continue to seek the input of the Traditional Owners.

The land on which we live, meet, and thrive as a community always was and always will be Noongar land.

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Introduction

The City of Vincent (Vincent) is committed to a place-based approach to guide future growth and success of our town centres and precincts.

As part of a Local Government Integrated Planning and Reporting Framework (IPRF) our Strategic Community Plan Imagine Vincent The Sequel 2022-2032 outlines Vincent's plan for the future. The vision for the City of Vincent has been agreed as:

"In 2032, The City of Vincent is a leafy vibrant 24-hour city, which is synonymous with quality design and sustainability. It's diverse population is supported in their innovative endeavours by a council that says YES!"

Our place-based approach is affirmed here through six community-led priority areas. Informed by State Planning Policy 4.2 Activity Centres (SPP4.2) and the IPRF, Vincent sets the land use and development framework for our town centres and precincts through our informing strategies and plans, specifically, our Local Planning Strategy and Town Centre Planning Frameworks.

The William Street Planning Framework will function as a Local Planning Policy and Place Plan with the option to be adapted into a Precinct Structure Plan in future if need.

Figure 1 - City of Vincent Town Centres

Figure 2 - Integrated Reporting Framework

Figure 3- Pillars of the Strategic Community Plan 2022-2032

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How to read this document

The William Street Planning Framework (WSPF) is structured around six Key Focus Areas:

1. **Policy**

Sets out the legislative requirements of the WSPF including the relevant delegations, related policies, procedures and supporting documentation.

Sets the Policy purpose, objectives, operation, scope and relevant definitions.

2. **Context**

Outlines where we are now in relation to each of the Strategic Community Plan (SCP) Pillars: Enhanced Environment, Accessible City, Connected and Healthy Community, Thriving Places, Sensitive Design and Innovative and Accountable. As well as the results of the stakeholder engagement surrounding this.

3. **Where do we want to be**

Sets out the vision and objectives of the WSPF that respond to the data and consultation collected in the 'context' focus area.

4. **The Private Realm – Built Form**

The statutory provisions of this framework have been prepared to guide development within the private realm now and into the future. This framework is to be read in conjunction with Local Planning Scheme No. 2 (Scheme) and the Residential Design Codes (R Codes) Volumes 1 and 2.

5. **The Public Realm – Place Realm**

The place-based actions of this framework have been prepared to improve outcomes and amenity within the Public Realm and will be delivered through capital works, strategic projects, advocacy and collaboration with the community and private sector.

6. **Development Incentives for Community Benefit**

This explains the rationale for offering development incentives, which allow extra building height in exchange for community benefits—such as public amenities, affordable housing, or cultural facilities—applicable to a broad community, with concessions exceeding height limits being optional and guided by recent planning recommendations.

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How do the Vision, Objectives, Private Realm and Public Realm Relate?

Vision

High level goal for the area

Objectives

Capture the major themes that will influence the future of the area.

The Private Realm – Built Form

Capture how privately owned land will change in the future and the parameters around this.

The Public Realm – Place Plan

Captures how public land will be improved and how this will be achieved.

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Part 1 Policy

Preliminary

The City's Local Planning Strategy (Strategy) sets out the long-term planning direction for the City by considering and applying State and regional planning frameworks, and community sentiment. It provides the rationale for the zones and other provisions within the local government area.

The City's Local Planning Scheme No. 2 (LPS2) supports the Strategy. Part 2 of LPS2 sets out the Local Planning Framework and outlines the zones, appropriate land uses, density codes and other land reserved for public purposes.

The City has taken a place-based planning approach in preparing the Strategy to inform the Scheme. The key elements of the 'place based' approach to planning included the following:

- Planning to achieve a holistic view and integrated outcomes for an area.
- Creating sustainable outcomes specific to particular areas and their communities.
- Creating community commitment and capacity.
- Ensuring community and stakeholder involvement and ownership in the process.

The Strategy informs the preparation of local planning policies that are adopted pursuant to the Scheme, in particular the planning frameworks for each of the place-based areas of Vincent.

Policy Development

The WSPF is a local planning policy with a place plan that has been prepared under the provisions of Schedule 2, Part 2, Clause 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Relevant Delegations

1.1.1 Determination of various applications for development approval under the City's LPS2.

Purpose

The purpose of the WSPF is to guide development within the public and private realms of the WSPF area.

Relationship to other Instruments

R Codes VOLUME 1

Where there is an inconsistency between the WSPF and the R Codes Volume 1, the WPSF prevails to the extent of any inconsistency.

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As contemplated by Clause 3.2.3 of the R Codes Volume 1, the Deemed-to-Comply criteria and Local Housing Objectives in the WSPF replace or augment the equivalent Deemed-to-Comply standards and augment the Design Principles of the R Codes Volume 1.

Appendix 1 details the relationship between specific design elements addressed in the WSPF and the R Codes Volume 1

R Codes VOLUME 2

Where there is an inconsistency between the WSPF and the R Codes Volume 2, the WSPF prevails to the extent of any inconsistency.

The Acceptable Outcomes in the WSPF augment or replace the Acceptable Outcomes in the R Codes Volume 2.

While addressing the Acceptable Outcomes is likely to achieve the Element Objectives and Policy Objectives, they are not deemed-to-comply standards. Applicants demonstrate that the Element Objectives and Policy Objectives are addressed to the satisfaction of the City.

Development may satisfy these objectives by alternative means or solutions.

Appendix 1 details the relationship between specific design elements addressed in the WSPF and the R Codes Volume 2.

NON RESIDENTIAL DEVELOPMENT

In assessing applications for development approval, the decision maker shall have regard to the **Policy Objectives** of the WSPF, the **vision statement** and **built from standards** of each sub-precinct and the **general standards** of **Part 4**.

OTHER LOCAL PLANNING POLICIES

Other than for heritage listed places, where there is conflict between the WSPF and any other local planning policy of the City, the WSPF prevails to the extent of any inconsistency.

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Part 2 Context

Planning Framework Boundary

The William Street Planning Framework area extends from Bulwer Street in the north, Lindsay Street to the east, Newcastle Street in the south and Lake Street to the west.

The precinct is a natural extension of the Northbridge Entertainment precinct (NEP) and abuts the City of Perth local government area (LGA) boundary on Newcastle Street. It is well serviced by public transport and open space.

The precinct services the wider metropolitan region thanks to its vibrant mix of hospitality venues and speciality grocers

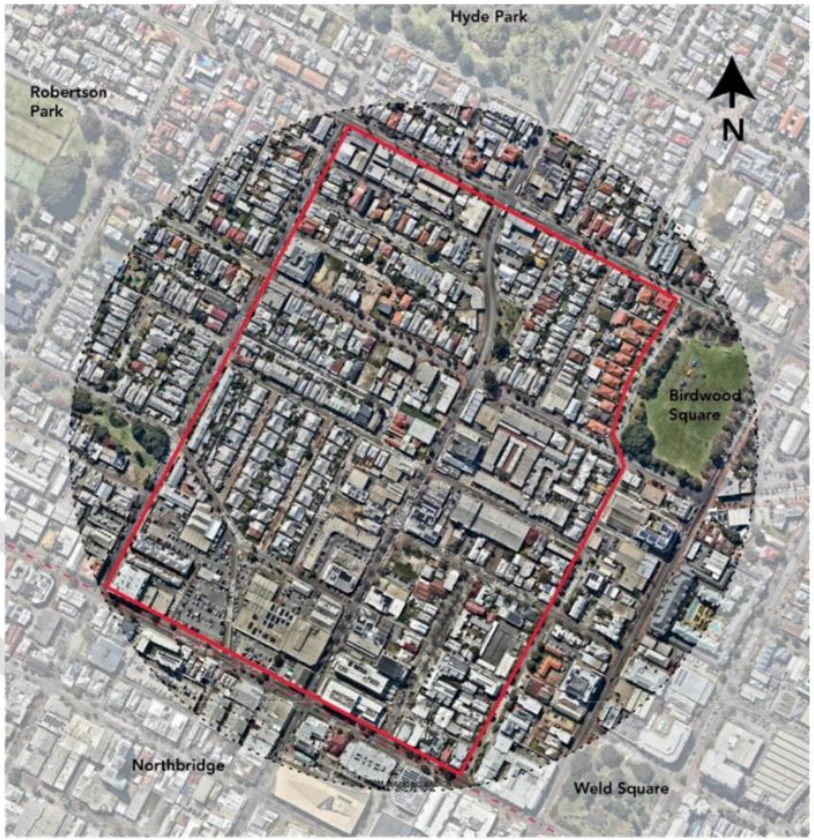

Figure 4 - William Street Planning Framework Area

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Historical Context

Understanding the history and the people that use William Street Town Centre informs how well their needs are being met. The area now encompassing the City of Vincent has long provided significant spiritual and physical sustenance to Whadjuk Noongar people. The Vincent area incorporates twelve former wetlands and a stretch of the Swan River frontage between the ocean and major water systems which play a vital role in the creation of the world for Whadjuk.

Post-colonial settlement and the northern expansion of Perth in the 1890s saw subdivision and mixed-use development occur. The Town Centre is surrounded by several Local and State Heritage Listed places, notably having an interface with the Brookman and Moir precinct. This precinct is recognised at a local and state level for its heritage significance. Development over the decades has transformed the precinct from a humble mix of residential and commercial development to its current character of specialty retail and Asian grocers by day, and niche hospitality venues and eateries by night.

Demographics

The WSPF area encompassing the City of Vincent suburbs of Highgate and Perth has a distinct demographic profile reflective of its urban character:

Population Growth and Household Size: From 2011 to 2021, the population marginally increased from 11,693 to 11,903 with an average household of 1.9 people.

Age and Workforce: A significant portion of the population is comprised of "young workers" aged 25 to 34 (3,997) in 2021, making this the largest age group in the area. There has been a gradual increase in this age demographic, emphasising the area's appeal to young professionals.

Housing and Density: Reflective of the town centres inner city location, the number of high-density housing in the neighbourhood increased by 56% between 2011 and 2021. Medium density housing stock also increased by 14%.

Transport and Mobility: Thanks to its access to high frequency bus networks and proximity to the Perth CBD, residents of the town centre and surrounding areas are more inclined to use public transport, cycling, or walking to work compared to the broader Perth area. However, there was a slight decline in cycling rates, partly due to increased remote work trends since 2020 which saw a 245% increase in people working from home.

Rental Stress: The area has a considerable rate of rental stress, affecting 25.9% of renting households, just above the average for the City of Vincent. This suggests a potential affordability issue in the rental market, which is further compounded by high demand and increased density housing. This percentage is forecasted to increase in 2024 and beyond.

This demographic snapshot highlights William Street's urban profile, characterised by young, independent residents, a preference for high-density living, and reliance on public or active transport, aligning with the City of Vincent's goals for a connected, vibrant community.

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What is the role of the City

The City of Vincent serves as the main point of contact for the community, working to balance the needs of residents, schools, community groups, landowners and local businesses with legal requirements and long-term plans.

The City oversees local infrastructure like streets, footpaths, cycle paths, and street furniture, including lighting. It also influences private developments through land-use planning, zoning, and built form standards, shaping the physical and economic landscape of the area.

Advocating to State Government is key for the City to push for outcomes beyond its direct control. Vincent plays an important role in attracting and keeping businesses by offering community-focused incentives, aiming to create vibrant, well-designed spaces for current and future residents, business owners, and visitors.

Strategic Context

All local governments are required to have a plan for the future. This takes the form of a Strategic Community Plan (SCP), an overarching document informed by extensive community consultation. It sets the strategic direction for the entire organisation and is supported by s informing strategies and plans. One of these is the WSPF. The vision for the City of Vincent is:

'In 2032, the City of Vincent is a leafy and vibrant 24-hour city which is synonymous with quality design and sustainability. Its diverse population is supported in their innovative endeavours by a Council that says YES!'

The relationship between the Guiding Principes of the SCP and WSPF are highlight below:

Guiding Principle	SCP Intent	Application to the WSPF
Enhanced Environment	The natural environment contributes greatly to our inner-city community. We want to protect and enhance it, making best use of our natural resources for the benefit of current and future generations.	• Provide guidance to maximise on-site landscaping. • Identify opportunities for public open space. • Improving sustainable built form outcomes through environmentally sustainable design.
Accessible City	We want to be a leader in making it safe, easy, environmentally friendly and enjoyable to get around Vincent.	• Review non-residential parking standards in line with community needs. • Analyse and improve cycle routes. • Improve pedestrian experience through buildings and canopy coverage.

Connected and Healthy Community	We are a diverse, welcoming and engaged community. We want to celebrate what makes us unique and connect with those around us to enhance our quality of life.	• Encourage community spaces within new development. • Encourage inclusive and accessible development beyond the minimum requirements of the Building Codes of Australia.
Thriving Places	Thriving Places are integral to our identity, economy and appeal. We want to create, enhance and promote great places and spaces for everyone to enjoy.	• Encourage local and small businesses. • Require development outcomes that enhance the public and private realms. • Identify opportunities to improve the pedestrian experience within the private and public realms. • Encourage public art and activation.
Sensitive Design	Design that 'fits in' to our neighbourhoods is important to us. We want to see unique, high-quality developments that respect our character and identity and respond to specific local circumstances.	• Built form provisions encourage attractive and diverse development in line with the community vision. • Built form character and heritage is protected and enhanced. • Support quality design and sustainable urban built form that is responsive to the local context. • Encourage more people living in, working in, or enjoying the area.
Innovative and Accountable	We have a significant role to play in supporting our community to realise its vision. To achieve this, we will be an innovative, honest, engaged and responsible organisation that manages resources well, communicates effectively and takes our stewardship role seriously.	• Engagement with the local community, businesses and the Town Team throughout the development of this framework. • Enable consistent and transparent decision making in line with City's strategic vision.

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Stakeholder and Community engagement

To inform the development of the WSPF, Vincent conducted a community engagement program in two phases (Visioning & Design) between March and July 2024

The community engagement program was communicated through:

- A project page on Imagine Vincent from 25 March 2024:
- 3,575 letters sent to all residents and ratepayers of the William Street Town Centre and its surrounding 400-metre walkable catchment;
- Inclusion in the City of Vincent's Business E-News, regular E-News and Facebook, Instagram and LinkedIn;
- Speaking directly to business managers and owners; and
- Three social media posts each on Facebook, Instagram and LinkedIn
- Advertising on RTRFM and through the Northbridge Connect Town Team.

The intent of the **Visioning phase** was to capture the community's vision for the William Street Town Centre and surrounds. It included the following two engagement opportunities:

- A survey hosted on Imagine Vincent which 113 people completed; and
- An in-person workshop hosted at Hotel Northbridge which 60 people attended.

The **Design phase** was prepared to capture the community's opinion on specific planning controls and public realm initiatives such as heights, transitions, streetscape improvements. This phase included four opportunities to engage:

- Two in person 'walkshops' which 16 people attended;
- An in-person workshop at Hotel Northbridge which 30 people attended; and
- A survey hosted on Imagine Vincent which 49 people completed.

The key findings from the engagement highlighted the following issues:

- Urban blight;
- High vehicle traffic volumes;

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- Poor pedestrian experience; and
- Poor community comfort and safety.

Participants expressed a desire for the WSPF and Place Plan to deliver:

- Streetscape and public realm improvements;
- Safer roads for pedestrians and bike riders;
- High quality development that is compatible with the surrounding heritage and character neighbourhoods; and
- Increased business diversity and residential population.

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Part 3 Where do we want to be?

[insert cover image]

Vision

*The William Street Town Centre is characterised by its **eclectic mix** of housing, community, entertainment and retail uses. Leveraging its **strategic location** near Northbridge and the Perth CBD, the centre will be **revitalised** into a **vibrant, attractive place for people to live, work, visit and play.***

Policy Objectives

Based on community input, the objectives of this framework form the foundation of the precinct's vision. They outline the preferred outcomes for development and guide the area's urban renewal. If a development does not meet the acceptable outcomes, it should be evaluated against these objectives.

1. **Build on the sense of place** evidenced by the area's history and cultural diversity and to shape the streetscape to ensure high quality, active, people-oriented public realm.
2. **Encourage mixed-use development** that integrates commercial, residential, and hospitality spaces to create a vibrant and active precinct.
3. **Encourage mode shift** by improving pedestrian and bike riding infrastructure, rationalising car parking and creating active public spaces that promote social interaction precinct.
4. **Manage the built form profile of new development** to avoid adverse impact to surrounding areas, including heritage places.
5. **Foster housing diversity** by promoting a variety of affordable, thoughtfully designed housing options that address the diverse needs of the community.
6. **Leverage the opportunities for development** afforded by the area's proximity to the Perth Central Business District, major public transport routes and road networks.
7. **Promote sustainable design** by incorporating green infrastructure, energy efficiency, and climate-resilient building practices in new developments.
8. **Contribute to Vincent's green network** by increasing green spaces which are easily accessible by enhanced pedestrian and cycling pathways activity and planting appropriate vegetation that will mitigate the urban heat island effect.
9. **Enhance public safety** by ensuring that all new development is designed in accordance with 'Crime Prevention Through Environmental Design' principles.

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Sub Precincts

The WSPF is made up of five sub-precincts shown on **Figure 5**, each with its own statement of intent.

Figure 5 - WSPF Sub Precincts

William Street Core

This sub-precinct is the heart of the WSPF and will continue to function as a vibrant hub of hospitality, retail and culture. Future development will enhance street level activity and create a dynamic atmosphere. Above the street new development will capitalise on the expansive views of the Perth skyline and surrounding parkland and include both residential and commercial uses. Improving walkability and cycling connections to the core will encourage a mode shift towards active transport, reducing reliance on cars and overall enhancing liveability.

Design of new development will reference the precinct's history and cultural diversity. Bulk and mass is to be adequately managed when transitioning to the Residential and Urban Frame sub-precincts. New housing should provide for a diversity and dwelling types including affordable housing options that cater to a broad demographic and help drive the economic activity of the centre.

Newcastle Street

The size of land parcels within this sub-precinct allows an opportunity for increased building height and density,, with ample space to create areas of public open space that will add to the contribute towards public amenity. Building eight and mass will be located away from Forbes Road, protecting the cultural heritage significance of the Brookman and Moir Heritage Area and Baker's Terrace.

Forbes Lane will be upgraded and activated with a focus on the pedestrian experience by enhancing walkability, safety, and connections to the area. Measures to achieve this include creation of a shared street, new active land uses, improved lighting, and encouraging places to pause and linger.

A variety of land uses including retail, food and beverage, hospitality, offices, residential and specific purpose housing will be incorporated into this high-quality environment, drawing people in from across the metropolitan region.

Urban Frame A

The existing medium density mixed-use precinct will see increased residential development which is designed to integrate with properties of heritage significance, most notably the converted Mackays Aerated Waters Factory. This sub-precinct will see residential and non-residential uses co-exist at the street interface, providing opportunities of activation and surveillance to the public realm. Development should provide for a mixture of complementary uses that will provide activity to the sub-precinct and contribute to the activation of the William Street precinct, whilst being compatible with residential development outside of the WSPF area.

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Urban Frame B

Located along Brisbane, Bulwer and Lake Street, this sub-precinct includes a vibrant blend of heritage features and diverse land uses, fostering a distinctive 'village feel' within the wider precinct. It seamlessly transitions from the bustling activity of William Street towards its outskirts, linking commercial and residential areas to cultivate a walkable urban environment. The road network will be visually appealing and well-landscaped, prioritising pedestrians and cyclists.

To accommodate future population increases and maintain vibrancy, medium-density mixed-use development, particularly in the form of low-rise apartments are encouraged, with the emphasis on minimising land use conflict and off-site amenity between residential and non-residential uses. New developments will emphasise architectural designs that enhance street appeal, reflect and maintain existing heritage and built form character and encourage lively, engaging streetscapes. Alfresco dining and outdoor activities are encouraged where possible.

William Street North

William Street North is the northern gateway to the William Street. Due to the number of vacant or underutilised properties, this sub-precinct is well located to be redeveloped into a medium to large scale residential and mixed-use area that provides a transition between the Core, Urban Frame B and Residential sub-precincts. New development will need to respond to the natural topography by maintaining the existing view corridors to the Perth CBD skyline along William Street as well as minimising its impact the surrounding homes in the Residential sub-precinct.

Compatible land uses such as shops, offices and other interactive uses are encouraged to be located here to assist in creating a bustling and vibrant street environment. In the long-term traffic will be slowed through calming measures, allowing for the further activation and use of Tu Do Park by the community.

Residential

The Residential sub-precinct will retain its existing heritage and built form characteristics and blend new development in a manner that protects and celebrates its these elements. Leveraging from its proximity to neighbouring mixed use areas and local parks, future development will achieve a built form character that increases dwelling diversity in a form that is compatible with and complimentary to the existing character and promotes streetscape interaction between the community. New development will largely include additions to existing homes and townhouse products. Non-residential uses may be supported, where they do not result in amenity impact ton surrounding homes.

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Building Heights and Sub-Precincts

Maximum height is achieved through **Part 6 Development Incentives for Community Benefit**.

Figure 6 - WSPF Building Heights

Strategic Development Sites not shown in the above figure are considered in line with the Part 4 **Strategic Development Sites**.

Part 4 The Private Realm (Local Planning Policy Standards)

This section articulates the preferred design outcomes for the WSPF by providing built form standards for development within the private realm.

Why is Good Design Important?

Good design ensures that development is ultimately appropriate for its context, construction and aesthetics, providing a positive contribution to the built landscape of an area. The 10 principles of good design, identified under State Planning Policy 7.0 Design of the Built Environment underpin the provisions of the WSPF.

Land Uses

Development within the WSPF through **William Core** and **Newcastle Street** sub-precincts should prioritise a diverse mix of uses that support both day and nighttime activity. Retail, hospitality, and entertainment venues are key drivers for street activation, encouraging a lively atmosphere that attracts visitors throughout the day and supports the local economy .

Opportunities exist for non-residential land uses within the **Urban Frames** and **William North** and **Residential** sub-precincts. These sub-precincts allow for lower intensity non-residential uses such as small offices, boutique retail and hospitality businesses that integrate with the established residential character and support local needs.

When considering development applications, the decision-maker should ensure that proposals align with the vision and objectives of the WSPF and the City's LPS2.

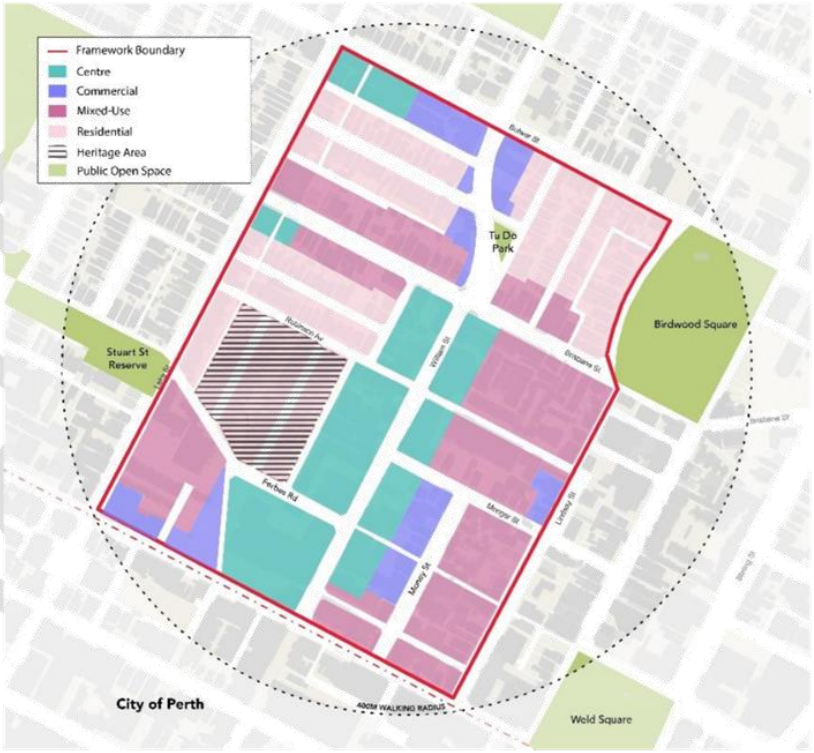

Figure 7 - Local Planning Scheme No.2 Zoning and Heritage Areas

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Strategic Development Sites

Strategic Development Sites (SDS) are sites that have been identified based on several factors, including land tenure and size, location and context.

In addition to satisfying **Part 5 Development Incentives for Community Benefit**, the redevelopment of a SDS identified in **Figure 6** must also satisfy the requirements of **Table 1.**

Table 1: Strategic Development Sites

Strategic Site	Requirements
City Toyota and neighbouring sites Lot 50 (323) William Street Lot 51 (333) William Street Lot 2 (347-349) William Street Lot 101 (216-232) Newcastle Street Lot 100 (216) Newcastle Street Lots 1,2 ,123 (220) Newcastle Street Lot 111 (24) Forbes Lane Lots 10,11,12,13,14 (2) Weld Avenue Lot 104 (10) Weld Avenue Lots 101,102,107,108, (122A-130) Lake Street Lot 106 (35-37) Forbes Road	1. Maximum development height may be increased to 15 storeys or more subject to the following: a. Submission of a Local Development Plan (LDP) or Precinct Structure Plan (PSP) allowing for the coordinated development and management of height across sites identified in **Figure 6.** b. LDP or PSP is to provide for mid-block public space. c. LDP or PSP is to provide for road widening of Forbes Lane: ○ To allow for two-way vehicular access; ○ That is designed in a manner that promotes pedestrian safety ○ That provides comfortable seating to encourage people to stop and stay awhile. ○ Is landscaped to soften the urban environment and create a more pleasant atmosphere. ○ Provide lighting to enhance safety and create an inviting atmosphere. ○ Notwithstanding point (1), development height is to be four storeys within 10m of Forbes Road
William Street Carpark Strata Lots 1-4,6-9 (Units 1-4, 5A,5B,6,7/369-371) William Street Lot 500 (375-393) William Street	1. Maximum development height may be increased to 12 storeys subject to the following: a. Amalgamation of 369-371 William Street and 375-393 William Street identified in **Figure 6.** b. Notwithstanding point (1), development height is to be 5 storeys within 10m of Wellman Street c. A minimum 50 public carparking bays is to be included as part of the community benefit contribution.

For sites not included as a SDS in Table 1, increased building height may be increased to 10 storeys and considered in line with the community development framework of Clause 7 if a development can demonstrate the following:

- Alignment with policy objectives, general standards and relevant sub-precinct statement of intent;
- Located with William Core, Newcastle Street and William Street North sub-precincts; and
- A minimum land size of 1,000m^2.

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Figure 8 - Indicative William Street Carpark Strategic Development Site

Notification on Title

All lots within the WSPF area containing new development that will be exposed to high levels of noise (including transport noise and entertainment precinct noise) shall incorporate a notification on the relevant certificate(s) of title pursuant to Section 70A of the Transfer of Land Act 1893 pertaining to road noise and/or entertainment noise. Notice of this notification is to be included on the diagram or plan of survey.

All development must comply with **State Planning Policy 5.4 – Road and Rail Noise**.

Northbridge Tunnel Standards

Applicants should refer to the **Development Design Guidelines for Structures Above or Adjacent to the Northbridge Tunnel** for performance standards relating to development over the Northbridge Tunnel to ensure that the integrity of the tunnel is maintained.

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General Standards

In addition to these general standards, the standards and acceptable outcomes of the R Codes Volume 1 and 2 also apply.

To the extent of any inconsistency, standards in this section replaces or is in addition to the relevant standard or acceptable outcome of the R Codes.

1.1.1. Urban Design Study

(Schedule 2, Part 8, Clause 63 (c) of the Planning and Development (Local Planning Schemes) Regulations 2015)

An Urban Design Study is to be submitted with the application for development approval and must consider all the following local housing objectives:

1. Appropriate use of a variety of materials and finishes that complement elements of the existing local character whilst avoiding the use of faux (made as an imitation, fake or false) materials.
2. Articulation that uses architectural elements in addition to setbacks to reduce its impact on adjoining properties and improve the amenity of adjoining properties and the streetscape.
3. Fire boosters, mailboxes and external fixtures that are integrated in the early design stage and located to minimise the impact on the public realm.
4. Development that achieves visual interaction with the vehicle and pedestrian approaches.
5. Development which integrates and/or acknowledges the design elements and character of the streetscape identified in the Urban Design Study.
6. Development which incorporates the design elements of the predominant streetscape character of the Urban Design Study area.
7. Development on corner sites that is designed to express significance and frame the corner to define the built form and give a strong edge to the public realm.
8. Development expressed with strong visual elements that integrate with all street frontages and rights of way.
9. Creation of cohesive street frontages which contribute to a comfortable pedestrian environment by addressing each frontage with passive surveillance and safe sightlines.
10. Development which integrates with adjoining public spaces by including visual surveillance or clearly visible entrances and paths directly onto the public space.
11. Vertical articulation is emphasised to break up building mass and highlight street level uses and details.
12. Development designed to be adaptive and cater for changing uses over time within the relevant zone.
13. High-quality durable materials and textures used at street level and upper levels which express the architectural style of the surrounding context.
14. Design which is responsive to any existing and/or proposed verge trees and will promote greening in the WSPF area.

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1.1.2. Heritage and Character Management

(Applies in addition to Clause A4.10.1 of R Codes Volume 2)

1. Development to or adjoining heritage places is to be in accordance with **Local Planning Policy: Development Guidelines for Heritage Places** and **Local Planning Policy: Heritage Area Guidelines**.
2. Existing heritage and character buildings identified in the Urban Design Study should be retained and incorporated into any new development proposal.
3. New buildings adjacent to character and heritage buildings, identified through the Urban Design Study, shall have an architectural character that respects and complements these buildings. This character should draw from prominent materials and colours of the area and shall express and strengthen the intended place identity.
4. Contemporary architectural styles are acceptable provided they are designed in a manner that creatively interprets materials, form and patterns of the locality.

1.1.3. Materials and Finishes

(Applies in addition to Clause A4.10.1 of R Codes Volume 2)

1. New buildings must be of a high architectural quality, incorporating articulated façades with large openings to the street or clear glazing, fenestration, parapet treatments and other detailing and materials that respect and complement the established character of the precinct.

1.1.4. Landscaping

The following applies to all commercial development. Residential and mixed-use development are strongly encouraged to satisfy the following requirements:

1. Development applications for commercial development must provide a landscaping plan that satisfies the following:
   a. A minimum of 12 per cent of the site area shall be provided Deep Soil Area (DSA). The DSA shall have a minimum dimension of 1sqm (1m x 1m).
   b. A minimum of 3 per cent of the site area shall be provided as Planting Area. The Planting Area shall have a minimum dimension of 1sqm (1m x 1m)
   c. Where the required deep soil area cannot be provided due to site constraints, planting areas are to be provided within structures at a rate of double the shortfall in deep soil area.
   d. Where a lot boundary setback applies, 80 per cent of that area at ground level must be provided as canopy cover at maturity
   e. Existing trees on a property must be retained where they meet the definition of a **Significant Existing Tree.**

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f. The proposed removal of any tree that meets the definition of a **Significant Existing Tree** is to be provided with an arboriculture assessment. Where removal is deemed appropriate by the arboriculture assessment the trees must be replaced at a minimum ratio of two new similar sized trees for everyone removed
g. The proposed removal of any native vegetation is to be supported by a flora and fauna assessment
h. Uncovered car parking at ground level must be provided with canopy cover at maturity of at least 60 per cent.

1.1.5. Lift Over-runs, Rooftop Plant Rooms, and Architectural Features

(In addition to Clause A3.6.9 of R Codes Volume 2)

1. All lift over-runs and plant equipment must be adequately hidden from public view. This should be achieved through the design of the building rather than screening devices visible from the public realm.
2. Lift over-runs and rooftop plant rooms must not exceed 3.5m above the applicable maximum building height.

1.1.6. Projections and Awnings

(In addition to the Acceptable Outcomes of Section 4.10 of R Codes Volume 2)

1. Weather protection along footpaths adjoining commercial and mixed-use buildings shall be provided in the form of continuous awnings and satisfy the following requirements:

   a. The weather protection will be integrated with the building design;
   b. The weather protection shall be permanently fixed and shall be constructed of durable materials that provide sun and rain protection;
   c. Be setback a minimum of 600mm from the face of the kerb;
   d. The weather protection shall project a minimum horizontal depth of 2.4m over the adjacent footpath; and
   e. Awnings shall be a minimum height of 3.5m and a maximum height of 4m from finished floor level to the underside of the awning to accommodate under awning signage.

2. Reduced pedestrian awnings are able to be considered in the following circumstances:

   a. Where the design compromises the heritage significance of an existing building; and/or
   b. Where the design compromises existing or proposed street trees; and/or
   c. Presents significant servicing issues that otherwise could not be designed around.

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3. Balconies may project into the setback area, provided that they are designed to be unenclosed with minimal solid balustrading and comply with privacy requirements of the R Codes.

1.1.7 Façade Design

The following objective applies to all commercial development:

1. To balance security needs with visual and community amenity, alternative window treatments may be considered based on the site context, business type and safety requirements. The design of these treatments should minimise visual impact, encourage pedestrian engagement and opportunities for surveillance, and uphold the aesthetic integrity of the public realm.

(In addition to Clause A4.10.1 of R Codes Volume 2)

2. Development which fronts the public realm shall provide active frontages including glazing, openings and operable windows to ensure activity, interaction and surveillance of the street.
3. Ground floor spaces shall have a maximum width of 9m and a finished floor level to finished ceiling level height of a minimum of 3.5m.
4. Identify key design elements in the local area and streetscape through an Urban Design Study and integrate the design elements into building facades visible from the public realm. New Developments shall:
   a. Integrate high-quality, durable and diverse materials and finishes into the façade, avoiding reflective or glaring materials, and cosmetic or superficial attachments to the building;
   b. Design appropriately scaled buildings, considering rhythm, proportion, and height, and avoiding blank, monotonous, repetitious or dominant building treatment;
   c. Incorporate vertical articulation by using tall and narrow facade treatments;
   d. Ground floor facades are to balance human scale design (by providing obvious entrances, fine grain development and active facades) that draws reference to the areas history;
   e. Integrate fire boosters, mailboxes and external fixtures into the building design or screen them so they appear as part of the facade; and
   f. Signage is to be minimal and integrated into the design of the building on the ground floor.
5. Where provided, doorways shall have a depth between 500mm and 1500mm to clearly articulate entrances to commercial buildings and tenancies.
6. Where provided, windows, seating ledges, sills, stall risers and other detailing shall have a minimum depth of 300mm.
7. Where provided, stall risers shall be a minimum height of 450mm.
8. Ground floor glazing and/or tinting shall have a minimum of 70% visible light transmission to provide unobscured visibility.

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9. Security measures shall be:
   a. Located and installed internally behind the glazing line or recessed between elements in the facade such as columns or doorway recesses; and
   b. Transparent and visually permeable to allow views inside the building and enable internal light sources to be seen from the street.
10. Verandahs and colonnades are only permitted where they are constructed wholly within the lot boundaries of development site.
11. Consider good passive solar design principles that reduce the reliance on mechanical systems for heating and cooling when designing the building facade.
12. The design, activation and materials of a building on a corner site should be articulated and expressed volumetrically, addressing both primary and secondary streets. In particular, the quality of the primary and secondary façade of the ground floor should be of similar quality.

1.1.8. Public Domain Interface

In addition to Clause 3.6 of R Codes Volume 2.

1. Exposed boundary walls visible to the street are to incorporate the following design features:
   a. Indentations
   b. Varying heights
   c. Varying materials, colours and textures and/or
   d. Temporary public artwork (or the like).

1.1.9. Roof Design

(Applies in addition to Clauses A4.11.1 – A 4.11.3 of R Codes Volume 2)

1. Flat roof structures shall have a maximum solar absorptance rating of 0.4.
2. Pitched roof structures or roof structures that are visible from the street or adjacent properties shall have a maximum solar absorptance rating of 0.5, unless a suitable alternative is identified in the Urban Design Study.

1.1.10. Servicing and functionality

(Applies in addition to Clauses A4.17 of R Codes Volume 2)

1. Waste storage facilities are to be provided on site and in accordance with City of Vincent waste guidelines for new developments.
2. Waste storage facilities are to be screened from direct public view.

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3. Residential waste storage areas must be separated from non-residential storage areas.
4. A Waste Management Plan is required for all residential properties over two dwellings, mixed-use developments, commercial and/or other non-residential developments

1.1.11. Environmentally Sustainable Design

The following applies to all commercial development. Residential and mixed-use development are strongly encouraged to satisfy the following requirements:

1. Development shall incorporate:
   a. Site planning principles that maximise passive solar design opportunities for both summer and winter; and
   b. Recovery and re-use of rainwater, storm water, grey water and/or black water for non-potable water applications.

2. Development is to achieve the environmental performance standards shown in the below table, or their equivalent*.

3. Development includes Water Sensitive Urban Design (WSUD) principles such as:
   a. On-site storm water retention and detention for the 1-year, 1-hour Annuel Exceedance Probability (AEP) event;
   b. Water and nutrient wise landscaping;
   c. Permeable paving and ground covers;
   c. Rain gardens, bio filters, tree pits, green walls, and vegetated soak wells; and
   d. Rainwater tanks, either for garden use or plumbed back into a building for reuse.

Accepted Rating Framework	Specification / Compliance Requirements	Minimum Requirement to be Achieved	Evidence
Green Building Council of Australia's Green Star Rating System	Current Design and As-Built rating tool	5-star Green Star rating	Preliminary Sustainable Design Report prepared by a Green Star Accredited Professional using the current Green Star Design and As-Built rating tool scorecard to demonstrate eligibility for 5-star Green Star rating.

Life Cycle Assessment in Accordance with EN15978-Sustainability of construction works – Assessment of environmental performance of buildings –Calculation method.	System Boundary must include all Life Cycle Modules (A1-2, B1-7, C1-4 and D) in addition to non-integrated energy (plug loads)	Global Warming Potential and Net Fresh Water Use Performance Reduction as per Table *** below.	Independently Reviewed EN15978 Compliant Target Setting LCA with a 20% factor of safety applied to improvement strategies

Building Type	**Performance Unit**	
	Global Warming Potential Net Fresh Water Use	**Global Warming Potential Net Fresh Water Use**
Residential (BCA Class 1-3)	< 2,250 kgCO2e / Occupant / Year (50% saving against Perth statistical average residences)	< 57m3 / Occupant / Year (50% saving against Perth statistical average residences
Commercial Office (BCA Class 5)	< 104 kgCO2e / m2 Net Lettable Area / year (30% saving against Perth statistical average office)	< 1.25 m3 / m2 Net Lettable Area / year (25% saving against Perth statistical average office)
All Other Building Types	30% saving against Code-Compliant design	25% saving against Code-Compliant design

**The City accepts sustainability assessment frameworks and mechanisms that are nationally or internationally recognised, compliant with applicable Australian/international standards and subject to oversight by a certifying body.*

1.1.12. Safety, Lighting and Crime Prevention through Environmental Design

(In addition to Clause 3.7 of R Codes Volume 2)

1. All areas, especially places with lower volumes of foot traffic, must be adequately lit and designed to ensure that sightlines are provided from areas of high pedestrian traffic.
2. Lighting is provided to all areas that can be accessed by pedestrians.
3. Development shall address the principles of Safer Placed by Design: Crime Prevention through Environmental Design Planning Guidelines.

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1.1.13. Parking

Given the proximity of the WSPF area to public transport networks and the Perth CBD, all developments are encouraged to prioritise alternative methods of transport over private vehicles.

Non-residential parking within the WSPF area operates under an 'Open Option' car parking model. This applies to all sub-precincts. Parking rates are in accordance with **Table 2.**

Table 2. Open Option car parking provision rates		
Land Use	**Minimum number of car bays required**	**Maximum number of car bays permitted**
All	Not applicable unless in accordance with a provision of LPS2, a local development plan or precinct structure plan.	Not applicable unless in accordance with a provision of LPS2, a local development plan or a precinct structure plan.

Should non-residential development propose parking, the design of the car parking is to be in accordance **Local Planning Policy: Non-Residential Parking**.

Parking for bicycles, motorcycles and other alternative forms of transport are to be in accordance with **Local Planning Policy: Non-Residential Parking**.

The relevant acceptable outcomes of R Codes in relation to car parking and bicycle parking continues to apply to all residential development, including residential components of mixed-use developments.

1.1.14. Pedestrian Access and Entries

(Applies in addition to Clauses A 3.7.1 to A 3.7.6 of R Codes Volume 2.

1. Pedestrian access which is identifiable from the street and visitor car parking areas and other public areas.
2. Access for pedestrians which directly fronts the primary street.
3. Developments shall distinguish residential entries from retail and other commercial entries.

4. Internal ground floor level to be at grade.
5. Design of balustrades to be integrated into the design of the development.
6. Ramps are not to exceed 50% of the active frontage.

1.1.15. Vehicle Access

(Applies in addition to Clause A 3.8.1 – A 3.8.7 of R Codes Volume 2.

1. Service areas and vehicular access shall be:
    a. Taken from the rear laneway or secondary street in the first instances; or
    b. Collocated where taken from the primary street to maximise the width of active frontages.
2. Access to on-site car parking spaces to be provided:
    a. where available, from a right of way available for lawful use to access the relevant lot and which is adequately paved and drained from the property boundary to a dedicated road;
    b. from a secondary street where no right of way exists; or
    c. from the primary street frontage where no secondary street or right-of way exists.
3. Access to a right of way is required to be trafficable to the nearest dedicated road. The cost to upgrade a right of way to make it trafficable is to be borne by the applicant.
4. Where vehicular access is provided from a street, all vehicles are required to enter and exit the site in forward gear.
5. Roller shutters, doors and screens are to be visually permeable
6. Onsite parking for a development shall be located beneath or at the rear of buildings.
7. In a mixed-use development, car bays should be clearly signposted differentiating between the residential car bays and the commercial car bays.
8. Where on-site parking provided for customer/client use is not directly visible from the adjacent street, adequate signage is to be provided to promote public knowledge of and direction to the car park. This signage is to comply with the requirements of the City's Policy relating to Signs and Advertising.
9. Existing trees must not be removed to provide for vehicle access.
10. Each lot is to provide a maximum of one crossover
11. The maximum width of a single crossover is 3m. The maximum width of a double crossover is 5m.

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1.0 William Core

Figure 9 - Indicative future view of William Street

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1.1 Heights

R Codes	**Replace**	**Remain**
	Clause 1.1 replaces Acceptable Outcome A 2.1.1 of the R Codes Volume 2.	-
	Acceptable Outcomes	
A1.1.1	Podium Height: Maximum of 4 Storeys except to a lot adjacent to a lot located within the Urban Frame A sub-precinct or a lot on Money Street, which is to be a maximum of 3 storeys.	
A1.1.2	Acceptable height for the tower development is to be 8 Storeys	
A1.1.3	Maximum Height of the tower development is to be 9 Storeys unless identified as a Strategic Development Site and is subject to compliance with the Development Incentives for Community Benefit Framework within this Policy.	
A1.1.4	External fixtures may extend beyond the maximum height where they are not visible from the street or neighbouring properties	

1.2 Street setbacks

R Codes	**Replace**		**Remain**
	Clause 1.2 replaces Acceptable Outcome A 2.3.1 of the R Codes Volume 2.		
	Acceptable Outcomes		
A1.2.1	Street Setbacks are to be in accordance with Table 1.2.1		
A1.2.2	Primary and secondary street setback above the podium must incorporate articulation and the use of varying colours and materials which minimise the bulk and scale of the building on the streetscape.		
	Table 1.2.1 Street Setbacks		
Podium	Nil		
Tower	William Street and Newcastle Street 5 storeys and above: 3m 8 storeys and above: 4m	Forbes Road, Robinson Avenue, Monger and Money streets 5 storeys and greater: 4m.	Wellman Street 5 storeys and greater: 10m
Note. For lots containing a heritage place or adjoining a heritage place, setbacks will also be assessed by **Local Planning Policy: Development Guidelines for Heritage Places** and **Local Planning Policy: Heritage Area Guidelines**.			

1.3 Side and Rear Setbacks

R Codes	**Replace**	**Remain**
	Clause 1.3 replaces Acceptable Outcome A 2.4.1 of the R Codes Volume 2.	*Clause A 2.4.2 of the R Codes Volume 2 remains and applies.*

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Acceptable Outcomes		
A1.3.1	Setbacks are to be in accordance with Table 2.3.1	
Table 1.3.1 Side and Rear Setbacks		
	Abutting William Core and Newcastle Street	**Abutting Urban Frame A**
Podium	Nil	Nil to 3 storeys
Tower	4 storeys and above: 3m 8 storeys and above: 5m.	
Development Adjoining Rights of Way		
A1.3.2	Where development adjoins a right of way the setback shall be measured from the midpoint of the right of way.	
A1.3.3	Development must address adjoining rights of way by providing passive surveillance and openings to the right of way.	
Note: Boundary setbacks will also be determined by elements of building separation, visual and acoustic privacy, natural ventilation, and solar and daylight access being adequately addressed.		
Note: For lots containing a heritage place or adjoining a heritage place, boundary setbacks will also be assessed by **Local Planning Policy: Development Guidelines for Heritage Places** and **Local Planning Policy: Heritage Area Guidelines**.		

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Figure 10 - Indicative Future View of the City Toyota Strategic development Site

2.0 Newcastle Street

2.1 Heights

R Codes	**Replace**	**Remain**
	Clause 2.1 replaces Acceptable Outcome A 2.1.1 of the R Codes Volume 2.	-
Acceptable Outcomes		
A2.1.1	Podium Height: 4 Storeys	
A2.1.2	Acceptable height for the tower development is to be 8 Storeys	
A2.1.3	Maximum Height of the tower development is to be 9 Storeys unless identified as a Strategic Development Site and is subject to compliance with the Development Incentives for Community Benefit Framework within this Policy.	
A2.1.4	External fixtures may extend beyond the maximum height where they are not visible from the street or neighbouring properties	

2.2 Street setbacks

R Codes	**Replace**		**Remain**
	Clause 2.2 replaces Acceptable Outcome A 2.3.1 of the R Codes Volume 2.		
Acceptable Outcomes			
A2.2.1	Street Setbacks are to be in accordance with Table 2.2.1		
A2.2.2	Primary and secondary street setback above the podium must incorporate articulation and the use of varying colours and materials which minimise the bulk and scale of the building on the streetscape.		
Development Adjoining Rights of Way			
A2.3.2	Where development adjoins a right of way the setback shall be measured from the midpoint of the right of way.		
A2.3.3	Development must address adjoining rights of way by providing passive surveillance and openings to the right of way.		
Table 2.2.1 Street Setbacks			
Podium	Nil		
Tower	William Street, Newcastle Street and Weld Avenue 5 storeys and above: 3m 8 storeys and above: 4m	Forbes Lane and Lake Street 5 storeys and above: 4m	Forbes Road 5 storeys and above: 10m
Note. For lots containing a heritage place or adjoining a heritage place, setbacks will also be assessed by **Local Planning Policy: Development Guidelines for Heritage Places** and **Local Planning Policy: Heritage Area Guidelines**.			

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2.3 Side and Rear Setbacks

R Codes	**Replace**	**Remain**
	Clause 2.3 replaces Acceptable Outcome A 2.4.1 of the R Codes Volume 2.	*C3.4.1 - C3.4.5 of Part C of the R Codes Volume 1 remain an applies. Clause A 2.4.2 of the R Codes Volume 2 remains and applies.*
Acceptable Outcomes		
A2.3.1	Setbacks are to be in accordance with Table 2.3.1	
Table 2.3.1 Side and Rear Setbacks		
Podium	Nil	
Tower	5 storeys and above: 3m 8 storeys and above: 4m.	
Development Adjoining Rights of Way		
A2.3.2	Where development adjoins a right of way the setback shall be measured from the midpoint of the right of way.	
A2.3.3	Development must address adjoining rights of way by providing passive surveillance and openings to the right of way.	
Note: Boundary setbacks will also be determined by elements of building separation, visual and acoustic privacy, natural ventilation, and solar and daylight access being adequately addressed to the satisfaction of the responsible authority.		
Note: For lots containing a heritage place or adjoining a heritage place, boundary setbacks will also be assessed by **Local Planning Policy: Development Guidelines for Heritage Places** and **Local Planning Policy: Heritage Area Guidelines**.		

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3.0 Urban Frames

Figure 11 - Indicative Future View of Brisbane Street (Urban Frame B)

Figure 12 - Indicative Future View of Money Street (Urban Frame A)

3.1 Height

	Replace	Remain
R Codes	*Clause 3.1 replaces Clauses 3.2.1 of Part C of the R Codes Volume 1.* *Clause 3.1 replaces Acceptable Outcome A 2.1.1 of the R Codes Volume 2.*	-
Acceptable Outcomes		
A3.1.1	Development is to be in accordance with the building heights provided in **Table 3.1.1**	
A3.1.2	External fixtures may extend beyond the maximum height where they are not visible from the street or neighbouring properties	
Table 3.1.1 Building Height Urban Frames		
Urban Frame Typology		**Indicative Height**
Type A		Podium Height: 3 Storeys Maximum Height: 6 Storeys
Type B		Maximum Height: 4 Storeys

3.2 Street setbacks

	Replace	Remain
R Codes	*Clause 3.2 replaces C3.3.1 & C3.3.2 of Part C of the R Codes Volume 1.* *Clause 3.2 replaces Acceptable Outcome A 2.3.1 of the R Codes Volume 2.*	*C2.3 and C2.4 of Part C of the R Codes Volume 1 remain and applies.*
Acceptable Outcomes		
A3.2.1	Development is to be in accordance with the street setbacks provided in **Table 3.2.1**	
A3.2.2	Primary and secondary street setback above the podium must incorporate articulation and the use of varying colours and materials which minimise the bulk and scale of the building on the streetscape.	
Development Adjoining Rights of Way		
A3.3.2	Where development adjoins a right of way the setback shall be measured from the midpoint of the right of way.	
A3.3.3	Development must address adjoining rights of way by providing passive surveillance and openings to the right of way.	
Table 3.2.1 Urban Frame Typology		
Element	**Type A**	**Type B**

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Podium	0 metres	Up to 3 storeys: 0 metres
Tower	Up to 6 storeys: Minimum 3m.	Three storeys: 3m
Note. For lots containing a heritage place or adjoining a heritage place, setbacks will also be assessed by **Local Planning Policy: Development Guidelines for Heritage Places** and **Local Planning Policy: Heritage Area Guidelines**.		

3.3 Side and Rear Setbacks

R Codes	**Replace**	**Remain**
	Clause 3.3 replaces Acceptable Outcome A 2.4.1 of the R Codes Volume 2.	*C3.4.1 - C3.4.5 of Part C of the R Codes Volume 1 remain an applies. Clause A 2.4.2 of the R Codes Volume 2 remains and applies.*
Acceptable Outcomes		
A3.3.1	Development is to be in accordance with the street setbacks provided in **Table 3.3.1**	
Development Adjoining Rights of Way		
A3.3.2	Where development adjoins a right of way the setback shall be measured from the midpoint of the right of way.	
A3.3.3	Development must address adjoining rights of way by providing passive surveillance and openings to the right of way.	

Table 3.3.1 Urban Frame Typology

Element	**Type A**	**Type B**
Podium	0 metres	Where land adjoins other properties within the **Urban Frame** or **William North sub-precincts**: Nil to 3 storeys Above 3 storeys: 3m Where adjoining site is within the **Residential sub-precinct** Nil to 2 storeys Above 2 storeys: 6.5m
Tower	Up to 6 storeys: Minimum 4m.	
Note: Boundary setbacks will also be determined by elements of building separation, visual and acoustic privacy, natural ventilation, and solar and daylight access being adequately addressed.		
Note: For lots containing a heritage place or adjoining a heritage place, boundary setbacks will also be assessed by **Local Planning Policy: Development Guidelines for Heritage Places** and **Local Planning Policy: Heritage Area Guidelines**.		

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4.0 William Street North

Figure 13 - Indicative Future View of William Street North

4.1 Heights

R Codes	**Replace**	**Remain**
	Clause 4.1 replaces Acceptable Outcome A 2.1.1 of the R Codes Volume 2.	-
	Acceptable Outcomes	
A4.1.1	Podium Height: Maximum of 3 Storeys except to a lot located within the Residential sub-precinct, which is to be a maximum of 2 storeys.	
A4.1.2	Acceptable height for the tower development is to be 5 Storeys	
A4.1.3	Maximum Height of the tower development is to be 7 Storeys subject to compliance with the Development Incentives for Community Benefit Framework within this Policy.	
A4.1.4	External fixtures may extend beyond the maximum height where they are not visible from the street or neighbouring properties	

4.2 Street setbacks

R Codes	**Replace**	**Remain**
	Clause 4.2 replaces Acceptable Outcome A 2.3.1 of the R Codes Volume 2.	
	Acceptable Outcomes	
A4.2.1	Street Setbacks are to be in accordance with Table 4.2.1	
A4.2.2	Primary and secondary street setback above the podium must incorporate articulation and the use of varying colours and materials which minimise the bulk and scale of the building on the streetscape.	
	Table 4.2.1 Street Setbacks	
Podium	Nil	
Tower	Tower setbacks on William, Bulwer, Robinson and Brisbane: 3m.	Tower setbacks on all other streets: Up to 5 storeys: 3m. Greater than 5 storeys: 4m
Note. For lots containing a heritage place or adjoining a heritage place, setbacks will also be assessed by **Local Planning Policy: Development Guidelines for Heritage Places** and **Local Planning Policy: Heritage Area Guidelines**.		

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4.3 Side and Rear Setbacks

R Codes	**Replace**	**Remain**
	Clause 4.3 replaces Acceptable Outcome A 2.4.1 of the R Codes Volume 2.	*C3.4.1 - C3.4.5 of Part C of the R Codes Volume 1 remain an applies. Clause A 2.4.2 of the R Codes Volume 2 remains and applies.*
Acceptable Outcomes		
A4.3.1	Side and rear setbacks in accordance with Tables 4.3	
Development Adjoining Rights of Way		
A4.3.2	Where development adjoins a right of way the setback shall be measured from the midpoint of the right of way.	
A4.3.3	Development must address adjoining rights of way by providing passive surveillance and openings to the right of way.	
Table 4.3 Side and Rear Setbacks		
	Subject Property	
		William North
Neighbouring Property	**Residential**	Setback for the Ground Floor to the Second Storey: 0m Setback above the Second Storey: 6.5m Greater than 4 storeys: 12.5m
	Urban Frame Type A and B	Podium: 0m Tower: 4m
Note: Boundary setbacks will also be determined by elements of building separation, visual and acoustic privacy, natural ventilation, and solar and daylight access being adequately addressed.		
Note: For lots containing a heritage place or adjoining a heritage place, boundary setbacks will also be assessed by **Local Planning Policy: Development Guidelines for Heritage Places** and **Local Planning Policy: Heritage Area Guidelines**.		

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Figure 14 - Indicative Future View of Brisbane Terrace

5.0 Residential

5.1 Building Height

	Local Housing Objective		Deemed-to-Comply
R Codes	*P5.1.1 - P5.1.5 augment P6 of Part B and P3.2.1 and P3.2.2 of Part C of the R Codes Volume 1.*		*Clause 5.1replaces Clause 5.1.6 of Part B of the R Codes Volume 1. C5.1.1 replaces Clauses 3.2.1 of Part C of the R Codes Volume 1.*
P5.1.1	Development which incorporates predominant features of the streetscape.	**C5.1.1**	Maximum development height for areas coded R25 is to be in accordance with the **Brookman and Moir Heritage Area Guidelines.** All other areas are to be in accordance with the Table 3.2a Part C of the R Codes Volume 1.
P5.1.2	Height that is situated on a site to minimise amenity impacts to neighbouring properties, heritage places and the streetscape.		
P5.1.3	Development that incorporates design measures to reduce the impact of height, bulk and scale in neighbouring properties and the streetscape.	**C5.1.2**	External fixtures may extend beyond the maximum height where they are not visible from the street or neighbouring properties
P5.1.4	Development that considers and responds to the natural features of the site and requires minimal excavation/fill.		
P5.1.5	Design which minimises overlooking and overshadowing where it impacts residential development		

5.2 Setbacks of Buildings

	Local Housing Objective		Deemed-to-Comply
R Codes	P5*.2.1 – P5.2.4 augment P2.1 and P2.2 of Part B and P3.3.1 – P3.3.2 of Part C of the R Codes Volume 1.*		*Clause 5.2 replaces C2.1 and C2.2 of Part B of the R Codes Volume 1. C2.3 and C2.4 remain and applies. Clause 5.2 replaces C3.3.1 & C3.3.2 of Part C of the R Codes Volume 1. Clause 3.3.6 remains and applies.*
P5.2.1	Development which incorporates predominant features of the streetscape.	**C5.2.1**	The primary street setback of the building is to be calculated by averaging the setback of the two adjoining properties, either side of the proposed development.
P5.2.2	Development which clearly distinguishes all upper floors from lower storeys to clearly distinguish the parts of the dwelling	**C5.2.2**	For the purpose of averaging, the primary street setback is to be measured from the street alignment to the nearest wall of the dwelling excluding porches, verandahs, carports and balconies.

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P5.2.3	Development which minimises the visual bulk of the buildings through articulation of larger wall lengths and the stepping back of upper storeys walls.	**C5.2.3**	An unenclosed porch, verandah or the equivalent may (subject to the Building Codes of Australia) project into the primary street setback area to a maximum of half the required primary street setback area.
P5.2.4	Development which activates and addresses rights of way.	**C5.2.4**	Walls on upper floors setback a minimum of 2 metres behind the ground floor predominant building line (excluding any porch or verandah), as determined by the City.
		C5.2.5	Balconies on upper floors setback a minimum of 1 metre behind the ground floor predominant building line (excluding any porch or verandah), as determined by the City.
		C5.2.6	The ground floor secondary street setback is to be as per the R Codes.
		C5.2.7	Secondary street setbacks for upper floors are to be 1.5 metres behind each portion of the ground floor setback

Note. For lots containing a heritage place or adjoining a heritage place, setbacks will also be assessed by **Local Planning Policy: Development Guidelines for Heritage Places** and **Local Planning Policy: Heritage Area Guidelines**.

5.3 Setbacks of Garages and Carports

R Codes	**Local Housing Objective** *Augments Clause 3.3 P3.3.3*
P5.3.1	The setting back of carports and garages to maintain clear sight lines along the street and not to detract from the streetscape or appearance of dwellings; or dominate views of dwellings from the street and vice versa.
P5.3.2	Development which preserves and enhances the visual character of the existing streetscape by considering building bulk, scale, setbacks, and design.

5.4 Addressing the Street

R Codes	**Local Housing Objective**	**Deemed-to-Comply**	
	Augments Clause 3.6 P3.6.1 – P3.6.5	*Clause 5.4 is in addition to Clause 5.2.3 of Part B of the R Codes Volume 1 C3.1 – C3.3 remain an applies.* *Clause 5.4 Replaces Clause 3.6.3 and 3.6.5 of Part C of the R Codes Volume 1.*	
P5.4.1	New development shall consider existing character features and valued streetscape elements, including chimneys and verandahs.	**C5.4.1**	New dwellings are to incorporate a verandah, porch or the like that is:

			i. setback an average of the two directly adjoining verandahs or porches on either side of the proposed development; ii. accessible from the front door of the dwelling; and iii. covers the majority of the front façade of the dwelling with a minimum depth of 2m
P5.4.2	New development responds to the context and character of the existing dwellings within the streetscape.	**C5.4.2**	Garages doors and their supporting structures are not to occupy more than 50% of the width of the lot
P5.4.3	New development shall ensure that unsympathetic contrasts in scale and mass are avoided.	**C5.4.3**	For lots less than 10 metres wide, garages and their supporting structures are to be a maximum of 4 metres wide
P5.4.4	Alterations and additions visible from the street shall consider the existing dwelling and the predominant character of the existing streetscape		
P5.4.5	Development which preserves and enhances the visual character of the existing streetscape and minimises the visual impact of the garage.		

5.5 Street Walls and Fencing

	Local Housing Objective Replace	**Deemed-to-Comply**	
R Codes	*Augments Clause 5.2.4 P4 of Part B and Clause 3.6 P3.6.1 – P3.6.5 of Part C of the R Codes Volume 1.*	*Claise 5.5 replaces C4.1 of Part B of the R Codes Volume 1. C4.2 remains and applies.* *Clauses C3.6.7 – C3.6.9 remains and applies of Part C of the R Codes applies.*	
P5.5.1	Development which preserves and enhances the visual character of the existing streetscape by considering bulk, scale, setbacks, design, relationship between the private and public domain, and fencing styles.	**C5.5.1**	Fencing for areas coded R25 is to be in accordance with the **Brookman and Moir Heritage Area Guidelines.**
		C5.5.2	Street walls, street fences and gates are to be of a style and materials compatible with those of the dwelling on site and/or walls, fences and gates of the immediate surrounding area excluding fibre cement and metal sheeting.
Note: The measurement of street walls, fences and gates is to include any retaining walls and is to be measured from the natural ground level immediately below the base of the wall to the top of the wall above, within the development site. In the case of primary street frontage, the measurement of street walls, fences and gates is to be measured from the natural ground level of the footpath immediately below the base of the wall to the top of the wall above.			

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5.6 Access

R Codes	Local Housing Objective *Augments Clause 3.7 P3.7.1 – P3.7.3*
P5.5.1	Garages and carports located to maintain the absence of car parking facilities within the streetscape.
P5.5.2	Car parking facilities located to ensure the predominant character elements of the original dwelling are visible and retained.

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Part 5 Development Incentives for Community Benefit

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1.0 Introduction

Part 5 provides the rationale for the **Development Incentives for Community Benefit Framework** of the William Street Planning Framework and responds to Part 2.8 of the R Codes Volume 2 and Part 2.8 of State Planning Policy 7.2 Precinct Design Guidelines.

Development incentives are a method through which additional building height is offered in exchange for tangible community benefit, such as public amenities, culture and recreation facilities or affordable and/or accessible housing.

It is important to note 'community' is not limited to the local residential population but also includes local workers, business owners, students and visitors.

Community benefits would be sought where development concessions are proposed beyond the acceptable height limits articulated in the Part 4. In effect the model would be opt-in, not a requirement for every development.

Community benefits have taken a variety of forms in considering development concessions for infill areas. Recently, the Department of Planning, Lands and Heritage (DPLH) has provided guidance to ensure the frameworks for community benefits are suitably comprehensive, and legible to proponents, stakeholders and the community.

2.0 Objectives

The objectives of the Community Benefit Framework are to:

a. Provide clear prerequisites to be met for approval of bonus height above the acceptable standards.
b. Ensure additional development potential corresponds with community benefit contributions
c. Ensure that requirements to secure bonus height is fair, consistent and legible

3.0 Application and Provision of Community Benefit

Additional height stated in Part 4 Strategic Development Sites, and Clause 1.1, 2.1 and 4.1 may be considered depending on the extent of community benefit provided by a proposed development.

The WSPF proposes that 3% of the pro-rata construction cost of additional height above the acceptable standard would be required as a costed benefit. This is in line with the development feasibility study undertaken by the City and DPLH.

This is calculated as:

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(3% x total contract sum) x (Number of storeys above the Acceptable Height ÷ Total Number of Storeys)

This figure is calculated at the point of lodgement of the Building Permit.

Where a community benefit contribution is required, the contribution is to be in the form of one or more of the benefit categories outlined below or an alternative contribution which is considered to benefit the broader community to the satisfaction of the City/Responsible Authority and supported by a Community Needs Analysis.

A community benefit is to be provided in one of the following ways:

i. a monetary contribution paid to the local government to be expended on items within the WSPF area; or
ii. on-site delivery or in kind works to the equivalent monetary contribution value; or
iii. a combination of both.

A community benefit must have a minimum monetary value calculated in accordance with the **Appendix 2: William Street Planning Framework Community Benefit Contribution Procedural Guide**.

The contribution is to be provided prior to the Occupancy Permit being issued.

This is discretionary and would only apply when the development achieves the development requirements set out below. Where a proponent is requesting additional discretionary height, the following is undertaken:

- The proposal should make a unique contribution to the built form of the TCPF area in support of the vision and objectives of the TCPF and the relevant sub-precinct statement of character.
- If identified as a Strategic Development Site, the proposal is also to satisfy the requirements of **Table 1: Strategic Development Sites**
- the proposed community benefit should meet all the following criteria:
    - Does not relate to a component of a development such as façade quality, street activation, landscaping (including landscaping of the verge) that is otherwise required for developments within the TCPF area;
    - Does not relate to a commercial tenancy (including café, childcare centre or gym etc.);
    - The community benefit is publicly accessible with no membership or entry fees;
    - Supported by a Community Needs Analysis (CNA) prepared by an appropriately qualified consultant, to the satisfaction of the City. The CNA must demonstrate or provide evidence for existing or future 'need/demand' within the WSPF area for the proposed contribution item.

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- The proposal is means-tested against the **City of Vincent's Long Term Financial Plan** to ensure that the City is financially capable of supporting the whole-of-life costs of the proposed new or upgraded community infrastructure item
- Compliance with the criteria as set out in this clause is at the City's discretion

The City has identified the following items, which include:

- **Affordable or Social Housing** provided in partnership with an approved housing provider or not-for-profit organisation recognised by the Department of Communities.
- Provision of **Specific Purpose Housing** such as student accommodation, key worker accommodation, aged care and special disability accommodation.
- **Public Facilities and Amenities** such as spaces for not-for-profits, libraries, and public toilets. These are to be agreed as a priority by the decision-maker.
- **Public car parking** to be managed by the City.
- **Streetscape and public realm** upgrades identified in the **Part 6 Place Plan**.
- **Additional Public Open** space above the 10% requirement.
- **Movement network and transport infrastructure**; including upgrades to Forbes Road and Forbes Lane identified in the **Part 6 Place Plan.**

4.0 Supporting Documentation

Where a public realm or community benefit is proposed as part of a development application, it must be supported by:

i. A Community Needs Assessment to demonstrate and provide evidence for the existing or future need within the WSPF area for the proposed contribution item;
ii. Management Plan demonstrating how any community benefit will be maintained and operated in perpetuity or ceded to the City free of cost;
iii. A Valuation of the proposed contribution in the context of the formula outlined in **Appendix 2.**

5.0 Management and Expenditure of Community Benefit Contributions

The City will establish and maintain a dedicated **William Steet Planning Framework Community Benefit Contribution Fund** and all monetary community benefit contributions shall be deposited into this fund.

Funds received as community benefit contributions should be expended as soon as practical.

Community Benefit Contribution funds shall be managed and expended in accordance with the Community Benefit Contribution Framework contained within **Appendix 2**.

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6.0 Community Benefit Contribution Procedural Guide

The process of agreeing and delivering community benefits, from the point at which an applicant submits a development application, through to payment of the contribution and delivery of the benefit items by the developer or local government is set out within **Appendix 2.**

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Part 6 Place Plan cover image

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Part 6 The Public Realm – William Street Place Plan

The City of Vincent's Place Plans have been developed as a set of 'place-based' strategic action plans to guide the allocation of funding and resources in Vincent's town centres and districts. The Place Plans direct Vincent's service units to deliver a range of place-based initiatives and enable Vincent to effectively support and coordinate change.

The Place Plan highlights the broad range of projects and initiatives the City is undertaking to support and improve the WSPF area.

The Place Plan enables the range of initiatives identified in Vincent's suite of informing strategies and plans to be filtered, prioritised and resourced appropriately.

Some of Vincent's informing strategies and plans provide high level guidance for the direction and type of initiatives Vincent should be undertaking, while others provide specific actions.

All of the projects and initiatives being undertaken in the WSPF area are listed as 'actions'.

All actions identified in the Place Plan align with outcomes from the extensive community engagement program undertaken during the drafting of the WSPF.

Actions have been organised as per the six priorities of Vincent's Strategic Community Plan:

- Enhanced Environment
- Accessible City
- Connected and Healthy Community
- Thriving Places
- Sensitive Design
- Innovative and Accountable

Each action is explained using a three step process:

- **Action** diagnoses the issue or opportunity
- **Rationale** analyses the detail of the issue or opportunity to understand the best approach to solve the issue or seize the opportunity
- **Delivery** proposes a solution to solve the issue or seize the opportunity

Also included is indicative information on the timing and budget sources for design and delivery:

- **Timeframe:** Represents when the action is likely to be commenced. This is subject to change and dependent on resourcing and funding opportunities as per the IPRF.
- **Budget Source:** Outlines potential funding sources including internal resourcing, internal funding through capital and/or operational budgets, and/or external funding opportunities through private development, community benefit, cash in lieu payments and grant funding.

  Elected Members will consider each project and their associated budget requirements through the adoption of the Annual Budget, Capital Works Plan and Long Term Financial Plan.

The Implementation Framework sets out the actions and the delivery of these.

For projects that include a large amount of change, Vincent will undertake specific community engagement in line with the Community and Stakeholder Engagement Strategy.

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1.0 Enhanced Environment

Sets out the actions and projects which assists Vincent to make the best use of our natural resources for the benefit of current and future visitors, residents, and businesses of the William Street Town Centre.

	ACTION 1.1 INCREASE TREE CANOPY
Rationale	Vincent understands the importance of canopy cover and its role in creating walkable and liveable neighbourhoods and encouraging people to linger longer. Urban canopy throughout the WSPF area and surrounds is varied with overhead power lines along the majority of Brisbane Street and on William Street (north of Brisbane Street) as well as the majority of local roads in the study area preventing street trees from reaching full maturity. In contrast, William Street (south of Brisbane Street), Money Street and Lindsay Street (south of Monger Street) have tree canopies of between 15 to 30 per cent as the power lines have already been undergrounded. The WSPF study area is located within the following two Project Areas of Western Power's Vincent Underground Power Project: • **Project Area 348 (Perth/Highgate)** – Detailed design is in progress with construction currently scheduled to commence in late 2026 / early 2027 and last for approximately 14 months. • **Project 1190 (West Perth)** – western section of the study area. Detailed design is currently estimated to being in early 2030 and last for approximately 15 months. Undergrounding power will allow additional tree planting to occur and for existing trees to mature – increasing canopy coverage and improving walkability. In addition, the narrow urban streets within the study area are incredibly constrained environments for planting trees. To prioritise tree health and future tree canopy, consideration of the sub-soil environment is required for all new trees including suitable soil volumes, soil moisture and engineered soil systems. To capitalise on the Vincent Underground Power Project, Vincent will develop an Urban Greening Plan for the WSPF study area. The Urban Greening Strategy will: • Review existing challenges in establishing mature trees with canopy coverage in the WSPF study area; • Recommend suitable tree species with consideration for their impact on other infrastructure; • Recommend suitable investment in the sub-soil environment including soil volumes, soil moisture, engineered soil systems and other water sensitive urban design measures; and • Identify tree planting opportunities in median strips, verges and embayed street parking areas of the Town Centre.

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Delivery	Develop and implement an Urban Greening Plan to improve the tree canopy in the William Street Planning Framework study area.			
	Timeframe	2026/27 to 2029/30	**Budget Source**	Operational Budget and External Grant Funding (Design) Capital Budget and External Grant Funding (Delivery)

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<table>
<tr><td></td><td colspan="4">ACTION 1.2 IMPROVE ACCESSIBILITY TO NEARBY PARKS</td></tr>
<tr><td>Rationale</td><td colspan="4">The WSPF study area is identified in Vincent's Local Planning Strategy as a key site for accommodating extra homes. Ensuring current and future residents have access to high-quality public open space (POS) is integral to ensuring the study area is liveable and a desirable place to live, work and visit.

The study area is relatively well serviced by POS including Robertson Park and Stuart Street Reserve to the west, Tu Do Park and Hyde Park to the north, and Birdwood Square to the north-east and Weld Square to the east.

Accessing Weld Square and Birdwood Square is difficult to access due to a lack of dedicated pedestrian infrastructure across the four-lane roads of Beaufort Street and Brisbane Street respectively.

There are no currently small urban plazas on William Street or Brisbane Street that can act as civic meeting places. Vincent does not own land in the study area and purchasing land to create additional POS is prohibitively expensive.

As Vincent is not in a position to develop more public open space, Vincent will instead improve walkability to existing public open space including:

• Weld Square through improving pedestrian crossing opportunities across Beaufort Street at its intersections with Monger Street and/or Little Parry Lane.
• Birdwood Square through improving pedestrian crossing opportunities across Brisbane Street at its intersection with Lindsay Street and Baker Avenue.

Appropriate pedestrian crossing facilities will be selected according to the space available in the constrained road reserves of Beaufort Street and Brisbane Street.</td></tr>
<tr><td rowspan="2">Delivery</td><td colspan="4">Improve walkability to Weld Square and Birdwood Square.</td></tr>
<tr><td>Timeframe</td><td>2026/27 to 2029/30</td><td>Budget Source</td><td>Operational Budget (Design)

Capital Budget (Delivery)</td></tr>
</table>

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2.0 Accessible City

Sets out the actions and projects which enhance connectivity, improve the use of public transport, deliver parking efficiencies, and create a more pedestrian and cycle friendly William Street Town Centre.

<table>
<tr><td></td><td colspan="4">ACTION 2.1 IMPROVE THE PEDESTRIAN ENVIRONMENT ON WILLIAM STREET</td></tr>
<tr><td>Rationale</td><td colspan="4">William Street is a vibrant, pedestrian-rich high street with many businesses that service the daily needs of residents and visitors.

There are no pedestrian crossing facilities that allow pedestrians to cross William Street at its intersections with Forbes Road, Monger Street and Robinson Avenue.

The only two dedicated pedestrian crossing facilities on William Street are its signalised intersections with Brisbane Street and Newcastle Street which are 405m apart.

Crossing William Street is also hard due to the constant flow of two-way traffic and a lack of pedestrian refuge areas for pedestrians and on bikes, with prams or in wheelchairs or other mobility devices.

There is an opportunity through good urban design to reduce the dominance of cars on William Street and improve the pedestrians ability to negotiate and enjoy the Town Centre. Improvements to be investigated include:

• Installing pedestrian crossing facilities across William Street at its intersections with Forbes Road, Monger Street and Robinson Avenue with consideration of crosswalks, wombat crossings, raised plateaus and continuous footpath treatments;
• Installing tactile pavers at all pedestrian crossings on William Street and Brisbane Street; and
• Creating pedestrian refuge areas of 2m wide where the carriageway allows it.

Appropriate pedestrian crossing facilities will be selected according to the space available in the constrained road reserves of William Street.</td></tr>
<tr><td rowspan="2">Delivery</td><td colspan="4">Improve the pedestrian environment on William Street.</td></tr>
<tr><td>Timeframe</td><td>2026/27 to 2029/30</td><td>Budget Source</td><td>Capital Budget (Delivery)</td></tr>
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	ACTION 2.2 SLOW TRAFFIC ON WILLIAM STREET AND BRISBANE STREET
Rationale	William Street and Brisbane Street have speed limits of 40km/h although cars often drive much faster. Street design plays a more significant role in influencing driver behaviour than signposted speed limits. Features such as narrower vehicular lanes, raised pedestrian crossings, landscaping and curb extensions create a sense of enclosure and visual friction, naturally encouraging drivers to slow down. Conversely, wide, open streets with few obstacles signal drivers to travel faster, regardless of the posted speed limit. Thoughtful street design not only reduces reliance on enforcement but also fosters vibrant, pedestrian-friendly spaces that drive economic vitality. Slower speeds encourage foot traffic, boost spending at local businesses, and enable place activation turning high streets into thriving community destinations. Roads in Vincent are scheduled to be resurfaced every 15 years depending on their condition. As large-scale street redesigns are expensive and time consuming, it makes sense to redesign high streets at the time of asset renewal. William Street was last resurfaced in ~2008 whilst Brisbane Street, between Lake Street and William Street, was last resurfaced in ~2001. Both streets are coming to the end of their asset life and will soon require resurfacing. Prior to the time of asset renewal, Vincent will investigate redesigning William Street between Newcastle Street and Bulwer Street with a design speed of 30 to 40 km/h with consideration to: • Reducing carriageway widths, wider footpaths and flush footpath treatments; • Reducing corner radii at William Street's intersections with side streets; • Additional amenity including street furniture, landscaping and tree planting; • Improving pedestrian crossing facilities at William Street's non-signalised intersections with Forbes Road, Monger Street and Robinson Avenue; and • Raised plateaus, speed bumps or other traffic calming as required. At the time of Brisbane Street's asset renewal, Vincent will investigate redesigning Brisbane Street between Lake Street and William Street with a design speed of 30 to 40km/h with consideration to: • Reconfiguring carparking including consideration of angled parking (30-degree, 45-degree or 60-degree); • Reducing corner radii at Brisbane Street's intersection with Brisbane Place and Brisbane Street; • Intersection treatments at Brisbane Street's intersection with William Street and Lake Street; and • Raised plateaus, speed bumps or other traffic calming as required at signalised intersections of William Street and Brisbane Street.

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	Vincent will undertake an iterative design process including engagement with the community and business owners. Vincent will seek funding from the WSPF Community Benefit Contribution Fund and external grant funding to deliver this project.			
Delivery	Redesign William Street and Brisbane Street with a design speed of 30 to 40km/h.			
	Timeframe	2025/26 to 2029/30	**Budget Source**	Operational Budget (design) WSPF Community Benefit Contribution Fund and/or External Grant Funding (implementation)

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	ACTION 2.3 PUT PEDESTRIANS FIRST ON WILLIAM STREET NORTH
Rationale	Prior to 2007, William Street, between Brisbane Street and Newcastle Street, was a four-lane major arterial road with one-way traffic travelling in a southbound direction. During off-peak periods, there were two lanes of on-street parking. In 2007, this section of William Street was modified by reducing the width of the carriageway to two vehicular lanes and reclaiming the remaining space for embayed car parking bays, the planting of trees and extra room for pedestrians and street infrastructure. Traffic was still one-way in a southbound direction. In early 2019, the speed limit on this section of William Street was reduced from 60km/h to 40km/h. In late 2019, significant changes were made to traffic flow in the local area with both William Street and Brisbane Street transforming from one-way roads into two-way roads with one lane in each direction. No changes were made to William Street, between Bulwer Street and Brisbane Street, where traffic was already two-way. This section of William Street still has a 60km/h speed limit and two lanes in each direction with on-street parking permittable outside of the following peak periods where a clearway is in place: • Morning peak (7:30am to 9am) in a southbound direction; and • Afternoon peak (4:30pm to 6pm) in a northbound direction. The current street design limits the east-west pedestrian connection across William Street, negatively impacts the useability and integration of Tu Do Park into the broader town centre and disconnects the businesses and development sites in northern section of William Street with the area to the south. Vincent will advocate for the removal of the clearway, a reduction in speed limit and the redesign of the street to be one lane in each direction. The reclaimed road space can be converted into dedicated pedestrian crossings, embayed on-street parking bays, street trees, street furniture and parklets/eatlets. Vincent will also consider redesigning the intersection of William and Brisbane Street and better integrating Tu Do Park into the streetscape. Vincent will undertake an iterative design process including engagement with the community and business owners. Vincent will seek funding from the WSPF Community Benefit Contribution Fund and external grant funding to deliver this project.
Delivery	Develop a plan to redesign William Street North, between Bulwer Street and Brisbane Street.

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	Timeframe	2026/27 to 2029/30	**Budget Source**	Operational Budget (design) WSPF Community Benefit Contribution Fund and/or External Grant Funding (implementation)

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<table>
<tr><td></td><td colspan="4">ACTION 2.4 INCREASE PARKING EFFICIENCIES</td></tr>
<tr><td>Rationale</td><td colspan="4">Vincent's Accessible City Strategy (ACS) explores the current provision for transport and compares this to the current and future needs of the community, across all transport modes to support the long-term success and viability of Vincent

The needs of parking differ greatly across Vincent. These needs are dependent on the level of activity in the area, the density and variety of development, and the availability of alternative transport modes. Parking should be considered as an ecosystem consisting of public and private, off street and on street, and considering all the many needs of people who use those bays. The optimal parking system would be one where all parking is used efficiently, with the minimum amount of space devoted to parking.

Parking is an effective bridge between land use and transport mode choice. Constraining parking through planning policy can be an effective method to allocate road space for particular trip purposes (residents, employees and visitors). This helps to reduce private vehicle trip generation and to create a more sustainable land use and transport environment.

Action 3.3.1 of the ACS is to establish a business plan for the management of parking within Vincent with a view to the following:

• Prepare precinct specific parking management plans with priority given to precincts already at capacity; and
• Expand paid parking using the 'demand responsive pricing' methodology.

To address this action, Vincent has developed a Precinct Parking Management Plan to guide the management of parking within Vincent's town centres with a Specific Parking Action Plan for the William Street area.

In addition to the Specific Parking Action Plan, Vincent will consider:

• The majority of existing homes in the study area including in the Brookman and Moir Precinct that are reliant on on-street parking as they do not have off-site parking facilities;
• Redesigning the constrained entry and exits of the William Street Car Park with consideration of one way;
• Vincent's town centres have not kept pace with the recent disruption in transport from rideshare and food delivery companies.</td></tr>
<tr><td rowspan="2">Delivery</td><td colspan="4">Implement changes to on and off-street parking as per recommendations of the Precinct Parking Management Plan.</td></tr>
<tr><td>Timeframe</td><td>2025/26 to 2029/30</td><td>Budget Source</td><td>Accessible City Cash-in-Lieu Reserve</td></tr>
</table>

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<table>
<tr><td></td><td>ACTION 2.5 IMPROVE CYCLING NETWORK</td></tr>
<tr><td>Rationale</td><td>
With additional homes coming to William Street in the future, investment in cycling infrastructure is required to encourage mode shift.

The below table outlines:

• The current cycling routes in the WSPF study area,
• The type of infrastructure present on these cycling routes;
• The Level of Traffic Stress (LOTS) score; and
• The Route Status according to the Department of Transport's (DoT) Long Term Cycling Network (LTCN).

<table>
<tr><th>Route</th><th>Infrastructure Type</th><th>Level of Traffic Stress (LOTS)</th><th>Route Status (DoT)</th></tr>
<tr><td>Palmerston Street</td><td>On-road bike lanes</td><td>LOTS 3</td><td>Needs Significant Improvement</td></tr>
<tr><td>Stirling Street</td><td>On-road bike lanes</td><td>LOTS 3</td><td>Needs Some Improvement</td></tr>
<tr><td>Bulwer Street</td><td>Protected and on-road bike lanes</td><td>LOTS 2 (protected)
LOTS 3 (on-road bike lanes)</td><td>Needs Significant Improvement</td></tr>
</table>

Whilst the study area is relatively well serviced by cycling routes, these routes have been designated to only be 'suitable for confident cyclists' with higher levels of cycling skill and confidence to interact with traffic using on-road bicycle lanes in areas of moderate traffic speeds or volumes.

The DoT have identified additional routes on their LTCN include William Street (Route 3290), Lake Street (Route 3256) and Stuart Street, Forbes Road, Little Parry Street and Parry Street (Route 3247).

Local Governments traditionally fund up to 50 per cent of new cycling infrastructure with the other 50 per cent coming from the Western Australian Bicycle Network (WABN) Grants Program. In 2024, the State Government refreshed the Metro Stream of the WABN Grants Program to only consider projects within two kilometres of a METRONET station which unfortunately means that new routes in the WSPF study area are currently not eligible for funding.
</td></tr>
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<table>
<tr><td></td><td colspan="4">Whilst the design development and installation process for new cycling routes takes a number of years, the Vincent's Bike Network Plan (VBNP) includes actions in the study area that are achievable over the shorter term including:

• Action 46 – Investigate options to improve clarity and safety of cyclist crossing of Beaufort Street between Parry Street and Little Parry Street. Consider widening the gaps between the yellow base of the existing Beaufort Street central median bollards.
• Action 47 – Provide bike kerb ramp at the Brisbane Street cul-de-sac to enable bike riders to access the signal controlled crossing at the Beaufort Street/Brisbane Street intersection
• Action 48 – Investigate options for LTCN Primary Route infrastructure along the William Street corridor to support safe cycling access to Northbridge and Perth CBD from the north.
• Action 49 – Investigate options to improve clarity and safety of cyclist crossing of William Street between Little Parry Street and Forbes Road.</td></tr>
<tr><td rowspan="2">Delivery</td><td colspan="4">Deliver actions of the Vincent Bike Network Plan including:

• Improve clarity and safety of cyclist crossing of William Street between Forbes Road and Little Parry Street (as per Action 49 of the VBNP) with consideration of signalised pedestrian and cyclist crossing; refuge area of 2m; and/or raised plateau at the intersection.
• Improve clarity and safety of cyclist crossing of Beaufort Street between Parry Street and Little Parry Street (as per Action 46 of the VBNP) with consideration of widening the gaps between the yellow base of the existing Beaufort Street central median bollards; a raised plateau at the intersection; and/or signalised pedestrian and cyclist crossing.
• Provide a bike kerb ramp at the Brisbane Street cul-de-sac to enable bike riders to access the signal-controlled crossing at the intersection of Beaufort Street and Brisbane Street (as per Action 47 of the VBNP).

Investigate the development of new cycling routes including:
• A north-south cycling route in partnership with the City of Perth to service the densifying William Street corridor with consideration of Lake Street (Route 3256) or William Street (Route 3290 and Action 48 in the VBNP).
• An east-west cycling route to encourage cross-Vincent travel with consideration to Stuart Street, Forbes Road, Little Parry Street and Parry Street (Route 3247).</td></tr>
<tr><td>Timeframe</td><td>2025/26 to 2029/30</td><td>Budget Source</td><td>Operational Budget (Design)

Capital Budget and External Grant Funding (Delivery)</td></tr>
</table>

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<table>
<tr><td></td><td colspan="4">ACTION 2.6 ADVOCATE FOR IMPROVED PUBLIC TRANSPORT</td></tr>
<tr><td>Rationale</td><td colspan="4">The William Street Town Centre is well serviced by the 980 bus service which runs in a north-south direction between the Elizabeth Quay Bus Station, Perth Train Station and the Galleria Bus Station.

Despite its inner-city location, the WSPF area is not within Transperth's Free Transit Zone and CAT bus services stop do not travel beyond Newcastle Street into the study area.

There is no east-west public transport route linking the William Street Town Centre with other destinations in Vincent including East Perth Station, North Claisebrook, Perth Rectangular Stadium, Beaufort Street Town Centre, Hyde Park, Beatty Park Leisure Centre, Vincent Library, Vincent Community Centre and Leederville Town Centre.

Vincent will advocate to the Public Transport Authority and Department of Transport for the:
• Extension of the free CAT bus services into Vincent and/or the Free Transit Zone into the densifying WSPF study area;
• Introduction of an east-west bus route between the study area and other destinations in Vincent and beyond; and
• Development of William Street or Beaufort Street as a mid-tier transit route with one or two stations to be located in or adjacent to the William Street Town Centre.</td></tr>
<tr><td rowspan="2">Delivery</td><td colspan="4">Advocate for improved public transport services including mid-tier transit.</td></tr>
<tr><td>Timeframe</td><td>2025/26 to 2029/30</td><td>Budget Source</td><td>Operational Budget</td></tr>
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3.0 Connected and Healthy Community

Sets out the actions and projects which contribute to the William Street Town Centre's unique sense of place and encourage the community to connect with each other to enhance their quality of life.

	ACTION 3.1 FACILITATE COMMUNITY-LED ACTIVATION AND PLACEMAKING			
Rationale	Events, activations and placemaking initiatives are integral to bring new people into the town centre. It is important to continue support the Town Team and other community groups to deliver such activations in order to provide opportunities for the community to connect with each other, local businesses, and arts and cultural experiences.			
Delivery	Continue to support Northbridge Common and other local businesses and community groups to deliver activation and community initiatives through the Town Team Grant and Festivals & Events Sponsorship annual funding programs.			
	Timeframe	2025/26 to 2029/30	**Budget Source**	Operational Budget

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4.0 Thriving Places

Sets out the actions and projects which assist Vincent to create, enhance, and promote great places and spaces in the William Street Town Centre in order for it to reach its activation and economic potential.

<table>
<tr><td></td><td colspan="4">ACTION 4.1 FACILITATE ACTIVATION OF VACANT SITES AND SHOPFRONTS</td></tr>
<tr><td>Rationale</td><td colspan="4">There are significant amounts of long-term vacant land and vacant shopfronts in the William Street Town Centre. The community are concerned by the visual pollution and antisocial elements associated with these spaces and want to see them activated.

The vacant spaces in the William Street Town Centre are all privately owned and as such there is no direct action that Vincent can take in order to activate these spaces.

Instead, Vincent will seek to liaise with the landowners to facilitate the activation of their land.</td></tr>
<tr><td rowspan="2">Delivery</td><td colspan="4">Engage with landowners of vacant sites to facilitate use and activation of their vacant landholdings and vacant shop fronts.</td></tr>
<tr><td>Timeframe</td><td>2025/26 to 2026/27</td><td>Budget Source</td><td>Internal Resourcing (engagement)

Operational Budget and External Grant Funding (activation</td></tr>
</table>

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<table>
<tr><td></td><td colspan="4">ACTION 4.2 IMPROVE LIGHTING ON WILLIAM STREET AND MONEY STREET</td></tr>
<tr><td>Rationale</td><td colspan="4">Lighting is inconsistent and generally poor across the William Street Town Centre.

Dedicated streetlights exist on William Street and Money Street as the power has already been undergrounded. On William Street and Money Street, the canopy of large street trees impedes on street lighting – particularly on footpaths where lighting is poor and patchy.

On all other streets in the study area, streetlights are located on above ground power poles which are scheduled to be undergrounded during the Vincent Underground Power Project.

Vincent will undertake a Lighting Audit and develop a Lighting Improvement Plan to improve pedestrian safety and the quality of lighting in the WSTC and surrounds with consideration of:

• The replacement of street lights through the Vincent Underground Power Project; and
• Investigation into footpath lighting on William Street and Money Street.</td></tr>
<tr><td rowspan="2">Delivery</td><td colspan="4">Develop and implement a Lighting Improvement Plan with a particular focus on the footpaths of William Street and Money Street.</td></tr>
<tr><td>Timeframe</td><td>2025/26 to 2026/27</td><td>Budget Source</td><td>Operational Budget (plan)

Capital Budget (implement)</td></tr>
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	ACTION 4.3 IMPROVE SAFETY THROUGH CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN			
Rationale	A sense of safety is fundamental to creating vibrant, welcoming urban spaces that attract people and investment. Crime Prevention through Environmental Design (CPTED) principles improve safety by reducing opportunities for crime and promoting natural surveillance. For Vincent, applying these principles ensures that public spaces, pedestrian networks and our town centres are designed to be inviting and safe for all users. Strategic lighting, clear sightlines, and active frontages support not only safety but also contribute to the vibrancy and usability of public areas, aligning with Vincent's broader objectives for thriving and accessible places. The William Street Town Centre has no CCTV network and a number of buildings that interact poorly with the street and encourage graffiti and other antisocial elements.			
Delivery	Explore grant funding opportunities to increase CCTV within the William Street Town Centre. Educate business owners and commercial landowners on CPTED principles to reduce the risk of crime and vandalism and address existing CPTED issues through the Mural Co-Funding Program and Business Enhancement Grant.			
	Timeframe	2025/26 to 2026/27	**Budget Source**	External Grant Funding (CCTV) Operational Budget (CPTED education)

	ACTION 4.4 REFRESH PUBLIC ARTWORK			
Rationale	William Street is home to two public artworks that adds to the area's identity including a road mural depicting the edge of the former wetland and the red lanterns and coins by Stuart Green. Unfortunately, this existing public art is consistently vandalised with graffiti, stickers and posters or is in need of maintenance.			
Delivery	Renew all existing public artwork in the William Street Town Centre.			
	Timeframe	2025/26	**Budget Source**	Operational Budget

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<table>
<tr><td></td><td colspan="4">ACTION 4.5 INVESTIGATE GATEWAY ARTWORK OPPORTUNITIES</td></tr>
<tr><td>Rationale</td><td colspan="4">Gateways are often the first thing that visitors arriving into a town centre encounter. They are an important ‘face’ to the outside world and an opportunity to communicate the character and personality of the community.

The WSTC currently does not have any discernible gateways or large-scale public artworks.

Vincent’s Wayfinding Signage Plan and Appendix 1 of Vincent’s Local Planning Policy – Percent for Art identifies opportunities for collocated signage and public artwork at gateways to precincts and town centres.

Locations for proposed gateways to the WSTC include:

• Public artwork at the intersection of William Street and Brisbane Street; and
• Public artwork at the intersection of William Street and Newcastle Street.

Currently there is no detail beyond the location of the proposed gateways.

In 2025/26, Vincent is developing a Public Art Opportunities Map that maps out prioritised public art opportunities and possible curatorial themes, locations and artwork typologies for public artworks at town centre gateways.

Implementation of gateway artworks will depend on having sufficient budget in the Public Art Cash-in-lieu fund. Additional funding could also be sought through external grant funding.</td></tr>
<tr><td rowspan="2">Delivery</td><td colspan="4">Investigate curatorial themes, locations and artwork typologies for public artworks for the two ‘Town Centre Gateway & Landmark Artwork Opportunities’ in the William Street Town Centre.</td></tr>
<tr><td>Timeframe</td><td>2025/26 to 2029/30</td><td>Budget Source</td><td>Operational Budget (Public Art Opportunities Map)

Public Art Cash-in-Lieu Reserve and External Grant Funding (Implementation)</td></tr>
</table>

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5.0 Sensitive Design

	ACTION 5.1 UNDERTAKE DETAILED PLANNING ON THE CITY TOYOTA SITE			
Rationale	The City Toyota site represents a significant opportunity to deliver high-quality, mixed-use development that aligns with Vincent's vision for sustainable growth and vibrant urban environments. Local Development Plans (LDP) or Precinct Structure Plans (PSP) can provide detailed guidance to ensure for the coordinated redevelopment of the site, in a manner that responds to its context, enhances the surrounding area, meets community expectations and contributes to Vincent's placemaking and urban design objectives. The LDP or PSP will address critical elements such as building heights, setbacks, active frontages, landscaping, integration with surrounding streetscapes including the Brookman and Moir Precinct, the widening or realignment of the Forbes Lane road reserve and the creation of high-quality small urban public open space such as a plaza. A PSP can also make recommendations about zoning changes, subdivision of land and the range of desirable land uses			
Delivery	Facilitate a Local Development Plan of Precinct Structure Plan on the City Toyota site.			
	Timeframe	2025/26 to 2029/30	**Budget Source**	Operational Budget

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<table>
<tr><td></td><td colspan="4">ACTION 5.2 DEVELOP STREETSCAPE GUIDELINES FOR WILLIAM STREET, BRISBANE STREET AND WASHING LANE</td></tr>
<tr><td>Rationale</td><td colspan="4">There are competing demands for the footpaths of the William Street Town Centre including street furniture, street trees, road signage and business-related uses of the footpath including al fresco dining, goods display and A Frame signage.

The streetscape of the William Street Town Centre has evolved on an ad hoc basis and the footpaths are cluttered with poorly placed A-frame signs and street furniture including benches, bus stops, bike racks, street signs and tree pits restricting pedestrian flow.

As the precinct redevelops in the future, the opportunity exists to deliver consistent streetscapes, improve the walkability and amenity of the study area and enhance the character and sense of place through the development of Streetscape Guidelines.

The Streetscape Guidelines will ensure future investment in the public realm is consistent through:
• Setting a priority matrix to juggle the competing demands of pedestrian space for street infrastructure and business-related uses;
• Recommending an appropriate level of service for the Town Centre;
• Developing a materials and colour palette and a suite of specific street furniture; and
• Providing strategic guidance on where street furniture should be located with reference to the Vibrant Public Spaces Policy.

In addition to the Streetscape Guidelines, Vincent will ensure a cohesive pedestrian clear zone of 2.0m through the better management of business activation through the Vibrant Public Spaces Policy and Trading in Public Places Local Law.</td></tr>
<tr><td rowspan="2">Delivery</td><td colspan="4">Develop and implement Streetscape Guidelines for the William Street, Brisbane Street and Washing Lane.

Ensure a cohesive pedestrian clear zone by effective managing the business activation through the Vibrant Public Spaces Policy and Trading in Public Places Local Law.</td></tr>
<tr><td>Timeframe</td><td>2025/26 to 2027/28</td><td>Budget Source</td><td>Operational Budget (Guideline Development)

Capital Budget (Implementation)

Internal Resourcing (Management of business activation)</td></tr>
</table>

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6.0 Innovative and Accountable

	ACTION 6.1 IMPLEMENT THE BUSINESS ENHANCEMENT GRANT PROGRAM			
Rationale	The public realm and visitor experience of Vincent's town centres are informed by both the public land and the privately owned land, buildings and the businesses that inhabit them. Enhancements to public land, including planter boxes, parklets, wayfinding signages, bike racks and other street furniture, are facilitated through Place Plans and the Vibrant Public Spaces Strategy. The Business Enhancement Grant program are a cost-effective way to partner with small businesses and spark small-scale incremental improvements that enhance the street appeal, presentation and attractiveness of our town centres and places. Business Enhancement Grants are matched grants – meaning that for every dollar request, the applicant must put an equal dollar amount (or more) toward the project.			
Delivery	Implement the Business Enhancement Grant program across Vincent including the William Street Town Centre.			
	Timeframe	2025/26 to 2029/30	**Budget Source**	Operational Budget

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	ACTION 6.2 IMPLEMENT THE MURAL CO-FUNDING PROGRAM			
Rationale	Graffiti is a significant problem in the William Street Town Centre and painting murals on large blank walls is a proven method to reduce graffiti and beautify our town centres. Artists perform an important role in Vincent and provide immeasurable value to our communities. When art correctly reflects place, context and community, it can create a sense of belonging and identity. In early 2025, Vincent relaunched the Mural Co-Funding Program (MCFP) as a competitive grant round as per Action 4.1 of Vincent's Arts Plan. The MCFP is a cost-effective way to partner with small businesses, commercial property owners, residents and community owners to install mural artworks and enhance the street appeal, presentation and attractiveness of our town centres and places. The MCFP are matched grants – meaning that for every dollar request, the applicant must put an equal dollar amount (or more) toward the project.			
Delivery	Implement the Mural Co-Funding Program across Vincent including the William Street Town Centre.			
	Timeframe	2025/26 to 2029/30	**Budget Source**	Operational Budget

	ACTION 6.3 IMPLEMENT THE VIBRANT PUBLIC SPACES POLICY			
Rationale	Vibrant public spaces are areas in the public realm that support social interaction and community engagement. They are spaces which provide pedestrian amenity and are for everyone to enjoy. Vibrant public spaces are dog friendly and smoke-free at all times. The Vibrant Public Spaces policy seeks to facilitate public and private investment in the public realm for the benefit of the community. The Place team can take a stewardship role to guide the implementation of various actions under the policy, whether undertaken by Vincent or by private landowners or business owners.			
Delivery	Support the implementation of the Vibrant Public Spaces policy in the William Street Town Centre and surrounds.			
	Timeframe	2025/26 to 2029/30	**Budget Source**	Internal Resourcing

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	ACTION 6.4 INVESTIGATE OPPORTUNITIES FOR PLACE IMPROVEMENT FUNDING			
Rationale	Vincent's vibrant places and spaces are integral to our identity, economy and appeal. We want to create, enhance and promote great places and spaces for everyone to enjoy. Funding place-based projects is challenging in local governments with limited budgets and high asset renewal costs. Vincent's seeks various funding partnerships and grants to support the delivery of place based projects and trialling new initiatives aligned with town centre place plans. The opportunity exists to investigate the feasibility of implementing different funding approaches to support ongoing delivery of place-based programs and projects.			
Delivery	Investigate different funding approaches to support ongoing delivery of place-based programs and projects.			
	Timeframe	2025/26	**Budget Source**	Internal Resourcing

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7.0 Implementation Framework

KEY ACTION / BUDGET		LEAD TEAM	SUPPORT TEAM	TIMING				
				25/26	26/27	27/28	28/29	29/30
ENHANCED ENVIRONMENT								
1.1	Increase tree canopy	S&D	I&E		✓	✓	✓	✓
1.2	Improve accessibility to nearby parks	I&E	S&D		✓	✓	✓	✓
ACCESSIBLE CITY								
2.1	Improve the pedestrian environment on William Street	S&D	I&E		✓	✓	✓	✓
2.2	Slow traffic on William Street and Brisbane Street	S&D	I&E		✓	✓	✓	✓
2.3	Put Pedestrian first on William Street North	S&D	I&E		✓	✓	✓	✓
2.4	Increase parking efficiencies	I&E	S&D	✓	✓	✓	✓	✓
2.5	Improve cycling network	I&E	S&D	✓	✓	✓	✓	✓
2.6	Advocate for Improved Public Transport	S&D	I&E	✓	✓	✓	✓	✓
CONNECTED AND HEALTHY COMMUNITY								
3.1	Facilitate community-led activation and placemaking	S&D	C&BS	✓	✓	✓	✓	✓
THRIVING PLACES								
4.1	Facilitate activation of vacant sites and shopfronts	S&D	I&E	✓	✓			
4.2	Improve lighting on William Street and Money Street	S&D	I&E	✓	✓			
4.3	Improve safety through Crime Prevention Through Environmental Design	I&E	S&D	✓	✓			
4.4	Refresh public artwork	S&D		✓				
4.5	Investigate Gateway Artwork Opportunities	S&D		✓	✓	✓	✓	✓
SENSITIVE DESIGN								
5.1	Undertake detailed planning on the City Toyota site	S&D		✓	✓	✓	✓	✓
5.2	Develop Streetscape Guidelines for William Street, Brisbane Street and Washing Lane	S&D	I&E	✓	✓	✓		
INNOVATIVE AND ACCOUNTABLE								
6.1	Implement the Business Enhancement Grant program	S&D		✓	✓	✓	✓	✓
6.2	Implement the Mural Co-Funding Program	S&D		✓	✓	✓	✓	✓
6.3	Implement the Vibrant Public Spaces Policy	S&D	I&E	✓	✓	✓	✓	✓
6.4	Investigate opportunities for Place Improvement Funding	S&D	C&BS	✓				

Community & Business Services (C&BS), Strategy & Development (S&D), Infrastructure & Environment (I&E)

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Appendices

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Appendix 1: Relationship of the William Street Planning Framework to the Residential Design Codes

Low Density Standards (R Codes Volume 1 Part B)

Applications for development approval of single houses within areas of the Residential sub-precinct coded Residential R25, shall be in accordance with the City's **Policy No.7.1.1 Built Form**, **Local Planning Policy: Development Guidelines for Heritage Places** and **Local Planning Policy: Heritage Area Guidelines** (as amended).

Medium Density Standard (R Codes Volume 1 Part C)

Applications for development approval for single houses and grouped dwellings within all precincts and multiple dwellings within the Residential sub-precinct shall be assessed in accordance with Part C of the R Codes Volume 1 and **Local Planning Policy: Development Guidelines for Heritage Places** (as amended).

In assessing applications for development approval and local development plans the City shall have regard to the **Policy Objectives** of the WSPF, the **vision statement** of each sub-precinct and the **general standards** within **Part 4** of the WSPF.

In accordance with Clause 3.2 of the R Codes Volume 1, the WSPF contains provisions that amend or replace the deemed-to comply provisions set out in Part C of the R Codes. Additional Local Housing objectives have been included for several provisions. The Design Principles of the R Codes Volume 1 remain and apply

Table 1 details which deemed to comply provisions of Part C of the R Codes Volume 1 have been amended (clarified) or replaced (provide new) by deemed to comply provisions of the WSPF.

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Table 1: Modifications for State Planning Policy 7.3 Residential Design Codes Volume 1 (Part C)		
R-Code Volume 1 Element	**Applicable Clause**	**Applicable Deemed-to comply standard**
Part 3 Neighbourliness		
3.2 Building Height	5.1 Building Height	Clause 3.2.1 remains and applies
3.3 Street Setbacks	5.2 Setbacks of Buildings	Clause 5.2.1-5.2.7 replaces C3.3.1 & C3.3.2. C3.3.6 remains and apply.
	5.3 Setbacks of Garages and Carports	Clause 5.3.1-5.3.7 replace C3.3.4 & C3.3.5. C3.3.6 remains and apply.
3.6 Streetscape	5.3 Setbacks of Garages and Carports	Clauses 3.3.4 – 3.3.6 remain and apply.
	5.4 Addressing the Street	Clauses 5.4.1 – 5.4.3 replaces Clauses 3.6.3 and 3.6.5. Clauses 3.6.1, 3.6.2, 3.6.4 and 3.6.6 remain and a apply.
	5.5 Street Walls and Fencing	Clauses C3.6.7 – C3.6.9 remains and apply.
	5.6 Access	Clauses C3.7.1 – C3.7.13 remain and apply.

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Multiple Dwellings and Mixed-Use Development (R Codes Volume 2)

The R-AC3 provisions of the R Codes Volume 2 shall apply to all multiple dwelling and mixed use applications for development approval on sites zoned District Centre and Commercial. In assessing applications for development approval and local development plans the City shall have regard to the **Policy Objectives** of the WSPF, the **vision statement** of each sub-precinct and the **general standards** within **Part 4** of the WSPF.

In accordance with the Clause 1.2.2 of R Codes Volume 2, the WSPF contains provisions that amend or replace the Acceptable Outcomes set out in Part 2, 3 and 4 of the R Codes Volume 2. The Element Objectives of the R Codes Volume 2 remain and apply.

Table 2 details which Acceptable Outcomes of the R Codes Volume 2 have been amended or replaced by Acceptable Outcomes within WSPF.

In assessing applications for development approval and local development plans the City shall have regard to the Policy Objectives of the WSPF, the vision statement of each sub-precinct and the general standards of the WSPF

Table 2: Modifications for State Planning Policy 7.3 Residential Design Codes Volume 2

R Codes Volume 2 Design Element	Applicable Sub- Precinct Clause Number				
	William Street Core	Newcastle Street	Urban Frame (A and B)	William Street North	Applicable Acceptable Outcomes
Part 2 - Primary Controls					
2.2 Building height	1.1	2.1	3.1	4.1	Clause 1.1 - 4.1 replaces Acceptable Outcome A2.2.1 of the R Codes Volume 2.
2.3 Street setbacks	1.2	2.2	3.2	4.2	Clause 1.2 - 4.2 replaces Acceptable Outcome A 2.3.1 of the R Codes Volume 2.
2.4 Side and rear setbacks	1.3	2.3	3.3	4.3	Clause 1.2 - 4.2 replaces Acceptable Outcome A 2.4.1 of the R Codes Volume 2. Clause A 2.4.2 of the R Codes Volume 2 remains and applies.
2.5 Plot Ratio	Not Applicable				Plot ratio is not applicable within WSPF.
3.7 Pedestrian access and entries	1.4	2.4	3.4	4.4	For the WSPF Clause 1.4, 2.4, 3.4 and 4.4 applies in addition to Clauses A 3.7.1 to A3.7.6 of R Codes Volume 2.
3.8 Vehicle Access	1.5	2.5	3.5	4.5	Clause 1.5. 2.5, 3.5 and 4.5 applies in addition to Clause A 3.8.1 – A 3.8.7 of the R Codes Volume 2.

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Appendix 2: Community Benefit Procedural Guide

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1. Purpose

1.1 The purpose of the **William Street Planning Framework Community Benefit Contribution Procedural Guide** (Procedural Guide) is to outline the process associated with the proposition and delivery of community benefit contributions in accordance with the **William Street Planning Framework (WSPF).** The Procedural Guide addresses:

- Information to be submitted with a development application seeking building height above the acceptable height standards;
- Calculation and payment of community benefit contributions;
- Conditions and advice notes to be applied to development that enable building height above the acceptable height standards;
- Management of the Community Benefits Contributions Fund by the City of Vincent (City);
- Delivery of the benefit items by a proponent or the City; and
- Review and reporting requirements for the Community Benefits Contribution Fund.

2. Community Benefit Contribution Requirements

2.1 A community benefit contribution, calculated in accordance with clause 2.1, is:

(a) paid to the City of Vincent, and held in trust, to be expended in accordance with the **WSPF**; or

(b) delivered onsite in accordance with the WSPF to the satisfaction of the City of Vincent.

2.2 The method for calculating public benefit contributions as follows:

Where a public benefit contribution is to be paid to the City, the amount payable shall be in accordance with the following formula:

(3% x total contract sum) x (Number of storeys above the Acceptable Height ÷ Total Number of Storeys)

3. Contract Sum

3.1 For the purposes of Clause 2.2, 'contract sum' shall include all contractors' preliminaries, fees, overhead and profit, trade contract values, provisional sums and contingency/risk amounts. The contract sum shall be inclusive of all contracts including early/forward/enabling/third party works and/or subsequent contracts required to complete the development.

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3.2 Notwithstanding 2.1, the contract sum must not include the monetary value of any community benefit contribution provided onsite as part of a development. In this regard, valuation of any onsite community benefit contribution does not include the valuation of land (including for development of a mid-block links or pocket parks).

4. Community Benefit Contribution Offer

4.1 As part of a development application which proposes building height above the acceptable height, a written offer of a community benefit contribution shall be made to the local government. The offer shall be made using the following procedure:

4.1.1 Together with a development application, a document shall be submitted specifying whether the community benefit contribution is to be:

(i) A monetary offer in accordance with clause 2.1(a) or (b); or

(ii) Delivered onsite in accordance with clause 2.1(b); or

(iii) Delivered in-part as an onsite contribution and in-part as a monetary offer.

4.1.2 To the extent that the applicant's proposal comprises or includes a monetary offer, the document shall include a statement committing to a monetary payment prior to issuing of an occupancy permit application.

4.1.3 To the extent that the applicant's proposal comprises or includes (a) community benefit contribution(s) proposed to be delivered onsite, the document shall include the following details and be accompanied with associated supporting documents to demonstrate the following:

(i) describing what the onsite contribution(s) is/are proposed to comprise, including drawings, artist's impression and any other information that the City may require to enable an understanding of what the contribution will comprise;

(ii) describing how the proposed onsite contribution(s) aligns with the WSPF;

(ii) the applicant's forecast of what the development's contract sum will be, in accordance with clause 5 of this Procedural Guide, reconciled against a valuation of the proposed onsite contribution(s) by an appropriately qualified Quantity Surveyor.

(iii) a statement acknowledging that in the event that the final value of the proposed onsite contribution(s) is assessed as less than the required contribution amount, following a final valuation, then the balance must be paid by the applicant as a monetary

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contribution prior to the issuing of an occupancy permit application. The final valuation is determined prior to issuing of an occupancy permit application.

4.2 Acceptance of the offer, described above, is at the discretion of the local government and will form part of its broader consideration of the development application

4.3 The City shall reject any offer to deliver a community benefit contribution on site that is deemed to be inconsistent with the WSPF or is unable to maintained by the City. Where a proposal is deemed to be inconsistent with the WSPF the application may be recommended for refusal.

5. Process for a Monetary Community Benefit Contribution

5.1 Following development approval and prior to issuing of a building permit application, the applicant shall provide information to the City to verify the contract sum in accordance with clause 4 of this Procedural Guide. The contract sum should be evidenced by submitting the executed construction contract including contract sum breakdown.

5.2 The City, as part of the review of the valuation of the contract sum, may seek the services of an independent third party to verify its value. In such cases, all costs and expenses will be borne by the applicant. Following the review, the City will issue the applicant with a letter stating a provisional community benefit contribution amount.

5.3 Prior to the issuing of an occupancy permit application, the applicant shall submit information to the City to verify the final contract sum. Such information may include the final account statement between the applicant/owner and the contractor. The City will consider the information provided by the applicant and issues the applicant with the final community benefit contribution amount.

5.4 The contract sum may exclude non-residential tenancy fit out costs and variations to the contract associated with purchaser/owner upgrades/changes.

5.5 Payment of the contribution shall also be made to the City prior to issuing of an occupancy permit application.

6. Forecast Contract Sum and Valuation of Onsite Community Benefit(s)

6.1 Where a community benefit contribution is proposed to be delivered onsite, a 'forecast contract sum' is required to be submitted as part of the development application to determine the monetary contribution which would otherwise be required

6.2 Where the proposed onsite item(s) is of a lesser value than the total required community benefit contribution calculated, the balance must be provided as a monetary contribution, paid prior to submission of an occupancy permit.

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6.3 A 'forecast contract sum' is an estimate of the amount that the contract sum will ultimately be, having regard to clause 4 of this guide.

6.4 The forecast contract sum and onsite community benefit item(s) proposed must be accurately valued, to the satisfaction of the City by an appropriately qualified Quantity Surveyor, registered with the Australian Institute of Quantity Surveyors, or with demonstrated equivalent qualifications.

6.5 The City, as part of the review of the valuation of the forecast contract sum, may seek the services of an independent third party to verify its value. In such cases, all costs and expenses borne by the City in determining the value of the contract sum will be paid for by the applicant.

6.6 Prior to issuing of an occupancy permit application, the final contract sum is to be submitted to the City with a final valuation of the onsite benefits that were delivered. The contract sum may exclude non-residential tenancy fit out costs and variations to the contract associated with purchaser/owner upgrades/changes.

6.7 The City, as part of the review of the valuation of the final contract sum and valuation of delivered onsite benefits, may seek the services of an independent third party to verify its value. In such cases, all costs and expenses will be borne by the applicant.

6.8 Where the proposed onsite item(s) is of a lesser value than the total required community benefit contribution the City will issue a letter stating the final community benefit contribution amount to be paid to the City prior to submission of an occupancy permit application.

7. Management of Funds

7.1 Community Benefits Fund

7.1.1 The City will establish and maintain a dedicated **William Street Planning Framework Contribution Fund** and all community benefit contributions shall be deposited into this fund.

7.1.2 The William Street Town Centre Community Benefit Contribution Fund is a reserve account in accordance with the *Local Government Act 1995*. All community benefit contributions within the WSPF Area shall be paid from it. The purpose of this reserve account and the use of money in it is limited to the application of funds for delivery of community benefits within the WSPF area and in accordance with the provisions of the WSPF.

7.1.3 Interest earned on contributions credited to the William Street Planning Framework Contribution Fund reserve account may only be applied in the WSPF Area.

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7.2 Projects Funded from the Community Benefits Fund

7.2.1 All projects funded from the Community Benefits Fund are to be located with the WSPF area and should be identified via the Place Plan.

7.2.2 Projects will be selected to be funded and approved by Council as part the City's Capital Works Program and annual budgeting process from time to time.

7.3 Projects Funded from Multiple Sources

7.3.1 Projects may be funded entirely from the Community Benefits Fund or by co-funding from multiple sources.

7.3.2 Sources of funding for individual projects will be decided on a case-by-case basis depending on the availability of funds and the needs of the project. Wherever possible the City will identify complementary funding sources to leverage the Community Benefit Contribution Fund to deliver the maximum possible community benefit.

7.3.3 For projects that have established funding sources, the Community Benefits Fund is not intended to replace that established funding source(s). For example, the City funds streetscape renewal (like for like replacement) through the City's Capital Works Program. Therefore, the extra cost for supplementary upgrades such as improved materials, kerb realignment, additional or improved lighting, planting and/or landscaping could be funded by the Community Benefits Contribution Fund.

7.4 Criteria for Investment

7.4.1 The timing and amount of community benefit contributions is dependent on development and is therefore irregular and uncertain. The WSPF is designed to manage the Community Benefits Contribution Fund in a flexible way with reviewing of the WSPF.

7.4.2 **Part 5** of the WSPF has identified several project areas which can be delivered by community benefit contributions. Projects outside of this are to be accompanied by a community needs analysis.

8. Period of Operation

8.1 Funds received as community benefit contributions should be expended as soon as practical.

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Appendix 3: Definitions

Active Frontage	A ground floor space where there is visual and physical engagement between people in the street and people on the ground floors of buildings.
Adjoining Property	Any lot which shares a boundary or portion of a boundary with a lot on which there is a proposed residential development site or is separated from that lot by a right-of-way, vehicle access way, pedestrian access way, access leg of a battleaxe lot or the equivalent not more than 6m in width.
Affordable Housing	The 30/40 rule has been the generally accepted rule of housing affordability. This means that the bottom 40% of income earners should pay no more than 30% of their income on housing and/or accommodation, be it rental accommodation or by way of a mortgage. Dwellings provided to eligible occupiers as either Affordable Owner Occupier Housing or Social Housing.
Articulation	Architectural composition in which elements and parts of the building are expressed logically, distinctly, and consistently, with clear joints. For the purposes of this Policy articulation refers to points within a dwelling that clearly distinguish one part of the dwelling from another, such as setback between the ground and upper floors and indentations or 'breaks' within building walls.
Awning	A roof like structure attached to a building to provide shelter
Canopy Coverage	Land area covered by tree crowns (branches, leaves, and reproductive structures extending from the trunk or main stems) from trees located within the subject site, excluding any area that falls within an adjoining privately owned lot.
Character	The defining features of a property and/or place, including scale, materiality, style or repetition.
Climate Moderation Devices	A structure or element which provides suitable control of internal temperature and air conditions but does not include air conditioners.
Colonnade	A sequence of columns, covered or open, free-standing or part of a building.
Cultural Infrastructure	The buildings, places, spaces, people and technology necessary for arts and cultural education, creation, production, engagement, collaboration, sharing and contribution. It includes Public Art Infrastructure, as referenced in the City's Local Planning Policy Percent for Art.
Dedicated Road	A road which has been committed to public use in accordance with the *Land Administration Act 1997*. Deemed Provisions Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.
Deep Soil Area	As per the R Codes Volume 2.
Dwelling Diversity	where development provides a dwelling type agreed as a priority by the decision-maker, such as aged and dependent dwellings, universal access dwellings, one-bedroom apartments, key-worker dwellings or other innovative housing models.
External Fixtures	As per the R Codes Volume 1.
Fine Grain	Detailed urban elements including spacing of facades distinguishing uses; and detailed materials in a facade or streetscape.
Heritage Place	As defined by the Regulations, it includes places listed on the State Register of Heritage Places and the City of Vincent Local Heritage List and contributory places within Heritage Areas.

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Landscaping	As per the R Codes with additional clarification on "any other such area approved of by the decision-maker as landscaped area" to be defined as: Landscaped areas which are available for the use and enjoyment of the occupants, can include common and/or private open areas and recreational areas but does not include covered portions of driveways, hard paved driveways and parking areas, open air porous parking areas and driveways, or green walls.
Natural Ground Level	As per the R Codes Volume 1 and Volume 2.
Permanent Structure	Building or development which is not temporary and cannot be easily removed, this includes but is not limited to development with footing
Planting Area	An area, with a minimum soil depth and dimension of 1m that supports growth of medium to large canopy trees.
Podium	The base of a building upon which taller (tower) elements are positioned.
Primary Street	As per R Codes Volume 1
Public Facilities	Where development results in the provision of, or improvement to, public facilities or amenities (such as schools, early childhood, community hubs, libraries, health centres and recreation facilities) agreed as a priority by the decision-maker.
R Codes Volume 1	Residential Design Codes Volume 1.
R Codes Volume 2	Residential Design Codes Volume 2.
Secondary Street	As per R Codes Volume 1.
Significant Existing Tree	• Healthy specimens with ongoing viability; and • species is not included on a State or local area weed register; and • height of at least 4m; and/or • trunk diameter of at least 160mm, measured 1m from the ground; and/or • average canopy diameter of at least 4m
Skillion Roof	A mono-pitch roof form.
Social Housing	Social Housing is housing owned by the State Housing Authority or not for profit housing providers, and rented to eligible people, with eligible tenants determined by the relevant housing provider. This can be specific purpose housing and key worker housing that accommodates eligible people.
Soft Landscaping	An area with a minimum soil depth of 300mm that contains in-ground planting, excluding removable planter boxes/pots, artificial turf, green walls and porous paving areas
Solar Absorptance	The proportion of incident solar radiation that is absorbed by an external surface when exposed to the sun
Specific Purpose Housing	Means a dwelling or collection of dwellings designed and/ or set aside for a specific or special accommodation need usually of a permanent nature, including but not limited to aged persons, students, care takers dwelling, communal living, disability living and designated affordable housing.

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Stall Riser	The material installed between the windowsill and the ground in a shop front window.
Storey	The portion of a building which is situated between the top of any floor and the top of the floor next above it and if there is no floor above it, that portion between the top of the floor and the ceiling above it but does not include: • a basement; • a space that contains only a lift shaft, stairway or meter room; • roof top terrace with no permanent impervious roof structure; • a mezzanine; or • a loft. Double height floors greater than 5m floor to ceiling are counted as two floors
Streetscape	The collective elements that contribute to a street, including architectural styles, front yards, car parking structures and access, infrastructure, footpaths, signage, street trees and landscaping and fencing and front boundary treatment.
Verandah	As per R Codes Volume 1.
Visible Light Transmission	Light passing directly through glass.
Visually permeable	In reference to a wall, gate, door, screen or fence that the vertical surface, when viewed directly from the street or other public space, has: • continuous vertical or horizontal gaps of 50mm or greater width occupying not less than one third of the total surface area; • continuous vertical or horizontal gaps less than 50mm in width, occupying at least one half of the total surface area in aggregate; or • a surface offering equal or lesser obstruction to view.
Wall Height	As per the R Codes Volume 1

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Review of New Northbridge Design Guidelines and Central Perth Development Policies

New Northbridge Design Guidelines – General Provisions

General Provision Clause	Clause Summary	Applicable R Code Clause	Applicable City Strategy/Policy	Comment	Recommendation
1.2 Site Planning					
1.2.1 Site Analysis	Site analysis plan showing the context of the site and including; - Features and topography - Orientation and microclimate - Soil conditions - Heritage buildings - Existing services - Proposals compatibility with area - Existing movement networks (pedestrian, vehicle, Public transport)	N/A	The WSPF proposes to include the existing Urban Design Study standards of the Built Form Policy. For the areas outside of the WSPF the Built Form Policy would continue to provide the relevant standards.	This would be addressed by the Built Form Policy, WSPF and State Planning Policy 7.0	Revoke
1.2.2 Sustainable Building Design	Developments to incorporate green building design principles and achieve a 4, 5 or 6 star Green Star rating depending on the site tier.	**R Codes Volume 2:** 3.2 Orientation 4.1 Solar and daylight access 4.2 Natural ventilation 4.15 Energy Efficiency 4.16 Water Management and Conservation	The WSPF proposes to include the existing Environmentally Sustainable Design (ESD) standards of the Built Form Policy which outlines for developments to achieve a 5 star Green Star rating, in addition to the acceptable outcomes of the R Codes Volume 2. For the areas outside of the WSPF the Built Form Policy would continue to provide the relevant standards. The City's LPP 7.5.10 Sustainable Design (LPP 7.5.10) would also provide guidance on ESD.	This would be addressed by the Built Form Policy, WSPF, R Codes Volume 2, and LPP 7.5.10	Revoke
1.2.3 Private Outdoor Space	Provision of Outdoor Living Area (OLA) for each development 10sqm min with min dimension of 2.5m	**R Codes Volume 2**: 4.4 Private open space and balconies	N/A	This would be addressed by the R Codes Volume 2.	Revoke
1.2.4 Awnings	Weather protection along street front	**R Codes Volume 2**: 3.6 Public Domain Interface 3.7 Pedestrian Access and Entries 4.10 Roof Design	The WSPF proposes to include the existing Public Domain Interface standards of the Built Form Policy in additional to the acceptable outcomes of the R Codes Volume 2. For the areas outside of the WSPF the Built Form Policy would continue to provide the relevant standards.	This would be addressed by the Built Form Policy, WSPF and R Codes Volume 2.	Revoke
1.2.5 Landscaping	Landscaping provisions to include Landscape plan	**R Codes Volume 2**: 3.3 Tree Canopy and DSA 4.12 Landscape Design	The WSPF proposes to include the existing landscaping standards of the Built Form Policy, in addition to the acceptable outcomes of the R Codes Volume 2. For the areas outside of the WSPF the Built Form Policy would continue to provide the relevant standards.	This would be addressed by the Built Form Policy, WSPF and R Codes Volume 2.	Revoke
1.2.6 Sound Attenuation	Ensure that residential amenity is maintained/impacts are mitigated	**R Codes Volume 2**:: 4.7 Managing the Impact of Noise	The City's LPP 7.5.21 Sound Attenuation (LPP 7.5.21) would apply in addition to the acceptable outcomes of the R Codes Volume 2.	This would be addressed by the R Codes Volume 2, LPP 7.5.21 and SPP 5.4.	Revoke
1.2.7 Northbridge Entertainment Precinct	Additional measures control development within the Northbridge Special Entertainment Precinct.	N/A	N/A	The WAPC is currently considering an amendment to the City of Perth's Local Planning Scheme that would allow for increased noise levels to be received at properties within and adjoining the Northbridge Special Entertainment Precinct. Depending on the outcome of this the City's LPP 7.5.21 may need to be reviewed to provide for greater levels of sound attenuation to be provided in future developments,	Revoke

Review of New Northbridge Design Guidelines and Central Perth Development Policies

New Northbridge Design Guidelines – General Provisions

General Provision Clause	Clause Summary	Applicable R Code Clause	Applicable City Strategy/Policy	Comment	Recommendation
1.2.8 Integration of Public Art	Provision of a 1 percent public art contribution for new developments.	N/A	The City's LPP Percent for Public Art would apply and requires a 1 percent public art contribution.	This would be addressed by LPP Percent for Public Art	Revoke
1.2.9 Housing Design & Affordability	Provision of a minimum of 20 percent studio or single bedroom dwellings and 10 percent three or more bedrooms	**R Codes Volume 2**: 2.8 Development Incentives for Community Benefit 4.8 Dwelling mix	The WSPF provides the provision of affordable housing as a Development Incentive for Community Benefit in addition to the acceptable outcomes of the R Codes Volume 2.	This would be addressed by the WSPF and R Codes Volume 2.	Revoke
1.2.10 Place Activation	Ensure that new development integrates into its surrounds via land use, built form and urban design	n/a	The WSPF proposes to include the existing Urban Design Study standards of the Built Form Policy. For the areas outside of the WSPF the Built Form Policy would continue to provide the relevant standards.	Theis would be addressed by the Built Form Policy, WSPF and the R Codes Volume 2.	Revoke
1.2.11 Universal Design	Provision of a minimum of 20 percent adaptable housing	**R Codes Volume 2**: 4.9 Universal design	The WSPF provides the provision of special purpose housing as a Development Incentive for Community Benefit in addition to the acceptable outcomes of the R Codes Volume 2.	This would be addressed by the WSPF and R Codes Volume 2.	Revoke
1.3 Building Design					
1.3.1 Mixed Use	Mixed used development is encouraged throughout the precinct	**R Codes Volume 2**: 4.14 Mixed Use	The City's LPS2 zones the site as Mixed Use and provides for specific objectives for this zone.	This would be addressed by LPS2..	Revoke
1.3.2 Roof Form	Gable and pitched roofs are to be a minimum pitch of 30 degrees when in view of the street. Flat and Skillion are permitted. Lofts are encouraged and are to have a minimum height of 2.4m for 2/3 of the floor area	**R Codes Volume 2**: 4.11 Roof Design	The WSPF proposes to include the existing Roof Design and Urban Design Study standards of the Built Form Policy. The City's LPP: Heritage Area Guidelines would provide for further guidance for heritage properties. For the areas outside of the WSPF the Built Form Policy would continue to provide the relevant standards.	This would be addressed by the Built Form Policy, WSPF and R Codes Volume 2.	Revoke
1.3.3 Walls	Exposed blank walls are not permitted (unless they adjoin another blank wall). Use of openings and articulation is to occur. Encouragement of certain materials.	**R Codes Volume 1**: 5.1.3 Lot Boundary Setbacks 5.2.3 Street Surveillance **R Codes Volume 2**: 2: 2.3 Street Setbacks 2.4 Side and Rear Setbacks 3.6 Public Domain Interface 4.10 Façade Design	The WSPF proposes to include Street Setbacks, Side and Rear Setbacks standards, as well as the existing Public Domain Interface standards of the Built Form Policy. For the areas outside of the WSPF the Built Form Policy would continue to provide the relevant standards.	This would be addressed by the Built Form Policy, WSPF and R Codes Volume 2.	Revoke
1.3.4 Windows	Requires vertical proportion of windows when in view of the street as to complement surrounding precinct. Discuss treatment of windows via tinting and roller shutters. Requires privacy to be maintained.	**R Codes Volume 2**: 3.6 Visual Privacy 3.6 Public Domain Interface 4.10 Façade Design	The WSPF proposes to include the existing Urban Design Study and Public Domain Interface standards of the Built Form Policy. The City's LPP: Heritage Area Guidelines would provide for further guidance for heritage properties. For the areas outside of the WSPF the Built Form Policy would continue to provide the relevant standards.	This would be addressed by the Built Form Policy, WSPF and R Codes Volume 2.	Revoke
1.3.5 Balconies	Requires upper floors to have a balcony. Requirements for useability (location, size, access) Protection of privacy	**R Codes Volume 1**: 5.3.1 OLA 5.4.1 Visual Surveillance **R Codes Volume 2**: 4.4 Private open space and balconies 3.6 Visual Privacy	N/A	This would be addressed by the R Codes Volume 2.	Revoke

Review of New Northbridge Design Guidelines and Central Perth Development Policies

New Northbridge Design Guidelines – General Provisions

General Provision Clause	Clause Summary	Applicable R Code Clause	Applicable City Strategy/Policy	Comment	Recommendation
1.3.6 Corner Sites	Enforce Corner sites as landmark sites, this provides for certain treatment measures	**R Codes Volume 2**: 3.6 Public Domain Interface 4.10 Façade Design	The WSPF proposes to include the existing Façade Design and Public Domain Interface standards of the Built Form Policy. For the areas outside of the WSPF the Built Form Policy would continue to provide the relevant standards.	All of the corner sites in the Lindsay Street Precinct have been developed.	Revoke
1.3.7 Fencing	Provides for requirements for fencing design.	**R Codes Volume 2**: 3.6 Public Domain Interface 3.8 Vehicle Access	The WSPF proposes to include the existing Public Domain Interface standards of the Built Form Policy. For the areas outside of the WSPF the Built Form Policy would continue to provide the relevant standards.	This would be addressed by the Built Form Policy, WSPF and R Codes Volume 2.	Revoke
1.3.8 Activation of Streets, Rear Laneways and Under-width Roads	Requires openings to laneways, vehicle access to laneways as well as proximity of living spaces.	**R Codes Volume 2**: 3.6 Public Domain Interface 4.10 Façade Design	The WSPF proposes to include the existing Façade Design and Public Domain Interface standards of the Built Form Policy. For the areas outside of the WSPF the Built Form Policy would continue to provide the relevant standards.	This would be addressed by the Built Form Policy, WSPF and R Codes Volume 2.	Revoke
1.3.9 Safer Design	Requires activity and surveillance of the public realm. Also mentions vandalism prevention measures.	**R Codes Volume 2**: 3.6 Public Domain Interface 4.10 Façade Design	The WSPF proposes to include the existing Façade Design and Public Domain Interface standards of the Built Form Policy. For the areas outside of the WSPF the Built Form Policy would continue to provide the relevant standards.	This would be addressed by the Built Form Policy, WSPF and R Codes Volume 2.	Revoke
1.4 Car Parking and Access					
1.4.1 Car parking	Provides for maximum car parking rates for residential and non-residential. DEVELOPMENT / MAXIMUM CAR PARKING SPACES Culture & Creative Industry land uses: 1 per 6.5m² of public drinking area, or 1 per 8 seats provided or which an area is capable of providing, or 1 per 70m² gross floor area (as applicable) Commercial land uses: 1 per 70m² gross floor area Light Industry land uses: 1 per 100m² gross floor area Retail land uses: 1 per 30m² gross floor area Dining & Enertainment land uses: 1 per 6.5m² of public drinking area, 1 per 8 seats provided or which an area is capable of providing, 1 per 30m² gross floor area (as applicable) Community land uses: 1 per 30m² gross floor area Transient Residential: One bay per two bedrooms Permanent Residential: Maximum of 2 bays per dwelling *N.B. a minimum of 1 bay per dwelling is required.	**R Codes Volume 2**: 3.9 Car and Bike parking	LPP Non-Residential Parking provides guidance on non-residential car parking. The WSPF proposes to remove parking minimums. Residential parking would continue to be subject to the acceptable outcomes of the R Codes Volume 2. Areas outside of the WSPF would continue to be subject to LPP Non-Residential Parking	This would be addressed by the WSPF and LPP Non-Residential Parking.	Revoke
1.4.2 Bike parking and EoT facilities	Requires new developments to include bike parking and EoT facilities. This ratio is based on apartment numbers or floor space	**R Codes Volume 2**: 3.9 Car and Bike parking	LPP Non-Residential Parking provides guidance on non-residential bicycle parking and end of trip facilities. Bicycle parking for residential would continue to be subject to the acceptable outcomes of the R Codes Volume 2.	This would be addressed by LPP Non-Residential Parking and the R Codes Volume 2.	Revoke
1.4.3 Vehicle Access Gates, Carports and Garages	Elements are to be used to reduce visual impact of doors to the street. Parking structures are to be integrated into the development	**R Codes Volume 2**: 3.6 Public Domain Interface 3.8 Vehicle Access	The WSPF proposes to include the existing Vehicle Access and Public Domain Interface standards of the Built Form Policy. For the areas outside of the WSPF the Built Form Policy would continue to provide the relevant standards.	This would be addressed by the Built Form Policy, WSPF and the R Codes Volume 2.	Revoke
1.4.4 Pedestrian Access	Access requirements are to be at grade when access from the road	**R Codes Volume 2**: 3.6 Public Domain Interface	The WSPF proposes to include the existing Public Domain Interface and Pedestrian Access and Entries standards of the Built Form Policy.	This would be addressed by the Built Form Policy, WSPF and R Codes Volume 2.	Revoke

Review of New Northbridge Design Guidelines and Central Perth Development Policies

New Northbridge Design Guidelines – General Provisions

General Provision Clause	Clause Summary	Applicable R Code Clause	Applicable City Strategy/Policy	Comment	Recommendation
		3.7 Pedestrian Access and Entries	For the areas outside of the WSPF the Built Form Policy would continue to provide the relevant standards.		
Heritage					
1..5 Heritage Listed Properties	This clause discusses the approval process for developing a heritage place and has provisions relating to: - Roof form - Walls - Windows - Fencing - Vehicle access - Signage		The WSPF proposes to include the existing Urban Design Study standards of the Built Form Policy. The City's LPP: Heritage Area Guidelines would provide for further guidance for heritage properties. For the areas outside of the WSPF the Built Form Policy would continue to provide the relevant standards.	This would be addressed by the Built Form Policy, WSPF and LPP: Heritage Area Guidelines	Revoke
1.6 Other Considerations					
1.6.1 Northbridge Tunnel Development Standards	Provides development standards, referral process and approval process for development over or adjacent to the Graham Farmer Tunnel	N/A	Addressed by the existing Development Design Guidelines for Structures Above or Adjacent to the Graham Farmer Freeway Tunnel Northbridge.	The guidelines will be updated into an information sheet, as they remain relevant but are not a specific local planning policy.	To be addressed through an information sheet.
1.6.2 Encroachments into Crownland	Requirements for the approval of built elements encroaching into crown land.	N/A	N/A	This addressed by the *Local Government Act 1995.*	Revoke
1.6.3 Site Services and Service Enclosures	Requirements for location of utilities and screening measures	**R Codes Volume 2**: 4.17 Waste management 4.18 Utilities.	The WSPF proposes to include the existing External Fixtures and Utilities standards of the Built Form Policy. For the areas outside of the WSPF the Built Form Policy would continue to provide the relevant standards.	This would be addressed by the Built Form Policy, WSPF and R Codes Volume 2, as well as the and the *Environmental Protection (Noise) Regulation 1997.*	Revoke
1.6.5 Sewer Easements	Development requirements for lots affected by easements	N/A	N/A	As the easement owner the Water Corporation would be required to approve any works affecting an easement, separate to any development application.	Revoke
1.6.6 Signage	Signage Standards that link to Metropolitan Redevelopment Authority Signage policy	N/A	The City's LPP Signs and Advertising would apply.	These provisions are covered by the LPP Signs and Advertising.	Revoke
1.6.7 TV Antennas, Satellite Dishes and Radio Masts	Guidance on location of TV Antennas, Satellite Dishes and Radio Masts	**R Codes Volume 2**: 4.18 Utilities.	The WSPF proposes to include the existing External Fixtures and Utilities standards of the Built Form Policy. For the areas outside of the WSPF the Built Form Policy would continue to provide the relevant standards.	This would be addressed by the Built Form Policy, WSPF and R Codes Volume 2.	Revoke
1.6.8 Storage Areas	Provision of storage space for personal belongings and bins	**R Codes Volume 1**: 5.4.4 External fixtures, utilities, and facilities **R Codes Volume 2**: 4.6 Storage 4.17 Waste management	The WSPF proposes to include the existing External Fixtures and Utilities standards of the Built Form Policy. For the areas outside of the WSPF the Built Form Policy would continue to provide the relevant standards.	This would be addressed by the Built Form Policy, WSPF and R Codes Volume 2.	Revoke
1.6.9 Changes to the Public Domain	Provisions for alterations to items within the public realm (paving, lighting, planting and other street furniture).	N/A	N/A	These provisions are addressed separately to planning requirements through the City's function in asset renewal.	Revoke

Review of New Northbridge Design Guidelines and Central Perth Development Policies

Review of the LINDSAY STEET DESIGN GUIDELINES

Lindsay Street Precinct Guidelines Clause	Clause Summary	Applicable R Code Clause	Applicable City Strategy/Policy	Comment	Recommendation
5.1 Introduction					
5.1.1 Desired Character	How development should meet character via design and land use	N/A	The WSPF proposes to include the existing Urban Design Study standards of the Built Form Policy, and provides for objectives and Statements of Intent for each sub-precinct to guide future development. For the areas outside of the WSPF the Built Form Policy would continue to provide the relevant standards.	This would be addressed by the Built Form Policy and WSPF.	Revoke
5.1.1 Objectives	Outlines the objectives of the precinct, which are to support mixed uses, encourage integration of housing and shops, preserve character, manage impacts, protect amenity, highlight heritage, enable affordable housing, and enhance safety through active streets and laneways.	N/A	The WSPF proposes to include the existing Urban Design Study standards of the Built Form Policy, and provides for objectives and Statements of Intent for each sub-precinct to guide future development. For the areas outside of the WSPF the Built Form Policy would continue to provide the relevant standards.	This would be addressed by the Built Form Policy and WSPF.	Revoke
5.4 Site Planning					
5.4.1 Place Activation	Requirements for Lots 557 and 551	**R Codes Volume 2**: 3.6 Public Domain Interface 4.10 Façade Design	The WSPF proposes to include the existing Urban Design Study and Public Domain Interface standards of the Built Form Policy. For the areas outside of the WSPF the Built Form Policy would continue to provide the relevant standards.	These lots have been developed	Revoke
5.5 Building Design					
5.5.1 Building Appearance and Streetscape	General characteristics of good design (awnings, scale, materiality, surveillance etc)	**R Codes Volume 2**: 2.2 Building Height 2.3 Street Setbacks 3.6 Public Domain Interface 4.10 Façade Design	The WSPF proposes to include Street Setbacks and Building Height standards, as well as the existing Public Domain Interface standards of the Built Form Policy. For the areas outside of the WSPF the Built Form Policy would continue to provide the relevant standards.	This would be addressed by the Built Form Policy, WSPF and R Codes Volume 2.	Revoke
5.5.2 Dwelling Limits	Limit dwellings on heritage sites	N/A	Density limits cannot be implemented through a local planning policy. The City's LPS2 does not include any restriction on the number of dwellings in this precinct.	This is not required to be addressed through the Built Form Policy or WSPF. If desired density limits could be explored through the upcoming review of LPS2.	Revoke
5.5.3 Plot Ratio, Setbacks and heights	Built Form Controls	**R Codes Volume 2**: 2.2 Building Height 2.3 Street Setbacks 2.4 Side and Rear Setbacks 2.5 Plot Ratio	The WSPF proposes to include Street Setbacks, Side and Rear Setbacks and Building Height standards.	This would be addressed by the WSPF and R Codes Volume 2.	Revoke
5.5.4 Passive Surveillance	Development requirements to ensure windows facing Weld Square.	**R Codes Volume 2**: 3.6 Public Domain Interface 4.10 Façade Design	The WSPF proposes to include the existing Façade Design and Public Domain Interface standards of the Built Form Policy. For the areas outside of the WSPF the Built Form Policy would continue to provide the relevant standards.	This would be addressed by the Built Form Policy, WSPF and R Codes Volume 2.	Revoke
5.5.5 Finished Floor Levels	Provides for minimum FFL for Lots 503, 504 and 612	N/A	N/A	These lots have been developed	Revoke
5.6 Car Parking					

Review of New Northbridge Design Guidelines and Central Perth Development Policies

Lindsay Street Precinct Guidelines Clause	Clause Summary	Applicable R Code Clause	Applicable City Strategy/Policy	Comment	Recommendation
5.6.1 Vehicle Access Gates, Carports and Garages	Access points and location of parking facilities	**R Codes Volume 2**: 3.6 Public Domain Interface 3.8 Vehicle Access	The WSPF proposes to include the existing Façade Design and Public Domain Interface standards of the Built Form Policy. For the areas outside of the WSPF the Built Form Policy would continue to provide the relevant standards.	This would be addressed by the Built Form Policy, WSPF and R Codes Volume 2.	Revoke
5.6.2 Pedestrian Access	Developments are to provide street access to pedestrians	**R Codes Volume 2**: 3.6 Public Domain Interface 3.7 Pedestrian Access and Entries 4.10 Façade Design	The WSPF proposes to include the existing Façade Design and Public Domain Interface standards of the Built Form Policy For the areas outside of the WSPF the Built Form Policy would continue to provide the relevant standards.	This would be addressed by the Built Form Policy, WSPF and R Codes Volume 2.of the R Codes and the BFP	Revoke
5.7 Heritage Listed Properties	Performance-based provisions dealing with setbacks and height for developments on, abutting or adjacent to heritage places.	N/A	The WSPF proposes to include Building Height and Side and Rear Setback standards. The City's LPP: Heritage Area Guidelines would provide for further guidance for heritage properties. For the areas outside of the WSPF the Built Form Policy would continue to provide the relevant standards.	This would be addressed by the Built Form Policy, WSPF and LPP: Heritage Area Guidelines	Revoke
5.8 Lot Specific Guidelines					
Lot 503	Land Use Setbacks Height Access Appearance Finished Floor Level Wester Power Substation Sewer easement	**R Codes Volume 2**: 2.2 Building Height 2.3 Street Setbacks 2.4 Side and Rear Setbacks 3.6 Public Domain Interface 3.7 Pedestrian Access and Entries 3.8 Vehicle Access 4.10 Façade Design	The WSPF proposes to include the Building Height, Street Setback and Side and Rear Setback standards. It also proposes to include the existing Façade Design, Public Domain Interface, and Vehicle Access standards of the Built Form Policy. The City's LPS2 would provide guidance on land use permissibility. For the areas outside of the WSPF the Built Form Policy would continue to provide the relevant standards.	These lots have been developed	Revoke
Lot 504	Land Use Setbacks Height Access Appearance Finished Floor Level Sewer easement				Revoke
Lot 557	Land Use Setbacks Site Coverage Height Access Appearance Corner Sites				Revoke
Lot 608 and 610 (Now 780)	Land Use Setbacks Height Access Appearance Finished Floor Level Wester Power Substation Sewer easement Corner Site Northbridge Tunnel Development Standards				Revoke
Lot 609	Land Use Setbacks Site Coverage Height Access				Revoke

Review of New Northbridge Design Guidelines and Central Perth Development Policies

Lindsay Street Precinct Guidelines Clause	Clause Summary	Applicable R Code Clause	Applicable City Strategy/Policy	Comment	Recommendation
	Appearance Power Supply				

Review of New Northbridge Design Guidelines and Central Perth Development Policies

Review of Central Perth Development Policies

<table>
<tr><th>Central Perth Development Policies</th><th>Policy Summary</th><th>Applicable R Codes Clause</th><th>Applicable City Strategy/Policy</th><th>Comment</th><th>Recommendation</th></tr>
<tr><td>DP 1: Green Building</td><td>This policy provides a tier rating for a project site, ranking them Tier 1-3
<table><tr><th></th><th>Tier 1</th><th>Tier 2</th><th>Tier 3</th></tr><tr><td>Green Star Rating</td><td>6 Star</td><td>5 Star</td><td>4 Star</td></tr><tr><td>Working Drawings</td><td>GBCA Registration and 'Design Review' certification from a Green Building Professional.</td><td>GBCA Registration and 'Design Review' certification from a Green Building Professional.</td><td>'Design Review' certification to be provided from a Suitably Qualified Professional</td></tr><tr><td>Practical Completion</td><td>'As Built' certification from the GBCA.</td><td>'As Built' certification from the GBCA.</td><td>'As Built' certification from the GBCA or a detailed report from a Suitably Qualified Professional.</td></tr></table>s</td><td>R Codes Volume 2:
3.2 Orientation
4.1 Solar and daylight access
4.2 Natural ventilation
4.15 Energy Efficiency
4.16 Water Management and Conservation</td><td>The WSPF proposes to include the existing Environmentally Sustainable Design (ESD) standards of the Built Form Policy which outlines for developments to achieve a 5 star Green Star rating, in addition to the acceptable outcomes of the R Codes Volume 2.

For the areas outside of the WSPF the Built Form Policy would continue to provide the relevant standards.

The City's LPP 7.5.10 Sustainable Design (LPP 7.5.10) would also provide guidance on ESD.</td><td>This would be addressed by the Built Form Policy, WSPF, R Codes Volume 2, and LPP 7.5.10</td><td>Revoke</td></tr>
<tr><td>DP 2: Heritage Places</td><td>This policy clarifies when development approval is required for heritage places and provides performance standards to guide the assessment of development applications for heritage places and within heritage precincts.</td><td>N/A</td><td>The City's LPP's Development Guidelines for Heritage Places and Heritage Area Guidelines would apply.</td><td>This would be addressed by the City's Heritage LPP's.</td><td>Revoke</td></tr>
<tr><td>DP 3: Sound and Vibration Attenuation</td><td>This policy applies to all noise emitting and noise sensitive development proposals within the Central Perth Redevelopment Area. The policy also applies to all new vibration sensitive development proposals, particularly those in close proximity to railway corridors.</td><td>R Codes Volume 2:
4.7 Managing the Impact of Noise</td><td>The City's LPP 7.5.21 Sound Attenuation (LPP 7.5.21) would apply in addition to the acceptable outcomes of the R Codes Volume 2.</td><td>This would be addressed by the R Codes Volume 2, LPP 7.5.21 and SPP 5.4.</td><td>Revoke</td></tr>
<tr><td>DP 4: Providing Public Art</td><td>This policy details the requirements for public art contributions as part of a development proposal and provides performance standards to guide the assessment of development applications that include public art.</td><td>N/A</td><td>The City's LPP Percent for Public Art would apply and requires a 1 percent public art contribution.</td><td>This would be addressed by LPP Percent for Public Art</td><td>Revoke</td></tr>
<tr><td>DP 5: Additional Structures</td><td>This policy clarifies when proposals for additional structures require development approval and provides performance standards to guide the assessment of development applications when development approval is required.</td><td>R Codes Volume 2:
4.18 Utilities.</td><td>The WSPF proposes to include the existing External Fixtures and Utilities standards of the Built Form Policy.

For the areas outside of the WSPF the Built Form Policy would continue to provide the relevant standards.

The City's LPP: Planning Exemptions also provides for exemptions to requiring development approval.</td><td>This would be addressed by the Built Form Policy, WSPF, R Codes Volume 2 and LPP: Planning Exemptions.</td><td>Revoke</td></tr>
<tr><td>DP 6: Signage</td><td>This policy clarifies when proposals for signage require development approval and provides performance standards to guide the assessment of development applications when approval is required.</td><td>N/A</td><td>The City's LPP Signs and Advertising would apply.</td><td>These would be addressed by LPP: Signs and Advertising.</td><td>Revoke</td></tr>
<tr><td>DP 7: Home Based Business</td><td>This policy clarifies when development approval for home based business is required and provides performance standards to guide the assessment of development applications when approval is required</td><td>N/A</td><td>The City's LPS2 provides land use permissibility for home businesses</td><td>This would be addressed by the City's LPS2.</td><td>Revoke</td></tr>
<tr><td>DP 8: Hosting Public Events</td><td>This policy clarifies when a public event requires development approval and provides performance standards to guide the assessment of development applications when approval is required.</td><td>N/A</td><td>The City's LPP: Planning Exemptions provides exemptions for public events.</td><td>This would be addressed by the City's LPP: Planning Exemptions.</td><td>Revoke</td></tr>
</table>

Review of New Northbridge Design Guidelines and Central Perth Development Policies

Central Perth Development Policies	Policy Summary	Applicable R Codes Clause	Applicable City Strategy/Policy	Comment	Recommendation
DP 9: Affordable and Diverse Housing	This policy details the requirements for the delivery of affordable and diverse housing in residential and mixed-use developments and provides performance standards for assessment of development applications that include a residential component. These mandate that new developments are to incorporate a range of dwelling typologies and have a component being reserved for affordable or social housing	**R Codes Volume 2**: 2.8 Development Incentives for Community Benefit 4.8 Dwelling mix	The WSPF provides the provision of affordable housing as a Development Incentive for Community Benefit in addition to the acceptable outcomes of the R Codes Volume 2.	This would be addressed by the WSPF and R Codes Volume 2.	Revoke
DP 10: Adaptable Housing	This policy details the requirements for the delivery of adaptable housing in residential and mixed-use developments and provides performance standards for assessment of development applications that include a residential component. It requires that 20% of dwellings incorporating Core Liveable Housing Design Elements	**R Codes Volume 2**: 4.9 Universal design	The WSPF provides the provision of special purpose housing as a Development Incentive for Community Benefit in addition to the acceptable outcomes of the R Codes Volume 2.	This would be addressed by the WSPF and R Codes Volume 2.	Revoke

9.6 RESPONSE TO PETITION - WILLIAM STREET TOWN CENTRE PUBLIC ARTWORK COMMISSION

Attachments:

1. **Arts Rebound: Town Centre Artwork EOI**
2. **Arts Rebound: Town Centre Artworks Brief**
3. **Arts Rebound: William Street Town Centre Concept Design Proposals - Panel Assessment - Confidential**
4. **Globe Information Pack - Confidential**

RECOMMENDATION:

That Council:

1. **NOTES the response to the petition;**

2. **RESOLVES not to proceed with the artwork in the current approved location; and**

3. **REQUESTS the Chief Executive Officer investigate alternate locations for the artwork and present a report back to Council by June 2025.**

PURPOSE OF REPORT:

To provide a response to the petition relating to the City of Vincent-commissioned public artwork to be installed in the William Street Town Centre at the intersection of William Street and Brisbane Street, Perth.

DELEGATION:

Council resolved at its meeting 23 July 2024 when receiving a petition at item 5.5 for the petition to be received and report to be prepared for Council.

BACKGROUND:

Council at its meeting 23 July 2024 tabled and received a petition with 12 signatures. Item 5.5 is as follows:

"Emma Pegrum of Perth requesting that Council relocate the public artwork, titled "The Globe, that is proposed for installation at the intersection of William and Brisbane streets, for the following reasons:

1. *Significant time has passed since the proposal was accepted by Council.*
2. *It appears there was no direct consultation with the community members, business owners and rate payers most impacted by the proposed artwork at this location at the time the decision was made.*
3. *The proposed artwork at this location presents significant safety concerns due to its large scale and suspension over an already busy and poorly managed traffic intersection, with the potential to distract drivers.*
4. *It is unclear whether the suspended installation will be possible without the addition of new obstructive and invasive infrastructure at the street/pedestrian level.*
5. *The proposed artwork will contribute to significant light pollution for surrounding businesses and homes, and will not enhance the street scape.*
6. *The proposed site is of great significance to the local community and the overall sense of place of the Northbridge/Highgate neighbourhood. We believe any major additions or changes to public space at this site should be made within a broader developmental/design strategy that is responsive to community need and desire, such as the William Street Town Centre Planning Framework now being developed by the City of Vincent in collaboration with community members.*
7. *Further to point 7, we are concerned that more desirable design improvements to this site, such as greening and the addition of bike lanes, or potential longer-term changes to traffic flow at the intersection, would actually be impeded or restricted by an artwork of this size.*
8. *The proposed artwork does not complement or respond to, and in fact diminishes, the evolving authentic character of the neighbourhood.*

We recommend The Globe be relocated to a new site, potentially to the Gladstone Street Reserve, which would benefit from a definitive light source. This site would also enable better interaction with the artwork from the public, and would position the reserve well as a new hub for community activations such as night markets or open-air concerts, complementing the area's growing population and neighbourhood amenity."

Council resolved that the petition be received and a report be prepared.

DETAILS:

The draft Arts Rebound EOI and subsequent revisions were circulated through the Arts Advisory Group, town teams and business owners. Council at its meeting 22 June 2021 endorsed the Arts Rebound: Town Centre Artworks EOI (carried en bloc) for the purpose of advertising, included as **Attachment 1**.

Artist Selection

The EOI was advertised from 21 July 2021 to 1 September 2021. 14 submissions were received.

The 14 submissions were assessed by an Assessment Panel (Panel) featuring three members with vast experience in the public arts sector and one member from Administration. The Panel shortlisted three applications which were shared with Council Members on 24 September 2021.

Shortlisted applicants were supplied with the Artwork Brief (**Attachment 2**) and invited to site walkshops along with surrounding business owners, Town Team members and representatives from Administration including the Local History Centre, Place Planning and Engineering teams.

Concept designs were submitted and presented to the Panel in November 2021 with the City's Engineering Manager also present to provide advice. The concept designs were assessed by the Panel against the criteria detailed in the Artwork Brief including concept, context, public safety and access and longevity.

Council at its meeting 14 December 2021 was provided with the Panel's scores and comments for the concept design proposals and the recommended proposal (**Confidential Attachment 3**). Council endorsed (carried en bloc) the concept design titled Globe submitted by Marcus Canning (team lead), TAG Architects and The Butcher Shop (**Confidential Attachment 4**) for the public art commission with the associated cost of $215,000.

Project Status Update

The contract between the City and the artist was executed on 1 February 2022. It included four project phases and six milestone payments.

The City has currently paid $75,250 in milestone payments to the Artist as per the contract milestones detailed below:

Milestone	**Payment**	**Status**
Phase 1: Project Inception		
Execution of Agreement	20% payment ($43,000)	Completed 01/02/22. Paid.
Phase 2: Design Development		
Artist provides design development package. The City provides feedback on design development package.		Completed 27/09/23.
Artist issues construction drawings. The City provides feedback on construction drawings.	15% payment ($32,250)	Completed 07/06/24. Paid.
Artist makes required changes to the construction drawings. The City accepts or rejects the design	15% payment ($32,250)	We are currently at this stage of the project.
Phase 3: Fabrication of the Artwork		
50% of fabrication complete; and the Artist provides the Installation Methodology and Risk Management Plan	30% payment ($64,500)	
100% of fabrication complete. City reviews the 100% fabricated artwork.		
The Artist makes any changes as required. The City accepts the artwork	10% payment ($21,500)	

Milestone	**Payment**	**Status**
Phase 4: Installation of Artwork and Delivery of Maintenance Manual and Artist Talk		
The Artist installs the artwork		
The Artist delivers the Maintenance Manual and Artist Talk	10% payment ($21,500)	

After executing the contract agreement, the project progressed to *Phase 2: Design Development* where the Artist further developed the artwork concept submitting the Design Development package in September 2023. Administration reviewed the submission and provided feedback.

Following the feedback on the design development package, the Artist progressed into the construction documentation phase submitting preliminary construction drawings in June 2024.

Administration provided formal feedback on the design, broadly outlined as follows:

- Increase the vertical clearance between the carriageway and bottom of artwork;
- Undertake geotechnical testing to ensure exact ground conditions are known and design footings accordingly; and
- Locate footings to consider the location of underground services and their respective buffer requirements.

Whilst working through the feedback, the Artist determined that the artwork is not feasible in its proposed location for the current contracted amount – primarily due to the size of the footings required to suspend the artwork over the intersection, the resultant impact of the footings on underground services and the projected cost escalations for footing construction, service relocation and extensive traffic management required for installation.

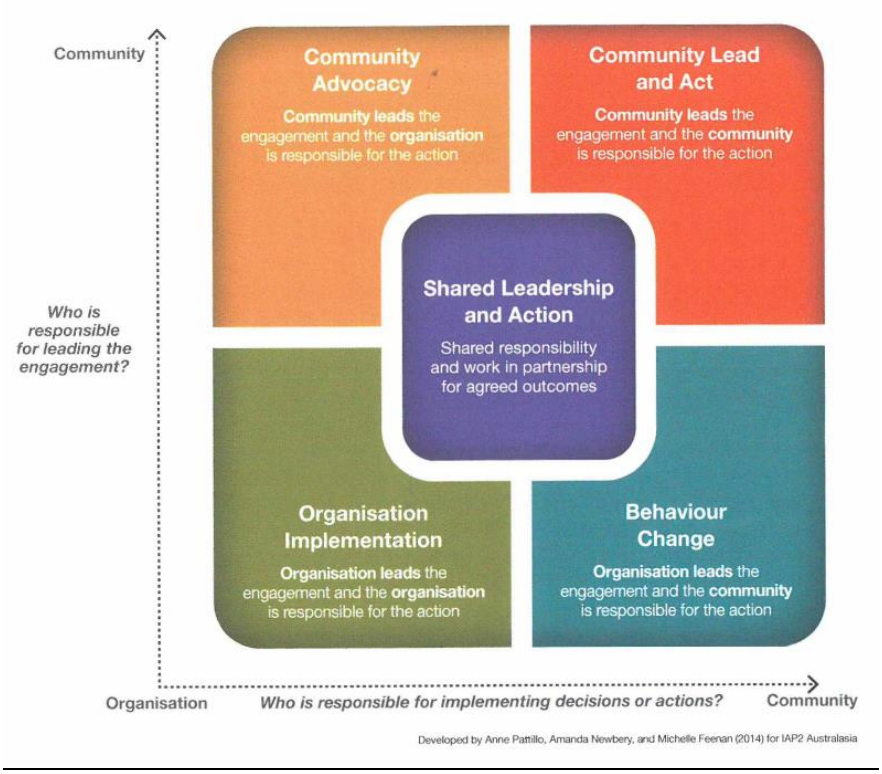
If the Artist was to submit the design in its current form, the City would reject the design, pay out the remaining $32,250 milestone and close the project.

Next steps

The Artist is confident they could deliver a form of the artwork in an alternative location, with a redesigned and reduced supporting structure. Administration will investigate alternate locations and report the outcome to a future Council Meeting.

The City would need to pay the final phase two milestone of $32,250 bringing the total expended to date to $107,500. This would need to be paid regardless of whether Council resolves not to proceed in this location or resolves not to proceed entirely with the artwork.

CONSULTATION/ADVERTISING:



Organisation Implementation

Engagement is used to both inform the community about the proposed policy, project or propositions, and to provide some input to the shape or execution of the policy, project or proposition.

Tension: People feel forced leading to an unresponsive process.
Mitigation: Increasing the level of influence, and implementing a transparent, robust process.

The engagement leader/host is responsible for decision-making and implementation

A robust process to engage with the community and stakeholders

Should council resolve to proceed with the artwork and investigate alternate site locations, administration will identify suitable alternate sites and table these at a council workshop before commencing community consultation to inform the final site location.

LEGAL/POLICY:

Use of funds from the Percent for Art cash-in-lieu reserve must be in line with the Local Planning Policy No. 7.5.13 – Percent for Public Art.

Contractual agreement has been executed with the Artist.

RISK MANAGEMENT IMPLICATIONS

Council's Adopted Risk Appetite and Tolerance Statements states:

Risk Category	Risk Appetite/tolerance Statement	Descriptor/Clarification
3rd party Partner (Contractor) failure	The City has a ***low risk appetite*** for third party partner (contractors) failure.	The City utilises many outside organisations in delivering on its mandate. This low appetite means that even minor or insignificant breaches in contracts or delays in delivery of products and services will

		be taken seriously. Accordingly, third party risk must be considered before entering into any contract, including reputation of third party, financial viability, audit clauses etc.
Procurement failure	The City has a ***low risk appetite*** for procurement failures that lead to poor value for money or financial loss, poor quality of service; incorrect or substandard products or delayed delivery; wastage of funds or services.	This ties into the above point; and thereby requires appropriate procedures in the procurement process to ensure the required outcomes for the City and appropriate enquiry and planning prior to purchases. Note, appropriate delegations must exist to support this.
Financially Volatile Decisions	The City has a ***low appetite*** for risk in decision making that impacts financial volatility and sustainability	These are for those decisions not specifically considered below: Based on risk consequence criteria - Risk of loss more than $100,000 (0.035% - 0.17% of operating budget)

Should Council proceed with the artwork in the current approved location this presents increased costs and would mean the artist is unlikely to be able to deliver the project in line with the current contract. This would mean that all funds paid to date would be lost with no return on the City's investment with the artwork not able to be delivered.

If Council resolves not to proceed with the project in its entirety, the City is contractually obliged to pay the next milestone, making the total project loss at least $107,500.

Reputational Risk

Risk Category	Risk Appetite / Tolerance Statement	Descriptor /clarification
	of sustainability and achievement of objectives. (See sustainability above)	hinder progress or unnecessarily delay decision making.
Activity risking long-term values or reputation of Council	The City has ***zero risk appetite*** in any activity that will put its long-term values or reputation at risk.	

After the rejection of a Major Artwork in May 2020, there is a reputation risk in the arts sector if another major artwork was cancelled, particularly with the Arts Plan vision to "*embed creativity in everything we do to make City of Vincent the Arts capital of Perth*".

STRATEGIC IMPLICATIONS:

This is in keeping with the City's *Strategic Community Plan 2022-2032*:

Thriving Places

We encourage innovation in business, social enterprise and imaginative uses of space, both public and private.
Art, history and our community's living cultures are evident in the public realm.

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any specific sustainability outcomes of the *City's Sustainable Environment Strategy 2019-2024.*

PUBLIC HEALTH IMPLICATIONS:

This does not contribute to any public health outcomes in the *City's Public Health Plan 2020-2025.*

FINANCIAL/BUDGET IMPLICATIONS:

The current contract amount is $215,000 with $75,250 paid to date and a further $32,250 due to be paid for milestone 2 bringing the total to $105,500. Administration will investigate new artwork locations and undertake community engagement using existing resources and operational budget.

Should a suitable alternate site be identified, the current contract and budget will be considered and final costings presented to Council as part of the final decision on whether to proceed.

COMMENTS:

Administration does not recommend proceeding with the artwork in its current location due to the costs associated with the footings.

Administration recommends investigating an alternate location for the public artwork, in collaboration with the artist. This would consider the City's obligations regarding expenditure of Percent for Art cash-in-lieu funds, according to the Local Planning Policy No. 7.5.13 – Percent for Public Art. Suitable sites will be discussed with the Engineering and Parks teams to ensure any potential challenges are avoided.

Once suitable alternate sites have been identified these will be presented to a Council workshop for information and then public consultation would be undertaken seeking feedback on the identified sites. Engineering and geotechnical investigations will need to occur on the identified sites, before presenting a final recommendation to Council for determination. Should Council resolve to approve an alternate location then arrangements would be made for the fabrication and installation of the artwork.

CITY OF VINCENT

ARTS REBOUND: TOWN CENTRE ARTWORKS

PUBLIC ART COMMISSION

Expression of Interest
21 July 2021

VINCENT.WA.GOV.AU

ACKNOWLEDGMENT OF COUNTRY

The City of Vincent acknowledges the Traditional Owners of the land, the Whadjuk people of the Noongar nation and pay our respects to Elders past, present and emerging.

We recognise the unique and incomparable contribution the Whadjuk people have made and continue to make to our culture and in our community. We will continue to seek the input of the Traditional Owners.

The land on which we live, meet and thrive as a community always was and always will be Noongar land.

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

Warning: Aboriginal and Torres Strait Islander readers are advised that this document contains references to, or images of, people who are now deceased.

EOI SUBMISSION SUMMARY

1. **CLOSING TIME AND DATE**
   4.00PM (AWST) WEDNESDAY, 1 SEPTEMBER 2021
   Late submissions cannot be accepted.

2. **SUBMISSION DETAILS**
   Submissions to be emailed in pdf format. Please make an enquiry in advance if you are unable to submit digitally.

ENQUIRIES:
Lauren Formentin, Place Planner - Pickle District (Arts)
lauren.formentin@vincent.wa.gov.au
9273 6000

SUBMISSIONS:
Procurement Team
Procurement@vincent.wa.gov.au

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PROJECT OVERVIEW

INTRODUCTION

The City of Vincent recognises that COVID–19 has had and will continue to have a significant impact on the City's arts community. Artists perform a vital role in Vincent, and have provided immeasurable value to our communities. This initiative forms part of the Vincent Rebound Plan, a plan which guides a suite of actions to recover and bounce back from the COVID-19 pandemic.

The Arts Rebound: Town Centre Artworks project is outlined in the Vincent Rebound Plan and includes the commission of one public artwork in William Street Town Centre and one public artwork in Leederville Town Centre. The project aims to support Vincent's local arts industry and the broader Vincent community by delivering public realm artworks which encourage and support social interaction, creativity and vibrancy.

The project is to be funded utilising the City's Percent for Art Cash-in-lieu Reserve fund which has been collected from cash-in-lieu payments in line with the City's Percent for Art Policy. The policy recognises that building developments which increase the amount of people using the City of Vincent to live, work, and play creates an increased need for high-quality public art and spaces. The commission money available represents the cash contributions of Developers who have recognised the need for public art in our communities.

The City invites artists and creatives, either individually or in teams, to submit Expressions of Interest for one or both of the public art opportunities. Expressions of Interest must be submitted no later than **4pm on Wednesday 1 September 2021.** Submission requirements are detailed on page 17.

APPLICANT ELIGIBILITY

Artists or artist teams that wish to apply must include at least one team member that meets a minimum of two of the following criteria:

- Has a tertiary qualification in the visual arts, or other applicable art forms such as multimedia;
- Has experience exhibiting and selling artwork at reputable art galleries;
- Is represented in major public collections;
- Earns more than 50% of their income from arts related activities such as teaching or public art commissions;
- Can demonstrate a significant body of previous completed public art commissions and works; or
- Is an Indigenous Artist.

The City of Vincent understands that the above criteria can be difficult to meet, and encourages those who may not meet the criteria to form artist teams with someone who does – and similarly, encourages established artists to collaborate with emerging artists. As you will see below, artist teams will be looked upon favourably for this project as the City would like to support more than two artists through this initiative.

The following eligibility criteria is not essential, but will be favoured.

- Artist teams;
- Demonstrated ongoing connection to the City of Vincent's artistic community by being an individual who either is a Vincent resident, owns/leases a studio or workspaces within Vincent or has a record of producing artwork in Vincent; or
- An arts, culture or creative organisation that has a business address within Vincent, or conducts work within Vincent.

COMMUNITY ENGAGEMENT REQUIREMENTS

The City of Vincent envisages the commissioned artwork to have a high level of community investment. In order for the City to maintain a certain level of engagement with local residents on this project, the **shortlisted artists** will be required to:

- Listen to and consider the perspectives of the Community Panel at the Artist Briefing session;
- Attend a site visit with the Arts Officer, Place Planner, local Town Team representative and the City's Senior Librarian from the Local History Centre to walk around the area and discuss context; and
- Conduct their own research into the location and community while developing their concept design proposals.

In addition, the **successful artists** commissioned for the project will be required to:

- Be available for media opportunities at key points throughout the process, or when they arise;
- Provide photo opportunities and information throughout the development and fabrication process; and
- Present an Artist talk post-completion.

VISION AND GUIDING PRINCIPLES

In August 2018, the City endorsed the *Arts Development Action Plan 2018-2020*, underpinned by the vision to 'embed creativity in everything we do, to make Vincent the arts capital of Perth'. The Plan recognises the power of high-quality public art to create and reflect strong artistic communities, and increase the artistic literacy of all community members. The City continues to seek public artworks that play a role in creating a vibrant and thriving city and a sense of belonging.

The artwork should demonstrate innovation and a high level of artistic integrity. It should enhance the surroundings of its location, and have a visible presence both during the day and night. Materials should be durable and weather-proof, and should not require excessive maintenance. The artwork should spark conversations and be a talking point in the community.

The City of Vincent's Public Art Policy includes the following objectives:

- Develop and promote the community identity of Vincent;
- Increase the social, cultural and economic values within the Vincent community;
- Engage with the community in a way that contributes to their understanding of the spaces and places they inhabit;
- Celebrate and acknowledge cultural and social diversity through the encouragement of art; and
- Enrich our public spaces.

Applicants are also encouraged to review the following City of Vincent documents to ensure that proposed public artworks are in alignment with the City's strategies and desired outcomes:

- *Strategic Community Plan 2018-2028*
- *Accessible City Strategy 2020-2030*

ARTWORK OPPORTUNITY 1:

WILLIAM STREET TOWN CENTRE

ARTWORK LOCATION SITE PLAN

LOCATION

The intersection of William and Brisbane Streets in Northbridge has been identified as an ideal location for public art within William Street Town Centre.

An artwork at this site will have great visibility with high pedestrian, bicycle and vehicular traffic through the day and night. The identified area is also owned and/or managed by the City of Vincent, and has access to power.

Applicants are invited to design a suspended artwork that sits above this bustling intersection. The work must incorporate lighting in some way for a night time presence.

Located at the northern boundary of the main retail and culinary centre of Northbridge, this public artwork will be a statement of its place and will become synonymous with the town centre.

VIEW OF THE WILLIAM STREET AND BRISBANE STREET INTERSECTION FACING SOUTH

VIEW OF THE WILLIAM STREET AND BRISBANE STREET INTERSECTION FACING EAST

4

ARTWORK OPPORTUNITY 1:

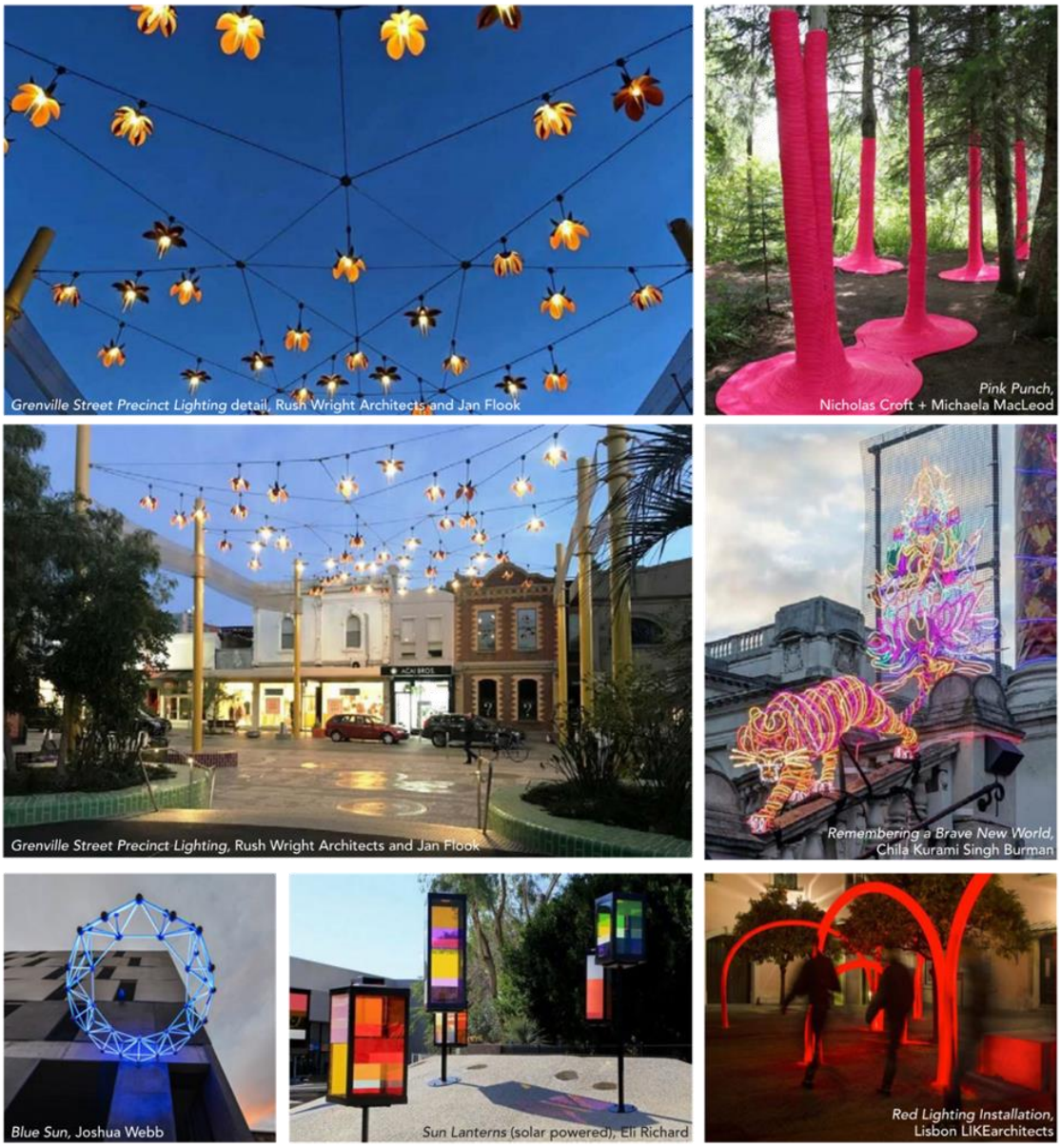
WILLIAM STREET TOWN CENTRE

WILLIAM STREET TOWN CENTRE, PHOTOGRAPHY BY JESSICA WYLD 2020

SITE CONTEXT

Connecting the City of Vincent to Northbridge and the Perth CBD, William Street is Vincent's most demographically diverse town centre. Today this precinct houses an eclectic mix of boutiques, arts venues, accommodation, eateries, bars and nightclubs, and has a buzzing nightlife. Northbridge is known for its wide range of culturally diverse restaurants, ranging from Middle Eastern to European and Asian culinary offerings.

The area defined as William Street Town Centre is the stretch of William Street bound by Newcastle and Brisbane Streets, as shown in the map. Much of the building stock is late nineteen and early twentieth century and large parts of the area have aesthetic and historic value. Stylish built form, strong urban design, rich cultural heritage and strategic location in proximity to the City are key characteristics of the area.



EXAMPLES OF PUBLIC ART FOR INSPIRATION

ARTWORK CONSIDERATIONS

Budget: $200,000 + GST

Details on exactly what this budget must cover is outlined on page 20

Artwork Type:

- Suspended artwork that incorporates lighting
- Artwork must have a presence in the daylight and night time
- Artwork does not need to span full intersection, size should be determined according to project limitations, particularly budget
- Materials should be durable and weather-proof, and should not require excessive maintenance

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ARTWORK OPPORTUNITY 1:

WILLIAM STREET TOWN CENTRE

Luminous, Geoffrey Drake-Brockman

Lantern (1 of 4 along William St), Stuart Green

Mural by Matthew Wong

EXISTING PUBLIC ARTWORKS IN SURROUNDING AREA

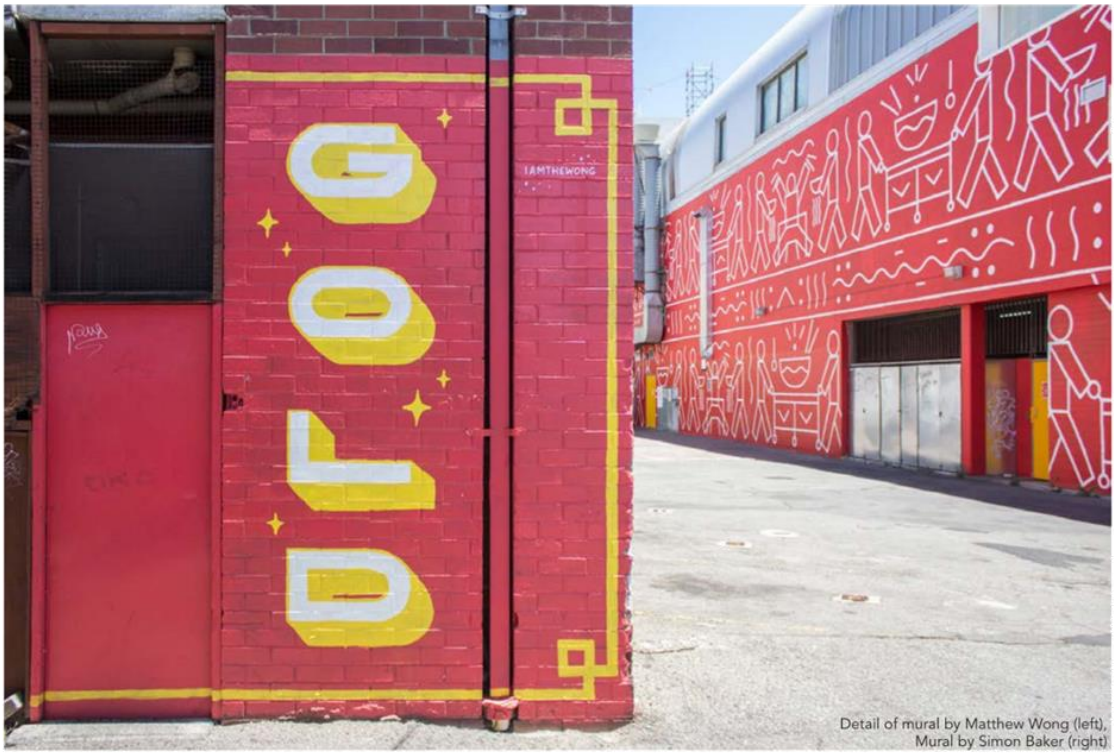
CURATORIAL THEME

Themes explored in the artwork are to stem from William Street Town Centre's heritage, context and character. Some information has been provided at the end of this document, but applicants are encouraged to use it as inspiration and a starting point for further research.

Being a suspended lighting artwork in this specific location, the artwork must explore and/or respond to the theme of lanterns. William Street is a melting pot of cultures from around the world. The lanterns could respond to the mix of past or existing cultures and/or public artworks in the WIlliam Street area

Shortlisted applicants will be required to attend a walk around the town centre with Vincent's Arts Officer, Place Planner, Town Team representative and Senior Library Historian to gain a full understanding of the area.

The resulting public artwork will be site-specific and aesthetically fitting within its context, telling a story about or referencing an aspect of the site in an artistic way.



EXISTING PUBLIC ARTWORKS IN SURROUNDING AREA

8

ARTWORK OPPORTUNITY 2:

LEEDERVILLE TOWN CENTRE

ARTWORK LOCATION SITE PLAN

LOCATION

There are two available locations for public artwork, right in the heart of Leederville Town Centre by the intersection of Oxford and Newcastle Streets.

This small stretch of Newcastle Street between Carr and Oxford Streets was launched as the Leederville Village Square after the City of Vincent undertook construction works in 2019. The idea was brought to the City by Leederville Connect and involved, among other things, paving the street and raising it to footpath level. The updated design provides a pedestrian friendly space for vehicles, cyclists and pedestrians to share, that can easily be closed off and utilised for community events.

An artwork installed at these sites will therefore be a part of such festivals and community events, in addition to the everyday experience. The identified area is also owned and/or managed by the City of Vincent, and has access to power.

The first location is the wide path that wraps around Grill'd. Applicants are invited to design a sculptural artwork that also functions as a seat or bench. Lighting should also be considered to ensure a day and night presence.

The second location is the median strip, highlighted in the plan above. With the median strip now at street level there has been a recurrence of cars parking here, which is unsafe. This is an opportunity for applicants to design a sculptural work that deters parking on the median strip, whilst still allowing easy movement of pedestrians and cyclists. Lighting should also be considered to ensure a night time presence as well as day.

OXFORD STREET AND NEWCASTLE STREET INTERSECTION FACING EAST

VIEW OF GRILL'D, THE LEEDERVILLE HOTEL AND NEWCASTLE STREET MEDIAN

VIEW OF LEEDERVILLE VILLAGE SQUARE

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ARTWORK OPPORTUNITY 2:

LEEDERVILLE TOWN CENTRE

LEEDERVILLE TOWN CENTRE, PHOTOGRAPHY BY JESSICA WYLD 2020

SITE CONTEXT

Oxford Street is the spine that runs through Leederville Town Centre, stretching north from Leederville Parade to Bourke Street. The town centre also includes areas back from Oxford Street, and is largely bound east-west by Leederville Parade and Loftus Street as shown in the map.

Retaining the existing character and contributing towards a high quality public realm for people is a top priority for Leederville.

The Leederville Town Centre consists of a unique mix of retail, civic uses, restaurants, bars and residential dwellings which all function in a cohesive environment, and flourish together as one mix-used suburb. While some suburbs in Perth's inner-city ring have gentrified over time, Leederville has retained a grungy working class feel and has developed a unique, vibrant and youthful atmosphere.

ARTWORK CONSIDERATIONS

Budget: $80,000 + GST

Details on exactly what this budget must cover is outlined on page 20

Artwork Type:

- **Grill'd corner path:** sculptural work that functions as a seat or bench
- **Median strip:** sculptural work that deters parking on median strip
- Artwork must have a presence in the daylight and night time, consider lighting
- Materials should be durable and weather-proof, and should not require excessive maintenance

Meander Night Glow, Fuko Nara

The Adventurer, Gabriel Lester

Mutualities, Penelope Forlano

Mangrove Poem, Emily Floyd

EXISTING EXAMPLES OF PUBLIC ART FOR INSPIRATION

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ARTWORK OPPORTUNITY 2:

LEEDERVILLE TOWN CENTRE

LEEDERVILLE TOWN CENTRE, PHOTOGRAPHY BY JESSICA WYLD 2020

CURATORIAL THEME

Themes explored in the artwork are to stem from Leederville Town Centre's heritage, context and character. Some information has been provided in this document, but applicants are encouraged to use it as inspiration and a starting point for further research.

Shortlisted applicants will be required to attend a walk around the town centre with Vincent's Arts Officer, Place Planner, Town Team representative and Senior Library Historian to gain a full understanding of the area. The resulting public artwork will be site-specific and aesthetically fitting within its context, telling a story about or referencing an aspect of the site in an artistic way.

LEEDERVILLE TOWN CENTRE, PHOTOGRAPHY BY JESSICA WYLD 2020

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PROJECT TIMELINE

The following program outlines the indicative timeline for the Arts Rebound: Town Centre Artworks project.

EXPRESSION OF INTEREST

EOI RELEASED:
Wednesday 21 July, 2021.

EOI SUBMISSIONS DUE:
4pm Wednesday 1 September, 2021.
(6 weeks)

City of Vincent undertakes evaluation of the submissions and shortlists two to three applicants for each artwork opportunity.

Applicants notified of outcome by Wednesday 29 September, 2021.

Shortlisted applicants sent draft artist contracts and any feedback or guidance in response to EOI submission.

CONCEPT DESIGN PROPOSAL

COMMENCES:
Wednesday 29 September, 2021.

CDP SUBMISSIONS DUE:
4pm Wednesday 10 November, 2021.
(6 weeks)

Artist Briefing Session (including short presentations from key community stakeholders) on Tuesday 5 October, 2021.

Site visit with Arts Officer, Senior Library Historian, Place Planner and local Town Team representative to gain full understanding of area's context on Wednesday 6 October, 2021.

Applicants present CDPs to Assessment Panel from Thursday 11 November to Tuesday 16 November, 2021.

City of Vincent undertakes evaluation of submissions and comes to a decision on successful applicant(s) for each artwork opportunity.

Applicants notified of outcome by Friday 3 December, 2021.

Successful artists provided any feedback, contracts executed by Friday 3 December, 2021.

DESIGN DEVELOPMENT

COMMENCES:
Friday 3 December, 2021.

SUBMISSIONS DUE:
4pm Friday 28 January, 2022.
(8 weeks)

Artists can maintain regular contact with City of Vincent staff to ensure design development is on track and to clarify any queries.

Design Development submission reviewed by City of Vincent, any feedback provided by Monday 7 February, 2022.

CONSTRUCTION DOCUMENTATION

COMMENCES:
Monday 7 February, 2022.

EOI SUBMISSIONS DUE:
4pm Friday 11 March, 2022.
(5 weeks)

Artists can maintain regular contact with City of Vincent staff to ensure design development is on track and to clarify any queries.

Construction Documentation reviewed by City of Vincent staff, any feedback provided to artists by Monday 21 March, 2022.

Artists incorporate feedback or amendments to Construction Documentation as required by Wednesday 30 March, 2022.

FABRICATION

COMMENCES:
Wednesday 30 March, 2022.

FABRICATION COMPLETE:
Monday 23 May, 2022 (TBC).
(8 weeks, TBC)

Installation methodology and risk management plan submitted by Wednesday 27 April, 2022.

City of Vincent review installation methodology and risk management, and provide any feedback by Wednesday 11 May, 2022.

Artists incorporate any feedback into installation methodology and risk management by Friday 20 May, 2022.

INSTALLATION AND COMPLETION

COMMENCES:
Monday 23 May, 2022 (TBC).

PROJECT COMPLETION:
Monday 20 June, 2022 (TBC).
(4 weeks, TBC)

Artworks freighted to site and installed from Monday 23 May to Thursday 16 June, 2022 (TBC).

Artists provide maintenance manual, and attribution plaque installed by Friday 17 June, 2022.

Artist Talks take place at the installed artworks on Saturday 18 June, 2022 (TBC).

PROCUREMENT PROCESS

PHASE ONE: EXPRESSION OF INTEREST (THIS PHASE)

Open Competition: this model commences with a public call out for Expressions of Interest to provide a schematic response to the artwork brief. Shortlisted applicants are then invited to develop and present concept designs for a fee, and finally preferred artists or artist teams are selected.

OVERVIEW

The City of Vincent is seeking Expressions of Interest (EOIs) through an open competition process. Artists or artist teams are invited to submit their EOI for review by the Assessment Panel. No payment will be offered for this stage. A shortlist of two to three applicants for each of the artwork opportunities will be invited to proceed to the next stage. Unsuccessful applicants will be notified via email.

Submit EOIs as a single pdf document to the Procurement email address, or get in contact early if you are unable to submit digitally. Please note we legally cannot accept late submissions. For any enquiries please contact Lauren Formentin on (08) 9273 6553 or lauren.formentin@vincent.wa.gov.au.

EOI submissions due:
4pm Wednesday 1 September, 2021

Send to:
Procurement@vincent.wa.gov.au

EOI SUBMISSION REQUIREMENTS:

- **CV** showing relevant artistic experience, including name and contact details, and details on how Applicant Eligibility criteria is met (details on opposite page);
- Up to 6 examples for individuals or up to 10 examples for teams of **previous works** with image details, demonstrating artistic excellence and experience in delivering projects within budget and timeframes;
- **Short statement** (maximum of one page) responding to the brief/themes/locations and the preferred connection to Vincent criteria;
- Confirmation of artist **availability** in the timeframe outlined; and
- **Certificate of currency** confirming public liability insurance policy (minimum $20 million), product liability ($20 million) and professional indemnity ($5 million).

*Please note: no sketches or imagery of designs are to be submitted at this stage. This ensures a fair and level playing field across all applicants – because it is an unpaid submission, the amount of work required is kept to a minimum.

APPLICANT ELIGIBILITY

Artists or artist teams that wish to apply must include at least one team member that meets a minimum of two of the following criteria:

- Has a tertiary qualification in the visual arts, or other applicable art forms such as multimedia;
- Has experience exhibiting and selling artwork at reputable art galleries;
- Is represented in major public collections;
- Earns more than 50% of their income from arts related activities such as teaching or public art commissions;
- Can demonstrate a significant body of previous completed public art commissions and works; or
- Is an Indigenous artist.

The City of Vincent understands that the above criteria can be difficult to meet, and encourages those who may not meet the criteria to form artist teams with someone who does – and similarly, encourages established artists to collaborate with emerging artists. As you will see below, artist teams will be looked upon favourably for this project as the City would like to support more than two artists through this initiative.

The following eligibility criteria is not essential, but will be favoured.

- Artist teams;
- Demonstrated ongoing connection to the City of Vincent's artistic community by being: an individual who either is a Vincent resident, owns/leases a studio or workspaces within Vincent, or has a record of producing artwork in Vincent; or
- An arts, culture or creative organisation that has a business address within Vincent, or conducts work within Vincent.

EOI ASSESSMENT CRITERIA	WEIGHTING
Applicant meets eligibility criteria	Yes / No
Approach: Response to brief and creative approach to the project	30%
Experience: proven ability to deliver similar scale projects within budget and timeframe	20%
Artistic Excellence: quality of previous work demonstrated through visual support material	40%
Is the applicant a team?	5%
Does the applicant demonstrate a connection to Vincent?	5%

PROCUREMENT PROCESS

PHASE TWO: CONCEPT DESIGN PROPOSAL

OVERVIEW

Concept Design Proposals (CDPs) will be requested from two to three shortlisted artists per town centre. A payment of $2,200 + GST for the William Street Town Centre opportunity and $1,800 + GST for the Leederville Town Centre opportunity will be offered for each requested CDP.

A **briefing session** will be held in person on Tuesday 5 October, 2021 (to be confirmed) which shortlisted applicants must attend. The briefing session will include important information for the development of the artwork as well as short presentations from key community stakeholders.

A **site visit** with the Arts Officer, Senior Library Historian, Place Planner and local Town Team representative will take place on Wednesday 6 October, 2021 to gain full understanding of the area's context.

After submitting, the shortlisted artists will **present their CDPs to the Assessment Panel** in person from Thurday 11 November to Tuesday 16 November, 2021 (to be confirmed). The Assessment Panel will make their assessment and the artists will be notified of the result by Friday 3 December, 2021.

Please submit CDPs as a single pdf document to the Procurement email address below. For any enquiries please contact Lauren Formentin on (08) 9273 6553 or lauren.formentin@vincent.wa.gov.au

CDP submissions due:
4pm Wednesday 10 November, 2021

Send to:
Procurement@vincent.wa.gov.au

CDP SUBMISSION REQUIREMENTS:

- A **written concept or statement** detailing appropriate research undertaken for the project and demonstrating the relationship between the proposed artwork and the themes and vision outlined in the brief.
- **Concept drawings** and/or 3D imagery of the proposed work as required to convey the concept, with indicative scale and presented in a professional and artistic manner.
- Indicative **site plan** showing the proposed artwork location and layout for the artwork.
- A **confirmation of the timeline** outlined in the brief is achievable and details of any key milestones in artwork creation.
- A detailed **budget breakdown** across the phases of the project, including all items listed in the 'budget inclusions' section on the following page.
- A description of **material and fabrication methods** with consideration of transportation and installation.
- Details of proposed **suppliers and sub-contractors**, including confirmation that their costs are included in the budget.
- Indication of any known ongoing **maintenance** requirement associated with the proposal.
- An artist/artist team **biography** and high resolution **photograph**.
- Acknowledgement that the **artist contract** has been reviewed, with any suggested revisions if applicable.

CDP ASSESSMENT CRITERIA	WEIGHTING
Concept: the artwork is designed by an artist/team that shows strong vision and innovation, with a proven ability to deliver excellent craftsmanship. The proposed artwork is unique and provides an opportunity for public engagement.	30%
Context: the artwork is site specific and considers the themes outlined in the Artwork Brief.	30%
Public safety and access: the artwork is accessible for people of all abilities and is designed, constructed and installed with best practice risk management so that the artwork does not present a hazard to public safety.	20%
Longevity: the artwork is designed to be structurally sound and resistant to theft, vandalism, weathering and excessive maintenance.	20%
Ability to deliver all inclusive concept for proposed budget and timeframe.	Yes / No

BUDGET

The total artwork commission budget is $200,000 + GST for the William Street Town Centre artwork opportunity, and $80,000 + GST for the Leederville Town Centre artwork opportunity.

Budget Inclusions:

- Artist fees, project management and administration costs
- Construction and safety documentation fees
- Materials and fabrication, including any structural components such as posts or cabling for the suspended lighting artwork
- Installation costs including but not limited to machinery for installation, site safety inductions and all structures supporting the artwork
- Appropriate insurance (public liability insurance minimum $20 million, product liability $20 million and professional indemnity $5 million)
- Lighting requirements
- Sub-contractor and supplier fees
- Transport of artwork to site (within WA)
- Traffic management costs if required for installation
- Site preparation
- Travel expenses
- Delivery of Maintenance Manual

Budget Exclusions
(to be covered by City of Vincent):

- Attribution plaque
- Photography and marketing

ASSESSMENT PANEL

Applications will be assessed by an Assessment Panel made up of Arts Advisory Group members, Administration, Town Team representatives and arts industry experts.

HISTORICAL CONTEXT:

WILLIAM STREET TOWN CENTRE

William Street (named after King William IV) runs through land that was once a chain of seasonal wetlands of practical and spiritual significance to the Whadjuk Noongar people, the traditional owners and custodians of the land for many thousands of years prior to European colonisation. The seasonal wetlands provided an abundance of resources including fish, turtles, frogs, reeds and fresh water, and were used most intensely during the late spring (Kambarang) and summer (Birak and Bunuru) months when turtles, waterfowl and frogs were most available. During these periods of abundance, Noongar people would gather to carry out ceremonial activities, and undertake trade and gift exchanges and marriage proposals (Harrison, 2000).

Oral histories suggest that the area near the eastern corner of William and Newcastle Streets may have been a former camping area and site of cultural significance for Whadjuk Noongar people. (Aboriginal Heritage Inquiry System Heritage Place 3695. See also O'Connor, Quartermaine & Bodney, 1989).

Following European colonisation and the establishment of the Perth townsite, William Street can be seen on early maps of Perth running north from the Swan River to Wellington Street, where it terminated at Lake Kingsford (today, the site of the Perth Cultural Centre).

Low lying wetlands to the north of Lake Kingsford were drained and filled from the 1850s to 1870s, and then William Street was extended north past Wellington Street and the land was sold as farm and housing lots. This new section of William Street (from Roe Street to Brisbane Street) was originally known as Hutt Street. (See map of Perth townsite 1845).

In the 1880s, the construction and opening of the Eastern Railway resulted in a shift in focus to areas in the Perth Railway Station vicinity and to the north. Over the next decade sub-division of the large lots increased and a mix of residential and commercial buildings were constructed in the areas nearest to the railway. From the 1890s, further development was spurred by the Western Australian Gold Boom, which saw a fourfold increase in the state population and subsequent demand for accommodation in, and close to the city.

Despite earlier drainage and infill works, seasonal flooding of parts of William Street and surrounding areas continued to occur in winter and spring. Due to its low lying topography, prevalence of water and fertile soil, this area was ideal for growing produce. By 1900, Chinese immigrants had well established market gardens at Robertson Park (previously Boojoormelup or Lake Henderson) and Birdwood Square (previously Chalyeding or Lake Poulette/First Swamp).

IMAGE CREDITS

Left: Section of Perth townsite map 1838, State Records Office
Top right: Perth Mosque, William St, COV PHO5877
Second top right: Perth General Dealers, William St 1953, COV PHO3130
Second bottom right: Kelly & Lewis Pty. Ptd., William St 1954, State Library WA
Bottom right: Cnr William and Newcastle St 2019, State Library WA

The early 1900s saw the construction of the Mohammedan Mosque (Ayar Mohamed) at 427-429 William Street, a prominent landmark of the area. Designed by Din Mohammed, construction of the Mosque was made possible with funds from members of the small and diverse early Muslim communities and Afghan cameleers who were vital to the supply chain in the development of the Goldfields. Additions and alterations were carried out in subsequent decades to enable continued use of the Mosque by an increasing number of Muslims in post-war multicultural Perth.

The multicultural tone for the area was set early with diverse residents of Chinese, Jewish and Muslim backgrounds evident in the names and businesses listed in the Wise Post Office Directories of the day. Proximity to the Mosque, to the nearby Brisbane Street Synagogue and Chinese market gardens influenced the cultural composition of the area. A snapshot of residents of William Street (numbers 323-478) in the WWI period shows an eclectic mix of small businesses (grocers, laundries, hairdressers, butchers, drapers, bootmakers, confectioners, and apothecaries), private residences and lodging houses.

The area's proximity to the City spurred residential and commercial development in the 20th Century. Transport was much improved with the construction of the Horseshoe Bridge in 1904 which allowed for traffic and trams to pass over the Perth-Fremantle railway line. The increasing popularity of motor vehicles after the war period brought more mechanical repair and fuel businesses to William Street. From 1937, Melbourne engineering company Kelly & Lewis opened a factory at 349 William Street selling tractors until at least the 1960s.

Another landmark building, the Art Deco style Copley's Bank Buildings was constructed in the 1930s on the corner of Newcastle and William Streets. The Blue Room Cabaret and Reception Rendezvous opened in 1938, and hosted 'old-time' dances several nights a week with live music. The venue had an upstairs room that was a popular venue for wedding receptions and 'coming of age' celebrations, until later in the 1950s when it became the offices of the Midland Bus Company.

HISTORICAL CONTEXT:

WILLIAM STREET TOWN CENTRE

NORTHBRIDGE CHINATOWN, PHOTOGRAPH BY LYNN GAIL 2020

In the post-war period, the flow of new migrants increased dramatically with businesses and lodging houses servicing a growing number of post-war arrivals from Europe. From the 1970s onwards, increasing numbers of immigrants from Asian countries also established businesses in the area. The arrival of Vietnamese refugees in the 1970s, followed by migrants from Thailand, Lebanon, India, Malaysia and Turkey saw a shift in the cultural mix of the Northbridge area from 'Little Italy' as it had become known in the post-war period, to a broader cultural mix.

In the 1990s, the area came under the jurisdiction of the newly formed Town of Vincent who revitalised William Street from Newcastle to Brisbane Streets into a Chinatown. The revitalisation was seen as a symbol of friendship and goodwill between Western Australia and the Chinese Government at a time when WA was negotiating a deal to become the first supplier of Liquid Natural Gas to China.

Although the town centre today is extremely diverse culturally, the area has maintained its strong Chinatown identity and this has become celebrated and reflected in public artworks installed in the area. A recurring theme of lanterns has appeared along William Street, further enhanced annually at Lunar New Year by traditional celebrations and decorations.

REFERENCE LIST

Northbridge Conservation Report, Palassis Architects, August 2000.

Report on an ethnohistorical investigation into the Aboriginal heritage of the Town of Vincent, Traditional Aboriginal Places Heritage Trail, Rodney Harrison for the Town of Vincent, January 2000.

Report on an Investigation into the Aboriginal Significance of Wetlands and Rivers in the Perth-Bunbury Region, O'Connor, Quartermaine & Bodney for WA Water Resources Council, 1989.

Report on Cultural Heritage Assessment of Wellington Square, East Perth. Moodjar Consultancy for the City of Perth, July 2017.

Wise's Post Office Directories, SLWA, years consulted 1900-1949.

Interview with Anne Topelburg, Memories of family businesses at 346 and 250-252 William Street, City of Vincent Local History Collection, OH0217.

Aboriginal Heritage Inquiry System, Other Heritage Place 3695 (formerly SO2257).

State Records Office, Townsite of Perth, Colonial Draftsman A. Hillman, 1838.

https://archive.sro.wa.gov.au/uploads/r/srowa/0/c/0ca79dfc105916a4e5da89cd78293cf14cdc659e3be30aa2e17423f6583567a1/cons_3868_item_288.jpg

"Blue Room Cabaret" on TROVE:

https://trove.nla.gov.au/search?keyword=%22Blue%20Room%20Cabaret%22

Perth Voice Interactive, "William, yes you are really something", 13 March 2014.

https://perthvoiceinteractive.com/2014/03/13/william-yes-you-are-really-something/

HISTORICAL CONTEXT:

LEEDERVILLE TOWN CENTRE

Oxford Street is located in proximity to a chain of seasonal wetlands of practical and spiritual significance to the Whadjuk Noongar people, the traditional owners and custodians of the land for many thousands of years prior to European colonisation. Galup (meaning 'place of fire') or Lake Monger (Registered Aboriginal Sites 3323; 3788; 3318) was used by Aboriginal people as a camp site as it offered abundant resources such as frogs, root tubers, turtles, gilgies and waterfowl for hunting and sustenance, particularly in late spring (Kambarang) and summer (Birak and Bunuru).

In addition to everyday subsistence, the wetlands provided a place for ceremonial gatherings and meetings. Galup, originally much larger in area than present day, was also associated with Noongar spiritual beliefs relating to the Waugul whose mythological journey to the sea was understood to have created freshwater sources such as lakes and wetlands. (McDonald, Coldrick, Villiers, 2005).

When the Swan River Colony was established in 1829, the chain of lakes and wetlands extending from Yanchep south to the Derbal Yarrigan (Swan River) was part of Mooro Country, the domain of Yellagonga and his people. After the arrival of European colonists, Yellagonga was forced to relocate from the foot of Mount Eliza to Galup, known at the time to Europeans as Monger's Lake after settler John Henry Monger. (Lynch, 2018).

Camp at Lake Monger 1923, Battye Library Collection

Although it is not often reflected in historical documents, Ian Wilkes and Poppy van Oorde-Grainger's project and performance Galup from Perth Festival 2021 uncovered the tragic story of a massacre at the lake in 1830 led by Frederick Irwin, leader of the colony's soldiers.

Present day street orientations of Leederville Town Centre have changed significantly over the last 120 years, particularly following construction of the Mitchell Freeway in the early 1970s. Prior to 1913, Oxford Street ran north from present day Carr Place to Scarborough Beach Road (named Leeder Street and North Beach Road, respectively, at the time). The section of Oxford Street south of Carr Place (formerly Leeder Street) was known as Sanders Street and Beulah Street prior to 1913, and was intersected by a drain reserve which connected Lake Monger to the former Lake Sutherland in West Perth.

Plan of the City of Perth, No. 7 1895-1910, State Records Office

John Monger and William Leeder (after whom the suburb was later named) were among the early European landholders attracted to the area because of its proximity to Perth and the permanent fresh water supply. However, development of the land around Monger's Lake by European colonists proceeded slowly until the late 19th century.

IMAGE CREDITS

Top: Leederville real estate subdivision plans, late 1890s, State Library of WA

Second top: Venables business at 101 Oxford St, 1925, COV PH0030

Second bottom: Chinese gardens south of E & W Stephen's, 115 Oxford St, 1926, COV PH01572

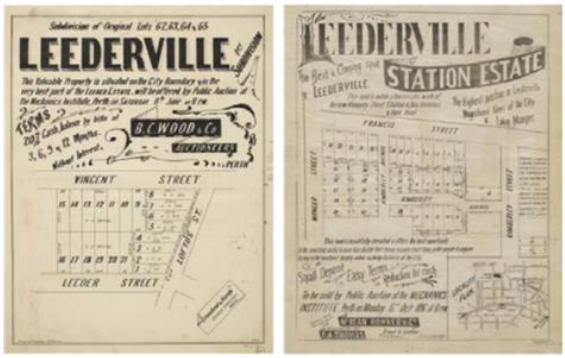
Bottom: Trolley-bus travelling east along Newcastle St, 1959, COV PH03148

Completion of the Fremantle-Guildford railway line in 1881 promoted subdivision and residential development in the area, spurred further by the WA gold boom of the 1890s which resulted in a huge increase in the state's population and increased demand for housing. To accommodate the demand, rural allotments close to Perth, including the vast Leeder Estate were gradually subdivided and progressively released for sale. Promoted under names like Leeder Estate, Lake View Estate and Leederville Station Estate, advertisements stressed the special features of the area, its proximity to Perth, Lake Monger and later the Leederville train station (now West Leederville train station).

Leederville was granted its own Road Board in 1895 and became a Municipality in 1896. During this period, many public and commercial buildings were constructed including Leederville Primary School (1894), Leederville Post Office (1897), the Leederville Hotel (1897) and the Leederville Police Station (1898).

The Leederville Hotel was the first establishment in the area to have electric light in 1905. In the early 1900s in Perth, the advent of electricity transformed communications, commerce, transport, entertainment and domestic life. Electrification of Leederville (and Perth) in the mid-1890s was connected to development of the tram network. An efficient modern public transport system was a hallmark of a prosperous city and a further boon to commercial, industrial and residential development of the area.

In 1914 when the Perth, North Perth and Leederville municipalities came together to form 'Greater Perth', Leederville had a mix of residential, commercial and industrial buildings, well established roads and transport corridors, piped water (installed in 1911) and good public amenities and recreational facilities. Long standing landmark



HISTORICAL CONTEXT:

LEEDERVILLE TOWN CENTRE

Construction of the Mitchell Freeway Leederville, 1974, COV PH00364

businesses on Oxford Street include Venables hardware and engineering (97-101 and 105 Oxford: 1919-1999); Mac's Joinery Works (103-105 Oxford: 1950s to 1970s); Stephens Coachbuilders & Farriers (115 Oxford 1903-1929) next door to which was a Chinese market garden; Leederville Fish Supply run by the Panegyres family (125 Oxford: 1918-1980s) behind which was vacant ground used by the Metro Whippet Club for racing, as well as by travelling circuses and fair ground operators; Leo's Fruit Supply (127 Oxford: 1936-1970s); Hutchinson's Chemist (135 Oxford: 1925-1960s); Williams Butcher (141 Oxford, later the 'Tip Top' Arcade from 1933); National Bank (145 Oxford: 1953-); Brennan's Drapery (149 Oxford: 1921-1939); New Oxford Picture Theatre & Tearooms (155-157 Oxford: Est 1927-).

Following the relatively stagnant period of the Great Depression and inter-war years, immigration from Europe increased after WWII, spurring increasing demand for new and improved housing and commercial buildings in the area. Around Oxford and Newcastle Streets, new shops and office buildings replaced many of the older residences. In 1948, a technical trade school was built in Leederville as part of an Army training scheme and later became known as the Leederville TAFE, currently North Metro TAFE.

Transport also changed in the post-war period with trams and trolleybuses replaced in the 1960s by buses and cars. In 1973, the construction of the Mitchell Freeway saw the suburb of Leederville cut in half with the creation of a physical barrier to accessing Lake Monger from the east.

In the early 1990s, construction of the Northern Suburbs railway line had a flow-on effect for Leederville with residents gaining easy access to rail transport at the Leederville Station, at the southern end of Oxford Street. The nearby shopping area on Oxford Street was also redeveloped into a popular café strip.

Today, Leederville is home to approximately 3,500 residents with a much higher proportion (58%) of medium or high density dwellings compared to 25% in Greater Perth (Census of Population and Housing, 2016).

REFERENCE LIST

Department of Planning, Lands and Heritage, Aboriginal Heritage Inquiry System. Heritage Surveys for Registered Aboriginal Sites 3323; 3788; 3318; 4322.

Department of Planning, Lands and Heritage, In Herit Heritage Places:

Lake Monger Velodrome (Heritage Place 18182); Leederville Hotel (Heritage Place 2201); Leederville Post Office (Heritage Place 2203); Leederville Primary School (fmr) (Heritage Place 3375); Old Leederville Police Station & Quarters (Heritage Place 2204); Central TAFE Leederville Campus (Heritage Place 18047); City of Vincent Administration Building (Heritage Place 18063); Leederville Oval (Heritage Place 14582).

Report on an Investigation into Aboriginal Significance of Wetlands and Rivers in the Perth-Bunbury Region (O'Connor, Quartermaine and Bodney), Western Australian Water Resources Council, 1989.

Report on an ethnohistorical investigation into the Aboriginal heritage of the Town of Vincent (Rodney Harrison) Town of Vincent, 2000.

City of Vincent, Heritage Assessment John Tonkin Water Centre, 2011. https://www.vincent.wa.gov.au/agenda/2011/20111011/att/pbsrr629newcastle006.pdf

Study of Groundwater-Related Aboriginal Cultural Values of the Gnangara Mount, Western Australia (McDonald, Coldrick, Villiers) for Department of Environment, 2005.

Leederville Oval Draft Conservation Plan, Considine and Griffiths Architects for Perth Glory Soccer Club and Town of Vincent, 1999.

Chinese Market Gardening in the Perth Metropolitan Region 1900-1920, Anne Atkinson, 1986.

Leederville Suburb Brochure, City of Vincent Local History Centre, 2015.

Census of Population & Housing, Australian Bureau of Statistics, profile.id: Leederville: https://profile.id.com.au/vincent/about?WebID=110

Plan of the City of Perth, No. 7 1895-1910, State Records Office

Leederville Station Estate, 1896. SLWA 33/19/83 https://purl.slwa.wa.gov.au/slwa_b5143607_2.jpg?agree

State Records Office, Townsite of Perth, Colonial Draftsman A. Hillman, 1838.

Wise's Post Office Directories, SLWA, years consulted 1900-1949.

CITY OF VINCENT

For any enquiries please contact:

Lauren Formentin
Place Planner - Pickle Distric (Arts)
lauren.formentin@vincent.wa.gov.au
(08) 9273 6553

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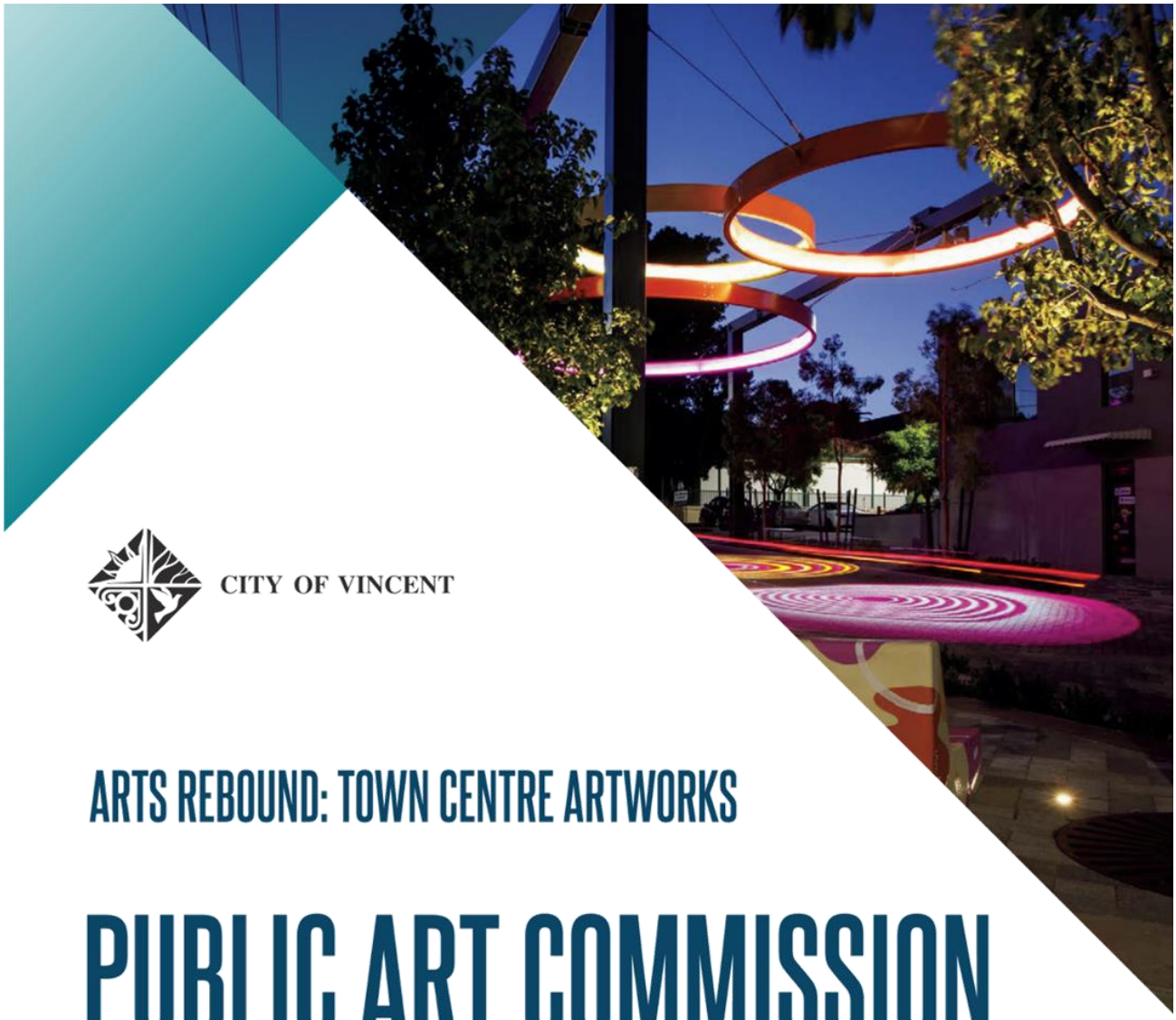

CITY OF VINCENT

ARTS REBOUND: TOWN CENTRE ARTWORKS

PUBLIC ART COMMISSION

Artwork Brief
04 October 2021

VINCENT.WA.GOV.AU

ACKNOWLEDGMENT OF COUNTRY

The City of Vincent acknowledges the Traditional Owners of the land, the Whadjuk people of the Noongar nation and pay our respects to Elders past, present and emerging.

We recognise the unique and incomparable contribution the Whadjuk people have made and continue to make to our culture and in our community. We will continue to seek the input of the Traditional Owners.

The land on which we live, meet and thrive as a community always was and always will be Noongar land.

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

Warning: Aboriginal and Torres Strait Islander readers are advised that this document contains references to, or images of, people who are now deceased.

CONCEPT DESIGN PROPOSAL SUBMISSION SUMMARY

1. **CLOSING TIME AND DATE**
   4:00PM (AWST) TUESDAY, 16 NOVEMBER 2021
   Late submissions cannot be accepted.

2. **SUBMISSION DETAILS**
   Submissions to be emailed in pdf format. Please make an enquiry in advance if you are unable to submit digitally.

ENQUIRIES:
Lauren Formentin, Place Planner - Pickle District (Arts)
lauren.formentin@vincent.wa.gov.au
9273 6000

SUBMISSIONS:
Procurement Team
Procurement@vincent.wa.gov.au

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PROJECT OVERVIEW

INTRODUCTION

The City of Vincent recognises that COVID–19 has had and will continue to have a significant impact on the City's arts community. Artists perform a vital role in Vincent, and have provided immeasurable value to our communities. This initiative forms part of the Vincent Rebound Plan, a plan which guides a suite of actions to recover and bounce back from the COVID-19 pandemic.

The Arts Rebound: Town Centre Artworks project is outlined in the Vincent Rebound Plan and includes the commission of one public artwork in William Street Town Centre and one public artwork in Leederville Town Centre. The project aims to support Vincent's local arts industry and the broader Vincent community by delivering public realm artworks which encourage and support social interaction, creativity and vibrancy.

The project is to be funded utilising the City's Percent for Art Cash-in-lieu Reserve fund which has been collected from cash-in-lieu payments in line with the City's Percent for Art Policy. The policy recognises that building developments which increase the amount of people using the City of Vincent to live, work, and play creates an increased need for high-quality public art and spaces. The commission money available represents the cash contributions of Developers who have recognised the need for public art in our communities.

The City invites shortlisted applicants to submit Concept Design Proposals for their respective public art opportunities. Concept Design Proposals must be submitted no later than **4pm on Tuesday 16 November 2021.** Submission requirements are detailed on page 19.

APPLICANT ELIGIBILITY

Artists or artist teams that wish to apply must include at least one team member that meets a minimum of two of the following criteria:

- Has a tertiary qualification in the visual arts, or other applicable art forms such as multimedia;
- Has experience exhibiting and selling artwork at reputable art galleries;
- Is represented in major public collections;
- Earns more than 50% of their income from arts related activities such as teaching or public art commissions;
- Can demonstrate a significant body of previous completed public art commissions and works; or
- Is an Indigenous Artist.

The City of Vincent understands that the above criteria can be difficult to meet, and encourages those who may not meet the criteria to form artist teams with someone who does – and similarly, encourages established artists to collaborate with emerging artists.

COMMUNITY ENGAGEMENT REQUIREMENTS

The City of Vincent envisages the commissioned artwork to have a high level of community investment. In order for the City to maintain a certain level of engagement with local residents on this project, the **shortlisted artists** will be required to:

- Listen to and consider the perspectives of community stakeholder, passed on by City of Vincent staff;
- Attend a site visit with the Arts Officer, Place Planner, local Town Team representative and the City's Senior Librarian from the Local History Centre to walk around the area and discuss context; and
- Conduct their own research into the location and community while developing their concept design proposals.

In addition, the **successful artists** commissioned for the project will be required to:

- Be available for media opportunities at key points throughout the process, or when they arise;
- Provide photo opportunities and information throughout the development and fabrication process; and
- Present an Artist talk post-completion.

VISION AND GUIDING PRINCIPLES

In August 2018, the City endorsed the *Arts Development Action Plan 2018-2020*, underpinned by the vision to 'embed creativity in everything we do, to make Vincent the arts capital of Perth'. The Plan recognises the power of high-quality public art to create and reflect strong artistic communities, and increase the artistic literacy of all community members. The City continues to seek public artworks that play a role in creating a vibrant and thriving city and a sense of belonging.

The artwork should demonstrate innovation and a high level of artistic integrity. It should enhance the surroundings of its location, and have a visible presence both during the day and night. Materials should be durable and weather-proof, and should not require excessive maintenance. The artwork should spark conversations and be a talking point in the community.

The City of Vincent's Public Art Policy includes the following objectives:

- Develop and promote the community identity of Vincent;
- Increase the social, cultural and economic values within the Vincent community;
- Engage with the community in a way that contributes to their understanding of the spaces and places they inhabit;
- Celebrate and acknowledge cultural and social diversity through the encouragement of art; and
- Enrich our public spaces.

Applicants are also encouraged to review the following City of Vincent documents to ensure that proposed public artworks are in alignment with the City's strategies and desired outcomes:

- *Strategic Community Plan 2018-2028*
- *Accessible City Strategy 2020-2030*

ARTWORK OPPORTUNITY 1:

WILLIAM STREET TOWN CENTRE

ARTWORK LOCATION SITE PLAN

LOCATION

The intersection of William and Brisbane Streets in Northbridge has been identified as an ideal location for public art within William Street Town Centre.

An artwork at this site will have great visibility with high pedestrian, bicycle and vehicular traffic through the day and night. The identified area is also owned and/or managed by the City of Vincent, and has access to power.

Applicants are invited to design a suspended artwork that sits above this bustling intersection. The work must incorporate lighting in some way for a night time presence.

Located at the northern boundary of the main retail and culinary centre of Northbridge, this public artwork will be a statement of its place and will become synonymous with the town centre.

VIEW OF THE WILLIAM STREET AND BRISBANE STREET INTERSECTION FACING SOUTH

VIEW OF THE WILLIAM STREET AND BRISBANE STREET INTERSECTION FACING EAST

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ARTWORK OPPORTUNITY 1:

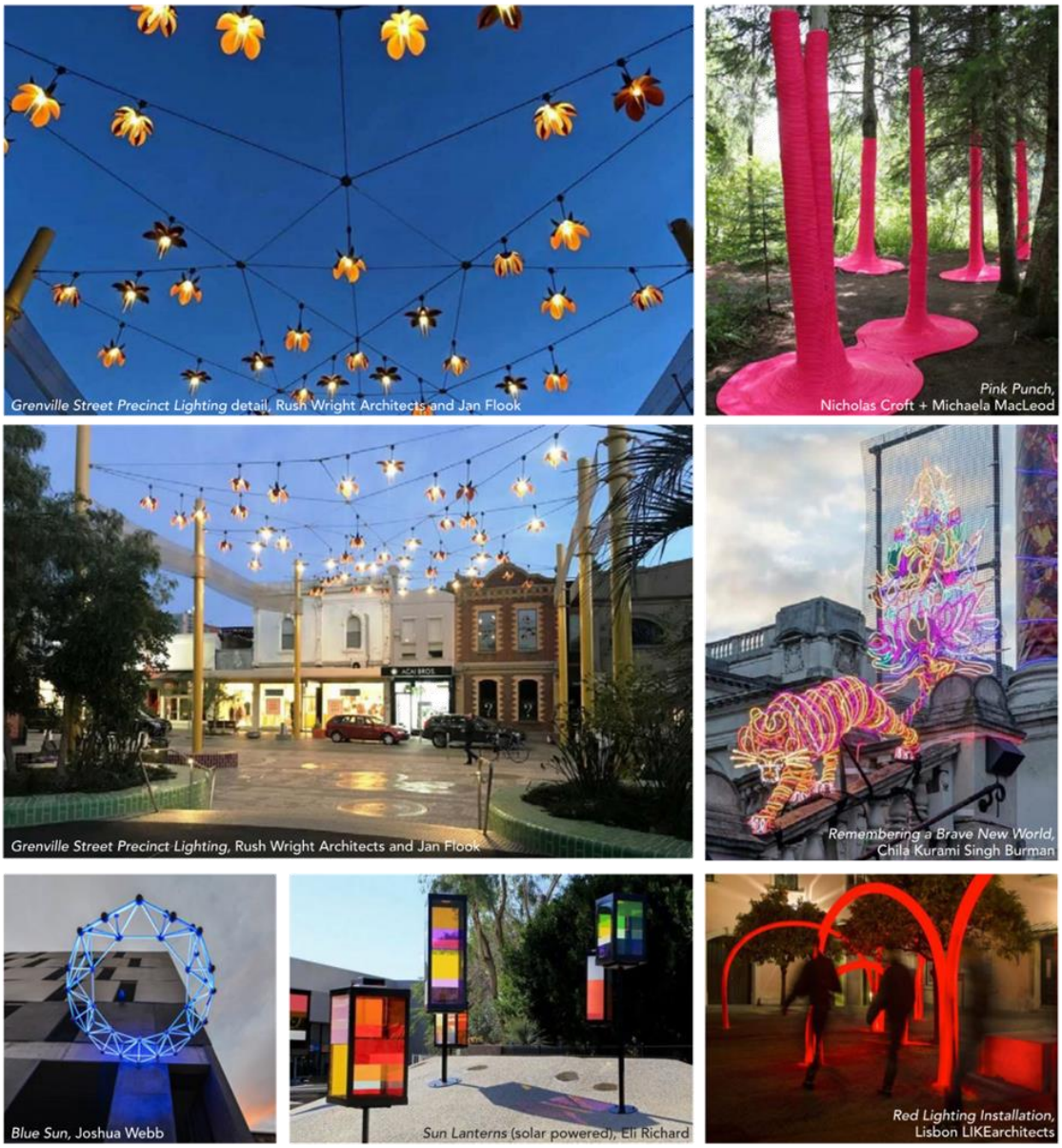
WILLIAM STREET TOWN CENTRE

WILLIAM STREET TOWN CENTRE, PHOTOGRAPHY BY JESSICA WYLD 2020

SITE CONTEXT

Connecting the City of Vincent to Northbridge and the Perth CBD, William Street is Vincent's most demographically diverse town centre. Today this precinct houses an eclectic mix of boutiques, arts venues, accommodation, eateries, bars and nightclubs, and has a buzzing nightlife. Northbridge is known for its wide range of culturally diverse restaurants, ranging from Middle Eastern to European and Asian culinary offerings.

The area defined as William Street Town Centre is the stretch of William Street bound by Newcastle and Brisbane Streets, as shown in the map. Much of the building stock is late nineteen and early twentieth century and large parts of the area have aesthetic and historic value. Stylish built form, strong urban design, rich cultural heritage and strategic location in proximity to the City are key characteristics of the area.



EXAMPLES OF PUBLIC ART FOR INSPIRATION

ARTWORK CONSIDERATIONS

Budget: $200,000 + GST

Details on exactly what this budget must cover is outlined on page 20

Artwork Type:

- Suspended artwork that incorporates lighting
- Artwork must have a presence in the daylight and night time
- Artwork does not need to span full intersection, size should be determined according to project limitations, particularly budget
- Materials should be durable and weather-proof, and should not require excessive maintenance

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ARTWORK OPPORTUNITY 1:

WILLIAM STREET TOWN CENTRE

Luminous, Geoffrey Drake-Brockman

Lantern (1 of 4 along William St), Stuart Green

Mural by Matthew Wong

EXISTING PUBLIC ARTWORKS IN SURROUNDING AREA

CURATORIAL THEME

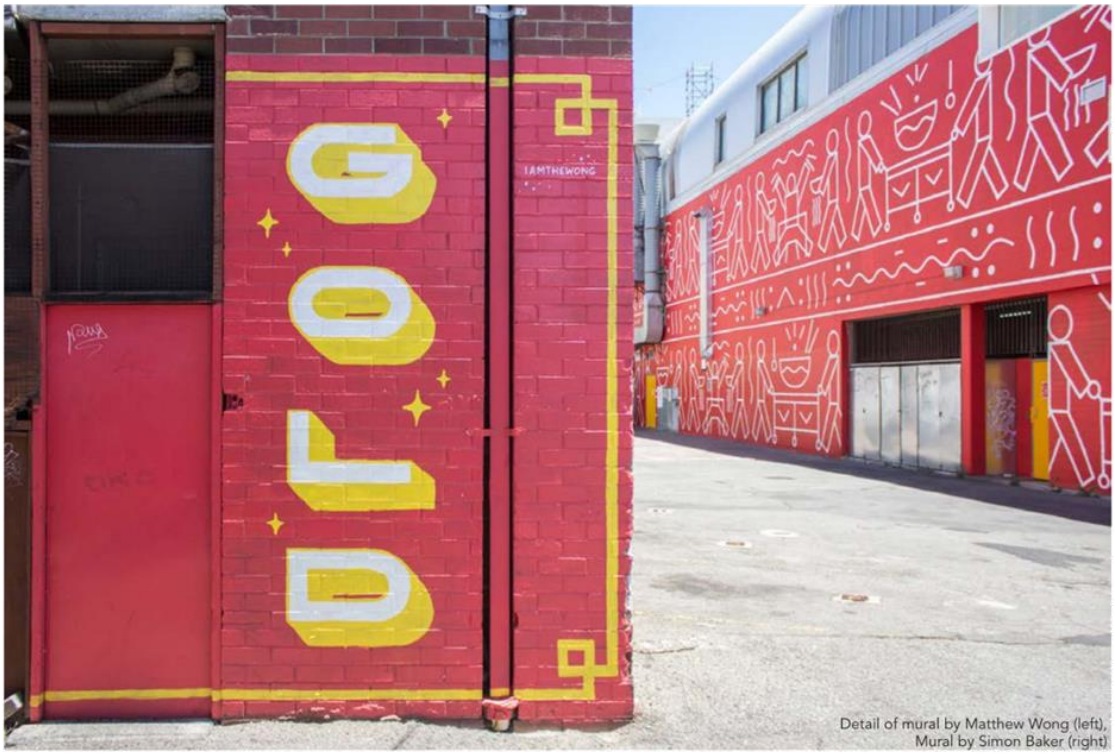
Themes explored in the artwork are to stem from William Street Town Centre's heritage, context and character. Some information has been provided at the end of this document, but applicants are encouraged to use it as inspiration and a starting point for further research.

Being a suspended lighting artwork in this specific location, the artwork must explore and/or respond to the theme of lanterns. William Street is a melting pot of cultures from around the world. The lanterns could respond to the mix of past or existing cultures and/or public artworks in the WIlliam Street area

Shortlisted applicants will be required to attend a walk around the town centre with Vincent's Arts Officer, Place Planner, Town Team representative and Senior Library Historian to gain a full understanding of the area.

The resulting public artwork will be site-specific and aesthetically fitting within its context, telling a story about or referencing an aspect of the site in an artistic way.

Mural by Yok + Sheryo



Detail of mural by Matthew Wong (left),
Mural by Simon Baker (right)

EXISTING PUBLIC ARTWORKS IN SURROUNDING AREA

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ARTWORK OPPORTUNITY 2:

LEEDERVILLE TOWN CENTRE

ARTWORK LOCATION SITE PLAN

LOCATION

There are two available locations for public artwork, right in the heart of Leederville Town Centre by the intersection of Oxford and Newcastle Streets.

This small stretch of Newcastle Street between Carr and Oxford Streets was launched as the Leederville Village Square after the City of Vincent undertook construction works in 2019. The idea was brought to the City by Leederville Connect and involved, among other things, paving the street and raising it to footpath level. The updated design provides a pedestrian friendly space for vehicles, cyclists and pedestrians to share, that can easily be closed off and utilised for community events.

An artwork installed at these sites will therefore be a part of such festivals and community events, in addition to the everyday experience. The identified area is also owned and/or managed by the City of Vincent, and has access to power.

The first location is the wide path that wraps around Grill'd. Applicants are invited to design a sculptural artwork that also functions as a seat or bench. Lighting should also be considered to ensure a day and night presence.

The second location is the median strip, highlighted in the plan above. With the median strip now at street level there has been a recurrence of cars parking here, which is unsafe. This is an opportunity for applicants to design a sculptural work that deters parking on the median strip, whilst still allowing easy movement of pedestrians and cyclists. Lighting should also be considered to ensure a night time presence as well as day.

OXFORD STREET AND NEWCASTLE STREET INTERSECTION FACING EAST

VIEW OF GRILL'D, THE LEEDERVILLE HOTEL AND NEWCASTLE STREET MEDIAN

VIEW OF LEEDERVILLE VILLAGE SQUARE

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ARTWORK OPPORTUNITY 2:

LEEDERVILLE TOWN CENTRE

LEEDERVILLE TOWN CENTRE, PHOTOGRAPHY BY JESSICA WYLD 2020

SITE CONTEXT

Oxford Street is the spine that runs through Leederville Town Centre, stretching north from Leederville Parade to Bourke Street. The town centre also includes areas back from Oxford Street, and is largely bound east-west by Leederville Parade and Loftus Street as shown in the map.

Retaining the existing character and contributing towards a high quality public realm for people is a top priority for Leederville.

The Leederville Town Centre consists of a unique mix of retail, civic uses, restaurants, bars and residential dwellings which all function in a cohesive environment, and flourish together as one mix-used suburb. While some suburbs in Perth's inner-city ring have gentrified over time, Leederville has retained a grungy working class feel and has developed a unique, vibrant and youthful atmosphere.

ARTWORK CONSIDERATIONS

Budget: $80,000 + GST

Details on exactly what this budget must cover is outlined on page 20

Artwork Type:

- **Grill'd corner path:** sculptural work that functions as a seat or bench
- **Median strip:** sculptural work that deters parking on median strip
- Artwork must have a presence in the daylight and night time, consider lighting
- Materials should be durable and weather-proof, and should not require excessive maintenance

Meander Night Glow, Fuko Nara

The Adventurer, Gabriel Lester

Mutualities, Penelope Forlano

Mangrove Poem, Emily Floyd

EXISTING EXAMPLES OF PUBLIC ART FOR INSPIRATION

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ARTWORK OPPORTUNITY 2:

LEEDERVILLE TOWN CENTRE

LEEDERVILLE TOWN CENTRE, PHOTOGRAPHY BY JESSICA WYLD 2020

CURATORIAL THEME

Themes explored in the artwork are to stem from Leederville Town Centre's heritage, context and character. Some information has been provided in this document, but applicants are encouraged to use it as inspiration and a starting point for further research.

Shortlisted applicants will be required to attend a walk around the town centre with Vincent's Arts Officer, Place Planner, Town Team representative and Senior Library Historian to gain a full understanding of the area. The resulting public artwork will be site-specific and aesthetically fitting within its context, telling a story about or referencing an aspect of the site in an artistic way.

LEEDERVILLE TOWN CENTRE, PHOTOGRAPHY BY JESSICA WYLD 2020

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PROJECT TIMELINE

The following program outlines the indicative timeline for the Arts Rebound: Town Centre Artworks project.

EXPRESSION OF INTEREST

10 weeks

EOI RELEASED:
Wednesday 21 July, 2021.

EOI SUBMISSIONS DUE:
4pm Wednesday 1 September, 2021.

City of Vincent undertakes evaluation of the submissions and shortlists two to three applicants for each artwork opportunity.

Applicants notified of outcome by Wednesday 29 September, 2021.

Shortlisted applicants sent draft artist contracts and any feedback or guidance in response to EOI submission.

CONCEPT DESIGN PROPOSAL

11 weeks

COMMENCES:
Wednesday 29 September, 2021.

CDP SUBMISSIONS DUE:
4pm Tuesday 16 November, 2021.

Site visit with Arts Officer, Senior Library Historian, Place Planner and local Town Team representative to gain full understanding of area's context in W/C Monday 11 October, 2021.

Applicants submit CDPs Tuesday 16 November, present to Assessment Panel Wednesday 17 November to Thursday 18 November, 2021 (TBC).

City of Vincent undertakes evaluation of submissions and comes to a decision on successful applicant(s) for each artwork opportunity.

Applicants notified of outcome by Friday 17 December, 2021.

Successful artists provided any feedback, contracts executed by Wednesday 22 December, 2021.

DESIGN DEVELOPMENT

12 weeks

COMMENCES:
Friday 17 December, 2021.

SUBMISSIONS DUE:
4pm Friday 25 February, 2022.

Artists can maintain regular contact with City of Vincent staff to ensure design development is on track and to clarify any queries.

Design Development submission reviewed by City of Vincent, any feedback provided by Wednesday 9 March, 2022.

CONSTRUCTION DOCUMENTATION

8 weeks

COMMENCES:
Monday 9 March, 2022.

SUBMISSIONS DUE:
4pm Wednesday 20 April, 2022.

Artists can maintain regular contact with City of Vincent staff to ensure design development is on track and to clarify any queries.

Construction Documentation reviewed by City of Vincent staff, any feedback provided to artists by Wednesday 4 May, 2022.

Artists incorporate feedback or amendments to Construction Documentation as required by Wednesday 18 May, 2022.

FABRICATION

8 weeks (TBC)

COMMENCES:
Wednesday 18 May, 2022.

FABRICATION COMPLETE:
Wednesday 13 July, 2022 (TBC).

Installation methodology and risk management plan submitted by Wednesday 15 June, 2022.

Any feedback provided by City of VIncent to be incorporated.

INSTALLATION AND COMPLETION

4 weeks (TBC)

COMMENCES:
Wednesday 13 July, 2022 (TBC).

PROJECT COMPLETION:
Monday 15 August, 2022 (TBC).

Artworks freighted to site and installed from Wednesday 13 July to Wednesday 10 August, 2022 (TBC).

Artists provide maintenance manual, and attribution plaque installed by Friday 12 August, 2022.

Artist Talks take place at the installed artworks on Saturday 13 August, 2022 (TBC).

PROCUREMENT PROCESS

PHASE ONE: EXPRESSION OF INTEREST (COMPLETE)

Open Competition: this model commences with a public call out for Expressions of Interest to provide a schematic response to the artwork brief. Shortlisted applicants are then invited to develop and present concept designs for a fee, and finally preferred artists or artist teams are selected.

OVERVIEW

The City of Vincent is seeking Expressions of Interest (EOIs) through an open competition process. Artists or artist teams are invited to submit their EOI for review by the Assessment Panel. No payment will be offered for this stage. A shortlist of two to three applicants for each of the artwork opportunities will be invited to proceed to the next stage. Unsuccessful applicants will be notified via email.

Submit EOIs as a single pdf document to the Procurement email address, or get in contact early if you are unable to submit digitally. Please note we legally cannot accept late submissions. For any enquiries please contact Lauren Formentin on (08) 9273 6553 or lauren.formentin@vincent.wa.gov.au.

EOI submissions due:
4pm Wednesday 1 September, 2021

Send to:
Procurement@vincent.wa.gov.au

EOI SUBMISSION REQUIREMENTS:

- **CV** showing relevant artistic experience, including name and contact details, and details on how Applicant Eligibility criteria is met (details on opposite page);
- Up to 6 examples for individuals or up to 10 examples for teams of **previous works** with image details, demonstrating artistic excellence and experience in delivering projects within budget and timeframes;
- **Short statement** (maximum of one page) responding to the brief/themes/locations and the preferred connection to Vincent criteria;
- Confirmation of artist **availability** in the timeframe outlined; and
- **Certificate of currency** confirming public liability insurance policy (minimum $20 million), product liability ($20 million) and professional indemnity ($5 million).

*Please note: no sketches or imagery of designs are to be submitted at this stage. This ensures a fair and level playing field across all applicants – because it is an unpaid submission, the amount of work required is kept to a minimum.

APPLICANT ELIGIBILITY

Artists or artist teams that wish to apply must include at least one team member that meets a minimum of two of the following criteria:

- Has a tertiary qualification in the visual arts, or other applicable art forms such as multimedia;
- Has experience exhibiting and selling artwork at reputable art galleries;
- Is represented in major public collections;
- Earns more than 50% of their income from arts related activities such as teaching or public art commissions;
- Can demonstrate a significant body of previous completed public art commissions and works; or
- Is an Indigenous artist.

The City of Vincent understands that the above criteria can be difficult to meet, and encourages those who may not meet the criteria to form artist teams with someone who does – and similarly, encourages established artists to collaborate with emerging artists. As you will see below, artist teams will be looked upon favourably for this project as the City would like to support more than two artists through this initiative.

The following eligibility criteria is not essential, but will be favoured.

- Artist teams;
- Demonstrated ongoing connection to the City of Vincent's artistic community by being: an individual who either is a Vincent resident, owns/leases a studio or workspaces within Vincent, or has a record of producing artwork in Vincent; or
- An arts, culture or creative organisation that has a business address within Vincent, or conducts work within Vincent.

EOI ASSESSMENT CRITERIA	WEIGHTING
Applicant meets eligibility criteria	Yes / No
Approach: Response to brief and creative approach to the project	30%
Experience: proven ability to deliver similar scale projects within budget and timeframe	20%
Artistic Excellence: quality of previous work demonstrated through visual support material	40%
Is the applicant a team?	5%
Does the applicant demonstrate a connection to Vincent?	5%

PROCUREMENT PROCESS

PHASE TWO: CONCEPT DESIGN PROPOSAL (THIS PHASE)

OVERVIEW

Concept Design Proposals (CDPs) have been requested from three shortlisted artists per town centre. A payment of $2,200 + GST for the William Street Town Centre opportunity and $1,800 + GST for the Leederville Town Centre opportunity will be offered for each requested CDP.

A **site visit** with the Arts Officer, Senior Library Historian, Place Planner and local Town Team representative will take place in the week commencing Monday 11 October, 2021 to gain full understanding of the area's context.

After submitting, the shortlisted artists will **present their CDPs to the Assessment Panel** in person from Wednesday 17 November to Thursday 18 November, 2021 (to be confirmed). The Assessment Panel will make their recommendation to Council for a decision at the Ordinary Council Meeting on Tuesday 14 December, 2021. Applicants will be notified of the result on Friday 17 December, 2021.

Please submit CDPs as a single pdf document to the Procurement email address below. For any enquiries please contact Lauren Formentin on (08) 9273 6553 or lauren.formentin@vincent.wa.gov.au

CDP submissions due:
4pm Tuesday 16 November, 2021

Send to:
Procurement@vincent.wa.gov.au

CDP SUBMISSION REQUIREMENTS:

- A **written concept or statement** detailing appropriate research undertaken for the project and demonstrating the relationship between the proposed artwork and the themes and vision outlined in the brief.
- **Concept drawings** and/or 3D imagery of the proposed work as required to convey the concept, with indicative scale and presented in a professional and artistic manner.
- Indicative **site plan** showing the proposed artwork location and layout for the artwork.
- A **confirmation of the timeline** outlined in the brief is achievable and details of any key milestones in artwork creation.
- A detailed **budget breakdown** across the phases of the project, including all items listed in the 'budget inclusions' section on the following page.
- A description of **material and fabrication methods** with consideration of transportation and installation.
- Details of proposed **suppliers and sub-contractors**, including confirmation that their costs are included in the budget.
- Indication of any known ongoing **maintenance** requirement associated with the proposal.
- An artist/artist team **biography** and high resolution **photograph**.
- Acknowledgement that the **artist contract** has been reviewed, with any suggested revisions if applicable.

CDP ASSESSMENT CRITERIA	WEIGHTING
Concept: the artwork is designed by an artist/team that shows strong vision and innovation, with a proven ability to deliver excellent craftsmanship. The proposed artwork is unique and provides an opportunity for public engagement.	30%
Context: the artwork is site specific and considers the themes outlined in the Artwork Brief.	30%
Public safety and access: the artwork is accessible for people of all abilities and is designed, constructed and installed with best practice risk management so that the artwork does not present a hazard to public safety.	20%
Longevity: the artwork is designed to be structurally sound and resistant to theft, vandalism, weathering and excessive maintenance.	20%
Ability to deliver all inclusive concept for proposed budget and timeframe.	Yes / No

BUDGET

The total artwork commission budget is $200,000 + GST for the William Street Town Centre artwork opportunity, and $80,000 + GST for the Leederville Town Centre artwork opportunity.

Budget Inclusions:

- Artist fees, project management and administration costs
- Construction and safety documentation fees
- Materials and fabrication, including any structural components such as posts or cabling for the suspended lighting artwork
- Installation costs including but not limited to machinery for installation, site safety inductions and all structures supporting the artwork
- Appropriate insurance (public liability insurance minimum $20 million, product liability $20 million and professional indemnity $5 million)
- Lighting requirements
- Sub-contractor and supplier fees
- Transport of artwork to site (within WA)
- Traffic management costs if required for installation
- Site preparation
- Travel expenses
- Delivery of Maintenance Manual

Budget Exclusions
(to be covered by City of Vincent):

- Attribution plaque
- Photography and marketing

ASSESSMENT PANEL

Applications will be assessed by an Assessment Panel made up of Arts Advisory Group members, Administration, Town Team representatives and arts industry experts.

HISTORICAL CONTEXT:

WILLIAM STREET TOWN CENTRE

William Street (named after King William IV) runs through land that was once a chain of seasonal wetlands of practical and spiritual significance to the Whadjuk Noongar people, the traditional owners and custodians of the land for many thousands of years prior to European colonisation. The seasonal wetlands provided an abundance of resources including fish, turtles, frogs, reeds and fresh water, and were used most intensely during the late spring (Kambarang) and summer (Birak and Bunuru) months when turtles, waterfowl and frogs were most available. During these periods of abundance, Noongar people would gather to carry out ceremonial activities, and undertake trade and gift exchanges and marriage proposals (Harrison, 2000).

Oral histories suggest that the area near the eastern corner of William and Newcastle Streets may have been a former camping area and site of cultural significance for Whadjuk Noongar people. (Aboriginal Heritage Inquiry System Heritage Place 3695. See also O'Connor, Quartermaine & Bodney, 1989).

Following European colonisation and the establishment of the Perth townsite, William Street can be seen on early maps of Perth running north from the Swan River to Wellington Street, where it terminated at Lake Kingsford (today, the site of the Perth Cultural Centre).

Low lying wetlands to the north of Lake Kingsford were drained and filled from the 1850s to 1870s, and then William Street was extended north past Wellington Street and the land was sold as farm and housing lots. This new section of William Street (from Roe Street to Brisbane Street) was originally known as Hutt Street. (See map of Perth townsite 1845).

In the 1880s, the construction and opening of the Eastern Railway resulted in a shift in focus to areas in the Perth Railway Station vicinity and to the north. Over the next decade sub-division of the large lots increased and a mix of residential and commercial buildings were constructed in the areas nearest to the railway. From the 1890s, further development was spurred by the Western Australian Gold Boom, which saw a fourfold increase in the state population and subsequent demand for accommodation in, and close to the city.

Despite earlier drainage and infill works, seasonal flooding of parts of William Street and surrounding areas continued to occur in winter and spring. Due to its low lying topography, prevalence of water and fertile soil, this area was ideal for growing produce. By 1900, Chinese immigrants had well established market gardens at Robertson Park (previously Boojoormelup or Lake Henderson) and Birdwood Square (previously Chalyeding or Lake Poulette/First Swamp).

IMAGE CREDITS

Left: Section of Perth townsite map 1838, State Records Office
Top right: Perth Mosque, William St, COV PHO5877
Second top right: Perth General Dealers, William St 1953, COV PHO3130
Second bottom right: Kelly & Lewis Pty. Ptd., William St 1954, State Library WA
Bottom right: Cnr William and Newcastle St 2019, State Library WA

The early 1900s saw the construction of the Mohammedan Mosque (Ayar Mohamed) at 427-429 William Street, a prominent landmark of the area. Designed by Din Mohammed, construction of the Mosque was made possible with funds from members of the small and diverse early Muslim communities and Afghan cameleers who were vital to the supply chain in the development of the Goldfields. Additions and alterations were carried out in subsequent decades to enable continued use of the Mosque by an increasing number of Muslims in post-war multicultural Perth.

The multicultural tone for the area was set early with diverse residents of Chinese, Jewish and Muslim backgrounds evident in the names and businesses listed in the Wise Post Office Directories of the day. Proximity to the Mosque, to the nearby Brisbane Street Synagogue and Chinese market gardens influenced the cultural composition of the area. A snapshot of residents of William Street (numbers 323-478) in the WWI period shows an eclectic mix of small businesses (grocers, laundries, hairdressers, butchers, drapers, bootmakers, confectioners, and apothecaries), private residences and lodging houses.

The area's proximity to the City spurred residential and commercial development in the 20th Century. Transport was much improved with the construction of the Horseshoe Bridge in 1904 which allowed for traffic and trams to pass over the Perth-Fremantle railway line. The increasing popularity of motor vehicles after the war period brought more mechanical repair and fuel businesses to William Street. From 1937, Melbourne engineering company Kelly & Lewis opened a factory at 349 William Street selling tractors until at least the 1960s.

Another landmark building, the Art Deco style Copley's Bank Buildings was constructed in the 1930s on the corner of Newcastle and William Streets. The Blue Room Cabaret and Reception Rendezvous opened in 1938, and hosted 'old-time' dances several nights a week with live music. The venue had an upstairs room that was a popular venue for wedding receptions and 'coming of age' celebrations, until later in the 1950s when it became the offices of the Midland Bus Company.

HISTORICAL CONTEXT:

WILLIAM STREET TOWN CENTRE

NORTHBRIDGE CHINATOWN, PHOTOGRAPH BY LYNN GAIL 2020

In the post-war period, the flow of new migrants increased dramatically with businesses and lodging houses servicing a growing number of post-war arrivals from Europe. From the 1970s onwards, increasing numbers of immigrants from Asian countries also established businesses in the area. The arrival of Vietnamese refugees in the 1970s, followed by migrants from Thailand, Lebanon, India, Malaysia and Turkey saw a shift in the cultural mix of the Northbridge area from 'Little Italy' as it had become known in the post-war period, to a broader cultural mix.

In the 1990s, the area came under the jurisdiction of the newly formed Town of Vincent who revitalised William Street from Newcastle to Brisbane Streets into a Chinatown. The revitalisation was seen as a symbol of friendship and goodwill between Western Australia and the Chinese Government at a time when WA was negotiating a deal to become the first supplier of Liquid Natural Gas to China.

Although the town centre today is extremely diverse culturally, the area has maintained its strong Chinatown identity and this has become celebrated and reflected in public artworks installed in the area. A recurring theme of lanterns has appeared along William Street, further enhanced annually at Lunar New Year by traditional celebrations and decorations.

REFERENCE LIST

Northbridge Conservation Report, Palassis Architects, August 2000.

Report on an ethnohistorical investigation into the Aboriginal heritage of the Town of Vincent, Traditional Aboriginal Places Heritage Trail, Rodney Harrison for the Town of Vincent, January 2000.

Report on an Investigation into the Aboriginal Significance of Wetlands and Rivers in the Perth-Bunbury Region, O'Connor, Quartermaine & Bodney for WA Water Resources Council, 1989.

Report on Cultural Heritage Assessment of Wellington Square, East Perth. Moodjar Consultancy for the City of Perth, July 2017.

Wise's Post Office Directories, SLWA, years consulted 1900-1949.

Interview with Anne Topelburg, Memories of family businesses at 346 and 250-252 William Street, City of Vincent Local History Collection, OH0217.

Aboriginal Heritage Inquiry System, Other Heritage Place 3695 (formerly SO2257).

State Records Office, Townsite of Perth, Colonial Draftsman A. Hillman, 1838.

https://archive.sro.wa.gov.au/uploads/r/srowa/0/c/0ca79dfc105916a4e5da89cd78293cf14cdc659e3be30aa2e17423f6583567a1/cons_3868_item_288.jpg

"Blue Room Cabaret" on TROVE:

https://trove.nla.gov.au/search?keyword=%22Blue%20Room%20Cabaret%22

Perth Voice Interactive, "William, yes you are really something", 13 March 2014.

https://perthvoiceinteractive.com/2014/03/13/william-yes-you-are-really-something/

HISTORICAL CONTEXT:

LEEDERVILLE TOWN CENTRE

Oxford Street is located in proximity to a chain of seasonal wetlands of practical and spiritual significance to the Whadjuk Noongar people, the traditional owners and custodians of the land for many thousands of years prior to European colonisation. Galup (meaning 'place of fire') or Lake Monger (Registered Aboriginal Sites 3323; 3788; 3318) was used by Aboriginal people as a camp site as it offered abundant resources such as frogs, root tubers, turtles, gilgies and waterfowl for hunting and sustenance, particularly in late spring (Kambarang) and summer (Birak and Bunuru).

In addition to everyday subsistence, the wetlands provided a place for ceremonial gatherings and meetings. Galup, originally much larger in area than present day, was also associated with Noongar spiritual beliefs relating to the Waugul whose mythological journey to the sea was understood to have created freshwater sources such as lakes and wetlands. (McDonald, Coldrick, Villiers, 2005).

When the Swan River Colony was established in 1829, the chain of lakes and wetlands extending from Yanchep south to the Derbal Yarrigan (Swan River) was part of Mooro Country, the domain of Yellagonga and his people. After the arrival of European colonists, Yellagonga was forced to relocate from the foot of Mount Eliza to Galup, known at the time to Europeans as Monger's Lake after settler John Henry Monger. (Lynch, 2018).

Camp at Lake Monger 1923, Battye Library Collection

Although it is not often reflected in historical documents, Ian Wilkes and Poppy van Oorde-Grainger's project and performance Galup from Perth Festival 2021 uncovered the tragic story of a massacre at the lake in 1830 led by Frederick Irwin, leader of the colony's soldiers.

Present day street orientations of Leederville Town Centre have changed significantly over the last 120 years, particularly following construction of the Mitchell Freeway in the early 1970s. Prior to 1913, Oxford Street ran north from present day Carr Place to Scarborough Beach Road (named Leeder Street and North Beach Road, respectively, at the time). The section of Oxford Street south of Carr Place (formerly Leeder Street) was known as Sanders Street and Beulah Street prior to 1913, and was intersected by a drain reserve which connected Lake Monger to the former Lake Sutherland in West Perth.

Plan of the City of Perth, No. 7 1895-1910, State Records Office

John Monger and William Leeder (after whom the suburb was later named) were among the early European landholders attracted to the area because of its proximity to Perth and the permanent fresh water supply. However, development of the land around Monger's Lake by European colonists proceeded slowly until the late 19th century.

IMAGE CREDITS

Top: Leederville real estate subdivision plans, late 1890s, State Library of WA

Second top: Venables business at 101 Oxford St, 1925, COV PH0030

Second bottom: Chinese gardens south of E & W Stephen's, 115 Oxford St, 1926, COV PH01572

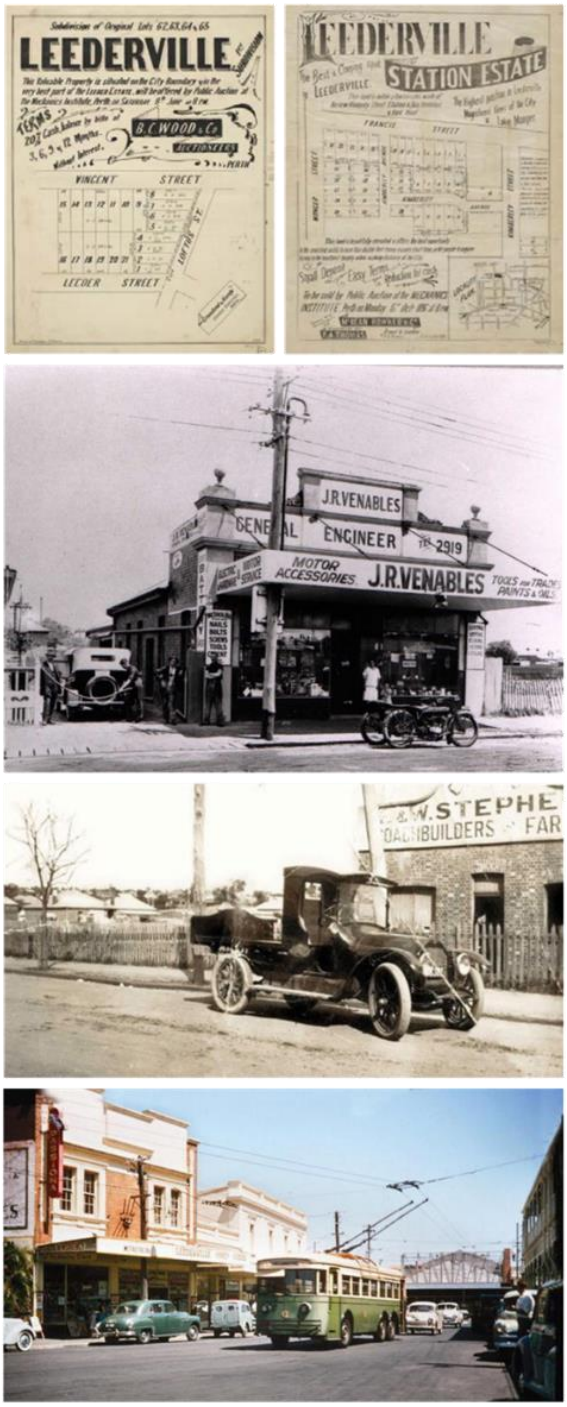
Bottom: Trolley-bus travelling east along Newcastle St, 1959, COV PH03148

Completion of the Fremantle-Guildford railway line in 1881 promoted subdivision and residential development in the area, spurred further by the WA gold boom of the 1890s which resulted in a huge increase in the state's population and increased demand for housing. To accommodate the demand, rural allotments close to Perth, including the vast Leeder Estate were gradually subdivided and progressively released for sale. Promoted under names like Leeder Estate, Lake View Estate and Leederville Station Estate, advertisements stressed the special features of the area, its proximity to Perth, Lake Monger and later the Leederville train station (now West Leederville train station).

Leederville was granted its own Road Board in 1895 and became a Municipality in 1896. During this period, many public and commercial buildings were constructed including Leederville Primary School (1894), Leederville Post Office (1897), the Leederville Hotel (1897) and the Leederville Police Station (1898).

The Leederville Hotel was the first establishment in the area to have electric light in 1905. In the early 1900s in Perth, the advent of electricity transformed communications, commerce, transport, entertainment and domestic life. Electrification of Leederville (and Perth) in the mid-1890s was connected to development of the tram network. An efficient modern public transport system was a hallmark of a prosperous city and a further boon to commercial, industrial and residential development of the area.

In 1914 when the Perth, North Perth and Leederville municipalities came together to form 'Greater Perth', Leederville had a mix of residential, commercial and industrial buildings, well established roads and transport corridors, piped water (installed in 1911) and good public amenities and recreational facilities. Long standing landmark



HISTORICAL CONTEXT:

LEEDERVILLE TOWN CENTRE

Construction of the Mitchell Freeway Leederville, 1974, COV PH00364

businesses on Oxford Street include Venables hardware and engineering (97-101 and 105 Oxford: 1919-1999); Mac's Joinery Works (103-105 Oxford: 1950s to 1970s); Stephens Coachbuilders & Farriers (115 Oxford 1903-1929) next door to which was a Chinese market garden; Leederville Fish Supply run by the Panegyres family (125 Oxford: 1918-1980s) behind which was vacant ground used by the Metro Whippet Club for racing, as well as by travelling circuses and fair ground operators; Leo's Fruit Supply (127 Oxford: 1936-1970s); Hutchinson's Chemist (135 Oxford: 1925-1960s); Williams Butcher (141 Oxford, later the 'Tip Top' Arcade from 1933); National Bank (145 Oxford: 1953-); Brennan's Drapery (149 Oxford: 1921-1939); New Oxford Picture Theatre & Tearooms (155-157 Oxford: Est 1927-).

Following the relatively stagnant period of the Great Depression and inter-war years, immigration from Europe increased after WWII, spurring increasing demand for new and improved housing and commercial buildings in the area. Around Oxford and Newcastle Streets, new shops and office buildings replaced many of the older residences. In 1948, a technical trade school was built in Leederville as part of an Army training scheme and later became known as the Leederville TAFE, currently North Metro TAFE.

Transport also changed in the post-war period with trams and trolleybuses replaced in the 1960s by buses and cars. In 1973, the construction of the Mitchell Freeway saw the suburb of Leederville cut in half with the creation of a physical barrier to accessing Lake Monger from the east.

In the early 1990s, construction of the Northern Suburbs railway line had a flow-on effect for Leederville with residents gaining easy access to rail transport at the Leederville Station, at the southern end of Oxford Street. The nearby shopping area on Oxford Street was also redeveloped into a popular café strip.

Today, Leederville is home to approximately 3,500 residents with a much higher proportion (58%) of medium or high density dwellings compared to 25% in Greater Perth (Census of Population and Housing, 2016).

REFERENCE LIST

Department of Planning, Lands and Heritage, Aboriginal Heritage Inquiry System. Heritage Surveys for Registered Aboriginal Sites 3323; 3788; 3318; 4322.

Department of Planning, Lands and Heritage, In Herit Heritage Places:

Lake Monger Velodrome (Heritage Place 18182); Leederville Hotel (Heritage Place 2201); Leederville Post Office (Heritage Place 2203); Leederville Primary School (fmr) (Heritage Place 3375); Old Leederville Police Station & Quarters (Heritage Place 2204); Central TAFE Leederville Campus (Heritage Place 18047); City of Vincent Administration Building (Heritage Place 18063); Leederville Oval (Heritage Place 14582).

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Study of Groundwater-Related Aboriginal Cultural Values of the Gnangara Mount, Western Australia (McDonald, Coldrick, Villiers) for Department of Environment, 2005.

Leederville Oval Draft Conservation Plan, Considine and Griffiths Architects for Perth Glory Soccer Club and Town of Vincent, 1999.

Chinese Market Gardening in the Perth Metropolitan Region 1900-1920, Anne Atkinson, 1986.

Leederville Suburb Brochure, City of Vincent Local History Centre, 2015.

Census of Population & Housing, Australian Bureau of Statistics, profile.id: Leederville: https://profile.id.com.au/vincent/about?WebID=110

Plan of the City of Perth, No. 7 1895-1910, State Records Office

Leederville Station Estate, 1896. SLWA 33/19/83 https://purl.slwa.wa.gov.au/slwa_b5143607_2.jpg?agree

State Records Office, Townsite of Perth, Colonial Draftsman A. Hillman, 1838.

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CITY OF VINCENT

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10 INFRASTRUCTURE & ENVIRONMENT

10.1 COMMUNITY SPORTING AND RECREATION FACILITIES FUND (CSRFF) APPLICATION - NORTH PERTH TENNIS CLUB FEMALE AND ACCESSIBLE AMENITIES UPGRADE

Attachments:
1. **North Perth Tennis Club - Draft Grant Application - Confidential**
2. **North Perth Tennis Club - Female and Accessible Amenities Drawing**

RECOMMENDATION:

That Council:

1. **ENDORSES the proposal from North Perth Tennis Club to upgrade its female and accessible amenities; and**

2. **APPROVES the inclusion of $9,983.33 (ex GST) for North Perth Tennis Club female and accessible amenity upgrade on the 2025/2026 budget, subject to confirmation of the required financial contribution through external grant funding and North Perth Tennis Club, and the submission of the grant application to the Department of Local Government, Sport and Cultural Industries.**

PURPOSE OF REPORT:

To seek Council endorsement for North Perth Tennis Club to submit a Community Sporting and Recreation Facilities Fund (CSRFF) application to upgrade its female and accessible amenities.

DELEGATION:

As the North Perth Tennis Club female and accessible amenities are within an area leased by the City, any developments to the existing facility require endorsement from the City. The club has proven financial stability and strong club health. There is three (3) years remaining on their existing lease.

BACKGROUND:

Community Sporting and Recreation Facilities Fund
The purpose of the program is to provide Western Australian Government financial assistance to community groups and local government authorities to develop basic infrastructure for sport and recreation.

The program aims to increase participation in sport and recreation, with an emphasis on physical activity, through rational development of sustainable, good quality, well-designed and well-utilised facilities.

Through CSRFF, the State Government will invest annually in the development of high-quality physical environments in which people can enjoy sport and recreation. There is $20 million available for allocation in the 2025/2026 funding round.

The completed application and corresponding Council report are required to be forwarded to Department of Local Government, Sport and Cultural Industries (DLGSC) by 31 March 2025, for assessment. The outcome of the grants will be advised in June or July 2025, with grant funding to be acquitted by June 2026.

DETAILS:

The DLGSC provides the following specific criteria to assess (rank and rate) applications received:

A. Well planned and needed by municipality;
B. Well planned and needed by applicant;
C. Needed by municipality, more planning required;
D. Needed by applicant, more planning required;
E. Idea has merit, more planning work needed; or
F. Not recommended.

Administration has assessed this project as *B. Well planned and needed by applicant.*

Social and Recreational Benefit

North Perth Tennis Club is one of four tennis clubs in the City of Vincent and continues to service tennis in North Perth and neighbouring suburbs. Beyond just tennis the club's facility acts as a well utilised, local community function area. North Perth Tennis Club value the unique recreational and social benefit it offers the community and is committed to enhancing its facilities to ensure it remains socially inclusive. Upgrading its female and accessible amenities will encourage greater social inclusion and participation.

Accessibility and Inclusion

North Perth Tennis Club takes great pride in ensuring any member of the community is welcome at the club. Upgrading the female and accessible amenities will play a pivotal role in ensuring all members of the community can access the facility and feel welcome. The upgraded amenities will bring the existing facilities to a modern standard and benefit the clubs current and future users. The club has made greater strides to ensure its facility is accessible with ramps and paths that meet relevant standards, with this upgrade a logical and required next step.

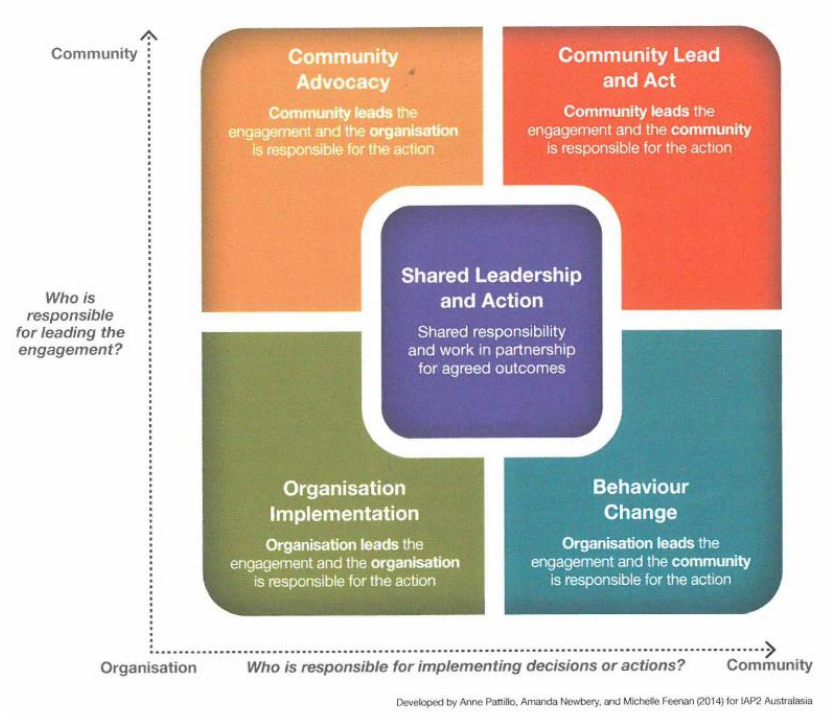
Project Management

North Perth Tennis Club has advised that subject to Council endorsement and successful grant funding, the club will manage the project delivery whilst complying with all respective rules and regulations. The City will not need to play an active role in the delivery of this project beyond monitoring as the land manager.

Administration supports this undertaking due to the extensive feasibility and planning undertaken by North Perth Tennis Club combined with the experienced expertise the club has sought for project planning and delivery, identified in **Attachment 1.**

CONSULTATION/ADVERTISING:

The City and North Perth Tennis Club have consulted with DLGSC who are in support of this application being submitted. No further consultation is required on this project.



Community Lead and Act

From sport and recreation to community wellbeing, environmental action and education - communities are able to support, design, resource and deliver their own programs, services and activities.

Tension: The different needs in the community, and the community needing to comply with legislation
Mitigation: Clarifying roles and the removal of "red tape".

The project scope and purpose requires insights, commitment and action of community and stakeholders and organisation by working in partnership through problem / opportunity defiition to solution and implementation

Develop a shared governance model, ensure participants are representative, monitor the health of the partnership, and find a genuine voice of community

LEGAL/POLICY:

Nil

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to endorse North Perth Tennis Club submitting a funding application to upgrade its female/accessible amenities and commit $9.983.33 (ex GST) to support funding the project. The project is aligned with Council's adopted Appetite and Risk Tolerance Statements as follows:

Risk Category	Risk Appetite / Tolerance Statement	Descriptor / clarification
Sustainable future for our community	The City supports investments, activities and developments that result in a sustainable future for our community while meeting the current needs of our residents. It recognises that this may at times involve accepting some degree of risk and is comfortable with this, subject to always ensuring that potential benefits and risks are fully understood before planning is approved and that appropriate measures to mitigate risk are established.	There is often a payoff. Proposals need to consider the risks and rewards based on the promises made to the community. This has been envisaged with the City's Project Management Framework implementation and future actions.
Activities against ratepayer values & ethics	The City has a ***very* low risk appetite** for investments and activities that do not align with the City's values.	The City has set its vision, purpose and guiding values based on the interpretation of those of the community it serves. When entering into new projects, investments and proposals, these values must be considered as one of the key consideration sets.

STRATEGIC IMPLICATIONS:

This is in keeping with the City's *Strategic Community Plan 2022-2032*:

Enhanced Environment

We have improved resource efficiency and waste management.

Connected and Healthy Community

We have enhanced opportunities for our community to build relationships and connections with each other and the City.
Our community facilities and spaces are well known and well used.
We are an inclusive, accessible and equitable City for all.
We protect, improve and promote public health and wellbeing within Vincent.

Thriving Places

Efficiently managed and maintained City assets in the public realm.

Sensitive Design

Our built form is attractive and diverse, in line with our growing and changing community.

Innovative and Accountable

We embrace good ideas or innovative approaches to our work to get better outcomes for Vincent and our community.

SUSTAINABILITY IMPLICATIONS:

This is in keeping with the following key sustainability outcomes of the *City's Sustainable Environment Strategy 2019-2024.*

Water Use Reduction/Water Quality Improvement
Waste Reduction

PUBLIC HEALTH IMPLICATIONS:

This is in keeping with the following priority health outcomes of the City's *Public Health Plan 2020-2025*:

Increased mental health and wellbeing

Increased physical activity

Reduced injuries and a safer community

Reduced exposure to environmental health risks

FINANCIAL/BUDGET IMPLICATIONS:

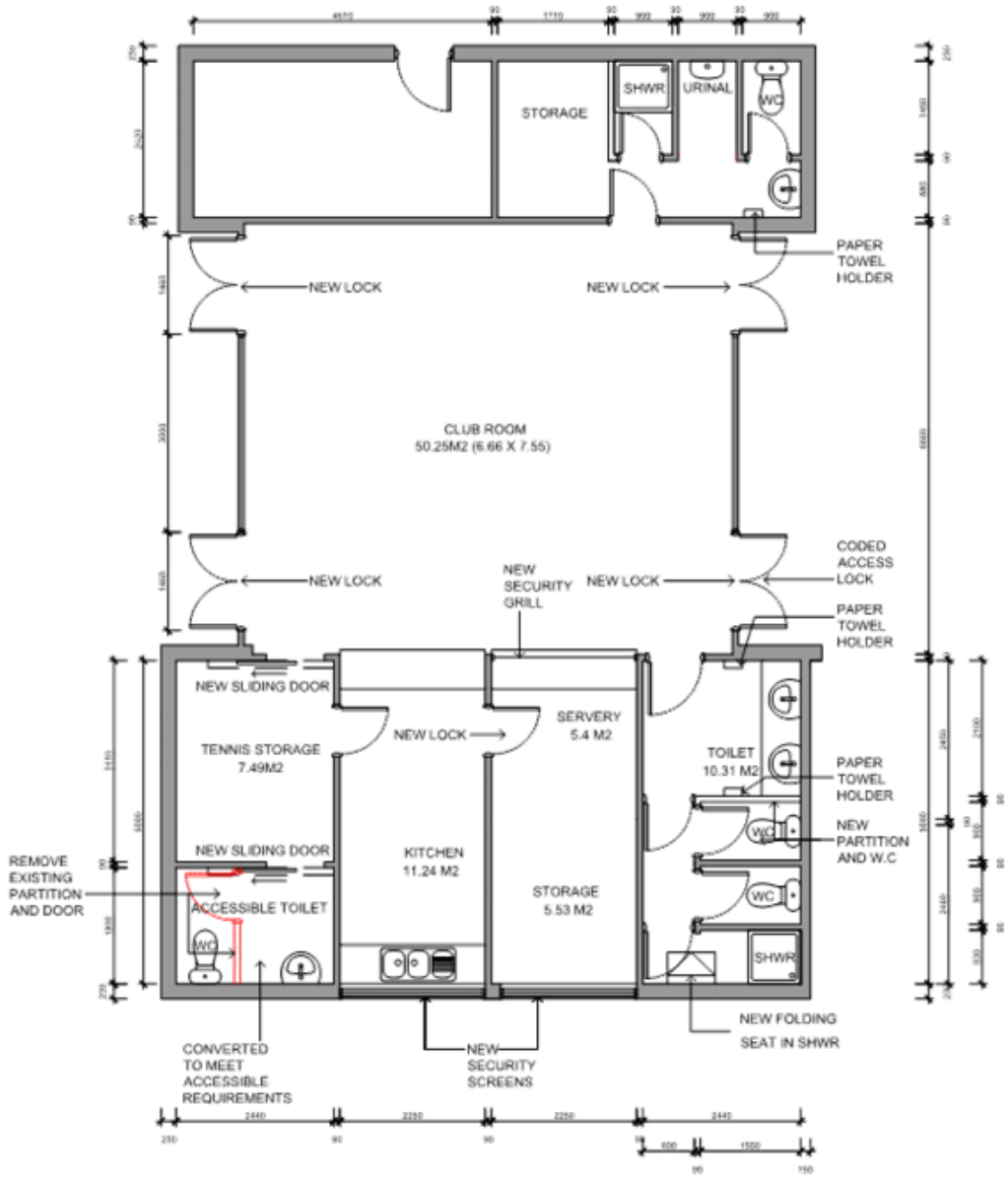
Funding Source	**Funds (ex GST)**	**Notes**
City of Vincent Contribution	$9.983.33	33% of total project cost
North Perth Tennis Club	$9.983.33	33% of total project cost
DLGSC Grant Request	$9.983.33	33% of total project cost
TOTAL Project Cost	**$29,950.00**	

COMMENTS:

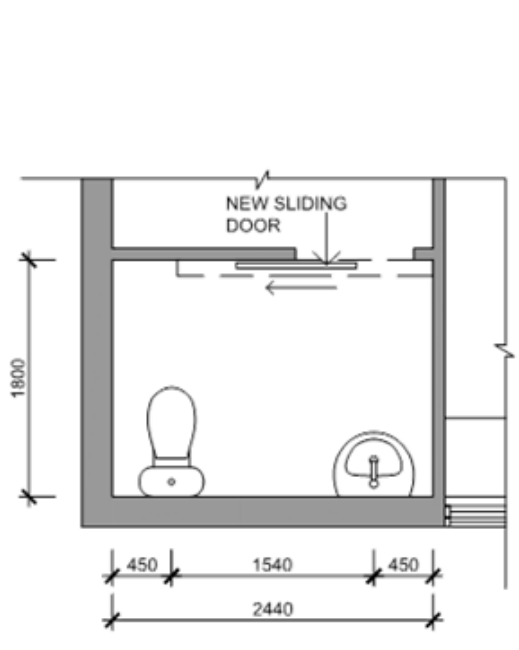
Upgrading the female and accessible amenities at North Perth Tennis Club will have a significant operational benefit by ensuring the club and facility remain inclusive and accessible to all members of the community. The upgrade will ensure North Perth Tennis Club continues to develop and meet core community needs.

The suggested funding model will be a mutually beneficial arrangement with the City contribution being a financially sound means of delivering a justified project, whilst North Perth Tennis Club can deliver the project in a financially responsible, beneficial timeframe.

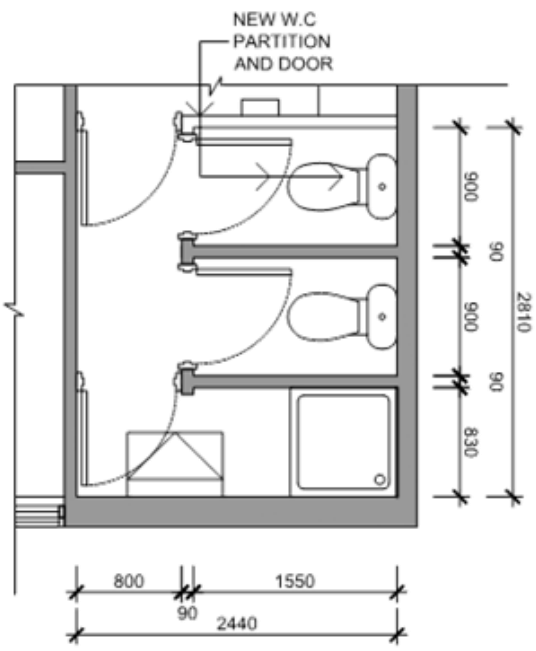
The CSRFF application must be submitted to DLGSC by 31 March 2025 with the outcome of this report included as part of the submission (pending endorsement).



PROPOSED GROUND FLOOR
1:100



ACCESSIBLE TOILET
LAYOUT 1:50



TOILETS AND SHOWER
LAYOUT 1:50

REV	DATE	DESCRIPTION
-	20/12/24	ISSUED FOR INFO

BIRCH GROUP	CLIENT	PROJECT NORTH PERTH TENNIS CLUB FARMER STREET NORTH PERTH	DRAWN JM DATE CHECKED – DATE	SCALE 1:100 @ A3 ISSUE DESIGN
	SCALE N.T.S	TITLE FLOOR PLAN WOMEN'S AND ACCESSIBLE AMENITIES UPGRADE	JOB No. -	DRAWING No. SK01 / REV. -

10.2 RFT IE371/2024 LEVEL 1, ADMINISTRATION BUILDING HVAC RENEWAL

Attachments: **1. Evaluation Worksheet RFT IE371-2024 - Confidential**

RECOMMENDATION:

That Council:

1. NOTES the outcome of the evaluation process for Tender IE371/2024 Administration Building Level 1 HVAC Upgrade; and

2. ACCEPTS the tender submission of Grosvenor Engineering Group Pty Ltd for Tender IE371/2024 Administration Building Level 1 HVAC Upgrade.

PURPOSE OF REPORT:

For Council to consider and determine the outcome of Tender IE371/2024 Administration Building Level 1 HVAC Upgrade.

DELEGATION:

The decision to accept or reject tenders with a value exceeding $250,000 requires a decision of Council in accordance with Council's adopted register of delegations, authorisations, and appointments.

BACKGROUND:

The City of Vincent's capital works program includes renewal or upgrade of heating, ventilation, and air conditioning (HVAC) units across the City Building's portfolio to meet energy efficiency targets.

The City sought tenders from experienced, qualified and reliable Respondents within the industry for removal and replacement of the four (4) HVAC chiller units situated on the Administration Building's roof.

HVAC systems are integral to City-owned buildings. The HVAC system at the Civic Centre Administration building is at end of life and requires replacement.

For this reason, the City requires the engagement of a suitably qualified and experienced contractor to undertake replacement of existing external and internal HVAC units in a timely, proactive, and professional manner.

DETAILS:

Tender Submissions
Submissions were received from four (4) Respondents.

Evaluation Panel
The Evaluation Panel comprised of four members, being:

- three with the appropriate operational expertise and involvement in supervising the contract (voting); and
- one with tender preparation skills and probity advice provided by a Procurement and Contracts Officer (non-voting).

Compliance Assessment
Compliance assessment was carried out and all four (4) submissions were assessed as fully compliant and progressed to the qualitative assessment stage.

Evaluation Method and Weighting

The qualitative weighting method of tender evaluation was selected to evaluate the offer. The qualitative criteria and weighting used in evaluating the submission received were as follows:

Qualitative Criteria		Weighting
1	Project Understanding	45%
2	Capacity and Skills	45%
3	Environmental Sustainability	10%

Qualitative Assessment
The qualitative assessment of all submissions were as follows:

Respondent #	Weighted Percentage Score	Qualitative Ranking
Respondent 1	71%	1
Respondent 2	67%	2
Respondent 3	63%	3
Respondent 4	52%	4

Refer to **Confidential Attachment 1** for further details.

The Evaluation Panel shortlisted Respondent 1, Respondent 2 and Respondent 3 to progress to the price assessment stage. The remaining Respondent did not progress due to the low qualitative scores.

Price Assessment
The panel carried out an assessment of the submitted pricing offered by the shortlisted Respondents.

Respondent #	Fixed Price (excl GST)	Rank
Respondent 2	$465,524	1
Respondent 1	$473,802	2
Respondent 3	$530,440	3

Refer to **Confidential Attachment 1** for further detail.

Evaluation Summary
The panel concluded that the tender submission from Respondent 1 Grosvenor Engineering Group Pty Ltd provides the best value for money to the City and is recommended for the provision of IE371/2024 Administration Building Level 1 HVAC Upgrade for the following reasons:

- compliance with the submission requirements;
- ranked first in the qualitative assessment;
- ranked second in the pricing assessment;
- pricing demonstrates value for money.

It is recommended that Council accepts the tender submitted by Grosvenor Engineering Group Pty Ltd for Request for Tender IE371/2024 Administration Building Level 1 HVAC Renewal.

CONSULTATION/ADVERTISING:

This matter is subject to a statutory advertising requirement.

The Request for Tender IE371/2024 Administration Building Level 1 HVAC Upgrade was advertised in the West Australian on Wednesday 27 November 2024 and on both the City's website and Vendor Panel between 27 November 2024 and 16 December 2024.

LEGAL/POLICY:

The Request for Tender was prepared and advertised in accordance with:

- Section 3.57 of the *Local Government Act 1995*;
- Part 4 of the *Local Government (Functions and General) Regulations 1996*; and
- City of Vincent Purchasing Policy.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to accept the preferred Respondent as they have appropriate level of experience and financial capacity. This is in line with Council's adopted Risk appetite and tolerance statements.

STRATEGIC IMPLICATIONS:

This is in keeping with the City's *Strategic Community Plan 2022-2032*:

Connected and Healthy Community

We protect, improve and promote public health and wellbeing within Vincent.

Thriving Places

Efficiently managed and maintained City assets in the public realm.

Innovative and Accountable

Our decision-making process is consistent and transparent, and decisions are aligned to our strategic direction.

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any specific sustainability outcomes of the City's Sustainable Environment Strategy 2019-2024, although the sustainability and environmental management practices of Respondents was a weighted qualitative criterion of this request, and the preferred Respondent provided some evidence of sustainability practices.

PUBLIC HEALTH IMPLICATIONS:

This is in keeping with the following priority health outcomes of the City's *Public Health Plan 2020-2025*:

Reduced exposure to environmental health risks

FINANCIAL/BUDGET IMPLICATIONS:

A total budget of $485,000 in 2024/25 budget was identified and approved through the Capital Works Budget and Procurement Plan. A total budget of $250,000 in 2025/26 budget was identified in the LTFP Capital Works Budget and Procurement Plan for the implementation of a building management System to further improve HVAC energy efficiencies.

The funding for this project will be sourced from the Capital Works Program over two financial years 2024/25 and 2025/26.

COMMENTS:

The tender submission from Grosvenor Engineering Group Pty Ltd complies with all tender requirements. The submission was well presented and included all relevant and specific information required and requested within the tender specification.

The Evaluation Panel deemed the response to be of a very good standard, convincing and credible, demonstrating the capability, capacity and experience for key evaluation criteria and therefore recommend award of tender IE371/2024 Administration Building Level 1 HVAC Upgrade to Grosvenor Engineering Group Pty Ltd.

10.3 RFT IE360/2024 ASBESTOS REMOVAL AND ENCAPSULATION BPLC GRANDSTAND

Attachments: **1. Evaluation Worksheet RFT 1E360-2024 - Confidential**

RECOMMENDATION:

That Council:

1. **NOTES the outcome of the evaluation process for Tender IE360/2024 Asbestos removal and Encapsulation, and ACCEPTS the tender submission of Kilmore Group Pty Ltd to undertake and deliver Option 1 - (Encapsulate the existing contaminated window mastic material internal and external);**

2. **APPROVES by Absolute Majority, the sum of $931,648.09 to be funded through the Mid-Year Budget Review to enable remediation works to be commenced; and**

3. **NOTES this project will be delivered over the 2024/25 and 2025/26 financial years. This work makes the grandstand safe in terms of asbestos. Additional work is required for the grandstand to be made accessible to the general public which is not within this current scope of work.**

PURPOSE OF REPORT:

For Council to consider and determine the outcome of Tender IE360/2024 Asbestos Removal and Encapsulation Beatty Park Leisure Centre.

DELEGATION:

The decision to accept or reject tenders with a value exceeding $250,000 requires a decision of Council in accordance with Council's adopted register of delegations, authorisations, and appointments.

BACKGROUND:

The City of Vincent (City) has a legal obligation to manage its buildings or assets that contain asbestos under the Work Health and Safety Act 2020 (WHS Act), and the Work Health and Safety (General) Regulations 2022 (WHS Regulations). These regulations mandate the identification, assessment, and management of asbestos-containing materials to ensure the safety of workers, residents, and the public. To comply with these regulations, the City has developed and regularly updates an Asbestos Register and an Asbestos Management Procedure.

In July 2024, the City engaged Marsh consultants to conduct a comprehensive review of the Asbestos Register and the Asbestos Management Procedure (AMP). This review revealed that the condition of asbestos in certain areas of the Beatty Park Leisure Centre grandstand had become friable. This means that the asbestos-containing materials could be crumbled, pulverised, or reduced to powder by hand pressure. As a result, Marsh recommended that access to the grandstand be immediately restricted to prevent potential asbestos exposure to the public and workers until further testing and air monitoring could be conducted.

Tetra Tech Coffey was engaged to conduct further testing and air monitoring to assess the condition and extent of asbestos contamination, as well as to develop a comprehensive scope of works for remediation. Following this, the City sought tender submissions from qualified contractors specialising in asbestos remediation to carry out the removal and/or encapsulation of affected areas within the heritage-listed grandstand at Beatty Park Leisure Centre.

Several options were sought from the respondents:

1. Encapsulate the existing contaminated window mastic material internal and external.
2. Remove all non-compliant glass and contaminated window mastic material, dispose of them and install new glass that complies with current standards.
3. Remove existing glass, retain it, remove contaminated mastic, dispose of it and reinstall the glass with a film that provides compliance and new mastic material.
4. Remove existing glass, retain it, remove contaminated mastic, dispose of it and reinstall the glass.

Further treatment options including removal of asbestos and existing windows in dedicated sections was explored however this treatment will potentially compromise the integrity of the existing structure as removal of the windows will exacerbate the current water ingress issues.

A Capital Works Project is scheduled for this financial year to address water ingress on the eastern side grandstand, but it cannot proceed until the asbestos risk has been managed through the necessary remediation works.

DETAILS:

Tender Submissions
Submissions were received from four (4) Respondents.

Evaluation Panel
The Evaluation Panel comprised of four members, being:
- three with the appropriate operational expertise and involvement in supervising the contract (voting); and
- one with tender preparation skills and probity advice provided by a Procurement and Contracts Officer (non-voting).

Compliance Assessment
Compliance assessment was carried out and three (3) submissions were assessed as fully compliant and progressed to the qualitative assessment stage. One (1) submission was assessed as non-complaint and did not progress to the qualitative assessment stage.

Evaluation Method and Weighting
The qualitative weighting method of tender evaluation was selected to evaluate the offer. The qualitative criteria and weighting used in evaluating the submission received were as follows:

Qualitative Criteria		**Weighting**
1	Understanding of the Project	45%
2	Capacity, Skills and Experience	45%
3	Environmental and Social	10%

Qualitative Assessment
The qualitative assessment on all compliant submissions were as follows:

Respondent #	**Weighted Percentage Score**	**Qualitative Ranking**
Respondent 4	80%	1
Respondent 3	75%	2
Respondent 2	45%	-

Refer to **Confidential Attachment 1** for further details.

The Evaluation Panel shortlisted Respondent 4 and Respondent 3 to progress to the price assessment stage. Respondent 2 did not progress due to receiving low qualitative scores.

Price Assessment
The panel assessed the submitted pricing from the shortlisted Respondents, who were asked to provide pricing for four (4) options.

Respondent #	Option	Fixed Price (excl GST)
Respondent 3	1. Encapsulate the existing contaminated window mastic material internal and external	$846,800 (Normal Working Hours) $1,088,640 (Outside Normal Working Hours)
	2. Remove non-compliant glass and contaminated window mastic material, dispose of them and install new glass that complies with current standards.	$2,938,420 (Normal Working Hours) $4,068,318 (Outside Normal Working Hours)
	3. Remove existing glass, retain it, remove contaminated mastic, dispose of it and reinstall the glass with a film that provides compliance and new mastic material.	Did not provide
	4. Remove existing glass, retain it, remove contaminated mastic, dispose of it and reinstall the glass.	Did not provide
Respondent 4	1. Encapsulate the existing contaminated window mastic material internal and external	$931,648.09
	2. Remove non-compliant glass and contaminated window mastic material, dispose of them and install new glass that complies with current standards.	$4,501,013.66
	3. Remove existing glass, retain it, remove contaminated mastic, dispose of it and reinstall the glass with a film that provides compliance and new mastic material.	$5,233,344.78
	4. Remove existing glass, retain it, remove contaminated mastic, dispose of it and reinstall the glass.	$5,153,326.38

Refer to **Confidential Attachment 1** for further detail.

Option Rationale

Four pricing options were sought to better understand the cost implications of different remediation approaches.

Options 2, 3, and 4 involved fully removing the asbestos-contaminated mastic with various glass replacement options, costing between approximately $3 million and $5.25 million. Given the existing priorities in the 4-Year Capital Works Program and Long-Term Financial Plan, these options are deemed cost-prohibitive.

Option 1 involved encapsulating the existing contaminated window mastic material, both internally and externally, at a considerably lower cost, ranging between $800,000 to $940,000. This option is expected to provide a 10-year service life before the need to either renew the treatment or consider complete removal of the asbestos-contaminated mastic. The 10-year period will allow the City to better understand the future structural and functional needs of the grandstand and build sufficient reserves for future mitigation works.

Subject to the nature of these works, it is estimated it will cost $2.2 million to reapply the encapsulation treatment in ten years' time. It is anticipated a similar cost escalation would be reflected on the removal of the asbestos contaminated mastic per Options 2, 3 and 4.

Evaluation Summary
The panel concluded that the tender submission for Option 1 from Respondent 4, Kilmore Group Pty Ltd provides the best value for money to the City and is recommended for the provision of IE360/2024 Asbestos Removal and Encapsulation Beatty Park Leisure Centre for the following reasons:

- compliance with the submission requirements;
- ranked first in the qualitative assessment;
- ranked second in the pricing assessment;
- pricing demonstrates value for money.

It is recommended that Council accepts the tender submitted by Respondent 4, Kilmore Group Pty Ltd for Request for Tender IE360/2024 (Option 1 - $931,648.09) Asbestos Removal and Encapsulation Beatty Park Leisure Centre.

CONSULTATION/ADVERTISING:

This matter is subject to a statutory advertising requirement.

The Request for Tender IE360/2024 Asbestos Removal and Encapsulation Beatty Park Leisure Centre was advertised in the West Australian on Saturday 2 November 2024 and on both the City's website and Vendor Panel between 2 November 2024 and 22 November 2024.

LEGAL/POLICY:

The Request for Tender was prepared and advertised in accordance with:

- Section 3.57 of the *Local Government Act 1995*;
- Part 4 of the *Local Government (Functions and General) Regulations 1996*; and
- City of Vincent Purchasing Policy.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to accept the preferred Respondent as they have appropriate level of experience and financial capacity. This is in line with Council's adopted Risk appetite and tolerance statements.

Without these works, access to the grandstand will be prohibited, preventing essential maintenance and posing safety risks to personnel and the public.

The Corporate Risk Register identifies two (2) items as medium risk within Beatty Park Leisure Centre being:

ID 8 Aging / unsafe assets (Beatty Park grandstand)

Emerging safety risk associated with Beatty Park grandstand, as buildings have electrical and structural issues and will require significant capital work in future to ensure they remain safe.

ID 12 Disaster Recovery Plan & Business Continuity Management for Beatty Park Leisure Centre

Building or pool failure leading to an unexpected closure of part or whole of facility may lead to not meeting shareholder expectations and experiencing financial losses.

STRATEGIC IMPLICATIONS:

This is in keeping with the City's *Strategic Community Plan 2022-2032*:

Enhanced Environment

We have minimised our impact on the environment.

Connected and Healthy Community

We protect, improve and promote public health and wellbeing within Vincent.

Thriving Places

Efficiently managed and maintained City assets in the public realm.

Sensitive Design

Our built form character and heritage is protected and enhanced.

Innovative and Accountable

Our decision-making process is consistent and transparent, and decisions are aligned to our strategic direction.

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any environmental sustainability outcomes. This activity may have some negative environmental impacts.

PUBLIC HEALTH IMPLICATIONS:

This is in keeping with the following priority health outcomes of the City's *Public Health Plan 2020-2025*:

Reduced exposure to environmental health risks

FINANCIAL/BUDGET IMPLICATIONS:

The cost of Option 1 being $931,648.09 is to be funded through the Mid-Year Budget Review. The acceptance of this tender will be a commitment to fund the currently unbudgeted project and therefore will require an Absolute Majority in accordance with section 6.8(1)(b) of the Local Government Act 1995 –

> ***6.8. Expenditure from municipal fund not included in annual budget***
> *(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —*
> *(a) is incurred in a financial year before the adoption of the annual budget by the local government; or*
> *(b) is authorised in advance by resolution*; or*
> *(c) is authorised in advance by the mayor or president in an emergency. * Absolute majority required.*
>
> *(1a) In subsection (1) — additional purpose means a purpose for which no expenditure estimate is included in the local government's annual budget.*

COMMENTS:

The tender submission from Kilmore Group Pty Ltd complies with all tender requirements. The submission was well presented and included all relevant and specific information required and requested within the tender specifications.

The Evaluation Panel deemed the response to be of an excellent standard, convincing and credible, demonstrating the capability, capacity and experience for key evaluation criteria and therefore recommend award of Option 1 of tender IE360/2024 Asbestos Removal and Encapsulation Beatty Park Leisure Centre to Kilmore Group Pty Ltd.

11 COMMUNITY & BUSINESS SERVICES

11.1 FINANCIAL STATEMENTS AS AT 30 NOVEMBER 2024

Attachments: **1. Financial Statements as at 30 November 2024**

RECOMMENDATION:

That Council RECEIVES the Financial Statements for the month ended 30 November 2024 as shown in Attachment 1.

PURPOSE OF REPORT:

To present the statement of financial activity for the period ended 30 November 2024.

DELEGATION:

Regulation 34 (4) of the Local Government (Financial Management) Regulations 1996 requires the local government to prepare a statement of financial activity each month, which is to be presented to Council within 2 months after the end of the relevant month.

BACKGROUND:

Regulation 34 (1) of the *Local Government (Financial Management) Regulations 1996* requires a local government to prepare each month a statement of financial activity including the sources and applications of funds, as compared to the budget.

DETAILS:

The following documents, included as **Attachment 1**, comprise the statement of financial activity for the period ended **30 November 2024**:

Note	Description	Page
1.	Statement of Financial Activity by Nature or Type Report	1
2.	Net Current Funding Position	2
3.	Statement of Financial Position	3
4.	Summary of Income and Expenditure by Service Areas	4-6
5.	Capital Expenditure including Funding graph and Capital Works Schedule	7-12
6.	Cash Backed Reserves	13
7.	Receivables: Rates and Other Debtors	14
8.	Beatty Park Leisure Centre Financial Position	15-16

Explanation of Material Variances

The materiality thresholds used for reporting variances are 10% and $20,000, respectively. This means that variances will be analysed and separately reported when they are more than 10% (+/-) of the year-to-date budget and where that variance exceeds $20,000 (+/-). This threshold was adopted by Council as part of the budget adoption for 2024/2025 and is used in the preparation of the statements of financial activity when highlighting material variance in accordance with *Financial Management Regulation 34(1) (d)*.

In accordance with the above, all material variances as at 30 November 2024 have been detailed in the variance comments report in **Attachment 1**.

Revenue by Nature or Type (on page 1) is tracking higher than the YTD budgeted revenue by $356,843 (0.6%). The following items materially contributed to this position:

- A favourable variance of $319,726 in Fees and Charges mostly due to timing variances in:
  - $128,656 favourable parking revenue,
  - $115,204 favourable Beatty Park membership fees,

  - $58,364 favourable building leases and rentals,
  - $41,065 favourable development application fees, partially offset by
  - $57,449 unfavourable food premises license fees.
- A favourable variance of $284,271 in other revenue mostly due to timing of Perth Inner City Group reimbursements and variable outgoing recoups.
- A favourable variance in Interest earnings of $82,429 mostly due to higher cash balances.
- An unfavourable timing variance in Operating grants, subsidies, and contributions of $235,719.

Expenditure by Nature or Type (on page 1) is favourable, attributed by an under-spend of $870,781 (2.9%). The following items materially contributed to this position:

- $846,300 favourable materials and contracts mainly due to timing variances.
- $286,020 favourable employee related costs mostly due to timing variances.
- $52,438 favourable interest expense due to timing variances.
- $31,458 favourable utility expense due to timing variances.
- $344,689 unfavourable depreciation expense due to higher asset values.

Surplus Position

The opening surplus position brought forward to 2024/25 is $6,962,305. The closing surplus is $1,366,592 favourable against budget as at November 2024.

Content of Statement of Financial Activity

An explanation of each report in the Statement of Financial Activity (**Attachment 1**), along with some commentary, is below:

1. Statement of Financial Activity by Nature or Type Report (Note 1 Page 1)

   This statement of financial activity shows revenue and expenditure classified by Nature or Type.

2. Net Current Funding Position (Note 2 Page 2)

   'Net current assets' is the difference between the current assets and current liabilities, less committed and restricted assets.

3. Statement of Financial Position (Note 3 Page 3)

   This statement of financial position shows the new current position and the total equity of the City.

4. Summary of Income and Expenditure by Service Areas (Note 4 Page 4-6)

   This statement shows a summary of operating revenue and expenditure by service unit including variance commentary.

5. Capital Expenditure and Funding Summary (Note 5 Page 7-12)

   The full capital works program is listed in detail in Note 5 in **Attachment 1**. The attachment includes a summary of the year-to-date expenditure of each asset category and the funding source associated to the delivery of capital works.

6. Cash Backed Reserves (Note 6 Page 13)

   The cash backed reserves schedule provides a detailed summary of the movements in the reserve portfolio, including transfers to and from the reserve. The balance as at 30 November 2024 is $24,298,717.

7. Receivables**:** Rating Information (Note 7 Page 14)

   The notices for rates and charges levied for 2024/25 were issued on 25 July 2024. *The Local Government Act 1995* provides for ratepayers to pay rates by four instalments. The due dates for each instalment are:

	Due Date
First Instalment	30 August 2024
Second Instalment	1 November 2024
Third Instalment	3 January 2025
Fourth Instalment	7 March 2025

The outstanding rates debtors balance at 30 November 2024 was $13,405,777. The outstanding rates percentage at 30 November 2024 was 26.39% compared to 27.40% for the same period last year.

8. Receivables: Other Debtors (Note 7 Page 14)

Total trade and other receivables at 30 November 2024 were $4,618,190. Below is a summary of the significant items with an outstanding balance over 90 days:

- $1,057,488 relates to unpaid infringements (plus costs) over 90 days. Infringements that remain unpaid for more than two months are referred to the Fines Enforcement Registry (FER), which then collects the outstanding balance on behalf of the City for a fee.

- $164,573 relates to cash-in-lieu of car parking debtors. In accordance with the *City's Policy 7.7.1 Non-residential parking*, Administration has entered into special payment arrangements with long outstanding cash in lieu parking debtors to enable them to pay their debt over a fixed term of five years.

9. Beatty Park Leisure Centre – Financial Position report (Note 8 Page 15-16)

As at 30 November 2024, the Centre's net surplus position was $187,459 compared to the year to date budget of $23,592.

CONSULTATION/ADVERTISING:

Not applicable.

LEGAL/POLICY:

Section 6.4 of the Local Government Act 1995 requires a local government to prepare an annual financial report for the preceding year and other financial reports as prescribed.

Regulation 34 (1) of the Local Government (Financial Management) Regulations 1996 requires the local government to prepare a statement of financial activity each month, reporting on the source and application of funds as set out in the adopted annual budget.

A statement of financial activity and any accompanying documents are to be presented at an Ordinary Meeting of the Council within two months after the end of the month to which the statement relates. *Section 6.8 of the Local Government Act 1995* specifies that a local government is not to incur expenditure from its Municipal Fund for an additional purpose except where the expenditure is authorised in advance by an absolute majority decision of Council.

RISK MANAGEMENT IMPLICATIONS:

Low: Provision of monthly financial reports to Council fulfils relevant statutory requirements and is consistent with good financial governance.

STRATEGIC IMPLICATIONS:

Reporting on the City's financial position is aligned with the City's *Strategic Community Plan 2022-2032*:

Innovative and Accountable

Our resources and assets are planned and managed in an efficient and sustainable manner.

Our community is aware of what we are doing and how we are meeting our goals.

Our community is satisfied with the service we provide.

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

Expenditure within this report facilitates various projects, programs, services and initiatives that contribute to protecting/enhancing the City's built and natural environment and to improving resource efficiency.

PUBLIC HEALTH IMPLICATIONS:

Expenditure within this report facilitates various projects, programs and services that contribute to the priority health outcomes within the City's *Public Health Plan 2020-2025*.

FINANCIAL/BUDGET IMPLICATIONS:

As contained in this report.

CITY OF VINCENT
NOTE 1 - STATEMENT OF FINANCIAL ACTIVITY
BY NATURE OR TYPE
FOR THE PERIOD ENDED 30 NOVEMBER 2024

CITY OF VINCENT

	Note	Revised Budget 2024/25	YTD Budget 30/11/2024	YTD Actual 30/11/2024	YTD Variance	YTD Variance
		$	$	$	$	%
Opening Funding Surplus(Deficit)		**6,962,305**	**6,962,305**	**6,962,305**	**0**	**0.0%**
Revenue from operating activities						
Rates		44,452,032	44,272,032	44,202,737	(69,295)	-0.2%
Operating Grants, Subsidies and Contributions		1,043,715	359,891	124,172	(235,719)	-65.5%
Fees and Charges		24,542,802	11,201,976	11,521,702	319,726	2.9%
Interest Earnings		2,080,000	1,336,660	1,419,089	82,429	6.2%
Other Revenue		1,332,125	717,910	1,002,181	284,271	39.6%
Profit on Disposal of Assets		4,201,752	1,450,000	1,425,431	(24,569)	-1.7%
		77,652,426	59,338,469	59,695,312	356,843	0.6%
Expenditure from operating activities						
Employee Costs		(33,656,433)	(12,982,881)	(12,696,861)	286,020	-2.2%
Materials and Contracts		(24,802,697)	(10,165,703)	(9,319,403)	846,300	-8.3%
Utility Charges		(1,968,786)	(741,370)	(709,912)	31,458	-4.2%
Depreciation on Non-Current Assets		(13,122,588)	(5,467,770)	(5,812,459)	(344,689)	6.3%
Interest Expenses		(378,943)	(140,313)	(87,875)	52,438	-37.4%
Insurance Expenses		(801,318)	(333,885)	(333,885)	0	0.0%
Other Expenditure		(881,243)	(505,154)	(505,900)	(746)	0.1%
Loss on Disposal of Assets		(13,043)	0	0	0	0.0%
		(75,625,051)	(30,337,076)	(29,466,295)	870,781	-2.9%
Operating activities excluded from budget						
Add Deferred Rates Adjustment		0	0	(171,382)	(171,382)	0.0%
Add Back Depreciation		13,122,588	5,467,770	5,812,459	344,689	6.3%
Adjust (Profit)Loss on Asset Disposal		(4,188,709)	(1,450,000)	(1,425,431)	24,569	-1.7%
		8,933,879	4,017,770	4,215,646	197,876	4.9%
Amount attributable to operating activities		**10,961,254**	**33,019,163**	**34,444,663**	**1,425,500**	**4.3%**
Investing Activities						
Non-operating Grants, Subsidies and Contributions		9,270,338	100,000	95,677	(4,323)	-4.3%
Purchase Property, Plant and Equipment	5	(9,777,998)	(3,327,519)	(3,295,630)	31,889	-1.0%
Purchase Infrastructure Assets	5	(16,267,480)	(3,496,956)	(3,449,479)	47,477	-1.4%
Proceeds from Joint Venture Operations		3,750,000	1,250,000	1,250,000	0	0.0%
Proceeds from Disposal of Assets		552,350	230,000	221,721	(8,279)	-3.6%
Amount attributable to investing activities		**(12,472,790)**	**(5,244,475)**	**(5,177,711)**	**66,764**	**-1.3%**
Financing Activities						
Principal elements of finance lease payments		(264,318)	(115,255)	(98,353)	16,902	(14.7%)
Repayment of Loans		(1,498,010)	(648,291)	(648,293)	(2)	0.0%
Transfer to Reserves	6	(6,428,903)	(2,445,268)	(2,579,028)	(133,760)	5.5%
Transfer from Reserves	6	3,927,814	1,167,951	1,159,138	(8,813)	-0.8%
Amount attributable to financing activities		**(4,263,417)**	**(2,040,863)**	**(2,166,536)**	**(125,673)**	**6.2%**
Closing Funding Surplus(Deficit)		**1,187,352**	**32,696,130**	**34,062,722**	**1,366,592**	**4.2%**

CITY OF VINCENT

CITY OF VINCENT
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
NOTE 2 - NET CURRENT FUNDING POSITION
FOR THE PERIOD ENDED 30 NOVEMBER 2024

	Note	YTD Actual	PY Actual
		30/11/2024	30/11/2023
		$	$
Current Assets			
Cash Unrestricted		33,220,242	35,780,103
Cash Restricted		24,298,717	18,891,596
Receivables - Rates	7	13,405,777	12,706,875
Receivables - Other	7	4,618,190	4,948,584
Inventories		1,188,151	1,444,205
		76,731,077	73,771,364
Less: Current Liabilities			
Payables		(15,324,782)	(14,337,964)
Provisions - employee		(5,499,656)	(5,758,042)
		(20,824,438)	(20,096,007)
Unadjusted Net Current Assets		**55,906,639**	**53,675,357**
Adjustments and exclusions permitted by FM Reg 32			
Less: Reserves - restricted cash	6	(24,298,717)	(18,891,596)
Less: Land held for sale		(847,172)	(1,251,293)
Add: Current portion of long term borrowings		1,519,099	1,531,301
Add: Infringement Debtors transferred to non current asset		1,529,109	1,293,417
Add: Current portion of long term finance lease liabilities		269,162	0
		(21,843,917)	(17,258,965)
Adjusted Net Current Assets		**34,062,722**	**36,416,392**

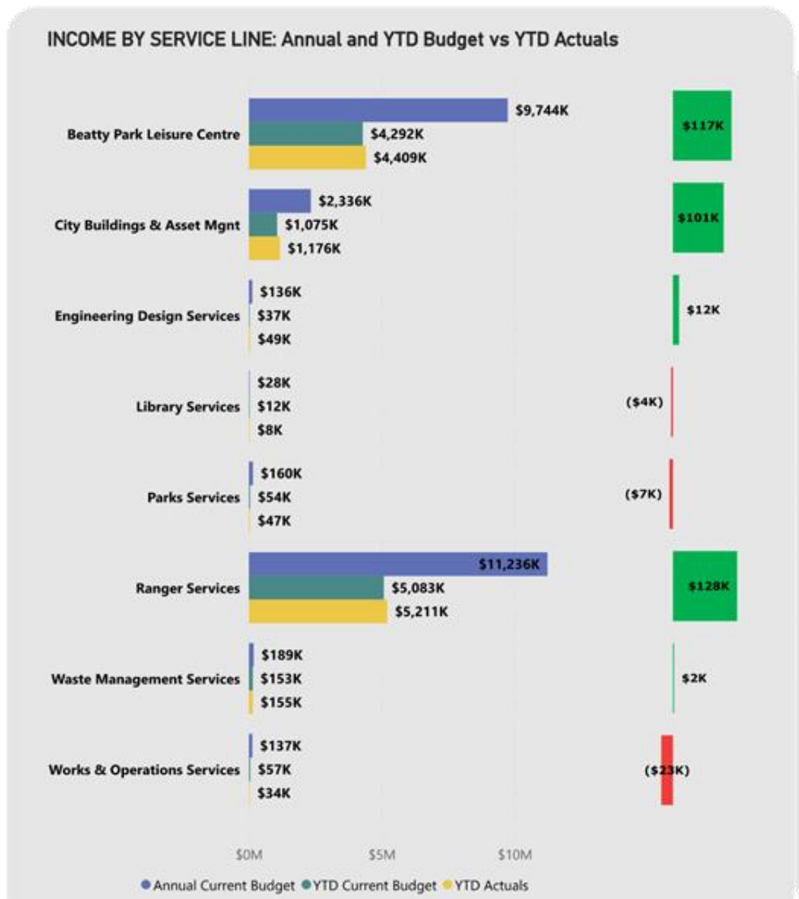
CITY OF VINCENT

CITY OF VINCENT
NOTE 3 - STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 30 NOVEMBER 2024

	Note	YTD Actual	PY Actual
		30/11/2024	30/06/2024
		$	$
Current Assets			
Cash Unrestricted		33,220,242	15,812,924
Cash Restricted		24,298,717	22,864,438
Receivables - Rates	7	13,405,777	1,345,454
Receivables - Other	7	4,618,190	3,999,440
Inventories		1,188,151	1,402,537
Total Current Assets		76,731,077	45,424,793
Non-Current Assets			
Receivables - Rates		171,382	208,654
Receivables - Other		1,248,491	1,364,454
Inventories		579,696	41,986
Investment in associate		16,862,522	14,962,895
Property, plant and equipment		251,318,998	250,657,162
Infrastructure		150,014,963	149,308,446
Right of use assets		589,069	644,136
Intangible assets		0	145
Total Non-Current Assets		420,785,121	417,187,878
Total Assets		**497,516,198**	**462,612,671**
Current Liabilities			
Payables		(15,324,782)	(11,489,328)
Provisions - employee		(5,499,656)	(5,388,014)
Total Current Liabilities		(20,824,438)	(16,877,342)
Non-Current Liabilities			
Borrowings		(8,328,220)	(9,100,796)
Employee related provisions		(541,428)	(541,428)
Total Non-Current Liabilities		(8,869,648)	(9,642,224)
Total Liabilities		**(29,694,086)**	**(26,519,566)**
Net Assets		**467,822,115**	**436,093,105**
Equity			
Retained Surplus		(142,680,293)	(112,470,462)
Reserve Accounts		(24,298,717)	(22,864,438)
Revaluation Surplus		(300,843,106)	(300,758,205)
Total Equity		**(467,822,116)**	**(436,093,105)**

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
INFRASTRUCTURE AND ENVIRONMENT DIRECTORATE
AS AT 30 NOVEMBER 2024

CITY OF VINCENT



KEY VARIANCE COMMENTARY
($20,000 and 10%)

Beatty Park Leisure Centre
$117K favourable income mostly due to income from fees and charges and enrolment fees.
$37k unfavourable expenditure mostly due to employee costs $90k and depreciation $23k. This is partially offset by a favourable variance in interest expenses $23k and materials and contracts $19k.

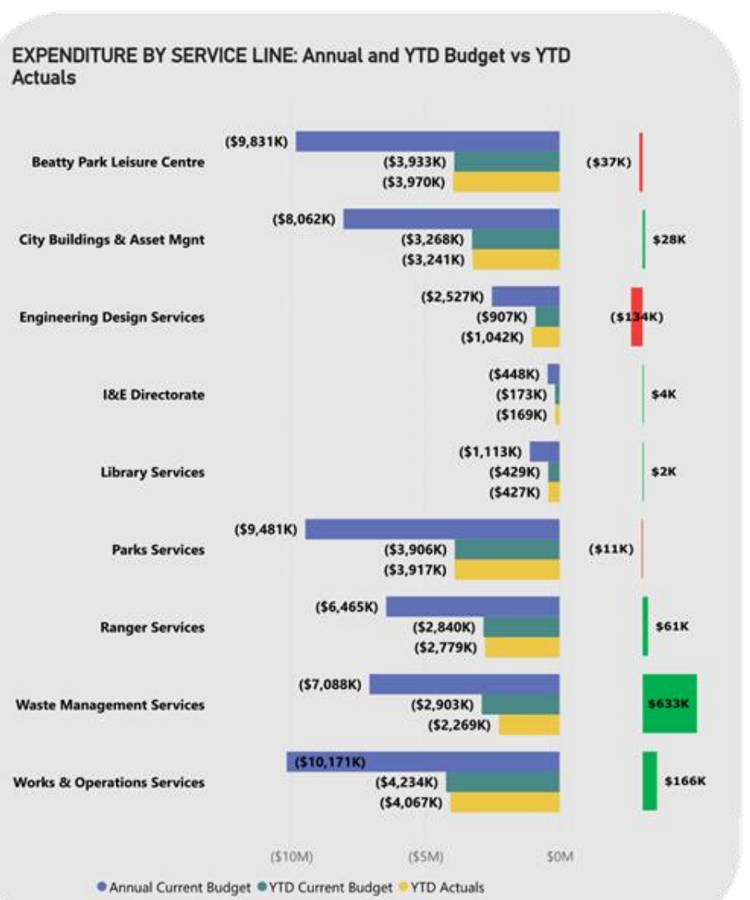
City Buildings & Asset Management
$101k favourable income mostly due to higher fees and charges $58k and reimbursements of $32k.
$28k favourable expenditure mostly due to timing variances on materials and contracts $82k, this is partially offset by an unfavourable depreciation expense $46k.

Engineering Design Services
$134k unfavourable expenditure due to timing variances in employee costs $82k and materials and contracts $43k.

Ranger Services
$128k favourable income mainly due to parking revenue.
$61k favourable expenditure mainly due to timing variances in employee costs $84k and materials and contracts $67k. This is partially offset by unfavourable variance in other expenditure $57k and depreciation $34k.

Waste Management Services
$633k favourable expenditure primarily due to timing variance in materials and contracts $545k, mainly due to waste processing and disposal costs $260k and employee costs $62k.

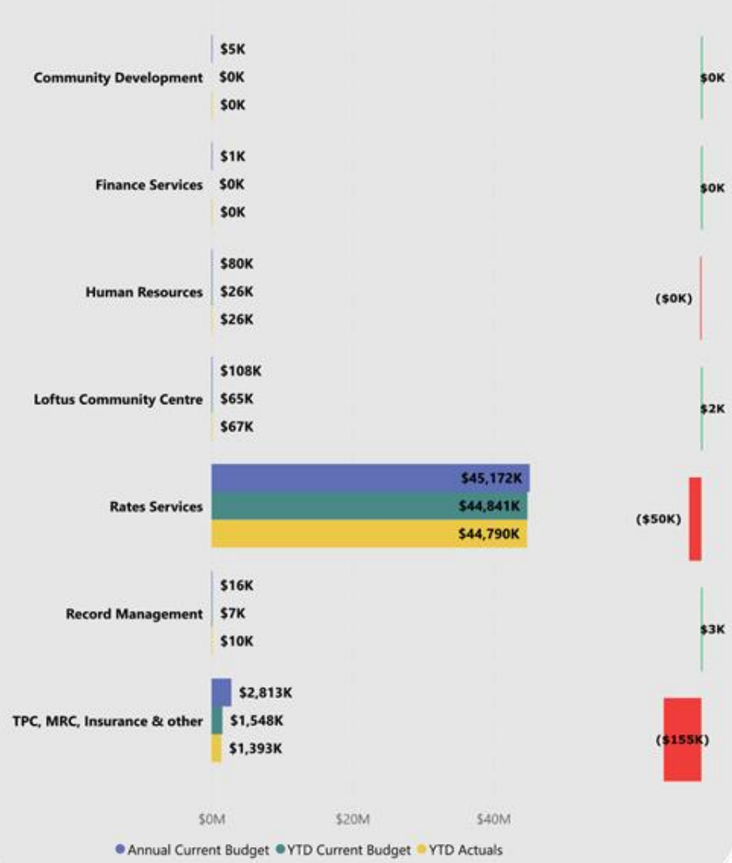
Works & Operations Services
$23k unfavourable income mostly due to a timing variance in grants and subsidies $45k, this is partially offset by favourable variance in fees and charges $13k.
$166k favourable expenditure mostly due to a timing variance in materials and contracts $183k and employee costs $149k this is partially offset by an unfavourable variance in depreciation costs of $178k.



CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
COMMUNITY & BUSINESS SERVICES DIRECTORATE
OFFICE OF THE CEO
AS AT 30 NOVEMBER 2024

CITY OF VINCENT

INCOME BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



INCOME BUDGET VS ACTUAL

EXPENDITURE BUDGET VS ACTUAL

KEY VARIANCE COMMENTARY
($20,000 and 10%)

Community Development
$71k unfavourable expenditure mainly due to timing variance in materials and contracts of $55k.

Customer Relations
$25k unfavourable expenditure mainly due to a timing variance in employee cost of $14k.

Finance Services
$36k favourable expenditure due to lower employee costs of $48k which is partially offset by unfavourable variance in consultants $24k.

Human Resources
$120k favourable expenditure due to timing variances in employee related costs $78k and materials and contracts $40k.

Information Communication and Technology
$39k favourable expenditure mainly due to a timing variance in software licence fees.

Marketing and Communications
$147k unfavourable expenditure mainly due to timing variances in materials and contracts of $131k and employee costs of $19k.

Rates Services
$50k unfavourable income mainly due to timing variance in interim rates.

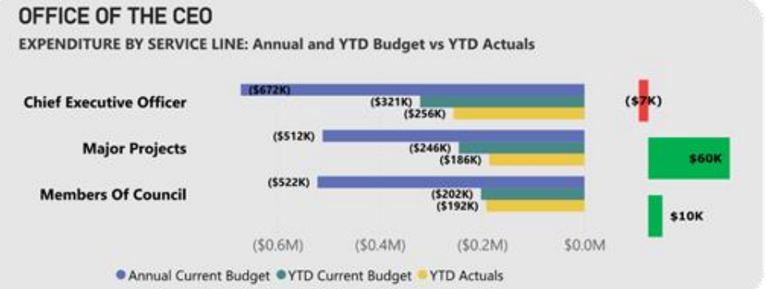
Record Management
$48k unfavourable expenditure mainly due to timing variance in materials and contracts of $24k and employee costs $24k.

TPC, MRC, Insurance and Other
$155k unfavourable income mostly due to timing variances in financial assistance grants $201k, this is partially offset by a higher interest earnings of $67k.

Major Projects
$60k favourable expenditure mainly due to timing variance in materials and contracts $45k and employee costs $15k.

COMMUNITY AND BUSINESS SERVICES DIRECTORATE
EXPENDITURE BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals

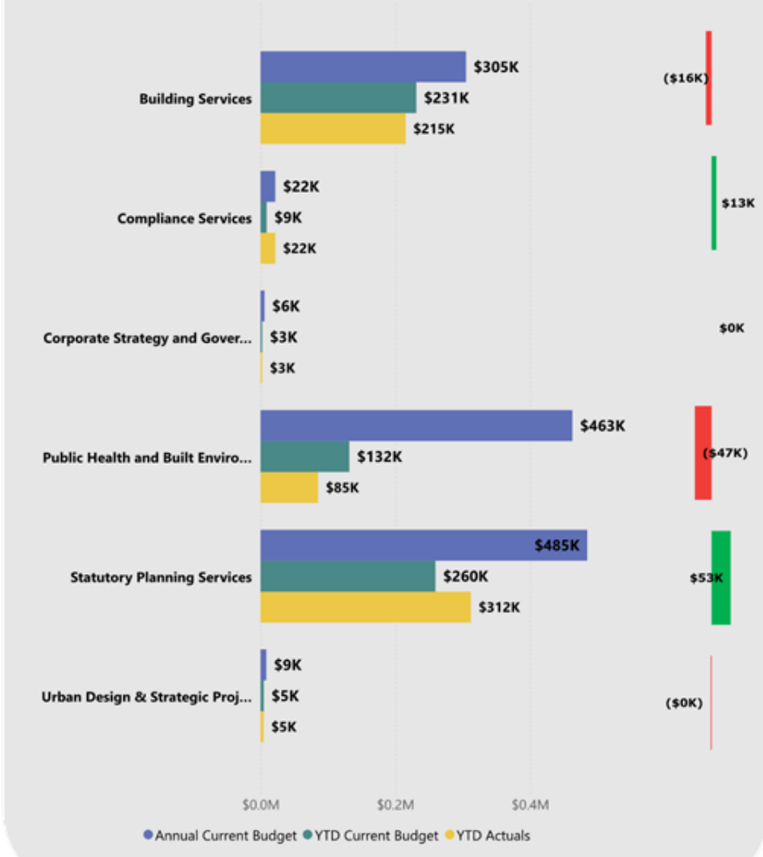
OFFICE OF THE CEO
EXPENDITURE BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



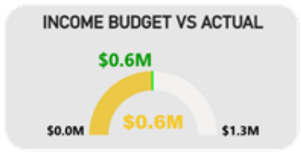
CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
STRATEGY AND DEVELOPMENT DIRECTORATE
AS AT 30 NOVEMBER 2024

CITY OF VINCENT

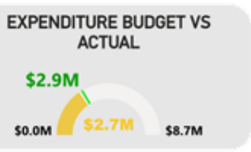
INCOME BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



INCOME BUDGET VS ACTUAL



EXPENDITURE BUDGET VS ACTUAL



KEY VARIANCE COMMENTARY
($20,000 and 10%)

Building Services
$55k favourable expenditure mainly due to a timing variance in employee related costs.

Compliance Services.
$29k favourable expenditure mainly due to a timing variance in materials and contracts $16k and employee costs of $11k.

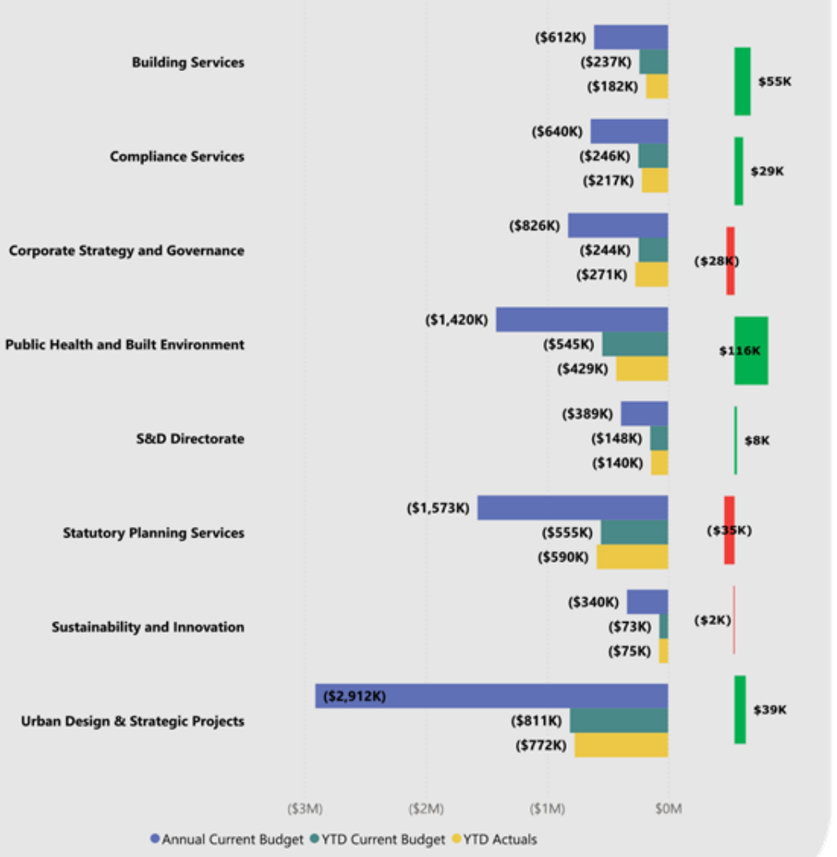
Corporate Strategy and Governance
$28k unfavourable expenditure mainly due to a timing variance in materials and contracts $60k mainly in legal fees $40k which is partially offset by favourable employee costs of $29k.

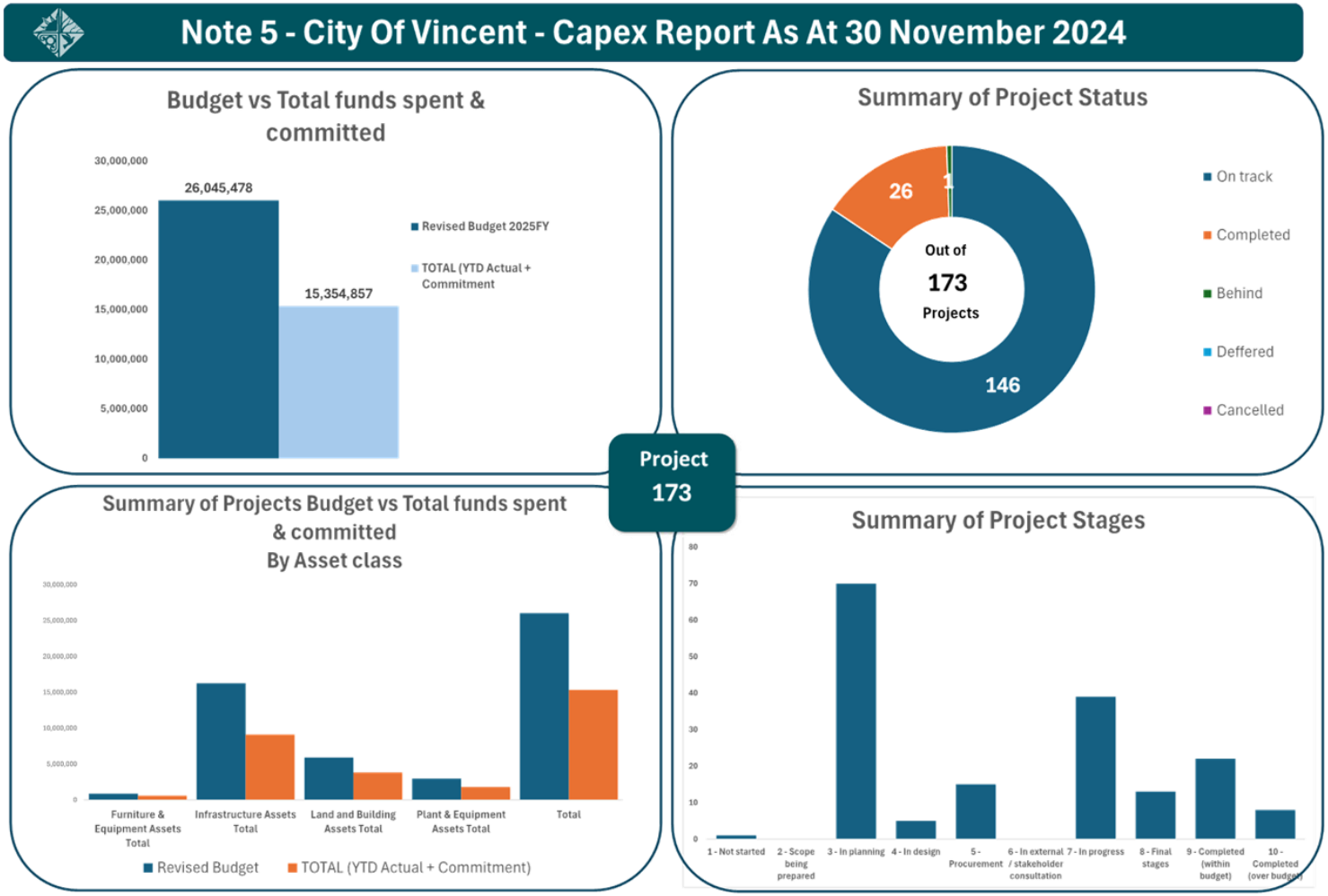
Public Health and Built Environment
$47k unfavourable income mainly due to timing of fees and charges.
$116k favourable expenditure due to a timing variance for inspections $81k and employee costs of $18k.

Statutory Planning Services
$53k favourable income mainly due to timing of fees and charges $41k.
$35k unfavourable expenditure mainly due to timing in materials and contracts.

Urban Design & Strategic Projects
$39k favourable expenditure mostly due to timing variance in employee cost $94k which is partially offset by unfavourable materials and contracts expenditure of $57k.

EXPENDITURE BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals




Note 5 - City Of Vincent - Capex Report As At 30 November 2024
Budget vs Total funds spent & committed
30,000,000
25,000,000
20,000,000
15,000,000
10,000,000
5,000,000
0
26,045,478
15,354,857
Revised Budget 2025FY
TOTAL (YTD Actual + Commitment
Summary of Project Status
26
1
Out of
173
Projects
146
On track
Completed
Behind
Deffered
Cancelled
Project
173
Summary of Projects Budget vs Total funds spent & committed
By Asset class
Furniture & Equipment Assets Total
Infrastructure Assets Total
Land and Building Assets Total
Plant & Equipment Assets Total
Total
Revised Budget
TOTAL (YTD Actual + Commitment)
Summary of Project Stages
80
70
60
50
40
30
20
10
0
1 - Not started
2 - Scope being prepared
3 - In planning
4 - In design
5 - Procurement
6 - In external / stakeholder consultation
7 - In progress
8 - Final stages
9 - Completed (within budget)
10 - Completed (over budget)

CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2024/25
AS AT 30 NOVEMBER 2024

WO Name	Revised Budget 2025FY	YTD Budget	YTD Actual	YTD Variance	Commitment	TOTAL (YTD Actual + Commitment	Status	Stage	Commentary
Land and Building Assets									
Air Conditioning & HVAC Renewal									
Air Conditioning & HVAC Renewal - Admin	483,560	-	-	-	-	-	On track	5 - Procurement	In procurement
Air Con & HVAC Renew - Miscellaneous	91,570	70,000	42,630	27,370	17,657	60,287	On track	7 - In progress	Works ongoing
Air Con/HVAC Renew - Mt Hawthorn Comm Centre (Leased)	100,000	-	-	-	-	-	On track	4 - In design	In design phase
Leederville Oval - HVAC Renewal - East Perth Function Room	120,000	10,000	8,200	1,800	3,000	11,200	On track	5 - Procurement	In procurement
Air Con & HVAC Renew - Library & Local History Centre	-	-	104	(104)	-	104	Completed	9 - Completed (within budget)	2024FY project
Public Toilet Renewal Program									
Britannia Road Pavilion Toilets - Roof Resheeting	70,000	-	-	-	83,970	83,970	On track	5 - Procurement	In procurement
BPLC - Construction of Indoor Changerooms									
BPLC – Construc & Fit Out Indoor Pool Changerooms	738,509	600,000	582,661	17,339	194,076	776,738	On track	8 - Final stages	On track for completion
Litis Stadium changeroom redevelopment									
Infrastructure Works - Litis Stadium	1,759,921	1,000,000	1,016,371	(16,371)	722,529	1,738,900	On track	7 - In progress	Works ongoing
Floreat Athena Clubrooom Refurbishment - Litis Stadium	175,918	175,918	271,324	(95,406)	25,858	297,182	On track	7 - In progress	Toilet refurbishment complete, kitchen is in progress.
Beatty Park Leisure Centre - Facilities Infrastruc									
BPLC - Facilities Infrastructure Renewal	250,000	175,000	148,851	26,149	36,532	185,383	On track	7 - In progress	Works ongoing
BPLC - Pool Tiling Works	9,063	-	-	-	29,409	29,409	Completed	9 - Completed (within budget)	Project completed
BPLC - Eastern Side Grandstand - Water Ingress	350,000	-	944	(944)	-	944	On track	5 - Procurement	In procurement
BPLC - Rapair and Maintain Heritage Grandstand	22,629	-	-	-	-	-	Completed	9 - Completed (within budget)	Project completed
Miscellaneous Asset Renewal (City Buildings)									
Misc Asset Renewal - City buildings	100,000	-	-	-	82,155	82,155	On track	7 - In progress	Works in progress
Loftus - Gymnastics WA - Renew Fans and Ventilation	100,000	-	-	-	-	-	On track	5 - Procurement	In procurement
Forrest Park Croquet - Kitchen Renewal	15,000	-	-	-	-	-	On track	5 - Procurement	In procurement
City Buildings Painting Renewal	30,000	-	-	-	-	-	On track	4 - In design	Finalising scope
Land and Building Asset Renewal Projects									
DLGSC - Lighting Renewal	243,302	-	-	-	948	948	On track	4 - In design	Finalising scope
Lease Property Non Scheduled Renewal	101,500	15,000	14,420	580	43,151	57,571	On track	7 - In progress	In progress
Library Renewals - Upgrades to Accessibility	85,000	5,000	4,980	20	1,283	6,263	On track	7 - In progress	Finalising start date
Gym roof repairs (Leased Belgravia)	60,000	-	-	-	-	-	On track	5 - Procurement	In procurement
Lift Renewal - Administration & Civic Centre	240,000	120,000	55,500	64,500	131,210	186,710	On track	7 - In progress	Lift install to start the beginning of February.
Leederville Oval - Misc Buildings Renewal	12,436	-	-	-	12,436	12,436	On track	3 - In planning	
Administration Centre Stage 1 - Accessibility (2024)									
Stage 2 - Customer Service and Foyer Renewal (2025)	300,000	75,000	115,909	(40,909)	151,743	267,652	On track	7 - In progress	Works ongoing
Loftus - Gymnastics WA - Roof Renewal	100,000	-	-	-	-	-	On track	5 - Procurement	In procurement
Mt Hawthorn Com Centre - Roof Renewal	200,000	-	-	-	-	-	On track	3 - In planning	
DLGSC - Renew balcony tiling and waterproofing	35,000	-	-	-	-	-	On track	3 - In planning	Finalising dates
North Perth Bowling Club - conversion of bowling green	66,000	-	-	-	-	-	On track	3 - In planning	
Water and Energy Efficiency Initiatives									
Water and Energy Efficiency Initiatives	50,000	-	-	-	8,640	8,640	On track	3 - In planning	
Litis Stadium									
Litis Stadium Floodlights	10,000	-	-	-	12,218	12,218	On track	3 - In planning	
Land & Building Assets Total	**5,919,408**	**2,245,918**	**2,261,893**	**(15,975)**	**1,556,814**	**3,818,708**			
Furniture & Equipment Assets									
Beatty Park Leisure Centre - Furniture & Equipment									
BPLC - Non Fixed Assets Renewal	195,000	50,000	35,355	14,645	18,370	53,726	On track	7 - In progress	Works ongoing
BPLC Non-Infrastructure Fixed Asset Renewal	100,000	30,000	33,718	(3,718)	35,560	69,278	On track	7 - In progress	Works ongoing
ICT Renewal Program									
ICT Infrastructure Renewal	120,000	25,000	23,772	1,228	-	23,772	On track	7 - In progress	Works ongoing
Public Arts Projects									
COVID-19 Artwork relief project	146,750	-	-	-	139,750	139,750	On track	7 - In progress	Options for progressing artwork to be discussed

Miscellaneous Asset Renewal (City Buildings)									
Furniture and Equipment Renewal - (Admin, Library and Depot)	40,000	20,000	15,370	4,630	-	15,370	On track	7 - In progress	Works ongoing
Parking Machines Asset Replacement Program									
Parking Infrastructure Renewal Program	226,012	200,000	179,385	20,615	-	179,385	Completed	9 - Completed (within budget)	Completed
Accessible City Strategy Implementation Program									
Accessible City Strategy Implementation - Capex for future years subject to Cash-in Lieu Reserve Funds received	56,362	30,000	32,690	(2,690)	101,358	134,048	On track	8 - Final stages	2024FY project
Furniture & Equipment Assets Total	**884,124**	**355,000**	**320,291**	**34,709**	**295,038**	**615,329**			
Plant & Equipment Assets									
Major Plant Replacement Program									
Heavy Fleet Replacement Program	1,785,000	420,000	415,530	4,470	1,086,130	1,501,661	On track	7 - In progress	
Fleet Management Program									
Light Fleet Replacement - Annual Allocation	-	-	-	-	-	-			
P1267 - Toyota Camry Hybrid 2.5Lt. Rego.1GUX039	50,000	-	-	-	-	-	On track	3 - In planning	
P1268 - Toyota Corolla Hybrid, 1GVG554	50,000	-	-	-	-	-	On track	3 - In planning	
P1270 - Toyota Corolla Hybrid 1GWG751, Ascent Hatch	50,000	-	-	-	-	-	On track	3 - In planning	
P1271 - Toyota Corolla Hybrid 1GWG752, Ascent Hatch	50,000	-	-	-	-	-	On track	3 - In planning	
P1272 - 1GWH072, Nissan LEAF EV 18MY, Artic White/Black	50,000	-	-	-	-	-	On track	3 - In planning	
P1273 - 1GWH073, Nissan LEAF Ev 18MY	50,000	-	-	-	-	-	On track	3 - In planning	
P1281 - HYUNDI - Ioniq EV Hatch - 1HCJ354 Rangers	50,000	-	-	-	-	-	On track	3 - In planning	
P1282 - Toyota Corolla Sedan Hybrid - 1HDR934	50,000	-	-	-	-	-	On track	3 - In planning	
P1289 - Kluger Hubrid Wagon 1HNG494	65,000	-	-	-	-	-	On track	3 - In planning	
P2186 - Fiat Dobl 1.6L MTA SWB/LR VAN Diesel - 1GEA133	50,000	-	-	-	-	-	On track	3 - In planning	
P2193 - Nissan Navara 4x2 - 1GQG990	50,000	-	-	-	-	-	On track	3 - In planning	
P2212 - Nissan Navara 4X DSL Auto DC RX - 1HCO126	50,000	-	-	-	-	-	On track	3 - In planning	
P2213 - Renaul Kangaroo 1HIY67	50,000	-	-	-	-	-	On track	3 - In planning	
P2215 - NAVARA 4X2 1HKO697	50,000	-	-	-	-	-	On track	3 - In planning	
P4006 - Trailer – Signage (Rangers)	8,000	-	-	-	-	-	On track	3 - In planning	
P4009 - Box Trailer - 8WL891	3,000	-	-	-	-	-	On track	3 - In planning	
P4020 - Trailer - Polmac 7x4 - 1THI414	5,000	-	-	-	-	-	On track	3 - In planning	
P4026 - Trailer - 6 X 4 Tradesman - 1TIX236	7,500	-	-	-	-	-	On track	3 - In planning	
P4029 - Trailer 6X4 14inch One Door 1TNN265	5,000	-	-	-	-	-	On track	3 - In planning	
P4030 - Trailer 8X6 2 tonner Flat Top	5,000	-	-	-	-	-	On track	3 - In planning	
P4032 - Tailer 6x4 Galvanized Import - 1TQH625	5,000	-	-	-	-	-	On track	3 - In planning	
P4035 - 7x4 Cage Trailer with ramp 1TSS280	5,000	-	-	-	-	-	On track	3 - In planning	
P2171 - Toyota Corolla Hybrid Hatch	25,000	-	-	-	-	-	On track	3 - In planning	
P2209 - VW Caddy Maxi TDI250	69,894	69,894	70,049	(155)	-	70,049	Completed	10 - Completed (over budget)	Completed
P2200 - VOLKSWAGEN Caddy Maxi TDI250	69,894	69,894	70,340	(446)	-	70,340	Completed	10 - Completed (over budget)	Completed
P1279 - Toyota Camry Hybrid SL	28,000	-	-	-	-	-	On track	3 - In planning	
P2212 - Nissan Navara 4x DSL	45,000	-	-	-	-	-	On track	3 - In planning	
P1286 - Corolla Sedan Hybrid 1HKS151	-	-	712	(712)	-	712	Completed	9 - Completed (within budget)	Completed
Artlets									
Artlets - Public Art - Sculpture	20,000	-	-	-	2,400	2,400	On track	3 - In planning	
Miscellaneous									
Belgravia / Loftus Rec Centre - Purchase of Gym Equipments	156,813	156,813	146,665	10,148	-	146,665	Completed	9 - Completed (within budget)	2024FY project
Parks Irrigation Upgrade & Renewal Program									
Weather Stations and Soil Moisture Probes	16,365	10,000	10,150	(150)	-	10,150	On track	9 - Completed (within budget)	2024FY project
Plant & Equipment Total	**2,974,466**	**726,601**	**713,445**	**13,156**	**1,088,530**	**1,801,976**			
Infrastructure Assets									
Robertson Park Development Plan - Stage 1									
Robertson Park Stage 1A - Tennis Centre	378,015	378,015	386,537	(8,522)	-	386,537	Completed	10 - Completed (over budget)	Project completed
Greening program - Robertson Park	15,283	15,283	20,754	(5,471)	-	20,754	Completed	10 - Completed (over budget)	Project completed
Robertson Park Stage 1B/1C - Tennis Centre	1,579,000	-	-	-	-	-	On track	5 - Procurement	In procurement
Robertson Park Stage 1B - Contingency	-	-	-	-	-	-	On track	5 - Procurement	In procurement
Robertson Park Stage 1A - Contingency	28,929	28,929	17,324	11,605	15,426	32,750	Completed	9 - Completed (within budget)	Project completed
MISCELLANEOUS									
Temporary at-grade car park	450,000	-	5,062	(5,062)	-	5,062	On track	3 - In planning	

Parks Fencing Renewal Program									
Shakespeare St Res - renew perimeter fencing	30,000	-	-	-	11,977	11,977	On track	7 - In progress	Awaiting installtion timeframes
Jack Marks Reserve - renew perimeter fencing	50,000	-	-	-	-	-	On track	5 - Procurement	In procurement
Footpath Upgrade and Renewal Program									
Footpath Upgrade and Renewal Program	185,500	150,000	133,867	16,133	55,132	188,999	On track	7 - In progress	Works ongoing
Parks Irrigation Upgrade & Renewal Program									
Britannia Reserve - renew groundwater bore (south) No 40	45,000	-	-	-	-	-	On track	7 - In progress	Awaiting assesment from contractor
Keith Frame Res - renew ground irrigation system and electrical cubicle and bore renewal	119,386	50,000	51,873	(1,873)	35,483	87,356	Completed	9 - Completed (within budget)	Project completed
Hyde Park - renew groundwater bores No 24 and 29	90,000	-	-	-	60,000	60,000	On track	7 - In progress	DWER licence recieved - installation autumn/winter 2025
Robertson Park - renew groundwater bore No 31	50,000	-	-	-	50,000	50,000	On track	7 - In progress	DWER licence recieved - installation autumn/winter 2025
Gladstone St Res - renew irrigation, elec cabinet and ground water bore	120,000	10,000	9,207	793	67,004	76,211	On track	7 - In progress	DWER licence recieved - installation autumn/winter 2025
Ellesmere St Res - renew groundwater bore & electrical cabinet	75,000	-	-	-	73,062	73,062	On track	7 - In progress	DWER licence to be applied
Brentham St Res - renew groundwater bore and electrical cabinet	75,000	-	-	-	28,444	28,444	On track	7 - In progress	DWER licence recieved - installation autumn/winter 2025
iron filter	170,000	-	-	-	-	-	On track	3 - In planning	Project uncertanties due to carpark development
Forrest Park - upgrade irrigation system and electrical cabinet	250,000	-	1,000	(1,000)	28,140	29,140	On track	7 - In progress	DWER licence recieved - installation autumn/winter 2025
Litis Stadium - Inground Irrigation Renewal	90,000	-	-	-	91,690	91,690	On track	7 - In progress	Works to commence in December 2024
Road Maintenance Programs – MRRG									
Annual MRRG Program - bgt to be split	79,508	-	-	-	-	-	On track	3 - In planning	
MRRG - Brady Street South Bound	185,689	160,000	159,012	988	-	159,012	On track	9 - Completed (within budget)	Project completed
MRRG - Powis Street EB	-	-	-	-	-	-	On track	3 - In planning	
MRRG - Bulwer Street EB	233,936	233,936	270,030	(36,094)	5,182	275,213	On track	8 - Final stages	Project completed, waiting linemarking
MRRG - Angove Street EB	242,747	-	-	-	312,572	312,572	On track	3 - In planning	
MRRG - Leederville Pde	368,120	-	-	-	-	-	On track	3 - In planning	
Road Maintenance Programs – Local Road Program									
Annual Local Roads Program - bgt to be split	548,455	-	26	(26)	-	26	On track	3 - In planning	
LRP - Melrose St - Oxford St to Leicester St	159,830	50,000	43,007	6,993	104,702	147,709	On track	8 - Final stages	Project completed, waiting linemarking
LRP - Stamford St - Melrose Street to Freeway Off Ramp	86,845	75,000	75,945	(945)	4,047	79,992	On track	8 - Final stages	Project completed, waiting linemarking
LRP - Barnet St - Bourke Street to Barnet place	182,820	-	1,680	(1,680)	122,273	123,953	On track	8 - Final stages	Project completed, waiting linemarking
LRP - Vine St - View Street to Alma Road	66,000	20,000	25,296	(5,296)	62,852	88,148	On track	7 - In progress	Work commenced
LRP - Amy St - Lake St to Cul-De-Sac	89,870	20,000	18,712	1,288	76,406	95,117	On track	7 - In progress	Work commenced
LRP - Halyey Ave - Bruce St to Richmond St	-	-	-	-	38,390	38,390	On track	3 - In planning	
LRP - Eton St - Ellesmere St to Green St	191,785	5,000	19,464	(14,464)	39,407	58,872	On track	7 - In progress	Work commenced
LRP - Old Aberdeen Place - Golding St to Cul De Sac	92,840	20,000	18,061	1,939	20,000	38,061	On track	3 - In planning	
LRP - Broome Street - Beaufort St to Smith St	181,555	-	1,348	(1,348)	142,435	143,783	On track	3 - In planning	
LRP - Chamberlain Street - Loftus Street to Pennant Street	-	-	905	(905)	2,565	3,471	Completed	9 - Completed (within budget)	Completed
LRP - Hardy Street - Howlett Street to Scarborough Beach Road	-	-	180	(180)	-	180	Completed	9 - Completed (within budget)	Completed
LRP - Richmond Street - Oxford Street to Leicester Street	-	-	269	(269)	5,566	5,835	Completed	9 - Completed (within budget)	Completed
LRP - Albert Street - Barnet Street to Charles	104,182	50,000	34,184	15,816	-	34,184	On track	8 - Final stages	2024FY project
LRP - Dunedin Street - Woodstock Street	-	-	2,220	(2,220)	-	2,220	On track	8 - Final stages	2024FY project
LRP - Pennant Street - Kadina Street to	-	-	655	(655)	-	655	On track	8 - Final stages	2024FY project
LRP - Stuart Street - Fitzgerald Street	-	-	-	-	12,918	12,918	On track	8 - Final stages	2024FY project
Parks Greening Plan Program									
Greening plan	150,000	5,000	5,140	(140)	50,392	55,532	On track	7 - In progress	Stock ordered for 2025FY planting season
Post PSHB Restoration Works	125,000	5,000	2,201	2,799	9,860	12,061	On track	4 - In design	Awaiting for DPIRD works to occur
Traffic Management Improvements									
Minor Traffic Management Improvements	283,736	100,000	73,819	26,181	18,534	92,354	On track	3 - In planning	Works ongoing
Parks Infrastructure Upgrade & Renewal Program									
Parks Infrastructure Upgrade & Renewal - BBQ provision	45,000	45,000	44,040	960	-	44,040	Completed	9 - Completed (within budget)	Project completed
Axford Park - replace flag poles	10,000	10,000	8,242	1,758	-	8,242	Completed	9 - Completed (within budget)	Project completed
Accessible City Strategy Implementation Program									
Wayfinding Implementation Plan - Stage 1	126,800	-	1,000	(1,000)	4,913	5,913	On track	4 - In design	Finalising stage 1 design
Road Maintenance Programs – State Black Spot									
Blackspot - Broome/Wright, Highgate	218,994	150,000	156,829	(6,829)	76,403	233,232	On track	7 - In progress	Works ongoing
Blackspot - Brady Street & Tasman Street	-	-	1,629	(1,629)	7,123	8,752	On track	8 - Final stages	

Road Maintenance Programs – Roads to Recovery									
Annual Roads to Recovery Program - bgt to be split	27,244	-	-	-	-	-	On track	3 - In planning	
R2R - Albert Street - Tay St to Barnett St	-	-	-	-	67,445	67,445	On track	3 - In planning	
R2R - Brentham Street - Egina and Raglan	-	-	2,577	(2,577)	-	2,577	Completed	10 - Completed (over budget)	Project completed
R2R - Raglan Road - Hutt to Hyde Street	109,971	90,000	85,625	4,375	5,064	90,689	Completed	9 - Completed (within budget)	Project completed
R2R - Egina Street - Scarborough Beach Road to Ber	-	-	2,210	(2,210)	17,561	19,771	Completed	10 - Completed (over budget)	Project completed
R2R - Haley Ave - Bruce St to Richmond St	36,795	5,000	5,346	(346)	-	5,346	On track	3 - In planning	
R2R - Bramall Street - E Parade to Joel Tce	59,730	-	-	-	-	-	On track	3 - In planning	
Public Open Space Strategy Implementation Plan									
Public Open Space Strategy Implementation	30,600	15,000	18,876	(3,876)	-	18,876	On track	5 - Procurement	In procurement
Birdwood Square - Public Toilets	24,695	30,000	28,962	1,039	-	28,962	On track	9 - Completed (within budget)	Project completed
Birdwood Square upgrades - POS elements	59,530	45,000	40,868	4,132	5,068	45,936	On track	7 - In progress	Items ordered
Parks Lighting Renewal Program									
Lighting Renewal Program - General Provision	50,000	50,000	49,480	520	30,228	79,708	On track	7 - In progress	
Community Safety Initiatives									
Laneway Lighting Program	83,200	40,000	36,358	3,642	32,583	68,941	On track	3 - In planning	Out for consultation
Banks Reserve Master Plan Implementation									
Walter's Brook Crossing	248,475	175,000	170,966	4,034	68,938	239,904	On track	3 - In planning	
General landscape - EPPS Foreshore Upgrades	50,000	15,000	14,039	961	-	14,039	On track	3 - In planning	
Boardwalk - Interpretation Node	17,569	5,000	2,135	2,865	295	2,430	On track	8 - Final stages	Practical completion
General landscape upgrades	50,000	-	-	-	-	-	On track	3 - In planning	
Gully Soak-well and Minor Drainage Improvement Pro									
Minor Drainage Improvement Program	87,893	40,000	37,878	2,122	5,908	43,786	On track	7 - In progress	Works ongoing
Catchment Drainage Improvements	500,000	5,000	5,348	(348)	98,165	103,513	On track	3 - In planning	Menzie Park, relining works and hotspot areas.
Gully Soak Well Program	-	-	7,773	(7,773)	13,161	20,933	On track	7 - In progress	2024FY project
Parks Eco-Zoning Program									
Monmouth Street	8,136	-	-	-	-	-	Behind	1 - Not started	On hold - Governance to report to Council on sale
Jack Marks Reserve - Eco-zoning	10,000	-	80	(80)	-	80	On track	3 - In planning	Consultation closed - works to be implimented May/June 2025
Road Reserves - Eco-zoning	13,000	-	-	-	-	-	On track	3 - In planning	Locations being determined - implimentation 2025
Bourke Street Reserve - Eco-zoning	20,000	-	-	-	-	-	On track	3 - In planning	Plans to be developed - drainage incorporated
Leake/Alma Street Reserve - Eco-zoning	7,000	-	-	-	-	-	On track	3 - In planning	Plans to be developed for consultation
Blackford Street Reserve - Eco-zoning	-	-	151	(151)	133	284	Completed	9 - Completed (within budget)	Project completed
Parks Pathways Renewal Program									
Venables Park - re-asphalt existing bitumen pathways	50,000	-	-	-	-	-	On track	3 - In planning	Works to be programmed with Engineering
Banks Reserve - re-asphalt existing bitumen pathways	50,000	-	-	-	-	-	On track	3 - In planning	Works to be programmed with Engineering
Car Parking Upgrade/Renewal Program									
Minor Capital Improv of City Car Parks (General Provision)	-	-	-	-	2,516	2,516	On track	3 - In planning	
Access and Inclusion (DAIP) – ACROD Parking Improve Program	30,000	20,000	16,498	3,502	1,354	17,853	Completed	9 - Completed (within budget)	Project completed
Accessibility audits and proposed project implementation	50,000	-	-	-	-	-	On track	7 - In progress	
Bus Shelter Replacement and Renewal Program									
Bus Shelters - Replace & Upgrade	40,000	5,000	3,500	1,500	-	3,500	On track	3 - In planning	
Parks Playground / Exercise Equipment Upgrade									
Britannia Reserve - replace exercise equipment	80,000	-	126	(126)	74,998	75,124	On track	3 - In planning	Works to be programmed with Engineering
Edinboro St Res - repl playground equipment and soft fall	160,000	-	240	(240)	-	240	On track	5 - Procurement	In procurement
Hyde Park - renew playground and softfall (east)	150,000	-	-	-	-	-	On track	5 - Procurement	In procurement
Auckland & Hobart St Reserve - replace shade sails	25,000	15,000	10,845	4,155	-	10,845	On track	9 - Completed (within budget)	Project completed
Beatty Park Reserve - Renew Playground Equipment and Softfall	170,000	-	-	-	-	-	On track	5 - Procurement	In procurement
Birdwood Square - Renew Playground Equipment and Softfall	170,000	-	-	-	170,630	170,630	On track	7 - In progress	Design finalised, installation scheduled December 2024
Leased Properties Margaret Kindy - Playground Equipment and Softfall Renewal	100,000	-	-	-	94,230	94,230	On track	7 - In progress	Designs finalised, ilnstallation during Christmas Holidays
Braithwaite Park - playground and soft fall replac (south)	85,793	85,793	94,200	(8,407)	-	94,200	Completed	10 - Completed (over budget)	Project completed
Lynton St Res - Renew/rep playground equipment	-	-	650	(650)	-	650	Completed	10 - Completed (over budget)	Project completed
Hyde Park - water playground	-	-	-	-	-	-	Completed	9 - Completed (within budget)	Project completed
Bicycle Network									
Bicycle Network	511,001	-	36	(36)	30,010	30,046	On track	3 - In planning	
Bicycle Network - Travel Smart Actions	25,475	-	-	-	-	-	On track	3 - In planning	
Rights of Way Rehabilitation Program									
Rights of Way Rehab Program	126,000	-	-	-	1,116	1,116	On track	3 - In planning	

Street Lighting Renewal Program									
Street Lighting Upgrade Program	30,000	-	-	-	1,100	1,100	On track	3 - In planning	
Skate Space at Britannia Reserve									
Mt Hawt Skate Park - Youth Skate Facility (Election Commitment)	165,440	125,000	107,175	17,825	-	107,175	Completed	9 - Completed (within budget)	Project completed, grant acquittal being processed
Car Parking Upgrade/Renewal Program									
HBF Stadium Car Park	54,220	50,000	45,480	4,520	9,078	54,558	On track	8 - Final stages	2024FY project
Sullivan Logistics Stadium Turf & Lighting Upgrade									
Sullivan Logistics Stadium Turf Upgrade	2,506,175	600,000	578,010	21,990	1,719,196	2,297,206	On track	7 - In progress	Works ongoing
Sullivan Logistics Stadium Lighting Upgrade	2,619,712	500,000	494,527	5,473	1,587,691	2,082,218	On track	7 - In progress	Works ongoing
Infrastructure Assets Total	**16,267,480**	**3,496,956**	**3,449,479**	**47,477**	**5,669,365**	**9,118,844**			
Total	**26,045,478**	**6,824,475**	**6,745,109**	**79,366**	**8,609,748**	**15,354,857**			

Summary

	Revised Budget 2025FY	YTD Budget	YTD Actual	Remaining Budget
	$	$	$	$
Land and Buildings	5,919,408	2,245,918	2,261,893	61.79%
Furniture and Equipment	884,124	355,000	320,291	63.77%
Plant and Equipment	2,974,466	726,601	713,445	76.01%
Infrastructure Assets	16,267,480	3,496,956	3,449,479	78.80%
Total	**26,045,478**	**6,824,475**	**6,745,109**	**74.10%**

Funding

	Revised Budget 2025FY	YTD Budget	YTD Actual	Remaining Budget
	$	$	$	$
Own Source Funding - Municipal	12,294,976	5,326,524	5,268,573	57.1%
Cash Backed Reserves	3,927,814	1,167,951	1,159,138	70.5%
Capital Grants, Contributions and Loans	9,270,338	100,000	95,677	99.0%
Other (Disposals/Trade In)	552,350	230,000	221,721	59.9%
Total	**26,045,478**	**6,824,475**	**6,745,109**	**74.10%**

CITY OF VINCENT
NOTE 6 - CASH BACKED RESERVES
AS AT 30 NOVEMBER 2024

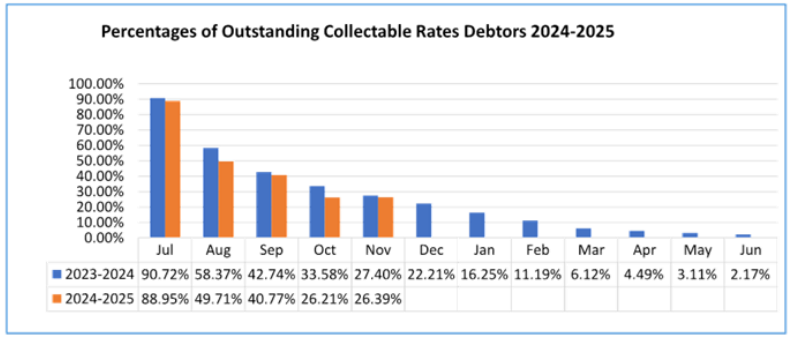
Reserve Particulars	Budget Opening Balance 1/07/2024	Actual Opening Balance 1/07/2024	Budget Transfers to Reserve 30/11/2024	YTD Actual Transfers to Reserve 30/11/2024	Budget Interest Earned 30/11/2024	YTD Actual Interest Earned 30/11/2024	Budget Transfers from Reserve 30/11/2024	YTD Actual Transfers from Reserve 30/11/2024	Budget Closing Balance 30/11/2024	Actual Closing Balance 30/11/2024
	$	$	$	$	$	$	$	$	$	$
Asset Sustainability Reserve	9,171,284	9,406,909	708,203	708,030	133,235	187,237	(938,000)	(938,228)	9,074,722	9,363,949
Beatty Park Leisure Centre Reserve	241,529	273,462	0	0	3,655	5,136	(35,000)	(35,355)	210,184	243,243
Cash in Lieu Parking Reserve	884,575	1,014,538	0	0	13,345	18,754	(38,000)	(38,752)	859,920	994,540
Hyde Park Lake Reserve	177,411	175,492	0	0	2,700	3,794	0	0	180,111	179,286
Land and Building Acquisition Reserve	326,965	323,439	0	0	4,975	6,991	0	0	331,940	330,430
Leederville Oval Reserve	76,166	107,344	0	0	1,160	1,630	0	0	77,326	108,974
Loftus Community Centre Reserve	151,353	149,712	0	0	2,305	3,239	0	0	153,658	152,952
Loftus Recreation Centre Reserve	127,553	285,115	30,375	29,177	1,900	2,670	(156,813)	(146,665)	3,015	170,296
Office Building Reserve - 246 Vincent Street	218,963	216,638	0	0	3,335	4,687	0	0	222,298	221,325
Parking Facility Reserve	116,179	114,926	0	0	1,770	2,487	0	0	117,949	117,414
Percentage For Public Art Reserve	264,395	303,870	0	0	3,440	4,834	0	0	267,835	308,704
Plant and Equipment Reserve	137	138	0	0	0	0	(138)	(138)	(1)	(0)
POS reserve - General	1,412,485	1,409,951	0	0	21,690	30,481	0	0	1,434,175	1,440,433
POS reserve - Haynes Street	85,590	100,340	17,725	17,726	1,300	1,827	0	0	104,615	119,893
State Gymnastics Centre Reserve	153,448	152,078	5,635	5,662	2,340	3,288	0	0	161,423	161,029
Strategic Waste Management Reserve	272,617	271,472	100,000	100,000	4,205	5,909	0	0	376,822	377,382
Catalina Land Sales Reserve	6,051,245	6,022,134	1,250,000	1,250,000	92,720	130,301	0	0	7,393,965	7,402,434
Underground Power Reserve	2,578,960	2,551,268	0	0	39,255	55,166	0	0	2,618,215	2,606,433
	22,310,855	**22,878,826**	**2,111,938**	**2,110,595**	**333,330**	**468,433**	**(1,167,951)**	**(1,159,138)**	**23,588,172**	**24,298,717**

CITY OF VINCENT
NOTE 7 - RECEIVABLES (RATING & OTHER DEBTORS)
FOR THE MONTH ENDED 30 NOVEMBER 2024

CITY OF VINCENT

Rates Outstanding

	Total
Balance from Previous Year	1,345,454
Rates Levied - Initial	44,225,965
Rates Levied - Interims	97,042
Rates Waived	(120,270)
Non Payment Penalties	501,801
Other Rates Revenue	187,145
Total Rates Collectable	**46,237,137**
Outstanding Rates	12,203,172
ESL Debtors	415,031
Pensioner Rebates Not Yet Claimed	924,225
ESL Rebates Not Yet Claimed	34,731
Deferred Rates Debtors	(171,382)
Current Rates Outstanding	**13,405,777**



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
2023-2024	90.72%	58.37%	42.74%	33.58%	27.40%	22.21%	16.25%	11.19%	6.12%	4.49%	3.11%	2.17%
2024-2025	88.95%	49.71%	40.77%	26.21%	26.39%							

Receivable - Other Debtors

DESCRIPTION	30 Days	60 Days	90 Days	OVER 90 DAYS	BALANCE
	$	$	$	$	$
DEBTOR CONTROL - HEALTH LICENCES	1,735	385	412	121,830	124,362
DEBTOR CONTROL - CASH IN LIEU CAR PARKING	12,237	5,915	0	164,573	182,725
DEBTOR CONTROL - PROPERTY INCOME	0	0	0	0	0
DEBTOR CONTROL - RECOVERABLE WORKS	83,416	(3,043)	141	(4,442)	76,072
DEBTOR CONTROL - OTHER	569,061	62,283	1,411	47,111	679,866
DEBTOR CONTROL - % ART CONTRIBUTIONS	0	0	0	0	0
DEBTOR CONTROL - PLANNING SERVICES FEES	396	(1,184)	705	185	102
DEBTOR CONTROL - GST	(96,177)	(139,131)	235,308	0	0
DEBTOR CONTROL - INFRINGEMENT	335,630	122,289	50,791	1,057,488	1,566,198
PROVISION FOR DOUBTFUL DEBT (CURRENT)	0	0	0	(327,743)	(327,743)
IMPAIRMENT OF RECEIVABLES	0	0	0	(218,356)	(218,356)
TOTAL DEBTORS OUTSTANDING AS AT 31/10/2024	**907,667**	**47,514**	**288,768**	**841,575**	**2,085,524**
	43.5%	**2.3%**	**13.8%**	**40.4%**	**100.0%**
ACCRUED INCOME					157,707
ACCRUED INTEREST					981,012
PREPAYMENTS					1,958,245
LEASE INCENTIVE - NON CURRENT					(564,298)
TOTAL TRADE AND OTHER RECEIVABLES					**4,618,190**

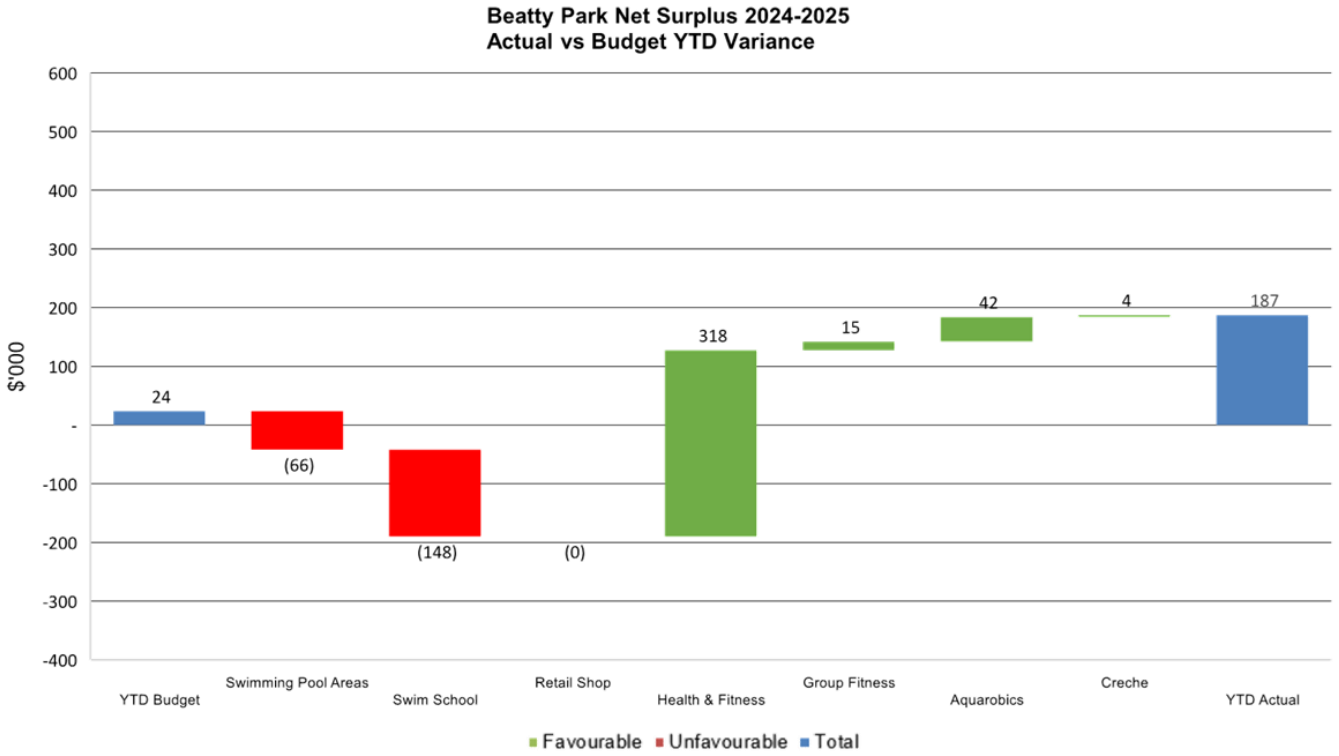
CITY OF VINCENT

CITY OF VINCENT
NOTE 8 - BEATTY PARK LEISURE CENTRE FINANCIAL POSITION
AS AT 30 NOVEMBER 2024

	Original Budget 2024/25 $	YTD Budget Nov-24 $	YTD Actuals Nov-24 $	YTD Actuals Nov-23 $	Month Actuals Nov-24 $	Month Actuals Nov-23 $
ADMINISTRATION						
Revenue	0	0	0	(101,189)	(108,709)	(382,000)
Expenditure	0	0	0	58,087	108,709	338,469
Surplus/(Deficit)	**0**	**0**	**0**	**(43,102)**	**0**	**(43,532)**
SWIMMING POOLS AREA						
Revenue	3,081,921	1,226,460	1,306,574	285,061	265,228	1,242,608
Expenditure	(5,260,213)	(2,139,025)	(2,284,792)	(913,306)	(909,667)	(2,114,592)
Surplus/(Deficit)	**(2,178,292)**	**(912,565)**	**(978,218)**	**(628,245)**	**(644,439)**	**(871,984)**
SWIM SCHOOL						
Revenue	2,254,260	1,202,770	1,223,844	257,630	226,273	1,099,255
Expenditure	(1,570,118)	(608,050)	(777,377)	(155,891)	(173,553)	(677,514)
Surplus/(Deficit)	**684,142**	**594,720**	**446,467**	**101,739**	**52,721**	**421,741**
RETAIL SHOP						
Revenue	741,524	308,965	295,759	73,125	70,128	286,918
Expenditure	(507,303)	(210,246)	(197,045)	(58,176)	(24,673)	(158,780)
Surplus/(Deficit)	**234,221**	**98,719**	**98,715**	**14,949**	**45,455**	**128,138**
HEALTH & FITNESS						
Revenue	2,291,153	981,655	1,296,062	262,307	273,998	1,180,284
Expenditure	(1,723,789)	(684,115)	(680,704)	(199,768)	(213,860)	(609,862)
Surplus/(Deficit)	**567,364**	**297,540**	**615,359**	**62,539**	**60,138**	**570,422**
GROUP FITNESS						
Revenue	798,500	332,710	437,749	88,217	90,526	402,715
Expenditure	(683,320)	(287,219)	(377,753)	(109,991)	(100,606)	(329,385)
Surplus/(Deficit)	**115,180**	**45,491**	**59,996**	**(21,774)**	**(10,080)**	**73,330**
AQUAROBICS						
Revenue	324,958	134,900	174,957	35,840	37,181	161,405
Expenditure	(251,236)	(100,399)	(98,560)	(30,362)	(35,482)	(85,586)
Surplus/(Deficit)	**73,722**	**34,501**	**76,397**	**5,478**	**1,699**	**75,819**
CRECHE						
Revenue	94,184	39,245	47,146	9,778	10,248	45,258
Expenditure	(446,243)	(174,059)	(178,400)	(48,150)	(48,613)	(156,256)
Surplus/(Deficit)	**(352,059)**	**(134,814)**	**(131,254)**	**(38,372)**	(38,364)	(110,998)
Net Surplus/(Deficit)	**(855,722)**	**23,592**	**187,459**	**(546,612)**	**(532,871)**	**242,960**
Less: Depreciation	(1,695,004)	(706,250)	(728,960)	(706,252)	**(728,960)**	(706,252)
Surplus/(Deficit)	**839,282**	**729,842**	**916,420**	**159,640**	**196,089**	**949,211**

CITY OF VINCENT
NOTE 8 - STATEMENT OF FINANCIAL ACTIVITY
BY SERVICE - GRAPH
AS AT 30 NOVEMBER 2024

CITY OF VINCENT



11.2 FINANCIAL STATEMENTS AS AT 31 DECEMBER 2024

Attachments: **1. Financial Statements as at 31 December 2024**

RECOMMENDATION:

That Council RECEIVES the Financial Statements for the month ended 31 December 2024 as shown in Attachment 1.

PURPOSE OF REPORT:

To present the statement of financial activity for the period ended 31 December 2024.

DELEGATION:

Regulation 34 (4) of the Local Government (Financial Management) Regulations 1996 requires the local government to prepare a statement of financial activity each month, which is to be presented to Council within 2 months after the end of the relevant month.

BACKGROUND:

Regulation 34 (1) of the *Local Government (Financial Management) Regulations 1996* requires a local government to prepare each month a statement of financial activity including the sources and applications of funds, as compared to the budget.

DETAILS:

The following documents, included as **Attachment 1**, comprise the statement of financial activity for the period ended **31 December 2024**:

Note	Description	Page
1.	Statement of Financial Activity by Nature or Type Report	1
2.	Net Current Funding Position	2
3.	Statement of Financial Position	3
4.	Summary of Income and Expenditure by Service Areas	4-6
5.	Capital Expenditure including Funding graph and Capital Works Schedule	7-12
6.	Cash Backed Reserves	13
7.	Receivables: Rates and Other Debtors	14
8.	Beatty Park Leisure Centre Financial Position	15-16

Explanation of Material Variances

The materiality thresholds used for reporting variances are 10% and $20,000, respectively. This means that variances will be analysed and separately reported when they are more than 10% (+/-) of the year-to-date budget and where that variance exceeds $20,000 (+/-). This threshold was adopted by Council as part of the budget adoption for 2024/2025 and is used in the preparation of the statements of financial activity when highlighting material variance in accordance with *Financial Management Regulation 34(1) (d)*.

In accordance with the above, all material variances as at 31 December 2024 have been detailed in the variance comments report in **Attachment 1**.

Revenue by Nature or Type (on page 1) is tracking higher than the YTD budgeted revenue by $281,160 (0.5%). The following items materially contributed to this position:

- A favourable variance of $266,137 in Fees and Charges mostly due to timing variances in:
  - $151,233 favourable building leases and rentals,
  - $83,816 favourable Beatty Park membership fees,
  - $45,197 favourable development application fees,
  - $17,680 favourable parking revenue, partially offset by:
  - $80,139 unfavourable food premises license fees.

- A favourable variance in Interest earnings of $64,046 mostly due to higher cash balances.
- A favourable variance of $296,350 in other revenue mostly due to timing of Perth Inner City Group reimbursements and variable outgoing recoups.
- An unfavourable timing variance in Operating grants, subsidies, and contributions of $204,865.
- An unfavourable timing variance in interim rates of $122,837.

Expenditure by Nature or Type (on page 1) is favourable, attributed by an under-spend of $480,405 (1.3%). The following items materially contributed to this position:

- $807,321 favourable materials and contracts mainly due to timing variances.
- $226,702 favourable employee related costs mostly due to timing variances.
- $22,952 favourable utility expense due to timing variances.
- $419,362 unfavourable depreciation expense due to higher asset values.

Surplus Position

The opening surplus position brought forward to 2024/25 is $6,962,305. The closing surplus is $1,103,552 favourable against budget as at December 2024.

Content of Statement of Financial Activity

An explanation of each report in the Statement of Financial Activity (**Attachment 1**), along with some commentary, is below:

1. Statement of Financial Activity by Nature or Type Report (Note 1 Page 1)

   This statement of financial activity shows revenue and expenditure classified by Nature or Type.

2. Net Current Funding Position (Note 2 Page 2)

   'Net current assets' is the difference between the current assets and current liabilities, less committed and restricted assets.

3. Statement of Financial Position (Note 3 Page 3)

   This statement of financial position shows the new current position and the total equity of the City.

4. Summary of Income and Expenditure by Service Areas (Note 4 Page 4-6)

   This statement shows a summary of operating revenue and expenditure by service unit including variance commentary.

5. Capital Expenditure and Funding Summary (Note 5 Page 7-12)

   The full capital works program is listed in detail in Note 5 in **Attachment 1**. The attachment includes a summary of the year-to-date expenditure of each asset category and the funding source associated to the delivery of capital works.

6. Cash Backed Reserves (Note 6 Page 13)

   The cash backed reserves schedule provides a detailed summary of the movements in the reserve portfolio, including transfers to and from the reserve. The balance as at 31 December 2024 is $26,246,973.

7. Receivables**:** Rating Information (Note 7 Page 14)

   The notices for rates and charges levied for 2024/25 were issued on 25 July 2024. *The Local Government Act 1995* provides for ratepayers to pay rates by four instalments. The due dates for each instalment are:

	Due Date
First Instalment	30 August 2024
Second Instalment	1 November 2024
Third Instalment	3 January 2025
Fourth Instalment	7 March 2025

The outstanding rates debtors balance at 31 December 2024 was $10,407,985. The outstanding rates percentage at 31 December 2024 was 19.49% compared to 22.21% for the same period last year.

8. Receivables: Other Debtors (Note 7 Page 14)

Total trade and other receivables at 31 December 2024 were $3,921,287. Below is a summary of the significant items with an outstanding balance over 90 days:

- $912,622 relates to unpaid infringements (plus costs) over 90 days. Infringements that remain unpaid for more than two months are referred to the Fines Enforcement Registry (FER), which then collects the outstanding balance on behalf of the City for a fee.

- $164,304 relates to cash-in-lieu car parking debtors. In accordance with the *City's Policy 7.7.1 Non-residential parking*, Administration has entered into special payment arrangements with long outstanding cash in lieu parking debtors to enable them to pay their debt over a fixed term of five years.

9. Beatty Park Leisure Centre – Financial Position report (Note 8 Page 15-16)

As at 31 December 2024, the Centre's net deficit position was $31,654 compared to the year to date budget of $119,815.

CONSULTATION/ADVERTISING:

Not applicable.

LEGAL/POLICY:

Section 6.4 of the Local Government Act 1995 requires a local government to prepare an annual financial report for the preceding year and other financial reports as prescribed.

Regulation 34 (1) of the Local Government (Financial Management) Regulations 1996 requires the local government to prepare a statement of financial activity each month, reporting on the source and application of funds as set out in the adopted annual budget.

A statement of financial activity and any accompanying documents are to be presented at an Ordinary Meeting of the Council within two months after the end of the month to which the statement relates. *Section 6.8 of the Local Government Act 1995* specifies that a local government is not to incur expenditure from its Municipal Fund for an additional purpose except where the expenditure is authorised in advance by an absolute majority decision of Council.

RISK MANAGEMENT IMPLICATIONS:

Low: Provision of monthly financial reports to Council fulfils relevant statutory requirements and is consistent with good financial governance.

STRATEGIC IMPLICATIONS:

Reporting on the City's financial position is aligned with the City's *Strategic Community Plan 2022-2032*:

Innovative and Accountable

Our resources and assets are planned and managed in an efficient and sustainable manner.

Our community is aware of what we are doing and how we are meeting our goals.

Our community is satisfied with the service we provide.

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

Expenditure within this report facilitates various projects, programs, services and initiatives that contribute to protecting/enhancing the City's built and natural environment and to improving resource efficiency.

PUBLIC HEALTH IMPLICATIONS:

Expenditure within this report facilitates various projects, programs and services that contribute to the priority health outcomes within the City's *Public Health Plan 2020-2025*.

FINANCIAL/BUDGET IMPLICATIONS:

As contained in this report.

CITY OF VINCENT
NOTE 1 - STATEMENT OF FINANCIAL ACTIVITY
BY NATURE OR TYPE
FOR THE PERIOD ENDED 31 DECEMBER 2024

CITY OF VINCENT

	Note	Revised Budget 2024/25	YTD Budget 31/12/2024	YTD Actual 31/12/2024	YTD Variance	YTD Variance
		$	$	$	$	%
Opening Funding Surplus(Deficit)		**6,962,305**	**6,962,305**	**6,962,305**	**0**	**0.0%**
Revenue from operating activities						
Rates		44,452,032	44,312,032	44,189,195	(122,837)	-0.3%
Operating Grants, Subsidies and Contributions		1,043,715	359,750	154,885	(204,865)	-56.9%
Fees and Charges		24,542,802	13,446,642	13,712,779	266,137	2.0%
Interest Earnings		2,080,000	1,612,992	1,677,038	64,046	4.0%
Other Revenue		1,332,125	787,846	1,084,196	296,350	37.6%
Profit on Disposal of Assets		4,201,752	1,446,575	1,428,904	(17,671)	-1.2%
		77,652,426	61,965,837	62,246,997	281,160	0.5%
Expenditure from operating activities						
Employee Costs		(33,656,433)	(16,722,944)	(16,496,242)	226,702	-1.4%
Materials and Contracts		(24,802,697)	(11,802,906)	(10,995,585)	807,321	-6.8%
Utility Charges		(1,968,786)	(790,944)	(767,992)	22,952	-2.9%
Depreciation on Non-Current Assets		(13,122,588)	(6,561,324)	(6,980,686)	(419,362)	6.4%
Interest Expenses		(378,943)	(120,763)	(109,844)	10,919	-9.0%
Insurance Expenses		(801,318)	(400,662)	(400,662)	0	0.0%
Other Expenditure		(881,243)	(395,019)	(575,212)	(180,193)	45.6%
Loss on Disposal of Assets		(13,043)	(13,043)	(981)	12,062	-92.5%
		(75,625,051)	(36,807,605)	(36,327,204)	480,401	-1.3%
Operating activities excluded from budget						
Add Deferred Rates Adjustment		0	0	(164,022)	(164,022)	0.0%
Add Back Depreciation		13,122,588	6,561,324	6,980,686	419,362	6.4%
Adjust (Profit)Loss on Asset Disposal		(4,188,709)	(1,433,532)	(1,427,923)	5,609	-0.4%
		8,933,879	5,127,792	5,388,741	260,949	5.1%
Amount attributable to operating activities		**10,961,254**	**30,286,024**	**31,308,534**	**1,022,510**	**3.4%**
Investing Activities						
Non-operating Grants, Subsidies and Contributions		9,270,338	100,000	96,127	(3,873)	-3.9%
Purchase Property, Plant and Equipment	5	(9,777,998)	(4,287,519)	(4,242,131)	45,388	-1.1%
Purchase Infrastructure Assets	5	(16,267,480)	(4,165,087)	(3,981,550)	183,537	-4.4%
Proceeds from Joint Venture Operations		3,750,000	3,750,000	3,541,667	(208,333)	-5.6%
Proceeds from Disposal of Assets		552,350	238,350	236,512	(1,838)	-0.8%
Amount attributable to investing activities		**(12,472,790)**	**(4,364,256)**	**(4,349,375)**	**14,881**	**-0.3%**
Financing Activities						
Principal elements of finance lease payments		(264,318)	(132,158)	(115,256)	16,902	(12.8%)
Repayment of Loans		(1,498,010)	(742,949)	(742,952)	(3)	0.0%
Transfer to Reserves	6	(6,428,903)	(5,157,359)	(5,125,908)	31,451	-0.6%
Transfer from Reserves	6	3,927,814	1,739,951	1,757,762	17,811	1.0%
Amount attributable to financing activities		**(4,263,417)**	**(4,292,515)**	**(4,226,354)**	**66,161**	**-1.5%**
Closing Funding Surplus(Deficit)		**1,187,352**	**28,591,558**	**29,695,110**	**1,103,552**	**3.9%**

CITY OF VINCENT

CITY OF VINCENT
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
NOTE 2 - NET CURRENT FUNDING POSITION
FOR THE PERIOD ENDED 31 DECEMBER 2024

	Note	YTD Actual	PY Actual
		31/12/2024	31/12/2023
		$	$
Current Assets			
Cash Unrestricted		30,118,910	32,812,879
Cash Restricted		26,246,973	19,472,533
Receivables - Rates	7	10,407,985	10,396,595
Receivables - Other	7	3,921,286	3,908,791
Inventories		1,209,097	1,453,631
		71,904,251	68,044,430
Less: Current Liabilities			
Payables		(12,921,538)	(10,479,712)
Provisions - employee		(5,499,656)	(5,758,042)
		(18,421,194)	(16,237,755)
Unadjusted Net Current Assets		**53,483,057**	**51,806,675**
Adjustments and exclusions permitted by FM Reg 32			
Less: Reserves - restricted cash	6	(26,246,973)	(19,472,533)
Less: Land held for sale		(847,172)	(1,251,293)
Add: Current portion of long term borrowings		1,522,514	1,535,184
Add: Infringement Debtors transferred to non current asset		1,529,109	1,293,417
Add: Current portion of long term finance lease liabilities		269,973	0
		(23,787,947)	(17,836,019)
Adjusted Net Current Assets		**29,695,110**	**33,970,656**

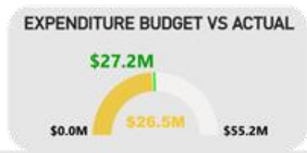
CITY OF VINCENT

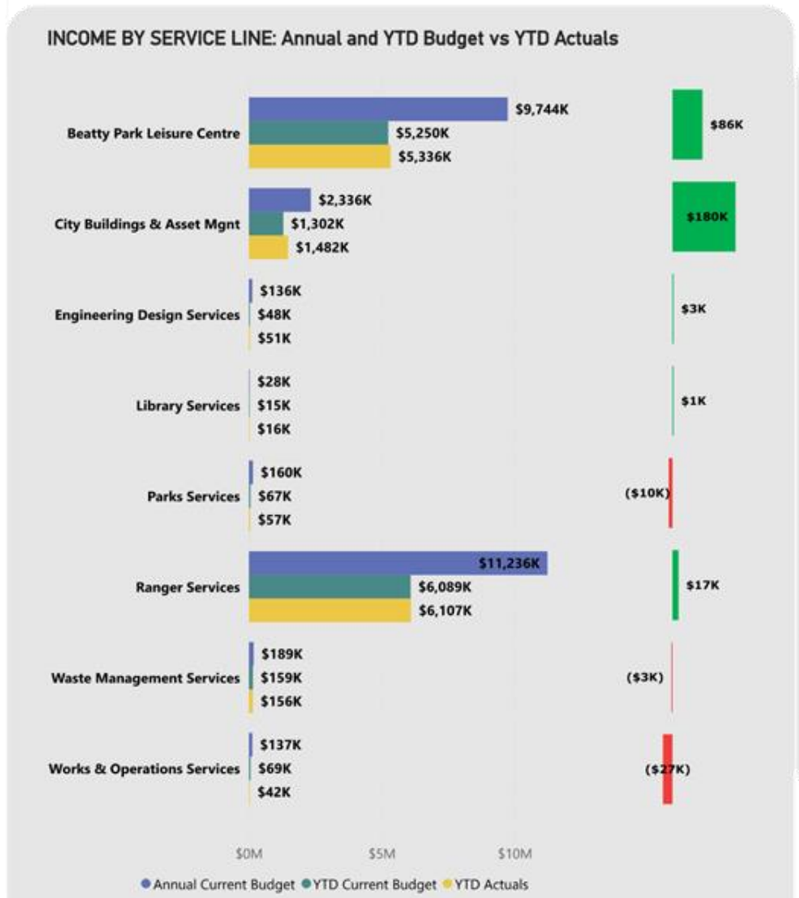
CITY OF VINCENT
NOTE 3 - STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 DECEMBER 2024

	Note	YTD Actual	PY Actual
		31/12/2024	30/06/2024
		$	$
Current Assets			
Cash Unrestricted		30,118,910	15,812,924
Cash Restricted		26,246,973	22,864,438
Receivables - Rates	7	10,407,985	1,345,454
Receivables - Other	7	3,921,286	3,999,440
Inventories		1,209,097	1,402,537
Total Current Assets		71,904,251	45,424,793
Non-Current Assets			
Receivables - Rates		164,022	208,654
Receivables - Other		1,248,491	1,364,454
Inventories		579,696	41,986
Investment in associate		14,570,855	14,962,895
Property, plant and equipment		251,640,697	250,657,162
Infrastructure		150,013,961	149,308,446
Right of use assets		566,419	644,136
Intangible assets		0	145
Total Non-Current Assets		418,784,141	417,187,878
Total Assets		**490,688,392**	**462,612,671**
Current Liabilities			
Payables		(12,921,538)	(11,489,328)
Provisions - employee		(5,499,656)	(5,388,014)
Total Current Liabilities		(18,421,194)	(16,877,342)
Non-Current Liabilities			
Borrowings		(8,212,431)	(9,100,796)
Employee related provisions		(541,428)	(541,428)
Total Non-Current Liabilities		(8,753,859)	(9,642,224)
Total Liabilities		**(27,175,053)**	**(26,519,566)**
Net Assets		**463,513,342**	**436,093,105**
Equity			
Retained Surplus		(136,423,263)	(112,470,462)
Reserve Accounts		(26,246,973)	(22,864,438)
Revaluation Surplus		(300,843,106)	(300,758,205)
Total Equity		**(463,513,342)**	**(436,093,105)**

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
INFRASTRUCTURE AND ENVIRONMENT DIRECTORATE
AS AT 31 DECEMBER 2024

CITY OF VINCENT





KEY VARIANCE COMMENTARY
($20,000 and 10%)

Beatty Park Leisure Centre
$86K favourable income mostly due to income from membership fees.
$187k unfavourable expenditure mostly due to employee related costs $105k, materials and contracts $52k and depreciation $27k.

City Buildings & Asset Management
$180k favourable income mostly due to higher fees and charges $151k and reimbursements of $30k.
$166k favourable expenditure mostly due to timing variances in materials and contracts $215k, this is partially offset by an unfavourable depreciation expense $56k.

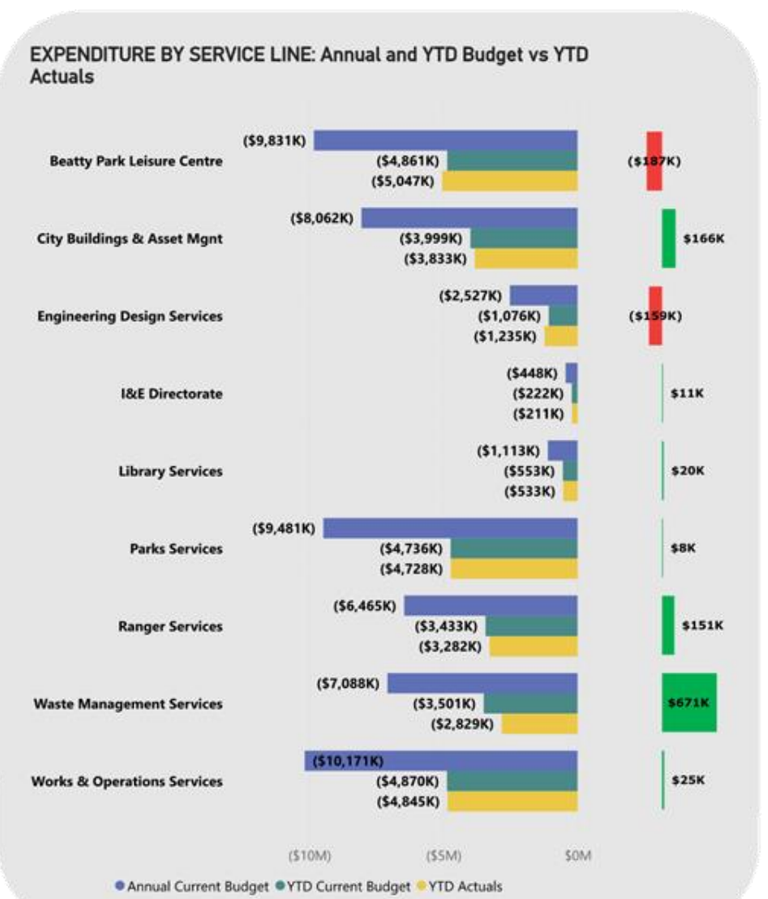
Engineering Design Services
$159k unfavourable expenditure due to timing variances in employee related costs $99k and materials and contracts $60k.

Library Services
$20k favourable expenditure mainly due to a timing variance on employee related expenditure $11k.

Ranger Services
$151k favourable expenditure mainly due to timing variances in employee related costs $115k and materials and contracts $93k. This is partially offset by an unfavourable variance in depreciation $41k.

Waste Management Services
$671k favourable expenditure primarily due to a timing variance in materials and contracts $640k, mainly due to waste processing and disposal costs $200k and employee costs $25k.

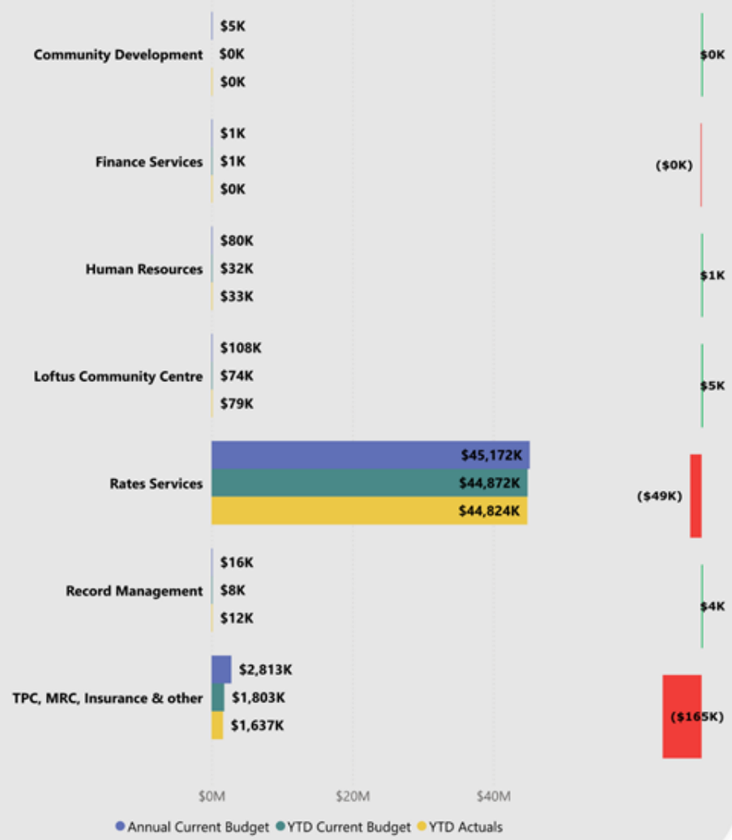
Works & Operations Services
$27k unfavourable income mostly due to a timing variance in grants and subsidies $54k, this is partially offset by afavourable variance in fees and charges $16k.
$25k favourable expenditure mostly due to a timing variance in employee related costs $136k and materials and contracts $95k, this is partially offset by an unfavourable variance in depreciation costs of $220k.



CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
COMMUNITY & BUSINESS SERVICES DIRECTORATE
OFFICE OF THE CEO
AS AT 31 DECEMBER 2024

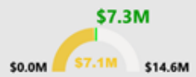
CITY OF VINCENT

INCOME BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



INCOME BUDGET VS ACTUAL

EXPENDITURE BUDGET VS ACTUAL



KEY VARIANCE COMMENTARY
($20,000 and 10%)

Community Development
$105k unfavourable expenditure mainly due to a timing variance in materials and contracts of $82k.

Customer Relations
$39k unfavourable expenditure mainly due to a timing variance in employee cost of $22k.

Finance Services
$194k favourable expenditure due to a timing variance in materials and contracts of $112k and lower employee related costs of $82k.

Human Resources
$112k favourable expenditure due to timing variances in employee related costs $63k and materials and contracts $47k.

Information Communication and Technology
$210k favourable expenditure mainly due to a timing variance in software licence fees.

Marketing and Communications
$210k unfavourable expenditure mainly due to timing variances in materials and contracts of $194k and employee costs of $17k.

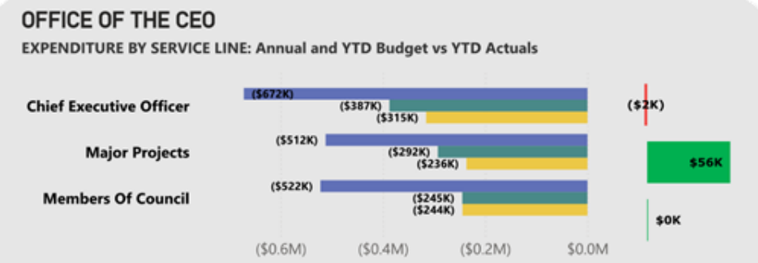
Rates Services
$49k unfavourable income mainly due to a timing variance in interim rates.
$61k unfavourable expenditure mainly due to a timing variance in materials and contracts of $33k and employee costs $28k.

TPC, MRC, Insurance and Other
$165k unfavourable income mostly due to timing variances in financial assistance grants $175k.

Major Projects
$56k favourable expenditure mainly due to timing variance in materials and contracts $41k.

COMMUNITY AND BUSINESS SERVICES DIRECTORATE
EXPENDITURE BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals

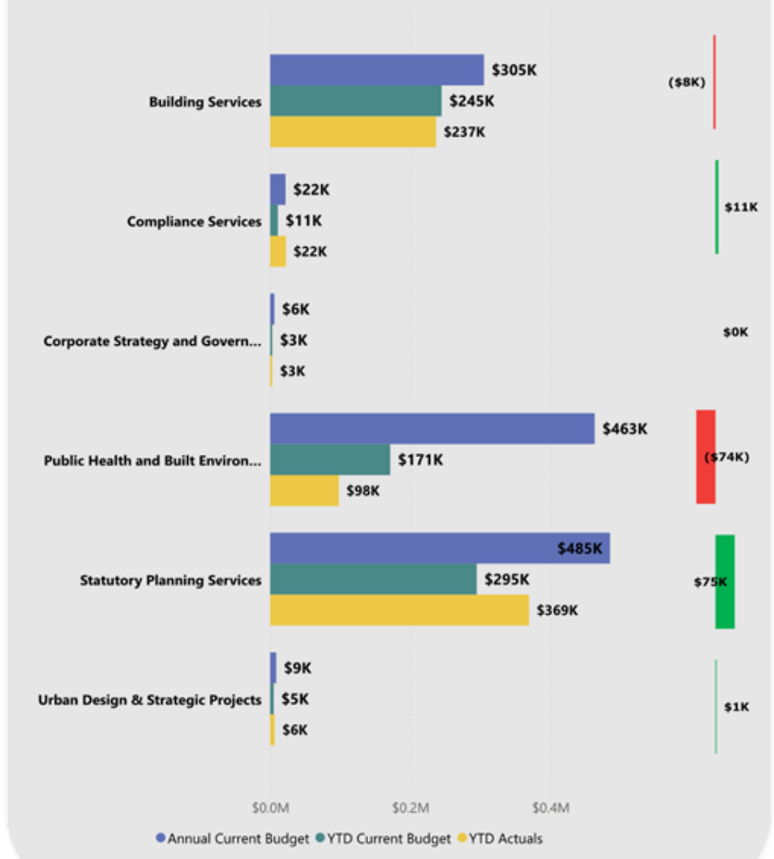
OFFICE OF THE CEO
EXPENDITURE BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



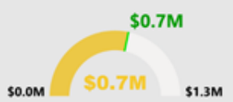
CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
STRATEGY AND DEVELOPMENT DIRECTORATE
AS AT 31 DECEMBER 2024

CITY OF VINCENT

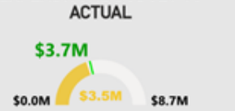
INCOME BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



INCOME BUDGET VS ACTUAL



EXPENDITURE BUDGET VS ACTUAL



KEY VARIANCE COMMENTARY
($20,000 and 10%)

Building Services
$77k favourable expenditure mainly due to a timing variance in employee related costs.

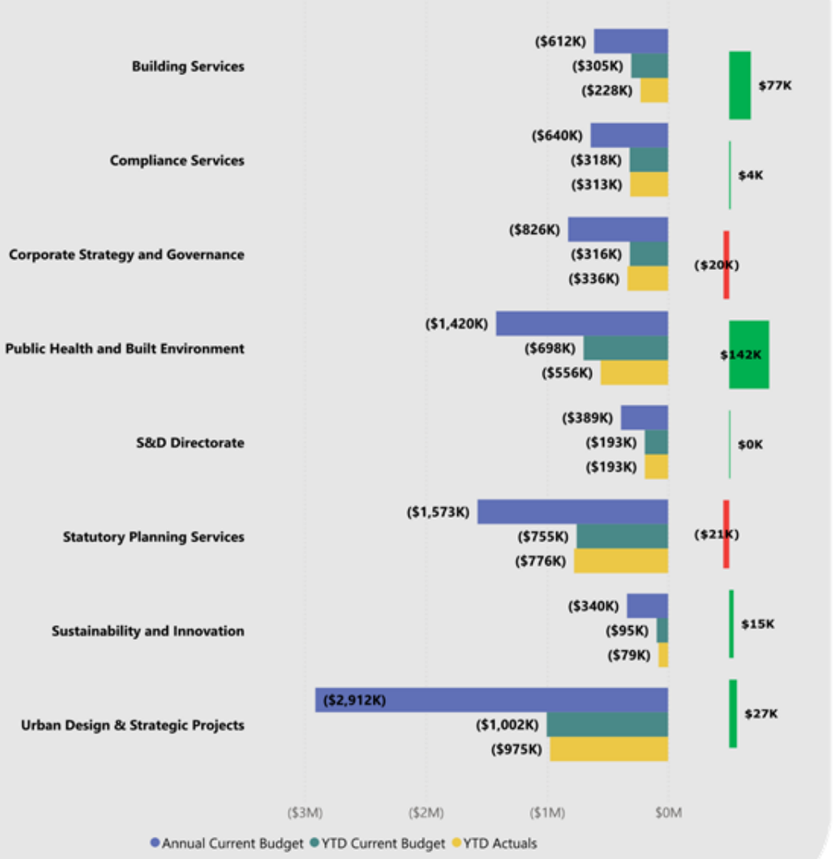
Corporate Strategy and Governance
$20k unfavourable expenditure mainly due to a timing variance in materials and contracts $61k mainly in legal fees $40k.

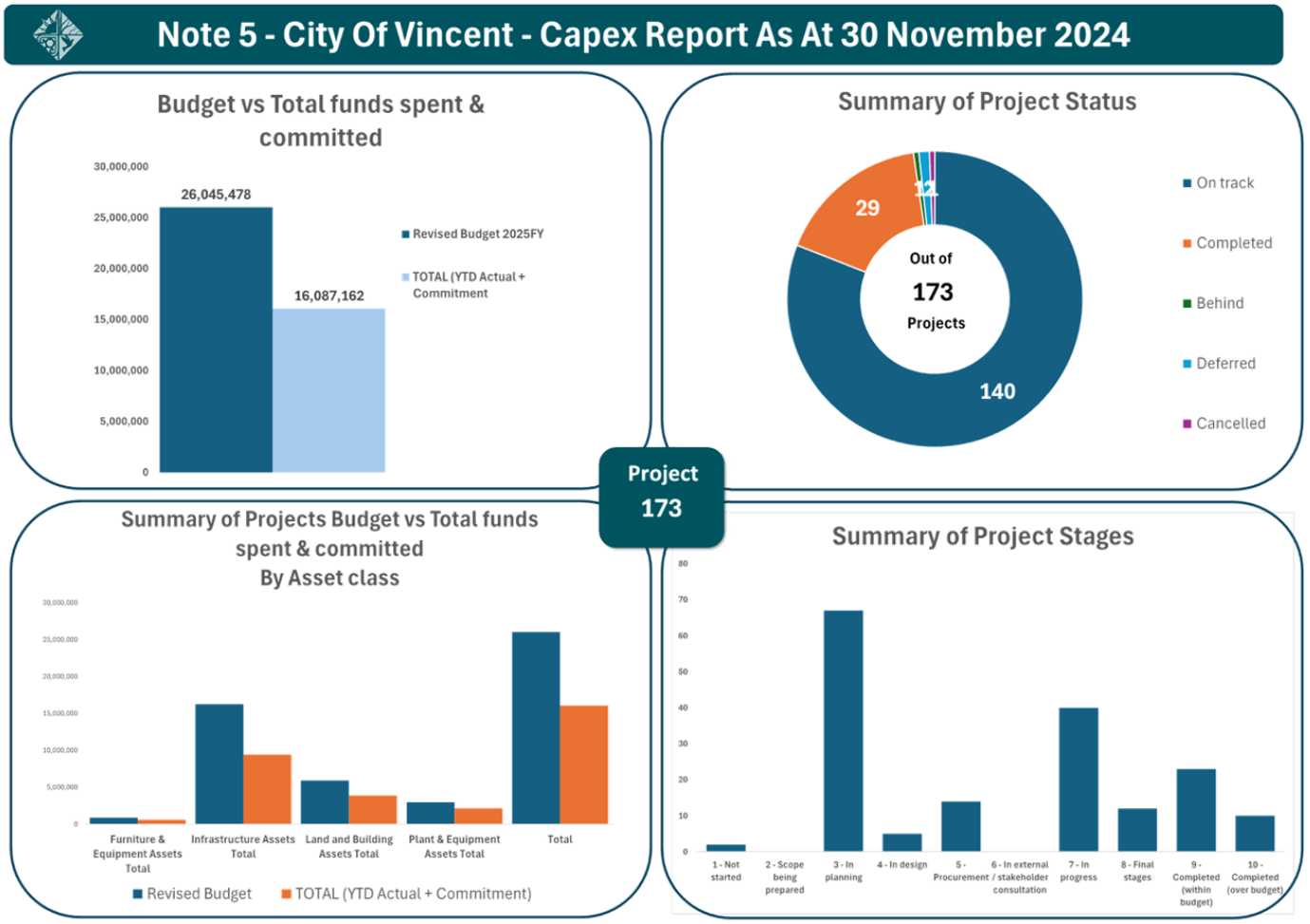
Public Health and Built Environment
$74k unfavourable income mainly due to lower fees and charges.
$142k favourable expenditure due to a timing variance for inspections $97k and employee related costs of $31k.

Statutory Planning Services
$75k favourable income mainly due to timing of fees and charges $45k and contributions of $29k.
$21k unfavourable expenditure mainly due to timing in materials and contracts $38k which is partially offset by a favourable variance in employee costs of $19k.

Urban Design & Strategic Projects
$27k favourable expenditure mostly due to a timing variance in employee cost $110k which is partially offset by unfavourable materials and contracts expenditure of $87k.

EXPENDITURE BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals




Note 5 - City Of Vincent - Capex Report As At 30 November 2024
Budget vs Total funds spent & committed
30,000,000
25,000,000
20,000,000
15,000,000
10,000,000
5,000,000
0
26,045,478
16,087,162
Revised Budget 2025FY
TOTAL (YTD Actual + Commitment
Summary of Project Status
29
Out of
173
Projects
140
On track
Completed
Behind
Deferred
Cancelled
Project
173
Summary of Projects Budget vs Total funds spent & committed By Asset class
Furniture & Equipment Assets Total
Infrastructure Assets Total
Land and Building Assets Total
Plant & Equipment Assets Total
Total
Revised Budget
TOTAL (YTD Actual + Commitment)
Summary of Project Stages
80
70
60
50
40
30
20
10
0
1 - Not started
2 - Scope being prepared
3 - In planning
4 - In design
5 - Procurement
6 - In external / stakeholder consultation
7 - In progress
8 - Final stages
9 - Completed (within budget)
10 - Completed (over budget)

CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2024/25
AS AT 31 DECEMBER 2024

WO Name	Revised Budget 2025FY	YTD Budget	YTD Actual	YTD Variance	Commitment	TOTAL (YTD Actual + Commitment	Status	Stage	Commentary
Land and Building Assets									
Air Conditioning & HVAC Renewal									
Air Conditioning & HVAC Renewal - Admin	483,560	-	-	-	-	-	On track	5 - Procurement	Pending evaluation.
Air Con & HVAC Renew - Miscellaneous	91,570	70,000	42,630	27,370	-	42,630	On track	7 - In progress	Renewal program underway
Air Con/HVAC Renew - Mt Hawthorn Comm Centre (Leased)	100,000	-	-	-	-	-	Deferred	4 - In design	Project willl need to be carryfowarded to 25/26
Leederville Oval - HVAC Renewal - East Perth Function Room	120,000	10,000	8,200	1,800	182,610	190,810	On track	5 - Procurement	Works awarded
Air Con & HVAC Renew - Library & Local History Centre	-	-	104	(104)	-	104	Completed	9 - Completed (within budget)	2024FY project
Public Toilet Renewal Program									
Britannia Road Pavilion Toilets - Roof Resheeting	70,000	-	-	-	73,170	73,170	Completed	10 - Completed (over budget)	Project completed
BPLC - Construction of Indoor Changerooms									
BPLC – Construc & Fit Out Indoor Pool Changerooms	738,509	675,000	679,406	(4,406)	117,243	796,649	Completed	8 - Final stages	Project completed
Litis Stadium changeroom redevelopment									
Infrastructure Works - Litis Stadium	1,759,921	1,200,000	1,184,381	15,619	558,007	1,742,388	On track	7 - In progress	Works ongoing
Floreat Athena Clubrooom Refurbishment - Litis Stadium	175,918	175,918	278,182	(102,264)	19,857	298,038	On track	7 - In progress	Kitchen equipment install started
Beatty Park Leisure Centre - Facilities Infrastruc									
BPLC - Facilities Infrastructure Renewal	250,000	175,000	148,851	26,149	26,115	174,966	On track	7 - In progress	Works ongoing
BPLC - Pool Tiling Works	9,063	-	-	-	29,409	29,409	Completed	9 - Completed (within budget)	Project completed
BPLC - Eastern Side Grandstand - Water Ingress	350,000	-	859	(859)	-	859	On track	5 - Procurement	In procurement
BPLC - Rapair and Maintain Heritage Grandstand	22,629	-	-	-	-	-	Completed	9 - Completed (within budget)	Project completed
Miscellaneous Asset Renewal (City Buildings)									
Misc Asset Renewal - City buildings	100,000	-	-	-	82,155	82,155	On track	7 - In progress	Renewal program underway.
Loftus - Gymnastics WA - Renew Fans and Ventilation	100,000	-	-	-	-	-	On track	5 - Procurement	Pending evaluation
Forrest Park Croquet - Kitchen Renewal	15,000	-	-	-	-	-	On track	5 - Procurement	In procurement
City Buildings Painting Renewal	30,000	-	-	-	-	-	On track	4 - In design	Finalising scope
Land and Building Asset Renewal Projects									
DLGSC - Lighting Renewal	243,302	-	-	-	948	948	On track	4 - In design	Finalising scope
Lease Property Non Scheduled Renewal	101,500	15,000	14,420	580	25,494	39,914	On track	7 - In progress	In progress
Library Renewals - Upgrades to Accessibility	85,000	5,000	6,263	(1,263)	-	6,263	On track	7 - In progress	Work has commenced
Gym roof repairs (Leased Belgravia)	60,000	-	-	-	-	-	On track	5 - Procurement	In procurement
Lift Renewal - Administration & Civic Centre	240,000	120,000	55,500	64,500	131,210	186,710	On track	7 - In progress	Lift install to start the beginning of February.
Leederville Oval - Misc Buildings Renewal	12,436	-	-	-	12,436	12,436	On track	3 - In planning	
Administration Centre Stage 1 - Accessibility (2024)									
Stage 2 - Customer Service and Foyer Renewal (2025)	300,000	150,000	143,878	6,122	36,090	179,968	Completed	9 - Completed (within budget)	Project completed. Awaiting final invoices.
Loftus - Gymnastics WA - Roof Renewal	100,000	-	-	-	-	-	On track	5 - Procurement	In procurement
Mt Hawthorn Com Centre - Roof Renewal	200,000	-	-	-	-	-	Deferred	3 - In planning	Project willl need to be carryfowarded to 25/26
DLGSC - Renew balcony tiling and waterproofing	35,000	-	-	-	-	-	Cancelled	1 - Not started	Project compeleted under operational maintenance.
North Perth Bowling Club - conversion of bowling green	66,000	-	-	-	-	-	On track	3 - In planning	
Water and Energy Efficiency Initiatives									
Water and Energy Efficiency Initiatives	50,000	-	-	-	8,640	8,640	On track	3 - In planning	
Litis Stadium									
Litis Stadium Floodlights	10,000	-	-	-	12,218	12,218	On track	3 - In planning	
Land & Building Assets Total	**5,919,408**	**2,595,918**	**2,562,672**	**33,246**	**1,315,603**	**3,878,274**			
Furniture & Equipment Assets									
Beatty Park Leisure Centre - Furniture & Equipment									
BPLC - Non Fixed Assets Renewal	195,000	50,000	45,384	4,616	9,500	54,884	On track	7 - In progress	Works ongoing
BPLC Non-Infrastructure Fixed Asset Renewal	100,000	60,000	64,996	(4,996)	-	64,996	On track	7 - In progress	Works ongoing
ICT Renewal Program									
ICT Infrastructure Renewal	120,000	25,000	23,772	1,228	-	23,772	On track	7 - In progress	Works ongoing
Public Arts Projects									
COVID-19 Artwork relief project	146,750	-	-	-	139,750	139,750	On track	7 - In progress	Options for progressing artwork to be discussed

Miscellaneous Asset Renewal (City Buildings)									
Furniture and Equipment Renewal - (Admin, Library and Depot)	40,000	20,000	15,370	4,630	-	15,370	On track	7 - In progress	Furniture renewal in progress - Library & Admin
Parking Machines Asset Replacement Program									
Parking Infrastructure Renewal Program	226,012	200,000	179,385	20,615	-	179,385	Completed	9 - Completed (within budget)	Project completed. Under budget. Savings to be reallocated.
Accessible City Strategy Implementation Program									
Accessible City Strategy Implementation - Capex for future years subject to Cash-in Lieu Reserve Funds received	56,362	30,000	32,690	(2,690)	101,358	134,048	On track	8 - Final stages	2024FY project
Furniture & Equipment Assets Total	**884,124**	**385,000**	**361,597**	**23,403**	**250,607**	**612,205**			
Plant & Equipment Assets									
Major Plant Replacement Program									
Heavy Fleet Replacement Program	1,785,000	1,000,000	1,019,947	(19,947)	831,820	1,851,767	On track	7 - In progress	
Fleet Management Program									
Light Fleet Replacement - Annual Allocation	-	-	-	-	-	-			
P1267 - Toyota Camry Hybrid 2.5Lt. Rego.1GUX039	50,000	-	-	-	-	-	On track	3 - In planning	
P1268 - Toyota Corolla Hybrid, 1GVG554	50,000	-	-	-	-	-	On track	3 - In planning	
P1270 - Toyota Corolla Hybrid 1GWG751, Ascent Hatch	50,000	-	-	-	-	-	On track	3 - In planning	
P1271 - Toyota Corolla Hybrid 1GWG752, Ascent Hatch	50,000	-	-	-	-	-	On track	3 - In planning	
P1272 - 1GWH072, Nissan LEAF EV 18MY, Artic White/Black	50,000	-	-	-	-	-	On track	3 - In planning	
P1273 - 1GWH073, Nissan LEAF Ev 18MY	50,000	-	-	-	-	-	On track	3 - In planning	
P1281 - HYUNDI - Ioniq EV Hatch - 1HCJ354 Rangers	50,000	-	-	-	-	-	On track	3 - In planning	
P1282 - Toyota Corolla Sedan Hybrid - 1HDR934	50,000	-	-	-	-	-	On track	3 - In planning	
P1289 - Kluger Hubrid Wagon 1HNG494	65,000	-	-	-	-	-	On track	3 - In planning	
P2186 - Fiat Dobl 1.6L MTA SWB\LR VAN Diesel - 1GEA133	50,000	-	-	-	-	-	On track	3 - In planning	
P2193 - Nissan Navara 4x2 - 1GQG990	50,000	-	-	-	-	-	On track	3 - In planning	
P2212 - Nissan Navara 4X DSL Auto DC RX - 1HCO126	50,000	-	-	-	-	-	On track	3 - In planning	
P2213 - Renaul Kangaroo 1HIY67	50,000	-	-	-	-	-	On track	3 - In planning	
P2215 - NAVARA 4X2 1HKO697	50,000	-	-	-	-	-	On track	3 - In planning	
P4006 - Trailer – Signage (Rangers)	8,000	-	-	-	-	-	On track	3 - In planning	
P4009 - Box Trailer - 8WL891	3,000	-	-	-	2,700	2,700	On track	3 - In planning	Ordered December 2024 expected delivery Febuary 2025
P4020 - Trailer - Polmac 7x4 - 1THI414	5,000	-	-	-	6,191	6,191	On track	3 - In planning	Ordered December 2024 expected delivery Febuary 2025
P4026 - Trailer - 6 X 4 Tradesman - 1TIX236	7,500	-	-	-	-	-	On track	3 - In planning	
P4029 - Trailer 6X4 14inch One Door 1TNN265	5,000	-	-	-	-	-	On track	3 - In planning	
P4030 - Trailer 8X6 2 tonner Flat Top	5,000	-	-	-	6,518	6,518	On track	3 - In planning	Ordered December 2024 expected delivery Febuary 2025
P4032 - Tailer 6x4 Galvanized Import - 1TQH625	5,000	-	-	-	-	-	On track	3 - In planning	
P4035 - 7x4 Cage Trailer with ramp 1TSS280	5,000	-	-	-	-	-	On track	3 - In planning	
P2171 - Toyota Corolla Hybrid Hatch	25,000	-	-	-	-	-	On track	3 - In planning	
P2209 - VW Caddy Maxi TDI250	69,894	69,894	70,049	(155)	-	70,049	Completed	10 - Completed (over budget)	Completed
P2200 - VOLKSWAGEN Caddy Maxi TDI250	69,894	69,894	70,340	(446)	-	70,340	Completed	10 - Completed (over budget)	Completed
P1279 - Toyota Camry Hybrid SL	28,000	-	-	-	-	-	On track	3 - In planning	
P2212 - Nissan Navara 4x DSL	45,000	-	-	-	-	-	On track	3 - In planning	
P1286 - Corolla Sedan Hybrid 1HKS151	-	-	712	(712)	-	712	Completed	9 - Completed (within budget)	Completed
Artlets									
Artlets - Public Art - Sculpture	20,000	-	-	-	2,400	2,400	On track	3 - In planning	
Miscellaneous									
Belgravia / Loftus Rec Centre - Purchase of Gym Equipments	156,813	156,813	146,665	10,148	-	146,665	Completed	9 - Completed (within budget)	2024FY project
Parks Irrigation Upgrade & Renewal Program									
Weather Stations and Soil Moisture Probes	16,365	10,000	10,150	(150)	-	10,150	Completed	9 - Completed (within budget)	2024FY project
Plant & Equipment Total	**2,974,466**	**1,306,601**	**1,317,862**	**(11,261)**	**849,630**	**2,167,492**			
Infrastructure Assets									
Robertson Park Development Plan - Stage 1									
Robertson Park Stage 1A - Tennis Centre	378,015	378,015	387,659	(9,644)	-	387,659	Completed	10 - Completed (over budget)	Project completed
Greening program - Robertson Park	15,283	15,283	20,754	(5,471)	-	20,754	Completed	10 - Completed (over budget)	Project completed
Robertson Park Stage 1B/1C - Tennis Centre	1,579,000	-	-	-	-	-	On track	5 - Procurement	In procurement
Robertson Park Stage 1B - Contingency	-	-	-	-	-	-	On track	5 - Procurement	In procurement
Robertson Park Stage 1A - Contingency	28,929	28,929	18,244	10,685	15,426	33,670	Completed	9 - Completed (within budget)	Project completed
MISCELLANEOUS									
Temporary at-grade car park	450,000	-	5,062	(5,062)	-	5,062	On track	3 - In planning	
Parks Fencing Renewal Program									
Shakespeare St Res - renew perimeter fencing	30,000	-	-	-	11,977	11,977	On track	7 - In progress	
Jack Marks Reserve - renew perimeter fencing	50,000	-	-	-	-	-	On track	5 - Procurement	In procurement

Footpath Upgrade and Renewal Program									
Footpath Upgrade and Renewal Program	185,500	150,000	156,746	(6,746)	54,693	211,439	On track	7 - In progress	Works ongoing
Parks Irrigation Upgrade & Renewal Program									
Britannia Reserve - renew groundwater bore (south) No 40	45,000	-	-	-	-	-	On track	7 - In progress	Awaiting assesment from contractor
Keith Frame Res - renew ground irrigation system and electrical cubicle and bore renewal	119,386	80,000	84,641	(4,641)	2,715	87,356	Completed	9 - Completed (within budget)	Project completed. Awaiting final invoices.
Hyde Park - renew groundwater bores No 24 and 29	90,000	-	-	-	60,000	60,000	On track	7 - In progress	DWER licence recieved - installation autumn/winter 2025
Robertson Park - renew groundwater bore No 31	50,000	-	-	-	50,000	50,000	On track	7 - In progress	DWER licence recieved - installation autumn/winter 2025
Gladstone St Res - renew irrigation, elec cabinet and ground water bore	120,000	15,000	14,537	463	61,674	76,211	On track	7 - In progress	DWER licence recieved - installation autumn/winter 2025
Ellesmere St Res - renew groundwater bore & electrical cabinet	75,000	-	-	-	73,062	73,062	On track	7 - In progress	DWER licence to be applied
Brentham St Res - renew groundwater bore and electrical cabinet	75,000	-	-	-	28,444	28,444	On track	7 - In progress	DWER licence recieved - installation autumn/winter 2025
iron filter	170,000	-	-	-	-	-	On track	3 - In planning	Project uncertanties due to carpark development
Forrest Park - upgrade irrigation system and electrical cabinet	250,000	-	1,000	(1,000)	28,140	29,140	On track	7 - In progress	DWER licence recieved - installation autumn/winter 2025
Litis Stadium - Inground Irrigation Renewal	90,000	90,000	87,490	2,510	3,951	91,441	On track	7 - In progress	
Road Maintenance Programs – MRRG									
Annual MRRG Program - bgt to be split	79,508	-	-	-	-	-	On track	3 - In planning	
MRRG - Brady Street South Bound	185,689	185,689	159,012	26,677	-	159,012	On track	9 - Completed (within budget)	Project completed
MRRG - Bulwer Street EB	233,936	233,936	270,030	(36,094)	5,182	275,213	On track	10 - Completed (over budget)	Project completed, waiting linemarking
MRRG - Angove Street EB	242,747	242,747	3,514	239,233	308,227	311,740	On track	3 - In planning	
MRRG - Leederville Pde	368,120	-	-	-	-	-	On track	3 - In planning	
Road Maintenance Programs – Local Road Program									
Annual Local Roads Program - bgt to be split	548,455	-	520	(520)	-	520	On track	3 - In planning	
LRP - Melrose St - Oxford St to Leicester St	159,830	50,000	47,092	2,908	98,702	145,794	On track	8 - Final stages	Project completed, waiting linemarking
LRP - Stamford St - Melrose Street to Freeway Off Ramp	86,845	75,000	76,402	(1,402)	6,051	82,453	On track	8 - Final stages	Project completed, waiting linemarking
LRP - Barnet St - Bourke Street to Barnet place	182,820	120,000	120,358	(358)	6,500	126,858	On track	8 - Final stages	Project completed, waiting linemarking
LRP - Vine St - View Street to Alma Road	66,000	30,000	30,390	(390)	57,452	87,841	On track	7 - In progress	Work commenced
LRP - Amy St - Lake St to Cul-De-Sac	89,870	25,000	25,063	(63)	73,508	98,571	On track	7 - In progress	Work commenced
LRP - Halyey Ave - Bruce St to Richmond St	-	-	-	-	38,390	38,390	On track	3 - In planning	
LRP - Eton St - Ellesmere St to Green St	191,785	50,000	44,491	5,509	23,583	68,074	On track	7 - In progress	Work commenced
LRP - Old Aberdeen Place - Golding St to Cul De Sac	92,840	20,000	18,061	1,939	11,611	29,672	On track	3 - In planning	
LRP - Broome Street - Beaufort St to Smith St	181,555	50,000	45,073	4,927	120,563	165,636	On track	3 - In planning	
LRP - Chamberlain Street - Loftus Street to Pennant Street	-	-	905	(905)	2,565	3,471	Completed	9 - Completed (within budget)	Completed
LRP - Hardy Street - Howlett Street to Scarborough Beach Road	-	-	180	(180)	-	180	Completed	9 - Completed (within budget)	Completed
LRP - Richmond Street - Oxford Street to Leicester Street	-	-	269	(269)	5,566	5,835	Completed	9 - Completed (within budget)	Completed
LRP - Albert Street - Barnet Street to Charles	104,182	50,000	35,448	14,552	-	35,448	On track	8 - Final stages	2024FY project
LRP - Dunedin Street - Woodstock Street	-	-	2,220	(2,220)	-	2,220	On track	8 - Final stages	2024FY project
LRP - Pennant Street - Kadina Street to	-	-	655	(655)	-	655	On track	8 - Final stages	2024FY project
LRP - Stuart Street - Fitzgerald Street	-	-	-	-	12,918	12,918	On track	8 - Final stages	2024FY project
Parks Greening Plan Program									
Greening plan	150,000	5,000	5,140	(140)	50,392	55,532	On track	7 - In progress	Stock ordered for 2025FY planting season
Post PSHB Restoration Works	125,000	5,000	2,201	2,799	14,260	16,461	On track	4 - In design	Awaiting for DPIRD works to occur
Traffic Management Improvements									
Minor Traffic Management Improvements	283,736	100,000	78,153	21,847	38,083	116,237	On track	7 - In progress	Works ongoing
Parks Infrastructure Upgrade & Renewal Program									
Parks Infrastructure Upgrade & Renewal - BBQ provision	45,000	45,000	44,040	960	-	44,040	Completed	9 - Completed (within budget)	Project completed.
Axford Park - replace flag poles	10,000	10,000	8,242	1,758	-	8,242	Completed	9 - Completed (within budget)	Project completed.
Accessible City Strategy Implementation Program									
Wayfinding Implementation Plan - Stage 1	126,800	-	1,000	(1,000)	4,913	5,913	On track	4 - In design	Finalising stage 1 design
Road Maintenance Programs – State Black Spot									
Blackspot - Broome/Wright, Highgate	218,994	200,000	199,677	323	37,912	237,588	On track	7 - In progress	Works ongoing
Blackspot - Brady Street & Tasman Street	-	-	7,754	(7,754)	1,350	9,104	On track	8 - Final stages	
Road Maintenance Programs – Roads to Recovery									
Annual Roads to Recovery Program - bgt to be split	27,244	-	-	-	-	-	On track	3 - In planning	
R2R - Albert Street - Tay St to Barnett St	-	-	58,528	(58,528)	7,445	65,973	On track	3 - In planning	
R2R - Brentham Street - Egina and Raglan	-	-	2,577	(2,577)	-	2,577	Completed	10 - Completed (over budget)	Project completed
R2R - Raglan Road - Hutt to Hyde Street	109,971	90,000	85,625	4,375	5,064	90,689	Completed	9 - Completed (within budget)	Project completed
R2R - Egina Street - Scarborough Beach Road to Ber	-	-	2,210	(2,210)	17,561	19,771	Completed	10 - Completed (over budget)	Project completed
R2R - Haley Ave - Bruce St to Richmond St	36,795	5,000	5,346	(346)	500	5,846	On track	3 - In planning	
R2R - Bramall Street - E Parade to Joel Tce	59,730	-	-	-	500	500	On track	3 - In planning	

Public Open Space Strategy Implementation Plan									
Public Open Space Strategy Implementation	30,600	15,000	18,876	(3,876)	-	18,876	On track	5 - Procurement	In procurement
Birdwood Square - Public Toilets	24,695	24,695	36,247	(11,552)	-	36,247	On track	9 - Completed (within budget)	Project completed
Birdwood Square upgrades - POS elements	59,530	45,000	44,140	860	5,116	49,256	On track	7 - In progress	Items ordered
Parks Lighting Renewal Program									
Lighting Renewal Program - General Provision	50,000	50,000	68,324	(18,324)	23,149	91,473	On track	7 - In progress	Carried out emergency works at Robertson Park
Community Safety Initiatives									
Laneway Lighting Program	83,200	40,000	36,358	3,642	32,583	68,941	On track	7 - In progress	
Banks Reserve Master Plan Implementation									
Walter's Brook Crossing	248,475	175,000	178,844	(3,844)	115,092	293,936	On track	3 - In planning	
General landscape - EPPS Foreshore Upgrades	50,000	15,000	20,915	(5,915)	-	20,915	On track	3 - In planning	
Boardwalk - Interpretation Node	17,569	5,000	2,135	2,865	295	2,430	On track	8 - Final stages	
General landscape upgrades	50,000	-	-	-	-	-	On track	3 - In planning	
Gully Soak-well and Minor Drainage Improvement Pro									
Minor Drainage Improvement Program	87,893	40,000	40,765	(765)	6,330	47,095	On track	7 - In progress	Works ongoing
Catchment Drainage Improvements	500,000	5,000	6,208	(1,208)	207,852	214,060	On track	3 - In planning	Menzie Park, relining works and hotspot areas.
Gully Soak Well Program	-	-	9,788	(9,788)	9,178	18,966	On track	7 - In progress	
Parks Eco-Zoning Program									
Monmouth Street	8,136	-	-	-	-	-	Behind	1 - Not started	On hold - Governance to report to Council on sale
Jack Marks Reserve - Eco-zoning	10,000	-	80	(80)	-	80	On track	3 - In planning	Consultation closed - works to be implimented May/June 2025
Road Reserves - Eco-zoning	13,000	-	-	-	-	-	On track	3 - In planning	Locations being determined - implimentation 2025
Bourke Street Reserve - Eco-zoning	20,000	-	-	-	-	-	On track	3 - In planning	Plans to be developed - drainage incorporated
Leake/Alma Street Reserve - Eco-zoning	7,000	-	-	-	-	-	On track	3 - In planning	Plans to be developed for consultation
Blackford Street Reserve - Eco-zoning	-	-	151	(151)	133	284	Completed	9 - Completed (within budget)	Project completed
Parks Pathways Renewal Program									
Venables Park - re-asphalt existing bitumen pathways	50,000	-	-	-	-	-	On track	3 - In planning	Works to be programmed with Engineering
Banks Reserve - re-asphalt existing bitumen pathways	50,000	-	-	-	-	-	On track	3 - In planning	Works to be programmed with Engineering
Car Parking Upgrade/Renewal Program									
Minor Capital Improv of City Car Parks (General Provision)	-	-	-	-	2,516	2,516	On track	3 - In planning	
Access and Inclusion (DAIP) – ACROD Parking Improve Program	30,000	20,000	16,498	3,502	1,354	17,853	Completed	9 - Completed (within budget)	Project completed
Accessibility audits and proposed project implementation	50,000	-	-	-	-	-	On track	7 - In progress	
Bus Shelter Replacement and Renewal Program									
Bus Shelters - Replace & Upgrade	40,000	5,000	3,500	1,500	-	3,500	On track	3 - In planning	
Parks Playground / Exercise Equipment Upgrade									
Britannia Reserve - replace exercise equipment	80,000	-	126	(126)	74,998	75,124	On track	3 - In planning	Works to be programmed with Engineering
Edinboro St Res - repl playground equipment and soft fall	160,000	-	240	(240)	-	240	On track	5 - Procurement	In procurement
Hyde Park - renew playground and softfall (east)	150,000	-	-	-	-	-	On track	5 - Procurement	In procurement
Auckland & Hobart St Reserve - replace shade sails	25,000	15,000	10,845	4,155	-	10,845	On track	9 - Completed (within budget)	Project completed
Beatty Park Reserve - Renew Playground Equipment and Softfall	170,000	-	-	-	-	-	On track	5 - Procurement	In procurement
Birdwood Square - Renew Playground Equipment and Softfall	170,000	-	630	(630)	170,000	170,630	On track	7 - In progress	Works ongoing
Leased Properties Margaret Kindy - Playground Equipment and Softfall Renewal	100,000	-	-	-	94,230	94,230	On track	7 - In progress	Works ongoing
Braithwaite Park - playground and soft fall replac (south)	85,793	85,793	94,200	(8,407)	-	94,200	Completed	10 - Completed (over budget)	Project completed
Lynton St Res - Renew/rep playground equipment	-	-	650	(650)	-	650	Completed	10 - Completed (over budget)	Project completed
Hyde Park - water playground	-	-	-	-	-	-	Completed	9 - Completed (within budget)	Project completed
Bicycle Network									
Bicycle Network	511,001	-	36	(36)	30,010	30,046	On track	3 - In planning	
Bicycle Network - Travel Smart Actions	25,475	-	-	-	864	864	On track	3 - In planning	
Rights of Way Rehabilitation Program									
Rights of Way Rehab Program	126,000	-	-	-	1,116	1,116	On track	3 - In planning	
Street Lighting Renewal Program									
Street Lighting Upgrade Program	30,000	-	1,100	(1,100)	17,980	19,080	On track	3 - In planning	
Skate Space at Britannia Reserve									
Mt Hawt Skate Park - Youth Skate Facility (Election Commitment)	165,440	125,000	107,175	17,825	-	107,175	Completed	9 - Completed (within budget)	Project completed
Car Parking Upgrade/Renewal Program									
HBF Stadium Car Park	54,220	50,000	45,480	4,520	9,078	54,558	On track	8 - Final stages	2024FY project

Sullivan Logistics Stadium Turf & Lighting Upgrade									
Sullivan Logistics Stadium Turf Upgrade	2,506,175	600,000	587,400	12,600	1,719,196	2,306,596	On track	7 - In progress	Works ongoing
Sullivan Logistics Stadium Lighting Upgrade	2,619,712	500,000	494,527	5,473	1,587,691	2,082,218	On track	7 - In progress	Works ongoing
Infrastructure Assets Total	**16,267,480**	**4,165,087**	**3,981,550**	**183,537**	**5,447,642**	**9,429,191**			
Total	**26,045,478**	**8,452,606**	**8,223,681**	**228,925**	**7,863,481**	**16,087,162**			

Summary

	Revised Budget 2025FY	YTD Budget	YTD Actual	Remaining Budget
	$	$	$	$
Land and Buildings	5,919,408	2,595,918	2,562,672	56.71%
Furniture and Equipment	884,124	385,000	361,597	59.10%
Plant and Equipment	2,974,466	1,306,601	1,317,862	55.69%
Infrastructure Assets	16,267,480	4,165,087	3,981,550	75.52%
Total	**26,045,478**	**8,452,606**	**8,223,681**	**68.43%**

Funding

	Revised Budget 2025FY	YTD Budget	YTD Actual	Remaining Budget
	$	$	$	$
Own Source Funding - Municipal	12,294,976	6,374,305	6,133,280	50.1%
Cash Backed Reserves	3,927,814	1,739,951	1,757,762	55.2%
Capital Grants, Contributions and Loans	9,270,338	100,000	96,127	99.0%
Other (Disposals/Trade In)	552,350	238,350	236,512	57.2%
Total	**26,045,478**	**8,452,606**	**8,223,681**	**68.43%**

CITY OF VINCENT
NOTE 6 - CASH BACKED RESERVES
AS AT 31 DECEMBER 2024

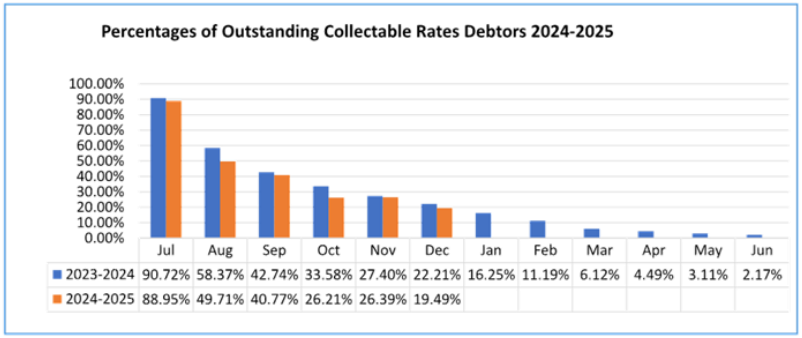
Reserve Particulars	Budget Opening Balance 1/07/2024	Actual Opening Balance 1/07/2024	Budget Transfers to Reserve 31/12/2024	YTD Actual Transfers to Reserve 31/12/2024	Budget Interest Earned 31/12/2024	YTD Actual Interest Earned 31/12/2024	Budget Transfers from Reserve 31/12/2024	YTD Actual Transfers from Reserve 31/12/2024	Budget Closing Balance 31/12/2024	Actual Closing Balance 31/12/2024
	$	$	$	$	$	$	$	$	$	$
Asset Sustainability Reserve	9,406,909	9,406,909	842,881	842,589	159,882	231,261	(1,500,000)	(1,526,823)	8,909,672	8,953,937
Beatty Park Leisure Centre Reserve	273,462	273,462	0	0	4,386	6,344	(45,000)	(45,384)	232,848	234,422
Cash in Lieu Parking Reserve	1,014,538	1,014,538	0	0	16,014	23,163	(38,000)	(38,752)	992,552	998,950
Hyde Park Lake Reserve	175,492	175,492	0	0	3,240	4,687	0	0	178,732	180,178
Land and Building Acquisition Reserve	323,439	323,439	0	0	5,970	8,635	0	0	329,409	332,074
Leederville Oval Reserve	107,344	107,344	0	0	1,392	2,013	0	0	108,736	109,358
Loftus Community Centre Reserve	149,712	149,712	0	0	2,766	4,001	0	0	152,478	153,713
Loftus Recreation Centre Reserve	285,115	285,115	36,450	35,012	2,280	3,298	(156,813)	(146,665)	167,032	176,760
Office Building Reserve - 246 Vincent Street	216,638	216,638	0	0	4,002	5,789	0	0	220,640	222,427
Parking Facility Reserve	114,926	114,926	0	0	2,124	3,072	0	0	117,050	117,998
Percentage For Public Art Reserve	303,870	303,870	0	0	4,128	5,971	0	0	307,998	309,841
Plant and Equipment Reserve	138	138	0	0	0	0	(138)	(138)	(0)	(0)
POS reserve - General	1,409,951	1,409,951	0	0	26,028	37,648	0	0	1,435,979	1,447,600
POS reserve - Haynes Street	100,340	100,340	21,270	21,271	1,560	2,256	0	0	123,170	123,868
State Gymnastics Centre Reserve	152,078	152,078	6,762	6,795	2,808	4,062	0	0	161,648	162,935
Strategic Waste Management Reserve	271,472	271,472	100,000	100,000	5,046	7,299	0	0	376,518	378,771
Catalina Land Sales Reserve	6,022,134	6,022,134	3,750,000	3,541,667	111,264	160,938	0	0	9,883,398	9,724,738
Underground Power Reserve	2,551,268	2,551,268	0	0	47,106	68,137	0	0	2,598,374	2,619,404
	22,878,826	**22,878,826**	**4,757,363**	**4,547,334**	**399,996**	**578,575**	**(1,739,951)**	**(1,757,762)**	**26,296,234**	**26,246,973**

CITY OF VINCENT
NOTE 7 - RECEIVABLES (RATING & OTHER DEBTORS)
FOR THE MONTH ENDED 31 DECEMBER 2024

CITY OF VINCENT

Rates Outstanding

	Total
Balance from Previous Year	1,345,454
Rates Levied - Initial	44,225,965
Rates Levied - Interims	83,500
Rates Waived	(120,270)
Non Payment Penalties	528,858
Other Rates Revenue	187,026
Total Rates Collectable	**46,250,533**
Outstanding Rates	9,012,265
ESL Debtors	460,261
Pensioner Rebates Not Yet Claimed	904,515
ESL Rebates Not Yet Claimed	30,943
Deferred Rates Debtors	0
Current Rates Outstanding	**10,407,985**



Receivable - Other Debtors

DESCRIPTION	30 Days	60 Days	90 Days	OVER 90 DAYS	BALANCE
	$	$	$	$	$
DEBTOR CONTROL - HEALTH LICENCES	3,059	1,520	325	120,881	125,785
DEBTOR CONTROL - CASH IN LIEU CAR PARKING	0	12,029	5,915	164,304	182,248
DEBTOR CONTROL - PROPERTY INCOME	215,060	23,484	(3,043)	(11,582)	223,919
DEBTOR CONTROL - RECOVERABLE WORKS	1,370	0	0	(440)	930
DEBTOR CONTROL - OTHER	2,369	1,400	22,298	48,456	74,523
DEBTOR CONTROL - % ART CONTRIBUTIONS	0	0	0	0	0
DEBTOR CONTROL - PLANNING SERVICES FEES	0	34	(1,184)	890	(260)
DEBTOR CONTROL - GST	0	233,560	(139,131)	(94,429)	0
DEBTOR CONTROL - INFRINGEMENT	240,925	225,070	83,036	912,622	1,461,653
PROVISION FOR DOUBTFUL DEBT (CURRENT)	0	0	0	(327,743)	(327,743)
IMPAIRMENT OF RECEIVABLES	0	0	0	(218,356)	(218,356)
TOTAL DEBTORS OUTSTANDING AS AT 31/10/2024	**462,782**	**497,097**	**(31,784)**	**594,602**	**1,522,698**
	30.4%	**32.6%**	**-2.1%**	**39.0%**	**100.0%**
ACCRUED INCOME					164,880
ACCRUED INTEREST					1,138,346
PREPAYMENTS					287,887
LEASE INCENTIVE - NON CURRENT					807,474
TOTAL TRADE AND OTHER RECEIVABLES					**3,921,287**

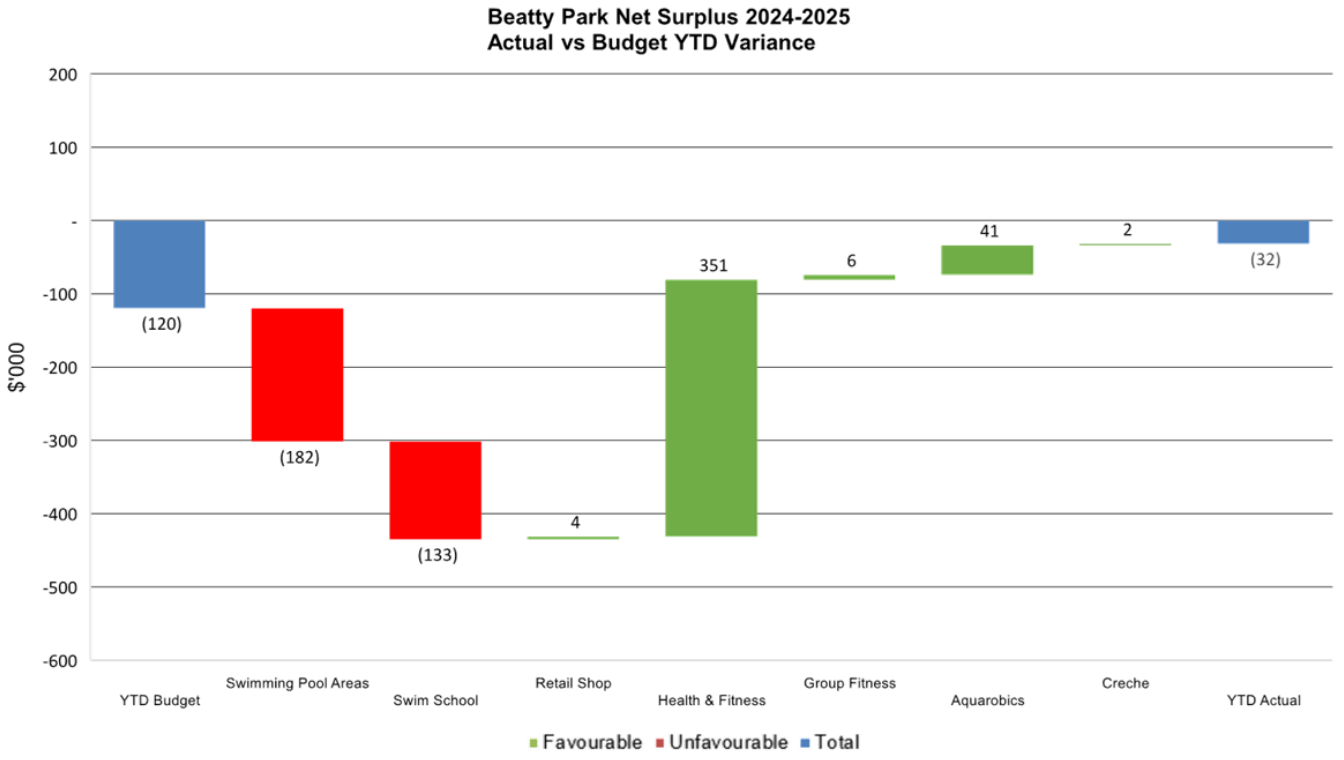
CITY OF VINCENT

CITY OF VINCENT
NOTE 8 - BEATTY PARK LEISURE CENTRE FINANCIAL POSITION
AS AT 31 DECEMBER 2024

	Original Budget 2024/25 $	YTD Budget Dec-24 $	YTD Actuals Dec-24 $	YTD Actuals Dec-23 $	Month Actuals Dec-24 $	Month Actuals Dec-23 $
ADMINISTRATION						
Revenue	0	0	0	(188,004)	(87,328)	(74,805)
Expenditure	0	0	0	187,574	87,328	74,805
Surplus/(Deficit)	**0**	**0**	**0**	**(430)**	**0**	**0**
SWIMMING POOLS AREA						
Revenue	3,081,921	1,565,182	1,641,618	666,740	267,009	254,300
Expenditure	(5,260,213)	(2,667,555)	(2,925,918)	(851,403)	(416,891)	(261,881)
Surplus/(Deficit)	**(2,178,292)**	**(1,102,373)**	**(1,284,299)**	**(184,663)**	**(149,882)**	**(7,581)**
SWIM SCHOOL						
Revenue	2,254,260	1,358,674	1,405,675	637,174	224,454	207,498
Expenditure	(1,570,118)	(779,759)	(959,991)	(389,626)	(150,446)	(127,650)
Surplus/(Deficit)	**684,142**	**578,915**	**445,685**	**247,549**	**74,008**	**79,848**
RETAIL SHOP						
Revenue	741,524	375,393	389,992	146,385	55,423	54,144
Expenditure	(507,303)	(253,701)	(264,532)	(72,520)	(16,270)	(38,091)
Surplus/(Deficit)	**234,221**	**121,692**	**125,461**	**73,865**	**39,153**	**16,053**
HEALTH & FITNESS						
Revenue	2,291,153	1,197,336	1,579,429	661,674	247,441	220,100
Expenditure	(1,723,789)	(846,118)	(877,706)	(301,435)	(133,072)	(111,520)
Surplus/(Deficit)	**567,364**	**351,218**	**701,723**	**360,239**	**114,369**	**108,580**
GROUP FITNESS						
Revenue	798,500	406,977	532,890	227,627	81,404	75,994
Expenditure	(683,320)	(350,028)	(469,564)	(152,517)	(92,713)	(48,553)
Surplus/(Deficit)	**115,180**	**56,949**	**63,327**	**75,110**	**(11,309)**	**27,441**
AQUAROBICS						
Revenue	324,958	169,705	213,652	90,568	32,377	30,102
Expenditure	(251,236)	(125,639)	(128,988)	(39,911)	(17,384)	(12,010)
Surplus/(Deficit)	**73,722**	**44,066**	**84,664**	**50,657**	**14,993**	**18,092**
CRECHE						
Revenue	94,184	51,729	56,730	25,625	8,511	8,421
Expenditure	(446,243)	(222,011)	(225,189)	(78,271)	(31,723)	(24,763)
Surplus/(Deficit)	**(352,059)**	**(170,282)**	**(168,459)**	**(52,646)**	(23,212)	(16,341)
Net Surplus/(Deficit)	**(855,722)**	**(119,815)**	**(31,654)**	**569,787**	**58,120**	**226,113**
Less: Depreciation	(1,695,004)	(847,500)	(874,752)	0	**0**	0
Surplus/(Deficit)	**839,282**	**727,685**	**843,099**	**569,787**	**58,120**	**226,113**

CITY OF VINCENT
NOTE 8 - STATEMENT OF FINANCIAL ACTIVITY
BY SERVICE - GRAPH
AS AT 31 DECEMBER 2024

CITY OF VINCENT



11.3 AUTHORISATION OF EXPENDITURE FOR THE PERIOD 01 NOVEMBER 2024 TO 30 NOVEMBER 2024

Attachments:

1. **November 2024 - Payments by EFT and Payroll**
2. **November 2024 - Payments by Direct Debit**
3. **November 2024 - Payments by Cheques**
4. **November 2024 - Payments by Fuel Cards**

Recommendation:

That Council RECEIVES the list of accounts paid under delegated authority for the period 01 November 2024 to 30 November 2024 as detailed in Attachments 1, 2, 3 and 4 as summarised below:

EFT payments, including payroll	**$9,091,467.8**
Cheques	**$1,571.8**
Direct debits, including credit cards	**$327,866.6**
Total payments for November 2024	**$9,420,906.2**

PURPOSE OF REPORT:

To present to Council the list of expenditure and accounts paid for the period 1 November 2024 to 30 November 2024.

DELEGATION:

Regulation 13(1) and (3) of the *Local Government (Financial Management) Regulations 1996 requires that a list of accounts A list prepared under sub regulation (1) is to be presented to Council at the next ordinary meeting of Council after the list is prepared.*

BACKGROUND:

Council has delegated to the Chief Executive Officer (Delegation No. 2.2.18) the power to make payments from the City's Municipal and Trust funds.

In accordance with *Regulation 13(1)* of the *Local Government (Financial Management) Regulations 1996* a list of accounts paid by the Chief Executive Officer is to be provided to Council, where such delegation is made.

The list of accounts paid must be recorded in the minutes of the Council Meeting.

DETAILS:

The Schedule of Accounts paid for the period 1 November 2024 to 30 November 2024, covers the following:

FUND	CHEQUE NUMBERS/ BATCH NUMBER	AMOUNT
Municipal Account (Attachment 1, 2 and 3)		
EFT Payments	3129-3140	$7,487,407.92
Payroll by Direct Credit	November 2024	$1,604,059.89
Sub Total		**$9,091,467.81**

FUND	CHEQUE NUMBERS/ BATCH NUMBER	AMOUNT
Cheques		
Cheques		$1,571.81
Sub Total		**$1,571.81**
Direct Debits (including Credit Cards)		
Lease Fees		$62,712.61
Loan Repayments		$60,916.88
Bank Charges – CBA		$188,687.62
Credit Cards		$15,549.54
Sub Total		**$327,866.65**
Total Payments		**$9,420,906.27**

CONSULTATION/ADVERTISING:

Not applicable.

LEGAL/POLICY:

Regulation 12(1) and (2) of the *Local Government (Financial Management) Regulations 1996:*

"12. Payments from municipal fund or trust fund, restrictions on making

(1) A payment may only be made from the municipal fund or the trust fund —

- *if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or*
- *otherwise, if the payment is authorised in advance by a resolution of Council.*

(2) Council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to Council."

Regulation 13(1) and (3) of the *Local Government (Financial Management) Regulations 1996:*

"13. Lists of Accounts

(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared –

- *the payee's name;*
- *the amount of the payment;*
- *the date of the payment; and*
- *sufficient information to identify the transaction.*

(2) A list prepared under sub regulation (1) is to be —

- *presented to Council at the next ordinary meeting of Council after the list is prepared; and*
- *recorded in the minutes of that meeting."*

RISK MANAGEMENT IMPLICATIONS

Low: Management systems are in place that establish satisfactory controls, supported by the internal and external audit functions. Financial reporting to Council increases transparency and accountability.

STRATEGIC IMPLICATIONS:

This is in keeping with the City's *Strategic Community Plan 2022-2032*:

Innovative and Accountable

Our resources and assets are planned and managed in an efficient and sustainable manner.

Our community is aware of what we are doing and how we are meeting our goals.

Our community is satisfied with the service we provide.

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

Expenditure covered in this report includes various projects, programs, services and initiatives that contribute to protecting/enhancing the City's built and natural environment and to improving resource efficiency.

PUBLIC HEALTH IMPLICATIONS:

Expenditure covered in this report includes various projects, programs and services that contribute to the priority health outcomes within the City's *Public Health Plan 2020-2025*.

FINANCIAL/BUDGET IMPLICATIONS:

All municipal fund expenditure included in the list of payments is in accordance with Council's annual budget.

Authorisation of Expenditure for the Period November 2024
Payment by EFT and Payroll
(Payee A-Z)

Payment Date	Payee	DESCRIPTION	AMOUNT
15/11/2024	A2Z Cars Pty Ltd	Rates Refund	$ 575.27
1/11/2024	Access Icon Pty Ltd	Slab Corbell Type A 1425 x 285 x 120	$ 6,259.00
15/11/2024	Access Icon Pty Ltd	Supply of trafficable covers	$ 3,592.60
29/11/2024	Action Logistics (WA) Pty Ltd	Courier services	$ 30.41
15/11/2024	Acurix Networks Pty Ltd	Leederville wifi services -November 2024	$ 1,503.70
29/11/2024	Adam Cruickshank	Artwork storage 10.11.24 to 07.12.24	$ 1,540.00
1/11/2024	Adele Coyne	Refund of part membership fee BPLC	$ 339.25
15/11/2024	Adelphi Tailoring Company	Uniform supplies	$ 220.00
15/11/2024	Advanced Roof Restoration	Refund of infrastructure bond	$ 1,000.00
1/11/2024	AG and CJ Finch	Reimbursement for AAEH summit 15.10.24 &16.10.24	$ 489.50
15/11/2024	AKC Pty Ltd T/as Baileys Ferti	Fertilizer supplies	$ 2,695.00
15/11/2024	Alchemy Saunas Pty Ltd	Monthly rental fee for 2 saunas - October 2024	$ 2,860.00
29/11/2024	Alerton Australia	Service for BMS - July 2024, August 2024, September 2024	$ 5,759.88
15/11/2024	Alexandra Castle	Deputy Mayor and meeting fee - November 2024	$ 3,522.92
1/11/2024	Alexandra Castle	Payment for crossover subsidy	$ 585.00
15/11/2024	Alexandra Castle	Refund of infrastructure bond	$ 275.00
29/11/2024	Alinta Sales Pty Ltd	Gas supplies : various locations	$ 1,286.40
1/11/2024	Alinta Sales Pty Ltd	Gas Supplies : various locations	$ 391.45
1/11/2024	Alison Austin	Fitness instructor fee	$ 520.00
15/11/2024	Alison Xamon	Mayor allowance and Meeting attendance fee - November 2024	$ 8,521.50
29/11/2024	All Good Grub	Catering for STAG Advisory Group Meeting	$ 325.60
29/11/2024	Allpipe Technologies	Catchment drainage improvements	$ 2,568.50
1/11/2024	Allpipe Technologies	Catchment Drainage Improvements CCTV	$ 1,919.50
29/11/2024	Allstate Kerbing	Kerbing services various locations	$ 10,093.72
1/11/2024	Allstate Kerbing	Kerbing services various locations	$ 9,751.81
15/11/2024	ALS Library Services Pty Ltd	Assorted books for Library	$ 383.18
15/11/2024	Alsco Pty Ltd	Monthly mat changeover at BPLC	$ 813.65
1/11/2024	Alsco Pty Ltd	Air freshner supplies 29.08.24 to 24.10.24	$ 71.65
29/11/2024	Alsco Pty Ltd	Air freshner supplies Oct 2024 - Dec 2024	$ 71.65
1/11/2024	Alzheimer's Australia WA Ltd	Facilitation on Enrich your brain workshop	$ 429.00
29/11/2024	Amanzi Unit Trust	Purchase Bathers and Stock for Resale in shop	$ 4,120.93
1/11/2024	Amber Suzanne Arazi	Residents with Disability Needs Study	$ 5,400.00
15/11/2024	Amin Aghsami	Refund of infrastructure bond	$ 275.00
15/11/2024	Ampol Australia Petroleum Pty	Fuel and Oil - October 2024	$ 27,448.72
15/11/2024	Andrew Muir	Refund of infrastructure bond	$ 1,000.00
1/11/2024	Anita Emor	Sound bath workshop for Caring for Carer	$ 150.00
1/11/2024	Anna Cappelletta	Fitness instructor fee	$ 3,005.00
15/11/2024	Anna Cappelletta	Fitness instructor fee	$ 1,785.00
29/11/2024	Anna Cappelletta	Fitness instructor fee	$ 1,530.00
15/11/2024	Anna Cappelletta	Purchase of cleanning products for yoga studio BPLC	$ 87.65
29/11/2024	Anna Carter	Rates Refund	$ 463.89
15/11/2024	APARC Pty Ltd	LHC - SENSORS - fully comprehensive maintenance	$ 48,886.90
29/11/2024	APARC Pty Ltd	Credit card testing and trasnactions - Sep24 & Oct24	$ 16,771.03
29/11/2024	APOD Pty Ltd	Listis Stadium Changeroom Renewal - Cont	$ 3,798.38
1/11/2024	APRA Ltd	Music License Fees for Halls October 2024	$ 1,757.22
15/11/2024	Aranmore Catholic Primary	Donation 2024 - student citizenship award	$ 250.00
29/11/2024	Arbor Consulting	Arboricultural services	$ 4,719.00
29/11/2024	Arbor West Pty Ltd	Powerline prunning services	$ 66,328.90
15/11/2024	Arbor West Pty Ltd	Powerline prunning	$ 52,745.00
1/11/2024	Arbor West Pty Ltd	Powerline prunning	$ 22,656.70
1/11/2024	Arboricultural Association of	Hyde Park PSHB collaborative insurance	$ 2,750.00
29/11/2024	Archistar Pty Ltd	Subscription	$ 2,085.01
29/11/2024	Arthur D Riley & Co Pty Ltd	ADR Monthly support TicketOr2 Licensing - November 2024	$ 4,729.16
15/11/2024	Arts Hub Australia Pty Ltd	Job advertisement	$ 142.00
15/11/2024	Arup Australia Services Pty Lt	Reverse brief of development of housing	$ 14,657.60
15/11/2024	Ashlee La Fontaine	Meeting attendance fee - November 2024	$ 2,094.75
15/11/2024	Ashley Wallace	Meeting attendance fee - November 2024	$ 2,094.75
1/11/2024	Asphaltech Pty Ltd	Asphalt supplies	$ 441,229.09
29/11/2024	Asphaltech Pty Ltd	Asphalt supplies	$ 175,567.36
29/11/2024	Ata A Jafar	Refund of part membership fee BPLC	$ 482.74
15/11/2024	Audio Vault Industries Pty Ltd	Rainbow Picnic 2024 - Silent Disco Hire	$ 913.00
15/11/2024	Australia Post	Postage supplies - October 2024	$ 148.45

15/11/2024	Australian Barbell Company	2 x 15mm tricep ropes and delivery	$	114.73
15/11/2024	Australian Coffee Connection	coffee cart and barista for Poppy Project	$	638.00
15/11/2024	Australian Coffee Connection	Provision of coffee, coffee cart and bar	$	638.00
15/11/2024	Australian HVAC Services	Air-conditioning maintenance - various locations	$	13,515.34
1/11/2024	Australian HVAC Services	Air-conditioning maintenance - Various locations	$	9,044.20
15/11/2024	Australian Institute of Manage	Training - Staff	$	1,451.00
6/11/2024	Australian Services Union	Payroll deductions	$	159.00
26/11/2024	Australian Services Union	Payroll deductions	$	159.00
6/11/2024	Australian Taxation Department	Payroll deductions	$	232,699.00
26/11/2024	Australian Taxation Department	Payroll deductions	$	227,085.00
29/11/2024	Award Irrigation Pty Ltd	Locating services - various	$	5,643.00
15/11/2024	Award Irrigation Pty Ltd	Locating services	$	627.00
29/11/2024	B Christmass	Staff ASSA seminar	$	80.82
1/11/2024	B O'Shaughnessy	Reimbursement for certificates	$	538.00
15/11/2024	Baker Cycles	Basic Service Checkover	$	937.50
29/11/2024	Balcatta Mowers & Chainsaws Pt	Repairs and Maintenance of Equipment	$	75.00
29/11/2024	Base Imagery Pty Ltd	Videography and photography	$	2,701.60
15/11/2024	Base Imagery Pty Ltd	Video at skate space event	$	1,579.60
15/11/2024	Beatty Park Physiotherapy Pty	Mat Pilate Sessions - supply instructor	$	1,260.00
1/11/2024	Beatty Park Physiotherapy Pty	Mat Pilate Sessions - Sept 2024	$	1,080.00
29/11/2024	Beaufort Street Network	Event sponsorship - Christmas Festival 2024	$	8,000.00
1/11/2024	Beaufort Street Network	Event Sponsorship 2024-25 - Dogtober	$	4,500.00
15/11/2024	Beaufort Street Network	Event Sponsorship 2024-25 - Dogtober	$	1,000.00
15/11/2024	Benedict Alfred Taylor	Citizenship Ceremony -October 2024	$	800.00
15/11/2024	Benedict Alfred Taylor	Reimbursement for taxi for Oct 2024	$	39.90
15/11/2024	Benita Ng	Rebate for reusable sanitary product purchase BPLC	$	50.00
15/11/2024	Bing Technologies Pty Ltd	Printing and photocopying October 2024	$	12,801.03
29/11/2024	Bladerunner Trust	Bobcat hire	$	10,802.00
1/11/2024	Bladerunner Trust	Bobcat hire	$	7,458.00
15/11/2024	Bladerunner Trust	Bobcat hire	$	3,454.00
15/11/2024	Bladon WA	100x Bungalow Foldaway Shopper Tote payment	$	770.00
1/11/2024	Blank Walls International Pty	Kaadadjiny Lane Fix Up	$	4,281.89
15/11/2024	Boc Gases Australia Limited	Supply 1st aid medical oxygen	$	117.57
1/11/2024	Boldstar Enterprises	Meal selection 30.10.24	$	121.00
29/11/2024	Boral Construction Materials G	Supply of concrete	$	2,136.00
1/11/2024	Boral Construction Materials G	Supply of concrete	$	964.36
15/11/2024	Bredideca	Service scrubber machine GM56BT	$	575.46
1/11/2024	Bridgestone Australia Ltd	Repairs and services	$	638.00
15/11/2024	Bridgestone Australia Ltd	P1285 - 1HGJ592 - Toyota Yaris - Repairs and Maintenance	$	371.36
29/11/2024	Bridgestone Australia Ltd	Repairs and maintenace of Plants	$	269.45
15/11/2024	Brightlite Nominees Pty Ltd	retail store track lighting + pendants	$	8,688.20
29/11/2024	Brisbane Hotel Tradings	Rates Refund	$	14,921.12
15/11/2024	Briskleen Supplies	Supply Toiletry and Cleaning Supplies BPLC	$	5,693.31
1/11/2024	Briskleen Supplies	Supply Toiletry and Cleaning Supplies BPLC	$	2,347.08
15/11/2024	Bruna Silveira Sodre	Fitness instructor fee	$	65.00
15/11/2024	Bunnings Group Limited	Hardware supplies	$	4,789.24
29/11/2024	Bunnings Group Limited	Hardware supplies	$	790.07
1/11/2024	Bunnings Group Limited	Hardware supplies	$	520.55
1/11/2024	Bus Hire Comparison Pty Ltd	Bus Tour for seniors 12.09.24	$	2,660.00
1/11/2024	Bus Stop Films Limited	Licence fee for short films for International film festival	$	1,100.00
15/11/2024	C U Building Group Pty Ltd	Refund of infrastructure bond	$	6,000.00
15/11/2024	c2pr Group Pty Ltd	C2PR INV-0055 CoV Defender Migration NO	$	14,432.00
15/11/2024	CA AND PR CHARLESTON	Printing services - Vinyl Cut lettering	$	671.00
29/11/2024	CA AND PR CHARLESTON	Corflute signs	$	533.50
15/11/2024	CA AND PR CHARLESTON	Printing services - Corflute Signs	$	198.00
15/11/2024	Call Associates Pty Ltd	Afterhours call service - September 2024	$	1,782.55
1/11/2024	Call Associates Pty Ltd	Afterhours call service - August 2024	$	1,681.96
15/11/2024	Carlee Brake	Provide colour consultation - Woodville	$	210.00
15/11/2024	Carriage Motors Pty Ltd	Hardware supplies	$	1,058.00
29/11/2024	Castledex Pty Ltd	Purchase of custome square table for library	$	4,356.00
1/11/2024	Catherine Ashton	Rebate for reusuable sanitary product pu	$	50.00
15/11/2024	Catherine Kosick	Reimbursement for BPLC expenses	$	203.87
1/11/2024	Catherine Kosick	Reimbursement for BPLC expenses	$	100.85
29/11/2024	CDM Australia Pty Ltd	Computer hardware	$	6,187.50
29/11/2024	CDM Australia Pty Ltd	Wireless headset	$	1,848.00
29/11/2024	Central Regional Tafe	Course fee for staff	$	642.95
29/11/2024	Centreline Markings	Painting services in 3 locations	$	5,885.00
29/11/2024	Charmaine Amanda Magness	Fitness instructor fee	$	845.00
1/11/2024	Chellew Hawley Pty Ltd	Sand cleaning - various locations	$	5,153.50

1/11/2024	Child Safeguard Pty Ltd	Development of Child Safe Policy Framework	$	5,500.00
29/11/2024	Chindarsi Architects Pty Ltd	DRP advice	$	1,045.00
15/11/2024	Chindarsi Architects Pty Ltd	DRP advice	$	825.00
29/11/2024	Choiceone Pty Ltd	Hire of gency staff	$	24,135.41
1/11/2024	Choiceone Pty Ltd	Hire of agency staff	$	19,847.82
15/11/2024	Choiceone Pty Ltd	Hire of agency staff	$	13,446.64
15/11/2024	CircusWA Inc	Rainbow Picnic 2024 - Circus Workshops	$	1,276.00
29/11/2024	City Of Perth	October 2024 - Building archive retrivals	$	140.05
15/11/2024	City of South Perth Municipal	Impound Fees for dogs and cats October 2024	$	2,111.81
1/11/2024	City of South Perth Municipal	Impound Fees for cats and dogs Sept 2024	$	1,149.72
15/11/2024	City of Stirling	Delivered meal subsidies & Green wastes	$	1,073.34
6/11/2024	City of Vincent	Payroll deductions	$	958.68
26/11/2024	City of Vincent	Payroll deductions	$	958.68
6/11/2024	City of Vincent Social Club	Payroll deductions	$	448.00
26/11/2024	City of Vincent Social Club	Payroll deductions	$	442.00
1/11/2024	Civica Pty Ltd	Milestone 1 Project initiation - 20% payment	$	11,528.00
29/11/2024	Civil Engineering Assignments	Assist with designs and drafting	$	6,237.00
1/11/2024	Civil Engineering Assignments	Assist with designs and drafting	$	2,079.00
15/11/2024	Civil Engineering Assignments	Assist with designs and drafting	$	2,079.00
15/11/2024	Civiq Pty Ltd	Admin Building - 1 x FlexiDisplay Tufflo	$	1,747.90
1/11/2024	Claisebrook Acc	Microbusiness waste services FY 2024-2025	$	431.45
15/11/2024	Claudia Scalisi	Fitness instructor fee	$	350.00
1/11/2024	Claudia Scalisi	Fitness instructor fee	$	140.00
29/11/2024	Coates Hire Operations Pty Ltd	Hire Plant and Machinery	$	163.31
29/11/2024	Cobblestone Concrete Pty Ltd	Concrete repairs various locations	$	30,592.76
1/11/2024	Cobblestone Concrete Pty Ltd	Concrete path repairs - Broome/Wright st	$	13,228.76
1/11/2024	Cockburn Cement Limited	Cement & Pallets	$	1,280.31
15/11/2024	Cockburn Party Hire	Rainbow Picnic 2024 - Bunting and Marque	$	2,295.00
15/11/2024	Cockburn Party Hire	Rainbow Picnic 2024 - Marquees, Tables a	$	1,205.50
15/11/2024	Cockburn Party Hire	Citizenship Ceremony - October 2024 - Ch	$	485.00
15/11/2024	Cockburn Party Hire	Remembrance Day 2024 - Chair & Table Hir	$	282.90
29/11/2024	Cocoon & Co Pty Ltd	Refund of infrastructure bond	$	3,000.00
29/11/2024	Code Bloom	Remembrance Day Wreaths	$	330.00
15/11/2024	Cohera-Tech Pty Ltd	Prepaid : Subcription 01.10.24 to 30.09.25	$	1,805.76
1/11/2024	Colin Dickson and Francesca Ne	Fitness instructor fee	$	125.00
29/11/2024	Collaborative Place Design	Town Planning Framework	$	550.00
1/11/2024	Comex Civil	Blackspot Improvement project	$	92,660.86
1/11/2024	Commercial Aquatics Australia	Supply and install air release valves, spare parts , ultrasonic flow meter, indoor pool procal vibrations	$	5,247.00
15/11/2024	Commercial Aquatics Australia	Water Treatment at BPLC	$	594.00
15/11/2024	Commercial Prop WA Trust AMD	Rates Refund	$	9,677.62
15/11/2024	Compu-Stor	Off-site Storage and Digitisation	$	297.06
29/11/2024	Compu-Stor	Off-site Storage and Digitisation 2024	$	91.38
29/11/2024	Contra-Flow Pty Ltd	Traffic Management - various locations	$	38,305.80
15/11/2024	Contra-Flow Pty Ltd	Traffic management various locations	$	23,420.82
1/11/2024	Contra-Flow Pty Ltd	Traffic management - Blackspot project	$	19,099.49
1/11/2024	Contra-Flow Pty Ltd	Traffic management - various locations	$	16,721.43
29/11/2024	Corporate Hands Pty Ltd	Health, Safety & Wellbeing Expo	$	323.40
1/11/2024	Corsign WA	Sign supplies	$	5,353.92
29/11/2024	Corsign WA	Sign supplies	$	3,389.07
15/11/2024	Corsign WA	Sign supplies	$	1,250.02
29/11/2024	Creative Catering Trust	Bar services for staff christmas function 2024	$	1,910.00
1/11/2024	Cromag Pty Ltd t/as Sigma Telf	Supply of pool chemicals for BPLC	$	4,867.67
15/11/2024	Cromag Pty Ltd t/as Sigma Telf	Supply of pool chemicals for BPLC	$	3,192.20
29/11/2024	Cromag Pty Ltd t/as Sigma Telf	Supply of pool chemicals for BPLC	$	3,084.68
1/11/2024	CSE Crosscom Pty Ltd	WA radio repair inspection fee	$	6,151.68
29/11/2024	CSE Crosscom Pty Ltd	WA Radio Programming inspection fee	$	165.64
29/11/2024	CTI Security Services Pty Ltd	Change of two batteriens zone	$	254.99
15/11/2024	CTI Security Services Pty Ltd	Alarm monitoring - Admin	$	82.50
15/11/2024	Cushion House Pty Ltd	Crumbed foam for bean bags	$	798.00
1/11/2024	CW & SC Dearman	Fitness instructor fee	$	130.00
15/11/2024	CW & SC Dearman	Fitness instructor fee	$	130.00
29/11/2024	CW & SC Dearman	Fitness instructor fee	$	130.00
29/11/2024	Cygnet West Pty Ltd ATF The Ch	Consultancy services	$	5,392.75
29/11/2024	D & N Cusworth	Buglar rememberance day 2024	$	250.00
1/11/2024	D&L Studio Pty Ltd	Name Badges for Swim School & printing of fiberglass magnet badges	$	160.49
15/11/2024	D&L Studio Pty Ltd	Name Badges for Health & Fitness team	$	100.10
29/11/2024	D&L Studio Pty Ltd	Supply of name badges	$	15.24
15/11/2024	Dalin Electrical Controls	Urgent callout to Investigate geo VSD breakdown	$	1,530.00

15/11/2024	Dalin Electrical Controls	Coordinate site meeting with Danfoss pumps	$	1,000.00
1/11/2024	Dalin Electrical Controls	Call out for geothermal breakdown	$	704.00
15/11/2024	Daniela Toffali	Fitness instructor fee	$	1,120.00
1/11/2024	Darcy Wilson	Donation - Voiceless Quiz Night Fundraising	$	250.00
1/11/2024	David N Harries	Energy consulting services	$	800.00
15/11/2024	David Robinson	Refund of infrastructure bond	$	1,000.00
15/11/2024	David Soong	Refund for Yangchap Bus Tour	$	45.00
1/11/2024	DeMem-Capic Pty Ltd	Boiler Water Treatment	$	211.20
1/11/2024	Dene F Lawrence	3 bags of ice for Nyoongar Outreach lunch	$	12.00
15/11/2024	Department of Mines, Industry	Levy collection fee (70 forms) October 2024	$	13,965.39
6/11/2024	Department of Social Serivces	Payroll deductions	$	1,194.83
12/11/2024	Department of Social Serivces	Payroll deductions	$	1,194.83
26/11/2024	Department of Social Serivces	Payroll deductions	$	1,194.83
15/11/2024	Department of the Premier and	Local planning scheme No 2 ammendment	$	292.74
29/11/2024	Department of Transport	Vehicle ownership search - October 2024	$	6,838.00
1/11/2024	Design Freo	Fremantle Design Week	$	1,190.00
15/11/2024	Devco Builders	Maintenance and repairs - BPLC	$	21,465.40
15/11/2024	Devco Builders	Maintenance and repairs - various locations	$	20,814.32
1/11/2024	Devco Builders	Maintenance and repairs - various locations	$	18,423.38
29/11/2024	Devco Builders	Maintenance and repairs - various locations	$	16,569.88
15/11/2024	Diabolik Books	Student Citizenship book vouchers x 15	$	1,350.00
1/11/2024	Diabolik Books	2 x $90 vouchers for Student Citizenship	$	180.00
1/11/2024	Dial-A-Nappy	Purchase nappies for resale in retail st	$	880.00
29/11/2024	Diplomatik Pty Ltd	Hire of gency staff	$	8,036.68
1/11/2024	Diplomatik Pty Ltd	Hire of agency staff	$	7,362.32
15/11/2024	Diplomatik Pty Ltd	Hire of agency staff	$	5,525.29
15/11/2024	Discus on Demand Pty Ltd	Printing services -Ccreche enrolment forms	$	1,509.20
29/11/2024	Dismantle Main Account	Right of way various locations	$	20,696.50
1/11/2024	Dismantle Main Account	Right way of clearing , Mowing and main roads whip blow	$	13,112.00
15/11/2024	Dismantle Main Account	Right way of clearing , Mowing and main roads whip blow	$	616.00
15/11/2024	Diversity Cleaning Services Pt	Pest control and windows cleaning services BPLC	$	605.00
1/11/2024	Diversity Council Australia Li	Membership fees FY 2024-2025	$	3,141.00
29/11/2024	Domagoj Basic	Reimbursement for fuel	$	84.64
29/11/2024	Dominic Snellgrove	DRP advice	$	900.00
1/11/2024	Donegan Enterprises Pty Ltd	Playground repair and maintenance various locations	$	12,361.80
29/11/2024	Dr N Bokani	Rates Refund	$	524.95
29/11/2024	Droneit Group Pty Ltd	Remote pilot license training	$	5,900.00
15/11/2024	E Bentley	Reimbursement for expenses for BPLC	$	193.58
1/11/2024	E Bentley	Reimbursement for expenses for BPLC	$	56.85
29/11/2024	E Blavia	Rates Refund	$	1,580.58
29/11/2024	E C Antonio	Workshop payment	$	825.00
1/11/2024	E Tilmouth	Refund for a lost book	$	26.00
29/11/2024	Eamco Pty Ltd t/as EOS Electri	Electrical services - various locations	$	32,925.27
1/11/2024	Eamco Pty Ltd t/as EOS Electri	Electrical services - various locations	$	16,227.65
15/11/2024	Eamco Pty Ltd t/as EOS Electri	Install GPO at new CCTV at Walkway	$	345.22
15/11/2024	Eclipse Soils Pty Ltd	Supply of Mulch	$	3,168.00
1/11/2024	Eddie Kamil	Rates Refund	$	5,901.41
15/11/2024	Educational Art Supplies	Library supplies	$	67.65
1/11/2024	Eftsure Pty Ltd	Subcription October 2024 to September 2025	$	12,377.29
15/11/2024	EJ Australia Pty Ltd	Supply of hydro wave grates	$	12,100.00
1/11/2024	Electricity Networks Corp	Emergency vegetation clearing C0RPB07458	$	3,802.67
1/11/2024	Elise Alexandra Hinkley t/as H	Payment to presentor	$	357.50
15/11/2024	Elizabeth Sinclair	Refund of part dog registration fee	$	150.00
29/11/2024	Elli Kaspi (Shakshuka)	Catering - Staff Christmas Party 2024	$	2,640.00
15/11/2024	Emily Harding and William Codd	Refund of infrastructure bond	$	1,000.00
15/11/2024	Enchanted Characters Pty Ltd	Rainbow Picnic 2024 - Stilt Walkers	$	1,782.00
15/11/2024	Enviroblast Cannington	High Pressure tidy bin frames -October 2	$	1,663.50
1/11/2024	Environmental Industries Pty L	Application volleyball courts Ref PO 717	$	165.00
15/11/2024	ER NG Woolf	Meeting attendance fee - November 2024	$	2,094.75
26/11/2024	ES Vincent	Payroll deductions	$	7,008.25
6/11/2024	ES Vincent	Payroll deductions	$	6,099.25
1/11/2024	Exbo Signage and Print Pty Ltd	FIre hazard notification - Ref PO 717233	$	452.10
15/11/2024	Extreme Marquees Pty Ltd	Branded 3x3 Marquees - for events and ma	$	1,883.00
15/11/2024	Faire & Co Pty Ltd	Rainbow Picnic - Bracelet Making	$	2,530.00
1/11/2024	Fairfield Investments (WA) Pty	Citizenship Ceremony - Oct 2024	$	2,205.00
29/11/2024	Fairplace	Consultancy services for Mount Hawthorn	$	13,332.00
29/11/2024	Falconet Pty Ltd	Repairs and maintenance of Plant	$	3,654.25
1/11/2024	FE Technologies Pty Ltd	Prepaid - Annual Maintenance Nov 2024 to	$	1,197.90
15/11/2024	FE Technologies Pty Ltd	Prepaid Annual maintenance - Dec 2024 to Nov 2025	$	523.60

1/11/2024	Finestone Investments Pty Ltd	Plumbing services - various locations	$	17,141.41
15/11/2024	Finestone Investments Pty Ltd	Plumbing services - various locations	$	5,874.82
29/11/2024	Finestone Investments Pty Ltd	Plumbing services - various locations	$	3,425.63
29/11/2024	Flexi Staff Group Pty Ltd	Hire of gency staff	$	30,599.41
15/11/2024	Flexi Staff Group Pty Ltd	Hire of agency staff	$	16,217.03
1/11/2024	Flexi Staff Group Pty Ltd	Hire of agency staff	$	3,521.76
1/11/2024	Flick Anticimex Pty Ltd	Pest control services - various locations	$	4,050.26
15/11/2024	Flick Anticimex Pty Ltd	Pest controll services - North Perth Community Centre	$	264.00
29/11/2024	Flick Anticimex Pty Ltd	Pest controll services North Perth Town	$	132.00
15/11/2024	Fliptease Pty Ltd	Rainbow Picnic 2024 - Hula Hoop Show	$	834.90
29/11/2024	Fluidra Group Australia Pty Lt	Health Services - Supply of Water Sampling tablets	$	249.70
29/11/2024	Focus Networks	Beatty Park Domain Hosting, additional support, Nessus pro licence , monthly subscription	$	41,027.47
1/11/2024	Focus Networks	Monthly MPS device	$	28,924.50
15/11/2024	Focus Networks	Focus Network Additional Project Block Hours	$	11,220.00
15/11/2024	Focus Networks	Billable support	$	580.25
1/11/2024	Friends of ANZAC Cottage Proje	Donation towards 'A Gift from Gallipoli'	$	500.00
15/11/2024	FVS Fire Pty Ltd	Fire equipment maintenance - various locations	$	3,320.42
29/11/2024	FVS Fire Pty Ltd	Fire equipment maintenance - BPLC	$	358.75
1/11/2024	Gage Gibbens	Rebate for reusable sanitary product purchase	$	50.00
29/11/2024	GC Sales (WA)	Bin supplies	$	767.14
1/11/2024	Gemma Marjorie Iolanda Nisbet	Adult Services Event - Writing With Obje	$	584.00
1/11/2024	Geoff's Tree Service Pty Ltd	Zone 1 powerline pruning - Week 2 - Sept 2024	$	1,386.00
29/11/2024	George Araj	Attendance to audit committe meeeting 07 November 2024	$	305.00
15/11/2024	Giant Autos (1977) Pty Ltd	Repairs and services	$	1,209.00
1/11/2024	Giant Autos (1977) Pty Ltd	Repairs and services	$	856.00
1/11/2024	Gina Delli-Benedetti	Frame Court Parking Permit Refund - Nov 2024	$	420.00
1/11/2024	Gladwell Enterprises Pty Ltd	Traffic data collection - July 24, August 24 , September 24	$	8,943.00
15/11/2024	Gladwell Enterprises Pty Ltd	Traffic data collection - July 24, August 24 , September 24	$	4,730.00
1/11/2024	Go Doors Pty Ltd	Auto door maintenance - BPLC & Admin	$	1,544.78
29/11/2024	Goldpin Corporation Pty Ltd	Equipment Maintenance Keiser Bikes & Gym	$	1,536.55
1/11/2024	Goldpin Corporation Pty Ltd	Equipment Maintenance Keiser Bikes & Gym	$	1,119.06
1/11/2024	Golly Investments	Catering for various events	$	1,008.64
29/11/2024	Golly Investments	Catering for Friday 8 November 2024	$	340.00
15/11/2024	Golly Investments	Catering for various events	$	221.98
1/11/2024	Green Options Pty Ltd	Maintenance of leederville oval and Charles Veryyard Reserve	$	15,100.80
29/11/2024	Greenwood Party Hire	Hire of equipment for pride flag raisng day	$	614.00
15/11/2024	Grillex Pty Ltd	Supply of resistance band for gym - various colors	$	4,823.50
1/11/2024	GripFactory Australia Pty Ltd	Supply 20 Lites of Gripfactory Ultragrip cleaning	$	2,046.00
15/11/2024	Growise Pty Ltd	Whippa Guard tree trunk protector	$	1,705.00
15/11/2024	Guardian Exercise Rehabilitati	Refund of Timothy Morawski 3 month insurance	$	420.00
29/11/2024	Gym Supplies Australia Pty Ltd	Purchase or resistance band various colors	$	458.50
29/11/2024	Harper Rolston Pty Ltd	Rates Refund	$	709.54
1/11/2024	Hays Personnel Services (Austr	Hire of agency staff	$	9,570.59
15/11/2024	Hays Personnel Services (Austr	Hire of agency staff	$	5,352.10
29/11/2024	Hays Personnel Services (Austr	Hire of agency staff	$	3,874.25
6/11/2024	Health Insurance Fund of Austr	Payroll deductions	$	201.85
26/11/2024	Health Insurance Fund of Austr	Payroll deductions	$	201.85
29/11/2024	Heat Exchangers WA Pty Ltd	Urgent works, open HEX indoor pool boiler	$	379.50
15/11/2024	Heavy Automatics Pty Ltd	Repairs and maintenance	$	1,452.00
1/11/2024	Heavy Automatics Pty Ltd	P3525 Service Transmision and oil filter	$	726.00
15/11/2024	Highgate Primary School	Donation 2024 - Student citizenship awar	$	250.00
15/11/2024	Hoskins Investments Pty Ltd	Accessibility upgrades 10% contract	$	22,079.81
1/11/2024	iAM Omni Holdings Pty Ltd	OMNI Asset Management software	$	5,500.00
1/11/2024	Ian Russo Jenelle Russo	Citizenship Ceremony October 2024	$	400.00
1/11/2024	Iconic Property Services Pty L	Monthly cleaning - various location - Augsut 2024, September 2024 , October 2024	$	102,746.55
15/11/2024	Iconic Property Services Pty L	Cleaning services - Various locations Sept 2024	$	4,830.71
29/11/2024	Iconic Property Services Pty L	Cleaning supplies October 2024	$	3,243.28
15/11/2024	Inlogik Pty Ltd	Monthly subcription fees - October 24	$	243.87
29/11/2024	Insight Enterprises Australia	Software licence renewals annual subscription	$	385,001.59
15/11/2024	Insight Enterprises Australia	Software licence renewals annual subscription	$	102,584.52
1/11/2024	Insight Urbanism Pty Ltd	DRP advice	$	825.00
15/11/2024	Institute of Public Administra	2024 IPAA WA Achievement Awards attendance & training workshop	$	6,698.00
1/11/2024	Institute of Public Administra	Training on Project Management	$	5,478.00
15/11/2024	Integrated Power	3W Solar LED Bollard Light, black 900mm	$	11,137.50
15/11/2024	International Association for	Essentials of Engagement	$	1,240.00
1/11/2024	J & A Hondros	Rates Refund	$	609.05

1/11/2024	J Blackwood & Son Ltd	Hardware supplies	$	5,617.80
15/11/2024	J Blackwood & Son Ltd	Hardware supplies	$	2,888.91
29/11/2024	J Blackwood & Son Ltd	Hardware supplies	$	2,650.89
1/11/2024	J P Marsland	Fitness instructor fee	$	1,380.00
1/11/2024	Jackson McDonald General Accou	Legal advice for development of business	$	38,333.74
15/11/2024	James Chung	Fitness instructor fee	$	1,870.00
1/11/2024	James Chung	Fitness instructor fee	$	360.00
29/11/2024	Jason Edmiston	Refund of infrastructure bond	$	5,000.00
29/11/2024	JB Hi Fi Limited	Phone for Rangers	$	2,181.00
15/11/2024	JB Hi Fi Limited	Purchase of Ipads for swim school	$	1,514.79
1/11/2024	JB Hi Fi Limited	Purchase of hardware supplies - IT	$	529.30
15/11/2024	John Powers	Refund of part membership fee BPLC	$	65.87
15/11/2024	Jonathan Hallett	Meeting attendance fee - November 2024	$	2,094.75
1/11/2024	K A Balm	Reimbursement for catering of befriend worshop	$	46.94
1/11/2024	K&L Gates Office Account	Stationery and office supplies	$	500.50
15/11/2024	K.S.Black Pty Limited	Bore/pump maintenance - various locations	$	28,476.09
1/11/2024	K.S.Black Pty Limited	Bore/pump maintenance - Hyde Park , Sutherland St, Gladstone St	$	18,159.94
29/11/2024	Kamalika Andrews	Cloth Nappy Online Workshop	$	300.00
15/11/2024	Karsen Reynolds	Reimbursement for parking and catering expenses at planning dept	$	468.15
29/11/2024	Kate Allen	Delivery of Paint and Sip Art Class for seniors	$	950.00
1/11/2024	Kate Smith	Fitness instructor fee	$	550.00
1/11/2024	Katherine Wilkinson	Reimbursements for expenses BPLC	$	152.09
29/11/2024	Katherine Wilkinson	Reimbursement for purchase of pool noodles	$	100.00
15/11/2024	Kathryn Heaney	Artist fee for Lightbox Laneway Gallery	$	2,500.00
15/11/2024	Kathryn S Clare	Fitness instructor fee	$	240.00
15/11/2024	Katrina Hernandez	Refund of Leederville oval parking permit	$	175.00
15/11/2024	Kayleigh Peace	Fitness instructor fee	$	65.00
1/11/2024	KC C Jack	Locker hire July to September 2024	$	1,249.00
1/11/2024	Kevin Concha	Reimbursement for BPLC expenses	$	96.72
29/11/2024	Kingdale Investments Pty Ltd	Perth inner city group - Embroidered logo and ponchos	$	4,342.80
15/11/2024	Kingsway Bay Pty Ltd	Zoggs stock for sale in retail shop	$	9,559.00
1/11/2024	Kingsway Bay Pty Ltd	Zoggs stock for sale in retail shop	$	2,667.50
29/11/2024	Kingsway Bay Pty Ltd	Zoggs stock for sale in retail shop	$	797.50
1/11/2024	Kleen West Distributors	Cleaning supplies	$	2,141.04
15/11/2024	Kleen West Distributors	Cleaning supplies	$	204.60
1/11/2024	Kleenheat Gas Pty Ltd	Forklift gas 18kg	$	340.60
29/11/2024	Klopper & Davis Architects	Consultancy for Brisbane street carpark	$	14,630.00
15/11/2024	Klopper & Davis Architects	DRP advice	$	1,650.00
15/11/2024	Konica Minolta Business Soluti	Printing costs - various locations	$	1,437.04
15/11/2024	Kyilla Primary School	Donation 2024 - student citizenship award	$	250.00
29/11/2024	L J Adams	Rates Refund	$	477.16
29/11/2024	Lakes Security Pty Ltd	New swipe card access for Committee Room	$	6,132.50
15/11/2024	Landmark Products Pty Ltd	Design and construct pedestrian bridge - Banks Reserve	$	121,455.12
29/11/2024	Landmark Products Pty Ltd	Design and construct pedestrian bridge Banks Reserve	$	56,034.00
1/11/2024	Landmark Products Pty Ltd	Design and construct pedestrian bridge - Banks Reserve	$	5,098.50
1/11/2024	Laura Care	Leederville Oval Parking Permit Oct24 to	$	525.00
15/11/2024	Leo Heaney Pty Ltd	Street Tree Planting & Watering - Adopt	$	94,979.55
29/11/2024	Leo Heaney Pty Ltd	Street Tree planting and watering	$	22,440.00
15/11/2024	Les Mills	Les Mills Music License Fees November 2024	$	1,410.89
29/11/2024	Line Marking Specialists	Line marking services - Various Location	$	9,349.23
15/11/2024	Line Marking Specialists	Line marking services - Various Location	$	2,306.81
1/11/2024	Line Marking Specialists	Line marking services various locations	$	760.48
15/11/2024	Lisa Joy Sharp	Body Jam Instructor - Oct classes	$	240.00
1/11/2024	Lisa Joy Sharp	Fitness instructor fee	$	120.00
15/11/2024	Lisbeth Russell	Rainbow Picnic - Bubbles	$	557.00
1/11/2024	Liveable Group Pty Ltd	Tree pruning & removal services various locations	$	13,689.50
15/11/2024	Liveable Group Pty Ltd	Tree pruning & removal services - various locations	$	10,972.50
29/11/2024	Liveable Group Pty Ltd	Tree pruning & removal various locations	$	9,568.35
15/11/2024	Living Turf	Fertilizer spreader	$	5,346.00
15/11/2024	LIZO Pty Ltd	Hardware supplies	$	2,250.80
29/11/2024	LIZO Pty Ltd	Repairs and Maintenance of Equipment	$	711.70
15/11/2024	LKS Constructions (WA) Pty Ltd	Indoor pool change room renewal BPLC	$	131,895.25
29/11/2024	Local Government Planners Asso	Public-Private Partnerships: Working Together	$	500.00
15/11/2024	Local Government Professionals	Age Friendly Australia National Conference	$	850.00
1/11/2024	Louise Marie Hood	Reimbursement for catering at workshop	$	273.00
1/11/2024	Luke Riley Creative	2h photos at caring for carers event	$	198.00
1/11/2024	Luna Palace Joint Venture	Cinema hire fee	$	1,243.00
15/11/2024	M & J Allan	Refund of infrastructure bond	$	1,000.00
29/11/2024	M Bonini	Rates Refund	$	500.94

1/11/2024	M X & J R Frichot	Rates Refund	$	1,258.17
1/11/2024	Macdonald Johnston Engineering	Plant repairs and maintenance	$	16,272.80
29/11/2024	Macdonald Johnston Engineering	Repairs and Maintenance of Equipment	$	1,358.65
15/11/2024	Macdonald Johnston Engineering	Plant repairs and maintenance	$	521.60
15/11/2024	Mackay Urban Design	DRP advice	$	2,475.00
1/11/2024	Main Roads Operating	Excess Grant Payment refund - Fitzgerald st & works at Barne St. Project completed below budget	$	25,273.60
1/11/2024	Main Roads Operating	Works associated with Barne St Mt Hawthorn	$	10,262.97
1/11/2024	Major Motors Pty Ltd	Repairs and services	$	81.11
1/11/2024	Malcolm Peter Culver and Amand	Refund of infringement notice 19925623	$	25.30
15/11/2024	Maneesha Free	Mount Hawthorn Skate Space Opening	$	250.00
15/11/2024	Margaret Davies	"WHERE DOES IT GO" Workshop in addition	$	300.00
29/11/2024	Margaret River Agencies	Sparkling water for council meeting	$	422.40
29/11/2024	Market Creations Agency Pty Lt	Support hours additional	$	5,280.00
15/11/2024	Mary Slater	Fitness instructor fee	$	210.00
1/11/2024	Mary Slater	Fitness instructor fee	$	140.00
29/11/2024	Mary Slater	Fitness instructor fee	$	140.00
15/11/2024	Masterprint Pty Limited	Business card printing	$	33.00
29/11/2024	Masterprint Pty Limited	Authorisation cards	$	22.00
15/11/2024	Max Wax Auto Detailing	Vehicle detailing	$	198.00
29/11/2024	Maxima Group Training	Work experience students	$	844.16
1/11/2024	Maxima Group Training	Payment for work experience students	$	545.35
1/11/2024	McIntosh & Son WA	Repairs and maintenance	$	860.46
15/11/2024	McLeods Lawyers	Legal advices	$	4,269.32
29/11/2024	McLeods Lawyers	Legal advices	$	449.68
15/11/2024	Message4U Pty Ltd	SMS Ingergrating for Phoenix	$	330.61
1/11/2024	Message4U Pty Ltd	SMS Ingergrating for Phoenix	$	307.40
29/11/2024	Metro Count	Provision of traffic monitoring equipment softward	$	3,960.00
1/11/2024	Midland Sports Warehouse	Supply & install synthetic turf - various location	$	742.50
29/11/2024	Military Pty T/As SAS Locksmit	Key cutting and lock maintenance service	$	2,388.10
1/11/2024	Military Pty T/As SAS Locksmit	Key cutting and lock maintenance service	$	873.51
15/11/2024	Military Pty T/As SAS Locksmit	Key cutting and lock maintenance service	$	64.52
1/11/2024	Mimi Toutountzis	Crossover subsidy payment	$	585.00
15/11/2024	Mindarie Regional Council	Processable and Non processable waste	$	79,044.50
1/11/2024	Mindarie Regional Council	Processable waste, non processable waste , reimbursement of admin expenses - October 2024	$	56,888.90
29/11/2024	Mindarie Regional Council	Processable waste and non processable waste - November 2024	$	41,910.68
29/11/2024	Moon Creature Studios	Filming , videography of events	$	2,640.00
15/11/2024	Mount Hawthorn Education Suppo	Donation 2024- Student citizenship award	$	250.00
1/11/2024	Mount Hawthorn Playgroup Inc	Donation towards Mt Hawthorn Playgroup	$	500.00
29/11/2024	Mount Hawthorn Primary School	Grant - Active Transport schools	$	990.00
15/11/2024	Mount Hawthorn Primary School	Donation 2024- Student citizenship award	$	250.00
15/11/2024	Mount Lawley Art Framers	Frame for certificate of services	$	232.00
15/11/2024	Mr Alexander Circosta	Rainbow Picnic 2024 - MC Services	$	800.00
1/11/2024	Mr Matthew George Jajko	Fitness instructor fee	$	65.00
15/11/2024	Mr Matthew George Jajko	Fitness instructor fee	$	65.00
29/11/2024	Mr Matthew George Jajko	Fitness instructor fee	$	65.00
15/11/2024	Mrs Carissa En Ting Wu TA Jott	Pride Parade 2024 - Hire of Flower Installations	$	1,350.00
15/11/2024	Mrs Donna Ettrick	Rates Refund	$	611.34
29/11/2024	Ms Baggott & J E Cruttenden	Rates Refund	$	758.53
15/11/2024	Ms D Zuks	Payment for a photo shoot	$	816.75
1/11/2024	Muchea Tree Farm	Tube stock for August 2024 native plant	$	21,658.60
15/11/2024	My Best Friend Veterinary Cent	Animal Sterilisations for September 2024 & October 2024	$	1,450.00
15/11/2024	My Media Intelligence Pty Ltd	MyMedia articles for the quarter ending Sept 2024	$	989.56
29/11/2024	Nakeesha Radice	Refund of part membership fee BPLC	$	99.00
29/11/2024	Nao Williams	Fitness instructor fee	$	435.00
29/11/2024	Natural Area Holdings Pty Ltd	Stage 1 Lake clearing - Smiths Lake	$	11,236.50
15/11/2024	Natural Area Holdings Pty Ltd	Weed control - Britannia Road Resere	$	3,344.00
15/11/2024	Naveen Kumar	Delivery of post - Underground power project area	$	198.00
29/11/2024	Naveen Kumar	Distribution services for event	$	129.00
29/11/2024	Newground Water Services Pty L	Payment for Sullivan logistic Oval	$	626,543.75
15/11/2024	Newground Water Services Pty L	Keith frame loftus Centre - Claim 2	$	33,198.55
1/11/2024	Newground Water Services Pty L	Keith frame loftus Centre - Claim 2	$	23,713.25
15/11/2024	Newground Water Services Pty L	Irrigation designs for FIrrigation designs for Forrest Park and Gladstone	$	6,308.50
29/11/2024	Nhung Vu	Refund of part membership fee BPLC	$	74.49
15/11/2024	Nicholas & Aimee Sabbatino	Rates Refund	$	1,716.13
1/11/2024	Nightlife Music Pty Ltd	Supply Crowd DJ for the gym - November 2024	$	417.94
29/11/2024	Nightlife Music Pty Ltd	Supply of Crowd DJ - December 2024	$	417.94

15/11/2024	No Problems Just Solutions Pty	Rights of Way - Operations 29 Vine St Boundary	$	2,035.00
15/11/2024	Noma Pty Ltd	DRP advice	$	4,180.00
29/11/2024	Noma Pty Ltd	DRP advice	$	2,640.00
15/11/2024	North Perth Primary School	Donation 2024 - student citizenship award	$	250.00
29/11/2024	Northbridge Common Incorporate	2024/25 Town team grant	$	10,000.00
15/11/2024	Northsands Resources	Sand Paving	$	2,026.20
1/11/2024	Northsands Resources	Sand Paving	$	503.36
15/11/2024	Northshore Unit Inc. - SES	FESA SES Contribution Q2 - 2024/2025	$	15,967.60
1/11/2024	Officeworks Ltd	Stationery and office supplies	$	1,457.63
15/11/2024	Officeworks Ltd	Stationery and office supplies	$	389.47
29/11/2024	Officeworks Ltd	Stationery and office supplies	$	358.33
15/11/2024	Olivia C Robinson	Rinbow Picnic 2024 - Live Painting	$	500.00
15/11/2024	Omnicom Media Group Australia	Public notices for various items and news	$	1,439.49
29/11/2024	Open Systems Technology Pty Lt	Professional Services - Payroll support, Azure hosting fee, CRMS , General Support	$	74,381.39
1/11/2024	Open Systems Technology Pty Lt	Azuer hosting fee, professional services - CMRS and Power automate pe	$	12,332.96
29/11/2024	Optus Billing Services Pty Ltd	Admin mobile phone and internet Oct 2024	$	9,500.66
15/11/2024	Our Community Pty Ltd	Subscription to Funding Centre (PLUS) Multi-User	$	400.00
29/11/2024	Oxford Retail Pty Ltd	Printing services various	$	948.00
1/11/2024	Oxford Retail Pty Ltd	Printing services - various	$	852.00
15/11/2024	Oxford Retail Pty Ltd	Printing services - various	$	685.50
29/11/2024	Oxford Retail Pty Ltd	Printing services - Various	$	651.00
15/11/2024	P & R Trust t/as Workwear Supp	Uniform supplies	$	931.93
15/11/2024	Paul R Ricketts & Lyndsay R Ha	Refund of infrastructure bond	$	1,000.00
29/11/2024	Paxon Business & Financial Ser	Review and finalise audit report	$	9,591.12
5/11/2024	PAYROLL	Pay Period 10	$	805,240.08
19/11/2024	PAYROLL	Pay Period 11	$	798,819.81
29/11/2024	PBF Australia Ltd	PBF Corporate Membership - 60 Staff	$	2,170.00
15/11/2024	PBF Australia Ltd	Health, Safety and Wellbeing Expo - 24.10.24	$	1,044.00
1/11/2024	Pei-Chea Tran	Fitness instructor fee	$	390.00
15/11/2024	Pei-Chea Tran	Fitness instructor fee	$	325.00
29/11/2024	Pei-Chea Tran	Fitness instructor fee	$	325.00
15/11/2024	People on Bicycles Pty Ltd	People on Bicycles: Ride to work safety	$	1,089.00
29/11/2024	People Sense	EAP Service October 2024	$	2,076.57
15/11/2024	Perth Bouncy Castle Hire	Payment for Rainbow Picnic	$	3,267.00
15/11/2024	Perth Pride Choir Inc	Performance during Pride Flag Raising - November 2024	$	550.00
15/11/2024	Perth Rainbow Swans Swimming C	Master swimming carnival and community pool party	$	1,725.00
29/11/2024	Perth Sail Shades & Umbrellas	Remove shade sails for the winter period	$	330.00
1/11/2024	Perth Sail Shades & Umbrellas	Take down of Shade sails for winter	$	275.00
1/11/2024	Perth Stripes & Signs	Supply of De wrapper prior to auction - Ranger	$	2,816.00
29/11/2024	Perth Stripes & Signs	Repairs and maintenace of Plant	$	1,408.00
15/11/2024	Peter Cicanese	Reimbursement for court hearing - Parking expenses	$	96.09
15/11/2024	Phase3 Landscape Construction	Progress billing claim no 8	$	62,737.50
15/11/2024	Philip & Kylie Bardon	Reimbursement for catering PICG	$	21.99
1/11/2024	Pickles Auctions	Abandoned vehicles	$	968.00
15/11/2024	Picnic Insights Pty Ltd	Rainbow Picnic - Kite Making Arts & Crafts	$	900.00
1/11/2024	Pixelcase Group Pty Ltd	Aero Ranger ALPR Hardware vehicle kits 2	$	5,689.12
29/11/2024	Pixelcase Group Pty Ltd	Aero Ranger ALPR Hardware vehicle kits 2	$	5,689.12
15/11/2024	PJA Holdings (Australia) Pty L	Inner City 40km/h project briefing	$	5,977.40
29/11/2024	Place Info Pty Ltd	12 months trial for place information forecasting tool	$	10,890.00
29/11/2024	Pool Robotics Perth	Repairs and services - BPLC	$	2,454.85
29/11/2024	PPG Industries Australia Pty L	Paint supplies	$	1,428.59
15/11/2024	Pressure Masters	P2218 - High Pressure pumps keep cutting Graffitti	$	344.30
29/11/2024	Pressure Masters	High pressure pumps for graffities removal	$	121.55
15/11/2024	Pretone Graphics	Printing services - A1 corflutes	$	198.00
1/11/2024	Pride Western Australia Incorp	Pride Parade 2024 - event sponsorship	$	1,000.00
29/11/2024	Print and Sign Co	Printing services - Various	$	19,507.29
1/11/2024	Print and Sign Co	Printing services -various	$	7,009.64
15/11/2024	Print and Sign Co	Printing services -various	$	1,784.20
1/11/2024	Pro Turf Services	Plant repairs and maintenance	$	1,080.20
15/11/2024	Pro Turf Services	Plant repairs and maintenance	$	259.60
29/11/2024	Productology Pty Ltd	Interlibrary book loan	$	1,375.00
29/11/2024	Proficiency Group Pty Ltd	IM and ICT Support Services 20.10.24-02. 11.24	$	220.00
29/11/2024	Progen Building Group	Refund of infrastructure bond	$	5,000.00
1/11/2024	Programmed Electrical Technolo	Supply equipment for future audio head works.	$	21,017.44
29/11/2024	Programmed Electrical Technolo	Supply only audio headend equipment	$	20,836.65
15/11/2024	Public Libraries Western Austr	Prepaid : Membership October 2024-October 2025	$	400.00
15/11/2024	R & L Nicolaou	Refund of infrastructure bond	$	2,000.00
1/11/2024	RAC Motoring	Repairs and maintenance various vehicles	$	394.00

15/11/2024	RAC Motoring	Repairs and maintenance various vehicles	$	258.00
15/11/2024	Rachel Freitas	Aqua Instructor at Beatty Park	$	300.00
29/11/2024	Rachel Freitas	Fitness instructor fee	$	240.00
15/11/2024	Rada Mirceta	After hourse cleaning at BPLC	$	12,860.00
29/11/2024	Rada Mirceta	After hourse cleaning at BPLC	$	5,360.00
1/11/2024	Rada Mirceta	After hourse cleaning at BPLC	$	4,070.00
15/11/2024	Rajiv Narendranathan	Frame court praking permit January 2025	$	210.00
1/11/2024	Ralph & Beattie Bosworth Pty L	QS Services for Depot relocation project	$	7,315.00
29/11/2024	RAPPD	Purchase of hip thrust bench	$	344.00
29/11/2024	REALMstudios Pty Ltd	DRP advice	$	825.00
1/11/2024	Reclink Australia	Event Sponsorship 2024-25	$	2,200.00
29/11/2024	Redimed Pty Ltd - Receipts WA	Pre employment medicals	$	374.00
1/11/2024	Redimed Pty Ltd - Receipts WA	Hepatitis B Vaccination - ML - 02/10/202	$	96.80
1/11/2024	Regents Commercial Trust Accou	Prepaid Payment of land tax Lot 49 and Lot 50, rent for Nov 2024	$	28,629.53
29/11/2024	Regents Commercial Trust Accou	Rent - December 2024	$	8,589.00
29/11/2024	Remida Perth Inc	Installation and removal of poppys	$	2,874.00
15/11/2024	Remida Perth Inc	Educations Remida festival	$	1,000.00
15/11/2024	Renata Popis	Yoga classes	$	280.00
29/11/2024	Revelation Perth International	Grant - International Film Festival	$	5,000.00
1/11/2024	Richard Swindale	Refund of infrastructure bond	$	3,000.00
15/11/2024	RJ & MT Alexander	Meeting attendance fee - November 2024	$	2,094.75
29/11/2024	Roaming Technologies Pty Ltd	Supply of tablet and Toughbook	$	5,782.70
1/11/2024	Rosevale Electrical	Electrical services - BPLC & repair outdoor pool deck light fitting	$	6,239.20
15/11/2024	Rosevale Electrical	Electrical services - BPLC	$	2,205.50
15/11/2024	Roslyn Thelma Epps	Rates Refund	$	518.24
15/11/2024	RPG Auto Electrics	Sept 2024 Sanitation auto electrical repairs	$	275.00
1/11/2024	Russell Cord-Udy	Rates Refund	$	437.37
1/11/2024	Ryan Foo	Rates Refund	$	706.20
15/11/2024	Ryan S Howie	Partial refund for food business registrations	$	161.00
29/11/2024	Rynat Industries Australia Pty	KB300-01 Baby Change Station Horizontal	$	949.74
1/11/2024	S & S Massey	Milk supplies 14.09.24 to 11.10.24	$	381.60
29/11/2024	S & S Massey	Milk supplies 12.10.24 to 08.11.24	$	381.60
29/11/2024	S E Hill	Reimbursement of expenses - Garden Competiton	$	2,064.67
1/11/2024	S E Hill	Reimbursement fof PSHB Island inspection	$	179.98
15/11/2024	Sacred Heart Primary School Bo	Donation 2024- Student citizenship award	$	250.00
15/11/2024	Safari Building Products	Supply of expansion joints - Depot	$	5,349.45
15/11/2024	SafetyCulture Pty Ltd	I Auditor annual plan	$	3,388.87
29/11/2024	Sage Consulting Engineers Pty	Birdwood square - Flood Lighting Design	$	9,779.00
29/11/2024	Saint Benoit Pty Ltd	Attendance to audit committe meeeting 07	$	305.00
1/11/2024	Sam Monaghan	Reimbursement for expenses container and batteries Health Dept	$	50.20
15/11/2024	Saman Tariq	Reimbursement for expenses relating to Bike month event	$	1,692.05
1/11/2024	Sanax Medical	First aid supplies	$	423.94
29/11/2024	Scarboro Motors Pty Ltd	Repairs and maintenance of plants	$	1,153.08
1/11/2024	Scarboro Motors Pty Ltd	Repairs and maintenance	$	723.44
15/11/2024	Schlager Group Pty Ltd	Progress Claim 10	$	207,258.47
29/11/2024	Schlager Group Pty Ltd	Payment for progress claim 11	$	179,537.69
15/11/2024	Sebastien Ernenwein	Refund of infrastructure bond	$	5,000.00
15/11/2024	Select Mechanical Services	Consultancy for BMS performace at BPLC	$	1,386.00
1/11/2024	Shaaron Taylor	Fitness instructor fee	$	290.00
1/11/2024	Shane McMaster Surveys	Surveying services - various locations	$	3,630.00
29/11/2024	Shane McMaster Surveys	Surveying services - Newcastle St	$	3,300.00
15/11/2024	Sharyn Merritt	Refund of part dog registration fee	$	51.66
1/11/2024	Sherina Patchett	Fitness instructor fee	$	300.00
29/11/2024	Sherina Patchett	Fitness instructor fee	$	300.00
15/11/2024	Sherina Patchett	Fitness instructor fee	$	200.00
1/11/2024	Shire of Ravensthorpe	Long service leave liability payment	$	8,678.76
15/11/2024	Shire of Toodyay	Long service leave liability payment	$	1,963.76
1/11/2024	Shop for Shops	Purchase item for display in store - BPLC	$	12.25
15/11/2024	Shred-X Pty Ltd	Security bin changeover	$	238.91
29/11/2024	Signbiz WA	Digital printed vinyl laminate	$	231.00
1/11/2024	Skate Sculpture	At Oxford Skatepark, Skatepark extension	$	5,940.00
15/11/2024	Smoke and Mirrors Audio Visual	Citizenship Ceremony - audio visual and speaker hire	$	3,367.95
29/11/2024	Smoke and Mirrors Audio Visual	Pride Parade 2024 - Speaker Hire	$	139.00
29/11/2024	Solo Resource Recovery	Pressure cleaning services - Depot	$	17,514.75
29/11/2024	Sophia Irene Majewski	Refund of part dog registration fee : 10	$	5.00
15/11/2024	Sophie M Greer	Meeting attendance fee - November 2024	$	2,094.75
29/11/2024	Sophie Woodley	Refund of part dog registration fee	$	150.00
29/11/2024	Speedo Australia Pty Ltd	Speedo stock for resale in the retail shop - BPLC	$	15,242.04
1/11/2024	Speedo Australia Pty Ltd	Speedo stock for resale in the retail shop - BPLC	$	11,268.95

29/11/2024	St John Ambulance Australia	Rainbow Picnic 2024 - St John's First Aid	$	528.00
15/11/2024	St John Ambulance Australia	Portable First Aid Kit - Workplace Healt	$	69.90
29/11/2024	Stadt Pty Ltd	Refund fee for withdrawn DAP application	$	1,542.00
1/11/2024	Stantec Australia Pty Ltd	Engineering services	$	13,200.00
1/11/2024	Stefano Salomone	Refund of infrastructure bond	$	5,000.00
15/11/2024	Stefano Salomone	Refund of infrastructure bond	$	275.00
29/11/2024	Stiles Electrical & Communicat	Progress Claim - 1 - Sullivan Logistics	$	543,979.30
15/11/2024	Stott Hoare	Hardware supplies - IT	$	37,257.00
1/11/2024	Stott Hoare	Hardware supplies - IT	$	11,708.40
29/11/2024	Stott Hoare	Hardware supplies	$	2,065.80
1/11/2024	Stuart M Armstrong	Call out to investigate geothermal malfunction	$	1,205.60
1/11/2024	Sun Bum	Purchase stock for resale in the retail	$	1,989.04
1/11/2024	Suzanne Smart	Fitness instructor fee	$	180.00
15/11/2024	Suzanne Worner	Meeting attendance fee - November 2024	$	2,094.75
15/11/2024	Sweetly Baked Enterprises Pty	Poppy Cupcakes for community poppy installation	$	310.00
1/11/2024	Sydel Nominees Pty Ltd t/as Im	Printing services various	$	3,445.20
1/11/2024	Synergy	Electrical supplies : various locations	$	119,384.00
15/11/2024	Synergy	Electrical supplies : various locations	$	83,141.34
29/11/2024	Synergy	Electricity supplies - various locations	$	67,760.01
15/11/2024	T&H Wilkes Pty Ltd	Waste disposal October 2024	$	1,240.80
1/11/2024	Tabata Australia Pty Ltd	Purchase goggles for resale in Retail store BPLC	$	2,255.60
15/11/2024	Tactile Indicators Perth	Blackspot Project - Broome/Wright, Highgate.West	$	3,993.00
15/11/2024	Tactile Indicators Perth	MTMI Project- Federation Street Black	$	2,490.00
29/11/2024	Tactile Indicators Perth	Blackspot Project - Broome/Wright, Highg	$	1,331.00
1/11/2024	Talis Consultants Pty Ltd	Stormwater Drainage Investigation	$	2,750.00
15/11/2024	Talis Consultants Pty Ltd	Stormwater Drainage Investigation	$	1,064.25
1/11/2024	Tamala Park Regional Council	Account for GST payable & receiveable Sept 2024	$	35,555.98
29/11/2024	Tamala Park Regional Council	Account for GST payable & receiveable October 2024	$	27,645.96
29/11/2024	Technogym Australia Pty Ltd	Education sessions	$	3,960.00
15/11/2024	Technogym Australia Pty Ltd	Subscription - Live premium contents Nov 2024	$	2,112.00
29/11/2024	Tempfence WA	Blackspot- Broome and Wright Street intersection	$	1,100.00
1/11/2024	Temptations Catering	Council Catering various	$	3,396.02
29/11/2024	Temptations Catering	Catering services for various locations	$	1,186.50
15/11/2024	Temptations Catering	Catering for Pride Flag Raising 01.11.24	$	623.11
15/11/2024	Tetra Tech Coffey Pty Ltd	Professional services	$	2,898.50
1/11/2024	The Athlete's Foot Perth	Shoes for Rangers Team	$	4,779.80
15/11/2024	The BBQ Man	BBQ cleanning October 2024	$	4,405.22
1/11/2024	The BBQ Man	Pressure cleaning - Oxford street reserve	$	440.00
29/11/2024	The BBQ Man	Pressure cleaning - Oxford street reserve	$	440.00
15/11/2024	The Beaufort	Garden Comp Dinner 2024 - Remaining Food	$	3,375.00
15/11/2024	The Big HOO-HAA! Pty Ltd	Rainbow Picnic 2024 - The Big Hoo Haa	$	1,500.00
15/11/2024	The Chung Wah Association Inc.	Lion dance performance - Deposit	$	300.00
29/11/2024	THE FACTORY	Pine Tree Christmas Lights - 2024 and donot climb sign supplies	$	6,120.40
15/11/2024	The Fruit Box Group Pty Ltd	Milk supplies various departments	$	218.57
29/11/2024	The Fruit Box Group Pty Ltd	Milk supplies October 24	$	176.40
1/11/2024	The Fruit Box Group Pty Ltd	Milk supplies 31.07.24 to 21.08.24	$	168.68
15/11/2024	The Royal Life Saving Society	Provide Staff Training, Hyde Park water playground , Aid Memorial	$	5,272.25
1/11/2024	The Royal Life Saving Society	Provide Staff Training	$	1,575.00
1/11/2024	The Royal Life Saving Society	Aids Memorial - Monthly service charge -	$	1,109.90
29/11/2024	The Royal Life Saving Society	Aids memorial - Monthly service charge - November 2024	$	1,109.90
29/11/2024	Thi C Hoang	Refund of infrastructure bond	$	500.00
29/11/2024	Thomson Geer Perth General Off	Legal advices	$	4,950.00
1/11/2024	Thomson Reuters (Professional)	E-recruitment solutions	$	17,435.09
29/11/2024	Thousand Mile Industries	patch & paint wall ready for new signage	$	1,870.00
1/11/2024	Tim Disbury	Refund of part membership fee BPLC	$	582.48
29/11/2024	Timothy Twynham	Refund of infrastructure bond	$	2,500.00
29/11/2024	Totally Workwear Mt Hawthorn	Uniform supplies	$	1,837.84
15/11/2024	Totally Workwear Mt Hawthorn	Uniform supplies	$	1,614.49
1/11/2024	Totally Workwear Mt Hawthorn	Uniform supplies	$	1,097.00
1/11/2024	Tow-Safe Pty Ltd	P4040 Fix Tray	$	575.00
29/11/2024	T-Quip	Hardware supplies	$	558.85
1/11/2024	Tracklink WA Pty Ltd	LRP- 3.5t Excavator and Trailer various locations	$	4,950.00
29/11/2024	Tracklink WA Pty Ltd	LRP-3.5t Excavator and Trailor - various locations	$	3,300.00
29/11/2024	Transpacific Industries PL	Supply of event bins and waste collections	$	46,483.57
15/11/2024	Transpacific Industries PL	240 Lts residential waste collections	$	42,137.10
15/11/2024	Transpacific Industries PL	140 Lts residential waste collections	$	38,733.05
15/11/2024	Transpacific Industries PL	Customer Services and event bins	$	4,508.05
15/11/2024	Travis Hayto	Waste sorting workshop photography 21.09.24	$	605.00
29/11/2024	Travis Hayto	UGC style reel at bike month pop ups	$	330.00

15/11/2024	Trevor Muller	Reimbursment for expenses relating to ra	$	50.80
1/11/2024	Trident Plastics (SA) Pty Ltd	240 Liters Bins	$	41,947.40
1/11/2024	Truck Centre (WA) Pty Ltd	Repairs and maintenance	$	52.23
1/11/2024	Tru-Line Construction Pty Ltd	Refund of infrastructure bond	$	1,275.00
1/11/2024	Universal Diggers	Bobcat hire	$	6,157.80
29/11/2024	Universal Diggers	Bobcat hire	$	2,446.95
1/11/2024	Upp Operations Pty Ltd	Uniform supplies	$	143.83
1/11/2024	Urbis Pty Ltd	DRP advice	$	550.00
29/11/2024	Urbis Pty Ltd	DRP advice	$	440.00
15/11/2024	Vanessa Forbes	Fitness instructor fee	$	764.50
15/11/2024	Veolia Recycling & Recovery Pt	General Waste Collection October 2024	$	10,981.79
1/11/2024	Veolia Recycling & Recovery Pt	General Waste Collection	$	3,323.12
15/11/2024	Vorgee Pty Ltd	Uniform supplies	$	2,114.75
1/11/2024	Vorgee Pty Ltd	Supply vorgee stock for resale in retail	$	1,808.40
15/11/2024	W.A. Limestone Co	Limestone supplies	$	1,447.05
29/11/2024	WA Land Information Authority	Gross rental valuations 12.10.24 to 25.1	$	701.36
15/11/2024	WA Land Information Authority	Gross rental valuations and online shop	$	561.28
1/11/2024	WA Library Supplies	Label and Barcode Protectors from WA Library	$	194.78
15/11/2024	WA Library Supplies	Library supplies	$	90.00
29/11/2024	WA Local Government Associatio	Report Writing for Informed Decision Mak	$	1,963.50
15/11/2024	WA Safety Tape & Mesh	450mm Orange Traffic Cones	$	1,500.00
1/11/2024	WA Timber Products Pty Ltd	Jarrah Tree Stakes 50mm x 50mm x 2.1m &	$	3,949.00
1/11/2024	Walcott Industries Pty Ltd	Works at Floreat Athena Clubhouse toilets	$	77,936.17
15/11/2024	Walcott Industries Pty Ltd	Works at Floreat Athena Clubhouse toilets	$	24,068.00
29/11/2024	Walcott Industries Pty Ltd	Variation 6 revised - Floreat Athena Soc	$	3,397.28
1/11/2024	Water Corporation	Water Supplies : BPLC 17.10.24 to 21.08.24	$	26,786.56
29/11/2024	Water Corporation	Water charges various locations	$	22,045.88
15/11/2024	Water Corporation	Water Supplies : various locations	$	2,015.62
1/11/2024	Water Corporation	Water Supplies : Depot 16.08.24 to 16.10.24	$	1,226.91
15/11/2024	WATS Management Pty Ltd	Water Supplies : Traffic surveys October 2024	$	3,234.00
29/11/2024	WC Convenience Management	Maintenance exeloos Oct 2024- Various Locations	$	5,612.34
29/11/2024	Wespray on Paving Pty Ltd	Blackspot Project - Broome/Wright, Highg	$	1,878.36
15/11/2024	West Coast Turf	Jumbo Kikuyu - various locations	$	15,840.00
1/11/2024	West Coast Turf	Supply and install 24m2 kikuyu for Mary	$	2,904.00
15/11/2024	WestCycle Incorporated	women on wheels workshop - westcycle	$	3,850.00
1/11/2024	Western Australian Local Gover	Excess Motor vehicle claim MO0074956 1FM877	$	500.00
1/11/2024	Western Australian Local Gover	Excess Motor Vehicle claim -MO0072751 - 1 DX316	$	500.00
6/11/2024	Western Australian Municipal R	Payroll deductions	$	22.00
26/11/2024	Western Australian Municipal R	Payroll deductions	$	22.00
29/11/2024	Western Irrigation Pty Ltd	Retic Parts	$	10,853.38
1/11/2024	Western Metropolitan Regional	FOGO material - and verge vallet processing and collections	$	76,726.94
29/11/2024	Western Metropolitan Regional	FOGO material - 16.10.24 - 30.10.24	$	36,549.45
15/11/2024	Western Resource Recovery Pty	Empty Grease Trap in cafe BPLC	$	572.00
1/11/2024	Western Resource Recovery Pty	Grease trap maintenance - Loftus Recreation Centre	$	225.37
29/11/2024	Western Resource Recovery Pty	Grease trap maintenance - Charles Veryar	$	225.37
15/11/2024	West-Sure Group Pty Ltd	Cash collection October 2024	$	1,638.62
1/11/2024	West-Sure Group Pty Ltd	Cash collection - September 2024	$	1,259.08
15/11/2024	Westview Builders WA Pty Ltd	Refund of infrastructure bond	$	3,000.00
1/11/2024	WH Location Services Pty Ltd	Locating services - Newcastle st Leederv	$	2,268.04
29/11/2024	Wheelers Books Pty Ltd	Assorted Books for the Library Collections	$	141.36
1/11/2024	Willem Investments Three Pty L	Refund of infrastructure bond	$	1,500.00
29/11/2024	William Buck Consulting (WA) P	Attendance to audit committe meeeting	$	305.00
1/11/2024	Winc Australia Pty Limited	Stationery and office supplies	$	2,117.67
29/11/2024	Winc Australia Pty Limited	Stationery and office supplies	$	1,055.79
15/11/2024	Winc Australia Pty Limited	Stationery and office supplies	$	931.94
1/11/2024	Wisespot Pty Ltd	Refund of infrastructure bond	$	3,000.00
1/11/2024	Woodlands Distributors & Agenc	Supply of Elim scree for brake dispenser	$	181.50
29/11/2024	Worldwide Online Printing Cann	Printing services - Various	$	1,419.00
15/11/2024	Worldwide Online Printing Cann	Printing services : various items	$	1,369.00
1/11/2024	Wow Wipes	Supply anti bacterial wipes for use in gym BPLC	$	2,530.00
15/11/2024	Yolande Gomez	Fitness instructor fee	$	1,210.00
29/11/2024	Yolande Gomez	Fitness instructor fee	$	620.00
1/11/2024	Zegna Pty Ltd	Refund of infrastructure bond	$	10,000.00
1/11/2024	Zenien	Various CCTV attendance works	$	1,270.50
29/11/2024	ZVI Raphael Pty Ltd	Rates Refund	$	567.69
Grand total			**$**	**9,091,467.81**

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Creditors Report - Payments by Direct Debit
01 November 2024 to 30 November 2024

Credit Card Transactions for the Period - 01 November 2024 to 30 November 2024

Card Holder	*Date*	*Payee*	*Description*	*Amount*
CEO	04/11/2024	WANEWSDTI Osborne ParkWA	West Australian Newspaper Subscription - 5/10/24	$ 83.60
	11/11/2024	CPP Convention Centre Perth WA	Parking - CEO Connections Forum	$ 14.13
	21/11/2024	CPP Citiplace PERTH WA	Parking - Public Sector Innovation Council	$ 18.17
				$ 115.90
Manager Marketing and Partnerships				
	01/11/2024	FACEBK *4VBB3EL7R2 fb.me/ads IRL	Facebook advertising	$ 587.41
	04/11/2024	International Transaction fee	Stock music - int'l transaction fee	$ 8.37
	04/11/2024	WWW.ARTLIST.IO 972-544-7364GBR	Stock music subscription	$ 334.81
	06/11/2024	OFFICEWORKS Bentleigh EaAUS	Consultation kit supplies	$ 141.52
	06/11/2024	BUNNINGS 456000 OSBORNE PARK	Cable ties for signage	$ 20.64
	12/11/2024	MAILCHIMP*MISC MAILCHIMP.COGA	E-newsletter platform	$ 753.77
	13/11/2024	TARGET Williams LanAUS	Community Development workshop supplies	$ 40.00
	14/11/2024	International Transaction fee	Website Live Chat - int'l transaction fee	$ 3.77
	14/11/2024	PURE CHAT, INC. A SUB CHESAPEAKE VA	Website Live Chat	$ 150.82
	18/11/2024	International Transaction fee	Form tool - int'l transaction fee	$ 1.66
	18/11/2024	JOTFORM PTY LTD MORTLAKE AUS	Form tool	$ 66.50
	22/11/2024	RED DOT FLOREAT	Community Development event supplies	$ 134.85
	25/11/2024	International Transaction fee	Marketing scheduling tool - int'l transaction fee	$ 23.57
	25/11/2024	ASANA.COM SAN FRANCISCCA	Marketing scheduling tool	$ 942.65
	26/11/2024	TARGET 5043TARGET 5043 MORLEY AUS	Photoshoot supplies	$ 20.00
	27/11/2024	SHUTTERSTOCK IRELAND L Dublin 2 IRL	Stock photo subscription	$ 99.00
	27/11/2024	PAYPAL *SERCUL 4029357733 AUS	Children's reconciliation activity	$ 58.20
				$ 3,387.54
Executive Director Infrastructure & Environment				
	05/11/2024	PUBLIC TRANSPORT AUTHO PERTH	Transport - LGPro Annual Conference	$ 2.40
	06/11/2024	PUBLIC TRANSPORT AUTHO PERTH	Transport - LGPro Annual Conference	$ 2.40
	12/11/2024	PUBLIC TRANSPORT AUTHO PERTH	Transport - LGPro Annual Conference	$ 2.40
	12/11/2024	PUBLIC TRANSPORT AUTHO PERTH	Transport - LGPro Annual Conference	$ 2.40
	14/11/2024	The Beaufort Highgate WA	Refreshments - Garden awards	$ 1,013.48
	19/11/2024	EZI*KARRIDALE HOUSE PT APPLECROSS AUS	Conference accomodation	$ 584.64
	20/11/2024	IPAA MURDOCH WA	Conference and seminars - IPAA awards	$ 3,880.00
	28/11/2024	GLOBAL ROAD SAFETY ADV MELBOURNE VIC	Global Road Safety training	$ 275.00
				$ 5,762.72

Card Holder	*Date*	*Payee*	*Description*	*Amount*
Council Liaison Officer				
	20/11/2024	EXCLUSIVE TROPHIES PERTH	Name plate for EA to Mayor	$ 31.19
				$ 31.19
Branch Librarian				
	12/11/2024	TARGET 5065TARGET 5065 INNALOO AUS	Furniture: Storage tubs for chute room	$ 37.00
	12/11/2024	BUNNINGS 454000 INNALOO	Stationery: Cockroach Baits & Hooks for Storeroom	$ 23.46
	13/11/2024	EZI*ALIA DEAKIN AUS	Learning and Dev: Online Conference	$ 400.00
	13/11/2024	SP JB HI-FI ONLINE SOUTHBANK VIC	USB-C Wall Charger	$ 218.69
	13/11/2024	SP JB HI-FI ONLINE SOUTHBANK VIC	Materials Purchased: Nintendo Switch Games	$ 114.99
	14/11/2024	GOOD GROCER L0030 LEEDERVILLE WA	Adult Programmes: Catering for Seniors Event	$ 110.00
	27/11/2024	QBD BOOKS RICHLANDS	Books supplies	$ 290.87
				$ 1,195.01
Manager ICT				
	04/11/2024	International Transaction fee	Asset Sonar Licensing Int'l tran fee	$ 15.65
	04/11/2024	Asset Sonar	Asset Sonar Licensing	$ 626.15
	04/11/2024	International Transaction fee	Yodeck Digital Signage Int'l tran fee	$ 10.31
	04/11/2024	Yodeck	Yodeck Digital Signage	$ 412.40
	06/11/2024	International Transaction fee	Landis Contact Centre Int'l tran fee	$ 33.56
	06/11/2024	Landis Technologies LL Ephrata PA	Landis Contact Centre	$ 1,342.49
	06/11/2024	International Transaction fee	SendGrid Mail License Int'l tran fee	$ 3.43
	06/11/2024	TWILIO SENDGRID SAN FRANCISCCA	SendGrid Mail Payment	$ 137.22
	08/11/2024	NODEONE GERALDTON WA	Node1 Wireless Internet	$ 228.00
	12/11/2024	MICROSOFT#G066273261 MSBILL.INFO AUS	Microsoft Sentinel security charges	$ 492.41
	19/11/2024	SIMPLYBOOK.ME LIMASSOL NIC	SimplyBookME by Creche	$ 80.00
	20/11/2024	SEC*ACMA BELCONNEN ACT	Payment for ACMA on CCTV	$ 72.00
	20/11/2024	EZI*M2M One Pty Ltd Kensington AUS	Software Licence Fees - Irrigation Payments	$ 493.91
	22/11/2024	JB HI FI FORREST CHA PERTH WA	Mobile charger	$ 79.95
	22/11/2024	CPP Cultural Centre PERTH WA	Parking fee	$ 10.10
				$ 4,037.58
Manager Engineering - Infrastructure & Environment				
	12/11/2024	SQ *ISCHIA RESTAURANT Highgate WA	Gardening Competition Prize	$ 150.00
	12/11/2024	THEBEAUFORT-GI241111NB HIGHGATE WA	Gardening Competition Prize	$ 155.62
	12/11/2024	TAGINE TAPAS GRILL LEEDERVILLE WA	Gardening Competition Prize	$ 100.00
	12/11/2024	MADELEINE241111NB HIGHGATE WA	Gardening Competition Prize	$ 150.00
	12/11/2024	LEREBELLE241111NB MOUNT LAWLEYWA	Gardening Competition Prize	$ 151.99
	12/11/2024	ACQUAESALERIST241111NB NORTH PERTH WA	Gardening Competition Prize	$ 101.99
				$ 809.60

Card Holder	*Date*	*Payee*	*Description*	*Amount*
Procurement and Contracts Officer				
	07/11/2024	ASIC SYDNEY NSW	ASIC Search	$ 10.00
	28/11/2024	LGPLANNERSASSOCIATION DOUBLEVIEW WA	Staff training	$ 200.00
				$ 210.00
Total Corporate Credit Cards				**$ 15,549.54**
Direct Debits				
	01/11/2024	Direct Debit 122033 HP FINANCIAL SER 5678123292AUSS1	HP Financial services	$ 20,621.70
	15/11/2024	Direct Debit 665018 CHG-MERIDIAN Aus 690002624	Parking machine EMV kit Leasing (Jul - Dec 24)	$ 36,410.00
	15/11/2024	Direct Debit 535986 CHG-MERIDIAN Aus 690002625	BPLC Pool clearner leasing	$ 5,285.08
	21/11/2024	Direct Debit 011749 PB Leasing A705692513 CBA 1T	PB leasing	$ 395.83
			Total Leasing	**$ 62,712.61**
Loan Repayments				
	01/11/2024	WA Treasury	WA Treasury	$ 60,916.88
			Total Treasury Corporation	**$ 60,916.88**
Bank Fees and Charges				
	30/11/2024	CBA Fees and charges	CBA Fees and charges	$ 188,687.62
			Bank fees	**$ 188,687.62**
Total Direct Debits including Credit Cards				**$ 327,866.65**

Creditors Report - Payments by Cheque
01/11/2024 to 30/11/2024

Creditor	*Date*	*Payee*	*Description*	*Amount*
00082783	7/11/2024	Department of Transport (BULK REGO)	Registration of vehicle	$ 83.80
00082784	7/11/2024	Petty Cash - Library	Recoup petty cash - Library 07.11.24	$ 397.15
00082785	7/11/2024	Petty Cash - Depot	Recoup petty cash - Depot	$ 197.15
00082786	14/11/2024	Petty Cash - Depot	Recoup petty cash - Depot 14.11.24	$ 196.00
00082787	19/11/2024	Commissioner of State Revenue	Refund ESL Rebate- 14908	$ 697.71
Total Net Cheque Payments				**$ 1,571.81**

CITY OF VINCENT
FUEL CARDS REPORT
FOR THE MONTH OF 30 NOVEMBER 2024

Payee	Date	Total Cost
AMPOL FOODARY CARINE	1/11/2024	63.83
AMPOL FOODARY CARINE	2/11/2024	58.37
AMPOL FOODARY CARINE	16/11/2024	70.70
AMPOL FOODARY DOUBLEVIEW	1/11/2024	115.18
AMPOL FOODARY DOUBLEVIEW	20/11/2024	117.14
AMPOL FOODARY EAST PERTH	1/11/2024	120.09
AMPOL FOODARY EAST PERTH	01/11/2024	111.54
AMPOL FOODARY EAST PERTH	19/11/2024	570.05
AMPOL FOODARY EAST PERTH	22/11/2024	181.90
AMPOL FOODARY EAST PERTH	21/11/2024	365.79
AMPOL FOODARY EAST PERTH	8/11/2024	187.81
AMPOL FOODARY EAST PERTH	20/11/2024	271.02
AMPOL FOODARY EAST PERTH	5/11/2024	143.14
AMPOL FOODARY EAST PERTH	6/11/2024	219.08
AMPOL FOODARY EAST PERTH	14/11/2024	286.90
AMPOL FOODARY EAST PERTH	7/11/2024	76.71
AMPOL FOODARY EAST PERTH	25/11/2024	93.33
AMPOL FOODARY EAST PERTH	29/11/2024	116.42
AMPOL FOODARY EAST PERTH	12/11/2024	327.32
AMPOL FOODARY EAST PERTH	15/11/2024	495.16
AMPOL FOODARY EAST PERTH	18/11/2024	103.70
AMPOL FOODARY EAST PERTH	27/11/2024	105.42
AMPOL FOODARY EAST PERTH	28/11/2024	279.51
AMPOL FOODARY EAST PERTH	11/11/2024	177.06
AMPOL FOODARY EAST PERTH	26/11/2024	463.73
AMPOL FOODARY EAST PERTH	4/11/2024	259.56
AMPOL FOODARY EAST PERTH	2/11/2024	47.81
AMPOL FOODARY EAST PERTH	10/11/2024	108.34
AMPOL FOODARY EAST PERTH	16/11/2024	36.63
AMPOL FOODARY EAST PERTH	23/11/2024	46.68
AMPOL FOODARY ERSKINE	17/11/2024	38.02
AMPOL FOODARY GLENDALOUGH	1/11/2024	270.54
AMPOL FOODARY GLENDALOUGH	01/11/2024	463.42
AMPOL FOODARY GLENDALOUGH	19/11/2024	545.56
AMPOL FOODARY GLENDALOUGH	22/11/2024	518.92
AMPOL FOODARY GLENDALOUGH	9/11/2024	131.42
AMPOL FOODARY GLENDALOUGH	21/11/2024	213.31
AMPOL FOODARY GLENDALOUGH	8/11/2024	591.32
AMPOL FOODARY GLENDALOUGH	13/11/2024	209.30
AMPOL FOODARY GLENDALOUGH	20/11/2024	477.85
AMPOL FOODARY GLENDALOUGH	5/11/2024	492.64
AMPOL FOODARY GLENDALOUGH	6/11/2024	847.44
AMPOL FOODARY GLENDALOUGH	14/11/2024	725.93
AMPOL FOODARY GLENDALOUGH	3/11/2024	205.87
AMPOL FOODARY GLENDALOUGH	7/11/2024	182.80
AMPOL FOODARY GLENDALOUGH	25/11/2024	500.25
AMPOL FOODARY GLENDALOUGH	29/11/2024	296.13
AMPOL FOODARY GLENDALOUGH	12/11/2024	466.90
AMPOL FOODARY GLENDALOUGH	15/11/2024	382.44
AMPOL FOODARY GLENDALOUGH	18/11/2024	240.53
AMPOL FOODARY GLENDALOUGH	27/11/2024	326.91
AMPOL FOODARY GLENDALOUGH	28/11/2024	291.67
AMPOL FOODARY GLENDALOUGH	11/11/2024	212.57
AMPOL FOODARY GLENDALOUGH	26/11/2024	516.84
AMPOL FOODARY GLENDALOUGH	4/11/2024	288.09
AMPOL FOODARY GLENDALOUGH	10/11/2024	47.24
AMPOL FOODARY GREENFIELDS	3/11/2024	44.77

AMPOL FOODARY JOONDALUP	29/11/2024	213.52
AMPOL FOODARY JOONDALUP	15/11/2024	95.61
AMPOL FOODARY KINGSLEY	30/11/2024	52.87
AMPOL FOODARY LEEDERVILLE	01/11/2024	313.84
AMPOL FOODARY LEEDERVILLE	19/11/2024	510.01
AMPOL FOODARY LEEDERVILLE	22/11/2024	165.99
AMPOL FOODARY LEEDERVILLE	9/11/2024	87.37
AMPOL FOODARY LEEDERVILLE	21/11/2024	629.74
AMPOL FOODARY LEEDERVILLE	8/11/2024	451.46
AMPOL FOODARY LEEDERVILLE	13/11/2024	316.95
AMPOL FOODARY LEEDERVILLE	20/11/2024	881.88
AMPOL FOODARY LEEDERVILLE	5/11/2024	486.23
AMPOL FOODARY LEEDERVILLE	6/11/2024	502.17
AMPOL FOODARY LEEDERVILLE	14/11/2024	301.16
AMPOL FOODARY LEEDERVILLE	7/11/2024	199.03
AMPOL FOODARY LEEDERVILLE	17/11/2024	101.28
AMPOL FOODARY LEEDERVILLE	25/11/2024	169.70
AMPOL FOODARY LEEDERVILLE	29/11/2024	271.02
AMPOL FOODARY LEEDERVILLE	12/11/2024	497.91
AMPOL FOODARY LEEDERVILLE	15/11/2024	518.42
AMPOL FOODARY LEEDERVILLE	18/11/2024	106.96
AMPOL FOODARY LEEDERVILLE	27/11/2024	686.35
AMPOL FOODARY LEEDERVILLE	28/11/2024	560.80
AMPOL FOODARY LEEDERVILLE	11/11/2024	634.12
AMPOL FOODARY LEEDERVILLE	26/11/2024	297.23
AMPOL FOODARY LEEDERVILLE	4/11/2024	491.14
AMPOL FOODARY LEEDERVILLE	2/11/2024	69.02
AMPOL FOODARY LEEDERVILLE	10/11/2024	99.19
AMPOL FOODARY MOUNT LAWLEY (INGLEWOOD)	21/11/2024	187.81
AMPOL FOODARY MOUNT LAWLEY (INGLEWOOD)	24/11/2024	72.91
AMPOL FOODARY SUBIACO	1/11/2024	97.31
AMPOL FOODARY SUBIACO	28/11/2024	97.24
EG AMPOL 94240 OSBORNE PARK	22/11/2024	85.86
EG AMPOL 94240 OSBORNE PARK	11/11/2024	55.82
EG AMPOL 94243 GREENWOOD	14/11/2024	68.03
EG AMPOL 94243 GREENWOOD	28/11/2024	71.94
EG AMPOL 94243 GREENWOOD	16/11/2024	63.56
AMPOL FOODARY ASCOT	5/11/2024	56.07
AMPOL FOODARY NORTHLANDS - BALCATTA	19/11/2024	93.59
AMPOL FOODARY NORTHLANDS - BALCATTA	22/11/2024	75.66
AMPOL FOODARY NORTHLANDS - BALCATTA	5/11/2024	83.97
AMPOL FOODARY NORTHLANDS - BALCATTA	14/11/2024	72.61
AMPOL FOODARY NORTHLANDS - BALCATTA	29/11/2024	75.61
AMPOL FOODARY NEDLANDS	14/11/2024	63.11
AMPOL FOODARY NEDLANDS	24/11/2024	61.59
EG FUELCO 94275 MANDURAH FRM	25/11/2024	69.45
AMPOL FOODARY KARRINYUP	26/11/2024	66.61
EG AMPOL 94215 WHITFORDS	17/11/2024	76.37
AMPOL FOODARY COCKBURN CENTRAL JANDAKOT	15/11/2024	110.56
EG AMPOL 94203 BALLAJURA	18/11/2024	56.11
EG AMPOL 94203 BALLAJURA	11/11/2024	62.44
EG AMPOL 94203 BALLAJURA	26/11/2024	46.63
EG AMPOL 94228 MIRRABOOKA	29/11/2024	47.19
AMPOL FOODARY MALAGA	4/11/2024	101.34
AMPOL FOODARY BEECHBORO	12/11/2024	128.45
AMPOL FOODARY GELORUP	11/11/2024	40.88
AMPOL FOODARY BUTLER S/STN	01/11/2024	67.61
AMPOL FOODARY BUTLER S/STN	15/11/2024	72.09
AMPOL FOODARY APPLECROSS	8/11/2024	31.68
Grand Total		27,219.67

11.4 AUTHORISATION OF EXPENDITURE FOR THE PERIOD 01 DECEMBER 2024 TO 31 DECEMBER 2024

Attachments:

1. **December 2024 - Payments by EFT and Payroll**
2. **December 2024 - Payments by Direct Debits**
3. **December 2024 - Payments by Cheques**
4. **December 2024 - Payments by Fuel Cards**

Recommendation:

That Council RECEIVES the list of accounts paid under delegated authority for the period 01 December 2024 to 31 December 2024 as detailed in Attachments 1, 2, 3 and 4 as summarised below:

EFT payments, including payroll	**$9,572,461.4**
Cheques	**$860.3**
Direct debits, including credit cards	**$176,830.8**
Total payments for December 2024	**$9,750,152.7**

PURPOSE OF REPORT:

To present to Council the list of expenditure and accounts paid for the period 01 December 2024 to 31 December 2024.

DELEGATION:

Regulation 13(1) and (3) of the *Local Government (Financial Management) Regulations 1996 requires that a list of accounts A list prepared under sub regulation (1) is to be presented to Council at the next ordinary meeting of Council after the list is prepared.*

BACKGROUND:

Council has delegated to the Chief Executive Officer (Delegation No. 2.2.18) the power to make payments from the City's Municipal and Trust funds.

In accordance with *Regulation 13(1)* of the *Local Government (Financial Management) Regulations 1996* a list of accounts paid by the Chief Executive Officer is to be provided to Council, where such delegation is made.

The list of accounts paid must be recorded in the minutes of the Council Meeting.

DETAILS:

The Schedule of Accounts paid for the period 01 December 2024 to 31 December 2024, covers the following:

FUND	CHEQUE NUMBERS/ BATCH NUMBER	AMOUNT
Municipal Account (Attachment 1, 2 and 3)		
EFT Payments	3141-3153	$7,163,660.08
Payroll by Direct Credit	December 2024	$2,408,801.41
Sub Total		**$9,572,461.52**

FUND	CHEQUE NUMBERS/ BATCH NUMBER	AMOUNT
Cheques		
Cheques	82788-82791	$860.35
Sub Total		**$860.35**
Direct Debits (including Credit Cards)		
Lease Fees		$21,017.53
Loan Repayments		$114,782.73
Bank Charges – CBA		$24,997.70
Credit Cards		$16,032.93
Sub Total		**$176,830.89**
Total Payments		**$9,750,152.73**

CONSULTATION/ADVERTISING:

Not applicable.

LEGAL/POLICY:

Regulation 12(1) and (2) of the *Local Government (Financial Management) Regulations 1996:*

"12. Payments from municipal fund or trust fund, restrictions on making

(1) A payment may only be made from the municipal fund or the trust fund —

- *if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or*
- *otherwise, if the payment is authorised in advance by a resolution of Council.*

(2) Council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to Council."

Regulation 13(1) and (3) of the *Local Government (Financial Management) Regulations 1996:*

"13. Lists of Accounts

(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared –

- *the payee's name;*
- *the amount of the payment;*
- *the date of the payment; and*
- *sufficient information to identify the transaction.*

(2) A list prepared under sub regulation (1) is to be —

- *presented to Council at the next ordinary meeting of Council after the list is prepared; and*
- *recorded in the minutes of that meeting."*

RISK MANAGEMENT IMPLICATIONS

Low: Management systems are in place that establish satisfactory controls, supported by the internal and external audit functions. Financial reporting to Council increases transparency and accountability.

STRATEGIC IMPLICATIONS:

This is in keeping with the City's *Strategic Community Plan 2022-2032*:

Innovative and Accountable

Our resources and assets are planned and managed in an efficient and sustainable manner.

Our community is aware of what we are doing and how we are meeting our goals.

Our community is satisfied with the service we provide.

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

Expenditure covered in this report includes various projects, programs, services and initiatives that contribute to protecting/enhancing the City's built and natural environment and to improving resource efficiency.

PUBLIC HEALTH IMPLICATIONS:

Expenditure covered in this report includes various projects, programs and services that contribute to the priority health outcomes within the City's *Public Health Plan 2020-2025*.

FINANCIAL/BUDGET IMPLICATIONS:

All municipal fund expenditure included in the list of payments is in accordance with Council's annual budget.

Authorisation of Expenditure for the Period December 2024
Payment by EFT and Payroll
(Payee A-Z)

ıyment Date	Payee	DESCRIPTION		AMOUNT
13/12/2024	Aaron Griffiths	Reimbursement for - staff recognition award	$	200.00
19/12/2024	ABC	Asphalt supplies	$	26,070.00
13/12/2024	Acurix Networks Pty Ltd	Leedervilleville wifi services -December 2024	$	1,503.70
13/12/2024	Adelphi Tailoring Company	Uniform supplies	$	220.00
19/12/2024	Advanced Spatial Technologies	Prepaid Auto cad subscription renewal	$	35,513.50
13/12/2024	Advancetag Pty Ltd	Security tags for retail store	$	192.50
19/12/2024	Afgri Equipment Australia Pty	Heavy Fleet Replacement Program 2024/2025	$	120,890.00
19/12/2024	Afgri Equipment Australia Pty	P5053 Mower blades	$	212.12
13/12/2024	Alchemy Saunas Pty Ltd	Monthly rental fee for 2 saunas BPLC	$	2,860.00
19/12/2024	Alerton Australia	Maintenance contract - September 2024	$	1,919.96
13/12/2024	Alexandra Castle	Meeting allowance and Deputy Mayoral allowance - December 2024	$	3,522.92
19/12/2024	Alinta Sales Pty Ltd	Utilitiy charges - various locations	$	49.45
13/12/2024	Alison Austin	Fitness instructor fee	$	585.00
13/12/2024	Alison Xamon	Meeting allowance & Mayor allowance - December 2024	$	8,521.50
19/12/2024	Alison Xamon	Reimbursement for Mileage 27.08.24 to 17.11.24	$	98.56
13/12/2024	Allflow Industrial Australia P	Service oil/water separator	$	401.50
19/12/2024	Allstate Kerbing	Kerbing services - various locations	$	23,542.88
13/12/2024	Alsco Pty Ltd	Monthly mat changeover at BPLC	$	1,017.06
13/12/2024	Amelia Ikin	Refund of part membership fee - BPLC	$	460.02
13/12/2024	Ampol Australia Petroleum Pty	Fuel and Oil - November 2024	$	27,219.67
19/12/2024	AMS Technology Group Pty Ltd	Service - Spa boiler repairs BPLC	$	800.25
13/12/2024	Anna Cappelletta	Fitness instructor fee	$	1,615.00
19/12/2024	Anna Cappelletta	Fitness instructor fee	$	1,615.00
19/12/2024	AO Lets Go Poster Distribution	A0 Color posters	$	1,254.00
13/12/2024	APARC Pty Ltd	LHC - Sensors - November 2024	$	1,062.57
13/12/2024	APOD Pty Ltd	Litis Stadium Changeroom Renewal - Cont	$	3,798.39
19/12/2024	Aquagem Enterprises Pty Ltd	Refund of infrastructure bond	$	3,000.00
19/12/2024	Aqueo Import & Distribution Pt	Stock for resale in Retail Store	$	7,325.34
19/12/2024	Arbor Consulting	Tree mapping and assessments	$	19,937.50
13/12/2024	Arbor Consulting	Arboricultural services - various locations	$	396.00
19/12/2024	Arbor West Pty Ltd	Powerline pruning	$	81,334.00
19/12/2024	ARMA Group Holdings Pty Ltd	2024/2025 Professional Fee - Debt recovery	$	8,985.35
19/12/2024	Arthur D Riley & Co Pty Ltd	ADR Monthly support TicketOr2 Licensing	$	4,729.16
13/12/2024	Ashlee La Fontaine	Meeting attendance fee - December 2024	$	2,094.75
13/12/2024	Ashley Wallace	Meeting attendance fee - December 2024	$	2,094.75
13/12/2024	Ashlyn Koh	Rates Refund	$	411.82
19/12/2024	Asphaltech Pty Ltd	Asphalt supplies	$	34,043.84
13/12/2024	Ata A Jafar	Refund of part membership fee BPLC	$	277.05
19/12/2024	ATI-Mirage Training and Busine	Staff training	$	1,767.15
19/12/2024	Australia Post	Supply period ending November 2024	$	412.30
19/12/2024	Australian Coffee Connection	Coffee cart for Admim foyer works	$	638.00
19/12/2024	Australian HVAC Services	Air-conditioning maintenance - various locations	$	46,801.10
13/12/2024	Australian HVAC Services	Air-conditioning maintenance - various locations	$	10,297.93
13/12/2024	Australian Institute of Compan	Company Directors Course Cr Nicole Woolf	$	9,300.00
13/12/2024	Australian Institute of Manage	Staff training	$	2,902.00
19/12/2024	Australian Institute of Manage	Staff training	$	1,834.00
4/12/2024	Australian Services Union	Payroll deductions	$	159.00
19/12/2024	Australian Taxation Department	Payroll deductions	$	233,579.00
4/12/2024	Australian Taxation Department	Payroll deductions	$	231,531.00
19/12/2024	Award Irrigation Pty Ltd	Locating services- Bulwer St	$	1,567.50
19/12/2024	Balshaws Florist	Community Development Thank You Hampers & Table arrangements	$	1,043.00
19/12/2024	Belgravia Health & Leisure Gro	Catering for Evacuation Centre Training	$	324.50
13/12/2024	Benedict Alfred Taylor	Welcome to Country - Robertson Park	$	800.00
19/12/2024	Bing Technologies Pty Ltd	Printing and photocopying - November 2024	$	20,227.17
19/12/2024	Bladerunner Trust	Bobcat Hire	$	4,020.50
13/12/2024	Bladon WA	Paper Gift Bags with City of Vincent Log	$	1,067.00
19/12/2024	Bladon WA	Xlarge paper Gift Bags - City of Vincent	$	693.00
13/12/2024	Bladon WA	AGM 2024 Branded Coloured Pencils	$	363.00
19/12/2024	Blue Heeler Trading	42 polos community development	$	1,104.18
19/12/2024	Boc Gases Australia Limited	Supply Co2 beverage	$	743.00
13/12/2024	Boc Gases Australia Limited	Supply 1st aid medical oxygen	$	117.30
19/12/2024	Bolinda Digital Pty Ltd	Assorted Digital Resources for E-Library	$	2,094.84
19/12/2024	Boya Equipment Pty Ltd	MPP303 - SILVAN TR25-2 20L UPRIGHT TROLL	$	945.00

19/12/2024	Briskleen Supplies	Supply Toiletry and Cleaning Supplies BPLC	$	3,537.80
13/12/2024	Briskleen Supplies	Monthly changeover of sanitary and nappy	$	1,493.68
13/12/2024	Broomstick Prod & Cold Crankin	microphone windsocks (pack of 10)	$	45.00
19/12/2024	Bunnings Group Limited	Hardware supplies	$	1,746.42
13/12/2024	Bunnings Group Limited	Hardware supplies	$	1,495.25
13/12/2024	C & M Vasquez	Donation - Matlock St Christmas Party 2025	$	300.00
19/12/2024	C G Mullaney	Rates Refund	$	2,000.00
19/12/2024	C&K Catalano Pty Ltd	Reimbursement -Electricity	$	671.04
19/12/2024	c2pr Group Pty Ltd	C2PR INV-0062 CoV Defender Migration	$	17,138.00
19/12/2024	CA AND PR CHARLESTON	Sullivan Logistics Stadium 16 x Mesh Ban	$	6,479.00
13/12/2024	CA AND PR CHARLESTON	Printing Services - Various	$	3,729.00
19/12/2024	Call Associates Pty Ltd	Afterhours call service - November 2024	$	1,767.32
19/12/2024	Caroline M Harper	Crossover subsidy : 147 Coogee St Mt Haw	$	535.00
19/12/2024	Caterlink	Supply Pizza Oven	$	6,506.50
19/12/2024	Catherine Kosick	Reimbursement for BPLC expenses	$	166.00
13/12/2024	Catherine Kosick	Reimbursement for BPLC expenses	$	95.35
19/12/2024	Champion Music	Musician for Thank a Volunteer - 06.12.24	$	363.00
13/12/2024	Ching Man Lee	Reimbursement for BPLC expenses	$	59.00
19/12/2024	Choiceone Pty Ltd	Hire of agency staff	$	50,198.05
13/12/2024	Choiceone Pty Ltd	Hire of agency staff	$	12,713.07
19/12/2024	Christou Design Group Pty Ltd	DRP advice	$	720.00
19/12/2024	City Of Perth	Building Archive Retrievals November 2024	$	137.45
19/12/2024	City of South Perth Municipal	Impound Fees for cats & dog fees November 2024	$	423.28
19/12/2024	City of Stirling	Processing & disposal of Green Waste, Meals on Wheels November 2024	$	938.44
13/12/2024	City of Stirling	Delivered meal subsidies for August 2024	$	335.22
3/12/2024	City of Vincent	November 2024 - Superannuation	$	328,349.98
5/12/2024	City of Vincent	Delighted platform - Customer satisfaction Survey	$	4,354.45
19/12/2024	City of Vincent	Payroll deductions	$	1,011.94
4/12/2024	City of Vincent	Payroll deductions	$	958.68
19/12/2024	City of Vincent Social Club	Payroll deductions	$	456.00
4/12/2024	City of Vincent Social Club	Payroll deductions	$	452.00
13/12/2024	Civica Pty Ltd	Milestone 2 Project initiation	$	5,764.00
19/12/2024	Civica Pty Ltd	Milestone 3 Project initiation	$	5,764.00
13/12/2024	Civil Engineering Assignments	Assist with Designs and Drafting	$	2,041.88
19/12/2024	Civil Engineering Assignments	Assist with Designs and Drafting	$	1,930.50
13/12/2024	Civil Sciences and Engineering	HGL drainage calculations	$	5,940.00
13/12/2024	Claudia Scalisi	Fitness instructor fee	$	140.00
19/12/2024	Claudia Scalisi	Fitness instructor fee	$	140.00
19/12/2024	Coates Hire Operations Pty Ltd	Hire Plant and Machinery	$	7,285.05
19/12/2024	Cobblestone Concrete Pty Ltd	Concret repairs - various locations	$	26,505.68
13/12/2024	Colin Dickson and Francesca Ne	Fitness instructor fee	$	65.00
19/12/2024	Colombian Association of Weste	Event Sponsorship 2024/25 -Dec 2024	$	1,000.00
19/12/2024	Comex Civil	East Power Station - General landscape & Pick up 15 tonne of road base	$	14,821.40
19/12/2024	Commercial Aquatics Australia	Annual service spa UV unit.	$	16,346.00
13/12/2024	Commercial Aquatics Australia	Water Treatment at BPLC	$	594.00
19/12/2024	Complete Metal Recycling	Waste Disposal - Nitrous Oxide Cannister	$	220.00
19/12/2024	Compu-Stor	Off-site Storage and Digitisation	$	297.06
19/12/2024	Contra-Flow Pty Ltd	Traffic management - various locations	$	72,117.01
13/12/2024	Contra-Flow Pty Ltd	Traffic management - various locations	$	23,636.04
19/12/2024	Corsign WA	Supply of signs	$	24,660.50
19/12/2024	Cromag Pty Ltd t/as Sigma Telf	Supply of pool chemicals for BPLC	$	7,318.85
13/12/2024	Cromag Pty Ltd t/as Sigma Telf	Supply of pool chemicals for BPLC	$	3,410.83
19/12/2024	CSE Crosscom Pty Ltd	P3524 Fit 2-way system into cab	$	1,133.66
19/12/2024	CTI Security Services Pty Ltd	Prepaid alarm monitor - various locations	$	233.34
19/12/2024	CVP Electrical Co	Replace faulty VSDF fan	$	879.12
19/12/2024	CW & SC Dearman	Ftiness instructor fee	$	130.00
19/12/2024	Dalin Electrical Controls	Replace level sensor probe	$	3,816.57
13/12/2024	Daniel Bullen	Fitness instructor fee	$	3,320.00
19/12/2024	Daniela Toffali	Fitness instructor fee	$	700.00
13/12/2024	DAPTH	Sharepoint T & M - Ref Invoice 20241384	$	8,140.00
19/12/2024	DAPTH	ICT vintranet page	$	1,628.00
13/12/2024	Department of Mines, Industry	Levy collection fee (45 forms) November 2024	$	14,089.78
13/12/2024	Department of Planning Lands a	DAP form	$	17,712.00
4/12/2024	Department of Social Serivces	Payroll deductions	$	1,194.82
19/12/2024	Department of Social Serivces	Payroll deductions	$	1,019.15
19/12/2024	Design Right	Budget estimate for Men's shed	$	935.00
19/12/2024	Devco Builders	Maintenance and repairs - Admin	$	12,741.59
13/12/2024	Devco Builders	Maintenance and repairs- Harold Street	$	9,746.00

13/12/2024	Devco Builders	Maintenance and repairs - BPLC	$	7,910.34
13/12/2024	Devco Builders	Maintenance and repairs - Charles Veryard	$	7,174.24
13/12/2024	Devco Builders	Maintenance and repairs - North Perth	$	5,593.50
13/12/2024	Devco Builders	Maintenance and repairs - Robertson Park	$	4,895.00
13/12/2024	Devco Builders	Maintenance and repairs - Woodville Pavi	$	4,323.00
13/12/2024	Devco Builders	Maintenance and repairs - Beaufort St	$	3,692.98
13/12/2024	Devco Builders	Maintenance and repairs -Shopping Precint	$	2,640.00
13/12/2024	Devco Builders	Maintenance and repairs - Mt Hawthorn	$	2,219.25
13/12/2024	Devco Builders	Maintenance and repairs - Admin Building	$	1,108.80
13/12/2024	Devco Builders	Maintenance and repairs - The Mezz Shopp	$	242.53
19/12/2024	Diplomatik Pty Ltd	Hire of agency staff	$	7,876.28
19/12/2024	Dismantle Main Account	Main arterial roads mowing, Laneway Clearing , Seniors verge mowers	$	12,034.00
19/12/2024	Diverseco	P3527 Calibate Scales 16/10/2024	$	778.25
19/12/2024	Duncan Charles Phillips	GIS Consulting Services	$	4,930.00
13/12/2024	Duncan Charles Phillips	GIS Consulting Services	$	4,080.00
13/12/2024	Eamco Pty Ltd t/as EOS Electri	Electrical services - various locations	$	16,942.25
19/12/2024	Eamco Pty Ltd t/as EOS Electri	Electrical services - various locations	$	7,623.16
13/12/2024	Eclipse Soils Pty Ltd	Supply of Mulch	$	6,336.00
13/12/2024	Educational Art Supplies	Library supplies	$	172.60
19/12/2024	Elaine Clucas	Public Health Planning Workshop	$	3,267.00
19/12/2024	Element Advisory Pty Ltd	DRP advice	$	440.00
13/12/2024	Elite Pool Cover Holdings Pty	Supply and install gearbox	$	1,068.00
19/12/2024	Elli Kaspi (Shakshuka)	Staff Christmas Party - Catering	$	3,960.00
19/12/2024	Emily Readman	Author Talk - Emily Readman Library Event	$	325.00
19/12/2024	Enviroblast Cannington	High Pressure tidy bin frames -November 2024	$	1,663.50
13/12/2024	ER NG Woolf	Meeting attendance fee - December 2024	$	2,094.75
4/12/2024	ES Vincent	Payroll deductions	$	6,099.25
19/12/2024	ES Vincent	Payroll deductions	$	6,099.25
19/12/2024	Extreme Marquees Pty Ltd	Roof 3m x 6m Poly blue	$	599.00
13/12/2024	Fastwork Investments Pty Ltd t	Rates Refund	$	440.20
13/12/2024	Finestone Investments Pty Ltd	Plumbing services - various locations	$	15,008.82
19/12/2024	Finestone Investments Pty Ltd	Plumbing services - various locations	$	2,858.09
13/12/2024	Fire And Emergency Services Au	2024/2025 ESLB 2nd Qtr contribution	$	2,470,874.23
19/12/2024	Flex Fitness Equipment	Supply of fitness equipment - BPLC	$	72.81
19/12/2024	Flexi Staff Group Pty Ltd	Hire of agency staff	$	27,308.31
19/12/2024	Flick Anticimex Pty Ltd	Pest Control services - various locations	$	4,826.01
13/12/2024	Flick Anticimex Pty Ltd	Pest control services - 21 Auckland Stre	$	132.00
19/12/2024	Focus Networks	Software as a Service , Monthly MPS service and Audit	$	44,701.50
13/12/2024	Focus Networks	Focus Networks Additional Project Block & Monthly Subcription	$	24,927.90
19/12/2024	Focus Networks	Managed firewall services	$	1,871.10
19/12/2024	Fortis Security Pty Ltd	Admin building - Stage 3 Foyer accessibility & Loftus Library Relocation	$	9,188.06
19/12/2024	FVS Fire Pty Ltd	Fire equipment maintenance - BPLC	$	2,572.06
13/12/2024	G Sebestin	Refund of part membership fee - BPLC	$	798.31
19/12/2024	Gabrielle Hinchliffe	Reward and recognition -Library	$	115.40
19/12/2024	Go Doors Pty Ltd	Auto door maintenance - Admin	$	926.20
19/12/2024	Goldpin Corporation Pty Ltd	Equipment Maintenance Keiser Bikes & Gym	$	587.48
13/12/2024	Grace Konle	Refund of part membership fee - BPLC	$	395.49
19/12/2024	Greenwood Party Hire	Green wood Party Hire - Thank A Voluntee	$	475.00
13/12/2024	Hannah Ellwood	Reimbursements Fuel and Leaving Card & Parking	$	103.37
13/12/2024	Hartori Homes	Refund of infrastructure bond	$	1,500.00
19/12/2024	Haylett - Petty Group Pty Ltd	Public Health Planning Workshop	$	373.00
13/12/2024	Hays Personnel Services (Austr	Hire of agency staff	$	13,661.98
19/12/2024	Hays Personnel Services (Austr	Hire of agency staff	$	4,933.68
4/12/2024	Health Insurance Fund of Austr	Payroll deductions	$	201.85
19/12/2024	Health Insurance Fund of Austr	Payroll deductions	$	201.85
13/12/2024	Heat Exchangers WA Pty Ltd	Investigate heat exchange blockage BPLC	$	759.00
19/12/2024	Henry Clarke	Staff Christmas Function 2024	$	550.00
19/12/2024	Here Property Trust Account	Rates Refund	$	2,952.62
19/12/2024	HiDrive Group Pty Ltd	Supply and fit accessories	$	1,039.16
19/12/2024	Hire Society	Chair Hire for Thank a Volunteer Garden	$	673.87
19/12/2024	Hoskins Investments Pty Ltd	Admin Building - Accessibility upgrades	$	77,279.32
13/12/2024	Hoskins Investments Pty Ltd	Admin Building - Accessibility upgrades	$	399.30
13/12/2024	iAM Omni Holdings Pty Ltd	OMNI Asset Management software	$	10,956.00
13/12/2024	Ian Russo Jenelle Russo	Dec 2024 AGM - JRS Singers	$	580.00
19/12/2024	Insight Enterprises Australia	Insight Enterprises Invoice #100483984 A	$	278.17
19/12/2024	Interia Design Pty Ltd ATF Cra	Supply x x Matrix Sit Stand Desk, Rapido	$	4,268.00
13/12/2024	J Blackwood & Son Ltd	Hardware supplies	$	2,677.59
19/12/2024	J Blackwood & Son Ltd	Brow Shield With Visor	$	391.05

13/12/2024	Jackson McDonald General Accou	Legal Advice Hanson Concrete Relocation	$	5,439.26
19/12/2024	Jackson McDonald General Accou	Legal fees	$	1,121.10
13/12/2024	James Chung	Fitness instructor fee	$	360.00
13/12/2024	Janet Verburg	Fitness instructor fee	$	1,580.00
19/12/2024	Jason Edmiston	Payment for crossover subsidy	$	585.00
13/12/2024	JB Hi Fi Limited	Phones for Rangers	$	16,769.58
13/12/2024	Jonathan Hallett	Meeting attendance fee - December 2024	$	2,094.75
19/12/2024	Judith Forrest	Maintenance works to public artwork	$	517.00
19/12/2024	K&L Gates Office Account	Legal services for Leederville Carpark Redvelopments	$	3,146.00
19/12/2024	K.S.Black Pty Limited	Bore/pump maintenance various locations	$	16,610.00
13/12/2024	K.S.Black Pty Limited	Bore/pump maintenance - Banks Res	$	3,432.00
13/12/2024	Ka Chi Tung	Refund of part membership fee - BPLC	$	451.00
19/12/2024	Karsen Reynolds	Reimbursement for team building expenses	$	62.00
19/12/2024	Karsen Reynolds	Reimbursement for travel to IPAA WA Awar	$	21.56
13/12/2024	Kasse M McCummiskey	Fitness instructor fee	$	65.00
13/12/2024	Katherine Larcombe	Reimbursement for BPLC expenses	$	143.50
13/12/2024	Kayleigh Peace	Fitnes instructor fee	$	130.00
19/12/2024	Kevin Concha	Reimbursement for staff sundowner event	$	518.24
19/12/2024	Kingsway Bay Pty Ltd	Zoggs stock for sale in retail shop	$	23,308.45
19/12/2024	Kleen West Distributors	Write off 20L graffiti remover	$	1,729.20
19/12/2024	Klopper & Davis Architects	DRP advice	$	825.00
19/12/2024	KMart Online	Various items for Creche School Holidays & storage containers - BPLC	$	447.25
19/12/2024	Komatsu Australia Pty Ltd	P3009 - Loader Service	$	4,584.33
13/12/2024	Kone Elevators Pty Ltd	Lift maintenance - various locations	$	2,493.12
19/12/2024	Konica Minolta Business Soluti	Printing Services - Various	$	1,879.13
19/12/2024	L Factor & S Leitmann	Rates Refund	$	490.80
19/12/2024	Lake Grace Property Trust	Rates Refund	$	437.91
19/12/2024	Lakes Security Pty Ltd	Electronic Strike and card reader Server	$	1,265.00
19/12/2024	Landmark Operations Limited	Fertilizer supplies	$	10,120.00
19/12/2024	Laura & Hans Andersen	Installation of the Spirit of Christmas	$	2,420.00
19/12/2024	Leo Heaney Pty Ltd	Street Tree Planting & Watering - Adopt verges	$	43,527.00
13/12/2024	Les Mills	Les Mills Music License Fees December 2024	$	1,410.89
19/12/2024	Line Marking Specialists	Line marking services - various locations	$	11,891.44
19/12/2024	Liveable Group Pty Ltd	Tree pruning & removal services - various locations	$	88,046.18
13/12/2024	Liveable Group Pty Ltd	Tree pruning & removal services Beatty	$	1,248.50
13/12/2024	Living Turf	Supply and application of sportsground f	$	1,871.10
19/12/2024	LIZO Pty Ltd	Hedge Clippers Wavy Blade	$	99.95
19/12/2024	LKD Building Supplies Pty Ltd	Refund of infrastructure bond	$	1,000.00
19/12/2024	LKS Constructions (WA) Pty Ltd	Beatty Park Leisure Centre - indoor pool	$	106,419.04
13/12/2024	LKS Constructions (WA) Pty Ltd	Indoor pool change room renewal - BPLC	$	4,089.80
19/12/2024	Local Government Professionals	Inhouse Ignite event 14.11.24	$	17,974.00
19/12/2024	Local Government Professionals	Training course	$	1,100.00
13/12/2024	Local Government Professionals	Attendance at the Age-Friendly Conferenc	$	850.00
13/12/2024	Luke McGuirk	Reimbursement for parking at Main Roads & Course fee 50%	$	1,246.55
13/12/2024	Luna Palace Joint Venture	Popcorn and Drink for International Day	$	313.50
13/12/2024	M F Sadiiki	Rates Refund	$	416.41
19/12/2024	Mackay Urban Design	DRP advice	$	825.00
19/12/2024	Main Roads Operating	Blackspot project - various locations	$	9,487.49
13/12/2024	Main Roads Operating	SBR/Brady Street intersection Reinstall	$	3,691.83
19/12/2024	Major Motors Pty Ltd	Purchase of new vehicle	$	543,909.17
19/12/2024	Major Motors Pty Ltd	Service and maintenance	$	1,746.57
13/12/2024	Major Motors Pty Ltd	P3266 Install reversing camera - Mowing	$	1,292.93
19/12/2024	Maneesha Free	Entertainment stall for Young Makers	$	830.00
13/12/2024	Margaret Davies	Gift Making Workshop - 23 November 2024	$	700.00
19/12/2024	Market Creations Agency Pty Lt	web development - Time table customisation	$	1,623.60
13/12/2024	Market Creations Agency Pty Lt	website development - BPLC	$	1,239.70
19/12/2024	Marshall Beattie Pty Ltd	Control panel front entry gates	$	4,469.52
19/12/2024	Mary Slater	Fitness instructor fee	$	350.00
13/12/2024	Mary Slater	Fitness instructor fee	$	140.00
19/12/2024	Max Wax Auto Detailing	Car detailing	$	82.50
19/12/2024	Maxima Group Training	Work experience students payment	$	835.99
19/12/2024	McLeods Lawyers	Legal fees	$	10,765.92
13/12/2024	Melanie Hardie	Smarty Grants Heritage - Assistance Fund	$	2,172.50
19/12/2024	Melinda Same	Refund of part gym membership BPLC	$	202.50
13/12/2024	Michelle Lilleyman	Reimbursement for catering for Ignite pr	$	113.00
19/12/2024	Michelle Lilleyman	Refund for catering health and safety we	$	69.00
19/12/2024	Military Pty T/As SAS Locksmit	Key cutting and lock maintenance service	$	484.78
19/12/2024	Mindarie Regional Council	Non processable waste & processable waste - November 2024 & December 2024	$	89,306.78

13/12/2024	Mindarie Regional Council	Reimburesment of Admin Expenses - Nov 24 & non processable waste	$	39,220.80
19/12/2024	Mindarie Regional Council	CoV Reimbursement of Admin exp Dec 24	$	33,338.81
19/12/2024	Mithency Holdings	Refund of infrastructure bond	$	2,000.00
13/12/2024	MM IT Consulting (WA) Pty Ltd	Block hours for modern workplace managem	$	11,880.00
19/12/2024	Montes Hector Manueline Lozano	Fitness instructor fee	$	1,260.00
13/12/2024	Moon Creature Studios	Christmas Lights 2024 - Video	$	1,430.00
13/12/2024	Mr Matthew George Jajko	Fitness instructor fee	$	130.00
19/12/2024	Mr Matthew George Jajko	Fitness instructor fee	$	130.00
13/12/2024	Mr Seve E Practico	Refund of planning application fee	$	4,270.00
13/12/2024	Ms D Zuks	Rainbow Picnic 2024 - Photography	$	594.00
19/12/2024	Ms D Zuks	Photos at pride flag raising	$	297.00
19/12/2024	My Best Friend Veterinary Cent	Animal Sterilisations for November 2024	$	1,610.00
19/12/2024	Nao Williams	Fitness instructor fee	$	295.00
19/12/2024	Natale Group Australia PL	Provision of crowd control security at BPLC	$	1,716.55
13/12/2024	Natale Group Australia PL	Security for Sunday 24th Nov 2024	$	828.85
19/12/2024	Nathan and Ben Calleja	Refund of infrastructure bond	$	1,000.00
13/12/2024	Nathan Stokes	Reimbursement for reward and recognition	$	144.00
13/12/2024	Natural Area Holdings Pty Ltd	Weed control - Banks Reserve	$	4,752.00
19/12/2024	Natural Area Holdings Pty Ltd	Weed control Charles Veryyard & Less Lileyman Reserve	$	4,752.00
19/12/2024	Negar Manshady	Refund of part gym membership BPLC	$	526.81
19/12/2024	Newground Water Services Pty L	Progress claim for Keith frame Crt , Litis Stadium	$	148,629.42
19/12/2024	NGIS Australia Pty Ltd	NGIS Quote #COV4_002 Skyline TerraExplor	$	3,993.00
13/12/2024	Nicole Marie Ilagan	Refund of part dog registration fee	$	150.00
13/12/2024	No Problems Just Solutions Pty	Blackspot Surveying Broome/Wright St	$	2,165.90
19/12/2024	Noma Pty Ltd	DRP advice	$	1,100.00
19/12/2024	Northsands Resources	Paving Sand	$	765.91
19/12/2024	Office of the Auditor General	Fee for pensioners deferments certificate	$	2,574.00
19/12/2024	Officeworks Ltd	Stationery supplies	$	397.30
13/12/2024	Officeworks Ltd	Stationery supplies	$	243.88
13/12/2024	OK Ryeon Park	Refund of part membership fee - BPLC	$	170.00
13/12/2024	Omnicom Media Group Australia	Public Notices	$	3,272.84
19/12/2024	Open Systems Technology Pty Lt	Council first subcription -Dec24 & Jan 25, STP transactions - October & November 2024,Microsoft Azure Noember 2024, Power automate January 2025	$	67,949.64
13/12/2024	Open Systems Technology Pty Lt	Professional Services - Payroll support, STP transactions , General support , CRMS	$	25,459.50
19/12/2024	Optus Billing Services Pty Ltd	Admin mobile phone & internet bill November 2024	$	9,572.59
19/12/2024	Otis Elevator Company Pty Ltd	Monthly lift maintenace - Admin	$	2,731.88
13/12/2024	Oxford Retail Pty Ltd	Camera and Tripod	$	2,089.00
19/12/2024	Oxford Retail Pty Ltd	Printing Services - various locations	$	1,172.50
13/12/2024	Oxford Retail Pty Ltd	Printing Services - Various	$	583.25
19/12/2024	P & R Trust t/as Workwear Supp	Uniform supplies	$	1,123.34
13/12/2024	P J & J P Varris	Reimbursement for purchase of foldable wheelchair	$	97.75
19/12/2024	P J & J P Varris	Reimbursement for parking IPAA Award WA	$	21.20
19/12/2024	P Makadiya	Refund	$	175.00
3/12/2024	PAYROLL 12	Payroll PP 12	$	815,178.89
17/12/2024	PAYROLL 13	Payroll PP 13	$	823,956.12
31/12/2024	PAYROLL 14	Payroll PP 14	$	769,666.40
13/12/2024	Pei-Chea Tran	Fitness instructor fee	$	260.00
13/12/2024	People Sense	EAP Service	$	2,636.05
19/12/2024	Perth Mobile GP Services Ltd	Community support funding	$	3,600.00
13/12/2024	Phase3 Landscape Construction	Progress claim 9	$	2,245.97
13/12/2024	Philip & Kylie Bardon	Reimbursement for Directorate Function	$	468.64
19/12/2024	PirtekPty Ltd	ENPR-10HPADS-OIL ONLY 400GSM PERF ROLL 9	$	588.57
19/12/2024	PJA Holdings (Australia) Pty L	Monthly meeting and project planning	$	5,941.10
13/12/2024	PPG Industries Australia Pty L	Paint supplies	$	1,577.27
13/12/2024	Pretone Graphics	Printing Services - Various	$	566.50
19/12/2024	PriceMark Pty Ltd	30 boxes of Yellow Watch Around Water Bands	$	2,024.00
13/12/2024	Print and Sign Co	Printing Services - Various	$	4,424.20
19/12/2024	Print and Sign Co	Printing Services - Various	$	1,338.48
19/12/2024	Programmed Electrical Technolo	Install and commission PA speakers & AV Networks	$	44,162.55
19/12/2024	R Epworth & C Roberts	Refund of part gym membership BPLC	$	285.12
19/12/2024	Rachel Freitas	Fitness instructor fee	$	240.00
19/12/2024	Rada Mirceta	After hours cleaning of BPLC	$	15,760.00
13/12/2024	Rada Mirceta	After hours cleaning BPLC	$	2,060.00
19/12/2024	Rayner Real Estate Pty Ltd	Rates Refund	$	5,069.79
19/12/2024	Redimed Pty Ltd - Receipts WA	Pre - Employment Medical - Staff	$	1,020.67
19/12/2024	Regents Commercial Trust Accou	Water charges Lot 49 - November 2024 to December 2024	$	314.03
13/12/2024	Renata Popis	Fitness instructor fee	$	350.00

19/12/2024	Revelation Perth International	CoV Film Project 2025 - Payment 1 & WASCA 2024 Partnership	$	14,850.00
13/12/2024	RJ & MT Alexander	Meeting attendance fee - December 2024	$	2,094.75
19/12/2024	Rosevale Electrical	Electrical services - BPLC	$	2,659.80
13/12/2024	Rosevale Electrical	Electrical services - BPLC	$	1,523.50
19/12/2024	RPG Auto Electrics	Precinct auto electrical repair Septembe	$	247.50
13/12/2024	Ruth Markham	Reimbursement for fuel	$	72.50
19/12/2024	S & S Massey	Milk supplies 09.11.24 to 06.12.24	$	381.60
19/12/2024	Sanax Medical	Supply first aid consumables.	$	216.73
13/12/2024	Sara Fernandez	Reimbursement for RUOK day event	$	406.43
13/12/2024	Scarboro Motors Pty Ltd	Repairs and maintanence	$	4,449.74
19/12/2024	Schlager Group Pty Ltd	Progress claim 012	$	177,213.95
19/12/2024	SCRD Holdings Pty Ltd Business	Secure Computer recycling and disposal	$	198.02
19/12/2024	Sean O'Sullivan	Rates Refund	$	530.06
13/12/2024	SEEK Limited	Additional Employment Advertising	$	3,211.43
19/12/2024	SEEK Limited	Additional Employment Advertising	$	1,043.53
13/12/2024	Shaaron Taylor	Fitness instructor fee	$	300.00
19/12/2024	Shane McMaster Surveys	Surveying services - Angove St	$	2,200.00
13/12/2024	Sherina Patchett	Fitness instructor fee	$	300.00
19/12/2024	Sherina Patchett	Fitness instructor fee	$	200.00
13/12/2024	Shop for Shops Pty Ltd & Hange	Items for display in retail store	$	14.33
13/12/2024	Soils Aint Soils Pty Ltd	Supply of 5mÂ³ 10mm blue metal	$	930.00
19/12/2024	Sonya May Haskett	Refund of planning application fee	$	960.00
13/12/2024	Sophie M Greer	Meeting attendance fee - December 2024	$	2,094.75
19/12/2024	Specialized Cleaning Group Pty	After hours car park sweep	$	3,651.40
13/12/2024	Speedo Australia Pty Ltd	Speedo stock for resale in the retail shop BPLC	$	16,384.83
19/12/2024	Speedo Australia Pty Ltd	Speedo stock for resale in the retail shop BPLC	$	1,251.25
13/12/2024	Sports Turf Technology Pty Ltd	Turf consultancy works for Sullivan logi	$	8,855.00
19/12/2024	Sports Turf Technology Pty Ltd	Sullivan Logistic Oval - Laboratory fees	$	3,850.00
19/12/2024	St John Ambulance Australia	First Aid Kit Order & Defibrillator - various locations	$	7,383.75
19/12/2024	Stantec Australia Pty Ltd	Engineering services for Mt Claremont De	$	3,300.00
19/12/2024	Stott Hoare	Hardware supplies	$	495.00
19/12/2024	StrataGreen	Garden equipment supplies	$	4,747.60
19/12/2024	Sun Bum	Purchase Sunbum products for resale BPLC	$	2,117.95
19/12/2024	Suzanne Smart	Fitness instructor fee	$	480.00
13/12/2024	Suzanne Worner	Meeting attendance fee - December 2024	$	2,094.75
19/12/2024	Svjetlana Jocic	Reimbursement for study fee	$	559.00
19/12/2024	SWA Moneysaver Internet Accoun	Fy 2024-25 Membership	$	440.00
13/12/2024	Sydel Nominees Pty Ltd t/as Im	3d lettering - assisted changeroom	$	1,683.00
19/12/2024	Sydel Nominees Pty Ltd t/as Im	Lettering installation & Lap Lane Etiquette sign - BPLC	$	925.10
19/12/2024	Synergy	Electricity supplies - various locations	$	53,078.20
13/12/2024	Synergy	Utilitiy charges - various locations	$	5,782.00
19/12/2024	T&H Wilkes Pty Ltd	Gravel and soil Supplies	$	11,118.80
19/12/2024	Talis Consultants Pty Ltd	Stormwater Drainage Investigation	$	1,465.75
19/12/2024	Tamala Park Regional Council	Account for GST payable & receiveable November 2024	$	56,765.87
19/12/2024	Tangibility Pty Ltd	50x customer experience project mugs	$	525.25
19/12/2024	Technogym Australia Pty Ltd	Call out fee	$	198.00
13/12/2024	Temptations Catering	Catering various events	$	2,038.06
19/12/2024	Temptations Catering	Catering various events	$	1,125.06
19/12/2024	The BBQ Man	BBQ cleanning November 2024	$	4,845.22
19/12/2024	The Creamery Cart	Staff Christmas Function - Catering	$	1,590.00
19/12/2024	The Event Mill	Staff Christmas Party - Furniture Hire	$	2,216.50
13/12/2024	THE FACTORY	2024 Town Centre Christmas Decorations	$	55,000.00
13/12/2024	The Fruit Box Group Pty Ltd	Supply milk to BPLC	$	53.70
19/12/2024	The Perth Mint	150 x 2025 Citizenship Ceremony Coins	$	808.50
19/12/2024	The Royal Life Saving Society	Maintenance - Hyde Park water playground	$	40,315.91
13/12/2024	The Royal Life Saving Society	Maintenance - Hyde Park water playground	$	2,759.79
19/12/2024	The Wilson Family Trust	Admin Building - Upgrades to foyer acces and meeting rooms	$	17,683.59
13/12/2024	Thomasz Developments Pty Ltd	Refund of infrastructure bond	$	5,000.00
19/12/2024	Tony Huynh	Refund of infrastructure bond	$	2,000.00
19/12/2024	Totally Workwear Mt Hawthorn	Uniform supplies	$	2,229.70
13/12/2024	Totally Workwear Mt Hawthorn	Uniform supplies	$	817.12
13/12/2024	Totally Workwear Mt Hawthorn	2 pairs of safety boots	$	525.00
19/12/2024	TPW Group Services Pty Ltd	cafe dining table	$	1,273.99
19/12/2024	Tracklink WA Pty Ltd	Excavator and Trailer hire - various locations	$	8,250.00
19/12/2024	Transpacific Industries PL	Customer Services , Residential Recycline waste collections 140 lts & 240 Lts, Events Bins various event	$	83,717.06
13/12/2024	Transpacific Industries PL	Recycling waste collections	$	43,082.54
19/12/2024	Transpacific Industries PL	AFLW Derby Game - Bins	$	924.62
19/12/2024	Travis Hayto	Event Videogrpahy and photography	$	2,791.25
19/12/2024	Trayd Australia Pty Ltd	Provision to attend site and carry out a	$	529.10

19/12/2024	Trevor Muller	Catering for pride parade float	$	161.88
19/12/2024	Truck Centre (WA) Pty Ltd	Service and repairs P3527	$	12,973.42
13/12/2024	Truck Centre (WA) Pty Ltd	P3524 - Repair fault with clutch fan & o	$	3,194.99
13/12/2024	Trustee for Holdsworth Trust t	Town Centre Framework - 3 hour	$	825.00
19/12/2024	Two Way Street	Communication Board - Birdwood square	$	693.00
13/12/2024	Tyres4U Pty Ltd	Repairs and maintanence	$	653.82
19/12/2024	Universal Diggers	Bobcat Hire	$	4,148.93
19/12/2024	Urbis Pty Ltd	DRP advice	$	2,310.00
13/12/2024	V J McGuire	Rainbow Picnic 2024 - Welcome to Country	$	605.00
19/12/2024	Vanessa Forbes	Fitness instructor fee	$	858.00
13/12/2024	Vanessa Forbes	Fitness instructor fee	$	500.50
19/12/2024	VendorPanel Pty Ltd	Renewal of services November 2024 to November 2025	$	5,438.22
19/12/2024	Veolia Recycling & Recovery Pt	General Waste Collection	$	10,527.31
19/12/2024	Vincent Men's Shed	CoV AGM Dec 2024 - Donations	$	1,133.03
19/12/2024	Vorgee Pty Ltd	Supply vorgee stock for resale in retail	$	2,079.00
19/12/2024	W & D Robertson Investment P/L	Les Mills Sculpt Bands	$	2,304.94
19/12/2024	W.A. Limestone Co	19mm Limestone	$	2,637.49
13/12/2024	WA Land Information Authority	Online shop & GRV valuations	$	225.32
13/12/2024	WA Local Government Associatio	Mayor Alison Xamon Residential Design Code Course	$	654.50
13/12/2024	WA Local Government Associatio	WALGA Urban Forest Conference Tickets	$	380.00
19/12/2024	Walcott Industries Pty Ltd	Floreat Athena Variation 05. Electrical compliance	$	1,037.30
13/12/2024	Waste Management and Resource	Abigail Jones - attendance WA End Of Year awards	$	50.00
13/12/2024	Water Corporation	Utilitiy charges - various locations	$	9,177.18
19/12/2024	Water Corporation	Water supplies -Hyde Park	$	5.70
19/12/2024	WATS Management Pty Ltd	Walcott-Learoyd Pedestrian-Cyclist Count	$	2,032.80
19/12/2024	WC Convenience Management	Maintenance exeloos Nov 24 - various locations	$	4,699.56
13/12/2024	West Coast Turf	Supply & install jumbo kikuyu	$	4,950.00
19/12/2024	West End Settlements Trust acc	Rates Refund	$	169.53
19/12/2024	Western Australian Local Gover	Excess MV claims	$	1,000.00
4/12/2024	Western Australian Municipal R	Payroll deductions	$	22.00
19/12/2024	Western Australian Municipal R	Payroll deductions	$	22.00
19/12/2024	Western Irrigation Pty Ltd	Retic Parts	$	9,762.64
13/12/2024	Western Irrigation Pty Ltd	Retic Parts	$	370.70
19/12/2024	Western Metropolitan Regional	Processing of FOGO Material , Verge Vallet Collections- Nov 2024	$	106,026.19
13/12/2024	Western Metropolitan Regional	Verge Valet Collections October 2024	$	54,892.45
13/12/2024	Western Metropolitan Regional	Processing of FOGO Materials	$	30,256.55
19/12/2024	Western Resource Recovery Pty	Grease trap maintenance - Loftus Recreation Centre	$	225.37
19/12/2024	West-Sure Group Pty Ltd	Cash collections - Various Collections	$	750.92
19/12/2024	Wheelers Books Pty Ltd	Assorted Book Purchases for Library Collections	$	718.57
19/12/2024	Winc Australia Pty Limited	Stationery supplies	$	547.80
13/12/2024	Winc Australia Pty Limited	Stationery supplies	$	184.39
13/12/2024	Woodlands Distributors & Agenc	Dog Bags Compostable	$	8,537.76
19/12/2024	Worldwide Online Printing Cann	Printing Services - Various	$	1,199.00
19/12/2024	Worldwide Online Printing Cann	Annual report stickers	$	240.00
19/12/2024	Yellow Citrine Pty Ltd	additional equipment hire cost - YMCM 20	$	965.00
19/12/2024	Yolande Gomez	Fitness instructor fee	$	475.00
19/12/2024	Zen Corporation Pty Ltd	Staff Uniform shirts	$	1,812.53
19/12/2024	Zenien	CCTV at IGA Leederville to include Vince	$	13,117.78
19/12/2024	Zenien	CCTV at walkway from Oxford St to Frame	$	7,025.54
19/12/2024	Zenien	Additional dual lens CCTV at YMCA	$	5,486.53
19/12/2024	Zenien	Dual lens CCTV at intersection of Oxford	$	5,244.33
19/12/2024	Zenien	Mobile CCTV trailer for Hyde Park Kiosk	$	1,782.00
19/12/2024	Zenien	Maintenance and consulting works	$	544.50
19/12/2024	ZIP Heaters Aust Pty Ltd	Hydrotap maintenance - Admin	$	442.75
19/12/2024	Zipform	3rd rates reminder notices FY 2024-2025	$	7,571.51
'and Total			**$**	**9,572,461.49**

Creditors Report - Payments by Direct Debit
01 December 2024 to 31 December 2024

redit Card Transactions for the Period - 01 November 2024 to 30 November 2024

ard Holder	*Date*	*Payee*	*Description*	*Amount*
EO	2/12/2024	WA NewsDTI Osborne Park WA	West Australian Newspaper Subscription - 30/11/24	$ 83.60
	12/12/2024	Governance Institute Sydney NSW	CEO Membership Renewal - Governance Institute	$ 730.00
				$ 813.60
anager Marketing and Partnerships				
	2/12/2024	FaceBk *P9CJWFL8R2 Dublin IRL	Facebook advertising	$ 887.39
	4/12/2024	Woolworths Online Bella Vista NS	Thank a Volunteer event supplies	$ 99.60
	6/12/2024	Windsor Hotel South Perth	Balance of payment for seniors event	$ 112.03
	12/12/2024	Coles 0298Coles 0298 Inaloo AUS	Catering for AGM	$ 66.30
	12/12/2024	Kmart 1139Kmart 1139 Innaloo AUS	Christmas decorations	$ 28.40
	12/12/2024	MailChimp *MISC Mailchimp.COGA	Enewsletter platform	$ 908.64
	16/12/2024	International transaction fee	Website live chat - int'l transaction fee	$ 3.91
	16/12/2024	Pure Chat, INC. A Sub Chesapeake VA ##1224	Website Live Chat	$ 156.30
	16/12/2024	International transaction fee	Online form tool - int'l transaction fee	$ 1.69
	16/12/2024	Jot Form Pty ltd Mortlake AUS ##1224	Online form tool	$ 67.56
	24/12/2024	International transaction fee	Marketing scheduling tool Int'l tran fee	$ 24.54
	24/12/2024	Asan.com San Franciscca ##1224	Marketing scheduling tool	$ 981.65
	27/12/2024	Shutterstock Ireland L Dublin 2 IRL	Stock photo subscription	$ 99.00
				$ 3,437.01
xecutive Director Infrastructure & Environment				
	11/12/2024	Institute of Public Wo Perth Aus	IPWEA State Conference	$ 40.00
	11/12/2024	Institute of Public Wo Perth Aus	IPWEA State Conference	$ 600.00
	11/12/2024	Institute of Public Wo Perth Aus	IPWEA State Conference	$ 850.00
	11/12/2024	Institute of Public Wo Perth Aus	IPWEA State Conference	$ 1,050.00
	11/12/2024	Institute of Public Wo Perth Aus	IPWEA State Conference	$ 1,050.00
	16/12/2024	Long Neck Brewing PL Perth WA	Parks Admin Team Xmas Lunch	$ 370.48
				$ 3,960.48

ard Holder	Date	Payee	Description	Amount
ouncil Liaison Officer				
	3/12/2024	Woolsworth 4341 Currambine WA	Drinks for Council	$ 66.30
	9/12/2024	Woolsworth 4431 Clarkson WA	Drinks for Council	$ 36.00
	9/12/2024	Woolsworth 4341 Currambine WA	Food for Council	$ 19.20
	12/12/2024	Coles 0336Coles 0336 Beldon AUS	Drinks for Council	$ 20.00
				$ 141.50
ranch Librarian				
	2/12/2024	Planet Books Mount Lawley WA	Materials Purchased: Local stock items	$ 24.99
	9/12/2024	Allstamps.com.au Malaga WA	Stationery and Office Consumables: Book stamp	$ 101.65
				$ 126.64
anager ICT				
	3/12/2024	International transaction fee	Asset Sonar Licensing Int'l tran fee	$ 15.79
	3/12/2024	Assetsonar.Com.Carson City NV ##1224	Asset Sonar Licensing	$ 631.55
	3/12/2024	Buildingpoint AUST Bowen Hills QLD	SketchUp Licensing	$ 150.70
	4/12/2024	International transaction fee	Digital Signage for Beatty Park Int'l tran fee	$ 10.48
	4/12/2024	Yodeck.com Flipnode San Franciscca ##1224	Digital Signage for Beatty Park	$ 419.19
	6/12/2024	International transaction fee	Landis Contact Centre Int'l tran fee	$ 34.39
	6/12/2024	Landis Technologies LL Ephrata PA ##1224	Landis Contact Centre	$ 1,375.64
	6/12/2024	International transaction fee	SendGrid Licensing Int'l tran fee	$ 3.52
	6/12/2024	Twilio Sendgrid San Franciscca ##1224	SendGrid Licensing	$ 140.61
	9/12/2024	NodeOne Geraldton WA	NodeOne Wireless Internet	$ 228.00
	10/12/2024	EZI*M2M One Pty Ltd Kensington AUS	Irrigiation Payments	$ 482.70
	10/12/2024	Microsoft-G069489654 Sydney AUS	Microsoft Sentinel Security Charges	$ 450.19
	11/12/2024	Chez Jean - Claude B West LeedervWA	IT Team training catering	$ 138.00
	18/12/2024	SEC*ACMA Belconnen ACT	Payment for ACMA	$ 494.00
	19/12/2024	Simplybook.Me.Limassol Inc	SimplyBookMe by Creche	$ 80.00
	23/12/2024	International transaction fee	ISACA Membership Int'l tran fee	$ 7.32
	23/12/2024	Informations System AUD 8555492047 IL ##1224	ISACA Membership	$ 292.93
				$ 4,955.01

ard Holder	Date	Payee	Description	Amount
anager Engineering - Infrastructure & nvironment				
	13/12/2024	Woolsworth 4346 MT Hawthorn WA	Catering for staff training - Engineering field team	$ 252.00
	20/12/2024	Dispute Adjustment	Disputed transction refund	-$ 809.60
	23/12/2024	Standard Australia Sydney NSW	Off Street Parking Standards Purchase	$ 219.29
	24/12/2024	Standard Australia Sydney NSW	Engineer compliance standards	$ 368.96
				$ 30.65
rocurement and Contracts Officer				
	5/12/2024	Standard Australia Sydney NSW	Off Street Parking Standards Purchase	$ 219.29
	5/12/2024	International transaction fee	Intnl fee Off Street Parking Standards	$ 5.11
	5/12/2024	OpenAI *ChatGPT Subscr San Franciscca ##1224	Subscription ChatGPT	$ 204.56
	11/12/2024	Company Director Sydney	2025 AICD Forum	$ 385.00
	13/12/2024	CPA Australia Southbank Vic	CPA Memebership	$ 877.04
	13/12/2024	CPA Australia Southbank Vic	CPA Memebership	$ 877.04
				$ 2,568.04
otal Corporate Credit Cards				**$ 16,032.93**
irect Debits				
	02/12/2024	HP Financial Services		$ 20,621.7(
	23/12/2024	PB Leasing		$ 395.8:
			Total Leasing	**$ 21,017.53**
oan Repayments				
	2/12/2024	WA Treasury	WA Treasury	$ 114,782.73
			Total Treasury Corporation	**$ 114,782.73**

ard Holder	*Date*	*Payee*	*Description*	*Amount*
ank Fees and Charges				
	31/12/2024	CBA Fees and charges	CBA Fees and charges	$ 24,997.70
			Bank fees	**$ 24,997.70**
otal Direct Debits including Credit Cards				**$ 176,830.89**

Creditors Report - Payments by Cheque
01 December 2024 to 31 December 2024

Creditor	*Date*	*Payee*	*Description*	*Amount*
00082788	2/12/2024	Petty Cash - Depot	Recoup petty cash - Depot	$ 190.0
00082789	9/12/2024	Petty Cash - Beatty Park Leisure Centre	Recoup petty cash - BPLC	$ 309.1
00082790	11/12/2024	Petty Cash - Depot	Recoup petty cash - Depot	$ 193.0
00082791	17/12/2024	Petty Cash - Depot	Recoup petty cash - Depot	$ 168.1
Total Net Cheque Payments				**$ 860.3**

6

CITY OF VINCENT
FUEL CARDS REPORT
FOR THE MONTH OF 31 DECEMBER 2024

Payee	Date	Type	Total Cost
AMPOL FOODARY CARINE	16/12/2024	Fuel	$ 73.51
AMPOL FOODARY DOUBLEVIEW	14/12/2024	Fuel	$ 146.39
AMPOL FOODARY DOUBLEVIEW	18/12/2024	Fuel	$ 127.17
AMPOL FOODARY EAST PERTH	01/12/2024	Fuel	$ 37.61
AMPOL FOODARY EAST PERTH	10/12/2024	Fuel	$ 278.69
AMPOL FOODARY EAST PERTH	20/12/2024	Fuel	$ 442.89
AMPOL FOODARY EAST PERTH	24/12/2024	Fuel	$ 219.51
AMPOL FOODARY EAST PERTH	5/12/2024	Fuel	$ 167.55
AMPOL FOODARY EAST PERTH	12/12/2024	Fuel	$ 289.19
AMPOL FOODARY EAST PERTH	6/12/2024	Fuel	$ 96.96
AMPOL FOODARY EAST PERTH	13/12/2024	Fuel	$ 503.91
AMPOL FOODARY EAST PERTH	18/12/2024	Fuel	$ 29.62
AMPOL FOODARY EAST PERTH	22/12/2024	Fuel	$ 73.61
AMPOL FOODARY EAST PERTH	28/12/2024	Fuel	$ 57.50
AMPOL FOODARY EAST PERTH	3/12/2024	Fuel	$ 295.00
AMPOL FOODARY EAST PERTH	17/12/2024	Fuel	$ 373.39
AMPOL FOODARY EAST PERTH	19/12/2024	Fuel	$ 213.72
AMPOL FOODARY EAST PERTH	23/12/2024	Fuel	$ 185.20
AMPOL FOODARY EAST PERTH	27/12/2024	Fuel	$ 185.94
AMPOL FOODARY EAST PERTH	30/12/2024	Fuel	$ 90.64
AMPOL FOODARY EAST PERTH	29/12/2024	Fuel	$ 43.94
AMPOL FOODARY EAST PERTH	15/12/2024	Fuel	$ 57.53
AMPOL FOODARY ERSKINE	22/12/2024	Fuel	$ 76.20
AMPOL FOODARY GLENDALOUGH	01/12/2024	Fuel	$ 69.52
AMPOL FOODARY GLENDALOUGH	10/12/2024	Fuel	$ 834.94
AMPOL FOODARY GLENDALOUGH	1/12/2024	Fuel	$ 84.40
AMPOL FOODARY GLENDALOUGH	14/12/2024	Fuel	$ 56.11
AMPOL FOODARY GLENDALOUGH	25/12/2024	Fuel	$ 82.93
AMPOL FOODARY GLENDALOUGH	2/12/2024	Fuel	$ 535.37
AMPOL FOODARY GLENDALOUGH	20/12/2024	Fuel	$ 846.06
AMPOL FOODARY GLENDALOUGH	24/12/2024	Fuel	$ 415.09
AMPOL FOODARY GLENDALOUGH	5/12/2024	Fuel	$ 285.37
AMPOL FOODARY GLENDALOUGH	11/12/2024	Fuel	$ 485.28
AMPOL FOODARY GLENDALOUGH	12/12/2024	Fuel	$ 224.56
AMPOL FOODARY GLENDALOUGH	26/12/2024	Fuel	$ 291.00
AMPOL FOODARY GLENDALOUGH	6/12/2024	Fuel	$ 669.32
AMPOL FOODARY GLENDALOUGH	13/12/2024	Fuel	$ 575.10
AMPOL FOODARY GLENDALOUGH	18/12/2024	Fuel	$ 544.69
AMPOL FOODARY GLENDALOUGH	4/12/2024	Fuel	$ 527.04
AMPOL FOODARY GLENDALOUGH	3/12/2024	Fuel	$ 171.19
AMPOL FOODARY GLENDALOUGH	17/12/2024	Fuel	$ 469.46
AMPOL FOODARY GLENDALOUGH	19/12/2024	Fuel	$ 607.75

AMPOL FOODARY GLENDALOUGH	23/12/2024	Fuel	$	241.99
AMPOL FOODARY GLENDALOUGH	27/12/2024	Fuel	$	315.54
AMPOL FOODARY GLENDALOUGH	30/12/2024	Fuel	$	556.49
AMPOL FOODARY GLENDALOUGH	29/12/2024	Fuel	$	71.31
AMPOL FOODARY GLENDALOUGH	9/12/2024	Fuel	$	161.31
AMPOL FOODARY GLENDALOUGH	16/12/2024	Fuel	$	126.17
AMPOL FOODARY GLENDALOUGH	21/12/2024	Fuel	$	76.26
AMPOL FOODARY GLENDALOUGH	7/12/2024	Fuel	$	52.24
AMPOL FOODARY GREENFIELDS	1/12/2024	Fuel	$	89.09
AMPOL FOODARY GREENFIELDS	28/12/2024	Fuel	$	95.58
AMPOL FOODARY KINGSLEY	11/12/2024	Fuel	$	63.26
AMPOL FOODARY KINGSLEY	22/12/2024	Fuel	$	58.67
AMPOL FOODARY KINGSLEY	17/12/2024	Fuel	$	64.96
AMPOL FOODARY LEEDERVILLE	10/12/2024	Fuel	$	203.78
AMPOL FOODARY LEEDERVILLE	14/12/2024	Fuel	$	51.60
AMPOL FOODARY LEEDERVILLE	2/12/2024	Fuel	$	507.06
AMPOL FOODARY LEEDERVILLE	20/12/2024	Fuel	$	371.76
AMPOL FOODARY LEEDERVILLE	24/12/2024	Fuel	$	651.17
AMPOL FOODARY LEEDERVILLE	5/12/2024	Fuel	$	600.66
AMPOL FOODARY LEEDERVILLE	11/12/2024	Fuel	$	903.36
AMPOL FOODARY LEEDERVILLE	12/12/2024	Fuel	$	543.55
AMPOL FOODARY LEEDERVILLE	26/12/2024	Fuel	$	101.96
AMPOL FOODARY LEEDERVILLE	6/12/2024	Fuel	$	548.48
AMPOL FOODARY LEEDERVILLE	13/12/2024	Fuel	$	297.87
AMPOL FOODARY LEEDERVILLE	18/12/2024	Fuel	$	210.50
AMPOL FOODARY LEEDERVILLE	4/12/2024	Fuel	$	764.09
AMPOL FOODARY LEEDERVILLE	3/12/2024	Fuel	$	551.24
AMPOL FOODARY LEEDERVILLE	17/12/2024	Fuel	$	283.67
AMPOL FOODARY LEEDERVILLE	19/12/2024	Fuel	$	479.28
AMPOL FOODARY LEEDERVILLE	23/12/2024	Fuel	$	330.02
AMPOL FOODARY LEEDERVILLE	27/12/2024	Fuel	$	232.56
AMPOL FOODARY LEEDERVILLE	29/12/2024	Fuel	$	113.60
AMPOL FOODARY LEEDERVILLE	9/12/2024	Fuel	$	197.07
AMPOL FOODARY LEEDERVILLE	16/12/2024	Fuel	$	62.33
AMPOL FOODARY LEEDERVILLE	7/12/2024	Fuel	$	76.42
AMPOL FOODARY MALAGA DRIVE S/STN	12/12/2024	Fuel	$	104.69
AMPOL FOODARY MALAGA DRIVE S/STN	6/12/2024	Fuel	$	63.21
AMPOL FOODARY MALAGA DRIVE S/STN	19/12/2024	Fuel	$	69.81
AMPOL FOODARY MALAGA DRIVE S/STN	21/12/2024	Fuel	$	105.85
AMPOL FOODARY MOUNT LAWLEY (INGLEWOOD)	13/12/2024	Fuel	$	74.07
AMPOL FOODARY MOUNT LAWLEY (INGLEWOOD)	22/12/2024	Fuel	$	31.68
AMPOL FOODARY SUBIACO	13/12/2024	Fuel	$	94.10
AMPOL FOODARY SUBIACO	31/12/2024	Fuel	$	83.11
EG AMPOL 94240 OSBORNE PARK	2/12/2024	Fuel	$	175.70
EG AMPOL 94240 OSBORNE PARK	11/12/2024	Fuel	$	70.04
EG AMPOL 94240 OSBORNE PARK	19/12/2024	Fuel	$	109.94
EG AMPOL 94243 GREENWOOD	21/12/2024	Fuel	$	72.69
EG AMPOL 94243 GREENWOOD	31/12/2024	Fuel	$	71.98
EG AMPOL 94243 GREENWOOD	7/12/2024	Fuel	$	134.69

AMPOL FOODARY NORTHLANDS - BALCATTA	10/12/2024	Fuel	$ 59.09
AMPOL FOODARY NORTHLANDS - BALCATTA	20/12/2024	Fuel	$ 68.54
AMPOL FOODARY NORTHLANDS - BALCATTA	24/12/2024	Fuel	$ 58.50
AMPOL FOODARY NORTHLANDS - BALCATTA	6/12/2024	Fuel	$ 70.20
AMPOL FOODARY NORTHLANDS - BALCATTA	3/12/2024	Fuel	$ 98.15
AMPOL FOODARY NORTHLANDS - BALCATTA	15/12/2024	Fuel	$ 61.76
AMPOL FOODARY NEDLANDS	26/12/2024	Fuel	$ 68.72
AMPOL FOODARY KARRINYUP	16/12/2024	Fuel	$ 68.92
AMPOL FOODARY FORREST HIGHWAY SOUTH	2/12/2024	Fuel	$ 36.46
AMPOL FOODARY COCKBURN CENTRAL JANDAKOT	6/12/2024	Fuel	$ 115.87
EG AMPOL 94203 BALLAJURA	26/12/2024	Fuel	$ 66.91
EG AMPOL 94228 MIRRABOOKA	17/12/2024	Fuel	$ 51.09
AMPOL FOODARY MALAGA	24/12/2024	Fuel	$ 51.38
AMPOL FOODARY MALAGA	31/12/2024	Fuel	$ 64.48
AMPOL FOODARY BEECHBORO	15/12/2024	Fuel	$ 126.57
AMPOL FOODARY FORREST HIGHWAY NORTH	26/12/2024	Fuel	$ 58.87
EG FUELCO 94235 JOONDALUP	14/12/2024	Fuel	$ 67.22
AMPOL FOODARY BUTLER S/STN	20/12/2024	Fuel	$ 62.80
AMPOL FOODARY BUTLER S/STN	5/12/2024	Fuel	$ 76.66
AMPOL FOODARY LAKELANDS	6/12/2024	Fuel	$ 86.10
AMPOL FOODARY MOSMAN PARK	28/12/2024	Fuel	$ 59.36
AMPOL NORTH YUNDERUP	7/12/2024	Fuel	$ 54.97
EG AMPOL 94219 ELLENBROOK	16/12/2024	Fuel	$ 131.16
EG AMPOL 97426 BRABHAM	25/12/2024	Fuel	$ 75.88
EG AMPOL 94247 MORLEY	24/12/2024	Fuel	$ 128.82
Grand Total			**$ 25,025.79**

11.5 INVESTMENT REPORT AS AT 30 NOVEMBER 2024

Attachments: **1. Investment Statistics as at 30 November 2024**

RECOMMENDATION:

That Council NOTES the Investment Statistics for the month ended 30 November 2024 as detailed in Attachment 1.

PURPOSE OF REPORT:

To advise Council of the nature and value of the City's Investments as at 30 November 2024 and the interest amounts earned YTD.

DELEGATION:

Regulation 34 (4) of the Local Government (Financial Management) Regulations 1996 requires the local government to prepare a statement of financial activity each month, which is to be presented to Council within two months after the end of the relevant month.

BACKGROUND:

The City's surplus funds are invested in bank term deposits for various terms to facilitate maximum investment returns in accordance with the City's Investment Policy (No. 1.2.4).

Details of the investments are included in **Attachment 1** and outline the following information:

- Investment performance and policy compliance charts;
- Investment portfolio data;
- Investment interest earnings; and
- Current investment holdings.

DETAILS:

Summary of Key Investment Decisions in this Reporting Period
1.

$10m of funds were invested in the month of November 2024. No funds matured during the period.

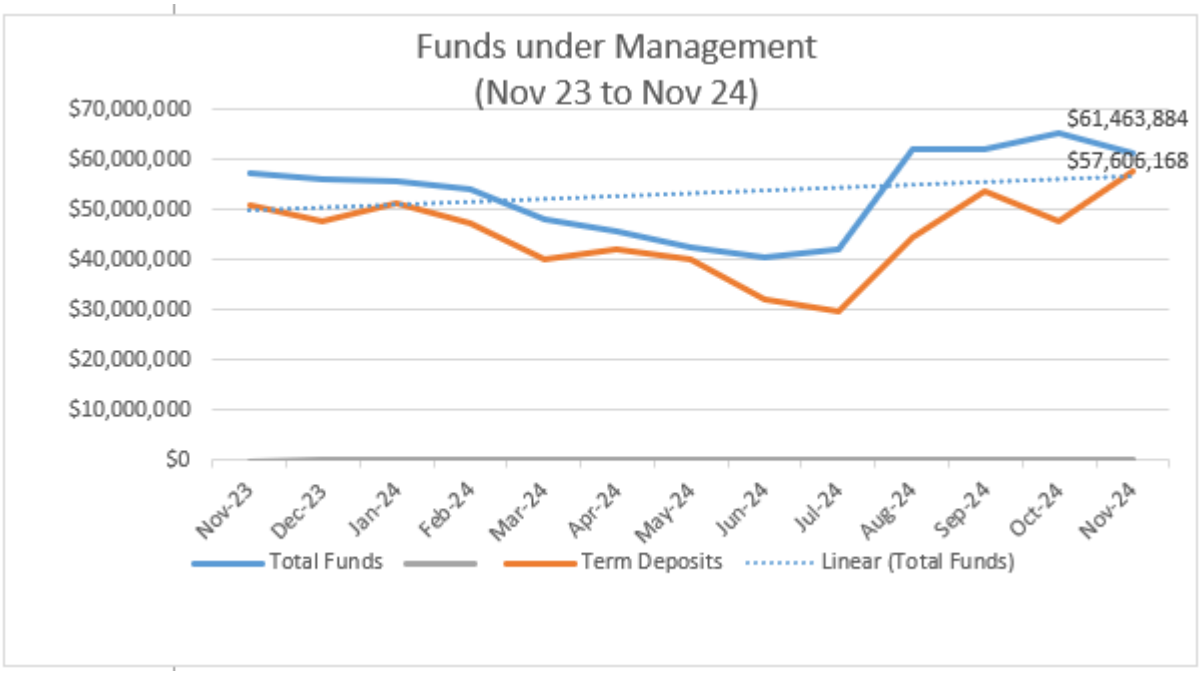
Investment Status

The City's investment portfolio is diversified across several accredited financial institutions.

As at 30 November 2024, the total funds held in the City's operating accounts (including on call) was $61,463,884 compared to $57,570,264 for the period ended 30 November 2023. All funds are interest bearing as at 30 November 2024.

The total term deposit investments for the period ended 30 November 2024 were $57,606,168 compared to $50,807,212 for the period ended 30 November 2023.

The following chart shows funds under management from November 2023 to November 2024:



Interest Status

Total accrued interest earned on investments as at 30 November 2024 is:

Total Accrued Interest Earned on Investment	Budget Annual	Budget YTD	Actual YTD	% of YTD Budget	FY23/24 Actual
Municipal	860,000	443,330	585,911	132.16%	1,385,886
Reserve	800,000	403,330	462,954	114.78%	887,673
Subtotal	**1,660,000**	**846,660**	**1,048,865**	**123.88%**	**2,273,559**
Leederville Gardens Inc. Surplus Trust*	0	0	79,164	N/A	193,472
Total	**1,660,000**	**846,660**	**1,128,029**	**133.23%**	**2,467,031**

**Interest estimates for Leederville Gardens Inc. Surplus Trust were not included in the 2024/25 Budget as actual interest earned is restricted.*

The City has a weighted average interest rate of 4.92% for current investments compared to the Reserve Bank 90 day accepted bill rate for November 2024 of 4.42%.

Sustainable Investments

The City's investment policy requires that in the first instance, the City considers rate of return of the fund. All things being equal, the City then prioritises funds with no current record of funding fossil fuels. The City can increase the number of non-fossil fuel investments but will potentially result in a lower rate of return.

Administration utilises a platform called 'Yield Hub' to ascertain the level of exposure banks have in fossil fuel activities and to determine daily interest rates published by banks.

The investment guidelines which is the supplementary document to the Council Investment Policy sets the maximum exposure limits to financial institutions at 90% as reflected in the below table. The majority of financial institutions lie within A-2 and A-1+ categories.

Short Term Rating (Standard & Poor's) or Equivalent	Direct Investments Maximum %with any one institution		Maximum % of Total Portfolio	
	Guideline	Current position	Guideline	Current position
A-1+	30%	32.3%	90%	64.5%
A-1	25%	0%	90%	0%
A-2	20%	14.4%	90%	35.5%

Administration will continuously explore options to ascertain if a balanced investment strategy can be developed where investments in divested banks can be increased with a minimal opportunity cost of loss in interest rate returns for instances when banks not divested in fossil fuel activities offer a higher rate of return.

CONSULTATION/ADVERTISING:

Nil.

LEGAL/POLICY:

Section 19(2)(b) of the *Local Government (Financial Management) Regulations 1996* requires that a local government establish and document procedures to enable the identification of the nature and location of all investments.

RISK MANAGEMENT IMPLICATIONS

Low: Administration has developed effective controls to ensure funds are invested in accordance with the City's Investment Policy. This report enhances transparency and accountability for the City's investments.

STRATEGIC IMPLICATIONS:

This is in keeping with the City's Strategic Community Plan 2023-2032:

Innovative and Accountable

Our resources and assets are planned and managed in an efficient and sustainable manner.
Our community is aware of what we are doing and how we are meeting our goals.
Our community is satisfied with the service we provide.
We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any specific sustainability outcomes of the City's Sustainable Environment Strategy 2019-2024, however focussing on non-fossil fuel investments contributes to a sustainable environment.

PUBLIC HEALTH IMPLICATIONS:

This does not contribute to any public health outcomes of the City's Public Health Plan 2020-2025.

FINANCIAL/BUDGET IMPLICATIONS:

The financial implications of this report are as noted in the details section of the report. Administration is satisfied that appropriate and responsible measures are in place to protect the City's financial assets.

CITY OF VINCENT
CURRENT INVESTMENT HOLDING
AS AT 30 NOVEMBER 2024

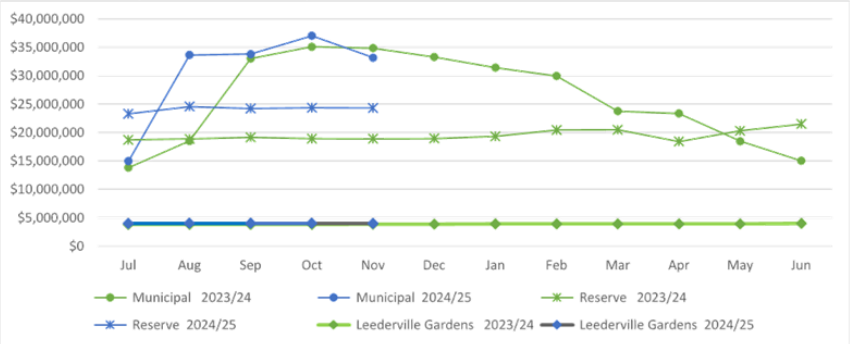
Funds	Institution	Investment Date	Maturity Date	Interest Rate	Principal $
OPERATING ACCOUNTS					
Municipal	Commonwealth Bank of Australia	Ongoing		4.10%	1,393,110
Municipal	Commonwealth Bank of Australia	Ongoing		4.25%	2,365,889
Reserve	Commonwealth Bank of Australia	Ongoing		4.10%	98,717
Total Operating Funds					**3,857,716**
TERM DEPOSITS					
Leederville Gardens Inc Surplus Trust	AMP Bank	19/12/2023	18/12/2024	5.25%	888,691
Leederville Gardens Inc Surplus Trust	AMP Bank	24/01/2024	23/01/2025	4.95%	949,727
Leederville Gardens Inc Surplus Trust	National Australia Bank	22/08/2024	22/08/2025	4.95%	2,167,750
Municipal	Bendigo and Adelaide Bank	22/08/2024	2/12/2024	4.68%	4,000,000
Municipal	National Australia Bank	23/01/2024	22/01/2025	5.10%	3,000,000
Municipal	Commonwealth Bank of Australia	30/09/2024	3/02/2025	4.83%	3,000,000
Municipal	Commonwealth Bank of Australia	30/09/2024	3/03/2025	4.80%	4,000,000
Municipal	National Australia Bank	30/09/2024	1/04/2025	5.00%	2,000,000
Municipal	Beyond Bank	7/11/2024	7/04/2025	5.05%	3,000,000
Municipal	Commonwealth Bank of Australia	9/05/2024	9/05/2025	4.99%	3,000,000
Municipal	Beyond Bank	7/11/2024	10/05/2025	5.10%	3,000,000
Municipal	AMP Bank	22/08/2024	10/06/2025	5.02%	4,000,000
Municipal	National Australia Bank	22/08/2024	22/08/2025	4.95%	400,000
Reserve	National Australia Bank	23/01/2024	22/01/2025	5.10%	5,000,000
Reserve	AMP Bank	23/08/2024	20/02/2025	5.00%	3,000,000
Reserve	Commonwealth Bank of Australia	22/08/2024	20/02/2025	4.74%	2,000,000
Reserve	Bank of Queensland	30/04/2024	29/04/2025	5.10%	2,000,000
Reserve	National Australia Bank	30/04/2024	29/04/2025	5.20%	2,600,000
Reserve	G&C Mutual	9/05/2024	9/05/2025	5.35%	1,000,000
Reserve	National Australia Bank	22/08/2024	22/08/2025	4.95%	600,000
Reserve	Commonwealth Bank of Australia	22/08/2024	22/08/2025	4.75%	4,000,000
Reserve	National Australia Bank	7/11/2024	7/11/2025	5.00%	4,000,000
Total Term Deposits					**57,606,168**
Total Funds available					**61,463,884**

CITY OF VINCENT
INVESTMENT PORTFOLIO
AS AT 30 NOVEMBER 2024

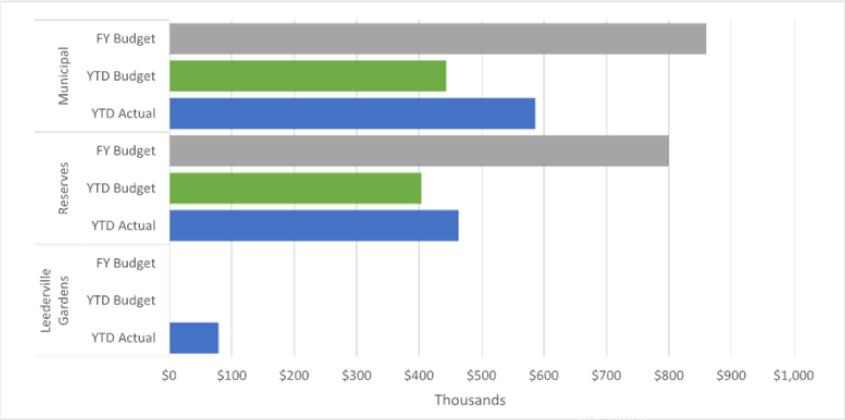
	Municipal	Reserve	Leederville Gardens Inc Surplus Trust	Total	Total
	$	$	$	$	%
BY INVESTMENT HOLDINGS					
Municipal Account	1,393,110	98,717	0	1,491,827	2.4%
Online Saver	2,365,889	0	0	2,365,889	3.8%
Term Deposits	29,400,000	24,200,000	4,006,168	57,606,168	93.8%
	33,158,999	**24,298,717**	**4,006,168**	**61,463,884**	**100.0%**
BY INSTITUTION					
Bank of Queensland	0	2,000,000	0	2,000,000	3.3%
Bendigo and Adelaide Bank	4,000,000	0	0	4,000,000	6.5%
Commonwealth Bank of Australia	13,758,999	6,098,717	0	19,857,716	32.3%
Beyond Bank	6,000,000	0	0	6,000,000	9.8%
National Australia Bank	5,400,000	12,200,000	2,167,750	19,767,750	32.2%
AMP Bank	4,000,000	3,000,000	1,838,418	8,838,418	14.4%
G&C Mutual	0	1,000,000	0	1,000,000	1.6%
	33,158,999	**24,298,717**	**4,006,168**	**61,463,884**	**100.0%**
BY CREDIT RATINGS (SHORT-TERM ISSUE)					
A-1+	19,158,999	18,298,717	2,167,750	39,625,466	64.5%
A-2	14,000,000	6,000,000	1,838,418	21,838,418	35.5%
	33,158,999	**24,298,717**	**4,006,168**	**61,463,884**	**100.0%**
BY TERMS					
0-30 days	3,758,999	98,717	0	3,857,716	6.3%
91-180 days	14,000,000	0	0	14,000,000	22.8%
181-270 days	5,000,000	5,000,000	0	10,000,000	16.3%
271-365 days	10,400,000	19,200,000	4,006,168	33,606,168	54.6%
	33,158,999	**24,298,717**	**4,006,168**	**61,463,884**	**100.0%**
BY MATURITY					
0-30 days	7,758,999	98,717	888,691	8,746,407	14.2%
31-90 days	6,000,000	10,000,000	949,727	16,949,727	27.6%
91-180 days	15,000,000	5,600,000	0	20,600,000	33.5%
181-270 days	4,400,000	4,600,000	2,167,750	11,167,750	18.2%
271-365 days	0	4,000,000	0	4,000,000	6.5%
	33,158,999	**24,298,717**	**4,006,168**	**61,463,884**	**100.0%**
BY FOSSIL FUEL EXPOSURE					
Fossil Fuel Investments	23,158,999	21,298,717	4,006,168	48,463,884	78.8%
Non Fossil Fuel Investments	10,000,000	3,000,000	0	13,000,000	21.2%
	33,158,999	**24,298,717**	**4,006,168**	**61,463,884**	**100.0%**

CITY OF VINCENT
INVESTMENT PERFORMANCE
AS AT 30 NOVEMBER 2024

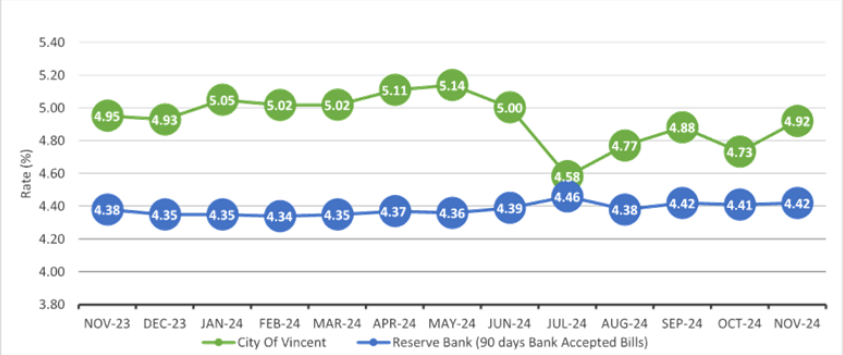
FUNDS INVESTED (TERM DEPOSITS ONLY)



INTEREST EARNINGS

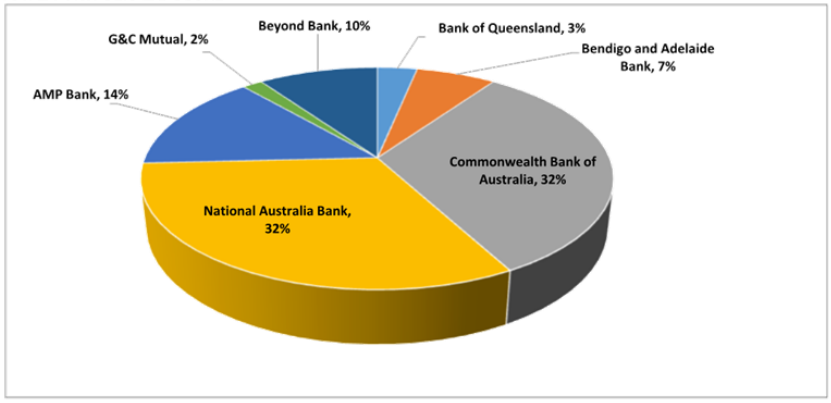


INTEREST RATE COMPARISON

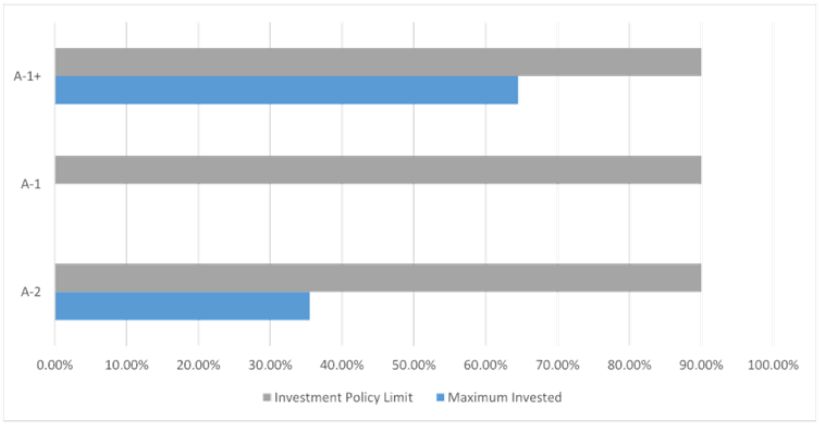


CITY OF VINCENT
INVESTMENT POLICY COMPLIANCE
AS AT 30 NOVEMBER 2024

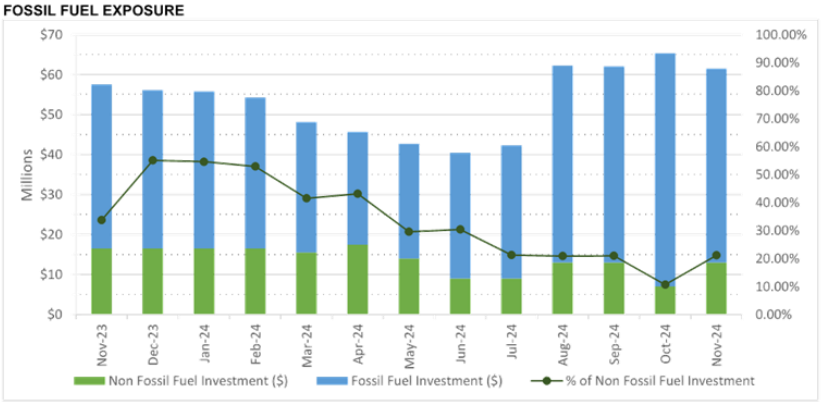
TOTAL PORTFOLIO EXPOSURE



TOATL CREDIT EXPOSURE



FOSSIL FUEL EXPOSURE



11.6 INVESTMENT REPORT AS AT 31 DECEMBER 2024

Attachments: **1. Investment Statistics as at 31 December 2024**

RECOMMENDATION:

That Council NOTES the Investment Statistics for the month ended 31 December 2024 as detailed in Attachment 1.

PURPOSE OF REPORT:

To advise Council of the nature and value of the City's Investments as at 31 December 2024 and the interest amounts earned YTD.

DELEGATION:

Regulation 34 (4) of the Local Government (Financial Management) Regulations 1996 requires the local government to prepare a statement of financial activity each month, which is to be presented to Council within two months after the end of the relevant month.

BACKGROUND:

The City's surplus funds are invested in bank term deposits for various terms to facilitate maximum investment returns in accordance with the City's Investment Policy (No. 1.2.4).

Details of the investments are included in **Attachment 1** and outline the following information:

- Investment performance and policy compliance charts;
- Investment portfolio data;
- Investment interest earnings; and
- Current investment holdings.

DETAILS:

Summary of Key Investment Decisions in this Reporting Period
1.

Total funds invested in the month of December 2024 were $0.9m with $4.8m of funds maturing during the period.

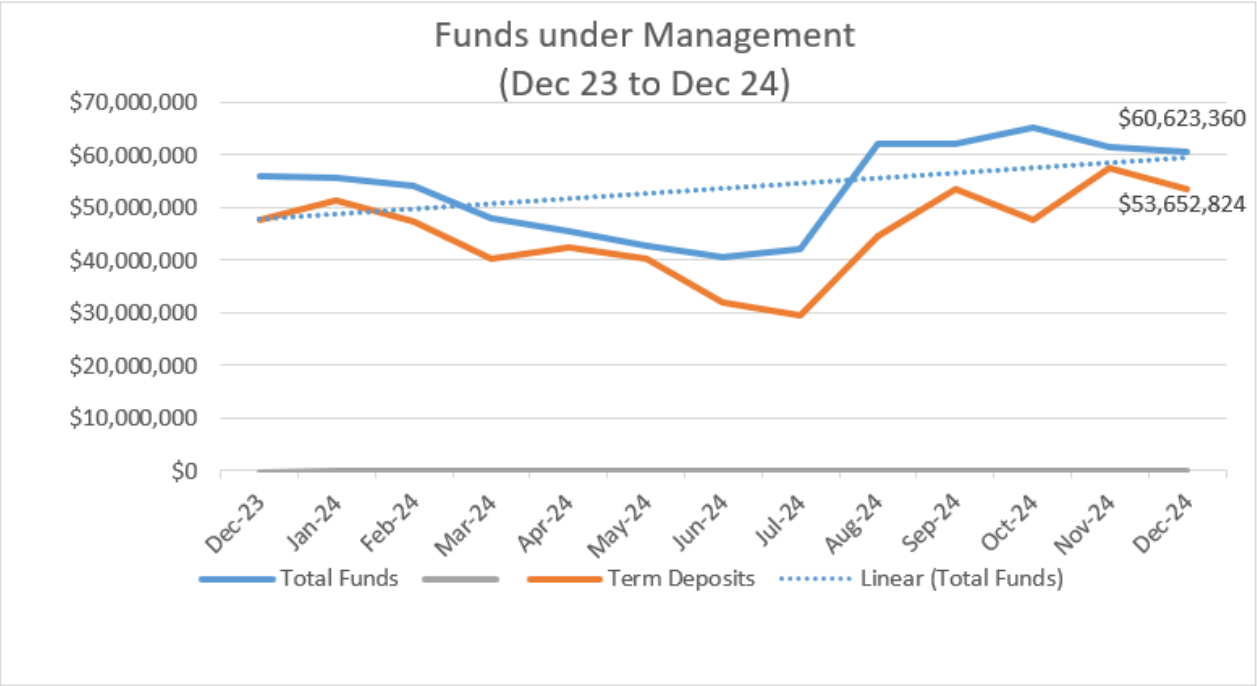
Investment Status

The City's investment portfolio is diversified across several accredited financial institutions.

As at 31 December 2024, the total funds held in the City's operating accounts (including on call) was $60,623,360 compared to $56,076,226 for the period ended 31 December 2023. All funds are interest bearing as at 31 December 2024.

The total term deposit investments for the period ended 31 December 2024 were $53,652,824 compared to $47,695,903 for the period ended 31 December 2023.

The following chart shows funds under management from December 2023 to December 2024:



Interest Status

Total accrued interest earned on investments as at 31 December 2024 is:

Total Accrued Interest Earned on Investment	Budget Annual	Budget YTD	Actual YTD	% of YTD Budget	FY23/24 Actual
Municipal	860,000	514,996	708,344	137.54%	1,385,886
Reserve	800,000	469,996	578,575	123.10%	887,673
Subtotal	**1,660,000**	**984,992**	**1,286,919**	**130.65%**	**2,273,559**
Leederville Gardens Inc. Surplus Trust*	0	0	96,400	N/A	193,472
Total	**1,660,000**	**984,992**	**1,383,319**	**140.44%**	**2,467,031**

**Interest estimates for Leederville Gardens Inc. Surplus Trust were not included in the 2024/25 Budget as actual interest earned is restricted.*

The City has a weighted average interest rate of 4.89% for current investments compared to the Reserve Bank 90 day accepted bill rate for December 2024 of 4.44%.

Sustainable Investments

The City's investment policy requires that in the first instance, the City considers rate of return of the fund. All things being equal, the City then prioritises funds with no current record of funding fossil fuels. The City can increase the number of non-fossil fuel investments but will potentially result in a lower rate of return.

Administration utilises a platform called 'Yield Hub' to ascertain the level of exposure banks have in fossil fuel activities and to determine daily interest rates published by banks.

The investment guidelines which is the supplementary document to the Council Investment Policy sets the maximum exposure limits to financial institutions at 90% as reflected in the below table. The majority of financial institutions lie within A-2 and A-1+ categories.

Short Term Rating (Standard & Poor's) or Equivalent	Direct Investments Maximum %with any one institution		Maximum % of Total Portfolio	
	Guideline	Current position	Guideline	Current position
A-1+	30%	37.9%	90%	70.5%
A-1	25%	0%	90%	0%
A-2	20%	14.7%	90%	29.5%

Administration will continuously explore options to ascertain if a balanced investment strategy can be developed where investments in divested banks can be increased with a minimal opportunity cost of loss in interest rate returns for instances when banks not divested in fossil fuel activities offer a higher rate of return.

CONSULTATION/ADVERTISING:

Nil.

LEGAL/POLICY:

Section 19(2)(b) of the *Local Government (Financial Management) Regulations 1996* requires that a local government establish and document procedures to enable the identification of the nature and location of all investments.

RISK MANAGEMENT IMPLICATIONS

Low: Administration has developed effective controls to ensure funds are invested in accordance with the City's Investment Policy. This report enhances transparency and accountability for the City's investments.

STRATEGIC IMPLICATIONS:

This is in keeping with the City's Strategic Community Plan 2023-2032:

Innovative and Accountable

Our resources and assets are planned and managed in an efficient and sustainable manner.
Our community is aware of what we are doing and how we are meeting our goals.
Our community is satisfied with the service we provide.
We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any specific sustainability outcomes of the City's Sustainable Environment Strategy 2019-2024, however focussing on non-fossil fuel investments contributes to a sustainable environment.

PUBLIC HEALTH IMPLICATIONS:

This does not contribute to any public health outcomes of the City's Public Health Plan 2020-2025.

FINANCIAL/BUDGET IMPLICATIONS:

The financial implications of this report are as noted in the details section of the report. Administration is satisfied that appropriate and responsible measures are in place to protect the City's financial assets.

CITY OF VINCENT
CURRENT INVESTMENT HOLDING
AS AT 31 DECEMBER 2024

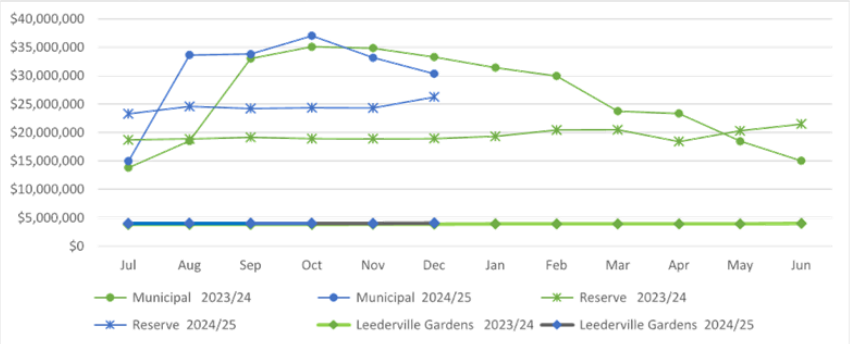
Funds	Institution	Investment Date	Maturity Date	Interest Rate	Principal $
OPERATING ACCOUNTS					
Municipal	Commonwealth Bank of Australia	Ongoing		4.10%	2,940,165
Municipal	Commonwealth Bank of Australia	Ongoing		4.25%	2,383,398
Reserve	Commonwealth Bank of Australia	Ongoing		4.10%	1,646,973
Total Operating Funds					**6,970,536**
TERM DEPOSITS					
Leederville Gardens Inc Surplus Trust	AMP Bank	24/01/2024	23/01/2025	4.95%	949,727
Leederville Gardens Inc Surplus Trust	National Australia Bank	22/08/2024	22/08/2025	4.95%	2,167,750
Leederville Gardens Inc Surplus Trust	AMP Bank	18/12/2024	17/12/2025	5.10%	935,347
Municipal	National Australia Bank	23/01/2024	22/01/2025	5.10%	3,000,000
Municipal	Commonwealth Bank of Australia	30/09/2024	3/02/2025	4.83%	3,000,000
Municipal	Commonwealth Bank of Australia	30/09/2024	3/03/2025	4.80%	4,000,000
Municipal	National Australia Bank	30/09/2024	1/04/2025	5.00%	2,000,000
Municipal	Beyond Bank	7/11/2024	7/04/2025	5.05%	3,000,000
Municipal	Commonwealth Bank of Australia	9/05/2024	9/05/2025	4.99%	3,000,000
Municipal	Beyond Bank	7/11/2024	10/05/2025	5.10%	3,000,000
Municipal	AMP Bank	22/08/2024	10/06/2025	5.02%	4,000,000
Reserve	National Australia Bank	23/01/2024	22/01/2025	5.10%	5,000,000
Reserve	AMP Bank	23/08/2024	20/02/2025	5.00%	3,000,000
Reserve	Commonwealth Bank of Australia	22/08/2024	20/02/2025	4.74%	2,000,000
Reserve	Bank of Queensland	30/04/2024	29/04/2025	5.10%	2,000,000
Reserve	National Australia Bank	30/04/2024	29/04/2025	5.20%	2,600,000
Reserve	G&C Mutual	9/05/2024	9/05/2025	5.35%	1,000,000
Reserve	National Australia Bank	22/08/2024	22/08/2025	4.95%	1,000,000
Reserve	Commonwealth Bank of Australia	22/08/2024	22/08/2025	4.75%	4,000,000
Reserve	National Australia Bank	7/11/2024	7/11/2025	5.00%	4,000,000
Total Term Deposits					**53,652,824**
Total Funds available					**60,623,360**

CITY OF VINCENT
INVESTMENT PORTFOLIO
AS AT 31 DECEMBER 2024

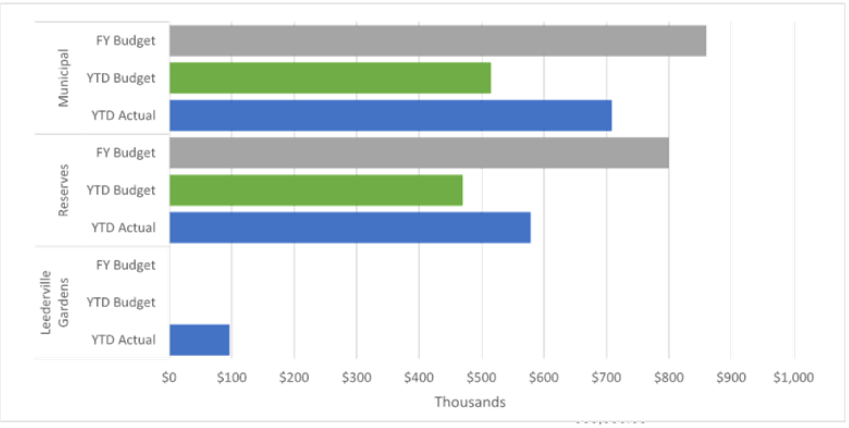
	Municipal	Reserve	Leederville Gardens Inc Surplus Trust	Total	Total
	$	$	$	$	%
BY INVESTMENT HOLDINGS					
Municipal Account	2,940,165	1,646,973	0	4,587,138	7.6%
Online Saver	2,383,398	0	0	2,383,398	3.9%
Term Deposits	25,000,000	24,600,000	4,052,824	53,652,824	88.5%
	30,323,563	**26,246,973**	**4,052,824**	**60,623,360**	**100.0%**
BY INSTITUTION					
Bank of Queensland	0	2,000,000	0	2,000,000	3.3%
Commonwealth Bank of Australia	15,323,563	7,646,973	0	22,970,536	37.9%
Beyond Bank	6,000,000	0	0	6,000,000	9.9%
National Australia Bank	5,000,000	12,600,000	2,167,750	19,767,750	32.6%
AMP Bank	4,000,000	3,000,000	1,885,074	8,885,074	14.7%
G&C Mutual	0	1,000,000	0	1,000,000	1.7%
	30,323,563	**26,246,973**	**4,052,824**	**60,623,360**	**100.0%**
BY CREDIT RATINGS (SHORT-TERM ISSUE)					
A-1+	20,323,563	20,246,973	2,167,750	42,738,286	70.5%
A-2	10,000,000	6,000,000	1,885,074	17,885,074	29.5%
	30,323,563	**26,246,973**	**4,052,824**	**60,623,360**	**100.0%**
BY TERMS					
0-30 days	5,323,563	1,646,973	0	6,970,536	11.5%
91-180 days	10,000,000	0	0	10,000,000	16.5%
181-270 days	5,000,000	5,000,000	0	10,000,000	16.5%
271-365 days	10,000,000	19,600,000	4,052,824	33,652,824	55.5%
	30,323,563	**26,246,973**	**4,052,824**	**60,623,360**	**100.0%**
BY MATURITY					
0-30 days	8,323,563	6,646,973	949,727	15,920,263	26.3%
31-90 days	7,000,000	5,000,000	0	12,000,000	19.8%
91-180 days	15,000,000	5,600,000	0	20,600,000	34.0%
181-270 days	0	5,000,000	2,167,750	7,167,750	11.8%
271-365 days	0	4,000,000	935,347	4,935,347	8.1%
	30,323,563	**26,246,973**	**4,052,824**	**60,623,360**	**100.0%**
BY FOSSIL FUEL EXPOSURE					
Fossil Fuel Investments	24,323,563	23,246,973	4,052,824	51,623,360	85.2%
Non Fossil Fuel Investments	6,000,000	3,000,000	0	9,000,000	14.8%
	30,323,563	**26,246,973**	**4,052,824**	**60,623,360**	**100.0%**

CITY OF VINCENT
INVESTMENT PERFORMANCE
AS AT 31 DECEMBER 2024

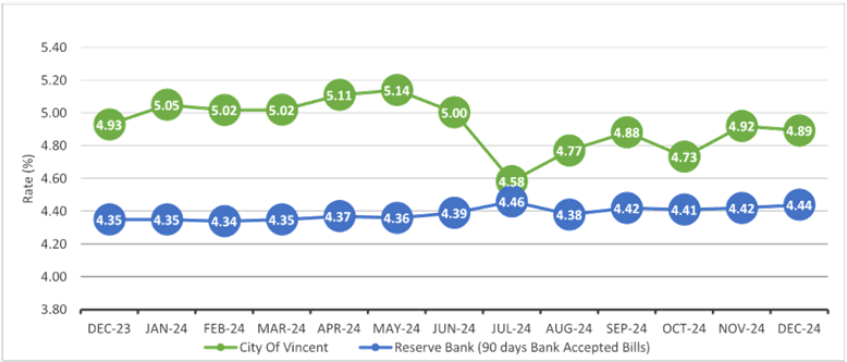
FUNDS INVESTED (TERM DEPOSITS ONLY)



INTEREST EARNINGS

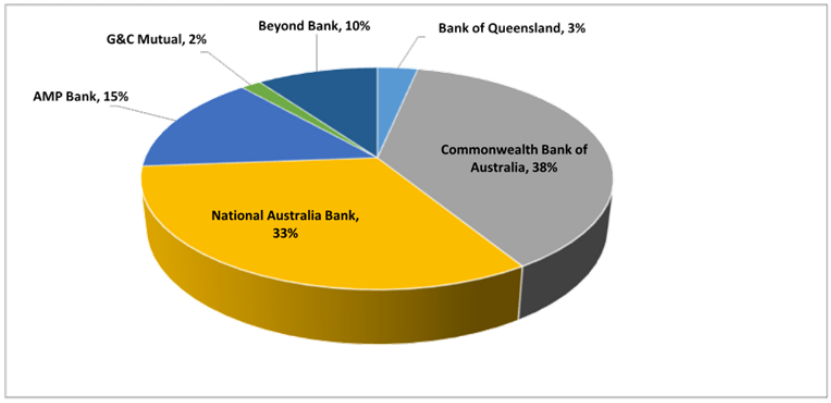


INTEREST RATE COMPARISON

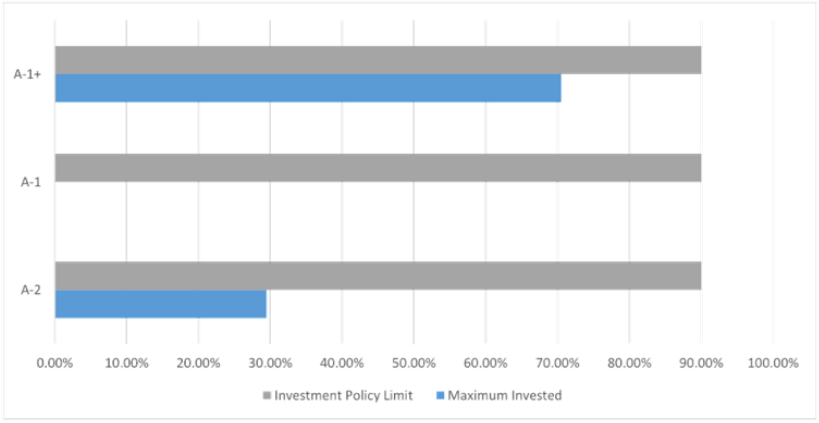


CITY OF VINCENT
INVESTMENT POLICY COMPLIANCE
AS AT 31 DECEMBER 2024

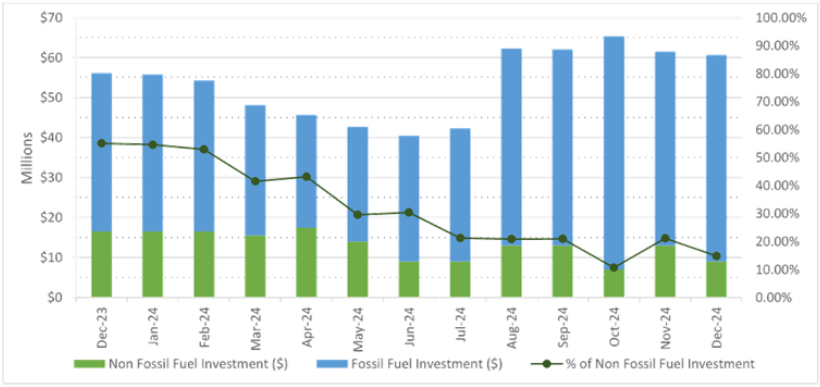
TOTAL PORTFOLIO EXPOSURE



TOATL CREDIT EXPOSURE



FOSSIL FUEL EXPOSURE



12 CHIEF EXECUTIVE OFFICER

12.1 APPOINTMENT OF ELECTORAL COMMISSIONER TO CONDUCT THE CITY OF VINCENT ORDINARY ELECTION 18 OCTOBER 2025

Attachments:

1. **Letter from WA Electoral Commissioner dated 12 December 2024 - conduct of City's 2025 ordinary election**
2. **Written Agreement from WA Electoral Commission to conduct 2025 election**

RECOMMENDATION:

That Council:

1. **APPROVES BY ABSOLUTE MAJORITY, in accordance with:**

   1.1 **section 4.20(4) of the *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the ordinary election, together with any other elections or polls which may also be required; AND**

   1.2 **section 4.61(2) of the *Local Government Act 1995*, that the method of conducting the 2025 ordinary election will be as a Postal election; and**

2. **NOTES that the estimated cost of the Electoral Commissioner conducting the City's 2025 ordinary election by postal vote is $137,678 (including GST).**

PURPOSE OF REPORT:

To consider the process and method for conducting the City of Vincent 2025 ordinary election.

DELEGATION:

Section 4.20(4) of the *Local Government Act 1995* requires an Absolute Majority decision to declare Electoral Commissioner to be responsible for the conduct of an election.

BACKGROUND:

Pursuant to section 4.7 of the *Local Government Act 1995* (LG Act) ordinary elections are to be held on the third Saturday of October every two years. The next ordinary election will be held on 18 October 2025. Local governments can choose to be responsible for the conduct of the ordinary election or appoint the Electoral Commissioner to conduct the ordinary election on its behalf. The method of conducting the election can either be via postal or in person voting.

DETAILS:

The Western Australian Electoral Commissioner wrote to the City on 12 December 2024 refer **Attachment 1** offering to conduct the election on the City's behalf in accordance with section 4.20(4) of the LG Act and setting out its estimated costs.

Administration recommends that the Electoral Commissioner is appointed to conduct the ordinary election, on the basis that it has the following benefits:

1. the election is conducted by professionally trained staff appointed for that sole purpose;

2. the election is overseen by an independent body with the appropriate experience and resources; and

3. removes any conflict of interest that may arise or be perceived to arise between Council Members, Candidates and the Chief Executive Officer in his role as the Returning Officer, or other local government officers appointed in relation to the election.

The Electoral Commissioner has provided a cost estimate of $137,678 (including GST) to conduct the 2025 ordinary election. The calculation of this estimate, including the assumptions the estimate is based on, is set out in the letter at **Attachment 1**.

CONSULTATION/ADVERTISING:

Not applicable.

LEGAL/POLICY:

Section 4.20(4) of the LG Act allows local governments to appoint the WA Electoral Commissioner to conduct the election:

"4. *A local government may, having first obtained the written agreement of the Electoral Commissioner, declare* the Electoral Commissioner to be responsible for the conduct of the election, or all elections conducted within a particular period of time, and, if such declaration is made, the Electoral Commissioner is to appoint a person to be the returning officer of the local government for the election or elections*."

* Absolute majority required

Section 4.28(c) of the LG Act governs the fees and charges associated with the election:

"4.28 *A local government is to –*

(a) …

(b) …

(c) if a declaration under section 4.20(4) has been made in relation to the election, meet the expenses of the Electoral Commissioner in connection with the election to the extent required by regulations."

Section 4.61 of the LG Act sets out the choice of methods for conducting the election:

"4.61 *(1) The election can be conducted as a –*

Postal election…

Voting in person election …

(2) The local government may decide to conduct the election as a postal election*."

*Absolute majority required.

RISK MANAGEMENT IMPLICATIONS:

Low: Appointing the Electoral Commissioner to conduct the 2025 ordinary election on behalf of the City is considered best practice. As the Electoral Commissioner has the requisite experience and will ensure compliance with the LG Act requirements it will have low risks for the City.

STRATEGIC IMPLICATIONS:

Conducting the 2025 ordinary election by postal vote should result in higher participation rates than in-person voting, and therefore this method aligns with the objectives and principles of the City's *Strategic Community Plan 2018-2028*:

Innovative and Accountable

Our community is aware of what we are doing and how we are meeting our goals.

We are open and accountable to an engaged community.

FINANCIAL/BUDGET IMPLICATIONS:

The Electoral Commissioner estimates that the cost of conducting the 2025 ordinary election for the City by postal vote will be $137,678 including GST.

WESTERN AUSTRALIAN
Electoral Commission

Mr David MacLennan
Chief Executive Officer
City of Vincent
PO Box 82
LEEDERVILLE WA 6902

Dear Mr MacLennan,

Cost Estimate Letter: 2025 Local Government Ordinary Election

As you are aware, the next local government ordinary election will be held on 18 October 2025. This letter is your Cost Estimate for the Western Australian Electoral Commission to conduct your election, should you proceed with making a declaration under the *Local Government Act 1995* for us to do so.

Cost Estimate
The Commission has estimated the cost to conduct your Council's election in 2025 as a postal election at approximately $137,678 (ex GST).

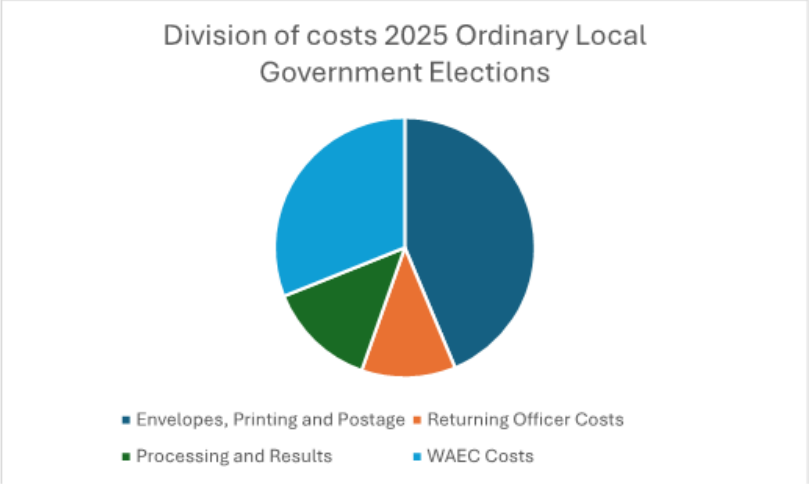
This cost has been based on the following assumptions:

- The method of election will be postal;
- 4 Councillor(s) vacancies;
- 26200 electors;
- response rate of approximately 30%
- appointment of a local Returning Officer; and
- count to be conducted at your office using CountWA.

If any of these assumptions are not correct, please contact us and we can provide a new cost estimate.

Cost Methodology
To provide your estimate, the Commission has estimated the costs of all aspects of the election, from supply of materials to staffing costs. For the 2025 Local Government elections, we have applied the following apportionment across the State:

Level 2, 66 St Georges Terrace PERTH WA 6000
GPO Box F316 PERTH WA 6841
T | (08) 9214 0400
E | waec@waec.wa.gov.au
W | www.elections.wa.gov.au



For individual local Governments the exact apportionment of costs may differ slightly from the above, as the cost categories are determined by applying the following variables:

- Envelopes, Printing and Postage, and WAEC Costs are determined by the number of electors in your Local Government;
- Processing and Results is determined by the expected response rate for your election; and
- Returning Officer Costs are determined by the complexity of the election for the Returning Officer; we classify Local Governments into bands depending on a number of factors including number of Wards, number of vacancies and the number of candidates, and then we pay our Returning Officers a rate which reflects this band.

Estimated Cost of 2025 Local Government Elections

The Commission estimates that the total cost of conducting the Local Government Elections across Western Australia in 2025 will increase by $1.3 million, compared to 2023. The key drivers for this cost increase are as follows:

- a 45% cost increase from Australia Post, comprising of a 25% increase which came into effect in March 2024, and an additional 20% proposed increase currently being considered by the Australian Competition and Consumer Commission, which if approved will take effect in July 2025; and
- a 9% increase in the salaries paid to Returning Officers as required by the Public Sector CSA Agreement 2024.

Variations to the final costs for your Council

In accordance with the *Local Government (Elections) Regulations 1997*, the Commission conducts elections on the basis of full accrual cost recovery. This means that should the actual costs incurred to conduct the election be less or greater than what we have estimated, the final cost may differ from the cost estimate you have been provided.

Whilst we aim to keep additional costs at a minimum wherever possible, the following are examples of where cost increases may arise:

- If a Returning Officer is selected that is not local to your area;
- If you elect for Australia Post Priority Service for the lodgement of your election package;
- If casual staff are required for the issuing of Replacement Election Packages;
- If casual staff are required to assist the Returning Officer on election day or night; or
- Unanticipated cost increases from our suppliers.

We will endeavour to keep you informed of any unanticipated cost increases as they are incurred during the election.

Service Commitment

The Commission is committed to conducting elections impartially, effectively, efficiently and professionally. Following each election event, we review our performance and identify ways to improve our service delivery.

The Commission acknowledges that during the 2023 Local Government Ordinary Elections, the results for many Local Governments were delayed. Since this time we have improved our Count Processes, and as demonstrated through extraordinary elections conducted in 2024, we are now able to finalise our results more quickly whilst still retaining accuracy and integrity.

If you have any suggestions for improvements we can make to deliver your election, your feedback is welcome at all times.

Next Steps

Should you wish to accept this cost estimate and proceed with the Electoral Commission undertaking this election, there are specific steps that must be taken under the *Local Government Act 1995*. These steps are summarised in the attached flow chart (Attachment A).

As outlined in the flow chart, if you accept this Cost Estimate then please advise of us this in writing, so that we can issue a Written Agreement letter. Both the Cost Estimate letter, and the Written Agreement letter then need to be taken to Council for a decision.

If you have any queries, please contact lgelections@waec.wa.gov.au .

Yours sincerely,

Robert Kennedy
ELECTORAL COMMISSIONER

12 December 2024

WESTERN AUSTRALIAN
Electoral Commission

Mr David MacLennan
Chief Executive Officer
City of Vincent
PO Box 82
LEEDERVILLE WA 6902

Dear Mr MacLennan,

Written Agreement: 2025 Local Government Ordinary Election

I refer to your correspondence dated 16 December 2024 in which you accept the Western Australian Electoral Commission's Cost Estimate for the 2025 Local Government Ordinary Election, as outlined in my letter to you dated 12 December 2024 (the Cost Estimates Letter).

This letter is my written agreement to be responsible for the conduct of the local government ordinary election for the City of Vincent. In order to finalise this agreement, you are required under *the Local Government Act 1995* to submit the following motions to Council for a postal election:

1. declare, in accordance with section 4.20(4) of the Local Government Act1995, the Electoral Commissioner to be responsible for the conduct of the 2025 ordinary election, together with any other elections or polls which may be required;

2. decide, in accordance with section 4.61(2) of the *Local Government Act 1995* that the method of conducting the election will be as a Postal election.

Please note that:

- the above motion/s must be presented to Council as drafted and cannot be amended in any way;
- both the Cost Estimates Letter, and this Written Agreement Letter should be attached to the item for Council consideration; and
- the above motion/s must be passed by an absolute majority.

Once the Council passes the above mentioned motion/s, please forward confirmation to the Commission to the email address below. The Commission can then proceed with arrangements for your ordinary election.

If you have any queries, please contact lgelections@waec.wa.gov.au.

Yours sincerely,

Robert Kennedy
ELECTORAL COMMISSIONER

9 January 2025

Level 2, 66 St Georges Terrace PERTH WA 6000
GPO Box F316 PERTH WA 6841
T | (08) 9214 0400
E | waec@waec.wa.gov.au
W | www.elections.wa.gov.au

12.2 REVIEW OF COUNCIL PROCEEDINGS - RECORDING AND WEB STREAMING POLICY

Attachments:
1. **Council Proceedings - Recording and Web Streaming Policy**
2. **Assessment of Policy**

RECOMMENDATION:

That Council REPEAL the Council Proceedings – Recording and Web Streaming Policy at Attachment 1.

PURPOSE OF REPORT:

To seek Council's consent to repeal the Council Proceedings – Recording and Web Streaming Policy at **Attachment 1**.

DELEGATION:

Section 2.7 of the *Local Government Act 1995* sets out the Role of Council as being to 'determine the local government's policies'. There is no delegation to Administration to make, review or repeal policies.

BACKGROUND:

Policy No. 4.2.4 – Council Meetings – Recording and Web Streaming was first adopted by Council in July 2017.

Council at its Meeting on the 12 September 2017 (Item 11.6), approved a minor amendment to the policy to include the ability to archive the livestreams for the public to access outside of live streaming.

Council at its Meeting on 16 June 2020 (Item 12.3), repealed the Policy No. 4.2.4 – Council Meetings – Recording and Web Streaming and approved the updated Council Proceedings – Recording and Web Streaming Policy. The update enabled public question time and deputations at Council proceedings to be recorded and livestreamed on the City's website.

DETAILS:

The elements set out in clause 1.3 of the Policy Development and Review Policy have been considered as set out below.

Proposed objective of the new policy:

It is proposed that the policy be repealed and Administration prepare an internal procedure to provide guidance for recording and web streaming Council proceedings.

A review of the current policy provisions and impact of repealing has been provided in **Attachment 2**.

Requirement for a documented City position (including community need or legislative requirement):

There is no longer a requirement for a documented City position on recording and web streaming of Council Meetings.

Section 58 of the *Local Government Amendment Act 2023* (the Amendment Act) inserts a new section 5.23A into the *Local Government Act 1995* (the Act) covering electronic broadcasting (livestreaming) and video and audio recording of council meetings.

Section 5.23A(2) of the Act is a power that allows regulations to be made that may require, regulate, or otherwise make provision for any of the following matters:

- electronic broadcasting of council meetings
- making or retaining recordings of council meetings
- making recordings of council meetings publicly available
- provision, or otherwise making available, recordings of council meetings.

The requirements for livestreaming and recording of council meetings are aimed at increasing transparency and accountability in local government.

The *Local Government Regulations Amendment Regulations (No. 3)* was published on 18 October 2023.

Part 2A of the *Local Government (Administration) Regulations 1996* (the Administration Regulations), titled Electronic broadcasting and video or audio recording of council meetings, will apply to meetings of council held on or after 1 January 2025.

The Regulations prescribe the requirements for recording, streaming, publishing and storing meetings. The City is already compliant with all the requirements of the regulations and would not need to modify any of our current procedures or practices related to the recording and streaming of council meetings.

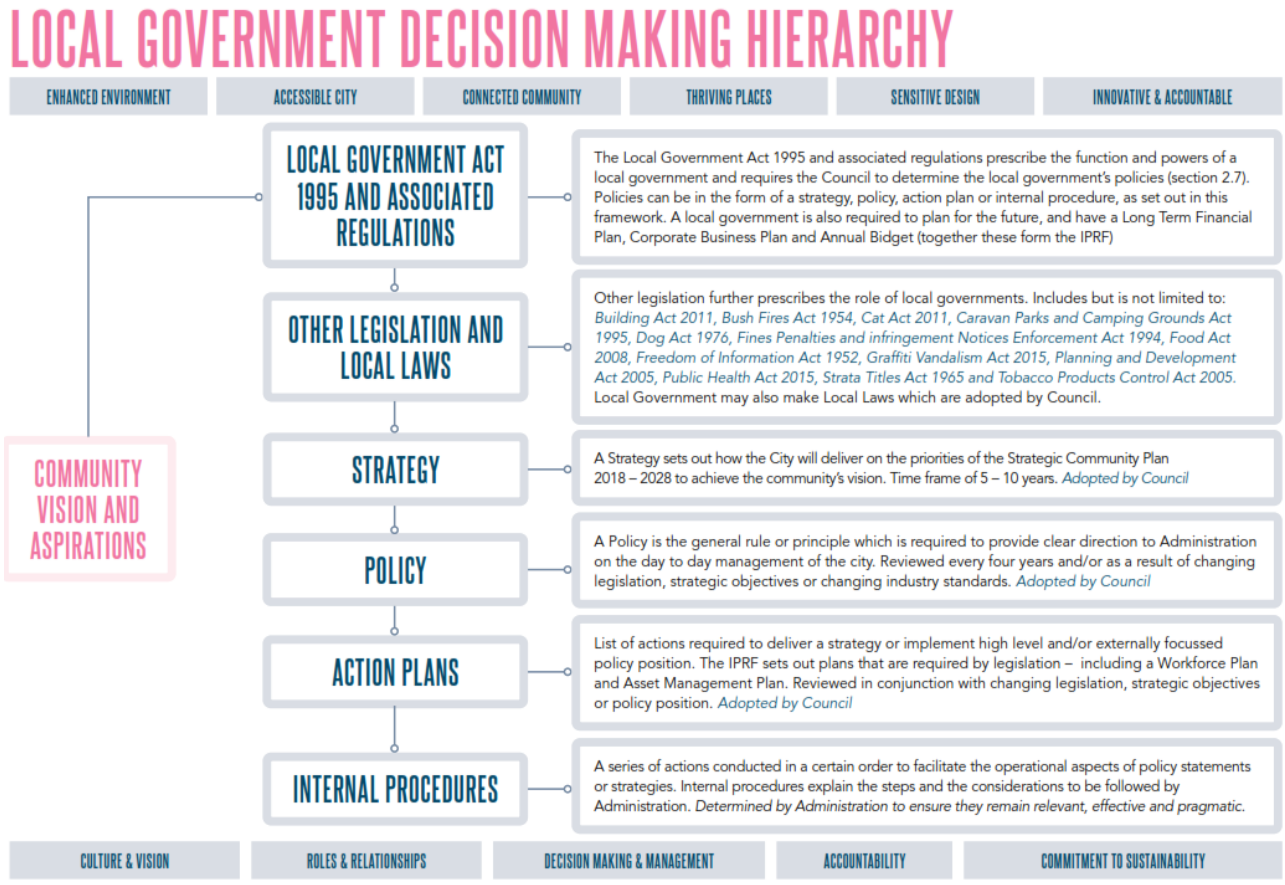
CONSULTATION/ADVERTISING:

No community consultation is required for the repeal of the policy.

LEGAL/POLICY:

There is no legislative or regulatory requirement for this policy. Section 2.7(2)(b) of the Local Government Act 1995 provides Council with the power to determine policies.

The Policy Development and Review Policy sets out the process for the development, review and repeal of the City's policy documents.



RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to repeal the policy as the policy is proposed to be replaced with internal guidance documenting the recording and web streaming process to be followed by Administration, consistent with Council's adopted Policy Development and Review framework.

STRATEGIC IMPLICATIONS:

This is in keeping with the City's *Strategic Community Plan 2022-2032*:

Innovative and Accountable

We deliver our services, projects and programs in the most inclusive, efficient, effective and sustainable way possible

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any environmental sustainability outcomes. This action/activity is environmentally neutral.

PUBLIC HEALTH IMPLICATIONS:

This does not contribute to any public health outcomes in the *City's Public Health Plan 2020-2025.*

FINANCIAL/BUDGET IMPLICATIONS:

Nil.

COUNCIL PROCEEDINGS – RECORDING AND WEB STREAMING POLICY

CITY OF VINCENT

Responsible directorate	Office of the CEO.
Responsible team	Corporate Strategy and Governance.
Responsible officer	Executive Manager Corporate Strategy and Governance.
Affected teams	Elected Members and Executive.
Legislation / local law requirements	Clause 2.16 of the City's *Meeting Procedures Local Law 2008*. *"(1) No person is to use any electronic, visual or vocal recording device or instrument to record the proceedings of the Council or a committee, unless the person has been given prior permission by the Council.* *(2) Sub-clause (1) does not apply if the recording is taken by or at the direction of the CEO, with the permission of the Council or committee.* *(3) Wherever a meeting is open to the public, the Council may make proceedings of the Council available to members of the public via web streaming.* *(4) The presiding member or the Council by carrying a decision, without debate, may decide to stop or start the web streaming at any time during the Council meeting."* Section 9.57A of the *Local Government Act 1995* – local government protected from liability for defamation: Council proceedings on website
Relevant delegations	Nil.
Related policy procedures and documents	Nil.

PURPOSE

To allow for the recording and web streaming of Ordinary Council Meetings, Special Council Meetings, Council Briefings and the Annual General Meeting of Electors (**Council proceedings**).

POLICY

1. All Council proceedings shall be recorded including when the Council has resolved to go behind closed doors.
2. All Council proceedings will be streamed live via the City's website except when Council has resolved to go behind closed doors.
3. The Presiding Member, at their sole discretion, may decide to also stop the recording when a matter is considered behind closed doors.
4. All recordings are to be retained in accordance with the *State Records Act 2000*.

COUNCIL PROCEEDINGS – RECORDING AND WEB STREAMING POLICY

CITY OF VINCENT

5. The web stream will be archived, bookmarked to link individual agenda items, and will be available on the City's website.

6 A sign will be prominently displayed at each Council proceeding notifying attendees that the meeting will be web streamed.

7 The Presiding Member is to make an announcement at the start of every Council proceeding, drawing attention to the fact that the Council proceeding will be web streamed.

SCOPE

This Policy applies to Elected Members, City officers and members of the public attending Council proceedings.

DEFINITIONS

"Council proceedings" means Ordinary Council Meetings, Special Council Meetings, Council Briefings and the Annual General Meeting of Electors.

"Web stream" means the streaming of the Council proceedings on the City's website and includes the audio and visual recordings.

OFFICE USE ONLY	
Initial Council adoption	**DATE: 16/06/2020, REF# D20/105102**
Reviewed / Amended	**DATE:** <APPROVAL DATE>**, REF#:** <TRIM REF>
Next Review Date	**DATE: 16/06/2025,**

Assessment of Council Proceedings, Recording and Web Streaming Policy

No.	***Current Clause***	**Impact of Policy revocation**
1.	*PURPOSE* *To allow for the recording and web streaming of Ordinary Council Meetings, Special Council Meetings, Council Briefings and the Annual General Meeting of Electors (Council proceedings).*	Policy purpose is no longer required as Section 58 of the *Local Government Amendment Act 2023* (the Amendment Act) inserts a new section 5.23A into the *Local Government Act 1995* (the Act) covering electronic broadcasting (livestreaming) and video and audio recording of council meetings. Part 2A of the *Local Government (Administration) Regulations 1996* Regulation 14H which take effect 1 January 2025 require that All Class 2 local government to livestream video and audio of council meetings.
1	*Policy* *All Council proceedings shall be recorded including when the Council has resolved to go behind closed doors.*	This is covered by Regulation 14I (10) of the *Local Government (Administration) Regulations 1996:* (10) *Despite subregulation (1)(b), a local government must not make a recording publicly available to the extent that the recording is of closed proceedings of its council.* *Note for this subregulation: This subregulation does not affect a local government's duty to make a recording under subregulation (1)(a) of any closed proceedings of its council, to retain the recording under subregulation (1)(c) and to provide a copy of the recording to the Departmental CEO under subregulation (1)(d) if requested under subregulation (11)(a).*
2	*All Council proceedings will be streamed live via the City's website except when Council has resolved to go behind closed doors.*	This is covered by Regulation 14H of the *Local Government (Administration) Regulations 1996:* *(2) A local government must, in accordance with subregulation (3), publicly broadcast every meeting of its council that —* *(a) is held at the council's usual meeting place; or* *(b) is an electronic meeting.* *(3) For the purposes of subregulation (2) —*

		(a) the broadcast must be live (with only so much of a delay as is inherent in live broadcasting by means of the local government's broadcast technology); and *(b) the broadcast must be on —* *(i) the local government's official website; or* *(ii) another website a link to which is publicly provided on the local government's official website; and* *(c) the broadcast must be both visual and audio; and* *(d) the quality of the broadcast must be sufficient to allow persons effectively to watch and listen to the deliberations and communications that are part of the meeting's proceedings*
3.	*The Presiding Member, at their sole discretion, may decide to also stop the recording when a matter is considered behind closed doors.*	This is covered by Regulation 14H of the *Local Government (Administration) Regulations 1996:* *(5) Despite subregulation (2), a local government must not publicly broadcast any closed proceedings of its council.* A recoding must still be mad in accordance with regulation 14I (10).
4.	*All recordings are to be retained in accordance with the State Records Act 2000*	This is covered by Regulation 14I of the *Local Government (Administration) Regulations 1996:* *(c) retain the recording until, at least, the end of the period of 5 years after the meeting day;*
5.	*The web stream will be archived, bookmarked to link individual agenda items, and will be available on the City's website.*	This is an administrative direction and can be captured in the Council Meeting procedures guidelines. Regulation 14I of the *Local Government (Administration) Regulations 1996* requires*:* *(1) A local government must —* *(a) make a recording of every meeting of its council in accordance with subregulation (2); and* *(b) make the recording publicly available —* *(i) within 14 days after the meeting day; and*

		(ii) until, at least, the end of the period of 5 years after the meeting day
6.	*6 A sign will be prominently displayed at each Council proceeding notifying attendees that the meeting will be web streamed*	This is an administrative direction and can be captured in the Council Meeting procedures guidelines.
7.	*The Presiding Member is to make an announcement at the start of every Council proceeding, drawing attention to the fact that the Council proceeding will be web streamed.*	This is an administrative direction and can be captured in the Council Meeting procedures guidelines.
	SCOPE This Policy applies to Elected Members, City officers and members of the public attending Council proceedings.	The requirement for recording and streaming of meetings is now set out in *Local Government (Administration) Regulations 1996 – Part 2A*
	DEFINITIONS *"Council proceedings" means Ordinary Council Meetings, Special Council Meetings, Council Briefings and the Annual General Meeting of Electors.*	Council Proceedings is now defined by *Local Government (Administration) Regulations 1996 Regulation 14H (2)* *(2) A local government must, in accordance with subregulation (3), publicly broadcast every meeting of its council that —* *(a) is held at the council's usual meeting place; or* *(b) is an electronic meeting.*
	DEFINITIONS *"Web stream" means the streaming of the Council proceedings on the City's website and includes the audio and visual recordings.*	*Local Government (Administration) Regulations 1996 Regulation 14H (3) defines public broadcast:* *(3) For the purposes of subregulation (2) —* *(a) the broadcast must be live (with only so much of a delay as is inherent in live broadcasting by means of the local government's broadcast technology); and* *(b) the broadcast must be on —* *(i) the local government's official website; or* *(ii) another website a link to which is publicly provided on the local government's official website; and* *(c) the broadcast must be both visual and audio; and* *(d) the quality of the broadcast must be sufficient to allow persons effectively to watch and listen to the deliberations and communications that are part of the meeting's proceedings.*

12.3 COUNCIL RECESS PERIOD 2024-2025 - RECEIVING OF ITEMS DEALT WITH UNDER DELEGATED AUTHORITY BETWEEN 10 DECEMBER 2024 AND 4 FEBRUARY 2025

TRIM Ref: **D25/1424**

Author: **Joslin Colli, Executive Manager Corporate Strategy & Governance**

Authoriser: **David MacLennan, Chief Executive Officer**

Attachments: **Nil**

RECOMMENDATION:

That Council RECEIVES the report on the items of business was dealt with under delegated authority during the Council recess period, 11 December 2024 and 3 February 2025:

1. **Enter into lease with Western Australian Land Authority – Portion 11 Summers Street, East Perth (East Perth Power Station Land).**

PURPOSE OF REPORT:

To advise Council of the items approved under delegated authority during the 2024-25 Council recess period, being 10 December 2024 and 4 February 2025.

DELEGATION:

The resolution of item 12.1 at the 11 December 2024 OCM required:

1.3 A report summarising the items of business dealt with under delegated authority being submitted for information to Council at its Ordinary Meeting to be held on 11 February 2025;

BACKGROUND:

Council at its meeting 10 December 2024 resolved as follows:

That Council DELEGATES BY ABSOLUTE MAJORITY, pursuant to section 5.42 of the Local Government Act 1995, to the Chief Executive Officer, the power to deal with any items of business that may arise between 11 December 2024 and 3 February 2025, and which are not the subject of delegated authority already granted by Council, subject to:

1.1 Reports being issued to all Council Members for a period of three business days with Council Members notified by phone prior to the delegated decision being made and no requests for 'call-in' of the matter being received from Council Members; 1.2 Reports being displayed on the City's website for a period of three business days prior to the delegated decision being made;

1.3 A report summarising the items of business dealt with under delegated authority being submitted for information to Council at its Ordinary Meeting to be held on 11 February 2025; and

1.4 A Register of Items Approved under this Delegated Authority is being kept and made available for public inspection on the City's website during the period that the delegation applies.

2. DETERMINES for the purpose of section 5.43(b) of the Local Government Act 1995 that the Chief Executive Officer can accept tenders up to a maximum value of $500,000 for the period 10 December 2024 to 4 February 2025 subject to the conditions in recommendation 1.1 to 1.4 above

DETAILS:

The following reports were tabled over the Council recess period and approved under delegation by the CEO.

Item	Responsible Directorate	Subject	Decision and Date
1	Strategy & Development	Enter into lease with Western Australian Land Authority – Portion 11 Summers Street, East Perth (East Perth Power Station Land)	Approved 29 January 2025

Enter into lease with Western Australian Land Authority – Portion 11 Summers Street, East Perth (East Perth Power Station Land)

This report was circulated to Council Members on 24 January 2025 and displayed on the City's website for a period of three business days, commencing on 24 January 2025.

The City received no requests from Council Members for the report to be called in to be considered at the 11 February 2025 Council Meeting.

On this basis, and following appropriate due diligence, the Chief Executive Officer authorised the report under delegated authority on 29 January 2025.

CONSULTATION/ADVERTISING:

All reports were displayed on the City's website during the notification period and a copy of the delegated decision was published on the website here.

LEGAL/POLICY:

Section 5.42(1) of the *Local Government Act 1995* provides that a local government may delegate to the CEO any of its powers or the discharge of any of its duties under this Act, other than those requiring an absolute or special majority decision (see section 5.43).

RISK MANAGEMENT IMPLICATIONS:

Low: It is low risk for Council to receive this report on items dealt with under delegated authority during the Council Recess Period.

12.4 RESPONSES TO MOTIONS CARRIED AT THE ANNUAL GENERAL MEETING OF ELECTORS HELD ON 11 DECEMBER 2024

Attachments: **1. Annual General Meeting of Electors - 11 December 2024 Minutes**

RECOMMENDATION:

That Council NOTES and ENDORSES the following recommendations provided by Administration to the General Business motions carried at the Annual Meeting of Electors held on Wednesday 11 December 2024 for the reasons outlined in the report:

1. **Motion 4.2 – Scheme Amendment – That Council NOTES:**

   - **Community consultation on proposed amendments to Policy No. 7.6.3 – Trees of Significance will conclude on 13 February 2025 pursuant to its resolution from its meeting on 10 December 2024. The outcomes of community consultation would be presented to a future meeting by mid-2025;**

   - **The review of Policy No. 7.6.3 – Trees of Significance is one part of Administration's broader approach to improving tree canopy on private land. Other measures would include a further review of planning controls in the City's local planning framework, investigation of financial and non-financial incentives, community education and awareness, and advocacy to the State Government; and**

   - **If ultimately approved by Council, Administration would continue to monitor the implementation of an amended Policy No. 7.6.3 – Trees of Significance as part of this broader approach to tree protection.**

2. **Motion 4.3**

   (1) Gas Appliances (Residential) – That Council NOTES:

   - **There is currently no legislative ability for the City to ban gas connections for new residential development or to require removal in existing residences. Any change to this would be required to be made by the State Government; and**

   - **Administration is currently investigating opportunities to promote electrification within the local planning framework through a review of Policy No. 7.1.1 – Built Form and 7.5.10 – Sustainable Design. This review would be presented to Council by mid-2025 prior to undertaking community consultation.**

   (2) Gas Appliances (Businesses) – That Council NOTES:

   - **There is currently no legislative ability for the City to ban gas connections for new businesses or to require removal in existing businesses. Any change to this would be required to be made by the State Government; and**

   - **Administration is currently investigating opportunities to promote electrification within the local planning framework through a review of Policy No. 7.1.1 – Built Form and 7.5.10 – Sustainable Design. This review would be presented to Council by mid-2025 prior to undertaking community consultation.**

(3) Gas Appliances (Incentives) – That Council NOTES Administration is currently investigating opportunities to incentivise electrification as part of the GreenTrack program through the review of Policy No. 7.1.1 – Built Form and 7.5.10 – Sustainable Design that will be progressed in 2025, and the Climate Transition Adaption Plan that is scheduled to be developed in 2025/26.

PURPOSE OF REPORT:

To consider:

1. the motions carried at the City's Annual Meeting of Electors (AME); and

2. the responses prepared by Administration addressing those motions carried.

DELEGATION:

In accordance with section 5.33 of the *Local Government Act 1995* all decisions made at an electors' meeting are to be considered at the next ordinary council meeting.

BACKGROUND:

The AGM was held in the Council Chambers on Wednesday 11 December 2024 at 7:00pm. There were 22 electors present, two raised general business motions which were carried at the meeting.

DETAILS:

Motion 4.2 – Scheme Amendment

That Council urgently INITIATES a Scheme Amendment to delete Clause 61(1)(k) in Schedule 1 of the Vincent Local Planning Scheme No. 2 AND at the same time approves the advertising of Local Planning Policy provisions to require development approval for the removal of large trees consistent with the WA Local Government Association Policy template.

Recommendation

Not supported.

That Council NOTES:

- **Community consultation on proposed amendments to Policy No. 7.6.3 – Trees of Significance will conclude on 13 February 2025 pursuant to the resolution from its meeting on 10 December 2024. The outcomes of community consultation would be presented to a future meeting by mid-2025;**

- **The review of Policy No. 7.6.3 – Trees of Significance is one part of Administration's broader approach to improving tree canopy on private land. Other measures would include a further review of planning controls in the City's local planning framework, investigation of financial and non-financial incentives, community education and awareness, and advocacy to the State Government; and**

- **If ultimately approved by Council, Administration would continue to monitor the implementation of an amended Policy No. 7.6.3 – Trees of Significance as part of this broader approach to tree protection.**

Reasons for Recommendation

The WALGA Model Template provides for a standardised policy proforma which requires development approval for certain works to trees. For the City to implement this, Clause 61(1)(k) of Local Planning Scheme No. 2 (LPS2) would need to be deleted. This clause specifies that development approval is not required for works to a tree unless the tree is listed on the City's Trees of Significance Inventory (Inventory).

The Inventory is supported by Policy No. 7.6.3 – Trees of Significance (Trees of Significance Policy) which provides criteria for listing trees on the Inventory and assessing development applications that proposes works to listed trees. Financial incentives for owners of significant trees are also addressed within this Policy.

At its meeting on 10 December 2024 Council approved amendments to the Trees of Significance Policy for the purposes of community consultation. This has recently commenced and will conclude on 13 February 2025. The outcomes of advertising would be presented to Council mid-2025.

Administration does not support the proposed motion because:

- Progressing an amendment to LPS2 to delete the trees of significance protection would conflict with the review of the Trees of Significance Policy which Council has supported for the purposes of advertising. The Trees of Significance Policy relies on the retention of this clause to have effect.

- It would disincentivise any new nominations because the Inventory and Trees of Significance Policy would eventually cease to operate, along with any incentives that are identified for owners of listed trees.

- The retention of the LPS2 provision provides for the greatest protection of trees on private property. LPS2 is a statutory planning instrument and has legal standing compared to a local planning policy which does not.

The review of the Trees of Significance Policy is intended to increase the number of listed trees, and is one part of a multi-faceted approach to tree retention that is outlined in the 10 December 2024 Agenda. The success of this approach would be monitored.

Motion 4.3(1) – Gas Appliances (Residential)

That Council INSTRUCTS that in the City's process of assessment and approval of new house developments, extensions and renovations, no gas appliances will be permitted. Existing gas appliances will be required to be removed and replaced with electric appliances or solar appliances such as solar hot water units with electric booster. Gas supply will be required to be disconnected.

Recommendation

Not supported.

That Council NOTES:

- **There is currently no legislative ability for the City to ban gas connections for new residential development or to require removal in existing residences. Any change to this would be required to be made by the State Government; and**

- **Administration is currently investigating opportunities to promote electrification within the local planning framework through a review of Policy No. 7.1.1 – Built Form and 7.5.10 – Sustainable Design. This review would be presented to Council by mid-2025 prior to undertaking community consultation.**

Reasons for Recommendation

New gas connections are currently optional for property owners and the City does not have any involvement in the installation of gas connection which occurs directly with a supplier. The banning of new gas connections for homes would require the support of the State Government. This is because the *Energy Operators (Powers) Act 1979* allows for the sale, distribution and connection of energy, including from gas.

The City's Policy No. 7.1.1 – Built Form (Built Form Policy) includes environmentally sustainable design (ESD) provisions to be addressed by new developments, including demonstrating that a new home would achieve a reduction in global warming potential through a Life Cycle Assessment (LCA). Through a LCA a new home could demonstrate that it achieves a saving on global warming potential by using electricity rather than gas.

Administration is currently undertaking a review of the Built Form Policy and Policy No. 7.5.10 – Sustainable Design (Sustainable Design). This would review would include investigating the existing LCA and ESD requirements to reduce gas consumption and to further improve the environmental performance of new homes.

Amendments to these policies are intended to be presented to Council mid-2025 for the purposes of community consultation. Any ESD provisions require the approval of the State Government before they can be mandated for new homes.

Other opportunities exist outside of the planning framework to encourage the transition to electrification, including increased public education and advocacy to the State Government.

Motion 4.3(2)– Gas Appliances (Businesses)

That Council INSTRUCTS that in the City's process of assessment and approval of new or renovations of business premises, no gas appliances will be permitted. Existing gas appliances will be required to be removed and replaced with electric appliances. Gas supply will be required to be disconnected.

Recommendation

Not supported.

That Council NOTES:

- **There is currently no legislative ability for the City to ban gas connections for new businesses or to require removal in existing businesses. Any change to this would be required to be made by the State Government; and**

- **Administration is currently investigating opportunities to promote electrification within the local planning framework through a review of Policy No. 7.1.1 – Built Form and 7.5.10 – Sustainable Design. This review would be presented to Council by mid-2025 prior to undertaking community consultation.**

Reasons for Recommendation

As set out in Motion 4.3(1) gas connections is optional for property owners and would require the support of the State Government to introduce a ban.

The ESD provisions of the Built Form Policy apply to non-residential developments and do not require the approval of State Government. These current requirements do not address the removal of gas connections or shift towards electrification. Administration will investigate this through the review of the Built Form and Sustainable Design policies.

Any requirements would need to consider potential impacts of upgrading systems for businesses, including costs, operational disruptions, infrastructure limitations in some older buildings, and equipment compatibility.

Motion 4.3 (3)– Gas Appliances (Incentives)

The City will develop and introduce a new program to provide incentives for householders to replace gas appliances with electric appliances and thus for gas supply to be cut off.

Recommendation

Supported.

That Council NOTES Administration is currently investigating opportunities to incentivise electrification through the GreenTrack program as part of the review of Policy No. 7.1.1 – Built Form and 7.5.10 – Sustainable Design that will be progressed in 2025, and the Climate Transition Adaption Plan that is scheduled to be developed in 2025/26.

Reason for Recommendation

The City's GreenTrack program currently provides an incentive for residential developments that submit a LCA. This includes a prioritised assessment and discounted application fees. Non-residential developments are not currently eligible for the GreenTrack program.

A new home that proposes to not have a gas connection could be currently utilise the GreenTrack program where a LCA is provided.

Opportunities to further incentivise the removal of gas connections for new homes through the GreenTrack program would be investigated as part of the review of the Built Form and Sustainable Design policies.

Outside of the planning framework there would be opportunities to explore financial incentives for homes and businesses that shift towards electrification, such as grant programs or rebates. These would be investigated through the development of a Climate Transition Action Plan that is planned to be developed in 2025/26.

CONSULTATION/ADVERTISING:

Nil.

LEGAL/POLICY:

The AGM of the City of Vincent was held in accordance with section 5.27 of the *Local Government Act 1995* (the Act). Section 5.33(1) of the Act requires that all decisions made at an Electors' Meeting are to be considered at the next practicable Ordinary Meeting of Council.

Council must consider the motions from the AGM but is not obliged to make a decision on all or any of those Motions. If Council chooses to make a decision in response to an AGM Motion then reasons for that decision need to be recorded in the Minutes of the Council Meeting.

RISK MANAGEMENT IMPLICATIONS:

Low: It is low risk for Council to consider decisions made at the AGM in accordance with Section 5.33 of the *Local Government Act 1995*.

STRATEGIC IMPLICATIONS:

This is in keeping with the City's *Strategic Community Plan 2018-2028*:

Innovative and Accountable

We are open and accountable to an engaged community

Our community is satisfied with the service we provide

Our community is aware of what we are doing and how we are meeting our goals

FINANCIAL/BUDGET IMPLICATIONS:

Nil.

CITY OF VINCENT

MINUTES

Annual Meeting of Electors

11 December 2024

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MINUTES OF CITY OF VINCENT
ANNUAL MEETING OF ELECTORS
HELD AT THE ADMINISTRATION AND CIVIC CENTRE
244 VINCENT STREET, LEEDERVILLE
ON WEDNESDAY, 11 DECEMBER 2024 AT 7:00 PM

PRESENT:	**Mayor Alison Xamon**	**Presiding Member**
	Cr Alex Castle	**North Ward**
	Cr Suzanne Worner	**North Ward**
	Cr Nicole Woolf	**North Ward**
	Cr Jonathan Hallett	**South Ward**
	Cr Ashley Wallace	**South Ward**
	Cr Sophie Greer	**South Ward**
	Cr Ashlee La Fontaine	**South Ward**
IN ATTENDANCE:	**David MacLennan**	**Chief Executive Officer**
	Peter Varris	**Executive Director Infrastructure & Environment**
	Rhys Taylor	**Executive Director Community & Business Services**
	Jay Naidoo	**A/Executive Director Strategy & Development**
	Lisa Williams	**Executive Manager Communications & Engagement**
	Joslin Colli	**Executive Manager Corporate Strategy & Governance**
	Wendy Barnard	**Executive Assistant to the Mayor and Council Support**
Public:	Approximately 22 members of the public.	

1 DECLARATION OF OPENING / ACKNOWLEDGEMENT OF COUNTRY

The Presiding Member, Mayor Alison Xamon declared the meeting open at 7.00pm and read the following Acknowledgement of Country statement:

"The City of Vincent would like to acknowledge the Traditional Owners of the land, the Whadjuk people of the Noongar nation and pay our respects to Elders past and present, acknowledging that the City of Vincent has a role to place in reconciliation and justice for First Nations people".

2 APOLOGIES / MEMBERS ON LEAVE OF ABSENCE

Cr Ron Alexander is an apology for this meeting.

3 REPORTS

3.1 2023/24 ANNUAL REPORT (INCLUDING 2023/24 FINANCIAL REPORT)

Attachments: 1. **City of Vincent 2023/24 Annual Report**

Moved: Nicole Woolf, Seconded: Alex Castle

Discussion took place around the annual report, as detailed below:

The Presiding Member, Mayor Alison Xamon highlighted the key achievements of the Annual Report, her statement can be found here.

The CEO, David MacLennan, gave a short presentation on the Annual Report, his statement can be found here.

The Executive Director Community & Business Services, Rhys Taylor, gave a short presentation on the Financial Report, his statement can be found here.

Cr Nicole Woolf spoke to the Annual Report, commending the team for preparing it to a very high standard. She highlighted the major progress on significant and exciting projects, and acknowledged the substantial work done behind the scenes, which is greatly appreciated, her full statement can be found here.

Cr Alex Castle spoke to the Annual Report, acknowledging the Mayor's leadership and the smooth transition of the new Council, her full statement can be found here.

Marie Slyth of West Perth raised concerns about the danger of vehicle speeds on Carr Street, the increased traffic in the area, and the lack of parking availability. She also highlighted that the footpath on Florence Street is becoming uneven due to tree roots. Marie shared a printout of early Vincent years with the Mayor and spoke about various issues she is experiencing; her full statement can be found here.

Mayor Xamon thanked Marie for her contributions and invited any further questions relating to the Annual Report. As there were no further questions, the meeting proceeded to General Business.

4 GENERAL BUSINESS

4.1 MARY GRAY OF NORTH PERTH

Mary Gray provided the following statement and questions in writing prior to the meeting. Responses from Administration are provided below.

Statement:

Action on climate change is needed by us residents and all levels of government. As gas is a fossil fuel and alternatives are readily available, there is a need to encourage and incentivise removal of gas appliances from households and small businesses in the City of Vincent.

For many households the only use of gas is for gas cooktops. These can be replaced by electric cooktops. Gas hot water systems can easily be changed to solar hot water systems with electric boosters. Gas-fired heaters can be replaced with reverse cycle air conditioners.

Importantly, in-house gas appliances also emit pollutants (NO2, SO2) which have human health impacts. This is especially relevant for children and asthmatics.

It is suggested that for new houses and renovations or extensions to houses and small business properties and facilities, the City requires that no gas appliances be permitted. Notably this is being done in Victoria. Also the City could provide incentives for householders and businesses to replace gas appliances with electric appliances and thus for gas supply to be disconnected.

Questions:

1. *Will the City consider introducing mandatory requirements for no gas appliances in new houses and in home renovations and extensions?*

2. *Similarly, will the City consider introducing requirements for no gas appliances in renovations and extensions of business premises?*

3. *Will the City consider introducing an incentive program for householders and businesses to remove all gas appliances?*

Administration Response:

1. Gas connections for new developments are currently permitted in Western Australia. Any change to this would require the support of the State Government. The City will advocate for this as part of reviewing its sustainability framework in 2025.

   The inclusion of mandatory requirements to prevent new gas connections has previously been investigated by the City but is not something that is currently able to be enforced. This is because WA's planning legislation is different to that of other states, and changes would be required to the Planning and Development Act 2005 to implement such requirements.

2. The City's Built Form Policy currently includes standards and objectives that relate to incorporating environmentally sustainable design standards (ESD) in new developments. These standards and objectives are currently awaiting approval from the State Government before they can be mandated. The City in the interim has been encouraging applicants to meet these as part of any new developments. These standards do not currently include a restriction on gas connections and/or appliances.

3. The City has been advocating for higher ESD standards for new homes and renovations, and since February 2024 has been implementing its GreenTrack program. This includes incentives for developments that submit a Lifecycle Assessment. These incentives include reduced development application fees, a prioritised assessment, and free design review advice on how the incorporate ESD measures. Developments that choose to remove existing or not provide for any new gas connections and submit a Lifecycle Assessment would be indirectly captured through these incentives.

The Built Form Policy is scheduled to be reviewed in 2025. This review will include opportunities to expand on the current ESD standards and other opportunities for incentives that could seek to limit gas connections.

The Presiding Member, Mayor Alison Xamon, explained the procedure for the receiving, discussion and approval of motions.

4.2 LINDA RAWLINGS OF MT LAWLEY

Linda Rawlings submitted the following motion prior to the meeting. The Presiding Member, Mayor Alison Xamon, read the motion below.

Motion 1:

The Vincent Council urgently initiates a Scheme Amendment to delete Clause 61(1)(k) in Schedule 1 of the Vincent Local Planning Scheme No. 2 AND at the same time approves the advertising of Local Planning Policy provisions to require development approval for the removal of large trees consistent with the WA Local Government Association Policy template.

Moved: Linda Rawlings Seconded: Elizabeth Parker

Linda Rawlings spoke to the motion; her statement can be found here.
Elizabeth Parker spoke to the motion; her statement can be found here.

CARRIED

4.3 MARY GRAY OF NORTH PERTH

Mary Gray submitted the following motions prior to the meeting. The Presiding Member, Mayor Alison Xamon, read each motion below.

Motion 1:

In the City's process of assessment and approval of new house developments, extensions and renovations, no gas appliances will be permitted. Existing gas appliances will be required to be removed and replaced with electric appliances or solar appliances such as solar hot water units with electric booster. Gas supply will be required to be disconnected.

Moved: Mary Gray Seconded: Dave Parker

Mary Gray spoke in support of the motion and read the three questions as previously submitted in writing, her statement and questions can be found here.
Simon Rudstead spoke in support of the motion; his statement can be found here.

CARRIED

Motion 2:

In the City's process of assessment and approval of new or renovations of business premises, no gas appliances will be permitted. Existing gas appliances will be required to be removed and replaced with electric appliances. Gas supply will be required to be disconnected.

Moved: Celia Mary Gray Seconded: Dave Parker

Mary Gray spoke in support of the motion; her statement can be found here.
Becky Bryant spoke to the motion; her statement can be found here.
Simon Rudstead spoke to the motion; her statement can be found here.
Mary Gray spoke again to the motion; her statement can be found here.

CARRIED

Motion 3:

The City will develop and introduce a new program to provide incentives for householders to replace gas appliances with electric appliances and thus for gas supply to be cut off.

Moved: Mary Gray Seconded: Jonathan Hallett

Mary Gray spoke in support of the motion; her statement can be found here.
Cr Jonathan Hallett spoke to the motion; his statement can be found here.
Simon Rudstead spoke to the motion; his statement can be found here.
Mary Gray spoke again to the motion; her statement can be found here.

CARRIED

The Presiding Member, Mayor Alison Xamon, called for any further motions, but none were forthcoming.

The Presiding Member, Mayor Alison Xamon called for any further questions.

4.4 JOHN VISKA OF NORTH PERTH

Mr Viska spoke about the success of the Hyde Park Reference Group. His full statement can be found here.

Mayor Xamon expressed gratitude to Mr Viska and the members of the Hyde Park Reference Group for volunteering their time and expertise. She noted that the group's contributions have been invaluable in guiding tree replacement and additional plantings aligned with Hyde Park's original vision, emphasising the park's significance to the community. The Mayor highlighted the challenges of ensuring tree species are resilient to climate change and pests such as the polyphagous shot-hole borer while providing habitat and acknowledged the importance of the group's input in addressing these challenges. Her full statement can be found here.

5 CLOSURE

There being no further business, the Presiding Member, Mayor Alison Xamon, declared the meeting closed at 8.02pm with the following persons present:

PRESENT:	**Mayor Alison Xamon**	**Presiding Member**
	Cr Alex Castle	**North Ward**
	Cr Suzanne Worner	**North Ward**
	Cr Nicole Woolf	**North Ward**
	Cr Jonathan Hallett	**South Ward**
	Cr Ashley Wallace	**South Ward**
	Cr Sophie Greer	**South Ward**
	Cr Ashlee La Fontaine	**South Ward**
IN ATTENDANCE:	**David MacLennan**	**Chief Executive Officer**
	Peter Varris	**Executive Director Infrastructure & Environment**
	Rhys Taylor	**Executive Director Community & Business Services**
	Jay Naidoo	**A/Executive Director Strategy & Development**
	Lisa Williams	**Executive Manager Communications & Engagement (left at 7.35pm after Item 11.5)**
	Joslin Colli	**Executive Manager Corporate Strategy & Governance**
	Wendy Barnard	**Executive Assistant to the Mayor and Council Support**
Public:	Approximately 22 members of the public.	

These Minutes were confirmed by the Council as a true record and accurate of the Ordinary Meeting of the Annual Meeting of Electors held on 11 December 2024.

Signed: . Mayor Alison Xamon

Dated

12.5 INFORMATION BULLETIN

Attachments:

1. Minutes for Arts Advisory Group 13 November 2024 ⇩
2. Unconfirmed Minutes Sustainability and Transport Advisory Group 28 November 2024 ⇩
3. Unconfirmed Minutes of the Mindarie Regional Council Meeting held on 28 November 2024 ⇩
4. Unconfirmed Minutes of the Catalina Regional Council Meeting held on 5 December 2024 ⇩
5. Unconfirmed Minutes of the Mindarie Regional Council Meeting - 12 December 2024 ⇩
6. Unconfirmed Catalina Regional Council Special Council Meeting Minutes - 19 December 2024 ⇩
7. Minutes for Arts Advisory Group Meeting 7 August 2024 ⇩
8. Statistics for Development Services Applications as at the end of December 2024 ⇩
9. Register of Legal Action and Prosecutions Monthly - Confidential
10. Register of Legal Action - Orders and Notices Quarterly - Confidential
11. Register of State Administrative Tribunal (SAT) Appeals - Progress Report as at 6 February 2025 ⇩
12. Register of Applications Referred to the Metro Inner-North Joint Development Assessment Panel - Current ⇩
13. Register of Applications Referred to the Design Review Panel - Current ⇩
14. Quarterly Street Tree Removal Information ⇩
15. Register of Petitions - Progress Report February 2025 ⇩
16. Register of Notices of Motion - Progress Report - February 2025 ⇩
17. Register of Reports to be Actioned - Progress Report - February 2025 ⇩
18. Council Workshop Items since 17 November 2024 ⇩
19. Council Briefing Notes - 10 December 2024 ⇩

RECOMMENDATION:

That Council RECEIVES the Information Bulletin dated February 2025.

MINUTES

CITY OF VINCENT

ARTS ADVISORY GROUP

Wednesday 13 November 2024
5:30pm – 6:30pm

Venue: Committee Room
City of Vincent
Administration and Civic Centre
244 Vincent Street Leederville

Attendees:

City of Vincent Councillors
Cr Suzanne Worner (SW) (Chairperson)
Cr Sophie Greer (SG)

Community Representatives
Wayne Herring (WH)
Helen Turner (HT)
Kate Rae (KR)
Marisa Santosa (MS)
Iwan Isnin (II)

City of Vincent Officers
Lauren Formentin, Senior Place Planner (LF)
Eamonn Lourey, Coordinator Place (EL)

1. Welcome/Declaration of Opening

Councillor Worner opened the meeting at 5.35pm and delivered the Acknowledgement of Country.

2. Apologies

Cr Ashley Wallace (CW)
Carolyn Karnovsky (CK)
Holly Mason (HM)

3. Confirmation of the Minutes

That the Minutes of the meeting held on 7 August 2024 were noted and accepted.

4. Business

4.1 Mural Co-funding Program Relaunch
Overview:
LF provided an update on the relaunch of the Mural Co-funding Program, including the revised guidelines for 2024/25.
Key Points Discussed:

- The program has been updated to align with the City's Business Enhancement Grant Program.
- Guidelines and the application process have been simplified, with applications to open during a set timeframe for transparency and improved management.
- The 2024/25 funding round is expected to open in July or August and close before the Council elections in October.

Community Consultation and Mural Funding Guidelines

- Participants debated the relevance of community consultation in mural funding applications.
- Suggested consultation should focus on immediate neighbours rather than the broader community.
- Consensus reached that current guidelines are outdated and need revision for practicality.
- Emphasised the importance of murals complying with existing policies.

Discussion on Business Enhancement Grants and Eligibility Criteria

- Discussed eligibility of home-based businesses for grants noting these businesses pay residential rates, affecting funding.
- Concerns were raised about the inclusion of commercial areas.
- Considered the visibility and accessibility of grant-funded locations.

Grant Expenses Discussion

- Identified eligible expenses for grants, including artist fees, materials, and installation costs.
- Debated transportation costs, suggesting they cover equipment transport rather than artwork.
- Emphasised the need to clearly list eligible expenses to prevent misunderstandings.
- Queried whether technical drawings could be considered eligible expenses.

Grant Application Process for Mural Projects

- Highlighted the importance of requiring concept sketches and detailed descriptions from artists.
- Proposed prioritising emerging artists with 3–5 years of experience.
- Discussed limiting the number of applications per artist to promote diversity.
- Suggested criteria for assessing applications to ensure no artist dominates funding opportunities.

Mural Project Assessment Criteria Discussion

- Focused on refining assessment criteria for mural project applications.
- Stressed the need for artists to provide evidence of capability to deliver projects.
- Recommended weighting demonstrated ability of non-traditional muralists more heavily.
- Discussed clarifying requirements for past works and the importance of mural maintenance.
    - Considered funding distribution and payment structures for artists.
    - Highlighted ongoing maintenance and the longevity of murals.

Assessment Criteria and Funding Process Discussion

- Reviewed assessment criteria, considering adjustments to weighting for concept, location, and feasibility.
- Stressed the need for a clear decision-making framework.
- Raised concerns about risks to artists if business owners withdraw support post-concept development.
- Agreed on ensuring artists receive payment for their work.

Grant Assessment Process Discussion

- Reviewed grant assessment processes, including the use of software for independent evaluation by panel members before collective discussion.
- Emphasised the importance of a diverse panel for assessments.
- Confirmed assessment timeline: February 5th–21st.
- Highlighted the need for clear communication and coordination among panel members.

4.2 Lightbox Laneway Gallery Relaunch

- Reviewed the relaunch of the Lightbox Laneway Gallery.
    - Installed eight new light boxes.
    - Increased artist fees from $1,000 to $2,500.
- Applications for exhibitions will be limited to specific timeframes.
- The first exhibition is scheduled for later this month.
- Aims to support emerging artists and enhance public art visibility.

ACTIONS:

- EL will continue to lead the business enhancement grant program and share learnings.
- Review and possibly revise the assessment criteria to ensure clarity for applicants.
- Draft a clearer statement regarding the eligibility of artists in the application process.
- Revisit the mural policy to clarify the definition of a mural.
- Compile a list of eligible and ineligible expenses for the mural funding program.
- Reword the section on artist's CV to clarify the requirement for past work examples.
- Develop a clear statement regarding the assessment criteria for applications.
- Include a question in the application form about whether the artist is applying for other grants.
- Clarify the ongoing maintenance responsibilities for the murals in the guidelines.
- LF will send out the revised guidelines for the grant application process.

- AAG to email through specific feedback on the draft guidelines.

5. Close/Next Meeting

The Chairperson closed the meeting at 7.08pm. The next meeting is scheduled to be held on Wednesday 19 February 2025.

Signed _____
Councillor (Chairperson)

Dated this _____ day of _____ 20__

MINUTES

CITY OF VINCENT

SUSTAINABILITY AND TRANSPORT ADVISORY GROUP

Thursday 28 November 2024
6.00pm - 8.00pm

Venue: Committee Room
City of Vincent
Administration and Civic Centre
244 Vincent Street Leederville

Attendees:

City of Vincent Councillors
(Chairperson) Cr La Fontaine (ALF)
Cr Wallace (AW)

Community Representatives
Barbara Pedersen (BP)
Helen Griffiths (HG)
Ian Kininmonth (IK)
Chris Cutress (CC)
Kathryn Longden (KL)

City of Vincent Officers
Mitchell Hoad (MH) - A/Manager Strategic Planning and Specialist Planner
Tim Elliott (TE) - Coordinator Strategic Planning
Sarah Hill (SH) – Manager Parks

1. Welcome/Declaration of Opening

Councillor La Fontaine opened the meeting at 6:05pm and delivered the Acknowledgement of Country.

2. Apologies

- Peter Varris (PV) – Director Infrastructure and Environment
- Emma McCallum (EM)
- Kathryn Longden (KL)
- Chris Cutress (CC)

3. Confirmation of the Minutes

The Minutes of the meeting held on 4 July 2024 were confirmed.

4. Business

4.1 MH Update on City Progress since last STAG Meeting (5 minutes)

Administration discussed the operationalisation of sustainability throughout Vincent, focusing on assigning responsibilities within individual business units to achieve the net zero goal. Also discussed the need for a climate action plan to capture themes like sustainable procurement, finance, and renewable energy.

IK & BP commended the staff for the work to continue the strategy and endeavours to operationalise sustainability. Commenting on the importance to see the concepts across the different teams.

4.2 Presentation by TE and group discussion on the City's draft Sustainability Framework (20 minutes)

TE presented the Sustainable Vincent Framework and recognised the acknowledgement of country by Cr La Fontaine and the importance of Aboriginal Culture in both the framework and the Strategy as the original custodians deeply respect country and we need to learn from this.

Outlining that the City is elevating the Sustainable Vincent Framework to sit alongside the Strategic Community Plan as one of the higher order documents to ensure it is embedded with everything that the City does & that there are clear Key Performance Indicators associated with this. Explaining that the Enhanced Environment Strategy will be informing Strategy dealing with Water, Waste, Urban Greening and Trees. The Climate Transition Action Plan is planned to be completed following endorsement of the Framework and Strategy in the next financial year 25/26.

Discussed Priority Areas of the Sustainable Vincent Framework:

- Climate Action (Mitigation and Adaptation) – **Our actions towards Net Zero & adaption Strategies to help us prepare for and respond to local climate impacts.**
- Resilient and Low Carbon Infrastructure - **prioritises energy and water efficiency measures and electrification in our operational buildings**
- Healthy and Thriving City - **prioritises positive health outcomes, empowers local businesses to be more sustainable, promoting liveable urban areas**
- Good Governance and Responsible Investment - **compliance with legislation, emissions monitoring and sustainable, fossil fuel free investments.**
- Resource Conservation - **working towards a circular economy**
- Regenerative, Green and Biodiverse - **restore and enhance our local ecosystems and environment.**

BP Local Government Act talk about the risk profile, flagging that the City's risk register needs to connect to the Framework. Because climate, natural and Emergency Management need to hook through the risk register back to the actions and vice versa.

IK Urban Heat Island effect needs to be brought forward to be discussed as we are in the inner-City urban area.

BP Eastern states examples (adapt NSW) of adaption in planning terms of increasing tree canopy. Western Sydney social impacts of a highly populated area and lack of electricity in the area. PSHB impacting tree canopy and tree loss.

4.3 Presentation by TE and group discussion on the City's draft Enhanced Environment Strategy (20 minutes)

Approach
Explained the difference between the three documents: The Enhanced Environment Strategy (EES), The Sustainability Framework and the Future Climate Action Plan. The EES we are dealing with Water Conservation and Management, Urban Greening and Biodiversity and Resource Recovery/Waste.

The Sustainability framework sets all the responsibilities, and then the climate action plan. That's what will really set our net zero pathway. Even though we've already got emissions reporting, that's really what informs detailed actions for the pathway.

In the enhanced environment strategy you would've seen our targets. The Community targets were Tree Canopy to be increased by 12% by 2050 on private land and Resources Conservation the total waste to landfill reduced by 85% by 2030.

We need to really understand what that breakup is between private and public tree canopy: CSIRO previously provided that data and information and that is something that the state government does update.

BP asked if DPLH were going to provide updated data?

MH noted that the last data that we had was 2020 and we're supposed to update every two years. We are missing 2022.

Interestingly WALGA have separately started a project to do some of their own canopy mapping for local governments.

Cr Fontaine asked with the data, so it was 10% and we're increasing it to 12%.

From that 2017 baseline, so that is a 2% increase from the 2017. So with infill, what is the trend predicted to be in 2050 like, do we have any idea like, is the trend trending down from 2017 to 2023?
What are we predicting if we don't intervene? Or do we have any idea?

TE - the estimate would be that it is trending downwards. Other local governments, the city of Stirling have been doing it for the last 10 years and there's indication that they have increased on public land and it's declining on private land.

The best example that I've seen that as part of the WALGA Urban Forest Working group so that's. We really need that information on to break the public and private land apart.

Councillor Wallace had sent through some information on products that was out there and so we've investigated that one and some others.

IK noted that it would be really useful if we take a graph to demonstrate that this is the trend and this is the ultimate conclusion. If we don't do something, and even if we did something, how long is it going to shift the modelling of that.

BP commented that even if we do something we have got the changing conditions with the increased evapotranspiration increased number of days over 35 degrees and nights over 26 degrees. Those conditions are also affecting the native vegetation. There are some other measures and I'm kind of thinking this is part of a journey and this is why the Council needs to have permanent long term commitment to sustainability officers. Keeping track of it is not a one person or a one team.

IK said he had raised previously the components about de-paving and measuring tree canopy increase, but if we're not measuring what is the baseline. Are there increases in paving as well. So if we are increasing tree canopy, which is, primarily about mitigating urban heat island effects, but we aren't mitigating the thing that causes the urban heat island effect. This is adding to the heat island and stormwater runoff.

BP there are some tools coming that will enable us to actually measure and graph what is the increasing hard surfaces or hopefully the increasing areas with traffic cones being accompanied by greening that gives us a better signature of heat.

TE - This reinforces the need for the Sustainable Vincent Framework

The adoption of native verges annually, some of the feedback we have received is the native plants are important, and there are the other species that might produce greater canopy or have a better chance of surviving in certain locations.

Reducing Water Waste would be as a community target, probably around that education piece to reduce use similar to what the Water Corporation does.

BP – a good measure to put in would be the water spend by council on irrigating turfed areas.

TE - maybe it is around having more soil areas rather than lots of lawn that needs a lot of water or amending the soil so that the water demand is reduced.

Resource Conservation - the total waste to landfill reduced by 85% by 2030. That is that state government target. We are ahead of other local governments in that space and a lot of work around education has been done in that space.

IK - I think the other thing that's going to come out in time is to do with greenhouse gas emissions associated with compost.

TE - the city operation targets are tree canopy increase 35% coverage by 2050 on public land. Shot hole borer has presented challenges.

SH advised that we had a lot of tree deaths last summer. There's been a lot of communications with other LG'S on this matter because in the City of Vincent, a majority of our tree deaths were the Queensland box trees. One of the things to consider is that they are end of life because they were all planted around the same era. Obviously the end of life was exacerbated by the heat wave.

SH Street tree policy changes, are going to put us in a really good position to, I guess, to face future changes of not just climate change, but also polyphagus.

SH Previously, our street tree policy stated that we needed to adhere to the streetscape theme. So for instance, if it was jacaranda's, it was jacaranda's. If it was plain trees, it was plain trees. Going forward, we're aiming for streetscape diversity so that when things like polyphagous or the possibility of Myrtle rust come into our area, if we have a diverse streetscape, we can tackle those.

SH Also important to note that there's targets in our policy for a 75% target of Native Australian native plantings, with a preference for West Australian. West Australian was chosen over endemic to the area because the advice now is endemic to the area might not be the best choice because our climate is changing, so we need to be looking at planting Geraldton endemic species to accommodate the changing climate. We are trying to make progress in this space. It is obviously quite complex.

TE - Length of greenways we don't have a definition or how much that we want to target that by because we have a lot of difficulty with main roads and their safety. This impacts on essentially closing down roads to care for them. And so extending those greenways is something that needs more investigation and advocacy as well. A bit more work needs to be done there.

Reducing potable water consumption across the city's operations by 10%. We do have groundwater allocations as well and we are trying to manage those a lot better. We are still working with our teams so that all our assets are achieving that five star wells rating.

Then with our resource conservation, reducing waste in our operations by 15% by 2030 and looking to have that 100% of the city properties that we occupy using the containers deposit scheme.

Cr Fontaine - Do we have any compatible data on the groundwater use?

SH – Yes, we do but it fluctuates year to year. So essentially we have an allocation that we're not supposed to exceed. Last year, we did exceed it by I think about 10%.

SH - When we knew we were going to exceed it, we flagged it with DEWA and had a meeting with them but they don't appear to be enforcing this. We're in the process and have been for a couple of years now, of making all the possible steps we can to reduce the amount of groundwater usage we have through the eco zoning program, which has been going for about 12 years now.

SH - That's been really good and in conjunction with that, we're doing a lot of irrigation renewals by 2028, when the 10% reduction comes into place we will have upgraded all of the irrigation systems at our active sports grounds, which are obviously our biggest users, and when we do that, when we renew a system, we're really conscious of the active area and the passive or verge areas. So we separate them off in different stations so that we can cut or completely reduce the water. That's proven somewhat problematic because we have verge issues on some of our sports grounds where we completely cut it off but on a positive note, we are looking at options designed for groundwater storage cells within these verge areas and permeable paving so that we're not just improving the verge parking on our sports reserves, but also infiltrating extra water and resolving some drainage issues in areas.

SH We are currently working on designs for Menzies Park which was renewed a couple of years ago, so hopefully that will be implemented in the next couple of years. We will be looking at other reserves with the same issue. Obviously, Britannia Reserves a big one, Kyilla where we have to keep the verge area clear for parking. Sporting event focussed so we can't echo zone the verge, but if we do permeable paving and water storage cells underground, we're going to have a really good environmental outcome.

IK - with resource conservation we're talking about a circular economy approach looking at compost as an example where a certain amount goes out and a little bit comes back. We should be trying to maximize the amount that come comes back. We should have some targets. With the FOGO bin we sort of expected that

it was going to come back as compost and it does come back as compost and it gets dumped at Britannia and it's gone in two days by the local landscapers or word of mouth. It would be good to measure the reuse.

Cr Fontaine - when is the baseline audit going to be completed?

TE - that's a great question, I will have to work with our waste team to understand that. I will update this for the next meeting.

4.4 Presentation by TE and group discussion on the City's Emissions Inventory (15 minutes)

TE – Emissions Inventory
We engaged Deloitte to prepare the emissions inventory. As part of that work, we went to the executive team to decide on the emissions boundary for that work.

BP - will come back to you on this with some comments. It would back be useful to have a pie graph at this point that says this is where our major emissions are coming from - transport, electricity, waste and buildings.

TE - we set the emissions boundary and we have done that work so we've got all those facts around where we're at and where we're trending towards. So that really will inform that climate action plan that will go on to next financial year.

MH noted that that's the important step to give us something to move forward with. So if we're trying to measure 2030 or 2040 or 2050, whatever the end game is, we have a holistic picture now. And part of the framework in the Climate Action Plan will be an annual update of the Emissions Inventory so that we can track year to year.

4.5 General update from TE on Sustainability initiatives (5 minutes)

TE gave an update on the bulk buying energy. CoV is working with Bayswater and Stirling to understand how this might work. It seems we're a bit behind the Eastern States and they have third party providers that manage it for them over there.

IK – Diagram Concept for Community Circularity Precinct and Community Biochar Hub
The overall concept is around developing a hub where we can try different things out and then based on that scale up. We trialled the FOGO compost in the biochar and now with the tree planting that's being implemented, certainly with compost and microbes going into the soil.

Historically, we had the Community compost station there and that was popular. That provided the incentive for the Council to move to Fogo. There are future opportunities in terms of grey water reuse and stormwater harvesting. This is just a concept and I will be advocating for an ideas type sort of process where stakeholders could come together and bring their ideas and formulate projects.

4.6 Meeting scheduled for 2025

MH proposed a tentative meeting schedule for 2025, with meetings in February, May, July, and around the Council election period. The plan would be to review the sustainability framework, strategy, and climate action plan during these meetings.

5. Close/Next Meeting

The Chairperson (ALF) closed the meeting at 7:47pm. The next meeting is scheduled to be held in February.

Signed _____
Councillor (Chairperson)

Dated this _____ day of _____ 20__

Date:	28 November 2024
Time:	6:30PM
Location:	Town of Victoria Park

MINDARIE REGIONAL COUNCIL

Ordinary Council Meeting
Minutes

mrc.wa.gov.au

MINDARIE REGIONAL COUNCIL
NOTICE OF MEETING

22 November 2024

Councillors of the Mindarie Regional Council are advised that an Ordinary Meeting of the Council will be held at the Town of Victoria Park at 6.30 pm on 28 November 2024.

The agenda pertaining to the meeting follows.

Your attendance is respectfully requested.

SCOTT CAIRNS
CHIEF EXECUTIVE OFFICER

MINDARIE REGIONAL COUNCIL - MEMBERSHIP

Cr S Proud, JP (Stephanie) - Chair	City of Stirling
Cr K Vernon (Karen)- Deputy Chair	Town of Victoria Park
Cr R Fishwick, JP (Russ)	City of Joondalup
Cr C May (Christopher)	City of Joondalup
Cr L Gobbert, JP (Liam)	City of Perth
Cr A Creado (Andrea)	City of Stirling
Cr J Ferrante (Joe)	City of Stirling
Cr C Hatton (Chris)	City of Stirling
Cr A Castle (Alex)	City of Vincent
Cr P Miles (Paul)	City of Wanneroo
Cr J Wright (Jordan)	City of Wanneroo
Cr G Mack (Gary)	Town of Cambridge

NB: Although some Councils have nominated alternate members, it is a requirement that a Council carries a specific resolution for each occasion that the alternate member is to act.

MINDARIE REGIONAL COUNCIL
ORDINARY COUNCIL MEETING MINUTES
28 November 2024

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MINDARIE REGIONAL COUNCIL
ORDINARY COUNCIL MEETING MINUTES
28 November 2024

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chair declared the meeting open at 6.38 pm
The Chair welcomed Mr Sheikh from the Office of the Auditor General, WA.

2 ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

MRC COUNCILLORS

Cr S Proud, JP (Stephanie) CHAIR	City of Stirling
Cr K Vernon (Karen) DEPUTY CHAIR	Town of Victoria Park
Cr R Fishwick, JP (Russ)	City of Joondalup
Cr C May (Christopher)	City of Joondalup
Cr L Gobbert (Liam)	City of Perth
Cr A Creado (Andrea)	City of Stirling
Cr J Ferrante (Joe)	City of Stirling
Cr C Hatton (Chris)	City of Stirling
Cr A Castle (Alex)	City of Vincent
Cr P Miles (Paul)	City of Wanneroo
Cr J Wright (Jordan)	City of Wanneroo
Cr G Mack (Gary) *attendance via MS Teams*	Town of Cambridge

Apologies
Nil

MRC Officers
Mr S Cairns (Chief Executive Officer)
Ms A Arapovic (Executive Manager Corporate Services)
Mr D Turner (Projects and Procurement Manager)
Ms S Cherico (Human Resource Manager)
Ms D Toward (Executive Assistant)

Approved leave of absence
Nil

Member Council Observers

Mr N Claassen	City of Joondalup
Mr M Pennington	City of Joondalup
Mr A Murphy	City of Stirling
Ms Y Plimbley	City of Stirling
Mr P Varris	City of Vincent
Mr A Griffiths	City of Vincent
Mr H Singh	City of Wanneroo
Mr J Gault	City of Wanneroo
Mr A Head	Town of Cambridge
Mr J Wong	Town of Victoria Park

MRC Observers:
Mr R Davies `

VISITORS
Mr Aamir Sheikh, Assistant Director, Office of the Auditor General, WA *attendance via MS Teams*

3 DECLARATION OF INTERESTS

Item	Name	Interest	Reason
14.6 CEO Performance Review	Scott Cairns	Financial Interest	Scott Cairns is the CEO

4 PUBLIC QUESTION TIME

WRITTEN QUESTIONS RECEIVED PRIOR TO THE COUNCIL MEETING HELD ON 28 NOVEMBER 2024

Ms O'Byrne, Kinross

The Chair elected for the questions from Ms O'Byrne to be responded to as normal business correspondence in accordance with the Mindarie Regional Council Meeting Procedures Local Law 2020. The question and answers will also be provided in the next Ordinary Council meeting Agenda.

QUESTIONS ASKED VERBALLY AT THE COUNCIL MEETING HELD ON 28 NOVEMBER 2024:

Mr Adrian Hill, Burns Beach

Q1. Can I request some clarity on the MRC's decision to cease using leachate evaporation this year and what was the reason for the decision, and who was involved in making the decision?
A1: The decision was taken in 2023, due to the number of odour reports and DWER at the time took the view that the odour source was leachate.
The decision was taken by the Executive Manager Operation, in consultation at the time with officers from DWER.

Q2: Please advise if you did a risk assessment before ending evaporation?
A2: There was no formal written risk assessment process undertaken. The view at the time was that, given the increased pressure upon MRC to minimise odour, the only available option was to cease leachate evaporation and find a solution thereafter regarding leachate management. Stopping the receipt of odorous materials on the elevated landfill was not a valid

option given the need to continue services for member councils. In discussion with the CEO, the risks were assessed, and a decision was taken, but the decision to stop was, at that time, expected to be a temporary one. Subsequent events thereafter inhibited recommencing evaporation.

5 ANNOUNCEMENT BY THE PRESIDING PERSON

Nil

6 APPLICATION FOR LEAVE OF ABSENCE

Cr Jordan Wright requested a leave of absence from Council duties from 19 December 2024 to 03 January 2024.

Moved Cr May seconded Cr Hatton
That Council approves the request for a leave of absence from Council duties for Cr Jordan Wright covering the period 19 December 2024 to
CARRIED UNANIMOUSLY 12/0
For: Crs Castle, Creado, Ferrante, Fishwick, Gobbert, Hatton, Mack, May, Miles, Proud, Vernon and Wright
Against: Nil

Cr Joe Ferrante requested a leave of absence from Council duties from 13 December 2024 to 18 January 2024.
Cr Karen Vernon requested a leave of absence from Council duties from 22 December 2024 to 14 January 2025
Cr Christopher May requested a leave of absence from Council duties from 21 December 2024 to 14 January 2024
Cr Gary Mack requested a leave of absence from Council duties from 2.12.2024 to 11.12.2024

Moved Cr Wright, Seconded Cr Ferrante
CARRIED UNANIMOUSLY 12/0

For: Crs Castle, Creado, Ferrante, Fishwick, Gobbert, Hatton, Mack, May, Miles, Proud, Vernon and Wright
Against: Nil

7 PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

8 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

8.1 ORDINARY COUNCIL MEETING – 26 September 2024

The Minutes of the Ordinary Council Meeting held on 26 September 2024 have been printed and circulated to members of the Council.

RESPONSIBLE OFFICER RECOMMENDATION
That the Minutes of the Ordinary Meeting of Council held on 26 September 2024 be confirmed as a true record of the proceedings.

Moved Cr Hatton, seconded Cr Vernon
RESOLVED
That the recommendation be adopted

CARRIED UNANIMOUSLY 12/0
For: Crs Castle, Creado, Ferrante, Fishwick, Gobbert, Hatton, Mack, May, Miles, Proud, Vernon and Wright
Against: Nil

MOVED Cr Proud, Seconded Cr Vernon
Procedural Motion

1. To suspend the operation of clause 5.2 – Order of Business - in accordance with clause 10.1(j) of the Mindarie Regional Council Meeting Procedures Local Law 2020.
   Reasons:
   For efficiency of the meeting to enable consideration of Confidential Items 14.4 to 14.5 to allow the representative from the Office Auditor General (OAG), Mr Sheik to participate in items 14.4 & 14.5 and then leave once these items have been completed.

CARRIED 11/1
For: Crs Castle, Creado, Ferrante, Fishwick, Gobbert, Hatton, Mack, May, Proud, Vernon and Wright
Against: Miles

Moved Cr Vernon, Seconded Cr Castle
Procedural motion:
In accordance with clause 10.1(h) of the Mindarie Regional Council Meeting Procedures Local Law 2020 and s5.23 of the Local Government Act 1995, I request that Council meet "behind closed doors" to allow the Council to consider items 14.1 to 14.5 as the items are of a confidential nature.

1. Permits the MRC Chief Executive Officer, MRC staff and OAG Officers to remain in the meeting.
2. Requests people seated in the gallery to leave.

CARRIED UNANIMOUSLY 12/0
For: Crs Castle, Creado, Ferrante, Fishwick, Gobbert, Hatton, Mack, May, Miles, Proud, Vernon and Wright
Against: Nil

Meeting closed at 6.51pm, people seated in the gallery left.

This report is Confidential and dealt with in a confidential session, under Section 5.23 (2) (f) (ii) of the *Local Government Act 1995* as the report deals with matters concerning risks to the MRC	
14.4	**ANNUAL FINANCIAL AUDIT PLANNING 2023/2024**
File No:	**GF-24-0000423**
Attachment(s):	**Attachment 1 Annual Financial Audit Planning Summary**
Date:	**21 November 2024**
Responsible Officer:	**Chief Executive Officer**

OFFICER AND AUDIT AND RISK COMMITTEE RECOMMENDATION

That the Council note and review the scope and effectiveness of the 2023/2024 Annual Financial Audit Planning Summary issued by the OAG Auditors.

Moved Cr Hatton, seconded Cr May
RESOLVED
That the recommendation be adopted

CARRIED UNANIMOUSLY 12/0
For: Crs Castle, Creado, Ferrante, Fishwick, Gobbert, Hatton, Mack, May, Miles, Proud, Vernon and Wright
Against: Nil

This report is Confidential and dealt with in a confidential session, under Section 5.23 (2) (f) (ii) of the *Local Government Act 1995* as the report deals with matters concerning risks to the MRC	
14.5	**AUDIT COMPLETION 2023/2024**
File No:	**GF-24-0000423**
Attachment(s):	**Attachment 2 Auditor General Independent Auditors Report Attachment 3 Annual Financial Audit Exit Brief Attachment 4 Representation Letter Attachment 5 Management Letter**
Date:	**21 November 2024**
Responsible Officer:	**Chief Executive Officer**
This report is Confidential and dealt with in a confidential session, under Section 5.23 (2) (a) of the *Local Government Act 1995* as the report deals with a matter affecting an employee	

OFFICER AND AUDIT AND RISK COMMITTEE RECOMMENDATION

That Council note the Auditor General Independent Auditors Report for year ended 30 June 2024.

That Council note the Annual Financial Audit Exit Brief for year ended 30 June 2024.

That Council note the Representation Letter for the year ended 30 June 2024.

That Council note the Management Letter for the year ended 30 June 2024.

Moved Cr Hatton, seconded Cr Miles
RESOLVED
That the recommendation be adopted

CARRIED UNANIMOUSLY 12/0
For: Crs Castle, Creado, Ferrante, Fishwick, Gobbert, Hatton, Mack, May, Miles, Proud, Vernon and Wright
Against: Nil

Procedural Motion

1. Reopens the meeting to members of the public at 6.54 pm

Moved Cr Gobbert, seconded Cr Vernon
RESOLVED
That the recommendation be adopted

CARRIED UNANIMOUSLY 12/0
For: Crs Castle, Creado, Ferrante, Fishwick, Gobbert, Hatton, Mack, May, Miles, Proud, Vernon and Wright
Against: Nil

The meeting reopened to the public at 6.54 pm.
Mr Sheik disconnected from the meeting.

9 CHIEF EXECUTIVE OFFICER REPORTS

9.1	INTERIM FINANCIAL STATEMENTS – FOR THE PERIOD ENDED 30 September 2024 & 31 October 2024
Reference:	**GF-23-000000019**
Attachment(s):	**Attachment 1**
Date:	**13 November 2024**
Responsible Officer:	**Executive Manager Corporate Services**

SUMMARY
The purpose of this report is to provide Council with a set of financial reports in line with statutory requirements, which provides information on the financial performance of the Mindarie Regional Council (MRC).

BACKGROUND
Financial Management Regulations 34 of the Local Government (Financial Management) Regulations 1996 defines reporting requirements.

The financial statements presented for each month consist of:

- Statement by Comprehensive Income by Nature
- Operating Income Statement by Program
- Statement of Financial Position
- Statement of Cashflows
- Statement of Financial Activity
- Statement of Reserves
- Statement of Investing Activity
- Cash and Cash Equivalents and Schedule of Investments
- Tonnage Report

DETAIL

The attached reports provide an overview of the MRC's interim financial performance for the periods ending 30 September 2024 and 31 October 2024 and have been prepared in accordance with the Local Government Act 1995, the Local Government (Financial Management) Regulations 1996 and the Australian Accounting Standards. The interim report fairly represents, in all material respects, the results of the MRC's operations for the month being reported.

The Interim Financial Reports for the periods ended 30 September 2024 and 31 October 2024 is attached at Appendix No. 1 to this Item. The Schedule of Investments and Tonnage Report up to 31 October 2024 are also contained within the Attachment No.1.

Summary of results for the year-to-date period ended 31 October 2024

	YTD Budget	YTD Actual	Variance
	t	t	t
Tonnes – Members	59,087	58,717	(370)
Tonnes – Others	5,971	6,560	589
TOTAL TONNES	**65,058**	**65,277**	**220**
	$	$	$
Revenue - Fees & Charges	12,851,447	12,550,258	(301,188)
Revenue - Other	2,719,205	2,868,092	148,887
TOTAL REVENUE	**15,570,651**	**15,418,350**	**(152,301)**
Expenses	(13,448,343)	(11,951,195)	1,497,147
Gross Profit	**2,122,308**	**3,467,155**	**1,344,846**
Net Profit on sales of assets	122,924	-	(122,924)
NET PROFIT	**2,245,232**	**3,467,155**	**1,221,922**

Variances Year to Date

Mindarie Regional Council's interim financial result for the period ending 31 October 2024 reflects its performance from 1 July 2024 to 31 October 2024. The Council's operations have been conducted in line with the adopted budget at the OCM, 27 June 2024. In line with materiality adopted by the Council, variances below $50k do not attract comments.

MRC recorded an interim net profit of $3.5m for the period ended 31 October 2024.

REVENUE

Revenue for the year to 31 October 2024 was $152k under the year-to-date budget. User charges across members and non-members including mattress charges were $79k under budget. Interest earnings on term deposits were $142k over budget. There have been no gas power generation sales yet, this is a timing issue.

EXPENDITURE

Total expenditure recorded a positive variance of $1.5m.

The main areas contributing to the variance were employment costs $337k, materials and contracts $887k and depreciation $114k. Employment costs are subject to the timing of recruitment and enterprise bargaining agreement adjustment and should align as the year progresses. Within materials and contracts Waste-to-energy has not commenced however the variation has been fully offset by increased DEP Levy costs based on tonnage to landfill.

Projects and maintenance timings have all contributed to the remaining positive variance. Depreciation variance is expected to align after audit adjustments.

STATEMENT OF FINANCIAL POSITION

End of October 2024 the MRC's cash position is solid due to collection of fees and charges and positive earnings from the investments. Capital expenditure that is yet to be incurred impacts this position.

Capital Expenditure

There is $1.4m or 9.1% capital expenditure incurred to 31 October 2024. This cost predominantly comes from landfill infrastructure. The majority of budgeted capital expenditure is expected to be utilised by the year end.

Reserve Accounts

The reserve accounts for the year-to-date have increased by $2.2m due to planned transfer and interest earned netted off by capital expenditure for the period.

STATUTORY IMPLICATIONS

Section 6.4 of the Local Government Act 1995 and regulation 34(1) of the Local Government (Financial Management) Regulations 1996.

VOTING REQUIREMENT

Simple Majority

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

Receive the Financial Statements set out in Appendix No. 1 for the months ended 30 September and 31 October 2024.

Moved Cr Gobbert, seconded Cr Vernon
RESOLVED
That the recommendation be adopted

CARRIED UNANIMOUSLY 12/0
For: Crs Castle, Creado, Ferrante, Fishwick, Gobbert, Hatton, Mack, May, Miles, Proud, Vernon and Wright
Against: Nil

Attachment

Interim Financial Reports September and October 2024

Financial Report for the period ending 30 September 2024

Mindarie Regional Council

Authorised by: Adnana Arapovic
Executive Manager Corporate Services

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2.5 Interim Statement of Financial Activity

2.6 Interim Statement of Reserves

2.7 Interim Statement of Investing Activity

3.0 Cash and Cash Equivalents and Schedule of Investments

4.0 Tonnage Report

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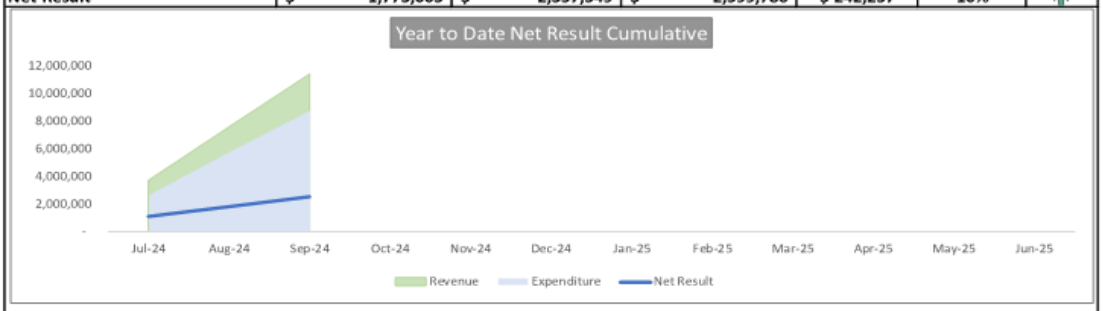
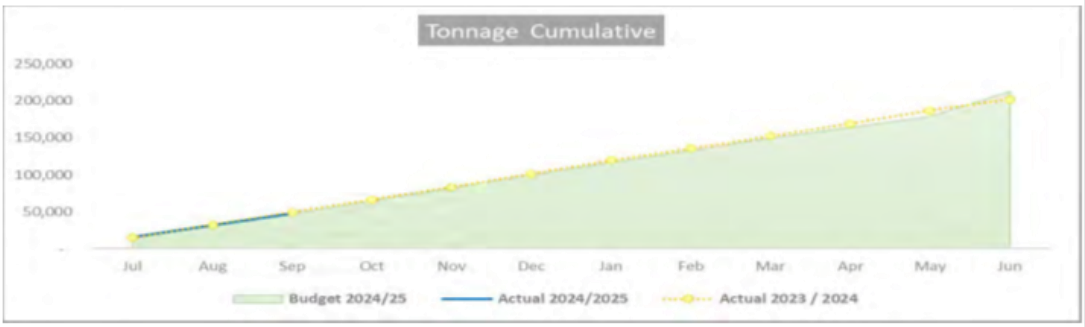
1.0 Interim Financial Summary
For the period 30 September 2024

STATEMENT OF COMPREHENSIVE INCOME						
	Adopted Budget	Budget Year to Date	Interim Actual Year to Date	Variance	Variance %	Status
Fees and Charges Revenue	$ 40,782,586	$ 9,463,065	$ 9,305,280	$ (157,785)	(2%)	
Other Revenue	$ 7,630,062	$ 2,076,829	$ 2,111,325	$ 34,495	2%	
Total Operating Revenue	**$ 48,412,648**	**$ 11,539,894**	**$ 11,416,605**	**$ (123,290)**	**(1%)**	
Operating Expenditure	**$ (47,150,125)**	**$ (9,305,269)**	**$ (8,816,818)**	**$ 488,451**	**(5%)**	
Net Surplus	**$ 1,262,523**	**$ 2,234,625**	**$ 2,599,786**	**$ 365,161**	**16%**	
Capital Grants and Subsidies	$ -	-	-	-	-	
Net profit /(loss) on sale of assets	$ 510,480	$ 122,924	$ -	$ (122,924)	(100%)	
Net Result	**$ 1,773,003**	**$ 2,357,549**	**$ 2,599,786**	**$ 242,237**	**10%**	





STATEMENT OF FINANCIAL POSITION			
	Original Budget	Interim Actual Year to Date	Actual 30 June 2024
Current Assets	$ 74,682,308	$ 83,576,941	$ 79,426,688
Non Current Assets	$ 101,974,030	$ 102,258,235	$ 103,118,451
Total Assets	**$ 176,656,338**	**$ 185,835,175**	**$ 182,545,139**
Current Liabilities	$ 6,446,995	$ 6,503,625	$ 6,026,192
Non Current Liabilities	$ 27,218,849	$ 36,101,210	$ 35,888,394
Total Liabilities	**$ 33,665,844**	**$ 42,604,835**	**$ 41,914,586**
Equity	**$ 142,990,495**	**$ 143,230,340**	**$ 140,630,554**

CAPITAL EXPENDITURE				
	Original Budget	Year to Date Actual	Variance $	Variance %
Capital Expenditure	15,705,396	1,344,311	14,361,085	91.4%

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2.1 Interim Statement of Comprehensive Income by Nature
For the period ended 30 September 2024

	Adopted Budget	Year to Date				Previous YTD Actual
	2024/25 $	Adopted Budget $	Interim Actual $	Variance $	Variance %	30-Sep-23 $
Revenue						
Member User Charges						
User Charges - City of Perth	2,700,714	604,145	618,829	14,684	2%	479,304
User Charges - City of Wanneroo	10,065,000	2,593,450	2,610,933	17,483	1%	2,002,864
User Charges - City of Joondalup	6,148,800	1,502,353	1,516,301	13,948	1%	1,206,494
User Charges - City of Stirling	10,461,195	2,247,060	2,263,905	16,845	1%	2,093,336
User Charges - Town of Cambridge	786,900	174,504	170,445	(4,059)	(2%)	218,000
User Charges - City of Vincent	1,006,500	241,654	256,574	14,920	6%	218,544
User Charges - Town of Victoria Park	1,943,460	506,149	515,133	8,984	2%	408,344
Total Member User Charges	**33,112,569**	**7,869,315**	**7,952,119**	**82,804**	1%	**6,626,886**
User Charges - Casual Tipping Fees	5,870,017	1,153,750	1,141,838	(11,912)	(1%)	1,105,682
Total User Charges	**38,982,586**	**9,023,065**	**9,093,957**	**70,892**	1%	**7,732,568**
Other Fees and Charges						
Mattresses Charges	1,000,000	240,000	211,323	(28,677)	(12%)	-
Gas Power Generation Sales	800,000	200,000	-	(200,000)	(100%)	-
Total Other Fees and Charges	**1,800,000**	**440,000**	**211,323**	**(228,677)**	(52%)	**-**
Total Fees and Charges	**40,782,586**	**9,463,065**	**9,305,280**	**(157,785)**	(2%)	**7,732,568**
Interest Earnings	2,984,150	946,037	1,016,889	70,852	7%	653,524
Grants, Subsidies and Contributions						
Reimb. of Admin/Governance Expenses	4,364,356	1,091,089	1,091,089	-	0%	1,164,129
Other Revenue						
Other Revenue	281,556	39,703	3,346	(36,357)	(92%)	78,825
Total Other Revenue	**7,630,062**	**2,076,829**	**2,111,325**	**34,495**	**2%**	**1,896,479**
Total Revenue	**48,412,648**	**11,539,894**	**11,416,605**	**(123,290)**	**(1%)**	**9,629,047**
EXPENSES						
Employee Costs	(6,779,990)	(1,561,602)	(1,291,565)	270,037	(17%)	(1,201,846)
Materials and Contracts	(28,294,000)	(4,780,559)	(4,801,985)	(21,426)	0%	(3,992,660)
Utilities	(818,250)	(194,563)	(122,789)	71,773	(37%)	(145,884)
Depreciation	(7,062,320)	(1,765,580)	(1,674,726)	90,854	(5%)	(1,475,990)
Amortisation	(2,119,200)	(529,800)	(529,801)	(1)	0%	(1,189,786)
Finance Costs	(1,040,175)	(260,044)	(261,265)	(1,221)	0%	(275,359)
Insurances	(665,100)	(145,442)	(93,287)	52,155	(36%)	(90,359)
Other Expenses	(371,090)	(67,681)	(41,401)	26,280	(39%)	(27,018)
Total Expenses	**(47,150,125)**	**(9,305,269)**	**(8,816,818)**	**488,451**	**(5%)**	**(8,398,901)**
Capital Grants, Subsidies and Contributions						
Capital Grants and Subsidies	-	-	-	-	-	-
	-	**-**	**-**	**-**	**-**	**-**
Profit/(loss) from ordinary activities						
Profit on Sale of Assets	527,550	122,924	-	(122,924)	(100%)	1
Loss on Sale of Assets	(17,070)	-	-	-	-	-
	510,480	**122,924**	**-**	**(122,924)**	(100%)	1
Net result for the period	**1,773,003**	**2,357,549**	**2,599,786**	**242,237**	**10%**	**1,230,147**
Other Comprehensive income for the period						
Changes in asset revaluation	-	-	-	-	-	-
TOTAL COMPREHENSIVE INCOME	**1,773,003**	**2,357,549**	**2,599,786**	**242,237**	**10%**	**1,230,147**

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2.2 Interim Statement of Comprehensive Income by Program
For the period ended 30 September 2024

	Adopted Budget 2024/25	Adopted Budget YTD 30 Sep 2024	Interim Actual YTD 30 Sep 2024	Variance	Variance
	$	$	$	$	%
Revenue from Ordinary Activities					
Community Amenities	41,064,142	9,502,768	9,308,626	(194,142)	(2%)
General Purpose Funding	2,984,150	946,037	1,016,889	70,852	7%
Governance	4,364,356	1,091,089	1,091,089	0.09	0%
	48,412,648	**11,539,894**	**11,416,605**	**(123,290)**	**(1%)**
Expenses from Ordinary Activities					
Governance	(7,274,182)	(1,668,366)	(1,122,889)	545,477	(33%)
Community Amenities	(39,574,055)	(7,561,431)	(7,617,236)	(55,805)	1%
Total operating expenses	**(46,848,237)**	**(9,229,797)**	**(8,740,125)**	**489,672**	**(5%)**
Finance costs					
Governance	(301,888)	(75,472)	(76,693)	(1,221)	2%
Total finance costs	**(301,888)**	**(75,472)**	**(76,693)**	**(1,221)**	**2%**
Profit on sale of assets					
Community Amenities	527,550	122,924	-	(122,924)	0%
	527,550	**122,924**	**-**	**(122,924)**	
Loss on sale of assets					
Community Amenities	(17,070)	-	-	-	
Total profit / loss on sale of assets	**510,480**	**122,924**	**-**	**(122,924)**	
Net result for the period	**1,773,003**	**2,357,549**	**2,599,786**	**242,237**	**10%**
TOTAL COMPREHENSIVE INCOME	**1,773,003**	**2,357,549**	**2,599,786**	**242,237**	**10%**

2.3 Interim Statement of Financial Position As at 30 September 2024

	Interim Actual 30 September 2024	Interim Actual as at 30 June 2024
CURRENT ASSETS		
Cash and cash equivalents	22,050,208	19,542,485
Other Financial Assets	58,046,116	56,743,738
Debtors and other receivables	2,268,012	2,304,693
Inventories	10,385	12,330
Other Current Assets	1,202,220	823,442
TOTAL CURRENT ASSETS	**83,576,941**	**79,426,688**
NON-CURRENT ASSETS		
Property, plant and equipment	34,046,085	34,467,151
Right of Use Asset	5,458,375	5,650,725
Infrastructure	49,443,682	50,404,388
Excavation and Rehabilitation Asset	13,310,093	12,596,187
TOTAL NON-CURRENT ASSETS	**102,258,235**	**103,118,451**
TOTAL ASSETS	**185,835,175**	**182,545,139**
CURRENT LIABILITIES		
Trade and other payables	5,213,239	4,523,948
Provisions	775,133	821,752
Right of Use Asset - Leases	515,253	680,492
TOTAL CURRENT LIABILITIES	**6,503,625**	**6,026,192**
NON CURRENT LIABILITIES		
Provisions	117,043	88,799
Rehabilitation provision	30,281,635	30,097,063
Right of Use Asset - Leases	5,702,532	5,702,532
TOTAL NON CURRENT LIABILITIES	**36,101,210**	**35,888,394**
TOTAL LIABILITIES	**42,604,835**	**41,914,586**
NET ASSETS	**143,230,340**	**140,630,554**
EQUITY		
Retained Losses	(27,941,411)	(28,908,278)
Reserves Accounts	27,037,697	25,404,778
Revaluation Surplus	55,048,328	55,048,328
Council Contribution	89,085,726	89,085,726
TOTAL EQUITY	**143,230,340**	**140,630,554**

2.4 Interim Statement of Cash Flow
For the period ended 30 September 2024

	Adopted Budget 2024/2025	Interim Actual YTD 30-Sep-24	Interim Actual 30-Jun-24
	$		$
Cash flows from operating activities			
Receipts			
Contributions, re-imbursements and donations	4,364,356	1,091,089	4,656,518
Gas generation services	800,000	-	615,414
Fees and charges	41,317,586	9,326,285	31,709,699
Interest earnings	2,984,150	850,339	3,133,051
Other revenue	281,556	3,346	339,899
GST Received	-	676,332	3,061,094
	49,747,648	**11,947,392**	**43,515,675**
Payments			
Employee costs	(6,217,432)	(1,369,054)	(5,761,474)
Materials and contracts	(27,783,520)	(4,304,790)	(16,664,242)
Utilities	(818,250)	(122,789)	(591,004)
Insurance	(665,100)	(93,287)	(355,736)
Finance Costs	-	(76,693)	(324,573)
Other Expenditure	(371,090)	(41,401)	(204,320)
GST Paid	-	(619,727)	(3,106,273)
	(35,855,392)	**(6,627,741)**	**(27,007,622)**
Net cash provided by/(used in) operating activities	**13,892,256**	**5,319,651**	**16,508,053**
Cash flows from investing activities			
Grants and subsidaries	-	-	38,000
Payments for purchases of property, plant and equipment and infrastructure	(15,705,396)	(1,344,311)	(1,684,830)
Investments term deposits	(4,354,150)	(1,302,379)	(16,247,828)
Proceeds from Sale of assets	1,370,000		1,293,291
Net cash used in investing activities	**(18,689,546)**	**(2,646,689)**	**(16,601,367)**
Cash flows from financing activities			
Lease payments	(559,266)	(165,239)	(626,342)
Net cash (used in)/from financing activities	**(559,266)**	**(165,239)**	**(626,342)**
Net increase/(decrease) in cash and cash equivalents	**(5,356,556)**	**2,507,723**	**(719,656)**
Cash and cash equivalents 30 June 2024	25,503,246	19,542,485	20,262,141
Cash and cash equivalents 30 September 2024	**20,146,690**	**22,050,208**	**19,542,485**

2.5 Interim Statement of Financial Activity

For the period ended 30 September 2024

	Adopted Budget 2024/25	Adopted Budget YTD 30-Sep-24	Interim Actual YTD 30-Sep-24	Variance	Variance
	$	$	$	$	%
Revenue from operating activities					
Contributions and reimbursements	4,364,356	1,091,089	1,091,089	-	0%
Fees and charges	40,782,586	9,463,065	9,305,280	(157,785)	(2%)
Interest revenue	2,984,150	946,037	1,016,889	70,852	7%
Other revenue	281,556	39,703	3,346	(36,357)	(92%)
Profit on asset disposals	527,550	122,924	-	(122,924)	
	48,940,198	**11,662,818**	**11,416,605**	**(246,214)**	**(2%)**
Expenditure from operating activities					
Employee costs	(6,779,990)	(1,561,602)	(1,291,565)	270,037	(17%)
Materials and contracts	(28,294,000)	(4,780,559)	(4,801,985)	(21,426)	0%
Utility charges	(818,250)	(194,563)	(122,789)	71,773	(37%)
Depreciation & amortisation	(9,181,520)	(2,295,380)	(2,204,527)	90,853	(4%)
Finance costs	(1,040,175)	(260,044)	(261,265)	(1,221)	0%
Insurance	(665,100)	(145,442)	(93,287)	52,155	(36%)
Other expenditure	(371,090)	(67,681)	(41,401)	26,280	(39%)
Loss on asset disposals	(17,070)	-	-	-	
	(47,167,195)	**(9,305,269)**	**(8,816,818)**	**488,451**	**(5%)**
Add/less: Non-cash items					
Profit on asset disposals	(527,550)	(122,924)	-	122,924	(100%)
Loss on disposal of assets	17,070	-	-	-	
Depreciation & amortisation	9,181,520	2,295,380	2,204,527	(90,853)	(4%)
Employee benefit provisions	678,558	169,640	(18,375)	(188,014)	(111%)
Rehabilitation - unwinding of interest	738,287	184,572	184,572	-	0%
Other Provisions	696,004	174,001	-	(174,001)	(100%)
	10,783,888	**2,700,668**	**2,370,724**	**(329,944)**	**(12%)**
Amount attributable to operating activities	**12,556,891**	**5,058,217**	**4,970,510**	**(87,707)**	**(2%)**
Inflows from investing activities					
Proceeds from disposal of assets	1,370,000	-	-	-	
	1,370,000	**-**	**-**	**-**	
Outflows from investing activities					
Purchase of plant and equipment	(3,753,366)	(938,342)	(69,740)	868,602	(93%)
Purchase of land and buildings	(280,000)	(70,000)	-	70,000	(100%)
Purchase of computer equipment	(217,000)	(54,250)	(11,160)	43,090	(79%)
Purchase and construction of infrastructure	(11,455,030)	(2,863,758)	(1,263,410)	1,600,347	(56%)
	(15,705,396)	**(3,926,349)**	**(1,344,311)**	**2,582,038**	**(66%)**
Amount attributable to investing activities	**(14,335,396)**	**(3,926,349)**	**(1,344,311)**	**2,582,038**	**(66%)**
Inflows from financing activity					
Transfers from reserve accounts	7,808,366	1,952,092	100,604	(1,851,488)	(95%)
	7,808,366	**1,952,092**	**100,604**	**(1,851,488)**	**(95%)**
Outflows from financing activities					
Payments for principal portion of lease liabilities	(665,840)	(162,797)	(165,239)	(2,442)	2%
Transfers to reserve accounts	(8,054,124)	(1,671,031)	(1,733,524)	(62,493)	4%
	(8,719,964)	**(1,833,828)**	**(1,898,763)**	**(64,935)**	**4%**
Amount attributable to financing activities	**(911,598)**	**118,263**	**(1,798,159)**	**(1,798,159)**	**(1520%)**
Operating Net Current Assets at the start of the financial year	**49,252,469**	**49,252,469**	**49,497,963**	**245,494**	**0%**
Amount attributable to operating activities	12,556,891	5,058,217	4,970,510	(87,707)	(2%)
Amount attributable to investing activities	(14,335,396)	(3,926,349)	(1,344,311)	2,582,038	(66%)
Amount attributable to financing activities	(911,598)	118,263	(1,798,159)	(1,916,422)	(1620%)
Closing Net Current Assets	**46,562,366**	**50,502,601**	**51,326,004**	**823,404**	**2%**

2.5 Interim Net Current Assets
For the period ended 30 September 2024

	Actual As at 30 Sept 2024	Actual 30 June 2024
CURRENT ASSETS		
Cash and cash equivalents	22,050,208	19,542,485
Other Financial Assets	58,046,116	56,743,738
Debtors and other receivables	2,268,012	2,304,693
Inventories	10,385	12,330
Other Current Assets	1,202,220	823,442
TOTAL CURRENT ASSETS	**83,576,941**	**79,426,688**
CURRENT LIABILITIES		
Trade and other payables	5,213,239	4,523,948
Provisions	775,133	821,752
Right of Use Asset - Leases	515,253	680,492
TOTAL CURRENT LIABILITIES	**6,503,625**	**6,026,192**
NET CURRENT ASSETS	**77,073,316**	**73,400,496**
Add Back Restricted Liabilities		
Employee Related Provisions	775,133	821,752
Right of Use - Liabilities	515,253	680,492
Adjusted Net Current Assets	**78,363,702**	**74,902,740**
Less: Net current financial assets that back reserves		
Reserve Accounts	(27,037,697)	(25,404,778)
	51,326,005	**49,497,962**

2.6 Statement of Reserves
For the period ended 30 September 2024

Description	Interim Actual YTD 30 Sept 2024
Site Rehabilitation	
Opening balance	18,679,243
Interest income	216,070
Transfer to reserves	184,572
Transfer from reserves	-
Closing Balance	**19,079,885**
Capital Expenditure	
Opening balance	6,209,785
Interest income	76,917
Transfer to reserves	1,250,001
Transfer from reserves	(100,604)
Closing Balance	**7,436,099**
Carbon Abatement	
Opening balance	515,749
Interest income	5,964
Transfer to reserves	-
Transfer from reserves	-
Closing Balance	**521,714**
RESERVES SUMMARY	
Opening Balance	25,404,777
Interest income	298,951
Transfer to reserves	1,434,573
Transfer from reserves	(100,604)
Closing Balance	**27,037,697**

2.7 Interim Statement of Investing Activity For the period ended 30 September 2024

	Adopted Budget 2024/25	Actual As at 30 September 2024	Actual vs Adopted Budget Variance	Actual vs Adopted Budget Variance
	$	$	%	
LANDFILL INFRASTRUCTURE				
Installation of Piggy Back Liner	3,631,235	51,167	3,580,068	1.4%
Stage2 - Phase2 capping work	5,395,426	1,187,150	4,208,277	22.0%
Leachate Processing Infrastructure	1,683,369	5,390	1,677,979	0.3%
	10,710,030	**1,243,707**	**9,466,323**	**11.61%**
INFRASTRUCTURE TAMALA PARK				
Transfer station extension (from alternative wt options)	65,000	-	65,000	0.0%
Recycling Asphalt Hardstand extension works	35,000	-	35,000	0.0%
Footpath at Administration building	10,000	-	10,000	0.0%
Leachate Extraction Well Stage2 Phase 2	150,000	9,250	140,750	6.2%
Waste Water Treatement Replacement (Washdown Bay)	65,000	-	65,000	0.0%
Leachate Holding Tanks and Pump Station	190,000	-	190,000	0.0%
Infrastructure Design Planning	200,000	-	200,000	0.0%
Transfer Station Fixed Lighting Towers	30,000	-	30,000	0.0%
4x new Monitoring Bores Install - Marmion Ave	55,000	-	55,000	0.0%
Facility Signage Upgrade	14,000	10,453	3,547	74.7%
Transfer Station Line Marking	18,000	-	18,000	0.0%
	832,000	**19,703**	**812,297**	**2.37%**
Admin Building Outside BBQ Area and shade structure				
Admin building renewal	105,000	-	105,000	0.0%
Recycling Centre Roof Extension Works	15,000	-	15,000	0.0%
Master Distribution Board Upgrade	150,000	-	150,000	0.0%
Workshop Crib Room Kitchen refurbishment	10,000	-	10,000	0.0%
	280,000	**-**	**280,000**	**0.00%**
COMPUTING EQUIPMENT				
CCTV install for Tip Face, Quarry and Transfer	10,000	-	10,000	0.0%
Weighbridge Software Upgrade	150,000	-	150,000	0.0%
DCS Replacements	30,000	-	30,000	0.0%
Replacement of IT equipments	27,000	11,160	15,840	41.3%
Wifi Access Point Replacements	27,866	-	27,866	0.0%
	244,866	**11,160**	**233,706**	**4.56%**
EQUIPMENT				
High Flow Leachate/ Water Transfer Pump (Diesel)	60,000	-	60,000	0.0%
2 way radios	6,500	-	6,500	0.0%
Odour monitoring units / control	80,000	69,740	10,260	87.2%
	146,500	**69,740**	**76,760**	**47.60%**
PLANT AND VEHICLES				
TAKEUCHI Skid Steer Loader TL10V2 2022 - PL151	245,000	-	245,000	0.0%
Skid Steer Bucket Replacements x 3	60,000	-	60,000	0.0%
CAT 2.5L Forklift - Plant117	85,000	-	85,000	0.0%
Komatsu Excavator 2018-C22211 - Plant131	385,000	-	385,000	0.0%
Compactor or Alternative waste compaction treatment	1,500,000	-	1,500,000	0.0%
Hino Bin Truck 1EAS815 - Plant83	390,000	-	390,000	0.0%
New Slow Speed Shredder/Crusher	800,000	-	800,000	0.0%
New Double Axle trailer	15,000	-	15,000	0.0%
Replacement of Skid Steer Loader	12,000	-	12,000	0.0%
	3,492,000	**-**	**3,492,000**	**0.0%**
TOTAL CAPITAL EXPENDITURE	**15,705,396**	**1,344,311**	**14,361,085**	**8.6%**

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3.0 Cash & Cash Equivalents and Schedule of Investments As at 30 September 2024

Institutions with Standard & Poors Rating AA- or better

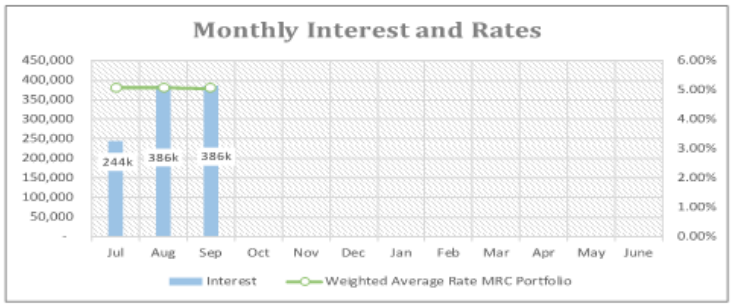
Institution	S&P Rating	Achieved
CBA	AA-	✔
NAB	AA-	✔
ANZ	AA-	✔
Westpac	AA-	✔

Where Tenor > 90 Days, maximum 50% held in one institution

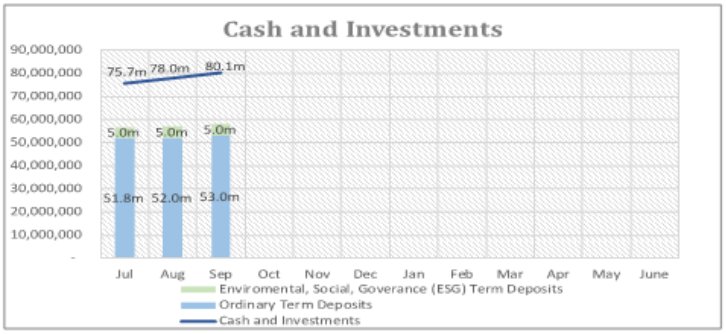
Investments > 90 days tenor	94%

Institution	Amount Held $m	% of Total Funds	Maximum	Achieved
CBA	$ 13.32	23%	50%	✔
NAB	$ 17.22	30%	50%	✔
ANZ	$ 4.30	7%	50%	✔
Westpac	$ 23.00	40%	50%	✔
<90 Days	$ 0.20			
	$ 58.05			

Where possible give preference to institutions that do not finance the fossil fuel industry and consider ethical, social and environmental aspects.



As of Sep 30 2024, MRC's interest earnings are $71k above the adopted budget. In Sep 2024, the Reserve Bank held the cash rate at 4.35%



As of Sep 30, 2024, MRC's total cash and investments amounted to $80 million. $58 million was invested in term deposits and $13m invested in the CBA saver account with the balance being held in the everyday accounts. 5% (1 term deposit value $5m) of the overall term deposits have environmental, social, and governance (ESG) ratings.

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3.0 Cash & Cash Equivalents and Schedule of Investments As at 30 September 2024 (Continued)

SCHEDULE OF INVESTMENTS

Bank	Investment Date	Tenor (Days)	Investment Amt $	Interest Rate %	Maturity Date	Gross Interest $	Maturity Amt $
ORDINARY TERM DEPOSITS							
NAB GMI-DEAL-10894013	17/04/2024	180	2,144,564	5.05%	14/10/2024	53,408	2,197,972
CBA CDA 37309509	15/04/2024	183	5,183,836	4.83%	15/10/2024	125,533	5,309,368
NAB GMI-DEAL-10899596	21/05/2024	181	2,167,406	5.10%	18/11/2024	54,815	2,222,220
NAB 93-921-9929	23/08/2024	90	203,977	5.00%	21/11/2024	2,515	206,492
Wpac TD 032-108 005408	29/05/2024	184	3,200,000	5.14%	29/11/2024	82,916	3,282,916
ANZ 9797-07193	1/08/2024	133	2,161,684	4.94%	12/12/2024	38,912	2,200,596
NAB GMI-DEAL-10893903	15/07/2024	184	2,165,308	5.30%	15/01/2025	57,852	2,223,161
NAB 41-562-4966	9/09/2024	150	3,113,997	5.00%	6/02/2025	63,986	3,177,983
CBA 37309509F	18/09/2024	152	3,000,000	4.80%	17/02/2025	59,967	3,059,967
NAB 21-233-4933	23/08/2024	180	2,186,924	5.00%	19/02/2025	53,924	2,240,848
Wpac TD 032-108 988977	21/05/2024	275	4,300,000	5.21%	20/02/2025	168,790	4,468,790
ANZ 9796-92171	13/06/2024	273	2,137,282	5.00%	13/03/2025	79,928	2,217,210
CBA 37309509	19/07/2024	273	5,139,818	4.97%	18/04/2025	191,062	5,330,880
Wpac TD 032-108 962507	1/05/2024	365	5,500,000	5.35%	1/05/2025	294,250	5,794,250
NAB GMI-DEAL-10902291	11/06/2024	365	3,238,861	5.25%	11/06/2025	170,040	3,408,901
NAB 36-705-5358	16/09/2024	270	2,202,460	5.00%	13/06/2025	81,461	2,283,921
Wpac 032-108 521306	23/08/2024	122	5,000,000	5.14%	23/12/2024	85,901	5,085,901
Total Ordinary Term Deposits			**53,046,116**			**1,665,260**	**54,711,377**
WpacGreen Tailored Deposit	11/06/2025	365	5,000,000	5.10%	11/06/2025	255,000	5,255,000
Total ESG Term Deposits			**5,000,000**			**255,000**	**5,255,000**
Total Term Deposits			**58,046,116**	**5.07%**		**1,920,260**	**59,966,377**
Cash & Cash Equivalents as of 30th September 2024							
CBA Saver			13,017,160				
NAB Balance			1,199				
CBA Business			6,862,648				
ANZ Balance			2,166,200				
Petty Cash			1,500				
Floats			1,500				
Total Cash & Cash Equivalents			**22,050,208**				
Total			**80,096,324**				

Principal		
Ordinary Term Deposits		
NAB	30.0%	17,423,497
CBA	23.0%	13,323,654
ANZ	7.4%	4,298,966
Wpac	31.0%	18,000,000
		53,046,117
ESG Term Deposits		
Wpacgreen	8.6%	5,000,000
Invested	**100%**	**58,046,117**

Principal plus interest		
Ordinary Term Deposits		
NAB	30.0%	17,961,499
CBA	22.8%	13,700,215
ANZ	7.4%	4,417,806
Wpac	31.1%	18,631,857
		54,711,377
ESG Term Deposits		
Wpacgreen	8.8%	5,255,000
Total	**100%**	**59,966,377**

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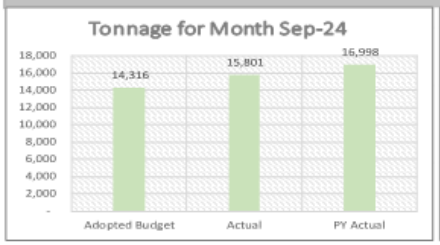
4.0 Tonnage Report for the period ended 30 September 2024

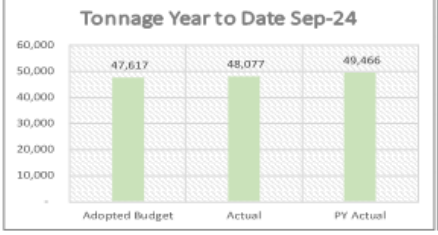
Tonnage Summary SEP-24

Monthly Summary



	Budget	Actual	Variance	Prior Year
Processable	12,175	13,524	1,349	13,350
Non Processable	702	655	(47)	1,620
Members	12,877	14,179	1,302	14,970
Casuals	1,439	1,622	183	2,029
Total	14,316	15,801	1,485	16,998

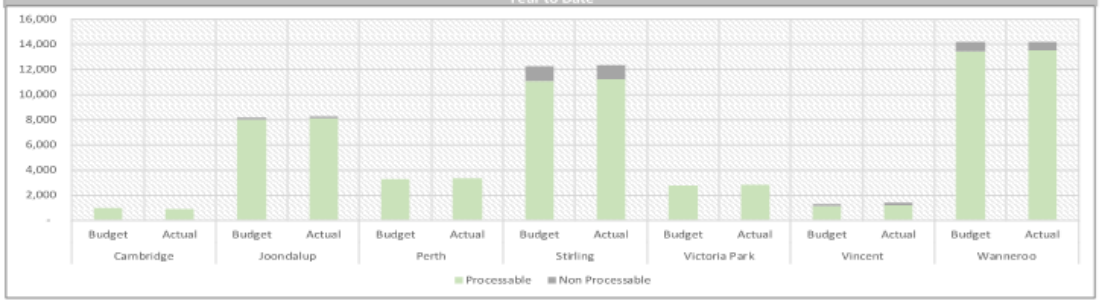
Year to Date Summary

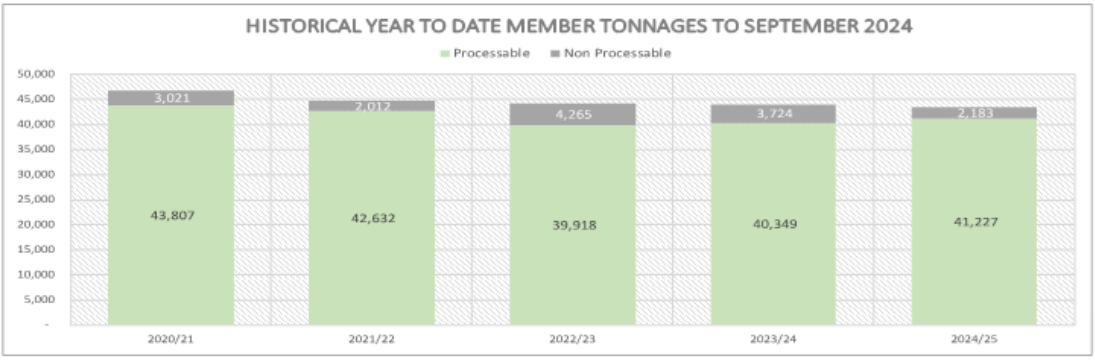


	Budget	Actual	Variance	Prior Year
Processable	40,742	41,227	485	40,349
Non Processable	2,260	2,183	(77)	3,724
Members	43,002	43,410	408	44,073
Casuals	4,615	4,667	52	5,393
Total	47,617	48,077	460	49,466

Member Summary

Year to Date





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Financial Report for the period ending 31 October 2024

Mindarie Regional Council

Authorised by: Adnana Arapovic
Executive Manager Corporate Services

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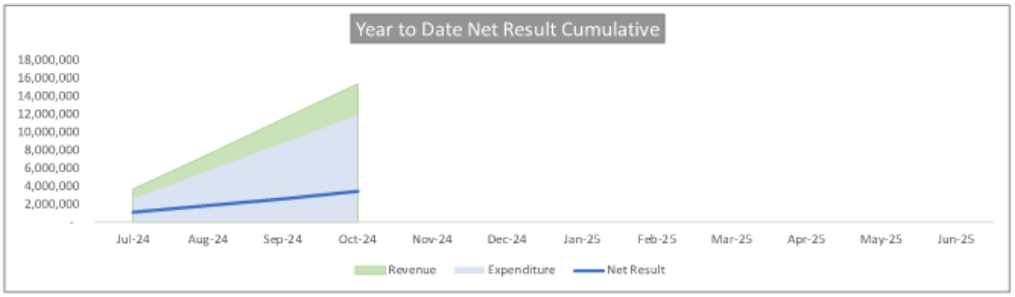
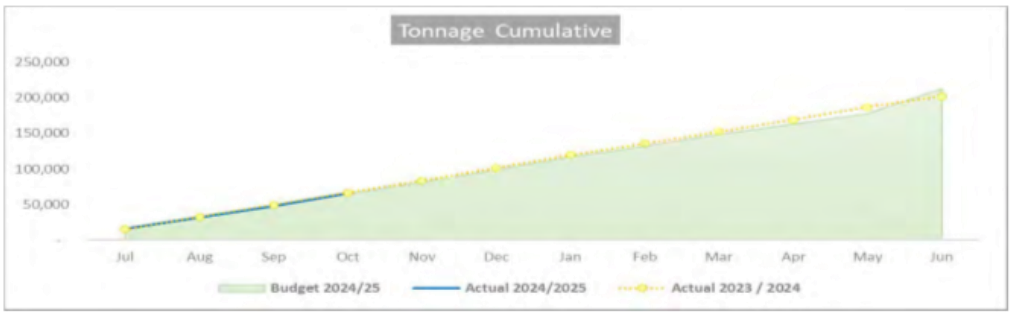
1.0 Interim Financial Summary
For the period 31 October 2024

STATEMENT OF COMPREHENSIVE INCOME						
	Adopted Budget	Budget Year to Date	Interim Actual Year to Date	Variance	Variance %	Status
Fees and Charges Revenue	$ 40,782,586	$ 12,851,447	$ 12,550,258	$ (301,188)	(2%)	
Other Revenue	$ 7,630,062	$ 2,719,205	$ 2,868,092	$ 148,887	5%	
Total Operating Revenue	**$ 48,412,648**	**$ 15,570,651**	**$ 15,418,350**	**$ (152,301)**	**(1%)**	
Operating Expenditure	**$ (47,150,125)**	**$ (13,448,343)**	**$ (11,951,195)**	**$ 1,497,147**	**(11%)**	
Net Operating Surplus	**$ 1,262,523**	**$ 2,122,308**	**$ 3,467,155**	**$ 1,344,846**	**63%**	
Net profit /(loss) on sale of assets	$ 510,480	$ 122,924	$ -	$ (122,924)	(100%)	
Net Result	**$ 1,773,003**	**$ 2,245,232**	**$ 3,467,155**	**$ 1,221,922**	**54%**	





STATEMENT OF FINANCIAL POSITION			
	Original Budget	Interim Actual Year to Date	Actual 30 June 2024
Current Assets	$ 74,682,308	$ 82,093,725	$ 79,426,688
Non Current Assets	$ 101,974,030	$ 101,605,137	$ 103,118,451
Total Assets	**$ 176,656,338**	**$ 183,698,862**	**$ 182,545,139**
Current Liabilities	$ 6,446,995	$ 13,983,814	$ 16,570,400
Non Current Liabilities	$ 27,218,849	$ 25,569,263	$ 25,296,111
Total Liabilities	**$ 33,665,844**	**$ 39,553,077**	**$ 41,866,511**
Equity	**$ 142,990,495**	**$ 144,145,785**	**$ 140,678,629**

CAPITAL EXPENDITURE				
	Original Budget	Year to Date Actual	Variance $	Variance %
Capital Expenditure	15,705,396	1,432,758	14,272,638	90.9%

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2.1 Interim Statement of Comprehensive Income by Nature
For the period ended 31 October 2024

	Adopted Budget	Year to Date				Previous YTD Actual
	2024/25 $	Adopted Budget $	Interim Actual $	Variance $	Variance %	31-Oct-23 $
Revenue						
Member User Charges						
User Charges - City of Perth	2,700,714	837,112	828,154	(8,958)	(1%)	647,956
User Charges - City of Wanneroo	10,065,000	3,515,768	3,538,829	23,060	1%	2,679,042
User Charges - City of Joondalup	6,148,800	2,052,803	2,062,673	9,870	0%	1,629,893
User Charges - City of Stirling	10,461,195	3,133,735	3,041,430	(92,305)	(3%)	2,803,692
User Charges - Town of Cambridge	786,900	234,142	230,660	(3,483)	(1%)	291,771
User Charges - City of Vincent	1,006,500	344,841	349,841	5,000	1%	291,111
User Charges - Town of Victoria Park	1,943,460	694,461	699,676	5,215	1%	547,611
Total Member User Charges	**33,112,569**	**10,812,863**	**10,751,262**	**(61,601)**	(1%)	**8,891,077**
User Charges - Casual Tipping Fees	5,870,017	1,492,750	1,499,889	7,139	0%	1,508,970
Total User Charges	**38,982,586**	**12,305,613**	**12,251,151**	**(54,462)**	(0%)	**10,400,046**
Other Fees and Charges						
Mattresses Charges	1,000,000	323,333	299,107	(24,226)	(7%)	-
Gas Power Generation Sales	800,000	222,500	-	(222,500)	(100%)	40,599
Total Other Fees and Charges	**1,800,000**	**545,833**	**299,107**	**(246,726)**	(45%)	**40,599**
Total Fees and Charges	**40,782,586**	**12,851,447**	**12,550,258**	**(301,188)**	(2%)	**10,440,646**
Interest Earnings	2,984,150	1,194,717	1,336,761	142,044	12%	879,041
Grants, Subsidies and Contributions						
Reimb. of Admin/Governance Expenses	4,364,356	1,454,785	1,454,785	-	0%	1,552,173
Other Revenue						
Other Revenue	281,556	69,703	76,546	6,843	10%	85,597
Total Other Revenue	**7,630,062**	**2,719,205**	**2,868,092**	**148,887**	**5%**	**2,516,811**
Total Revenue	**48,412,648**	**15,570,651**	**15,418,350**	**(152,301)**	**(1%)**	**12,957,456**
EXPENSES						
Employee Costs	(6,779,990)	(2,125,601)	(1,788,014)	337,587	(16%)	(1,630,174)
Materials and Contracts	(28,294,000)	(7,374,553)	(6,490,866)	883,687	(12%)	(5,469,163)
Utilities	(818,250)	(261,396)	(199,169)	62,227	(24%)	(193,507)
Depreciation	(7,062,320)	(2,354,107)	(2,239,672)	114,435	(5%)	(2,077,752)
Amortisation	(2,119,200)	(706,401)	(706,401)	-	0%	(706,401)
Finance Costs	(1,040,175)	(346,725)	(341,841)	4,884	(1%)	(367,145)
Insurances	(665,100)	(170,867)	(124,002)	46,865	(27%)	(119,845)
Other Expenses	(371,090)	(108,695)	(61,231)	47,463	(44%)	(28,682)
Total Expenses	**(47,150,125)**	**(13,448,343)**	**(11,951,195)**	**1,497,147**	**(11%)**	**(10,592,668)**
Capital Grants, Subsidies and Contributions						
Capital Grants and Subsidies	-	-	-	-	-	-
	-	**-**	**-**	**-**		**-**
Profit/(loss) from ordinary activities						
Profit on Sale of Assets	527,550	122,924	-	(122,924)	(100%)	1
Loss on Sale of Assets	(17,070)	-	-	-	-	-
	510,480	**122,924**	**-**	**(122,924)**	(100%)	1
Net result for the period	**1,773,003**	**2,245,232**	**3,467,155**	**1,221,922**	**54%**	**2,364,789**
Other Comprehensive income for the period						
Changes in asset revaluation	-	-	-	-	-	-
TOTAL COMPREHENSIVE INCOME	**1,773,003**	**2,245,232**	**3,467,155**	**1,221,922**	**54%**	**2,364,789**

2.2 Interim Statement of Comprehensive Income by Program
For the period ended 31 October 2024

	Adopted Budget	Year to Date				Previous YTD Actual
	2024/25 $	Adopted Budget $	Interim Actual $	Variance $	Variance %	31-Oct-23 $
Revenue						
Member User Charges						
User Charges - City of Perth	2,700,714	837,112	828,154	(8,958)	(1%)	647,956
User Charges - City of Wanneroo	10,065,000	3,515,768	3,538,829	23,060	1%	2,679,042
User Charges - City of Joondalup	6,148,800	2,052,803	2,062,673	9,870	0%	1,629,893
User Charges - City of Stirling	10,461,195	3,133,735	3,041,430	(92,305)	(3%)	2,803,692
User Charges - Town of Cambridge	786,900	234,142	230,660	(3,483)	(1%)	291,771
User Charges - City of Vincent	1,006,500	344,841	349,841	5,000	1%	291,111
User Charges - Town of Victoria Park	1,943,460	694,461	699,676	5,215	1%	547,611
Total Member User Charges	**33,112,569**	**10,812,863**	**10,751,262**	**(61,601)**	(1%)	**8,891,077**
User Charges - Casual Tipping Fees	5,870,017	1,492,750	1,499,889	7,139	0%	1,508,970
Total User Charges	**38,982,586**	**12,305,613**	**12,251,151**	**(54,462)**	(0%)	**10,400,046**
Other Fees and Charges						
Mattresses Charges	1,000,000	323,333	299,107	(24,226)	(7%)	-
Gas Power Generation Sales	800,000	222,500	-	(222,500)	(100%)	40,599
Total Other Fees and Charges	**1,800,000**	**545,833**	**299,107**	**(246,726)**	(45%)	**40,599**
Total Fees and Charges	**40,782,586**	**12,851,447**	**12,550,258**	**(301,188)**	(2%)	**10,440,646**
Interest Earnings	2,984,150	1,194,717	1,336,761	142,044	12%	879,041
Grants, Subsidies and Contributions						
Reimb. of Admin/Governance Expenses	4,364,356	1,454,785	1,454,785	-	0%	1,552,173
Other Revenue						
Other Revenue	281,556	69,703	76,546	6,843	10%	85,597
Total Other Revenue	**7,630,062**	**2,719,205**	**2,868,092**	**148,887**	**5%**	**2,516,811**
Total Revenue	**48,412,648**	**15,570,651**	**15,418,350**	**(152,301)**	**(1%)**	**12,957,456**
EXPENSES						
Employee Costs	(6,779,990)	(2,125,601)	(1,788,014)	337,587	(16%)	(1,630,174)
Materials and Contracts	(28,294,000)	(7,374,553)	(6,490,866)	883,687	(12%)	(5,469,163)
Utilities	(818,250)	(261,396)	(199,169)	62,227	(24%)	(193,507)
Depreciation	(7,062,320)	(2,354,107)	(2,239,672)	114,435	(5%)	(2,077,752)
Amortisation	(2,119,200)	(706,401)	(706,401)	-	0%	(706,401)
Finance Costs	(1,040,175)	(346,725)	(341,841)	4,884	(1%)	(367,145)
Insurances	(665,100)	(170,867)	(124,002)	46,865	(27%)	(119,845)
Other Expenses	(371,090)	(108,695)	(61,231)	47,463	(44%)	(28,682)
Total Expenses	**(47,150,125)**	**(13,448,343)**	**(11,951,195)**	**1,497,147**	**(11%)**	**(10,592,668)**
Capital Grants, Subsidies and Contributions						
Capital Grants and Subsidies	-	-	-	-	-	-
	-	**-**	**-**	**-**		**-**
Profit/(loss) from ordinary activities						
Profit on Sale of Assets	527,550	122,924	-	(122,924)	(100%)	1
Loss on Sale of Assets	(17,070)	-	-	-	-	-
	510,480	**122,924**	**-**	**(122,924)**	(100%)	1
Net result for the period	**1,773,003**	**2,245,232**	**3,467,155**	**1,221,922**	**54%**	**2,364,789**
Other Comprehensive income for the period						
Changes in asset revaluation	-	-	-	-	-	-
TOTAL COMPREHENSIVE INCOME	**1,773,003**	**2,245,232**	**3,467,155**	**1,221,922**	**54%**	**2,364,789**

2.3 Interim Statement of Financial Position As at 31 October 2024

	Interim Actual 31 October 2024	Interim Actual as at 30 June 2024
CURRENT ASSETS		
Cash and cash equivalents	19,306,828	21,681,423
Other Financial Assets	58,225,057	54,604,800
Debtors and other receivables	3,100,454	2,304,693
Inventories	16,746	12,330
Other Current Assets	1,444,640	823,442
TOTAL CURRENT ASSETS	**82,093,725**	**79,426,688**
NON-CURRENT ASSETS		
Property, plant and equipment	33,880,562	34,469,175
Right of Use Asset	5,395,956	5,650,725
Infrastructure	49,130,580	50,402,365
Excavation and Rehabilitation Asset	13,198,038	12,596,186
TOTAL NON-CURRENT ASSETS	**101,605,137**	**103,118,451**
TOTAL ASSETS	**183,698,862**	**182,545,139**
CURRENT LIABILITIES		
Trade and other payables	2,159,684	4,523,947
Provisions	826,260	821,752
Rehabilitation provision	10,544,209	10,544,209
Right of Use Asset - Leases	453,661	680,492
TOTAL CURRENT LIABILITIES	**13,983,814**	**16,570,400**
NON CURRENT LIABILITIES		
Provisions	115,857	88,800
Rehabilitation provision	19,750,874	19,504,778
Right of Use Asset - Leases	5,702,532	5,702,532
TOTAL NON CURRENT LIABILITIES	**25,569,263**	**25,296,111**
TOTAL LIABILITIES	**39,553,077**	**41,866,511**
NET ASSETS	**144,145,785**	**140,678,629**
EQUITY		
Retained Losses	(27,855,981)	(29,128,649)
Reserves Accounts	27,599,265	25,404,777
Revaluation Surplus	55,316,775	55,316,775
Council Contribution	89,085,726	89,085,726
TOTAL EQUITY	**144,145,785**	**140,678,629**

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2.4 Interim Statement of Cash Flow
For the period ended 31 October 2024

	Adopted Budget 2024/2025	Interim Actual YTD 31-Oct-24	Interim Actual 30-Jun-24
	$		$
Cash flows from operating activities			
Receipts			
Contributions, re-imbursements and donations	4,364,356	1,454,785	4,656,518
Gas generation services	800,000	-	615,414
Fees and charges	41,317,586	11,693,406	31,709,699
Interest earnings	2,984,150	1,099,091	3,133,051
Other revenue	281,556	76,546	339,899
GST Received	-	935,230	3,061,094
	49,747,648	**15,259,058**	**43,515,675**
Payments			
Employee costs	(6,217,432)	(1,810,928)	(5,761,474)
Materials and contracts	(27,783,520)	(9,247,496)	(16,664,242)
Utilities	(818,250)	(199,169)	(591,004)
Insurance	(665,100)	(124,002)	(355,736)
Finance Costs	-	(95,745)	(324,573)
Other Expenditure	(371,090)	(61,231)	(204,320)
GST Paid	-	(815,236)	(3,106,273)
	(35,855,392)	**(12,353,807)**	**(27,007,622)**
Net cash provided by/(used in) operating activities	**13,892,256**	**2,905,252**	**16,508,053**
Cash flows from investing activities			
Grants and subsidaries	-	-	38,000
Payments for purchases of property, plant and equipment and infrastructure	(15,705,396)	(1,432,758)	(1,684,830)
Investments term deposits	(4,354,150)	(3,620,258)	(14,108,890)
Proceeds from Sale of assets	1,370,000	-	1,293,291
Net cash used in investing activities	**(18,689,546)**	**(5,053,016)**	**(14,462,429)**
Cash flows from financing activities			
Lease payments	(559,266)	(226,831)	(626,342)
Net cash (used in)/from financing activities	**(559,266)**	**(226,831)**	**(626,342)**
Net increase/(decrease) in cash and cash equivalents	**(5,356,556)**	**(2,374,595)**	**1,419,282**
Cash and cash equivalents 30 June 2024	25,503,246	21,681,423	20,262,141
Cash and cash equivalents 31 October 2024	**20,146,690**	**19,306,828**	**21,681,423**

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2.5 Interim Statement of Financial Activity
For the period ended 31 October 2024

	Adopted Budget 2024/25	Adopted Budget YTD 31-Oct-24	Interim Actual YTD 31-Oct-24	Variance	Variance
	$	$	$	$	%
Revenue from operating activities					
Contributions and reimbursements	4,364,356	1,454,785	1,454,785	-	0%
Fees and charges	40,782,586	12,790,447	12,550,258	(240,188)	(2%)
Interest revenue	2,984,150	1,194,717	1,336,761	142,044	12%
Other revenue	281,556	39,703	76,546	36,843	93%
Profit on asset disposals	527,550	122,924	-	(122,924)	
	48,940,198	**15,602,575**	**15,418,350**	**(184,225)**	**(1%)**
Expenditure from operating activities					
Employee costs	(6,779,990)	(2,125,601)	(1,788,014)	337,587	(16%)
Materials and contracts	(28,294,000)	(7,374,553)	(6,490,866)	883,687	(12%)
Utility charges	(818,250)	(261,396)	(199,169)	62,227	(24%)
Depreciation & amortisation	(9,181,520)	(3,060,507)	(2,946,072)	114,434	(4%)
Finance costs	(1,040,175)	(346,725)	(341,841)	4,884	(1%)
Insurance	(665,100)	(170,867)	(124,002)	46,865	(27%)
Other expenditure	(371,090)	(108,695)	(61,231)	47,463	(44%)
Loss on asset disposals	(17,070)	-	-	-	
	(47,167,195)	**(13,448,342)**	**(11,951,195)**	**1,497,147**	**(11%)**
Add/less: Non-cash items					
Profit on asset disposals	(527,550)	(122,924)	-	122,924	(100%)
Loss on disposal of assets	17,070	-	-	-	
Depreciation & amortisation	9,181,520	3,060,507	2,946,072	(114,434)	(4%)
Employee benefit provisions	678,558	226,186	31,566	(194,620)	(86%)
Rehabilitation - unwinding of interest	738,287	246,096	246,096	-	0%
Other Provisions	696,004	174,001	-	(174,001)	(100%)
	10,783,888	**3,583,865**	**3,223,734**	**(360,131)**	**(10%)**
Amount attributable to operating activities	**12,556,891**	**5,738,099**	**6,690,889**	**952,790**	**17%**
Inflows from investing activities					
Proceeds from disposal of assets	1,370,000	-	-	-	
	1,370,000	**-**	**-**	**-**	
Outflows from investing activities					
Purchase of plant and equipment	(3,753,366)	(1,251,122)	(69,740)	1,181,382	(94%)
Purchase of land and buildings	(280,000)	(93,333)	(1,550)	91,783	(98%)
Purchase of computer equipment	(217,000)	(72,333)	(11,160)	61,173	(85%)
Purchase and construction of infrastructure	(11,455,030)	(3,818,343)	(1,350,308)	2,468,035	(65%)
	(15,705,396)	**(5,235,132)**	**(1,432,758)**	**3,802,374**	**(73%)**
Amount attributable to investing activities	**(14,335,396)**	**(5,235,132)**	**(1,432,758)**	**3,802,374**	**(73%)**
Inflows from financing activity					
Transfers from reserve accounts	7,808,366	2,602,789	100,604	(2,502,185)	(96%)
	7,808,366	**2,602,789**	**100,604**	**(2,502,185)**	**(96%)**
Outflows from financing activities					
Payments for principal portion of lease liabilities	(665,840)	(217,063)	(226,831)	(9,768)	5%
Transfers to reserve accounts	(8,054,124)	(2,228,041)	(2,295,091)	(67,050)	3%
	(8,719,964)	**(2,445,104)**	**(2,521,922)**	**(76,818)**	**3%**
Amount attributable to financing activities	**(911,598)**	**157,684**	**(2,421,318)**	**(2,421,318)**	**(1536%)**
Operating Net Current Assets at the start of the financial year	**49,252,469**	**49,252,469**	**49,497,963**	**245,494**	**0%**
Amount attributable to operating activities	12,556,891	5,738,099	6,690,889	952,790	17%
Amount attributable to investing activities	(14,335,396)	(5,235,132)	(1,432,758)	3,802,374	(73%)
Amount attributable to financing activities	(911,598)	157,684	(2,421,318)	(2,579,003)	(1636%)
Closing Net Current Assets	**46,562,366**	**49,913,120**	**52,334,776**	**2,421,656**	**5%**

2.5 Interim Net Current Assets
For the period ended 31 October 2024

	Actual As at 31 Oct 2024	Actual 30 June 2024
CURRENT ASSETS		
Cash and cash equivalents	19,306,828	21,681,423
Other Financial Assets	58,225,057	54,604,800
Debtors and other receivables	3,100,454	2,304,693
Inventories	16,746	12,330
Other Current Assets	1,444,640	823,442
TOTAL CURRENT ASSETS	**82,093,725**	**79,426,688**
CURRENT LIABILITIES		
Trade and other payables	2,159,684	4,523,947
Provisions	11,370,469	11,365,961
Right of Use Asset - Leases	453,661	680,492
TOTAL CURRENT LIABILITIES	**13,983,814**	**16,570,400**
NET CURRENT ASSETS	**68,109,911**	**62,856,288**
Add Back Restricted Liabilities		
Employee Related Provisions	11,370,469	11,365,961
Right of Use - Liabilities	453,661	680,492
Adjusted Net Current Assets	**79,934,041**	**74,902,741**
Less: Net current financial assets that back reserves		
Reserve Accounts	(27,599,265)	(25,404,777)
	52,334,776	**49,497,964**

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2.6 Statement of Reserves
For the period ended 31 October 2024

Description	Interim Actual YTD 31 Oct 24
Site Rehabilitation	
Opening balance	18,679,243
Interest income	274,905
Transfer to reserves	246,096
Transfer from reserves	-
Closing Balance	**19,200,243**
Capital Expenditure	
Opening balance	6,209,785
Interest income	99,850
Transfer to reserves	1,666,668
Transfer from reserves	(100,604)
Closing Balance	**7,875,699**
Carbon Abatement	
Opening balance	515,749
Interest income	7,573
Transfer to reserves	-
Transfer from reserves	-
Closing Balance	**523,322**
RESERVES SUMMARY	
Opening Balance	25,404,777
Interest income	382,328
Transfer to reserves	1,912,764
Transfer from reserves	(100,604)
Closing Balance	**27,599,265**

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2.7 Interim Statement of Investing Activity
For the period ended 31 October 2024

Adopted Budget 2024/25	Adopted Budget 2024/25	Actual As at 31 October 2024	Actual vs Adopted Budget Variance	Actual vs Adopted Budget Variance
	$	$	%	
LANDFILL INFRASTRUCTURE				
Installation of Piggy Back Liner	3,631,235	60,497	3,570,738	1.7%
Stage2 - Phase2 capping work	5,395,426	1,236,370	4,159,056	22.9%
Leachate Processing Infrastructure	1,683,369	11,386	1,671,983	0.7%
	10,710,030	**1,308,253**	**9,401,777**	**12.22%**
INFRASTRUCTURE TAMALA PARK				
Transfer station extension (from alternative wt options)	65,000	-	65,000	0.0%
Recycling Asphalt Hardstand extension works	35,000	-	35,000	0.0%
Footpath at Administration building	10,000	-	10,000	0.0%
Leachate Extraction Well Stage2 Phase 2	150,000	9,250	140,750	6.2%
Waste Water Treatement Replacement (Washdown Bay)	65,000	-	65,000	0.0%
Leachate Holding Tanks and Pump Station	190,000	3,717	186,283	2.0%
Infrastructure Design Planning	200,000	-	200,000	0.0%
Transfer Station Fixed Lighting Towers	30,000	-	30,000	0.0%
4x new Monitoring Bores Install - Marmion Ave	55,000	-	55,000	0.0%
Facility Signage Upgrade	14,000	10,453	3,547	74.7%
Transfer Station Line Marking	18,000	18,635	- 635	103.5%
	832,000	**42,055**	**789,945**	**5.05%**
BUILDING				
Admin building renewal	105,000	1,550	103,450	1.5%
Recycling Centre Roof Extension Works	15,000	-	15,000	0.0%
Master Distribution Board Upgrade	150,000	-	150,000	0.0%
Workshop Crib Room Kitchen refurbishment	10,000	-	10,000	0.0%
	280,000	**1,550**	**278,450**	**0.55%**
COMPUTING EQUIPMENT				
CCTV install for Tip Face, Quarry and Transfer	10,000	-	10,000	0.0%
Weighbridge Software Upgrade	150,000	-	150,000	0.0%
DCS Replacements	30,000	-	30,000	0.0%
Replacement of IT equipments	27,000	11,160	15,840	41.3%
Wifi Access Point Replacements	27,866	-	27,866	0.0%
	244,866	**11,160**	**233,706**	**4.56%**
EQUIPMENT				
High Flow Leachate/ Water Transfer Pump (Diesel)	60,000	-	60,000	0.0%
2 way radios	6,500	-	6,500	0.0%
Odour monitoring units / control	80,000	69,740	10,260	87.2%
	146,500	**69,740**	**76,760**	**47.60%**
PLANT AND VEHICLES				
TAKEUCHI Skid Steer Loader TL10V2 2022 - PL151	245,000	-	245,000	0.0%
Skid Steer Bucket Replacements x 3	60,000	-	60,000	0.0%
CAT 2.5L Forklift - Plant117	85,000	-	85,000	0.0%
Komatsu Excavator 2018-C22211 - Plant131	385,000	-	385,000	0.0%
Compactor or Alternative waste compaction treatment	1,500,000	-	1,500,000	0.0%
Hino Bin Truck 1EAS815 - Plant83	390,000	-	390,000	0.0%
New Slow Speed Shredder/Crusher	800,000	-	800,000	0.0%
New Double Axle trailer	15,000	-	15,000	0.0%
Replacement of Skid Steer Loader	12,000	-	12,000	0.0%
	3,492,000	**-**	**3,492,000**	**0.0%**
TOTAL CAPITAL EXPENDITURE	**15,705,396**	**1,432,758**	**14,272,638**	**9.1%**

3.0 Cash & Cash Equivalents and Schedule of Investments As at 31 October 2024

Institutions with Standard & Poors Rating AA- or better

Institution	S&P Rating	Achieved
CBA	AA-	✔
NAB	AA-	✔
ANZ	AA-	✔
Westpac	AA-	✔

Where Tenor > 90 Days, maximum 50% held in one institution

Investments > 90 days tenor	94%

Institution	Amount Held $m	% of Total Funds	Maximum	Achieved
CBA	$ 13.32	23%	50%	✔
NAB	$ 17.22	30%	50%	✔
ANZ	$ 4.30	7%	50%	✔
Westpac	$ 23.00	40%	50%	✔
<90 Days	$ 0.20			
	$ 58.05			

Where possible give preference to institutions that do not finance the fossil fuel industry and consider ethical, social and environmental aspects.

As the 31st October 2024, the MRC's interest earnings are $142k above the adopted budget. The Reserve Bank of Australia has kept its cash rate unchanged at 4.35%, which has matched market estimates. The MRC's weighted average interest rate on fixed term deposit investments is 5.08%.

At the 31st October 2024, the MRC's total cash and investments amounted to $77.5 million. $58.2 million was invested in term deposits and $13.1million is invested in a CBA saver account with the balance being held in the everyday accounts. 5% (i.e. 1 term deposit with a value $5m) of the overall term deposits have environmental, social, and governance (ESG) ratings. For additional information please refer to page 15.

3.0 Cash & Cash Equivalents and Schedule of Investments As at 31 October 2024 (Continued)

SCHEDULE OF INVESTMENTS

Bank	Investment Date	Tenor (Days)	Investment Amt $	Interest Rate %	Maturity Date	Gross Interest $	Maturity Amt $
ORDINARY TERM DEPOSITS							
NAB GMI-DEAL-10899596	21/05/2024	181	2,167,406	5.10%	18/11/2024	54,815	2,222,220.3
NAB 93-921-9929	23/08/2024	90	203,977	5.00%	21/11/2024	2,515	206,492.0
Wpac TD 032-108 005408	29/05/2024	184	3,200,000	5.14%	29/11/2024	82,916	3,282,916.0
ANZ 9797-07193	1/08/2024	133	2,161,684	4.94%	12/12/2024	38,912	2,200,596.0
NAB GMI-DEAL-10893903	15/07/2024	184	2,165,308	5.30%	15/01/2025	57,852	2,223,160.7
NAB 41-562-4966	9/09/2024	150	3,113,997	5.00%	6/02/2025	63,986	3,177,982.8
CBA 37309509 (trans 234)	18/09/2024	152	3,000,000	4.80%	17/02/2025	59,967	3,059,967.1
NAB 21-233-4933	23/08/2024	180	2,186,924	5.00%	19/02/2025	53,924	2,240,848.3
Wpac TD 032-108 988977	21/05/2024	275	4,300,000	5.21%	20/02/2025	168,790	4,468,789.7
ANZ 9796-92171	13/06/2024	273	2,137,282	5.00%	13/03/2025	79,928	2,217,210.1
NAB GMI-DEAL-10894013	14/10/2024	182	2,197,972	5.05%	14/04/2025	55,347	2,253,319.0
CBA CDA 37309509 (trans 237)	15/10/2024	182	5,309,368	4.84%	15/04/2025	128,135	5,437,502.9
CBA 37309509 (trans 231)	19/07/2024	273	5,139,818	4.97%	18/04/2025	191,062	5,330,879.8
Wpac TD 032-108 962507	1/05/2024	365	5,500,000	5.35%	1/05/2025	294,250	5,794,250.0
NAB GMI-DEAL-10902291	11/06/2024	365	3,238,861	5.25%	11/06/2025	170,040	3,408,900.9
NAB 36-705-5358	16/09/2024	270	2,202,460	5.00%	13/06/2025	81,461	2,283,921.3
Wpac 032-108 521306	23/08/2024	122	5,000,000	5.14%	23/12/2024	85,901	5,085,901
Total Ordinary Term Deposits			**53,225,058**			**1,669,801**	**54,894,858**
Wpac Green TD 11635312)	11/06/2024	365	5,000,000	5.10%	11/06/2025	255,000	5,255,000
Total ESG Term Deposits			**5,000,000**			**255,000**	**5,255,000**
Total Term Deposits			**58,225,058**	**5.08%**		**1,924,801**	**60,149,858**

Cash & Cash Equivalents as of 31st October 2024					
CBA Saver	13,063,166	**Principal**			
NAB Balance	1,189	**Ordinary Term Deposits**			
CBA Business	6,238,811	NAB	30.0%	17,476,905	
ANZ Balance	162	CBA	23.1%	13,449,186	
		ANZ	7.4%	4,298,966	
Petty Cash	2,000	Wpac	30.9%	18,000,000	
Floats	1,500			53,225,058	
		ESG Term Deposits			
		Wpac Green	8.6%	5,000,000	
		Invested	**100%**	**58,225,058**	
		Principal plus interest			
		Ordinary Term Deposits			
		NAB	30.0%	18,016,845	
		CBA	23.0%	13,828,350	
		ANZ	7.3%	4,417,806	
		Wpac	31.0%	18,631,857	
				54,894,858	
		ESG Term Deposits			
Total Cash & Cash Equivalents	**19,306,828**	Wpac Green	8.7%	5,255,000	
Total	**77,531,885**	Total	**100%**	**60,149,858**	

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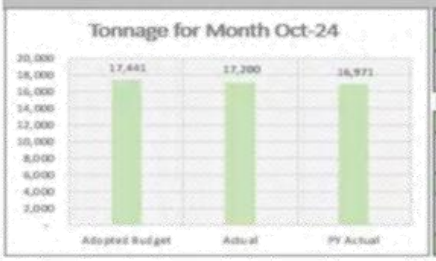
4.0 Tonnage Report for the period ended 31 October 2024

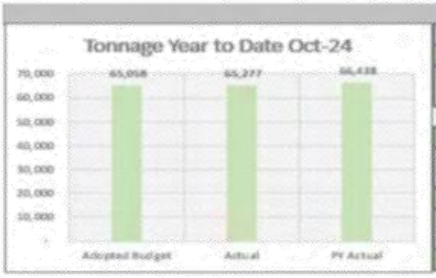
Tonnage Summary OCT-24

Monthly Summary



	Budget	Actual	Variance	Prior Year
Processable	15,517	14,956	(561)	13,924
Non Processable	568	352	(217)	1,041
Members	16,085	15,307	(778)	14,966
Casuals	1,356	1,893	537	2,006
Total	17,441	17,200	(240)	16,971

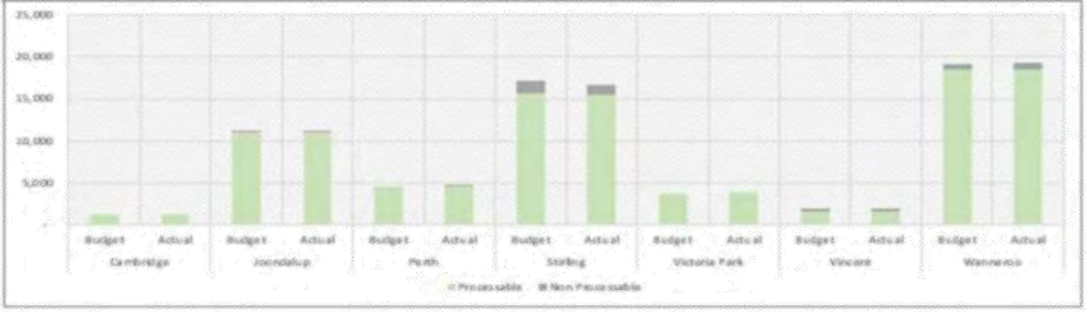
Year to Date Summary

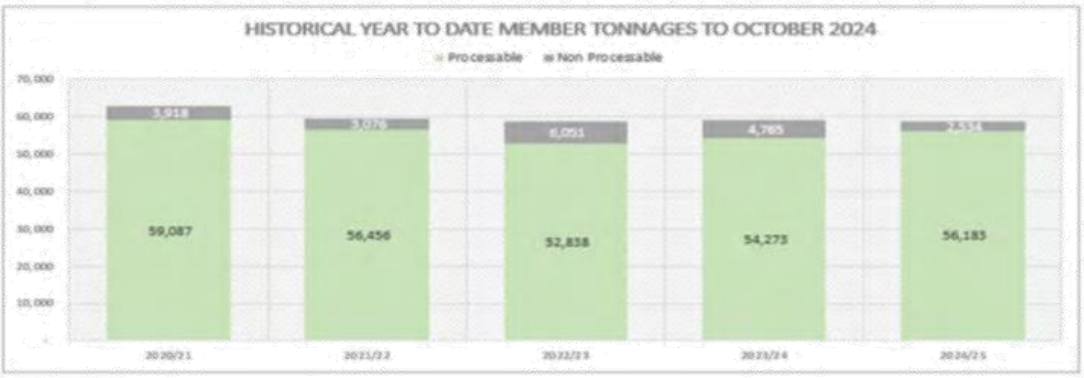


	Budget	Actual	Variance	Prior Year
Processable	56,259	56,183	(76)	54,274
Non Processable	2,828	2,534	(294)	4,765
Members	59,087	58,717	(370)	59,039
Casuals	5,971	6,560	589	7,399
Total	65,058	65,277	220	66,438

Member Summary

Year to Date





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9.2	LIST OF ACCOUNTS PAID – FOR THE PERIOD ENDED 30 September 2024 & 31 October 2024
Reference:	**GF-23-000000019**
Attachment(s):	**Attachment No. 2**
Date:	**13 November 2024**
Responsible Officer:	**Executive Manager Corporate Services**

SUMMARY
The purpose of this report is to provide details of payments made during the periods identified above. This is in line with the requirement under the delegated authority to the Chief Executive Officer (CEO), that a list of payments made from the Municipal Fund since the last Ordinary Council meeting be presented to Council.

DETAILS
In accordance with section 13(1) of the *Local Government Financial Management Regulations 1996*, Council has delegated to the Chief Executive Officer (CEO) the exercise of its power to make payments from its Municipal and Trust Funds. A list of accounts paid by the CEO is to be prepared each month (Fin Reg 13(2)) and be presented to the next Ordinary Council Meeting following such payments (Fin Reg 13(3)). The lists of accounts paid for the months ended 30 September 2024 and 31 October 2024 is attached at Appendix 2 to this Item.

A new regulation 13A has been added to the *Local Government Financial Management Regulations 1996* to increase transparency and accountability in local government through greater oversight of incidental spending. Regulation covers purchasing cards such as Bunnings and Fuel cards issued by local government to their employees. Under the new regulation, a transaction listing is included for the MRC's fuel cards and Bunnings Power Pass cards.

Month Ended	Account	Vouchers	Amount
30 September 2024	General Municipal	Cheques	**$-**
		EFT	**$1,526,963.13**
		Direct Payment	**$3,415,369.93**
		Inter account transfers	**-**
		Total	**$4,942,333.06**
31 October 2024	General Municipal	Cheques	**$1,959.20**
		EFT	**$5,609,470.39**
		Direct Payment	**$2,502,243.91**
		Inter account transfers	**-**
		Total	**$8,113,673.50**

STATUTORY IMPLICATIONS
Regulation 13 of the *Local Government (Financial Management) Regulations 1996*

FINANCIAL IMPLICATIONS
Nil

VOTING REQUIREMENT
Simple Majority

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

Note the list of accounts paid under delegated authority to the Chief Executive Officer for the months ended 30 September 2024 and 31 October 2024, in accordance with regulation 13(1) of the Local Government (Financial Management) Regulation 1996.

Moved Cr Vernon, seconded Cr Hatton
RESOLVED
That the recommendation be adopted

CARRIED UNANIMOUSLY 12/0
For: Crs Castle, Creado, Ferrante, Fishwick, Gobbert, Hatton, Mack, May, Miles, Proud, Vernon and Wright
Against: Nil

Attachment

List of Accounts Paid – September and October 2024

Schedule of Payments for September 2024
Council Meeting - 28 November 2024

Date	Document No.	Vendor Name	Description	Amount
				$ -
		Total CBA cheques		**$ -**

Date	Document No.	Vendor Name	Description	Amount
6/09/2024	DP-02458	Australian Taxation Office	PAYG Payment	$ 40,612.00
6/09/2024	DP-02459	Easi Salary Pty Ltd	Staff Salary Sacrifice	$ 3,620.01
20/09/2024	DP-02460	Australian Taxation Office	PAYG Payment	$ 40,578.00
20/09/2024	DP-02461	Easi Salary Pty Ltd	Staff Salary Sacrifice	$ 3,620.01
19/09/2024	DP-02462	Perth Ceiling Repairs	Repairs to Ceiling at RRF	$ 1,100.00
20/09/2024	DP-02463	SuperChoice	Staff Superannuation	$ 70,233.69
24/09/2024	DP-02464	Australian Taxation Office	BAS Payment Aug 2024	$ 245,906.00
19/09/2024	DP-02465	Commonwealth Bank	CBA TD placement	$ 3,000,000.00
4/09/2024	DP-02466	ANZ Bank	Account Fee	$ 10.00
26/09/2024	DP-02467	MRC Credit Card	See the schedule attached (credit card payments)	$ 7,481.65
2/09/2024	DP-02468	Commonwealth Bank	Merchant fees	$ 184.60
2/09/2024	DP-02469	Commonwealth Bank	Merchant fees	$ 1,952.03
16/09/2024	DP-02470	Commonwealth Bank	Commbiz Fees	$ 53.14
16/09/2024	DP-02471	Commonwealth Bank	Acc Service Fees	$ 8.80
30/09/2024	DP-02472	NAB Bank	Bank Charges	$ 10.00
		Total Direct Payments & Fees		**$ 3,415,369.93**

Total Inter account Transfers

Date	Document No.	Vendor Name	Description	Amount
5/09/2024	EFT-02432	Advanced Liquid Waste	Septic tank maintenance-Recycling	$ 1,643.50
5/09/2024	EFT-02432	All 4 People Pty Ltd	Contract Labour w/e 10 Aug 24	$ 5,463.22
5/09/2024	EFT-02432	Aussie Natural Spring Water	Water Cooler Bottles	$ 43.00
5/09/2024	EFT-02432	Brooks Hire	Skidsteer Service and Repairs	$ 5,086.35
5/09/2024	EFT-02432	City of Joondalup	TP Lease - Sept 24	$ 14,784.73
5/09/2024	EFT-02432	Critical Fire Protection and Training Pty Ltd	Monthly Inspection of Fire System - Jul 24	$ 33.00
5/09/2024	EFT-02432	Fennell Tyres International Pty Ltd	PI133 Repair and maintenance	$ 587.13
5/09/2024	EFT-02432	InfoTrust	Symantec Email Cloud Security - Annual License	$ 2,198.08
5/09/2024	EFT-02432	Landgate	Gross Rental Market Valuation TP	$ 3,300.00
5/09/2024	EFT-02432	MRP Pest Control	RRF Pest Control	$ 892.20
5/09/2024	EFT-02432	NAPA Parts	PL148 Towing Mirror & Hi-Vis Safety Flags	$ 605.29
5/09/2024	EFT-02432	Raubex Construction Pty Ltd	Capping Project Stage 2 West	$ 505,891.35
5/09/2024	EFT-02432	Seaview Ford Clarkson	PL141 Vehicle Service	$ 814.00
5/09/2024	EFT-02432	Stantons International	Probity Consultancy FOGO	$ 2,740.10
5/09/2024	EFT-02432	Town of Cambridge	TP Lease -Sept 24	$ 7,392.36
5/09/2024	EFT-02432	Trade West Industrial Supplies	Safety Uniform & Equipment	$ 2,268.37
5/09/2024	EFT-02432	Tyrecycle P/L	Tyre Recycling	$ 732.55
5/09/2024	EFT-02432	WesTrac Pty Ltd	1 x Bucket Grapple Pin	$ 104.97
6/09/2024	EFT-02433	Albert Jacob	Meeting Fees & ICT Allow 1 - 31 Aug 24	$ 1,244.17
6/09/2024	EFT-02433	Alexandra Castle	Meeting Fees & ICT Allow 1 - 31 Aug 24	$ 1,244.17
6/09/2024	EFT-02433	Andrea Creado	Meeting Fees & ICT Allow 1 - 31 Aug 24	$ 1,244.17
6/09/2024	EFT-02433	Chris Hatton	Meeting Fees & ICT Allow 1 - 31 Aug 24	$ 1,244.17
6/09/2024	EFT-02433	Christopher May	Meeting Fees & ICT Allow 1 - 31 Aug 24	$ 1,244.17
6/09/2024	EFT-02433	Gary Mack	Meeting Fees & ICT Allow 1 - 31 Aug 24	$ 1,244.17
6/09/2024	EFT-02433	Joe Ferrante	Meeting Fees & ICT Allow 1 - 31 Aug 24	$ 1,244.17
6/09/2024	EFT-02433	Jordan L Wright	Meeting Fees & ICT Allow 1 - 31 Aug 24	$ 1,244.17
6/09/2024	EFT-02433	Karen Vernon	Meeting Fees & ICT Allow 1 - 31 Aug 24	$ 1,696.46
6/09/2024	EFT-02433	Liam Gobbert	Meeting Fees & ICT Allow 1 - 31 Aug 24	$ 1,244.17
6/09/2024	EFT-02433	Paul Miles	Meeting Fees & ICT Allow 1 - 31 Aug 24	$ 1,244.17
6/09/2024	EFT-02433	Stephanie Proud	Meeting Fees & ICT Allow 1 - 31 Aug 24	$ 3,529.09
13/09/2024	EFT-02436	A & G Wines Plumbing	Transfer Station Fire Hose Reel Checks	$ 858.00
13/09/2024	EFT-02436	Alinta Energy	TP Gas Usage 04 Jun - 29 Aug 24	$ 113.25
13/09/2024	EFT-02436	All Fence U Rent P/L	Temporary Fence around Leachate Pond	$ 2,234.65
13/09/2024	EFT-02436	Australian Laboratory Services Pty Ltd	Leachate Sampling testing	$ 5,929.40
13/09/2024	EFT-02436	Banhams WA Pty Ltd	RRF Monthly Fire System Maintenance	$ 578.79
13/09/2024	EFT-02436	City of Perth	TP Lease - Sept 24	$ 7,392.36
13/09/2024	EFT-02436	City of Wanneroo	RRF Council Rates 24/25	$ 113,702.55
13/09/2024	EFT-02436	Envirocare Systems	Monthly Hygiene Services & Supplies	$ 997.04
13/09/2024	EFT-02436	Fennell Tyres International Pty Ltd	PL148 Tyre Repairs & Field Service	$ 338.73
13/09/2024	EFT-02436	Great Southern Fuel Supplies	Diesel Purchases	$ 89,736.68
13/09/2024	EFT-02436	Komatsu Australia	PL133 - 1000hr Service	$ 1,137.43
13/09/2024	EFT-02436	NAPA Parts	Grease Cartridges & H3 Globe	$ 221.85
13/09/2024	EFT-02436	North Star Security	Alarm Panel Batteries at RRF	$ 1,563.10
13/09/2024	EFT-02436	SafeWork Laboratories Pty Ltd	Drug and Alcohol Testing Aug 24	$ 852.06
13/09/2024	EFT-02436	S & L Engineering WA Pty Ltd	Air Compressor Service	$ 1,488.22
13/09/2024	EFT-02436	Spectur Ltd	Monthly Service Neerabup Portable CCTV	$ 3,630.00
13/09/2024	EFT-02436	Synergy	TP Electricity - 27 Jul 24 - 21 Aug 24	$ 8,993.70
13/09/2024	EFT-02436	Telstra	Services & Equipment Rental - Sept 24	$ 1,210.00
13/09/2024	EFT-02436	The Biox Environmental Partnership	Cannon Blades Replacement	$ 431.20
13/09/2024	EFT-02436	Toolmart	Alemlube Diesel Pump Kit	$ 590.00
13/09/2024	EFT-02436	Total Green Recycling Pty Ltd	E-Waste Recycling	$ 7,268.94
13/09/2024	EFT-02436	Tyrecycle P/L	Tyre Recycling	$ 1,146.97
13/09/2024	EFT-02436	Watercheм Australia P/L	10 x 20L Drum EcoSorb - Landfilling	$ 14,630.00
18/09/2024	EFT-02437	Megan Audrey Mather	PPE - Uniform	$ 354.55
20/09/2024	EFT-02438	Advanced Liquid Waste	Removal of overflowed Leachate	$ 1,320.00
20/09/2024	EFT-02438	All 4 People Pty Ltd	Contract Labour Aug & Sept 24	$ 22,929.68
20/09/2024	EFT-02438	Ampol Australia Petroleum Pty Ltd	Fuel Usage - Aug 24	$ 1,105.23
20/09/2024	EFT-02438	Aussie Natural Spring Water	Water Cooler Bottles	$ 43.00
20/09/2024	EFT-02438	Australian Institute of Management	WHS Representative Training Course	$ 4,962.00
20/09/2024	EFT-02438	Australian Services Union	Union Fees	$ 53.00
20/09/2024	EFT-02438	BOQ Finance (Aust) Limited	Monthly Printer Rental	$ 421.53
20/09/2024	EFT-02438	City of Wanneroo	TP Lease - Sept 24	$ 14,784.73
20/09/2024	EFT-02438	Critical Fire Protection and Training Pty Ltd	Monthly Inspection and repair of Fire System - Recycling	$ 2,769.25

Date	Document No.	Vendor Name	Description	Amount
20/09/2024	EFT-02438	Crossland & Hardy Pty Ltd	Survey Works - Tamala Park	$ 3,806.88
20/09/2024	EFT-02438	Crown Security (WA) Pty Ltd	CCTV Recorder Emergency Replacement	$ 3,493.77
20/09/2024	EFT-02438	DC Wired Electrical & Air Conditioning Pty Ltd t/a DC Wired E	Cannon Repairs and RRF Electrical Repairs	$ 9,707.50
20/09/2024	EFT-02438	Environmental & Air Quality Consulting Pty Ltd	Odour Consultant Services	$ 940.50
20/09/2024	EFT-02438	Ergolink	Supply of Office furnitures	$ 1,830.40
20/09/2024	EFT-02438	Fennell Tyres International Pty Ltd	PL148 Fleet Service & Tyre Repairs	$ 1,413.98
20/09/2024	EFT-02438	Flick Anticimex P/L	Pest Control	$ 351.97
20/09/2024	EFT-02438	IT Dynamics Australia	Office 365 Licensing	$ 10,317.21
20/09/2024	EFT-02438	Jedi Auto Worx	PL117, 135 & 136 Maintenance	$ 1,570.65
20/09/2024	EFT-02438	Natural Area Holdings Pty Ltd	Revegetation Plans & Monitor	$ 5,280.00
20/09/2024	EFT-02438	North Star Security	Alarm Monitoring RRF & TP	$ 1,287.00
20/09/2024	EFT-02438	Nutrien Water Joondalup (Total Eden P/L)	Easylok Elbow	$ 482.02
20/09/2024	EFT-02438	Pirtek (Malaga) Pty Ltd	PL135 Replaced Blown Hydraulic Hose	$ 2,496.31
20/09/2024	EFT-02438	SafeWork Laboratories Pty Ltd	Drug and Alcohol Fitness Testing - 23 Aug 24	$ 2,623.72
20/09/2024	EFT-02438	Services Australia	Employees' deductions for Child Support	$ 1,835.46
20/09/2024	EFT-02438	Trophy Specialists	Changes to Board Member Name	$ 44.00
20/09/2024	EFT-02438	United Equipment	Forklift Faulty Seatbelt	$ 209.43
20/09/2024	EFT-02438	Wren Oil	Weekly Collections of Waste Oil for Recycling	$ 748.00
26/09/2024	EFT-02439	Alkimos Autocare	Basic Wash & Interior Clean - MRC Vehicles	$ 965.00
30/09/2024	EFT-02441	A & G Wines Plumbing	Plumbing Repairs	$ 242.00
30/09/2024	EFT-02441	Airwell Group Pty Ltd	Maintenance of Airwell pump	$ 1,841.06
30/09/2024	EFT-02441	All 4 People Pty Ltd	Enviro Admin Recruitment Fee	$ 4,675.00
30/09/2024	EFT-02441	All Fence U Rent P/L	RRF Control Fence Hire	$ 363.00
30/09/2024	EFT-02441	Aptella Pty Ltd - (prev Position Partners)	Bomag Software Compaction Monitoring	$ 1,265.00
30/09/2024	EFT-02441	Blue Diamond Machinery Pty Ltd	Generator/Compressor Trailer Hire	$ 2,411.65
30/09/2024	EFT-02441	BOC Limited	Dissolved Acetylene	$ 12.93
30/09/2024	EFT-02441	Brooks Hire	CAT Skidsteer Hire and Supplies	$ 9,478.79
30/09/2024	EFT-02441	Bunnings	Hose End Sprinkler and PVC Elbows	$ 1,241.50
30/09/2024	EFT-02441	ChekRite Asia Pacific Pty Ltd	ChekRite Subscription	$ 1,107.70
30/09/2024	EFT-02441	City of Stirling	TP Lease - Sept 24	$ 29,569.46
30/09/2024	EFT-02441	Critical Fire Protection and Training Pty Ltd	Fire Safety Supplies	$ 236.50
30/09/2024	EFT-02441	Damian Wilson Design	Design and Artwork	$ 2,200.00
30/09/2024	EFT-02441	Data#3	IT Hardware Equipments	$ 2,187.42
30/09/2024	EFT-02441	David Gray & Co P/L	Green & Red Bins (x 4)	$ 1,432.20
30/09/2024	EFT-02441	DC Wired Electrical & Air Cond. Pty Ltd t/a DC Wired Elect.	Repairs to Damage Cable on Spray Cannon	$ 962.50
30/09/2024	EFT-02441	Dekk Rubber Tracks & Pads	PL134 - Heel Plate Plow Bolts	$ 207.90
30/09/2024	EFT-02441	Eyewise Optical	Employee Benefits	$ 720.50
30/09/2024	EFT-02441	Fennell Tyres International Pty Ltd	PL132 Fleet Service	$ 404.25
30/09/2024	EFT-02441	GHD Pty Ltd.	FOGO Consultancy Charges	$ 1,156.85
30/09/2024	EFT-02441	Herbert Smith Freehills	WtE Legal Fees	$ 24,005.36
30/09/2024	EFT-02441	Instant Products Group	Toilet hire, clean, restock	$ 259.03
30/09/2024	EFT-02441	Iron Mountain Australia Pty Ltd	Monthly Data Backup Service	$ 47.47
30/09/2024	EFT-02441	Kyocera Document Solutions	Monthly Photocopy Printing Expenses	$ 118.27
30/09/2024	EFT-02441	Mark Gregory t/a M Gregory Legal	Legal Fees	$ 2,985.40
30/09/2024	EFT-02441	McLeods	Legal Fees - Use of CCTV Devices	$ 668.80
30/09/2024	EFT-02441	Natural Area Holdings Pty Ltd	TEC Assessment - Reporting & GIS Analysis	$ 4,620.00
30/09/2024	EFT-02441	Nearmap Australia Pty Ltd	Near Maps Subscription 24/25	$ 9,240.00
30/09/2024	EFT-02441	North Star Security	Repairs to Damaged Drop Chain at Transfer	$ 976.80
30/09/2024	EFT-02441	Olivers Lawn & Landscaping Pty Ltd	Lawn Mowing Services	$ 225.00
30/09/2024	EFT-02441	Perth Workplace Safety Consultants Pty Ltd	Consultancy WHS Audit Recommendations	$ 2,860.00
30/09/2024	EFT-02441	Security Specialists Australia Pty Ltd	Monthly Cash Collection	$ 149.38
30/09/2024	EFT-02441	SLR Consulting Australia Pty Ltd	Ground Water Management & Landfill Gas Monitoring	$ 41,885.80
30/09/2024	EFT-02441	Soft Landing	CoS On Demand Monthly Mattress Collection	$ 29,246.90
30/09/2024	EFT-02441	Soft Landing	CoS Balcatta Mattresses Collection	$ 32,703.00
30/09/2024	EFT-02441	Soft Landing	CoJ Mattresses Collection	$ 25,789.76
30/09/2024	EFT-02441	Soft Landing	MRC Monthly Mattress Collection	$ 13,233.00
30/09/2024	EFT-02441	Specialized Cleaning Group Pty Ltd	Monthly Road Sweeping	$ 1,950.00
30/09/2024	EFT-02441	Super Choice Services Pty Ltd	Monthly Single Touch Payroll	$ 15.35
30/09/2024	EFT-02441	T & C Couriers	Monthly Courier Expenses	$ 32.41
30/09/2024	EFT-02441	Talis Consultants P/L	Landfill Consultancy Services	$ 42,928.47
30/09/2024	EFT-02441	Total Green Recycling Pty Ltd	E-Waste Recycling	$ 4,489.47
30/09/2024	EFT-02441	Tree Amigos Tree Surgeons	Property Boundary Vegetation Trimming	$ 1,900.80
30/09/2024	EFT-02441	Tyrecycle P/L	Tyre Recycling	$ 4,275.55
30/09/2024	EFT-02441	Tutt Bryant Equipment WA	PL135 Repaired Hydraulic Hose Leak	$ 613.25
30/09/2024	EFT-02441	Veolia Recycling & Recovery Pty Ltd	Confidential Paper Bin Rental Charge	$ 88.08
30/09/2024	EFT-02441	Volco Minerals Pty Ltd	Granular Zeolite	$ 30,057.50
30/09/2024	EFT-02441	Winc Australia P/L	Stationery & Cleaning Supplies	$ 735.45
30/09/2024	EFT-02441	Wren Oil	Disposal of Oil	$ 671.00
6/09/2024	93	Payroll	Staff Payroll	$ 125,528.37
20/09/2024	94	Payroll	Staff Payroll	$ 127,508.11
				$ 1,526,963.13

CBA Cheque No.	**$**	**-**
Electronic Payments:		
DP-02458 to DP-02472	**$**	**3,415,369.93**
Inter-Account Transfers	**$**	**-**
EFT-02432 to EFT-02441	**$**	**1,526,963.13**
Grand Total	**$**	**4,942,333.06**

CERTIFICATE OF CHIEF EXECUTIVE OFFICER

This schedule of accounts which was submitted to each member of Council on 28 November 2024 has been checked and is fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendered services and as to prices, computations, costing and the amounts due for payment.

Schedule of Payments for September 2024
Council Meeting - 28 November 2024
CBA Credit Card

Date	Payment to	Description		Amount
11/09/2024	JB Hifi	Semi Permanent CCTV Camera	$	1,254.00
19/09/2024	Wired and Wireless	Man Down Duress Button	$	973.50
19/09/2024	City of Vincent	Parking for Meeting with Chair	$	4.05
	Total CBA Credit Card ending 7336		**$**	**2,231.55**
28/08/2024	ASIC	ASIC Report for new vendor application fee	$	20.00
28/08/2024	EPIC Catering	R U Ok Morning Tea	$	418.00
28/08/2024	Coles	Staff Amenities	$	151.00
29/08/2024	ASIC	ASIC Report for new vendor application fee	$	20.00
29/08/2024	ASIC	ASIC Report for new vendor application fee	$	20.00
29/08/2024	ASIC	ASIC Report for new vendor application fee	$	20.00
30/08/2024	AHRI	Annual membership	$	420.00
4/09/2024	NMI	Public Weighbridge License	$	2,435.00
4/09/2024	ASIC	ASIC Report for new vendor application fee	$	20.00
6/09/2024	EPIC Catering	Microsoft 365 Training 5 &13 Sept 24	$	286.00
6/09/2024	Coles	Staff Amenities	$	255.10
17/09/2024	ASIC	ASIC Report for new vendor application fee	$	20.00
21/09/2024	Harry Perkins	Employee Matching Policy 2024 MAVA Cancer 200 Ride	$	1,000.00
22/09/2024	Canva	Subscription yearly	$	165.00
	Total CBA Credit Card ending 7977		**$**	**5,250.10**
	Total CBA Credit Card Payments		**$**	**7,481.65**

Schedule of Payments for September 2024
Council Meeting - 28 November 2024
Ampol Purchasing card

Date	Document No.	Description	Amount
30/08/2024	EFT-2438	Fuel	$ 147.93
	Total Ampol Card for Rego 5213		**$ 147.93**
2/08/2024	EFT-2438	Fuel	$ 49.12
5/08/2024	EFT-2438	Fuel	$ 97.75
12/08/2024	EFT-2438	Fuel	$ 128.50
26/08/2024	EFT-2438	Fuel	$ 133.42
	Total Ampol Card for Rego 9808		**$ 408.79**
6/08/2024	EFT-2438	Fuel	$ 200.75
9/08/2024	EFT-2438	Fuel	$ 105.63
12/08/2024	EFT-2438	Fuel	$ 141.71
13/08/2024	EFT-2438	Fuel	$ 100.42
	Total Ampol Card for Rego 2010		**$ 548.51**
	Total Ampol Purchase Card Payments		**$ 1,105.23**

Schedule of Payments for September 2024
Council Meeting - 28 November 2024
Bunnings Power Pass

Date	Document No.	Description	Amount
30/09/2024	EFT-02441	Cable Ties, Liquid Sealant, Thread Seal	$126.67
30/09/2024	EFT-02441	Bolts & Nuts, Washers	$122.20
30/09/2024	EFT-02441	Hose End Sprinkler, PVC Elbows	$124.68
		Total for Card ending 31614	**$ 373.55**
30/09/2024	EFT-02441	85L Storage Containers, Chainsaw oil, Ratchet Tie Down	$570.38
30/09/2024	EFT-02441	Retic Hose, Paint, Paint Stripper, Poly Filler	$198.21
30/09/2024	EFT-02441	Face Shields, Lead Extension	$86.12
30/09/2024	EFT-02441	Lead Extensions	$13.24
		Total for Card ending 51400	**$ 867.95**
		Total Bunnings Power Pass Payments	**$ 1,241.50**

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Schedule of Payments for October 2024
Council Meeting - 26 November 2024

Date	Document No.	Vendor Name	Description	Amount
1/10/2024	93895	-	Cancelled	$ -
1/10/2024	93896	Petty Cash	Petty Cash Float Increase	$ 500.00
28/10/2024	93897	Petty Cash	Petty Cash Reimbursement	$ 1,459.20
28/10/2024	93898	-	Cancelled	$ -
			Total CBA Cheques	**$ 1,959.20**

Date	Document No.	Vendor Name	Description	Amount
4/10/2024	DP-02473	Australian Taxation Office	PAYG Payment	$ 44,626.00
4/10/2024	DP-02474	Easi Salary Pty Ltd	Staff Salary Sacrifice	$ 3,620.01
4/10/2024	DP-02475	Coles	Birthday & Christmas Vouchers	$ 3,764.85
4/10/2024	DP-02476	ANZ Bank	Account Fee	$ 10.00
2/10/2024	DP-02477	Commonwealth Bank	Merchant Fees	$ 2,209.35
2/10/2024	DP-02478	Commonwealth Bank	Merchant Fees	$ 104.27
18/10/2024	DP-02479	Australian Taxation Office	PAYG Payment	$ 46,672.24
18/10/2024	DP-02480	Easi Salary Pty Ltd	Staff Salary Sacrifice	$ 3,620.01
21/10/2024	DP-02481	SuperChoice	Staff Superannuation	$ 71,492.69
21/10/2024	DP-02482	Australian Taxation Office	BAS Payment September 2024	$ 153,427.00
15/10/2024	DP-02483	Commonwealth Bank	Commbiz Fees	$ 30.69
15/10/2024	DP-02484	Commonwealth Bank	Account Service Fees	$ 10.40
28/10/2024	DP-02485	MRC Credit Card	Refer to the schedule attached - credit card payments	$ 6,618.09
31/10/2024	DP-02488	NAB Bank	Bank Charges	$ 10.00
8/10/2024	FSJ01373	ANZ Bank	ANZ term deposit proceeds transferred to CBA Account	$ 2,166,028.41
			Total Direct Payments & Fees	**$ 2,502,243.81**

Total Inter account Transfers

Date	Document No.	Vendor Name	Description	Amount
4/10/2024	EFT-02443	Airwell Group Pty Ltd	Leachate Fort nightly & Monthly Service	$ 7,931.00
4/10/2024	EFT-02443	All Fence U Rent P/L	RRF Control Fence Hire	$ 811.53
4/10/2024	EFT-02443	Bale Data Services	Till Rolls for the Weighbridge	$ 281.03
4/10/2024	EFT-02443	City of Joondalup	TP Lease - Oct 24	$ 14,784.73
4/10/2024	EFT-02443	City of Vincent	TP Lease - Sep 24	$ 7,392.36
4/10/2024	EFT-02443	DC Wired Electrical & Air Conditioning Pty Ltd T/a DC Wired Elect.	Electrical Works for Workshop, RRF and Generator Repairs	$ 6,688.00
4/10/2024	EFT-02443	Fennell Tyres International Pty Ltd	PL120 Fleet Service	$ 346.50
4/10/2024	EFT-02443	MRP Pest Control	RRF Pest Control	$ 892.20
4/10/2024	EFT-02443	North Star Security	Alarm Monitoring RRF & TP	$ 288.75
4/10/2024	EFT-02443	Office National Canning Vale	Office Relocation	$ 1,890.64
4/10/2024	EFT-02443	Pirtek (Malaga) Pty Ltd	PL135 Service & Maintenance	$ 6,143.75
4/10/2024	EFT-02443	Raubex Construction Pty Ltd	Cappino Project Stage 2 West	$ 607,972.97
4/10/2024	EFT-02443	Ronald James Back	Annual Financial Report	$ 14,388.00
4/10/2024	EFT-02443	Soanlee Ford Clarkson	PL136 -Harness & Airbag Replacement	$ 4,780.00
4/10/2024	EFT-02443	Sevrensa Pty Ltd	Landfill Gas SAQP	$ 16,907.00
4/10/2024	EFT-02443	Synergy	RRF Electricity 01-31 Aug 24	$ 32,147.49
4/10/2024	EFT-02443	Telstra	Mobile Usage & Service Charges Sept - Oct 24	$ 1,976.38
4/10/2024	EFT-02443	Total Green Recycling Pty Ltd	E-Waste Recycling	$ 2,372.84
4/10/2024	EFT-02443	Town of Cambridge	TP Lease - Oct 24	$ 7,392.36
4/10/2024	EFT-02443	Town of Victoria Park	TP Lease - Sept 24	$ 7,392.36
4/10/2024	EFT-02443	Trade West Industrial Supplies	Safety Uniforms & Equipment	$ 4,095.59
4/10/2024	EFT-02443	Tyrecycle P/L	Weekly Tyre Collections	$ 631.26
4/10/2024	EFT-02443	Veolia Water Operations Pty Ltd T/a Alloloo Technologies	Investigation of 5 wells & Landfill Gas Monitoring	$ 1,320.50
4/10/2024	EFT-02443	Western Tree Recyclers	Greens Recycling - City of Perth	$ 953.48
4/10/2024	EFT-02443	Western Tree Recyclers	Greens Recycling - City of Joondalup	$ 10,679.68
7/10/2024	EFT-02444	Albert Jacob	Meeting Fees & ICT Allowance 1-30 Sep 24	$ 1,244.17
7/10/2024	EFT-02444	Alexandra Castle	Meeting Fees & ICT Allowance 1-30 Sep 24	$ 1,244.17
7/10/2024	EFT-02444	Andrea Crostto	Meeting Fees & ICT Allowance 1-30 Sep 24	$ 1,244.17
7/10/2024	EFT-02444	Chris Hatton	Meeting Fees & ICT Allowance 1-30 Sep 24	$ 1,244.17
7/10/2024	EFT-02444	Christopher May	Meeting Fees & ICT Allowance 1-30 Sep 24	$ 1,244.17
7/10/2024	EFT-02444	Dary Mack	Meeting Fees & ICT Allowance 1-30 Sep 24	$ 1,244.17
7/10/2024	EFT-02444	Joe Ferrante	Meeting Fees & ICT Allowance 1-30 Sep 24	$ 1,244.17
7/10/2024	EFT-02444	Jordan L Wright	Meeting Fees & ICT Allowance 1-30 Sep 24	$ 1,244.17
7/10/2024	EFT-02444	Karen Vernon	Meeting Fees 1-30 Sept 2024	$ 1,896.46
7/10/2024	EFT-02444	Liam Gobbert	Meeting Fees & ICT Allowance 1-30 Sep 24	$ 1,244.17
7/10/2024	EFT-02444	Paul Miles	Meeting Fees & ICT Allowance 1-30 Sep 24	$ 1,244.17
7/10/2024	EFT-02444	Stephanie Proud	Meeting Fees & ICT Allowance 1-30 Sep 24	$ 3,529.09
11/10/2024	EFT-02445	Alanco Newspaper & Magazine Delivery	Newspaper Delivery	$ 281.60
11/10/2024	EFT-02445	All 4 People Pty Ltd	Contract Labour Hire -Sept 24	$ 6,072.63
11/10/2024	EFT-02445	BAM Print	Printing costs	$ 991.00
11/10/2024	EFT-02445	Blackwoods & Atkins	Metal Grinding Wheels	$ 66.00
11/10/2024	EFT-02445	City of Wanneroo	TP Lease - Oct 24	$ 14,784.73
11/10/2024	EFT-02445	Fennell Tyres International Pty Ltd	PL134 Fleet Service	$ 189.75
11/10/2024	EFT-02445	Great Southern Fuel Supplies	Diesel Purchases	$ 88,745.63
11/10/2024	EFT-02445	IPWEA	IPWEA Fleet Subscription 24/25	$ 1,705.00
11/10/2024	EFT-02445	Jadi Auto Work	PL135 & 148 Repairs	$ 1,476.04
11/10/2024	EFT-02445	Jamaine Enterprises Pty Ltd	PL141 Replaced Tyre & PL136 Puncture Repair	$ 880.00
11/10/2024	EFT-02445	NAPA Parts	Hydraulic, Degreaser, Brake & Parts	$ 6,729.58
11/10/2024	EFT-02445	Natural Area Holdings Pty Ltd	Revegetation Plans & Monitor	$ 5,280.00
11/10/2024	EFT-02445	North Star Security	Alarm Panel Batteries at RRF	$ 420.75
11/10/2024	EFT-02445	Pinnacle Height Safety Pty Ltd	Chief Warden Online Course - R. Mason	$ 229.00
11/10/2024	EFT-02445	Smart Waste Solutions Pty Ltd	H70 Quarterly Service & Callout	$ 2,951.58
11/10/2024	EFT-02445	Stantons International	Probity Consultancy FOGO	$ 439.45
11/10/2024	EFT-02445	The S&C Perth Finance & Accounting Unit Trust	Recruitment cost	$ 22,000.00
11/10/2024	EFT-02445	Telstra	Services & Equipment Rental to 27 Oct 24	$ 1,210.00
11/10/2024	EFT-02445	Total Green Recycling Pty Ltd	E-Waste Recycling	$ 2,394.59
11/10/2024	EFT-02445	Water Corporation	TP Water Rates 23 Jul - 24 Sept 24	$ 5,467.69
11/10/2024	EFT-02445	Wren Oil	Disposal of Oil	$ 264.00
11/10/2024	EFT-02446	Xerox IT Pty Ltd T/a PSQ Group	Monthly Telephone Services Incl Hardware	$ 2,939.76
18/10/2024	EFT-02446	Abimmos Autocare	Vehicles Cleaning cost	$ 720.00
18/10/2024	EFT-02446	All 4 People Pty Ltd	Contract Labour Hire -Sept 24	$ 4,378.83
18/10/2024	EFT-02446	Ampol Australia Petroleum Pty Ltd	Fuel Usage	$ 711.46
18/10/2024	EFT-02446	Australian Services Union	Union Fees	$ 79.60
18/10/2024	EFT-02446	Banhams WA Pty Ltd	RRF Monthly Fire System Maintenance	$ 578.79
18/10/2024	EFT-02446	Blackwoods & Atkins	Battery Operated Pump	$ 91.81
18/10/2024	EFT-02446	City of Perth	TP Lease - Sept 24	$ 7,392.36
18/10/2024	EFT-02446	City of Stirling	Catering - MRC SWG & Committee Meeting	$ 270.60
18/10/2024	EFT-02446	Crossland & Hardy Pty Ltd	Landfill Gas and Leachate Wells	$ 1,188.00
18/10/2024	EFT-02446	Crown Security (WA) Pty Ltd	CCTV Camera Replacement	$ 3,855.19
18/10/2024	EFT-02446	Department of Transport	Disclosure of Information Fees	$ 18.20
18/10/2024	EFT-02446	Envirocare Systems	Monthly Hygiene Services & Supplies	$ 771.32
18/10/2024	EFT-02446	Global Spill Control Pty Ltd	Spill Kits maintenance and supplies	$ 152.87
18/10/2024	EFT-02446	Jadi Auto Work	Relocated UHF Antenna & PL137 Repair	$ 1,137.46
18/10/2024	EFT-02446	Komatsu Australia	PI133 & 134 Call Out & Repairs	$ 4,179.31
18/10/2024	EFT-02446	Mark Gregory T/a M Gregory Legal	Legal Fees	$ 1,163.80
18/10/2024	EFT-02446	NAPA Parts	Mechanical Rags	$ 116.60
18/10/2024	EFT-02446	Reich and Associates	Enviro Monitor Systems Portal License	$ 2,198.34
18/10/2024	EFT-02446	SafeWork Laboratories Pty Ltd	Drug and Alcohol Fitness Testing - 22 Sept 24	$ 797.06
18/10/2024	EFT-02446	Services Australia	Employees' deductions for Child Support	$ 1,899.32
18/10/2024	EFT-02446	Spectur Ltd	Monthly Service Nooralup Portable CCTV	$ 3,630.00
18/10/2024	EFT-02446	Synergy	TP Electricity 22 Aug - 25 Sept 24	$ 11,147.07
18/10/2024	EFT-02446	Total Green Recycling Pty Ltd	E-Waste Recycling	$ 2,211.01
18/10/2024	EFT-02446	Trade West Industrial Supplies	Safety Uniforms & Equipment	$ 861.19
18/10/2024	EFT-02446	Trident Signs WA Pty Ltd	Stickers for Recycling Signs	$ 121.00
18/10/2024	EFT-02446	Tutt Bryant Equipment WA	PL135 2000hr Service & Oil Leak Repair	$ 17,619.67
18/10/2024	EFT-02446	Tyrecycle P/L	Weekly Tyre Collections	$ 5,390.21
18/10/2024	EFT-02446	Vertical Telecoms Pty Ltd	Radio Tower Services for Microwave Link - Jul - Sept 24	$ 1,738.57
18/10/2024	EFT-02446	Wanneroo Glass	Glass Replacement RRF	$ 1,943.45
18/10/2024	EFT-02446	Waterchem Australia P/L	10 x 20L Drum EcoSorb - Landfilling	$ 14,630.00
18/10/2024	EFT-02446	Wren Oil	Disposal of Oil	$ 407.00
23/10/2024	EFT-02447	Department of Water & Environment Regulation	DEP Landfill Levy Jul - Sept 24	$ 3,660,124.20
25/10/2024	EFT-02448	Aptella Pty Ltd - (prov Position Partners)	Bomag Software Compaction Monitoring	$ 1,265.00
25/10/2024	EFT-02448	Australian Institute of Management	Supervisor & Leadership Courses	$ 6,972.00
25/10/2024	EFT-02448	Australia Post	Postage - Stamps	$ 9.75
25/10/2024	EFT-02448	Blackwoods & Atkins	Universal Stem Kit 60L-205L	$ 486.40
25/10/2024	EFT-02448	BOC Limited	Dissolved Acetylene & Gas Cylinders	$ 111.47

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Date	Document No.	Vendor Name	Description	Amount
25/10/2024	EFT-02448	BOQ Finance (Aust) Limited	Monthly Printer Rental	$ 421.53
25/10/2024	EFT-02448	City of Perth	TP Rates & Taxes 24/25	$ 2,164.29
25/10/2024	EFT-02448	City of Stirling	TP Lease - Oct 24	$ 29,569.46
25/10/2024	EFT-02448	David Moss Corporation P/L	Pressure Pipes	$ 10,175.17
25/10/2024	EFT-02448	EMRC	CCA Recycling	$ 696.50
25/10/2024	EFT-02448	Fennell Tyres International Pty Ltd	PL110 Fleet Service	$ 253.00
25/10/2024	EFT-02448	Flick Anticimex P/L	Pest Control	$ 351.97
25/10/2024	EFT-02448	GHD Pty Ltd	FOGO Consultancy Charges	$ 1,510.28
25/10/2024	EFT-02448	Herbert Smith Freehills	WIE Legal Fees	$ 10,848.92
25/10/2024	EFT-02448	Jack Auto Work	Refurbish & Programming Hand Held Radios (ICOM) & PL146 Repair	$ 2,951.13
25/10/2024	EFT-02448	Kyocera Document Solutions	Monthly Photocopy Printing Expenses	$ 485.39
25/10/2024	EFT-02448	Major Motors Pty Ltd	PL110 Service and Repair	$ 8,088.83
25/10/2024	EFT-02448	Pirtek (Malaga) Pty Ltd	PL134 Service and Maintenance	$ 1,305.56
25/10/2024	EFT-02448	PJ & JM Leonard Pty Ltd T/a Worldwide Joondalup	Business Cards	$ 150.00
25/10/2024	EFT-02448	Smart Waste Solutions Pty Ltd	EPS Baler Compressor Replacement	$ 738.09
25/10/2024	EFT-02448	Stream Pty Ltd	Realtime Media Monitoring 07 Oct 24 - 06 Jan 25	$ 5,943.50
25/10/2024	EFT-02448	Telstra	Mobile Usage & Service Charges Oct - Nov 24	$ 696.40
25/10/2024	EFT-02448	Total Green Recycling Pty Ltd	E-Waste Recycling	$ 2,934.51
25/10/2024	EFT-02448	Trident Signs WA Pty Ltd	Signs for Weighbridge and Transfer	$ 302.50
25/10/2024	EFT-02448	Tyrecycle P/L	Weekly Tyre Collections	$ 1,088.62
25/10/2024	EFT-02448	Winc Australia P/L	Stationery & Cleaning Supplies	$ 452.85
25/10/2024	EFT-02448	Wren Oil	Disposal of Oil	$ 363.00
31/10/2024	EFT-02449	Advanced Liquid Waste	Removal of Surface Water from Landfill	$ 1,188.00
31/10/2024	EFT-02449	Airwell Group Pty Ltd	Airwell Pumps Removal for Western Capping	$ 308.00
31/10/2024	EFT-02449	Alanco Newspaper & Magazine Delivery	Newspapar Delivery	$ 281.60
31/10/2024	EFT-02449	All 4 People Pty Ltd	Contract Labour Hire -Sept 24	$ 3,205.13
31/10/2024	EFT-02449	Blackwoods & Atkins	Battery Operated Pump	$ 137.70
31/10/2024	EFT-02449	Blue Diamond Machinery Pty Ltd	Generator/Compressor Trailer Hire	$ 2,335.43
31/10/2024	EFT-02449	Brooks Hire	Skidsteer Service and Repairs	$ 6,286.72
31/10/2024	EFT-02449	Bunnings	Tools & Materials for PL141 Car Boot & Workshop	$ 274.63
31/10/2024	EFT-02449	CheckRite Asia Pacific Pty Ltd	CheckRite Subscription	$ 907.50
31/10/2024	EFT-02449	City of Joondalup	TP Lease - Nov 24	$ 14,784.73
31/10/2024	EFT-02449	City of Vincent	TP Lease - Oct 24	$ 7,392.36
31/10/2024	EFT-02449	Eyewise Optical	Employee Benefits	$ 460.00
31/10/2024	EFT-02449	Fennell Tyres International Pty Ltd	PL83 Fleet Service	$ 924.00
31/10/2024	EFT-02449	FOI WA Services, Advice and Solutions	FOI Advice	$ 1,350.00
31/10/2024	EFT-02449	Freshwater Services Pty Ltd	Repairs to Ice Machine at Recycling Shop	$ 165.00
31/10/2024	EFT-02449	Gentronics	Welding Consumables	$ 1,356.80
31/10/2024	EFT-02449	Great Southern Fuel Supplies	Diesel Purchases	$ 10,935.30
31/10/2024	EFT-02449	Gutters Supa Klean	Gutter Maintenance	$ 3,730.00
31/10/2024	EFT-02449	Herbert Smith Freehills	FOGO Procurement Legal Fees	$ 5,347.64
31/10/2024	EFT-02449	Instant Products Group	Toilet hire, clean, restock	$ 251.50
31/10/2024	EFT-02449	Iron Mountain Australia Pty Ltd	Monthly Data Backup Service	$ 47.47
31/10/2024	EFT-02449	LGISWA	Annual Insurance	$ 250,016.34
31/10/2024	EFT-02449	MRP Pest Control	RRF Pest Control	$ 892.20
31/10/2024	EFT-02449	NAPA Parts	Air Operated Diaphragms & Fuel Filters	$ 3,174.34
31/10/2024	EFT-02449	Office National Canning Vale	Adjustable Corner Desk & Photocopier	$ 1,870.80
31/10/2024	EFT-02449	Olivers Lawn & Landscaping Pty Ltd	Lawn Mowing Services	$ 225.00
31/10/2024	EFT-02449	Paxon Consulting Group Pty Ltd	Consultancy - Void Space Financial Model	$ 242.00
31/10/2024	EFT-02449	ReadyTech Procurement Solutions Pty Ltd	CIMS Proj Mgmt & Impl. Training	$ 17,776.00
31/10/2024	EFT-02449	ReadyTech Procurement Solutions Pty Ltd	Contract Mgmt System Annual Subs Aug 24 - Aug 25	$ 36,300.00
31/10/2024	EFT-02449	S & L Engineering WA Pty Ltd	Air Compressor Service	$ 1,565.22
31/10/2024	EFT-02449	Security Specialists Australia Pty Ltd	Monthly Cash Collection	$ 186.73
31/10/2024	EFT-02449	Seton Australia Pty Ltd	Diplomat Safety Knives Cutters & Safety Parrot Knives	$ 149.05
31/10/2024	EFT-02449	SLR Consulting Australia Pty Ltd	Ground Water Management & Landfill Gas Monitoring	$ 20,373.38
31/10/2024	EFT-02449	Soft Landing	CoS On Demand Monthly Mattress Collection	$ 25,657.00
31/10/2024	EFT-02449	Soft Landing	CoS Belsetta Mattresses Collection	$ 30,030.00
31/10/2024	EFT-02449	Soft Landing	CoJ Mattresses	$ 24,004.12
31/10/2024	EFT-02449	Soft Landing	MRC Monthly Mattress Collection	$ 13,398.00
31/10/2024	EFT-02449	Specialized Cleaning Group Pty Ltd	Monthly Road Sweeping	$ 2,925.00
31/10/2024	EFT-02449	Sunhawk Pty Ltd	10 x Dustlig - Dust Suppression	$ 15,565.00
31/10/2024	EFT-02449	Super Choice Services Pty Ltd	Monthly Single Touch Payroll	$ 15.35
31/10/2024	EFT-02449	T & C Couriers	Monthly Courier Expenses	$ 70.96
31/10/2024	EFT-02449	Talis Consultants P/L	Landfill Consultancy Services	$ 21,525.36
31/10/2024	EFT-02449	The West Australian	NiPaper Online Subs Aug 24 - Aug 25	$ 1,820.00
31/10/2024	EFT-02449	Total Green Recycling Pty Ltd	E-Waste Recycling	$ 2,429.67
31/10/2024	EFT-02449	Town of Cambridge	TP Lease - Nov 24	$ 7,392.36
31/10/2024	EFT-02449	Town of Cambridge	TP Rates 23/24	$ 1,876.74
31/10/2024	EFT-02449	Town of Victoria Park	TP Lease - Oct 24	$ 7,392.36
31/10/2024	EFT-02449	Trade West Industrial Supplies	Safety Uniform & Equipment	$ 597.65
31/10/2024	EFT-02449	Tutt Bryant Equipment WA	PL135 Repaired Hydraulic Hose Leak	$ 1,033.59
31/10/2024	EFT-02449	Tyrecycle P/L	Weekly Tyre Collections	$ 2,634.11
31/10/2024	EFT-02449	Veolia Recycling & Recovery (Perth) Pty Ltd	Mixed Glass Bin Collection	$ 543.58
31/10/2024	EFT-02449	Veolia Recycling & Recovery Pty Ltd	Confidential Paper Bin Rental Charge	$ 167.43
31/10/2024	EFT-02449	Western Tree Recyclers	Greens Recycling - City of Joondalup	$ 3,851.63
31/10/2024	EFT-02449	Winc Australia P/L	Wipes, Mop Head, Optimal White Towels	$ 1,365.54
4/10/2024	55	Payroll	Staff Payroll	$ 135,321.13
18/10/2024	56	Payroll	Staff Payroll	$ 140,482.01
				$ 5,469,479.39

CBA Cheque No.	$ 1,959.20
Electronic Payments:	
DP-02473 to DP-02488 FSJ-1373	$ 2,502,243.91
Inter-Account Transfers	$ -
EFT-02463 to EFT-02469	$ 5,469,479.39
Grand Total	$ 8,113,673.50

CERTIFICATE OF CHIEF EXECUTIVE OFFICER

This schedule of accounts which was submitted to each member of Council on 28 November 2024 has been checked and is fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendered services and as to prices, computations, costing and the amounts due for payment.

Schedule of Payments for October 2024
Council Meeting - 28 November 2024
CBA Credit Card

Date	Payment to	Description		Amount
27/09/2024	Bridgestone Select	PL153 Car Tyre	$	450.00
7/10/2024	Bridgestone Select	PL153 Puncture Repair	$	46.00
9/10/2024	Circum Wash	Car Wash	$	20.50
15/10/2024	APC Automation	Trafiic Lights at Transfer	$	1,035.37
	Total CBA Credit Card ending 7336		**$**	**1,551.87**
28/09/2024	ASIC	ASIC Report for new vendor application fee	$	20.00
30/09/2024	Coles	Staff Amenities	$	299.40
4/10/2024	Charity Greeting Cards	Greeting Cards	$	556.84
4/10/2024	Good Guys	RRF Office Equipment	$	370.00
8/10/2024	ASIC	ASIC Report for new vendor application fee	$	20.00
9/10/2024	ASIC	ASIC Report for new vendor application fee	$	20.00
11/10/2024	Harvey Norman	Office Cabinet	$	318.00
11/10/2024	Compton Carpentry	RRF Building Repair	$	2,612.50
15/10/2024	ASIC	ASIC Report for new vendor application fee	$	20.00
16/10/2024	Coles	Staff Amenities	$	222.65
19/10/2024	Who Gives A Crap	Toilet Rolls	$	264.00
21/10/2024	DNS Made Easy	DNS Subscription renewal	$	336.32
21/10/2024	CBA	Transaction fee	$	8.41
	Total CBA Credit Card ending 7977		**$**	**5,068.12**
	Total CBA Credit Card Payments		**$**	**6,619.99**

Schedule of Payments for October 2024
Council Meeting - 28 November 2024
Ampol Purchasing card

Date	Document No.	Description	Amount
6/09/2024	EFT-02446	Fuel	$ 126.21
15/09/2024	EFT-02446	Fuel	$ 95.22
22/09/2024	EFT-02446	Fuel	$ 102.02
	Total Ampol Card for Rego 9808		**$ 323.45**
6/09/2024	EFT-02446	Fuel	$ 141.25
19/09/2024	EFT-02446	Fuel	$ 132.53
28/09/2024	EFT-02446	Fuel	$ 114.23
	Total Ampol Card for Rego 1938		**$ 388.01**
	Total Ampol Purchase Card Payments		**$ 711.46**

Schedule of Payments for October 2024
Council Meeting - 28 November 2024
Bunnings Power Pass

Date	Document No.	Description		Amount
30/09/2024	EFT-02441	Pneumatic wheel. Disk grinder and supplies		$103.55
30/09/2024	EFT-02441	Paint Supplies and Cement Solvent		$19.08
		Total for Card ending 01614	**$**	**122.63**
30/09/2024	EFT-02441	RRF Storage Containers	$	152.00
		Total for Card Ending 60507	**$**	**152.00**
		Total Bunnings Power Pass Payments	**$**	**274.63**

9.3	ANNUAL REPORT 2023/2024
File No:	GF-24-0000366
Attachment(s):	Attachment 1
Date:	15 November 2024
Responsible Officer:	Chief Executive Officer

BACKGROUND

The *Local Government Act 1995* (the Act) requires every local government to prepare an Annual Report for each financial year and to accept it prior to 31 December following the end of the financial year (section 5.53 and 5.54 of the Local Government Act 1995). The Act also specifies the contents required to be included in the Annual Report. If the auditor's report is not available in time for the annual report for a financial year to be accepted by 31 December after that financial year, the annual report is to be accepted by the local government no later than two months after the auditor's report becomes available.

The annual audit of the Mindarie Regional Council (MRC) Financial Statements has been completed for the financial year ended 30 June 2024.The primary objective of the audit, in accordance with the Auditor General Act 2006, is to express an opinion as to whether the MRC's Financial Statements as a whole are free from material misstatements and are prepared in accordance with the Local Government Act 1995 and the Australian Accounting Standards.

DETAIL

The Annual Report contains the Annual Financial Report of the MRC for 2024. The Financial Statements were presented to and noted by the Audit Committee on 20 November 2024 in accordance with the Terms of Reference for the Audit and Risk Committee. The Annual Financial Report for the financial year ended 30 June 2024 is now submitted to Council for acceptance. This includes the Statement of Financial Position, Statement of Changes in Equity, Statement of Comprehensive Income, Statement of Cash Flows, Statement of Financial Activity and notes to and forming part of the accounts. The Auditor, in accordance with the Local Government (Audit) Regulations 1996 Sections 10.2 and 10.3 is required to issue an independent audit report after the completion of the annual audit that expresses an opinion on the financial position and results of the operations of the local government for each financial year. Under S7.9 of the Local Government Act 1995, the auditor must prepare and sign a report on the financial audit and present the report to the Chairperson, the CEO and the Minister.

The MRC, in accordance with the Local Government (Financial Management) Regulations 1996 Section 51.1, is required to include in the Annual Financial Report a signed Statement of Declaration by the Chief Executive Officer after this report has been audited in

accordance with the Local Government Act 1995. This declaration is included in the Annual Report.

The OAG issued an unqualified report and expressed that in their opinion, the financial statements of the MRC gives a true and fair view of the financial position as at 30 June 2024 and complies with the Local Government Act 1995 (as amended), the Local Government (Financial Management) Regulations 1996 (as amended) and the Australian Accounting Standards.

The OAG did not issue a management letter for the 2024 interim audit. As part of final audit, the OAG issued a final management letter that contained one finding with a moderate risk rating. The finding related to evidence of preparation and authorisation of monthly balance sheet reconciliations. The process will be reviewed, updated and completed by December 2024.

The Audit and Risk Committee met on 20 November 2024 to consider the Financial Report for the year ended 30 June 2024 and have recommended that the Council accept the report.

At this meeting, the Committee asked if the Chairperson's foreword should be written by the Chairperson who is in office as at 30 June.

In response to this question, the Administration acknowledges that the Annual Report contains a copy of the annual financial statements, the Auditor General's report, payments to employees, councillors meeting statistics, the Strategic Community and Corporate Business Plans performance, all for the period ending 30 June 2024.

Historically the Annual Report has presented the Chairperson and CEO foreword and councillor biography's for those persons in office at the time the report is presented to council, not who was in office as at 30 June. This enables the Chairperson to thank outgoing councillors for their contribution to the past year, welcome new members and provide a strategic vision for the future.

In response to the question raised at the Committee meeting, MRC sought advice from WALGA, who confirmed that there is no legislation or regulation that governs this practice.

A copy of the Annual Report, including the Financial Report, is included at ***Attachment 1.***

STATUTORY ENVIRONMENT
Local Government Act 1995
Local Government (Financial Management) Regulations
Local Government (Audit) Regulations 1996

POLICY IMPLICATIONS
Nil

FINANCIAL IMPLICATIONS
The MRC's net result for the financial year ended 30 June 2024 is $6,676,564. Having taken into account $5,911,407 of net transfer to reserves, the accumulated losses reduced to $29,128,650.

STATUTORY IMPLICATIONS
The Annual Report for the MRC has been prepared in accordance with the with section 5.53 of the Local Government Act (LGA) 1995 which outlines the specific information to be included in the report. The Annual Report is to be accepted by the local government no later than 31 December after that financial year in accordance with section 5.54 of the LGA 1995.

The Annual Financial Statements have been prepared in accordance with the LGA Act 1995, the Local Government (Financial Management) Regulations 1996, the Australian Accounting Standards (including the Australian Accounting Interpretations) and the International Financial Reporting Standards.
The annual financial report is to be audited by the local government's auditors in accordance with the Local Government (Audit) Regulations 1996 Sec 7.9.

Sec 5.55A of the LGA require the CEO to publish the annual report on the local government's official website within 14 days after the report has been accepted by the local government.

VOTING REQUIREMENT
Absolute Majority

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

1. **Notes the recommendation of the Audit and Risk Committee meeting held on 20 November 2024 to accept the Financial Report for the year ended 30 June 2024; and**
2. **Accept the Annual Report for the year ended 30 June 2024, which includes the Financial Report detailed in point 1 above.**

Moved Cr Wright, seconded Cr Ferrante

PROPOSED AMENDMENT
Moved Cr Vernon, Seconded Cr Fishwick

That point 2 of the recommendation be amended to add the following words at the end:

"subject to the following amendments to the elected member information on pages 5 to 7:

(a) the Chairperson's foreword be provided by Cr Paul Miles as Chairperson for the reporting period 2023/2024;
(b) remove the titles of Chairperson and Deputy Chairperson from the biographical information for Cr Stephanie Proud and Cr Karen Vernon as they did not hold those roles during the reporting period;
(c) insert the title of Chairperson for Cr Paul Miles;
(d) insert biographical information for Cr Keri Shannon who was a Councillor during the reporting period;
(e) insert the title of Deputy Chairperson for Cr Keri Shannon for the period July to October 2023;
(f) insert the title of Deputy Chairperson for Cr Stephanie Proud JP for the period November 2023 to June 2024;
(g) insert the biographical information for Cr Albert Jacob who was a Councillor during the reporting period;
(h) remove the biographical information for Cr Russ Fishwick who was not a Councillor during the reporting period."

Reasons:

The *Local Government Act 1995* requires every local government to prepare an annual report for each financial year. The clear intent is that the Annual Report will contain the accurate details of the local government for the particular reporting period and not details relating to other financial years. The details include the specific information identified in the Act and the Regulations such as the names and details of those elected officeholders for the local government, together with its relevant projects, activities and financial information. In this case the reporting period is 2023/2024.

The reason for this amendment is that:

(a) unless the councillor who held the position of Chairperson in the reporting period is no longer a councillor of MRC or unable to prepare the Chairperson's report, that person should author the Chairperson's Report;
(b) the Annual Report should only contain the details of those persons who held the roles of Chairperson, Deputy Chairperson and Councillors during the reporting period of 2023/2024;
(c) for the financial year 2023/2024:
    - Cr Paul Miles was the Chairperson;
    - Cr Keri Shannon was the Deputy Chairperson from July to October 2023;

- Cr Stephanie Proud was the Deputy Chairperson from November 2023 to June 2024;
- Cr Albert Jacob was a councillor;
- Cr Keri Shannon was a councillor;
- Cr Russ Fishwick was not a councillor.

CARRIED UNANIMOUSLY 12/0
For: Crs Castle, Creado, Ferrante, Fishwick, Gobbert, Hatton, Mack, May, Miles, Proud, Vernon and Wright
Against: Nil

Substantive Motion, as amended

1. **Notes the recommendation of the Audit and Risk Committee meeting held on 20 November 2024 to accept the Financial Report for the year ended 30 June 2024; and**
2. **Accept the Annual Report for the year ended 30 June 2024, which includes the Financial Report detailed in point 1 above, subject to the following amendments to the elected member information on pages 5 to 7:**
   - **(a) the Chairperson's foreword be provided by Cr Paul Miles as Chairperson for the reporting period 2023/2024;**
   - **(b) remove the titles of Chairperson and Deputy Chairperson from the biographical information for Cr Stephanie Proud and Cr Karen Vernon as they did not hold those roles during the reporting period;**
   - **(c) insert the title of Chairperson for Cr Paul Miles;**
   - **(d) insert biographical information for Cr Keri Shannon who was a Councillor during the reporting period;**
   - **(e) insert the title of Deputy Chairperson for Cr Keri Shannon for the period July to October 2023;**
   - **(f) insert the title of Deputy Chairperson for Cr Stephanie Proud JP for the period November 2023 to June 2024;**
   - **(g) insert the biographical information for Cr Albert Jacob who was a Councillor during the reporting period;**
   - **(h) remove the biographical information for Cr Russ Fishwick who was not a Councillor during the reporting period."**

CARRIED UNANIMOUSLY 12/0
For: Crs Castle, Creado, Ferrante, Fishwick, Gobbert, Hatton, Mack, May, Miles, Proud, Vernon and Wright
Against: Nil

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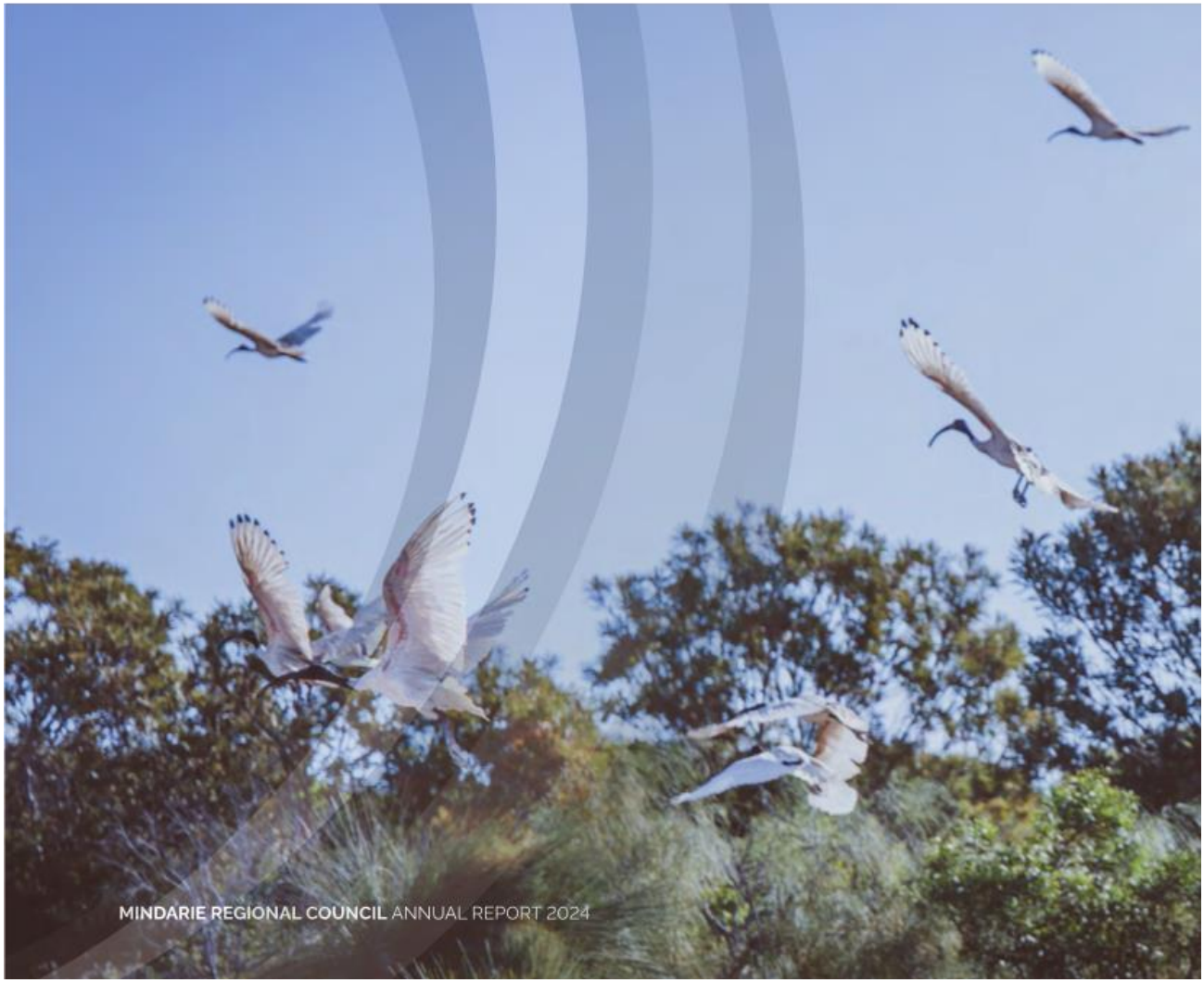
MINDARIE
REGIONAL
COUNCIL
Annual Report
2024
mrc.wa.gov.au

Acknowledgement of Country

Mindarie Regional Council acknowledges the continuing connection of Aboriginal people to Country, culture and community. We embrace the vast Aboriginal cultural diversity throughout Western Australia, including the Whadjuk Noongar People where Mindarie Regional Council is located, and we acknowledge and pay respect to Elders past and present.



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City of Wanneroo
City of Joondalup
City of Stirling
Town of Cambridge
City of Vincent
City of Perth
Town of Victoria Park
Our Vision
Collaborating for a regional Circular Economy
Our Mission
To deliver sustainable waste management options for members
Our Values
Teamwork: Is how we achieve
Innovation: Is how we create
Positive: Is what we are

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Chairperson's Foreword

TEXT TO COME

CEO's Foreword

TEXT TO COME

PAGE 5

Cr Stephanie Proud JP (Chairperson)
City of Stirling

Councillor Proud has owned and operated a small business since 1989 and has enjoyed a diverse administrative career path in small, medium and corporate business enterprises as well as the local government sector. Cr Proud has resided in the City of Stirling with her family since 1993 and represented the local community on various issues through various community organisations, schools and local action and reference groups. Cr Proud has been a past member of the Murdoch University Animal Ethics Committee and more recently as a RACWA Councillor. She is an active Justice of the Peace.

Cr Karen Vernon (Deputy Chairperson)
Town of Victoria Park

Councillor Karen Vernon was elected as a councillor for the Town of Victoria Park in 2017, and as Mayor in 2019. She is a Senior Barrister with more than 25 years' experience working in the legal profession - including as a law firm partner and government prosecutor. Cr Vernon also has more than 10 years as a company director and board member in the private and not for profit sectors. She is a graduate of the Australian Institute of Company Directors and and Fellow of the Governance Institute of Australia.

Cr Gary Mack
Town of Cambridge

Councillor Gary Mack served as a Wembley Ward Councillor from 19 October 2019 to 21 October 2023 when he was elected Mayor in the 2023 Ordinary Local Government Elections. He is an experienced lawyer and mediator by profession.

Cr Christopher May
City of Joondalup

Councillor Christopher May was elected as councillor for the City of Joondalup in 2021. Cr May has a proven track record backing his community - delivering real, positive outcomes locally. A finance professional, he identifies and eliminates wasteful expenditure. A lifetime local who serves on school boards in Kallaroo and Craigie, volunteers in Yellagonga Regional Park and is employed in commercial banking.

Cr Russ Fishwick JP
City of Joondalup

Councillor Fishwick was elected to the City of Joondalup in 2006; and as Deputy Mayor in 2007, 2016 and 2019. He served as Deputy Chair of MRC for two years and as Chair for nine years. He was appointed to the WA Local Government Advisory Board in 2016. He has more than 40 years of experience in five local governments at a senior level, including as Executive Manager Governance at the Town of Victoria Park where he was Acting CEO before his retirement. He holds university post graduate qualifications in business and management and has a long affinity with surf lifesaving and is currently a Senior Assessor for Surf Life Saving WA..

Cr Andrea Creado
City of Stirling

Councillor Andrea Creado was elected to council in October 2021 and her priorities are increasing services for seniors, people with disabilities and other vulnerable groups; improving community safety, improving local parks and amenities and advocating for good environmental practices. Cr Creado holds a Master's Degree in Human Development, Bachelor of Psychology, Bachelor of Arts with Honours in Psychology and is a Fellow of the Australian Institute of Management along with additional training in governance and resource and personnel management.

Cr Joe Ferrante
City of Stirling

Councillor Joe Ferrante was elected as councillor for the City of Stirling in 2011, he has lived in the City of Stirling for over 50 years, growing up in Tuart Hill and its surrounding suburbs. Over the last 14 years, Cr Ferrante and his family have been residents of Mount Lawley and Menora. Cr Ferrante works with a global logistics provider as a national sales executive managing international companies. Cr Ferrante has particular interests in community safety, heritage protection and preservation of green open spaces.

Cr Chris Hatton
City of Stirling

Councillor Chris Hatton was elected as councillor for the City of Stirling in 2019, he and his family have lived in Stirling for over 30 years, in the Hamersley Ward. He has a strong belief in keeping suburbs safe, vibrant and family friendly. Cr Hatton is a local school teacher and a Board Member of Balcatta Senior High School. He is also a former State Member of Parliament and a former Board Member of the Constable Care Child Safety Foundation. He believes in working for community and ensuring that Council spends wisely on essential services and infrastructure.

Cr Liam Gobbert
City of Perth

Councillor Liam Gobbert was elected for the City of Perth in 2020, he has over 10 years local government experience. He was a councillor for the City of Joondalup for 8 years including a year as deputy mayor. A project support officer at the Public Transport Authority, a Justice of the Peace and a qualified town planner.

Cr Alex Castle
City of Vincent

Councillor Alex Castle is a long-term resident, with a background in law, governance and communication. Cr Castle has been a City of Vincent Councillor since 2017 and Deputy Mayor since 2023. As a regular volunteer, serving on school and local committees and Boards, she is deeply committed to supporting the community. Cr Castle is passionate about greening in our neighbourhoods and efficient and sustainable management of our waste.

Cr Jordan Wright
City of Wanneroo

Councillor Jordan Wright was elected as Councillor for City of Wanneroo in 2021. Cr Wright is a highly experienced professional with a diverse background spanning the hospitality, tourism and government sectors. He holds a Bachelor of Commerce from Edith Cowan University, is a graduate of the Company Directors Course, and is a member of the Australian Institute of Company Directors. A recent graduate of the Diploma of Local Government- Elected Member his dedication to the community is further demonstrated by his service as a school board member at multiple local schools.

Cr Paul Miles
City of Wanneroo

Councillor Paul Miles was first elected to the Council in 2007. Then in 2008, Cr Miles was elected as a State Member of Parliament for the electorate of Wanneroo. In 2016, he was appointed Minister for Local Government; Communities; Youth; Seniors; Volunteering and Cemeteries. Following his time as Wanneroo MLA and Minister for Western Australia, Cr Miles was re-elected to Council in October 2017.

Mindarie Regional Council

Mindarie Regional Council (MRC) is a regional local government which was constituted under the Local Government Act 1960 (LG Act 1960) in 1987.

In 1981, the cities of Perth and Stirling, along with what was then the Shire of Wanneroo, jointly acquired 432 hectares of land in Mindarie to serve as a suitable site for the development of a landfill.

MRC was established as the vehicle which would manage the disposal of waste from these member councils and approval for the development of a landfill and associated infrastructure on 251 hectares of the total land was received from the Environmental Protection Authority (EPA) in 1990.

That 251 hectares on Marmion Avenue – later named 'Tamala Park' – would be leased to MRC at that time and the new landfill began receiving waste from the City of Perth and Shire of Wanneroo in 1991.

Following a restructure of the City of Perth, the towns of Cambridge, Victoria Park and City of Vincent began disposing waste in 1996, while the cities of Stirling and Joondalup began disposing of waste in 1999.

Attendance at Council Meetings (financial year 2023/24)

The following table details the type and number of meetings held during 2023/24 financial year *(01 July 23 - 30 June 24)* and the attendance record of each Council Member.

Elected Members	Ordinary Council	Special Council
No. of Meetings Held	**8**	**1**
Cr Castle	8	1
Cr Creado (appointed November 23)	5	1
Cr Cvitan JP (end term October 23)	2	-
Cr Ferrante	7	1
Cr Gobbert JP	7	1
Cr Hatton	8	1
Cr Mack (appointed November 23)	3	1
Cr Jacob JP	6	1
Cr May	7	1
Cr Miles	7	1
Cr Proud JP (appointed November 23)	6	1
Cr Re (end term October 23)	2	-
Cr Shannon (end term October 23)	1	-
Cr Thornton (end term October 23)	2	-
Cr Vernon	5	1
Cr Wright (appointed November 23)	5	1
Cr Cutler (alternate)	3	-
Cr Dudek (alternate)	2	-
Cr Hill (alternate)	1	-
Cr Smith (alternate)	1	-

Council Decisions

Mindarie Regional Council (MRC) recognises the importance of being transparent and accountable.

All council meetings are open to the public – except where sensitive or confidential matters are being considered. Recommendations are submitted by the Administration to the Council at its ordinary or special meetings.

Agendas and minutes for these meetings are made publicly available on the MRC website (mrc.wa.gov.au).

Committees and Working Groups

Section 5.8 of the Local Government Act enables councils to form committees to assist with its functions. Committee members can include council members, employees and members of the public in a variety of combinations. Committees can operate with council-delegated decision-making powers or solely on an advisory basis. Committees and working groups are established as required to consider and provide advice to the council on a number of issues.

The terms of reference and membership of each committee is determined by the council. Where the terms of reference for the committee or working group provide for membership by community members, nominations are sought through an open expression of interest process. All expressions of interest are reviewed by the council administration and a report is prepared for the council for appointment of the recommended nominees. Members of advisory committees are drawn from both the council and the community.

This gives the community a significant opportunity to provide input into the council's decision-making meeting process. Short-term advisory committees (sometimes called 'working groups' or 'ad-hoc groups') are a group of experts working together for a particular purpose and are disbanded when that purpose is achieved.

The decisions or recommendations of committees and working groups have no legal standing unless they are adopted by the council at a formal meeting. The council is not bound to accept a recommendation of an advisory committee.

Mindarie Regional Council currently has two committees and one advisory group that require councillor membership as follows:

- Audit and Risk Committee
- Chief Executive Officer's Recruitment and Performance Review Committee
- Municipal Waste Advisory Council (established as part of the MRC's commitment to the Western Australia Local Government Association membership)

Committee	Member	Purpose
Audit and Risk Committee.	Cr Hatton, Cr Ferrante and Cr Miles.	To support the Council in fulfilling its governance and oversight responsibilities in relation to financial reporting, internal control structure, risk management, internal and external audit functions and ethical accountability.
Chief Executive Officer's Recruitment and Performance Review Committee (CEO R&PRC).	Cr Jacob (until Oct-24), Cr Gobbert, Cr Mack, Cr Miles and Cr Wright.	To review annually the performance of the CEO against pre-set performance measures and setting of measure for the next year. The extension of the CEO contract and or the process of recruitment.
Municipal Waste Advisory Council (MWAC).	Cr Gobbert and Cr Vernon as deputy member.	To assist the MWAC to encourage and promote economically sound, environmentally safe waste management practices and to ensure that the shared interest of all WA Local Governments, as they relate to waste management, are effectively managed.

Attendance at Committee Meetings

The following table details the number of – and type of – meetings held during 2023/24. It also details the attendance record of each council member for those meetings:.

Elected Members	Audit/Risk Committee	CEO R&PRC	MWAC
No. Meetings	**2**	**1**	**6**
Cr Vernon	-	1	1
Cr Cvitan	-	1	-
Cr Miles	1	-	2
Cr Hatton	2	1	-
Cr Jacob	-	1	-
Cr Ferrante	2	-	-
Cr Castle	-	1	-

Council Members Remunerations

Elected members are remunerated in accordance with the current determination of the *Salaries and Allowances Tribunal* under the *Salaries and Allowances Act 1975*. Mindarie Regional Council is classified as Band 3 local government for the purposes of Salaries and Allowances Act 1975 and has determined that it will remunerate its elected members as follows:

- Annual attendance fees in lieu of council meeting, committee meetings and prescribed meeting fees
- Annual allowances for Chairperson and Deputy Chairperson
- Annual allowance for information and communication technology in lieu of reimbursement of expenses
- Other expenses to be reimbursed for travel, childcare or other relevant expenses will be paid on receipt of sufficient information verifying expense incurred

Council has adopted an *Annual Fees Allowances and Expenses for Councillors Policy* which sets out the entitlements available to elected members and states that MRC will pay the maximum amount within the range set by the Salaries and Allowances Tribunal.

Details of elected member remuneration, including conference and training expenses are contained in the notes to and form part of the financial report (*note 21 related parties transactions*).

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The Executive Management and Services

Scott Cairns
Chief Executive Officer

Adnana Arapovic
Executive Manager Corporate Service

- Administration
- Financial Services
- Asset Management
- Customer Service
- Information Technology

Executive Manager Operations (Position vacant)

- Building Maintenance
- Environmental Management
- Landfill Management
- Plant and Equipment Management
- Waste Management

Office of the CEO

- Communications
- Governance
- Human Resource
- Projects and Procurement
- Records Management
- Risk Management
- Strategic Planning
- Work Health and Safety

Our Employees

Employee Performance

Employee performance appraisals are conducted on an annual basis, as required by the Local Government Act 1995.

The process aim to:

- assess an employee's performance as it relates to his/her substantive position;
- strengthen constructive communication between management and employees;
- monitor changes in individual responsibilities;
- determine annual training and development requirements;
- review previous commitments agreed in previous reviews;
- set individual specific goals and targets for the forthcoming year;
- provide constructive impersonal feedback on relevant job performance and objective outcomes; and
- provide input to the employee classification review and to reward any exceptional performance.

Learning and Development

MRC's training program provides employees with access to development opportunities which meet the needs of the individual and build greater capability within the organisation. Development opportunities for eligible employees include, but are not limited to:

- individual learning and development plans;
- a study assistance program;
- a leadership workshop; and
- workshops and conferences to upskill, increase knowledge and keep abreast of changes, developments and innovations in their related field.

Health and Wellbeing Programs

MRC offers programs which contribute to employee health and wellbeing. These include, but are not limited to:

- an employee assistance program;
- flu vaccinations;
- skin cancer screening; and
- wellbeing education and assistance programs.

Employee Awards and Recognition

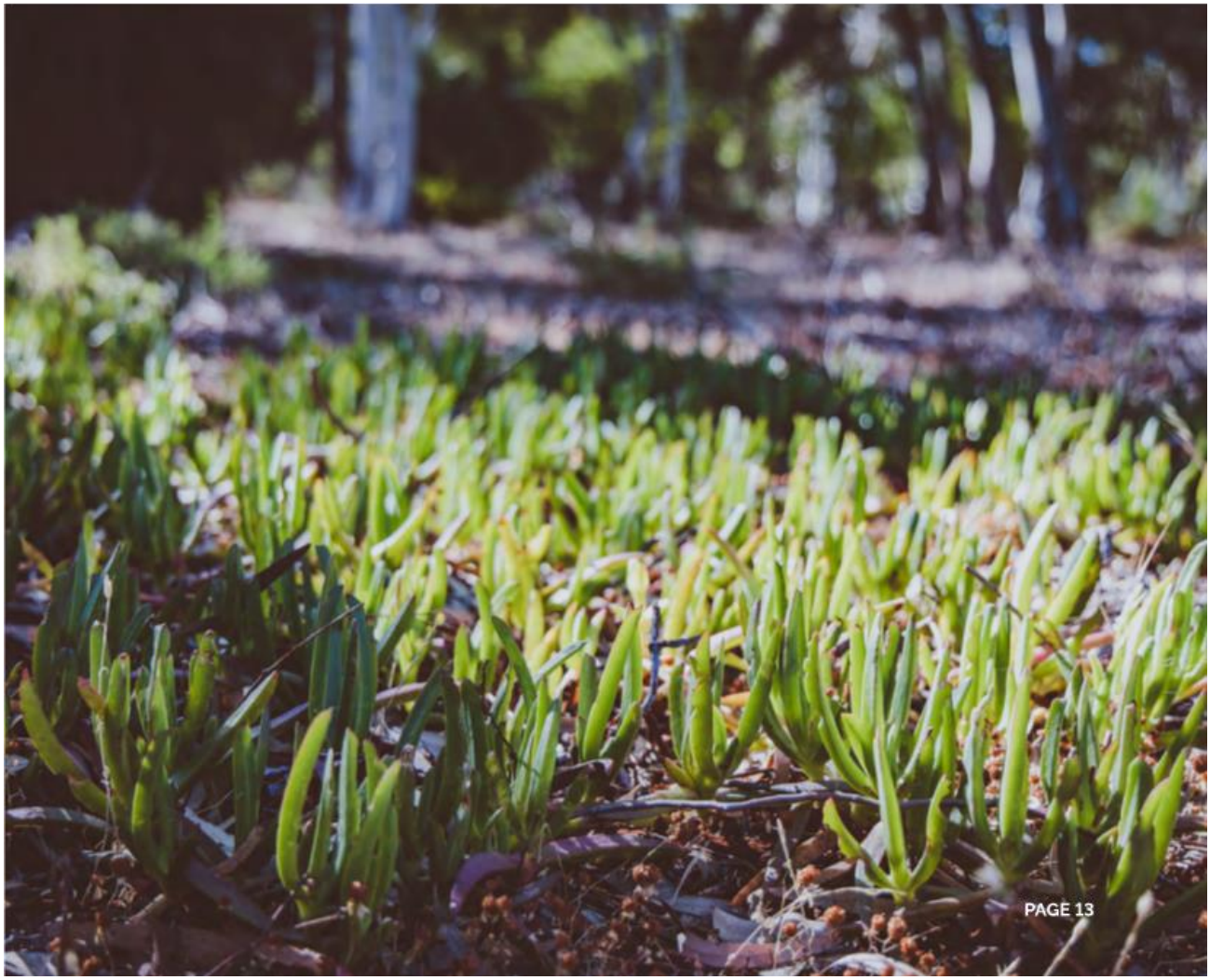
The MRC acknowledges its employees through a range of award programs which recognise outstanding and consistent achievement, innovation, safety initiatives, service milestones and demonstration of the MRC's values.

Record Keeping

MRC reviewed its Recordkeeping Plan in February 2023 in accordance with the *State Records Act 2000*. It was subsequently endorsed by *State Records Commission* in May 2023.

The plan is the primary means of compliance with current legislation in Western Australia and of best practice in record keeping processes at MRC. All staff undergo record keeping training when they join the MRC and subsequently attend refresher courses periodically. The training helps the employees understand their record management responsibilities both from an organisational and legislative point of view. Elected members also receive an annual reminder as to their records management compliance obligations.

Performance indicators	2023/2024	2022/2023
Number of new files created	348	328
Number of documents registered	16642	12828
Number of Freedom of Information applications received	0	0
Response time for Freedom of Information applications (average number of days)	0	0



Disability Access and Inclusion Plan 2024

The MRC is committed to ensuring that the community is accessible and inclusive for people with disability, their families and carers and other members of the community who have access considerations.

In 2023/24 the MRC reviewed its 2016 DAIP finding it had achieved its initiatives and that a new plan was required, to ensure currency and relevance.

During stakeholder consultation new initiatives were identified, these initiatives informed the development of strategies in the 2023 DAIP.

The MRC is committed to achieving the seven desired outcomes of our Disability Access and Inclusion Plan 2023 which are:

1.	People with disability have the same opportunities as other people to access the **services** of, and any **events** organised by, the MRC.
2.	People with disability have the same opportunities as other people to access the **buildings** and other **facilities** of the MRC.
3.	People with disability receive **information** from the MRC in a format that will enable them to access the information as readily as other people are able to access it.
4.	People with disability receive the same level and quality of service from the staff and contractors of the MRC as other people receive from the MRC.
5.	People with disability have the same opportunities as other people to make **complaints** to the MRC.
6.	People with disability have the same opportunities as other people to participate in any **public consultations** by the MRC.
7.	People with disability have the same opportunities as other people to obtain and maintain **employment** with the MRC.

It is our intention to deliver facilities, services and events that are open, available and accessible to the whole community, regardless of ability, ethnicity, gender, age or any other perceived difference.

This Disability Access and Inclusion Plan 2023 demonstrates our commitment to furthering the principles and meeting the objectives of the Disability Services Act 1993.

The MRC's first DAIP plan was implemented in 2006 to address barriers for people with disability as per our statutory requirements under the Disability Services Act (1993). Since the adoption of the initial DAIP, the MRC has implemented several initiatives and made progress towards better access.

Items Progressed Since 2022 Under the DAIP

- The MRC entered into an agreement with Workpower for the delivery of a NDIS assisted living program. On a portion of the site that includes the caretakers house and surrounding yard areas.
- The MRC invited feedback from people with disability, their families and carers, disability service providers and community members and groups to provide comment on previously unidentified access issues or ongoing access issues to help inform the new five-year Disability Access and Inclusion plan.
- Installation of a roof cover at the MRC Reuse Shop Outdoor areas for people in wheelchairs to work under cover.
- Upgrade signage across site to Large Print were required.

Integrated Planning and Reporting

Integrated Planning and Reporting (IPR) provides local government with a framework for translating member community aspirations and priorities into operational objectives of Mindarie Regional Council (MRC).

The core components of the IPR are the Strategic Community Plan, Corporate Business Plan, along with informing documents including the Long-Term Financial Plan, Asset Management Plan and Workforce Plan.

The diagram below depicts how the IPR is applied at MRC which is used to guide our planning processes.

.

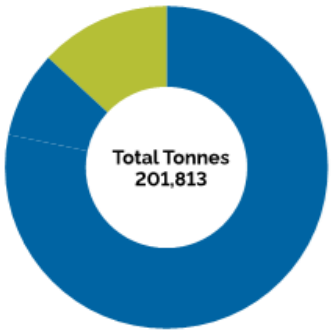
Strategic Community Plan

The *Strategic Community Plan 2023-2032* guides the future direction of MRC and its member council communities. MRC's long-term strategic direction expresses our member's vision for the future, together with strategies to deliver agreed outcomes.

Financial Overview

Tonnes by source

	tonnes
Members' waste	175,528
Casuals / Trade Waste	26,285
Total Tonnes	**201,813**

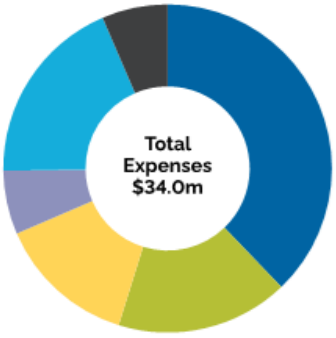


Other revenue by source

	$m
Gas generation	0.6
Re-imbursements/grants	4.7
Interest earnings	3.1
Other revenue	0.3
Total other revenue	**8.7**

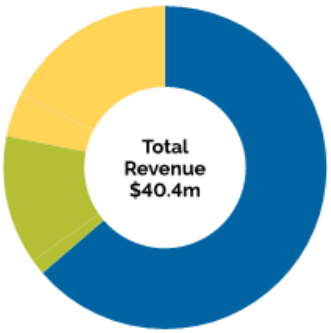
Expenses by class

	$m
DWER Landfill Levy	12.8
Employee costs	5.7
Materials & contracts	4.6
Amortisation	2.1
Depreciation	6.3
Other expenses	2.5
Total expenses	**34.0**



Revenue by source

	$m
Members' waste	26.5
Non-members	5.2
Other revenue	8.7
Total revenue	**40.4**



Diversion from landfill

4805 mattresses

23 tonnes of polystyrene

77 tonnes of tyres

1413 tonnes of metal

173 tonnes of e-waste

21 tonnes of textiles

770 tonnes of greens

124 tonnes of batteries

65 tonnes of HHW inc chemicals

534 tonnes of paper/ cardboard

1 tonne of fluros

16 tonnes of glass

164 tonnes of paint

Payments to Employees

Regulation 19B of the Local Government (Administration) Regulations 1996 requires the MRC to include the following information in the Annual Report:

- Number of employees entitled to an annual salary of $130,000 or more.
- Number of those employees with an annual salary entitlement that falls within each band of the $10,000 over $130,000.

The following table is based on the amount each employee actually received over the period of this Annual Report, whether employed for a full year or not, and includes the following:

- Allowances for motor vehicle
- Annual cash component
- Cash-out of leave (either on request or termination)
- Higher duties (where applicable)
- Novated lease refunds (at conclusion of lease)
- Overtime payments
- Salary sacrifice
- Statutory 11% superannuation, plus MRC's matching contributions to additional superannuation (where applicable)
- Termination payments.

Salary Band ($)	No. of Employees
130,000 - 139,999	5
140,000 - 149,999	7
150,000 - 159,999	-
160,000 - 169,999	-
170,000 - 179,999	-
180,000 - 189,000	1
190,000 - 199,000	-
200,000 - 209,000	-
210,000 - 219,000	1
220,000 - 229,000	1
230,000 - 239,000	-
240,000 - 249,000	-
250,000 - 259,000	1

Remuneration paid to the Chief Executive Officer

The total remuneration paid to the Chief Executive Officer, inclusive of superannuation is $259,634.

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REUSE SHOP
Second-hand items for sale
WEIGHBRIDGE
General disposal to landfill, fees apply
FREE DROP OFF
Don't send these items to landfill!
CARDBOARD
HOUSEHOLD HAZARDOUS WASTE
HOUSEHOLD GOODS
CONTAINERS
Glass & aluminium
WHITE POLYSTYRENE
E-WASTE
METAL
WHITEGOODS
We will reuse, recycle and recover these items and dispose of toxic items appropriately.
PAGE 19

Strategic Community Plan - Performance

In Progress - on track | In Progress - belated | Not Commenced | Scheduled for 2024/25

Objective 1: Deliver best practice services	
Operate waste management activities effectively	Landfill processes are reviewed at least quarterly to ensure compliance with licence conditions and to enhance the delivery of services. The project to cap the now full western portion of the landfill has commenced with completion expected early 2025. An Odour Management Key Stakeholder Working Group is in place to assess odour issues and coordinate landfill activities accordingly. Communication with the community relating to odours is actioned daily. The Department of Water Environment and Regulations (DWER) is working with MRC on strategies to reduce odour emissions from the Tamala Park facility. The Critical Infrastructure Plan (CIP) includes options that it is hoped will positively impact the landfill's odour profile.
Utilise the best practice waste diversion and resource recovery solutions	Operations are continually reviewed and industry memberships are maintained to ensure that MRC's practices remain contemporary and in alignment with best practice. A contract has been award to construct an E-waste Shed for storage and collection of E-Waste in alignment with the State Waste Strategy, contruction expected to be completed by mid-2025. Improvements in landfilling methodologies and practices have been implemented during the year which have increased compaction rate and therefore landfill airspace utilisation.
Maintain responsive business practices and systems	The Tamala Park weighbridge facility management software will receive an upgrade towards the end of 2024 to ensure the continuity of current services and improve reporting and identification of waste product and diversion. A project management framework has been implemented to provide improved governance and compliance in the procurement of services. A contractor management system is being implemented to provide better control of contractors and compliance with regulations, due in 2024.
Promote the organisation's profile with external stakeholders	MRC maintains good relationships with waste industry experts and holds membership with numerous recognised organisations. MRC officer representation is maintained on the following bodies: Green Deal Alliance, WALGA Waste Management Advisory Council and Officers Advisory Group, Department of Water and Environmental Regulation's FOGO Working Group, Waste Management and Resource Recovery Association of Australia's (WMRR) WA Branch. A Communications Specialist has been appointed to support the MRC and its stakeholders in its communication and media presence capabilities.
Enhance organisational environmental sustainability	An environmental impact report and action plan is scheduled for 24/25.

Objective 2: Position MRC to provide world class waste management options	
Identify and access infrastructure for the resource recovery of member councils' materials in alignment with the state waste strategy	On 26 September 2024 the MRC Council resolved to finalise an agreement with a preferred tenderer for the disposal of member councils' residual waste in an energy recovery facility. The first delivery of municipal waste is expected to be delivered upon the commencement of operations at the new facility. On 26 September 2024 the MRC Council approved negotiations with a preferred supplier to provide the member councils with a Food Organics and Garden Organics (FOGO) solution. A contract is expected to be agreed in 2025.
Build the circular economy within the district	MRC continues to advocate through the Green Deal Alliance for the development of a FOGO product market, to promote opportunities for the development of the necessary FOGO infrastructure required to allow its member councils to comply with the Waste Avoidance and Resource Recovery Strategy 2030. MRC is an active participant of the WMRR WA Branch who acts as an advocate on behalf of the waste industry to support circular economy objectives. Investigations are underway to provide options for the potential redesign of the Tamala Park site's Transfer Station to accommodate alternative revenue generating opportunities in a small materials recycling facility, expected to be completed by June 2025.
Maximise use of MRC's assets and technical capabilities	The actions highlighted in the draft Tamala Park Critical Infrastructure Plan will assist administration in the development of a Post Closure Management Plan, expected mid to late 2025.

Objective 3: Deliver best practice governance process and structures	
Maintain efficient and equitable governance	The development of a new Establishment Agreement is pending the current contract negotiations for the FOGO processing solution.
Ensure responsible use of organisational resources	MRC's integrated planning framework, audit programs, policy documents, risk management systems and Corporate Business Plan (CBP) reporting are all in place and on track. A new procurement management framework has been implemented and a new contractor management system is due for implementation towards the end of 2024.
Retain financial sustainability with a commercial focus	MRC's Long Term Financial Plan was reviewed and endorsed by council 27/06/2024. With the adoption of the Strategic Corporate Plan and CBP, alternative revenue generating opportunities will be considered in the following period with a plan to support greener supply chains.

Corporate Business Plan - Performance

Completed | In Progress - on track | In Progress - belated | Not Commenced | Scheduled for 2024/25

Key Actions	
1.1	**Operate waste management activities effectively**
1.1.1	Operate activities in line with licence conditions, as a minimum
	· Review landfill cell fill sequence plans quarterly, reported annual basis
	· Review Surface Water Management Plans quarterly, reported annual basis
	· Review fit for purpose landfill leachate management plans quarterly, reported annual basis
	· Establish an Odour Management Key Stakeholder (OMKS) working group.
1.1.2	Ensure infrastructure meets future needs and invest in emerging technologies
	· Establishment of a fit for purpose Strategic Fleet Management Plan (SFMP), solution
1.2	**Utilise the best practice waste diversion and resource recovery solutions**
1.2.1	Continually assess solutions used
	· Investigated opportunities to increase landfill airspace utilisation
	· Identify and access the highest resource recovery solutions for member councils key waste streams
	· Identify and develop processes and procedures to improve waste to landfill diversion rates
	· Implement a quarterly fleet and plant utilisation and maintenance reporting system
	· Monitor and continuously update quarterly fleet and plant utilisation and maintenance reports
	· Develop internal systems, which are consistent with the WA Government Fleet Policy and Guidelines, to document MRC's fleet related procedures and practices
1.3	**Maintain responsive business practices and systems**
1.3.1	Evaluate the effectiveness of systems and procedures in light of changing business requirements
	· Review market options for a facility management software system which integrates with Weighbridge functions
	· Implementation a facility management software system which integrates with Weighbridge functions
1.3.2	Ensure quality value proposition for members
	· Establish members key metrics for Tamala Park services.
	· Survey members views on Tamala Park services and develop recommendations report
1.4	**Promote the organisation's profile with external stakeholders**
1.4.1	Engage through formal industry memberships
	· Maintain relevant industry memberships to keep up with the trends in Waste Management
1.4.2	Broaden the MRC's wider industry profile through collaboration and partnership
	· Actively participate in the wider industry committees, advisory groups, workshops and seminars
	· Promote MRC and member council waste achievements / key activities / website links
	· Promote state waste reduction initiatives
1.4.3	Neighbourhood stakeholder engagement
	· Establish an Neighbourhood stakeholder communication plan
1.5	**Enhance organisational environmental sustainability**
1.5.1	Measure the MRC's environmental impact including carbon footprint
	· Develop report on the MRC's environmental impact and provide recommendation for improvement
1.5.2	Develop an implementation action plan to reduce the MRC's environmental impact
	· Develop an environmental sustainability action plan
1.5.3	Allocate budget to address implementation plan
	· Deliver environmental sustainable recommendations endorsed by Council

Corporate Business Plan - Performance

Completed | In Progress - on track | In Progress - belated | Not Commenced | Scheduled for 2024/25

Key Actions	
2.1	**Identify and access infrastructure for the resource recovery of member councils' materials in alignment with the state waste strategy**
2.1.1	Assess processing facilities within the district for the following streams (FOGO, Residual Waste, and Commingled Recyclables)
	· Research and identify alternative waste processing opportunities within the district
2.1.2	Deliver opportunities above, as resolved by Council
	· Deliver recommendations endorsed by Council
2.2	**Build the circular economy within the district**
2.2.1	Investigate potential and feasibility of other revenue generating resource recovery facilities within the district (Tamala Park, MRC Neerabup site, etc.)
	· Develop a waste resource flow model for MRC and its member councils
	· Develop Circular Economy Options Report for Tamala Park
	· Develop Circular Economy Options Report for Neerabup Site
	· Develop a Circular Economy Master Plan
2.2.2	Deliver opportunities above, as resolved by Council
	· Deliver circular economy Master Plan as endorsed by Council
2.2.3	MRC to advocate for the establishment of a circular economy
	· Support the member Councils advocacy for their circular economy objectives through digital platforms
2.2.4	Collaborate with external stakeholders including federal and state government, private sector, and not-for-profit sector
	· Utilise CEO forums to actively participate in the circular economy establishment within the wider industry
2.3	**Maximise use of MRC's assets and technical capabilities**
2.3.1	Future options appraisal of the Tamala Park site
	· Develop Future Use Feasibility Study for Tamala Park
2.3.2	Develop and agree a post-closure plan for the Tamala Park site
	· Develop and agree a post-closure plan for the Tamala Park site
2.3.3	Identify and deliver highest value outcome for the MRC's Neerabup site
	· Develop future use options report for Neerabup site.
	· Deliver Neerabup future use recommendations endorsed by Council

Corporate Business Plan - Performance

Completed | In Progress - on track | In Progress - belated | Not Commenced | Scheduled for 2024/25

Key Actions	
3.1 Maintain efficient and equitable governance	
3.1.1 New Establishment Agreement	
· Review of MRC Services and desired outcomes	
· Assessment of stakeholder arrangements	
3.1.2 Ensure compliance with all legislative, probity, and regulatory requirements	
· Review and deliver Integrated planning framework	
· Deliver External Reporting and Regulatory Audit Programs	
· Review the Risk Management Plan and Appetite Statement and maintain reporting systems	
· Introduce Corporate Business Plan periodical reporting to the Audit and Risk Committee	
· Introduce a Fraud and Misconduct Control and Resilience Policy	
3.2 Ensure responsible use of organisational resources	
3.2.1 Resources will be deployed in line with the objectives of the Strategic Community Plan	
· Develop project management framework.	
· Implement the contract management system	
· Review future infrastructure needs and emerging technologies	
· Strategically plan and manage MRC plant and equipment and fleet to gain the best value and efficiencies	
· Review and consolidate Tamala Park Waste management facility plans into one single master plan.	
· Implement a Pollution Incident Response Management Plan (PIRMP) and update the plan on an annual basis.	
· Review and update the Workforce Plan	
· Review and update the Asset Management Plan	
· Review and update the Long Term Financial Plan	
3.3 Retain financial sustainability with a commercial focus	
3.3.1 Operate in alignment with the organisation's Long Term Financial Plan	
· Review of MRC Services and desired outcomes	
· Review of previous Draft Establishment Agreement with consideration given to a regional authority model	
· Develop New Establishment Agreement for Council endorsement	
3.3.2 Explore opportunities for alternative revenue generation and return to members	
· Based on endorsed circular economy / commercial opportunities, maintaining positive unrestricted cash and investment balance	
3.3.3 Promote and support greener supply chains	
· Review and deliver procurement processes that support sustainable procurement objectives	

STOP

MINDARIE REGIONAL COUNCIL
FINANCIAL REPORT
For the year ended 30 June 2024

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The Mindarie Regional Council conducts the operations of a local government on behalf of its member councils.

Our Vision:
Collaborating for a regional circular economy.

Our Mission:
To deliver sustainable waste management options for members.

Principal place of business:
1700K Marmion Avenue, TAMALA PARK WA 6030.

MINDARIE REGIONAL COUNCIL
FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2024

Local Government Act 1995
Local Government (Financial Management) Regulations 1996

Statement by the Chief Executive Officer

The accompanying financial report of Mindarie Regional Council has been prepared in compliance with the provisions of the *Local Government Act 1995* from proper accounts and records to present fairly the financial transactions for the reporting period ended 30 June 2024 and the financial position at 30 June 2024.

At the date of signing this statement the particulars included in the annual report are not misleading or inaccurate.

Signed on this 14th day of November 2024

Chief Executive Officer

Scott Cairns

Name of Chief Executive Officer

Auditor General

INDEPENDENT AUDITOR'S REPORT

2024

Mindarie Regional Council

To the Council of the Mindarie Regional Council

Opinion

I have audited the financial report of the Mindarie Regional Council (Council) which comprises:

- the statement of financial position as at 30 June 2024, the statement of comprehensive income, statement of changes in equity, statement of cash flows and statement of financial activity for the year then ended
- notes comprising a summary of material accounting policies and other explanatory information.

In my opinion, the financial report is:

- based on proper accounts and records
- presents fairly, in all material respects, the results of the operations of the Council for the year ended 30 June 2024 and its financial position at the end of that period
- in accordance with the *Local Government Act 1995* (the Act) and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.

Basis for opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial report section below.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Other information

The Chief Executive Officer (CEO) is responsible for the preparation and the Council for overseeing the other information. The other information is the information in the entity's annual report for the year ended 30 June 2024, but not the financial report and my auditor's report.

My opinion on the financial report does not cover the other information and accordingly, I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or my knowledge obtained in the audit or otherwise appears to be materially misstated.

7th Floor Albert Facey House 469 Wellington Street Perth MAIL TO: Perth BC PO Box 8489 Perth WA 6849 TEL: 08 6557 7500

If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact. I did not receive the other information prior to the date of this auditor's report. When I do receive it, I will read it and if I conclude that there is a material misstatement in this information, I am required to communicate the matter to the CEO and Council and request them to correct the misstated information. If the misstated information is not corrected, I may need to retract this auditor's report and re-issue an amended report.

Responsibilities of the Chief Executive Officer and Council for the financial report

The Chief Executive Officer (CEO) of the Council is responsible for:

- keeping proper accounts and records
- preparation and fair presentation of the financial report in accordance with the requirements of the Act, the Regulations and Australian Accounting Standards
- managing internal control as required by the CEO to ensure the financial report is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the CEO is responsible for:

- assessing the Council's ability to continue as a going concern
- disclosing, as applicable, matters related to going concern
- using the going concern basis of accounting unless the State Government has made decisions affecting the continued existence of the Council.

The Council is responsible for overseeing the Council's financial reporting process.

Auditor's responsibilities for the audit of the financial report

As required by the *Auditor General Act 2006*, my responsibility is to express an opinion on the financial report. The objectives of my audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control.

A further description of my responsibilities for the audit of the financial report is located on the Auditing and Assurance Standards Board website. This description forms part of my auditor's report and can be found at https://www.auasb.gov.au/auditors_responsibilities/ar4.pdf.

My independence and quality management relating to the report on the financial report

I have complied with the independence requirements of the *Auditor General Act 2006* and the relevant ethical requirements relating to assurance engagements. In accordance with ASQM 1 Quality Management for Firms that Perform Audits or Reviews of Financial Reports and Other Financial Information, or Other Assurance or Related Services Engagements, the Office of the Auditor General maintains a comprehensive system of quality management including documented policies and procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

Matters relating to the electronic publication of the audited financial report

This auditor's report relates to the financial report of the Mindarie Regional Council for the year ended 30 June 2024 included in the annual report on the Council's website. The Council's management is responsible for the integrity of the Council's website. This audit does not provide assurance on the integrity of the Council's website. The auditor's report refers only to the financial report. It does not provide an opinion on any other information which may have been hyperlinked to/from the annual report. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to contact the Council to confirm the information contained in the website version.

Grant Robinson
Assistant Auditor General Financial Audit
Delegate of the Auditor General for Western Australia
Perth, Western Australia
14 November 2024

MINDARIE REGIONAL COUNCIL
STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2024

	Note	2024 Budget $	2024 Actual $	2023 Actual $
Revenue				
Grants, subsidies and contributions	2(a)	4,656,518	4,656,518	4,224,742
Fees and charges	2(a)	32,832,723	32,299,325	33,210,686
Interest revenue	2(a)	1,659,800	3,098,542	1,512,800
Other revenue	2(a)	95,000	339,899	162,894
		39,244,041	40,394,284	39,111,122
Expenses				
Employee costs	2(b)	(5,536,680)	(5,735,844)	(4,707,843)
Materials and contracts	2(b)	(18,348,818)	(17,405,327)	(17,769,937)
Utility charges		(718,250)	(591,004)	(632,002)
Depreciation and amortisation	2(b)	(10,850,978)	(8,451,384)	(7,606,255)
Finance costs	2(b)	(1,097,123)	(1,255,386)	(1,074,941)
Insurance		(620,200)	(355,736)	(684,881)
Other expenditure	2(b)	(320,950)	(204,320)	(205,237)
		(37,492,999)	(33,999,001)	(32,681,096)
		1,751,042	6,395,283	6,430,026
Capital grants, subsidies and contributions		50,000	0	0
Profit on asset disposals		1,000	291,943	0
Loss on asset disposals		(350,756)	(10,662)	0
		(299,756)	281,281	0
Net result for the period		1,451,286	6,676,564	6,430,026
Other comprehensive income for the period				
Items that will not be reclassified subsequently to profit or loss				
Changes in asset revaluation surplus	16	0	1,287,255	10,263,654
Total other comprehensive income for the period		0	1,287,255	10,263,654
Total comprehensive income for the period		1,451,286	7,963,819	16,693,680

This statement is to be read in conjunction with the accompanying notes.

MINDARIE REGIONAL COUNCIL
STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2024

	Note	2024	2023 Restated*
		$	$
CURRENT ASSETS			
Cash and cash equivalents	3	21,681,423	20,262,141
Trade and other receivables	5	2,304,693	2,273,228
Other financial assets	4	54,604,800	40,495,910
Inventories	6	12,330	15,792
Other assets	7	823,442	1,226,341
TOTAL CURRENT ASSETS		79,426,688	64,273,412
NON-CURRENT ASSETS			
Property, plant and equipment	8(a)	34,467,151	31,577,144
Infrastructure	9(a)	63,000,575	62,543,977
Right-of-use assets	11(a)	5,650,725	6,203,572
TOTAL NON-CURRENT ASSETS		103,118,451	100,324,693
TOTAL ASSETS		182,545,139	164,598,105
CURRENT LIABILITIES			
Trade and other payables	12	4,485,948	4,144,896
Other liabilities	13	38,000	0
Lease liabilities	11(b)	680,492	628,560
Employee related provisions	14	821,751	754,925
Rehabilitation provisions*	15	10,544,209	8,428,278
TOTAL CURRENT LIABILITIES		16,570,400	13,956,659
NON-CURRENT LIABILITIES			
Lease liabilities	11(b)	5,702,532	6,161,220
Employee related provisions	14	88,800	141,000
Rehabilitation provisions*	15	19,504,778	11,624,416
TOTAL NON-CURRENT LIABILITIES		25,296,110	17,926,636
TOTAL LIABILITIES		41,866,510	31,883,295
NET ASSETS		140,678,629	132,714,810
EQUITY			
Retained deficit		(29,128,650)	(29,893,807)
Reserve accounts	27	25,404,778	19,493,371
Council contributions	17	89,085,726	89,085,726
Revaluation surplus	16	55,316,775	54,029,520
TOTAL EQUITY		140,678,629	132,714,810

*Refer to Note 23 for details regarding prior year error corrections.

This statement is to be read in conjunction with the accompanying notes.

MINDARIE REGIONAL COUNCIL
STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2024

	Note	Retained Deficit	Council Contributions	Reserve Accounts	Revaluation Surplus	Total Equity
		$	$	$	$	$
Balance as at 1 July 2022		**(35,597,552)**	**89,085,726**	**18,767,090**	**43,765,866**	**116,021,130**
Comprehensive income for the period						
Net result for the period		6,430,026	0	0	0	6,430,026
Other comprehensive income for the period	16	0	0	0	10,263,654	10,263,654
Total comprehensive income for the period		6,430,026	0	0	10,263,654	16,693,680
Transfer from reserve accounts	27	98,550	0	(98,550)	0	0
Transfer to reserve accounts	27	(824,831)	0	824,831	0	0
Balance as at 30 June 2023		**(29,893,807)**	**89,085,726**	**19,493,371**	**54,029,520**	**132,714,810**
Comprehensive income for the period						
Net result for the period		6,676,564	0	0	0	6,676,564
Other comprehensive income for the period	16	0	0	0	1,287,255	1,287,255
Total comprehensive income for the period		6,676,564	0	0	1,287,255	7,963,819
Transfer from reserve accounts	27	583,238	0	(583,238)	0	0
Transfer to reserve accounts	27	(6,494,645)	0	6,494,645	0	0
Balance as at 30 June 2024		**(29,128,650)**	**89,085,726**	**25,404,778**	**55,316,775**	**140,678,629**

This statement is to be read in conjunction with the accompanying notes.

MINDARIE REGIONAL COUNCIL
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2024

	Note	2024 $	2023 $
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts			
Grants, subsidies, and contributions		4,656,518	4,224,742
Fees and charges		32,325,113	33,655,229
Interest revenue		3,133,051	939,304
Goods and services tax received		3,061,094	2,782,222
Other revenue		339,899	271,044
		43,515,675	41,872,541
Payments			
Employee costs		(5,704,745)	(4,776,643)
Materials and contracts		(16,720,971)	(17,328,430)
Utility charges		(591,004)	(632,002)
Finance costs		(324,573)	(331,820)
Insurance		(355,736)	(684,880)
Goods and services tax paid		(3,106,273)	(2,785,569)
Other expenditure		(204,320)	(466,879)
		(27,007,622)	(27,006,223)
Net cash provided by (used in) operating activities		16,508,053	14,866,318
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments for purchases of property, plant and equipment	8(a)	(380,361)	(97,215)
Payments for construction of infrastructure	9(a)	(1,304,469)	(10,334)
Capital grants, subsidies and contributions		38,000	0
Proceeds for financial assets at amortised cost		(14,108,890)	(1,075,500)
Proceeds from sale of property, plant and equipment		1,293,291	0
Net cash provided by (used in) investing activities		(14,462,429)	(1,183,049)
CASH FLOWS FROM FINANCING ACTIVITIES			
Payments for principal portion of lease liabilities	26	(626,342)	(566,483)
Net cash provided by (used in) financing activities		(626,342)	(566,483)
Net increase (decrease) in cash held		1,419,282	13,116,786
Cash at beginning of year		20,262,141	7,145,355
Cash and cash equivalents at the end of the year	3	21,681,423	20,262,141

This statement is to read in conjunction with the accompanying notes.

MINDARIE REGIONAL COUNCIL
STATEMENT OF FINANCIAL ACTIVITY
FOR THE YEAR ENDED 30 JUNE 2024

	Note	2024 Budget	2024 Actual	2023 Actual
		$	$	$
OPERATING ACTIVITIES				
Revenue from operating activities				
Grants, subsidies, and contributions		4,656,518	4,656,518	4,224,742
Fees and charges		32,832,723	32,299,325	33,210,686
Interest revenue		1,659,800	3,098,542	1,512,800
Other revenue		95,000	339,899	162,894
Profit on asset disposals		1,000	291,943	0
		39,245,041	40,686,227	39,111,122
Expenditure from operating activities				
Employee costs		(5,536,680)	(5,735,844)	(4,707,843)
Materials and contracts		(18,348,818)	(17,405,327)	(17,769,937)
Utility charges		(718,250)	(591,004)	(632,002)
Depreciation		(10,850,978)	(8,451,384)	(7,606,255)
Finance costs		(1,097,123)	(1,255,386)	(1,074,941)
Insurance		(620,000)	(355,736)	(684,881)
Other expenditure		(320,950)	(204,320)	(205,237)
Loss on asset disposals		(350,756)	(10,662)	0
Loss on revaluation of non-current assets		0	0	(17,512)
		(37,843,755)	(34,009,663)	(32,698,608)
Non-cash amounts excluded from operating activities	25(a)	12,014,531	9,115,541	8,427,132
Amount attributable to operating activities		13,415,817	15,792,105	14,839,646
INVESTING ACTIVITIES				
Inflows from investing activities				
Capital grants, subsidies and contributions		50,000	0	0
Proceeds from disposal of assets		576,000	1,293,291	0
		626,000	1,293,291	0
Outflows from investing activities				
Purchase of property, plant and equipment	8(a)	(1,033,000)	(380,361)	(97,215)
Purchase of construction of infrastructure	9(a)	(9,019,000)	(1,304,469)	(10,334)
		(10,052,000)	(1,684,830)	(107,549)
Amount attributable to investing activities		(9,426,000)	(391,539)	(107,549)
FINANCING ACTIVITIES				
Inflows from financing activities				
Transfers from reserve accounts	27	1,215,000	583,238	98,550
		1,215,000	583,238	98,550
Outflows from financing activities				
Payments for principal portion of lease liabilities	26	(559,266)	(626,342)	(566,483)
Transfers to reserve accounts	27	(3,249,283)	(6,494,645)	(824,831)
		(3,808,549)	(7,120,987)	(1,391,314)
Amount attributable to financing activities		(2,593,549)	(6,537,749)	(1,292,764)
MOVEMENT IN SURPLUS OR DEFICIT				
Surplus or deficit at the start of the financial year	25(b)	37,989,480	40,635,145	27,195,812
Amount attributable to operating activities		13,415,817	15,792,105	14,839,646
Amount attributable to investing activities		(9,426,000)	(391,539)	(107,549)
Amount attributable to financing activities		(2,593,549)	(6,537,749)	(1,292,764)
Surplus or deficit	25(b)	39,385,748	49,497,962	40,635,145

This statement is to read in conjunction with the accompanying notes.

MINDARIE REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE FINACIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2024

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MINDARIE REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE FINACIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2024

1 BASIS OF PREPARATION

The financial report of the Mindarie Regional Council (MRC) which is a Class 3 local government comprises general purpose financial statements which have been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements
Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996* prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied except for disclosure requirements of:

- AASB 7 Financial Instruments Disclosures
- AASB 16 Leases paragraph 58
- AASB 101 Presentation of Financial Statements paragraph 61
- AASB 107 Statement of Cash Flows paragraphs 43 and 45
- AASB 116 Property, Plant and Equipment paragraph 79
- AASB 137 Provisions, Contingent Liabilities and Contingent Assets paragraph 85
- AASB 1054 Australian Additional Disclosures paragraph 16

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Mindarie Regional Council to measure any vested improvements at zero cost.

The *Local Government (Financial Management) Regulations 1996* provides that:

- land and buildings that are classified as property, plant and equipment; or
- infrastructure; or
- vested improvements that the local government controls;

and are measured at reportable value, are only required to be revalued every five years. Revaluing these non-financial assets every five years is a departure from AASB 116 Property, Plant and Equipment, which would have required the MRC to assess at each reporting date whether the carrying amount of the above mentioned non-financial assets materially differs from their value and, if so, revalue the class of non-current assets.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

There is no impact to the financial position of the Mindarie Regional Council (MRC) with regard to the above amendments to the FM Regulations as the MRC does not have any vested land.

The local government reporting entity
All funds through which the Mindarie Regional Council (MRC) controls resources to carry on its functions have been included in the financial statements forming part of this financial report. In the process of reporting on the Mindarie Regional Council (MRC) as a single unit, all transactions and balances between those funds (for example, loan and transfers between funds) have been eliminated.

1 BASIS OF PREPARATION (CONTINUED)

Critical accounting estimates and judgements
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

As with all estimates the use of different assumptions could lead to material changes in the amounts reported in the financial report.

A key forecasting variable is the expected tonnes to landfill. Estimates of future tonnes have been based on the expected population growth forecasts for each of the member councils. There is inherent volatility in these estimates as they are subject to changes in consumer behaviour, advances in technology and intervention by State Government through mechanisms such as the landfill levy.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimated fair value of certain financial assets
- impairment of financial assets
- estimation of fair values of land and buildings, infrastructure and investment property
- estimation uncertainties made in relation to lease accounting
- measurement of employee benefits
- measurement of provisions
- estimated useful lives of non-current assets.

Fair value hierarchy information can be found in note 24(i).

Landfill Cells
There are three general components of landfill cell construction:
- Cell excavation and development,
- Cell liner costs, and
- Cell capping costs.

All cell excavation and development costs, cell liner costs and cell capping costs are capitalised and depreciated over the useful life of the cell, based on the volumetric consumption of the air space in the cell. Once a cell has been capped and is no longer available for use, the costs associated with the cell are written off.

Amortisation on excavation assets
The calculation of amortisation on the excavation assets is based on specific estimates and judgements on the total capital costs and capacity of the landfill site. The amortisation rate charged is reviewed regularly and is based on an average cost per tonne. The cost per tonne is arrived at after taking into account a standard engineering cost per cubic metre of landfill and the estimated density of the waste. The amortisation expense is arrived at by applying the amortisation rate to the actual tonnages sent to landfill during the period.

Rehabilitation Provision
The rehabilitation provision is based on specific estimates and judgements with regard to the rehabilitation of the landfill cells as and when they reach the end of their useful life. A periodic review of the provision is conducted and the provision altered to reflect the findings.

MINDARIE REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE FINACIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2024

1 BASIS OF PREPARATION (CONTINUED)

Initial application of accounting standards
During the current year, the following new or revised Australian Accounting Standards and Interpretations were applied for the first time.

- AASB 2021-2 Amendments to Australian Accounting Standards - Disclosure of Accounting Policies or Definition of Accounting Estimates

This standard resulted in terminology changes relating to material accounting policies (formerly referred to as significant accounting policies).

New accounting standards for application in future years
The following new accounting standards will have application to local government in future years:

- AASB 2014-10 Amendments to Australian Accounting Standards - Sale or Contribution of Assets between an Investor and its Associate or Joint Venture
- AASB 2020-1 Amendments to Australian Accounting Standards - Classification of Liabilities as Current or Non-current
- AASB 2021-7c Amendments to Australian Accounting Standards - Effective Date of Amendments to AASB 10 and AASB 128 and Editorial Corrections [deferred AASB 10 and AASB 128 amendments in AASB 2014-10 apply]
- AASB 2022-5 Amendments to Australian Accounting Standards - Lease Liability in a Sale and Leaseback
- AASB 2022-6 Amendments to Australian Accounting Standards - Non-current Liabilities with Covenants

These amendments are not expected to have any material impact on the financial report on initial application.

- AASB 2022-10 Amendments to Australian Accounting Standards - Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities

These amendments may result in changes to the fair value of non-financial assets. The impact is yet to be quantified.

- AASB 2023-1 Amendments to Australian Accounting Standards - Supplier Finance Arrangements

These amendments may result in additional disclosures in the case of applicable finance arrangements.

MINDARIE REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE FINACIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2024

2 REVENUE AND EXPENSES

(a) Revenue

Contracts with customers

Recognition of revenue is dependent on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue Category	Nature of goods and services	When obligations typically satisfied	Payment terms	Returns / Refunds/ Warranties	Timing of revenue recognition
Contributions and reimbursements	Reimbursement of MRC's administration and governance expenses by members.	No obligation	Monthly in advance	None	Upon issue of invoice
Fees and charges – waste management entry fees	Waste treatment, recycling and disposal service at disposal sites	Single point in time	Payment in advance at gate or on normal trading terms if credit provided	None	On entry to facility
Gas Power Generation Income	Landfill gas (LFG) from the decomposition of organic material in landfills	Single point in time	Not applicable	None	On sale of renewable energy certificates

Consideration from contracts with customers is included in the transaction price.

Revenue Recognition
Revenue recognised during the year under each basis of recognition by nature of goods or services is provided in the table below:

For the year ended 30 June 2024

Nature	Contracts with customers	Other	Total
	$	$	$
Grants, subsidies and contributions	0	4,656,518	4,656,518
Fees and charges	27,223,436	5,075,889	32,299,325
Interest revenue	0	3,098,542	3,098,542
Other revenue	0	339,899	339,899
Total	27,223,436	13,170,848	40,394,284

MINDARIE REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE FINACIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2024

2 REVENUE AND EXPENSES (continued)

(a) Revenue (continued)

For the year ended 30 June 2023

Nature	Contracts with customers	Other	Total
	$	$	$
Grants, subsidies and contributions	0	4,224,742	4,224,742
Fees and charges	25,785,524	7,425,162	33,210,686
Interest revenue	0	1,512,800	1,512,800
Other revenue	0	162,894	162,894
Total	25,785,524	13,325,598	39,111,122

	Note	2024	2023
		$	$
Fees and charges			
Member Council charges	28	26,496,811	24,861,274
Casual fees		5,075,889	7,425,162
Gas Power Generation income		615,415	816,100
Mattress disposal fees		111,210	108,150
		32,299,325	33,210,686
Interest revenue			
Interest on reserve account funds	27	1,059,210	537,926
Other interest revenue		2,039,332	974,874
		3,098,542	1,512,800

(b) Expenses

	2024	2023
	$	$
Auditors remuneration		
- Audit of the Annual Financial Report	137,500	125,818
- Additional prior year audit fees	0	25,200
	137,500	151,018
Employee costs		
Employee benefit costs	5,355,085	4,408,116
Other employee costs	380,759	299,727
	5,735,844	4,707,843
Materials and contracts		
Consultants and contracts	622,460	368,751
Communications and public consultation	11,170	31,134
Landfill expenses	1,319,672	1,244,379
Office expenses	272,826	196,107
Information systems expenses	269,344	238,196
Building maintenance	347,556	426,136
Plant and vehicles operating and hire	1,368,027	1,044,953
Government levies	12,779,832	13,958,639
External / internal audit fees	165,822	151,018
Legal expenses	248,618	110,624
	17,405,327	17,769,937

MINDARIE REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE FINACIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2024

2 REVENUE AND EXPENSES (continued)

(b) Expenses (continued)

	Note	2024	2023
		$	$
Depreciation			
Buildings	8(a)	203,660	200,908
Buildings - RRF	8(a)	1,429,345	1,339,074
Furniture and Office Equipment	8(a)	17,667	18,917
Computing Equipment	8(a)	38,917	33,165
Vehicles and Mobile Plant	8(a)	247,765	291,208
Infrastructure	9(a)	329,783	329,178
Right-of-Use Asset	11(a)	772,434	737,427
RRF Infrastructure	9(a)	3,292,611	2,702,929
		6,332,182	5,652,806
Amortisation			
Excavation and Cell Development	9(a)	1,591,500	1,472,167
Rehabilitation Assets	9(a)	527,702	481,282
		2,119,202	1,953,449
Total depreciation and amortisation		**8,451,384**	**7,606,255**
Finance costs			
Interest and financial charges for lease liabilities	26	324,573	331,820
Provisions: unwinding of discount	15	930,813	743,121
		1,255,386	1,074,941
Other expenditure			
Bank charges		20,611	19,554
Doubtful and Bad Debts expense		9,118	122
Elected Member costs	21(a)	174,591	185,561
		204,320	205,237

3 CASH AND CASH EQUIVALENTS

	Note	2024	2023
		$	$
Cash at bank and on hand		21,681,423	20,262,141
Held as			
- Unrestricted cash and cash equivalents		21,643,423	20,262,141
- Restricted cash and cash equivalents	13	38,000	0
		21,681,423	20,262,141

MATERIAL ACCOUNTING POLICIES

Cash and cash equivalents
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

Restricted financial assets
Restricted financial asset balances are not available for general use by the local government due to externally imposed restrictions. Restrictions are specified in an agreement, contract or legislation. This applies to reserve accounts, unspent grants, subsidies and contributions and unspent loans that have not been fully expended in the manner specified by the contributor, legislation or loan agreement and for which no liability has been recognised.

MINDARIE REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE FINACIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2024

4 OTHER FINANCIAL ASSETS

	Note	2024	2023
		$	$
Current assets			
Financial assets at amortised cost		54,604,800	40,495,910
Other financial assets at amortised cost			
Term deposits		54,604,800	40,495,910
Held as			
- Unrestricted other financial assets at amortised cost		29,200,022	21,002,539
- Restricted financial assets (amortised cost)	27	25,404,778	19,493,371
		54,604,800	40,495,910

MATERIAL ACCOUNTING POLICIES

Other financial assets at amortised cost
The Council classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and

- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Fair values of financial assets at amortised cost are not materially different to their carrying amounts, since the interest receivable on those assets is either close to current market rates or the assets are of a short term nature. Non-current financial assets at amortised cost fair values are based on discounted cash flows using a current market rates.

Interest received is presented under cashflows from operating activities in the Statement of Cash Flows where it is earned from financial assets that are held for cash management purposes.

5 TRADE AND OTHER RECEIVABLES

	2024	2023
	$	$
Current		
Trade receivables	2,159,372	1,976,494
Other receivables	0	208,666
GST receivable	145,321	88,068
	2,304,693	2,273,228

MATERIAL ACCOUNTING POLICIES

Trade receivables
Trade and other receivables include amounts due from member councils for waste processing and gate fees earned in the ordinary course of business.

Other Receivables
Other receivables are amounts receivables from contractual arrangements with third parties other than contracts with customers.

Measurement
Trade and other receivables are recognised initially at the amount of the transaction price, unless they contain a significant financing component, and are to be recognised at fair value.

Classification and subsequent measurement
Receivables which are generally due for settlement within 30 days are classified as current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Council measures them subsequently at amortised cost using the effective interest rate method.

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

MINDARIE REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE FINACIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2024

6 INVENTORIES

	2024	2023
	$	$
Current		
Fuel	12,330	15,792
The following movements in inventories occurred during the year:		
Balance at beginning of year	15,792	23,889
Net movement for the year	(3,462)	(8,097)
Balance at end of the year	12,330	15,792

MATERIAL ACCOUNTING POLICIES

General
Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs to make the sale.

7 OTHER ASSETS

	2024	2023
	$	$
Current		
Prepayments	186,778	190,058
Accrued interest	625,869	660,378
Accrued income	10,795	375,905
	823,442	1,226,341

MATERIAL ACCOUNTING POLICIES

Other current assets
Other non-financial assets include prepayments which represent payments in advance of receipt of goods or services or that part of expenditure made in one accounting period covering a term extending beyond that period.

Accrued interest
Interest is accrued over the period in which it is earned. This is typically based on the effective interest rate and the outstanding principal amount of the financial asset.

8 PROPERTY, PLANT AND EQUIPMENT

(a) Movements in balances

Movements in balances of each class of property, plant and equipment between the beginning and the end of the current financial year.

	Land	Buildings - non-specialised	Building - resource recovery facility	Total land and buildings	Furniture and equipment	Plant and equipment	Computer equipment	Total property, plant and equipment
	$	$	$	$	$	$	$	$
Balance at 1 July 2022	9,250,000	3,508,743	16,531,100	29,289,843	56,752	4,560,140	99,449	34,006,184
Additions	0	25,279	0	25,279	0	54,835	17,101	97,215
Disposals	0	0	0	0	0	0	0	0
Revaluation increments / (decrements) transferred to revaluation surplus	550,000	(1,364,764)	898,475	83,711	0	0	0	83,711
Depreciation	0	(200,908)	(1,339,074)	(1,539,982)	(18,918)	(291,207)	(33,165)	(1,883,272)
Transfers	0	0	0	0	0	(726,694)	0	(726,694)
Balance at 30 June 2023	9,800,000	1,968,350	16,090,501	27,858,851	37,834	3,597,074	83,385	31,577,144
Comprises:								
Gross balance amount at 30 June 2023	9,800,000	1,968,350	16,090,501	27,858,851	145,404	3,888,282	398,030	32,290,567
Accumulated depreciation at 30 June 2023	0	0	0	0	(107,570)	(291,208)	(314,645)	(713,423)
Balance at 30 June 2023	9,800,000	1,968,350	16,090,501	27,858,851	37,834	3,597,074	83,385	31,577,144
Additions	0	0	0	0	0	380,361	0	380,361
Disposals	0	0	0	0	0	(1,012,010)	0	(1,012,010)
Revaluation increments / (decrements) transferred to revaluation surplus	5,275,000	0	0	5,275,000	0	0	0	5,275,000
Depreciation	0	(203,660)	(1,429,345)	(1,633,005)	(17,667)	(247,765)	(38,917)	(1,937,354)
Transfers	0	0	0	0	32,650	66,123	85,237	184,010
Balance at 30 June 2024	15,075,000	1,764,690	14,661,156	31,500,846	52,817	2,783,783	129,705	34,467,151
Comprises:								
Gross balance amount at 30 June 2024	15,075,000	1,968,350	16,090,501	33,133,851	178,054	3,016,912	483,267	36,812,084
Accumulated depreciation at 30 June 2024	0	(203,660)	(1,429,345)	(1,633,005)	(125,237)	(233,129)	(353,562)	(2,344,933)
Balance at 30 June 2024	15,075,000	1,764,690	14,661,156	31,500,846	52,817	2,783,783	129,705	34,467,151

8 PROPERTY, PLANT AND EQUIPMENT (continued)

(a) Movements in balances (continued)

At 30 June 2024, an independent valuer performed a desktop revaluation of land and building. The last on-site inspection of land and building by the independent valuer was performed during the year ending 30 June 2022. Material changes to some asset classes were subsequently revalued to fair value in line with the independent valuer's report, with the increase in fair value being reflected in a revaluation surplus account.

The Resource Recovery Facility (RRF) comprise the asset classes of Land and Buildings – Resource Recovery Facility (Note 8) and the Resource Recovery Facility (Note 9). These collectively total $77.85m.

Subsequent to taking legal ownership of the RRF, on 31 August 2021, the RRF continued to operate until 17 December 2021 to empty, clean and make safe all stationary plant and equipment in a manner that maintained its operational state. Since then, the MRC has continued to employ a Technical Officer who ensures the facility's operational viability.

Since 17 December 2021, the MRC, in collaboration with its member council administrations, has actively investigated and assessed options for the repurposing of the RRF as a Food Organic Green Organic (FOGO) facility, as below:

i) The MRC made an application for funding through the Commonwealth Government's Food Waste for Healthy Soils Fund to upgrade facets of the facility for its future use as a FOGO processing plant. The WA Minister for Environment supported the application.

ii) An in-principle State Government co-funding commitment has been offered to the MRC to repurpose the RRF. This commitment is subject to the appointment of a suitable facility operator, a formal funding commitment by MRC, and the MRC member councils providing FOGO services by 2025.

iii) MRC's Council endorsed the 2025 budget in July 2024 which includes costings for the continuation of the RRF's future operational site.

iv) MRC Council endorsed the publication of a tender for the provision of FOGO processing services at its Ordinary Council Meeting in September 2022. In alignment with Council's previous decision of September 2022, to publish a tender for FOGO Processing Services, that tender was thereafter published on 24 August 2023. The tender closed in November 2023. The tender documents propose the utilisation of the MRC's Neerabup facility, in alignment with the previous responses received from an Expression of Interest that was published in March 2022 and tenders considered by the Council in September 2024.

The MRC Council has continued to support the repurposing of the RRF asset and the publication of a tender. The MRC does not consider the RRF impaired at 30 June 2024. The Council at its ordinary meeting held in September 2024 endorsed the commencement of commercial discussions with the preferred tenderer, which commenced in October 2024.

8 PROPERTY, PLANT AND EQUIPMENT (continued)

(b) Carrying Amount Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
(i) Fair value					
Land and buildings					
Land	2	Market approach	Independent Valuer	June 2024	Level 2 valuation inputs were used to value land in freehold title as well as land used for special purposes which are restricted in use under current zoning rules. Sales prices of comparable land sites in close proximity are adjusted for differences in key attributes such as property size. The most significant inputs into this valuation approach are price per square metre.
Buildings – non-specialised	3	Cost approach using current replacement cost	Independent Valuer	June 2023	Price per square metre/market borrowing rate, adjusted for restricted use.
Buildings – Resource Recovery Facility	3	Cost approach using current replacement cost	Independent Valuer	June 2023	This required estimating the replacement cost for each building by componentising the buildings into significant parts with different useful lives and taking into account a range of factors. While the unit rates based on square metres could be supported from market evidence (level 2) other inputs (such as residual value, useful life, pattern of consumption and asset condition) required extensive professional judgement and impacted significantly on the final determination of fair value.

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used by the local government to determine the fair value of property, plant and equipment using either level 2 or level 3 inputs.

(ii) Cost

Asset Class	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
Furniture and equipment	Not applicable	Cost	Not applicable	Not applicable
Plant and equipment	Not applicable	Cost	Not applicable	Not applicable

9 INFRASTRUCTURE

(a) Movements in Balances

Movement in the balances of each class of infrastructure between the beginning and the end of the current financial year.

	Resourse Recovery Facility	Excavation and Rehabilitation	Other Infrastructure	Other infrastructure – Work in Progress	Total infrastructure
	$	$	$	$	$
Balance at 1 July 2022	40,714,250	11,720,691	2,597,166	83,432	55,115,539
Additions	0	10,334	0	0	10,334
Disposals	0	0	0	0	0
Revaluation increments / (decrements) transferred to revaluation surplus	8,854,677	2,913,682	(86,268)	0	11,682,091
Depreciation / Amortisation	(2,702,929)	(1,953,449)	(329,178)	0	(4,985,556)
Transfers	726,694	23,957	54,350	(83,432)	721,569
Balance at 30 June 2023	47,592,692	12,715,215	2,236,070	0	62,543,977
Comprises:					
Gross balance amount at 30 June 2023	47,592,692	12,715,215	2,236,070	0	62,543,977
Accumulated depreciation / amortisation 30 June 2023	0	0	0	0	0
Balance at 30 June 2023	47,592,692	12,715,215	2,236,070	0	62,543,977
Additions	0	0	16,844	1,287,625	1,304,469
Disposals	0	0	0	0	0
Revaluation increments / (decrements) transferred to revaluation surplus	3,817,561	898,583	361,591	0	5,077,735
Depreciation / Amortisation	(3,292,611)	(2,119,202)	(329,783)	0	(5,741,596)
Transfers	0	1,101,591	0	(1,285,601)	(184,010)
Balance at 30 June 2024	48,117,642	12,596,187	2,284,722	2,024	63,000,575
Comprises:					
Gross balance amount at 30 June 2024	48,117,642	12,596,187	2,284,722	2,024	63,000,575
Accumulated depreciation / amortisation at 30 June 2024	0	0	0	0	0
Balance at 30 June 2024	48,117,642	12,596,187	2,284,722	2,024	63,000,575

9 INFRASTRUCTURE (continued)

(b) Carrying Amount Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
(i) Fair value					
Resource Recovery Facility	3	Cost approach using current replacement cost	Independent Valuer	June 2024	Construction costs and current condition, residual values and remaining useful life assessments inputs.
Excavation and Rehabilitation	3	Cost approach using current replacement cost	Independent Valuer	June 2024	Construction costs and current condition, residual values and remaining useful life assessments inputs.
Other infrastructure	3	Cost approach using current replacement cost	Independent Valuer	June 2024	Construction costs and current condition, residual values and remaining useful life assessments inputs

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used to determine the fair value of infrastructure using level 3 inputs.

10 FIXED ASSETS

(a) Depreciation

Depreciation rates
Typical estimated useful lives for the different asset classes for the current and prior years are included in the table below:

Asset Class	Useful life
Buildings - non-specialised	5-20 years
Building - Resource Recovery Facility	13 years
Furniture and equipment	5 years
Plant and equipment	6 2/3 years
Computer equipment	3 Years
Infrastructure - Roads	20 years
Resource Recovery Facility	13 years
Excavation and Rehabilitation	% of actual usage
Other infrastructure	5-20 years
Right of Use Assets	lease period

Revision of useful lives of plant and equipment
The asset's residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

MATERIAL ACCOUNTING POLICIES
Initial recognition

An item of property, plant and equipment or infrastructure that qualifies for recognition as an asset is measured at its cost.

Upon initial recognition, cost is determined as the amount paid (or other consideration given) to acquire the assets, plus costs incidental to the acquisition. The cost of non-current assets constructed by the MRC includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition.

Assets for which the fair value as at the date of acquisition is under $5,000 are not recognised as an asset in accordance with *Local Government (Financial Management) Regulation 17A(5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

Individual assets that are land, buildings and infrastructure acquired between scheduled revaluation dates of the asset class in accordance with the MRC's revaluation policy, are recognised at cost and disclosed as being at reportable value.

Measurement after recognition

Plant and equipment including furniture and equipment and right-of-use assets (other than vested improvements) are measured using the cost model as required under *Local Government (Financial Management) Regulation 17A(2)*. Assets held under the cost model are carried at cost less accumulated depreciation and any impairment losses.

Reportable Value

In accordance with *Local Government (Financial Management)Regulation 17A(2)*, the carrying amount of nonfinancial assets that are land and buildings classified as property, plant and equipment, investment properties, infrastructure or vested improvements that the local government controls.

Reportable value for the purposes of *Local Government (Financial Management) Regulation 17A(4)* is the fair value of the asset at its last valuation date minus (to the extent applicable) the accumulated depreciation and any accumulated impairment losses in respect of tenon-financial asset subsequent to its last valuation date.

10 FIXED ASSETS (continued)

MATERIAL ACCOUNTING POLICIES (continued)

Revaluation
Land and buildings classified as property, plant and equipment, infrastructure or vested improvements that the local government controls and measured at reportable value, are only required to be revalued every five years in accordance with the regulatory framework. This includes buildings and infrastructure items which were pre-existing improvements (i.e. vested improvements) on land vested in the MRC.

Whilst the regulatory framework only requires a revaluation to occur at every five years, it also provides for the MRC to revalue earlier if it chooses to do so.

For land, buildings and infrastructure, increases in the carrying amount arising on revaluation of asset classes are credited to a revaluation surplus in equity.

Decreases that offset previous increases of the same class of asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

Subsequent increases are then recognised in profit or loss to the extent they reverse a net revaluation decrease previously recognised in profit or loss for the same class of asset.

Depreciation
The depreciable amount of all property, plant and equipment and infrastructure, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

Depreciation on revaluation
When an item of property, plant and equipment and infrastructure is revalued, any accumulated depreciation at the date of the revaluation is treated in one of the following ways:

(i) The gross carrying amount is adjusted in a manner that is consistent with the revaluation of the carrying amount of the asset.

(ii) Eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

Impairment
In accordance with *Local Government (Financial Management)Regulations 17A(4C)*, the MRC is not required to comply with AASB136 Impairment of Assets to determine the recoverable amount of its non-financial assets that are land or buildings classified as property, plant and equipment, infrastructure or vested improvements that the local government controls in circumstances where there has been an impairment indication of a general decrease in asset values.

In other circumstances where it has been assessed that one or more these non-financial assets are impaired, the asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains or losses on disposal
Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income in the period in which they arise.

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11 LEASES

(a) Right-of-Use Assets

Movement in the balance of each class of right-of-use asset between the beginning and the end of the current financial year.

	Tamala Park Site	Total Right-of-Use Assets
	$	$
Balance at 1 July 2022	6,476,940	6,476,940
Increase resulting from rent review and CPI adjustments	464,059	464,059
Depreciation	(737,427)	(737,427)
Balance at 30 June 2023	6,203,572	6,203,572
Gross balance amount at 30 June 2023	8,693,214	8,693,214
Accumulated depreciation at 30 June 2023	(2,489,641)	(2,489,641)
Balance at 30 June 2023	6,203,573	6,203,573
Increase resulting from rent review and CPI adjustments	219,586	219,586
Depreciation	(772,434)	(772,434)
Balance at 30 June 2024	5,650,725	5,650,725
Gross balance amount at 30 June 2024	8,912,800	8,912,800
Accumulated depreciation at 30 June 2024	(3,262,075)	(3,262,075)
Balance at 30 June 2024	5,650,725	5,650,725

The following amounts were recognised in the statement of comprehensive income during the period in respect of leases where the MRC is the lessee:

	Note	2024	2023
		$	$
Depreciation on right-of-use assets		(772,434)	(737,427)
Finance charge on lease liabilities	26	(324,573)	(331,820)
Total amount recognised in the statement of comprehensive income		(1,097,007)	(1,069,247)
Total cash outflow from leases		(950,916)	(898,302)

(b) Lease Liabilities

	Note	2024	2023
		$	$
Current		680,492	628,560
Non-current		5,702,532	6,161,220
	26	6,383,024	6,789,780

The lease liability relates to the land at 1700K Marmion Avenue, Tamala Park, WA 6030. The lease expires in 2032.

Secured liabilities and assets pledged as security
Lease liabilities are effectively secured, as the rights to the leased assets recognised in the financial statements revert to the lessor in the event of default.

11 LEASES (continued)

(b) Lease Liabilities (continued)

MATERIAL ACCOUNTING POLICIES

Leases
At inception of a contract, the Mindarie Regional Council assesses if the contract contains or is a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

At the commencement date, a right-of-use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Mindarie Regional Council uses its incremental borrowing rate.

All contracts that are classified as short-term leases (i.e. a lease with a term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

Details of individual lease liabilities required by regulations are provided at Note 26.

Right-of-Use Assets - measurement
Right-of-use assets are measured at cost. All right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost (i.e. not recognised in the Statement of Financial Position). The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which are reported at fair value.

Right-of-Use Assets – depreciation
Right-of-use assets are depreciated over the lease term or useful life of the underlying asset, whichever is the shorter. Where a lease transfers ownership of the underlying asset, or the cost of the right-of-use asset reflects that the Mindarie Regional Council anticipates to exercise a purchase option, the specific asset is depreciated over the useful life of the underlying asset.

12 TRADE AND OTHER PAYABLES

	2024	2023
Current	$	$
Sundry creditors	3,813,369	3,435,041
Accrued payroll liabilities	56,729	40,256
ATO liabilities	301,716	289,642
Accrued expenses	314,134	379,957
	4,485,948	4,144,896

MATERIAL ACCOUNTING POLICIES

Financial liabilities
Financial liabilities are initially recognised at fair value when the Mindarie Regional Council becomes a party to the contractual provisions of the instrument.

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying value amount of the financial liability extinguished or transferred to another party and any consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

Trade and other payables
Trade and other payables represent liabilities for goods and services provided to the Mindarie Regional Council prior to the end of the financial year that are unpaid and arise when the Mindarie Regional Council becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are usually paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.

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13 OTHER LIABILITIES

	2024	2023
Current	$	$
Capital grant / contribution liabilities	38,000	0
Reconciliation of changes in capital grant / contribution liabilities		
Opening balance	0	0
Additions	38,000	0
Closing balance	38,000	0
Expected satisfaction of capital grant / contribution liabilities		
Less than 1 year	38,000	0
	38,000	0

MATERIAL ACCOUNTING POLICIES

Capital grant / contribution liabilities
Capital grant / contribution liabilities represent the MRC's obligations to construct recognisable non-financial assets to identified specifications to be controlled by the MRC which are yet to be satisfied. Capital grant / contribution liabilities are recognised as income when the obligations in the contract are satisfied.

Fair values for non-current capital grant / contribution liabilities, not expected to be extinguished within 12 months, are based on discounted cash flows of expected cashflows to satisfy the obligations using a current borrowing rate. They are classified as level 3 fair values in the fair value hierarchy (see Note 24(i)) due to the unobservable inputs, including own credit risk.

14 EMPLOYEE RELATED PROVISIONS

Employee Related Provisions	2024	2023
Current provisions	$	$
Employee benefit provisions		
Annual Leave	340,669	303,980
Long Service Leave	244,128	254,353
Other Employee Leave Provision	188,260	165,131
	773,057	723,464
Other provisions		
Employment on-costs	48,694	31,461
Total current employee related provisions	821,751	754,925
Non-current provisions		
Long Service Leave	83,912	141,000
Other provisions		
Employment on-costs	4,888	0
Total non-current employee related provisions	88,800	141,000
Total employee related provisions	910,551	895,925

Provision is made for benefits accruing to employees in respect of wages and salaries, annual leave and long service leave and associated on costs for services rendered up to the reporting date and recorded as an expense during the period the services are delivered.

Annual leave liabilities are classified as current, as there is no unconditional right to defer settlement for at least 12 months after the end of the reporting period.

14 EMPLOYEE RELATED PROVISIONS (continued)

MATERIAL ACCOUNTING POLICIES

Employee benefits
The Mindarie Regional Council's obligations for employees' annual leave, long service leave and other employee leave entitlements are recognised as employee related provisions in the Statement of Financial Position.

Short-term employee benefits
Provision is made for the Mindarie Regional Council's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Mindarie Regional Council's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position.

Other long-term employee benefits
Long-term employee benefits provisions are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The Mindarie Regional Council's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Mindarie Regional Council does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

15 REHABILITATION PROVISIONS

	Make good provision	Total*
	$	$
Balance at 1 July 2022	17,807,424	17,807,424
Revaluation increase / (decrement)	1,502,149	1,502,149
Charged to profit or loss		
- unwinding of discount	743,121	743,121
Balance at 30 June 2023	20,052,694	20,052,694
Comprises		
Current provisions	8,428,278	8,428,278
Non-current provisions	11,624,416	11,624,416
Balance at 30 June 2023	20,052,694	20,052,694
Revaluation increase / (decrement)	9,065,480	9,065,480
Charged to profit or loss		
- unwinding of discount	930,813	930,813
Balance at 30 June 2024	30,048,987	30,048,987
Comprises		
Current provisions	10,544,209	10,544,209
Non-current provisions	19,504,778	19,504,778
Balance at 30 June 2024	30,048,987	30,048,987

*The comparative balance for 2023 has been restated. Refer to Note 23 for details regarding prior year error corrections.

Provisions for restoration, rehabilitation, and site monitoring costs
Provisions are recognised when the Mindarie Regional Council has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

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15 REHABILITATION PROVISIONS (continued)

Future capping expenditure
The liability for estimated future capping expenditure is provided for through a rehabilitation provision on a phase-by-phase basis and is discounted to its present value, with the unwinding of the discount being charged to the statement of comprehensive income within the finance cost. The discounted present value of the future capping expenditure is also capitalised as part of the rehabilitation asset and is amortised on a straight-line basis. Changes in estimates are recognised prospectively with corresponding adjustments to the provision and associated costs.

16 REVALUATION SURPLUS

	2024	2023
	$	$
Land – freehold land		
Opening balance	7,141,873	6,591,873
Movements	5,275,000	550,000
Closing balance	12,416,873	7,141,873
Buildings – non-specialised		
Opening balance		
Movements	2,022,856	3,387,620
Closing balance	0	(1,364,764)
	2,022,856	2,022,856
Building – Resource Recovery Facility		
Opening balance	8,705,008	7,806,533
Movements	0	898,475
Closing balance	8,705,008	8,705,008
Furniture and equipment		
Opening balance	337,230	337,230
Movements	0	0
Closing balance	337,230	337,230
Plant and equipment		
Opening balance	304,797	304,797
Movements	0	0
Closing balance	304,797	304,797
Computer equipment		
Opening balance	628,917	628,917
Movements	0	0
Closing balance	628,917	628,917
Excavation and Rehabilitation		
Opening balance	8,553,801	7,142,268
Movements	(8,166,897)	1,411,533
Closing balance	386,904	8,553,801
Resource Recovery Facility and Other Infrastructure		
Opening balance	26,335,038	17,566,628
Movements	4,179,152	8,768,410
Opening balance	30,514,190	26,335,038
	55,316,775	54,029,520
Summary		
Opening balance	54,029,520	43,765,866
Movements	1,287,255	10,263,654
Closing balance	55,316,775	54,029,520

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17 COUNCIL CONTRIBUTIONS

		2024	2023
	%	$	$
City of Wanneroo	16.67	14,847,625	14,847,625
City of Joondalup	16.67	14,847,625	14,847,625
City of Stirling	33.33	29,695,240	29,695,240
City of Perth	8.33	7,533,618	7,533,618
City of Vincent	8.33	7,387,206	7,387,206
Town of Cambridge	8.33	7,387,206	7,387,206
Town of Victoria Park	8.33	7,387,206	7,387,206
		89,085,726	89,085,726

Cities of Joondalup, Wanneroo, Stirling, Perth and Vincent and Towns of Cambridge and Victoria Park are participants in the Mindarie Regional Council (MRC), each member council's equity in the net assets of the MRC is represented as per the Constitution agreement (dated 25 November 1996).

In 2005 a piece of land in Neerabup was acquired. Portion of land cost was calculated according to the share of member councils' equity and a portion that related to the interest on borrowings was calculated in accordance with the tonnage at the time (2005) resulting in the variation in their actual contribution values reported in the above table.

18 RESTRICTIONS OVER FINANCIAL ASSETS

	Note	2024	2023
		$	$
The following classes of financial assets have restrictions imposed by regulations or other externally imposed requirements which limit or direct the purpose for which resources may be used:			
- Cash and cash equivalents	3	21,681,423	20,262,141
- Financial assets at amortised cost	4	54,604,800	40,495,910
		76,286,223	60,758,051
The restricted financial assets are a result of the following specific purposes to which the assets may be used:			
Restricted reserve accounts	27	25,404,778	19,493,371
Capital grant liabilities	13	38,000	0
Total restricted financial assets		25,442,778	19,493,371

19 UNDRAWN BORROWING FACILITIES AND CREDIT STANDBY ARRANGEMENTS

	2024	2023
	$	$
Credit card limit	100,000	50,000
Credit card balance at balance date	0	(10,845)
Total amount of credit used	100,000	39,155

20 CONTINGENT LIABILITIES

The 2021 Mandatory Auditor's Report (MAR) report recommended that further works were required to close out the following:

i) The adequacy of the landfill gas monitoring network including confirmation of screening intervals.

ii) Assessment of the potential for off-site migration of landfill gas particularly with relation to preferential pathways.

iii) Ongoing assessment of landfill gas and groundwater as part of an ongoing site management plan to inform long-term trends and to inform the need or otherwise for mitigation measures.

iv) The MAR noted further long-term assessment of Perfluoroalkyl and Polyfluoroalkyl Substances (PFAS) (in addition to other Contaminant of Potential Concern (COPCs) in groundwater including arsenic, nickel, ammonia, benzene and pathogens) would be appropriate.

The October 2023 MAR reported on those further investigations completed and provides an update on the conditions of the source site and affected site.

The purpose of the October 2023 MAR audit was to:

i) Confirm that the investigations undertaken adequately characterized the contamination status of the site.

ii) Confirm whether potentially significant risks to human health, the environment or environmental values exist on-site or off-site.

iii) Confirm the suitability of the site for the current and proposed land uses.

iv) Recommend a site classification under the Contaminated Sites Act 2003.

The MAR auditor determined, based on the analysis contained in the assessed reports, that:

i) Source Site: Remains suitable for ongoing use as a Class II landfill, subject to implementation of a site management plan to prevent exposure to landfill gas, soil and groundwater contamination.

ii) Affected Site: Remains suitable for current use as a development "buffer zone." The site is situated to the north of the MRC landfill.

The October 2023 MAR report summary of findings for the Source and Affected sites are listed below:

Source Site:

i) Soil – No soil investigations were completed in 2021 and 2023.

ii) Groundwater – Groundwater results indicate impact to aquifer immediately below the landfill. Elevated levels of contaminants were above the relevant drinking water guidelines, some also exceeded the criteria for non-potable water use. No COPCs were detected in samples collected from the onsite abstraction bore above the non-potable criteria.

iii) Landfill gas – The site is considered capable of generating a significant quantity of landfill gases and vapours. Methane was detected at elevated levels in boreholes outside the waste mass and along the northern wall of the landfill. The extraction system appears to be effectively mitigating methane with negligible detections outside of the extraction well network. There are indications of fugitive emissions through damages areas of the cap which would require repair and maintenance.

Affected Site:

i) Groundwater results indicate some contaminants above the relevant drinking water guidelines but were below criteria for non-potable water uses. Certain COPCs detected above drinking water criteria were considered to be a reflection of natural site conditions.

ii) No methane has been recorded in recent events at monitoring wells outside the site boundary.

20 CONTINGENT LIABILITIES (continued)

Site Management plan (SMP)
A SMP was developed and received by the MRC in May 2020 and updated in May 2022. The SMP was required to provide a management plan for the site to ensure that potential hazards associated with soil, landfill gas, and groundwater contaminants are appropriately managed for the site's continued use as a landfill facility and leachate management. There are no "results" associated with this SMP, it is an ongoing document that continues to evolve to address the comprehensive management of landfill gas and groundwater in light of the most recent information obtained from periodic tests results.

The October 2023 MAR report concludes that:

i) The auditor is satisfied that the information contained in the reviewed reports, considered as a whole, is sufficient to inform the current site and surrounding site condition and restrictions that may be applicable.

ii) Expectations of concerted effort to improve future reporting and reports to comply with relevant standards and guidelines.

iii) The assessments were sufficient to define the potential extents and types of contaminated media with an appropriate level of confidence.

iv) Investigation methodologies were sufficient to assess and manage risk.

v) Ongoing assessment of landfill gas and groundwater as part of an ongoing Site Management Plan should be undertaken to inform long-term trends and to inform the need or otherwise for mitigation measures.

The MRC Contaminated Site Approved Auditor recommended that MRC should continue to provide the auditor with updated information as it becomes available (i.e. at least a 6 monthly update following sampling and annual reporting, (plus immediate notification if things change). Communication received on 3 May 2024 stated, "as there has been no change in the risk profile and nothing to indicate that restrictions should change, a MAR should be submitted in 2025 following 2 years of monitoring."

21 RELATED PARTY TRANSACTIONS

(a) Elected Member Remuneration

	2024 Budget	2024 Actual	2023 Actual
	$	$	$
Fees, expenses and allowances paid or reimbursed to elected council members			
Chairperson's annual allowance	20,900	20,454	20,448
Chairperson's meeting attendance fees	16,500	16,511	16,108
Chairperson's annual allowance – ICT expenses	1,192	1,040	1,000
	38,592	38,005	37,556
Deputy Chairperson's annual allowance	5,800	4,468	4,569
Deputy Chairperson's meeting attendance fees	11,000	10,008	10,300
Deputy Chairperson's annual allowance – ICT expenses	1,192	947	1,000
	17,992	15,423	15,869
All other members' meeting attendance fees	110,000	106,926	107,066
All other member's annual allowance – ICT expenses	11,916	12,051	10,202
All other member's travel and accommodation expenses	0	2,186	14,868
	121,916	121,163	132,136
Elected Member Remuneration	178,500	174,591	185,561

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21 RELATED PARTY TRANSACTIONS (continued)

(b) Key Management Personnel (KMP) Compensation

	2024 Actual $	2023 Actual $
The total of compensation paid to KMP of the Mindarie Regional Council during the year are as follows:		
Short-term employee benefits	544,163	386,872
Post-employment benefits	86,318	65,415
Employee – other long-term benefits	67,634	81,651
Council member costs	174,591	185,561
	872,706	719,499

Short-term employee benefits
These amounts include all salary and fringe benefits awarded to KMP except for details in respect to fees and benefits paid to council members which may be separately found in the table above.

Post-employment benefits
These amounts are the current-year's cost of the Mindarie Regional Council's superannuation contributions made during the year.

Other long-term benefits
These amounts represent annual leave and long service leave entitlements accruing during the year.

Council member costs
These amounts represent payments of member fees, expenses, allowances and reimbursements during the year.

Transactions with related parties
Transactions between related parties and the Mindarie Regional Council are on normal commercial terms and conditions, no more favourable that those available to other parties, unless otherwise stated.

No outstanding balances or provisions for doubtful debts or guarantees exist in relation to related parties at year end.

	2024 Actual $	2023 Actual $
In addition to KMP compensation above the following transactions occurred with related parties:		
Sale of goods and services	37,230,192	30,134,001
Purchase of goods and services	1,164,762	1,001,109
Amounts outstanding from related parties:		
Trade and other receivables	1,791,545	1,609,234
Amounts payable to related parties:		
Trade and other payables	47,033	18,742

21 RELATED PARTY TRANSACTIONS (continued)

(b) Key Management Personnel (KMP) Compensation (continued)

Related Parties
The Mindarie Regional Council's main related parties are as follows:

(i) Key management personnel
Any person(s) having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any council member, are considered key management personnel and are detailed in Notes 21(a) and 21(b).

(ii) Other Related Parties
There is no person or entity identified as other related parties.

Any entity that is controlled by or over which KMP, or close family members of KMP, have authority and responsibility for planning, directing and controlling the activity of the entity, directly or indirectly, are considered related parties in relation to the Mindarie Regional Council (MRC).

Outside of normal citizen type transactions with the Mindarie Regional Council, there were no other related party transactions involving key management personnel and/or their close family members and/or their controlled (or jointly controlled) entities.

(iii) Entities subject to significant influence by the Mindarie Regional Council
There were no such entities requiring disclosure during the current or previous year.

22 EVENTS OCCURRING AFTER THE END OF THE REPORTING PERIOD

On 26th September 2024, the Mindarie Regional Council endorsed the commencement of commercial discussions with the preferred tenderer for the operation of the Resource Recovery Facility. Refer to Note 8 for additional information.

23 PRIOR YEAR ERROR CORRECTIONS

The total rehabilitation provision for 2022/23 of $20,052,694 was presented as a non-current liability. This position has been restated in the 2023/24 financial report to recognise the current portion of the rehabilitation provision. The correction has no impact to the overall total provision stated.

The abovementioned has been corrected by restating the following affected line items of the prior year figures as at 30 June 2023 as follows:

Statement of Financial Position	Previous stated balance	Correction	Restated balance
	$	$	$
Current Liabilities			
Rehabilitation provisions	0	8,428,278	8,428,278
Non-Current Liabilities			
Rehabilitation provisions	20,052,694	(8,428,278)	11,624,416

24 OTHER MATERIAL ACCOUNTING POLICIES

(a) Goods and services tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

(b) Current and non-current classification

The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Mindarie Regional Council's operational cycle. In the case of liabilities where the Mindarie Regional Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the Mindarie Regional Council's intentions to release for sale.

(c) Rounding off figures

All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar. Amounts are presented in Australian Dollars.

(d) Comparative figures

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

When the Mindarie Regional Council applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statements that has a material effect on the statement of financial position, an additional (third) Statement of Financial Position as at the beginning of the preceding period in addition to the minimum comparative financial report is presented.

(e) Budget comparative figures

Unless otherwise stated, the budget comparative figures shown in this annual financial report relate to the original budget estimate for the relevant item of disclosure.

(f) Superannuation

The Mindarie Regional Council contributes to a number of Superannuation Funds on behalf of employees. All funds to which the Mindarie Regional Council contributes are defined contribution plans.

(g) Fair value of assets and liabilities

Fair value is the price that the Mindarie Regional Council would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (i.e. the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

24 OTHER MATERIAL ACCOUNTING POLICIES (continued)

(h) Interest revenue

Interest revenue is calculated by applying the effective interest rate to the gross carrying amount of a financial asset measured at amortised cost except for financial assets that subsequently become credit-impaired. For credit-impaired financial assets the effective interest rate is applied to the net carrying amount of the financial asset (after deduction of the loss allowance).

(i) Fair value hierarchy

AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

Level 1 - Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

Level 2 - Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3 - Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

Valuation techniques
The Mindarie Regional Council selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the Mindarie Regional Council are consistent with one or more of the following valuation approaches:

Market approach
Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

Income approach
Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.

Cost approach
Valuation techniques that reflect the current replacement cost of the service capacity of an asset.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the Mindarie Regional Council gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability are considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

24 OTHER MATERIAL ACCOUNTING POLICIES (continued)

(j) Impairment of assets

In accordance with Australian Accounting Standards the Mindarie Regional Council's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount except for non-financial assets that are:

- land and buildings classified as property, plant and equipment;
- infrastructure; or
- vested improvements that the local government controls, in circumstances where there has been an impairment indication of a general decrease in asset values.

These non-financial assets are assessed in accordance with the regulatory framework detailed in Note 10.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (e.g. AASB 116) whereby any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

25 DETERMINATION OF SURPLUS OR DEFICIT

(a) Non-cash amounts excluded from operating activities

	Note	2024 Budget	2024 Actual	2023 Actual
		$	$	$
The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32.*				
Adjustments to operating activities				
Less: Profit on asset disposals		(1,000)	(291,943)	0
Add: Loss on disposal of assets		350,756	10,662	0
Add: Loss on revaluation of fixed assets	16	0	0	17,512
Add: Depreciation and amortisation	2(b)	10,850,978	8,451,384	7,606,255
Employee benefit provisions	14	44,962	14,625	60,245
Rehabilitation – unwinding of interest	15	768,835	930,813	743,120
Non-cash amounts excluded from operating activities		12,014,531	9,115,541	8,427,132

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25 DETERMINATION OF SURPLUS OR DEFICIT (continued)

(b) Surplus or deficit

	Note	2024 Budget	2024 Actual	2023 Actual
		$	$	$
The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus / (deficit).				
Adjustments to net current assets				
Less: Reserve accounts	27	(21,412,801)	(25,404,778)	(19,493,371)
Add: Current liabilities not expected to be cleared at end of year				
- Current portion of Rehabilitation Provisions	15	0	10,544,209	8,428,278
- Current portion of lease liabilities	11	509,500	680,492	628,560
- Employee benefit provisions	14	0	821,751	754,925
Total adjustments to net current assets		(20,903,301)	(13,358,326)	(9,691,608)
Net current assets used in the Statement of Financial Activity				
Total current assets		66,430,359	79,426,688	64,273,412
Less: Total current liabilities		(6,141,310)	(16,570,400)	(13,956,659)
Less: Total adjustments to net current assets		(20,903,301	(13,358,326)	(9,681,608)
Surplus or deficit		39,385,748	49,497,962	40,635,145

26 LEASE LIABILITIES

	Note	2024 Budget	2024 Actual	2023 Actual
		$	$	$
1700k Marmion Avenue, Tamala Park				
Principal as at 1 July		6,456,778	6,789,781	6,892,205
- New leases		0	219,586	464,059
- Principal repayments		(559,266)	(626,343)	(566,483)
Principal as at 30 June	11(b)	5,897,512	6,383,024	6,789,781
Lease finance cost payments	11(a)	(328,288)	(324,573)	(331,820)

Lease details - 1700K Marmion Avenue Tamala Park WA 6030

Institution – Member Councils
Interest rate – 4.5% per annum
Lease term – 40 years
Final due date – 30 June 2032

MINDARIE REGIONAL COUNCIL
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27 RESERVE ACCOUNTS

	Note	2024 Budget	2024 Actual	2023 Actual
		$	$	$
Site Rehabilitation Reserve				
To be used to fund the rehabilitation following the closure of the landfill site.				
Opening balance at 1 July		17,056,651	17,056,658	16,242,161
Interest earnings		654,480	912,150	0
Transfer to reserve		768,835	710,435	824,831
Transfer from reserve		0	0	(10,334)
Closing balance at 30 June		18,479,966	18,679,243	17,056,658
Capital Expenditure Reserve				
To be used to fund ongoing capital expenditure requirements.				
Opening balance at 1 July		1,830,791	1,945,637	2,033,853
Interest earnings		80,968	122,387	0
Transfer to reserve		1,725,000	4,725,000	0
Transfer from reserve		(1,215,000)	(583,238)	(88,216)
Closing balance at 30 June		2,421,759	6,209,786	1,945,637
Carbon Abatement Reserve				
To be used to fund carbon abatement projects.				
Opening balance at 1 July		491,076	491,076	491,076
Interest earnings		20,000	24,673	0
Transfer to reserve		0	0	0
Transfer from reserve		0	0	0
Closing balance at 30 June		511,076	515,749	491,076
SUMMARY				
Opening balance at 1 July		19,378,518	19,493,371	18,767,090
Interest earnings	2(a)	755,448	1,059,210	0
Transfer to reserve		2,493,835	5,435,435	824,831
Transfer from reserve		(1,215,000)	(583,238)	(98,550)
Closing balance at 30 June		21,412,801	25,404,778	19,493,371

All reserves are supported by cash and cash equivalents and financial assets at amortised cost and are restricted within equity as Reserve accounts. All reserve accounts are restricted by Council.

MINDARIE REGIONAL COUNCIL
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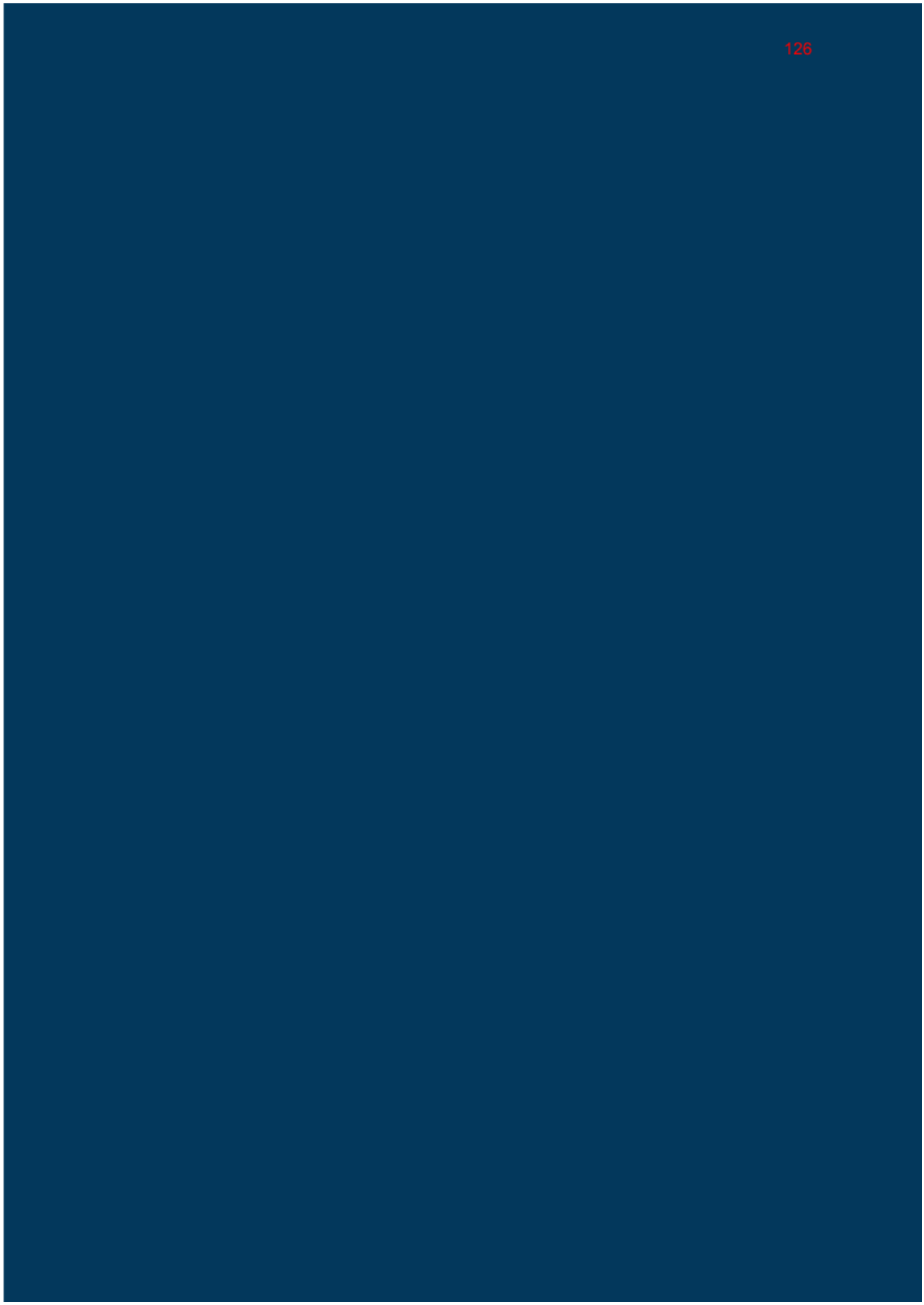
28 FINANCIAL ACTIVITY INFORMATION AND MEMBER CHARGES

Please refer to Note 2(a).

	Processable Tonnes	Non-processable Tonnes	Total Tonnes	Average rate	Revenue
BUDGET				$	$
City of Perth	12,482	0	12,482	151.00	1,884,782
City of Wanneroo	55,000	3,000	58,000	151.00	8,757,751
City of Joondalup	33,000	600	33,600	151.00	5,073,600
City of Stirling	45,000	7,808	52,808	151.00	7,974,008
Town of Cambridge	5,200	16	5,216	151.00	787,616
City of Vincent	4,500	1,000	5,500	151.00	830,500
Town of Victoria Park	8,400	0	8,400	151.00	1,268,400
	163,582	**12,424**	**176,006**	**151.00**	**26,576,657**
ACTUAL					
City of Perth	13,048	6	13,054	150.81	1,968,636
City of Wanneroo	51,764	1,866	53,630	151.28	8,113,169
City of Joondalup	32,079	775	32,854	150.81	4,954,717
City of Stirling	43,767	10,071	53,838	150.82	8,119,812
Town of Cambridge	5,828	9	5,837	150.90	880,823
City of Vincent	4,585	1,076	5,661	150.69	853,072
Town of Victoria Park	10,654	0	10,654	150.80	1,606,582
	161,725	**13,803**	**175,528**	**150.95**	**26,496,811**

Average tonnage rates may vary as a result of certain waste types being charged at the approved non-standard rates for that waste category.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MINDARIE REGIONAL COUNCIL
1700 Marmion Ave, Tamala Park WA 6030
Phone: (08) 9306 6303
Website: www.mrc.wa.gov.au

9.4	MINDARIE REGIONAL COUNCIL INTERNAL AUDIT PLAN
File No:	GF-23-0000142
Attachment(s):	Nil
Date:	21 November 2024
Responsible Officer:	Chief Executive Officer

SUMMARY

The purpose of this report is to seek endorsement of the Audit and Risk Committee recommendations for the proposed three-year internal audit plan for Mindarie Regional Council (MRC). The Internal Audit Plan is developed to enable MRC to identify areas of potential financial and operational risks that would be subject to audit by the internal audit service provider.

BACKGROUND

At the 6 March 2024 Audit and Risk Committee (the committee) meeting the MRC administration proposed expanding the existing Internal Audit function of Financial Management Regulation 5 and Audit Regulation 17 to a three-year plan, to be performed by independent external consultants.

The internal audit function will report directly to the CEO to eliminate undue influence on audit activities, findings and reporting. It is good practice for the internal auditor to also have a direct line of communication to the audit and risk committee (a functional reporting relationship). Through the scope, it is proposed that the external auditor will have the ability to liaise directly with the Chair of the Audit and Risk Committee to discuss reports included in Committee agendas and will be able to communicate with the wider Committee through attendance at Committee meetings.

At the Ordinary Council Meeting held on 28 March 2024, Council endorsed the CEO's proposed internal audit function for Mindarie Regional Council and requested the CEO to provide a further report detailing the three-year work plan that will be the basis of a contract for the Internal Audit service.

At the Committee meeting held on 20 November 2024 the internal audit plan was discussed in detail and the committee recommendation to Council is as follows:

That Council:

1. *Endorse the CEO's proposed internal audit scope of works for Mindarie Regional Council.*
2. *Approve the CEO to engage a professional firm in Western Australia to provide internal audit services in line the recommended schedule and scope of work.*

DETAIL

The proposed three-year internal audit plan has been developed following an analysis of FM Reg 5 and Audit Reg 17 audits and the higher order risks within the risk register. The development of this three-year plan provides assurance that key risks are identified and controlled effectively.

Proposed Scope of Works:

Program Title	Focus Area	Three-year plan		
		24/25	25/26	26/27
Financial	Accounts receivable			X
	Accounts payable		X	
	Procurement and Tendering	X		
	Payroll and employee entitlements		X	
	Fixed assets			X
	Credit cards management and acquittal			X
	IT Risks / General controls		X	
	Reg 5			X
Operational	Organisational risk management		X	
	HR function – recruitment and selection		X	
	WHS processes and procedures			X
	Complaint handling	X		
	Contract management		X	
	Business continuity			X
	Asset management pre closure	X		
	Asset management post closure		X	
Compliance	Record keeping		X	
	Conflict of interest / gifts and benefits	X		
	Data security and confidentiality			X
	Cyber security			X
	Compliance Audit Return (CAR)	X		
	Reg 17			X

Process
The MRC Administration will seek quotations from experienced, qualified and reputed accounting professional firms in Western Australia to provide internal audit services in line with the recommended schedule and scope of work.

The CEO is responsible for contract management and facilitating the audit and ensuring that staff and resources are available to implement and monitor Internal Audit recommendations.

Reporting and Communication
The internal auditor will provide the CEO with comprehensive audited reports detailing their key observations and findings.

The CEO will provide the reports and a recommended action plan to the Audit and Risk Committee.

The Audit and Risk Committee will receive the reports of the Internal Auditor, consider the CEOs recommendations arising from the reports, and monitor the implementation of agreed recommendations, making recommendations to Council.

STATUTORY ENVIRONMENT
Local Government Act 1995
Local Government (Audit) Regulations 1996
Local Government (Financial Management) Regulations 1996

POLICY IMPLICATIONS
CP06 – Purchasing Policy
Risk Register

FINANCIAL IMPLICATIONS
Regulation 5 and 17 funding was adopted as part of 2023/2024 budget, proposed internal audit function and scope of works, if endorsed by Council, will form a part of 2024/25 and future budgets.

STRATEGIC IMPLICATIONS

STRATEGIC COMMUNITY PLAN 2023 – 2032
Strategic Objective 3 : Deliver best practice governance processes and structures

RISK ASSESSMENT AND ACCEPTANCE CRITERIA

RISK MATRIX

Consequence / Likelihood		Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
Almost Certain	5	MODERATE (5)	HIGH (10)	HIGH (15)	EXTREME (20)	EXTREME (25)
Likely	4	LOW (4)	MODERATE (8)	HIGH (12)	HIGH (16)	EXTREME (20)
Possible	3	LOW (3)	MODERATE (6)	MODERATE (9)	HIGH (12)	HIGH (15)
Unlikely	2	LOW (2)	LOW (4)	MODERATE (6)	MODERATE (8)	HIGH (10)
Rare	1	LOW (1)	LOW (2)	LOW (3)	LOW (4)	MODERATE (5)

RISK ACCEPTANCE CRITERIA

RISK RANK	DESCRIPTION	CRITERIA FOR RISK ACCEPTANCE	RESPONSIBILITY
LOW	Acceptable	Risk acceptable with adequate controls, managed by routine procedures and subject to annual monitoring	Operational Manager
MODERATE	Monitor	Risk acceptable with adequate controls, managed by specific procedures and subject to semi-annual monitoring	Operational Manager
HIGH	Urgent Attention Required	Risk acceptable with excellent controls, managed by senior management / executive and subject to monthly monitoring	Director / CEO
EXTREME	Unacceptable	Risk only acceptable with excellent controls and all treatment plans to be explored and implemented where possible, managed by highest level of authority and subject to continuous monitoring	CEO / Council

COMMENT
Nil

VOTING REQUIREMENT
Simple Majority

OFFICER AND AUDIT AND RISK COMMITTEE RECOMMENDATION

That Council:

1. **Endorse the CEO's proposed internal audit scope of works for Mindarie Regional Council.**
2. **Approve the CEO to engage a professional firm in Western Australia to provide internal audit services in line the recommended schedule and scope of work.**

Moved Cr Hatton, seconded Cr May
RESOLVED
That the recommendation be adopted

CARRIED UNANIMOUSLY 12/0
For: Crs Castle, Creado, Ferrante, Fishwick, Gobbert, Hatton, Mack, May, Miles, Proud, Vernon and Wright
Against: Nil

9.5	DRAFT PROPOSED TERMS OF REFERENCE SWG
File No:	**GF-24-0000069**
Attachment	**Attachment – Terms of Reference**
Date:	**21 November 2024**
Responsible Officer:	**Chief Executive Officer**

SUMMARY

This report is presented to the Audit and Risk Committee to consider the proposed draft Terms of Reference (ToR) for the Strategic Working Group (SWG).

BACKGROUND

SWG was established in 2012, following a council resolution on 5 July 2012 to replace the previous Projects Working Group. It provides a formal communication and collaboration platform between MRC administration and senior waste management officers from MRC Member Councils.

The SWG includes officers from MRC, as well as managers and directors overseeing waste management from each of the Member Councils. Its purpose is to create a structured forum for strategic communication and collaboration, enabling effective feedback to MRC on the regions waste management objectives.

DETAIL

The SWG's main roles include:

- Acting as a formal communication channel between MRC administration and designated representatives in each member council responsible for waste management.
- Facilitating feedback to MRC to support strategic objectives outlined in the endorsed Strategic Community Plan and Corporate Business Plan.
- Enabling regular liaison and communication between MRC and SWG.
- Sharing expertise, insights and strategic priorities in waste management.
- Providing a platform for Member Councils administrations for constructive feedback on strategic issues relevant to MRC.
- Fostering collaborative initiatives between MRC and Member Councils, benefiting mutual interests and regional development.

The SWG operates in an advisory capacity only, with no delegated decision-making authority from Council. The group is chaired by the MRC CEO.

The proposed terms of reference was tabled at the Audit and Risk Committee (the Committee) meeting held on 20 November 2024.
At this meeting, the Committee resolved the following:

That Audit and Risk Committee recommend that Council:

- *Endorse the Terms of Reference for the Strategic Working Group (SWG).*

Moved Cr Hatton, seconded Cr Ferrante

PROPOSED AMENDMENT
Moved Cr Miles, seconded Mr Kumar

1. *At Point 8: Insert the words "MRC Councillors" before the word "members"*
2. *At Point 2: remove the words "bi annually" and replace with the words "every 2 years".*
3. *At Points 4 & 6: remove the word "Representatives" and replace with the word "Officer".*

(CARRIED UNANIMOUSLY 4/0)
For: Crs Hatton, Ferrante, Miles and Mr Kumar
Against: Nil

SUBSTANTIVE MOTION, AS AMENDED

That Audit and Risk Committee recommend that Council:

- *Endorse the Terms of Reference for the Strategic Working Group (SWG), subject to the amendments in attachment 2 – Draft Proposed Terms of Reference Strategic Working Group.*

(CARRIED UNANIMOUSLY 4/0)
For: Crs Hatton, Ferrante, Miles and Mr Kumar
Against: Nil

The proposed draft Terms of Reference for the Strategic Working Group, as amended by the Committee, is an attachment to this report.

CONSULTATION

The proposed Terms of Reference was tabled for discussion at SWG meetings held on 10 July 2024 and 18 September 2024.
Feedback was gathered during the meeting on 10 July and has been considered in the proposed draft Terms of Reference.
A final call for feedback was requested on 18 September 2024, no further feedback was received.

The proposed ToR was discussed and amendments proposed during the Committee meeting held on 20 November 2024. The committee's amendments are shown in red on the attachment to this report.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

STRATEGIC COMMUNITY PLAN 2023 – 2032
Strategic Objective 3: Deliver best practice governance processes and structures

COMMENT

SWG serves as an essential forum for coordinating regional waste management efforts and facilitating collaboration between MRC and its member councils. By formalising the ToR, it ensures clear communication guidelines and collaborative practices that align with MRC's strategic objectives.

VOTING REQUIREMENT
Simple Majority

OFFICER AND AUDIT AND RISK COMMITTEE RECOMMENDATION
That Audit and Risk Committee recommend that Council:

- **Endorse the Terms of Reference for the Strategic Working Group (SWG), subject to the amendments in attachment to this report 'Draft Proposed Terms of Reference Strategic Working Group'**

Moved Cr Hatton, seconded Cr Gobbert

7.06 pm Cr Vernon left the Chambers

RESOLVED
That the recommendation be adopted

CARRIED UNANIMOUSLY 11/0

For: Crs Castle, Creado, Ferrante, Fishwick, Gobbert, Hatton, Mack, May, Miles, Proud, Vernon and Wright
Against: Nil

Attachment - DRAFT PROPOSED TERMS OF REFERENCE STRATEGIC WORKING GROUP

Mindarie Regional Council (MRC)
Our Vision: Collaborating for a regional Circular Economy
Our Mission: To deliver sustainable waste management options for members

Strategic Working Group (SWG)
Terms of Reference

1. Establishment

- The Strategic Working Group (SWG) was established in August 2012, replacing the Strategic Projects Committee, as resolved by the MRC Council on 5 July 2012.

2. Terms of Reference (ToR)

- The SWG's Terms of Reference are to be reviewed at least every two years.
- Reviews may be undertaken more frequently to ensure alignment with the strategic objectives of the Mindarie Regional Council (MRC).

2. Objectives of the group

- To provide feedback to the MRC as it seeks to achieve the strategic objectives outlined in the endorsed Strategic Community Plan and Corporate Business Plan.
- To facilitate regular liaison and a formal communication channel between the MRC administration and designated senior representatives overseeing waste management in each member council.
- To share expertise, insights and strategic priorities concerning the recovery and management of waste materials within the region.
- To offer member council administrations a platform to provide constructive feedback as required on strategic matters relevant to the MRC.
- To foster collaborative initiatives between Member Councils and Mindarie Regional Council, aiming for mutual benefits and regional development.

3. Extent of Authority

- The SWG operates in an advisory capacity.
- There is no delegated authority from Council and therefore no decision-making authority.

4. Membership

- The Chair of the SWG is the MRC Chief Executive Officer (CEO).
- The Deputy Chair is the MRC Executive Manager Corporate Services or Executive Manager Operations, as nominated by the CEO.

- SWG Membership comprises of nominated ~~representatives~~ officers from the MRC and two (2) officers nominated by each member council administration.

5. Meetings

- Regular meetings are scheduled one week before an Ordinary Council Meeting, with additional meetings convened, as necessary.

6. Quorum

- A quorum for a meeting is no less than 50% of the nominated member council ~~representatives~~ officers. In the event of no quorum the Chair will reschedule the meeting.

7. Place and Duration of Meetings

- Meetings generally alternate between the MRC Administration and the City of Stirling.
- Meetings are preferred as in-person meetings, with e-attendance available, as needed.
- Meetings typically do not exceed a duration of two (2) hours.

8. Administration, Agenda, and Minutes

- Administrative support for the SWG is provided by the MRC.
- The agenda and supporting papers are distributed one week before the meeting.
- Meetings are not audio or video recorded.
- The MRC will take minutes and capture an overview of the discussion rather than transcribing it verbatim.
- SWG members may request their specific comments to be included in the minutes during the meeting.
- Unconfirmed minutes are circulated to all SWG meeting attendees and confirmed at the subsequent meeting.
- Confirmed minutes are thereafter distributed to all MRC Councillors, members, Member Council CEOs, for information.

9. Confidentiality

- Discussions may involve confidential matters.
- SWG members are expected to uphold confidentiality unless expressly informed otherwise by the MRC.

10. Ethical Behaviour

- SWG members must uphold honesty, objectivity, and probity during discussions, including the responsible and judicious use of acquired information.
- SWG is expected to act ethically and professionally in line with each member's Code of Conduct.

- Member officers will not publicly discuss or comment on matters relevant to the activities of the SWG, unless authorised by the MRC.
- Member officers must act in a professional manner and only use the information for the purpose intended.
- Any instances of unethical behaviour may be reported by the CEO to member council CEOs.

Version	Date	Description of changes
1	08 July 2024	
2	10 July 2024	Point 2. SWG request to change wording from 'support' to 'feedback'

9.6	OFFSITE LEACHATE DISPOSAL
File No:	GF-23-0000142
Attachment(s):	Confidential Attachment to Item 9.6
Date:	21 November 2024
Responsible Officer:	Chief Executive Officer

SUMMARY

This report seeks to inform Council on the options available for the offsite disposal of landfill leachate from the Tamala Park landfill (Tamala Park).

BACKGROUND

Leachate is the term used to describe the liquids produced inside landfills. The generation of leachate is caused principally by precipitation percolating through waste deposited in a landfill. Once in contact with decomposing solid waste, the percolating water becomes contaminated.

Tamala Park has, since first opening, utilised evaporation as its single source of leachate disposal. Evaporation is the prime source of leachate management at all landfills in Western Australia (WA).

Through the works currently undertaken as part of critical infrastructure planning, MRC is investigating alternative leachate treatment opportunities to evaporation given the community's heightened engagement relating to odours which emanate from site.

At its 26 September 2024 Ordinary Council Meeting, Council resolved the following:

That the Council REQUESTS the Chief Executive Officer to prepare a report, to be bought back to the next MRC Ordinary Council meeting, on:

1. *The nearest offsite disposal points for the landfill leachate that is produced.*
2. *A cost estimate for the necessary landfill infrastructure to facilitate a truck and haul solution for the landfill leachate.*
3. *A cost estimate for a truck and haul solution to remove the landfill leachate being produced.'*

Administration has sought suitably approved disposal points for the leachate produced in Tamala Park. This report provides the findings of those investigations.

DETAIL

Tamala Park is currently investigating long-term treatment and processing options to manage the leachate generated at the site. In recent months, MRC has experienced an increase in odour complaints from the community and has been working towards a management solution in consultation with key stakeholders and governing authorities.

There are three main sources of odour generating activities at Tamala Park, which include:

- Acceptance of putrescible waste;
- Leachate generation; and
- Landfill gas generation.

Leachate is a contributing factor and MRC has in the past managed leachate via evaporation methods. This method has been employed since the facility became operational.

The current approved treatment method of evaporation is generally considered effective for the WA climate. However, decades of recirculation and evaporation of leachate has resulted in a very concentrated leachate, which can impact on possible processing solution options available to MRC. Given the community's heightened attitude to site odour, leachate evaporation was stopped on site to help minimise overall odour generation.

The following sections provide a response, where information is currently available, to the three resolutions of Council:

1. The nearest offsite disposal points for the landfill leachate that is produced.

The following 'nearest offsite disposal points' were identified as being potentially suitable for disposal of leachate:

- Red Hill Waste Management Facility;
- Opal Vale Landfill;
- North Bannister Resource Recovery Park;
- Henderson Waste Recovery Park;
- Millar Road Landfill and Recycling Facility;
- Cleanaway Kwinana – Technical and Environmental Services;
- Hazrad.

MRC contacted the above organisations and was provided with the following feedback:

Business	Facility Name	Comments
Eastern Metropolitan Regional Council	Red Hill Waste Management Facility	EMRC has confirmed that there is no capacity to accept third party leachate at its site.
Instant Waste	Opal Vale Landfill	Instant Waste has confirmed that it does not accept leachate at its site.
Veolia	North Bannister Resource Recovery Park	Veolia has confirmed that it does not have capacity to accept third party leachate at its site.
City of Cockburn	Henderson Waste Recovery Park	CoC does not have the necessary approvals in its environmental protection licence for the acceptance of liquid wastes and therefore cannot accept this product.
City of Rockingham	Millar Road Landfill and Recycling Facility	CoR does not have the necessary approvals in its environmental protection licence for the acceptance of liquid wastes and therefore cannot accept this product.
Cleanaway	Cleanaway Kwinana – Technical and Environmental Services	Cleanaway provided a solution for the receipt of a portion of the Tamala Park leachate materials. The details in the Cleanaway proposal can be found in ***Confidential Attachment to Item 9.6***.
Hazrad	Bibra Lake	Hazrad reviewed MRC's leachate analysis and determined that PFAS levels are significant and that it is not able the material at its facility.

Table 1

The details relating to Cleanaway's proposal can be found in ***Confidential Attachment to Item 9.6***. Due to the fact that the proposal contains commercially sensitive information, the attachment is not publicly available.

In an attempt to identify any other sites with the requisite environmental licence and capacity in place to receive the Tamala Park leachate, the Department of Water and Environmental Regulation (DWER), as the regulator with access to all relevant information, was asked if it was aware of any facilities that have the potential to treat the material. No positive response has been received from the request.

2. A cost estimate for the necessary landfill infrastructure to facilitate a truck and haul solution for the landfill leachate.

This outcome will require the installation of the following infrastructure:

- Sufficient bunded tanks for the collection of leachate for onward disposal sited within a concrete bund (earthworks required);
- Pumps implemented at suitable points around the landfill surface to distribute leachate from the ground into the new tanks;
- Installation of adequate pipework to facilitate the movement of leachate from the new site pumps to the new tanks;
- Installation of a telemetry monitoring system and associated power supply.

Prior to any works commencing, a full geotechnical assessment and design specification would require to be developed by an external environmental/engineering consultancy and thereafter an application for a development approval would be required to be made to the City of Wanneroo prior to a further application for a Works Approval being required to be made to DWER for the works to be undertaken on the licensed site.

Without undertaking the design specification works discussed above, a conservative estimate for costs for the infrastructure required this option would be in the region of $500,000.

It is important to note that this option is already under development by Administration as part of the Critical Infrastructure Plan (CIP) actions previously resolved by Council. A Request for Quote process is currently under way regarding the development of the specifications and approvals discussed above option; the result of this will form the basis of the CIP action completion.

3. A cost estimate for a truck and haul solution to remove the landfill leachate being produced

Cleanaway provided a transport cost option to the MRC for the removal of leachate from site for disposal at their facility. Details of this option can be found in ***Confidential Attachment to Item 9.6***.

CONSULTATION

The organisations highlighted in Table 1, above, were contacted to assess their ability to receive Tamala Park leachate.

Efforts have been made to identify other sites through communications with DWER and environmental consultants.

STATUTORY IMPLICATIONS
MRC holds licence L9395/2023/1 under Pt V of the Environmental Protection Act 1986 (EP Act).

FINANCIAL IMPLICATIONS
Details surrounding the financial implications of the potential to remove leachate from Tamala Park to an offsite facility are discussed in ***Confidential Attachment to Item 9.6***.

STRATEGIC IMPLICATIONS

1. Deliver Best Practice Services	Operate waste management services effectively
3. Deliver best practice governance processes and structures	Retain financial sustainability with a commercial focus

COMMENT
The dearth of options highlighted by the investigation into this matter is a good indicator that the solution for leachate management at Tamala Park is likely to be found on site. This view mirrors the work of the CIP which Council recently resolved upon and which determined that an on-site solution is preferred.

Further, the only option available arguably does not provide value to the MRC and its member councils, nor is it likely to provide any environmental benefit.

The Administration proposes that the removal of leachate for offsite disposal at this time is not preferred, and that the work currently under way through the actions of the CIP continue as previously resolved.

VOTING REQUIREMENT
Simple Majority

7.07 pm Cr Vernon returned to the Council Chambers.

RESPONSIBLE OFFICER:
That Council:

1. **Note the details provided in the report and *Confidential Attachment to Item 9.6*.**

Moved Cr Fishwick, Seconded Cr May

PROPOSED AMENDMENT
Moved Cr Fishwick, Seconded Cr Vernon

Add point 2 to state:

2. The CEO be requested to submit a report to the first meeting of the Council in 2025 dealing with investigating options for the disposal of leachate outside the metropolitan area that may result in a more cost-effective overall solution for managing its disposal.

Reasons:
Given that the options explored in the report were all located within the Perth metropolitan area I believe that the administration should have also considered investigating disposal options outside the metropolitan area.

While there would possibly be increased logistical costs associated with transporting leachate to a more distant facility, the disposal costs at such locations could be significantly lower than those proposed by Cleanaway. Finally, the report dealing with such an investigation be presented to the Council at its first meeting next year which I believe provides ample time for it to be prepared.

I would therefore believe that an investigation for the disposal of leachate outside the metropolitan area be undertaken which may result in a more cost-effective overall solution for managing its disposal.

CARRIED UNANIMOUSLY 12/0
For: Crs Castle, Creado, Ferrante, Fishwick, Gobbert, Hatton, Mack, May, Miles, Proud, Vernon and Wright
Against: Nil

SUBSTANTIVE MOTION, AS AMENDED

That Council:

1. **Note the details provided in the report and *Confidential Attachment to Item 9.6.***
2. **The CEO be requested to submit a report to the first meeting of the Council in 2025 dealing with investigating options for the disposal of leachate outside the metropolitan area that may result in a more cost-effective overall solution for managing its disposal.**

CARRIED UNANIMOUSLY 12/0
For: Crs Castle, Creado, Ferrante, Fishwick, Gobbert, Hatton, Mack, May, Miles, Proud, Vernon and Wright
Against: Nil

10 MEMBERS INFORMATION BULLETIN – ISSUE NO. 87

RESPONSIBLE OFFICER RECOMMENDATION

That the Members Information Bulletin Issue No. 87 be received.

Moved Cr Vernon, seconded Cr Ferrante
RESOLVED
That the recommendation be adopted

CARRIED UNANIMOUSLY 12/0
For: Crs Castle, Creado, Ferrante, Fishwick, Gobbert, Hatton, Mack, May, Miles, Proud, Vernon and Wright
Against: Nil

11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Date of submission	22 October 2024
Meeting date	28 November 2024
Item title	Request for Exemption from the provision of clause 4.A1 of the MRC Constitution.
Name of Councillor	Councillor Paul Miles

Notice of motion

That Council:
1. Authorises the City of Wanneroo to be exempt from the provision of clause 4.A1 of the Constitution Agreement subject to the City of Wanneroo disposing of its waste (as defined in the Constitution Agreement) at an energy recovery (energy waste) facility.

Reasons:
This recommendation is made because of the City of Wanneroo's proactive approach to waste management. On 13 August 2024, the City formally endorsed the MRC's proposal for a WTE solution. This decision aimed to secure a WTE contract for the benefit of the community and to ensure a regional approach to the eventual closure of the Tamala Park Landfill. The City of Joondalup has yet to endorse this process, potentially hindering the City of Wanneroo's ability to access WTE services. This situation could effectively tie the City to disposing of its waste solely at the Tamala Park Landfill for the foreseeable future, limiting its options for sustainable waste management.

The urgency of this matter is underscored by the fact that both metropolitan Perth WTE facilities are nearing full operation contracts. Any remaining capacity may be allocated to other sources before the City of Wanneroo can access them, creating significant uncertainty regarding the City's future waste disposal arrangements. Early adoption of WTE by the City of Wanneroo would secure its access to this essential service.

Furthermore, granting this exemption aligns with the City's commitment to sustainable waste management practices. WTE offers environmental advantages over traditional landfill disposal, including reduced greenhouse gas emissions while limiting odor to the surrounding suburbs and decreasing reliance on landfill space. By transitioning to WTE, the City of Wanneroo can significantly reduce the volume of its waste destined for the Tamala Park Landfill. This allows for the potential repurposing of the landfill airspace for commercial use, generating economic benefits and maximizing land utilization.

In conclusion, exempting the City of Wanneroo from clause 4.A1 of the Constitution Agreement provides the City with the flexibility and certainty needed to secure a sustainable and reliable waste management solution for its residents. This exemption supports the City's proactive approach to waste management, ensures access to critical WTE infrastructure, and promotes environmental sustainability.

Officer Comment

The motion seeks to allow the City of Wanneroo the ability to independently access an alternative energy recovery option outside the regional relationship which exists within the MRC member council group should it be able to identify one and be minded to take advantage of that option. The Administration understands from the City of Wanneroo's administration that this is not the position of the City of Wanneroo at this time, which remains supportive of the MRC's efforts to provide a regional energy recovery solution. The motion discusses the position of the City of Joondalup with respect to the MRC's current energy recovery opportunity.

The City of Joondalup administration has previously stated that it is not able to take a report to its council on this matter until such times as all relevant information/documents are provided to it. This includes any finally agreed agreement documents which, as yet, have not been finalised and provided to all member councils. All other member councils have resolved to support the MRC's energy recovery proposal and have provided delegations to their respective Chief Executive Officers on any final agreement wording. Discussions with the preferred tenderer are at an advanced stage regarding the finalisation of those documents, but recent events within the project have hindered this process.

Current MRC Position
At the 26 September 2024 Ordinary Council Meeting, the following was resolved by the Mindarie Regional Council:

Authorises the following, subject to receipt of a final written agreement by all seven member councils:

1. *The MRC CEO to award the tender for the provision of Waste to Energy services (Tender Number: 13/155) to Tenderer B, subject to any minor drafting changes that may be required, after consultation with MRC's legal advisors.*
2. *The MRC CEO and Chair to sign the Waste Supply Agreement between MRC and Tenderer B, as detailed in the report, and authorises the common seal to be applied.*
3. *The MRC CEO and Chair to sign the Participants Agreement between MRC and member councils, as detailed within the report, and authorises the common seal to be applied.*
4. *The MRC CEO and Chair to sign the Financiers Side Deed between MRC and project financiers, as detailed within the report, and authorises the common seal to be applied.*

Impact on current energy recovery situation
The current contractual negotiations are predicated upon all member councils' involvement in the proposal. Should the City of Wanneroo be exempted from the provisions of the MRC's constitution, that could put at threat the currently negotiated position of the MRC until such times as a contract is signed and, if activated, would require a review of the situation by the parties (including the preferred tenderer) and a likely renegotiation of the current position between all. This situation would be likely to be challenging for a number of reasons; not least the impact on the MRC's finances, discussed below. It is arguable that all other member councils would view the MRC's energy recovery option in a more negative light than is currently the case due to cost increases.

Effect on MRC finances
Should Council resolve to provide an exemption to the City of Wanneroo as per the motion proposed, then – assuming that the City of Wanneroo took advantage of that option – this would result in a reduction of the tonnes received by the MRC. The City of Wanneroo currently accounts for around 33% of all materials received by the MRC. The removal of its waste would result in a corresponding reduction in revenue to pay for the services delivered by the MRC. Given the relatively fixed nature of the operational costs that exist when delivering landfill services, it is unlikely that any demonstrable savings could be made in operational costs. To offset that loss in revenue, there would be two main options available to the MRC to rebalance the situation; namely to increase the gate fee accordingly for all remaining tonnes received by the MRC from the six other member councils and/or to identify and attract the disposal of other wastes to offset the tonnes that would be removed.

The Administration is not in a position, at this stage, to identify what any gate fee increase would be as there are a number of financial factors which influence that calculation, but it is likely that any increase would be substantial given that the gate fees paid by the City of Wanneroo equates to approximately 50% of the gate fees currently paid by all other member councils.

Attracting alternative waste materials as a revenue stream to offset any required increase in gate fee is a possibility, however it is likely to take time to sell into what would essentially be

a new market for MRC. In the past MRC has attempted to enter this market and these attempts have provided some revenue for the organisation as an "add-on" to general revenues for the service delivered to member councils, but the mechanisms available to a local government to do so through the provisions of the Local Government Act are cumbersome when compared to the waste management market and therefore hinder effectiveness and revenue generation. As a result, the impact of the MRC's previous efforts has been limited, and a review of the business model adopted to identify alternative materials may be necessary.

Effect on Tamala Park Operations
Assuming that an energy recovery option still moved forward, the removal of the City of Wanneroo's waste from delivery to Tamala Park would extend its operational lifetime substantially unless alternative materials can be found to offset that position.

AMENDED MOTION

Cr Miles tabled an amended motion at the meeting.

Moved Cr Miles, Seconded Cr Wright

That Council:

1. Authorises the City of Wanneroo to be exempt from the provision of clause 4.A1 of the Constitution Agreement, subject to:

    a. The City of Wanneroo disposing of its waste (as defined in the Constitution Agreement) at an energy recovery (energy waste) facility, or other waste facility.
    b. The exemption becoming active on 31 July 2026.

2. That Council decides to not accept any odorous material at Tamala Park from 31 December 2026.

Reasons: Cr Miles proposes that a date be added to the motion to provide clarity to Council, and that this timeline aligns with the City of Wanneroo's plans, currently under development, for a transfer station to be developed within the City in future.

Cr Miles notes that the City's wish is to move forward with the MRC's current energy recovery proposal, as agreed by the City, other member councils and MRC.

The proposed Notice of Motion is designed to allow the City flexibility should MRC's current energy recovery proposal not result in the solution already agreed.

7.58 pm Cr May left the Council Chamber
8.03 pm Cr May returned to the Chamber

During debate, with agreement of the seconder, Cr Miles withdrew his Motion.

During debate Councillor Wright requested his question to be minuted, the Chair agreed:

Cr Wright
Question: Can the CEO please provide Council with the estimated month and year Tamala Park landfill cells would be filled if we continue business as usual on current tonnage and modelling?

Chief Executive Officer
Answer: The estimated date is 13 November 2027, subject to all the variables which I mention in the response to your question on notice later in the agenda.

12 URGENT BUSINESS

Nil

13 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Date of submission	03 October 2024
Meeting date	28 November 2024
Name of Councillor	Councillor Jordan Wright

Question on Notice

1.Can the CEO please provide the estimated month and year the Tamala Park landfill will close please?
2. It is understood that the MRC is required to give a 12 months' notice to its members advising when their residue waste is not required to be deposited at the Tamala Park Landfill, which then triggers the exemption granted to all members. In the event of the City of Joondalup not supporting the MRC WtE tender, could the MRC provide that notice now which will enable the members to start putting in place their own arrangements to manage their residue waste post the non-availability of Tamala Park Landfill.

Officer Response

Q1: Can the CEO provide the estimated month and year the Tamala Park Landfill will close please?
Answer:
It is important to note that providing a date for estimated closure is a complex one given the differing variables that affect that outcome. Those variables include surveys of the active landfill area, the estimated and thereafter actual amount of materials received from member councils, the compaction rate of the materials received in landfill, the volume of daily cover materials deployed as a normal part of pest/odour management control and the approved final landfill contour profile as per the site's environmental management licence. The only

set figure from those is the final landfill profile. The other variables are either completely outside the control of the MRC to manage or dependent upon many different internal and external influences that can impact their performance. For example, the MRC's modelling assumes an agreed position on energy recovery (waste to energy) between all member councils and the MRC, the awarding of a final contract for energy recovery, a start date for the beginning of deliveries to an energy recovery contractor, start dates for each member council with respect to the provision of FOGO recycling services in their respective communities (assuming that they elect to provide that service), an estimation of each member council's "contamination rate" in their respective organics and comingled recycling services, appropriate tonnage modelling being provided by each member council into the future, etc.

Assuming energy recovery is contracted as per Council's previous resolution with a conservative start date set six months from now (28 May 2025) and taking into account reasonable estimates for all of the variables discuss previously, it is estimated that the Tamala Park landfill cells would be filled by May 2029.

The above estimate is provided based upon a survey date of 1 July 2024. A new survey is being arranged which is likely to result in changes to the dates provided given that the information relating to the development of an estimate changes as conditions within the landfill change.

Q2: It is understood that the MRC is required to give 12 months' notice to its members advising when their residue waste is not required to be deposited at the Tamala Park Landfill, which then triggers the exemption granted to all members.
In the event of the City of Joondalup not supporting the MRC WtE tender, could the MRC provide that notice now which will enable the members to start putting in place their own arrangements to manage their residue waste post the non-availability of Tamala Park Landfill.
Answer:
On 21 September 2023 Council resolved the following:

RESPONSIBLE OFFICER RECOMMENDATION:
That Council:
1. Authorise the Mindarie Regional Council's constituent municipalities, being the Cities of Joondalup, Perth, Stirling, Vincent and Wanneroo and the Towns of Cambridge and Victoria Park, to be exempt from the provision of clause 4.A1 of the Constitution Agreement subject to the MRC no longer accepting constituent municipalities' kerbside waste at the Tamala Park Waste Management Facility.
2. Note that the date at which the exemption discussed in 1, above, will be determined by the MRC at a later date.
3. Request the MRC CEO to provide 12 months' written notice to constituent municipalities of the estimated date that the Tamala Park Waste Management Facility expects to no longer accept the constituent municipalities' kerbside waste.

RESPONSIBLE OFFICE RECCOMMENDATION
Moved Cr Hatton, seconded Cr Shannon
RESOLVED
That the recommendation be adopted

(CARRIED UNANIMOUSLY 12/0)

The 12-month notice period discussed in the resolution above was based upon the Administration's confidence in providing an advanced indication of the landfill's available capacity to member councils whilst ensuring that sufficient materials would be available to finalise the timely closure of the active landfill process at Tamala Park. Given the number of independent variables that are described in the answer to Q1, the Administration is uncomfortable in providing a more advanced estimate.

8.10 pm Cr Miles left the Council Chamber
8.11 pm Cr Miles returned to the Council Chamber

Moved Cr May, Seconded Cr Hatton
Procedural motion:
In accordance with clause 10.1(h) of the Mindarie Regional Council Meeting Procedures Local Law 2020 and s5.23 of the Local Government Act 1995, I request that Council meet "behind closed doors" to allow the Council to consider items 14.1 to 14.3, and 14.6 as the items are of a confidential nature.

1. Permits the MRC Chief Executive Officer and MRC staff to remain in the meeting for items 14.1 to 14.3.
2. Permits Ms Cherico and Ms Toward to remain the meeting for item 14.6.
3. Requests people seated in the gallery to leave.

CARRIED UNANIMOUSLY 12/0
For: Crs Castle, Creado, Ferrante, Fishwick, Gobbert, Hatton, Mack, May, Miles, Proud, Vernon and Wright
Against: Nil

Meeting closed to the public at 8.13 pm and people seated in the gallery left.

14 MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

At the previous Ordinary Council meeting held on 26 September 2024, Council deferred items **14.3** Full Risk Register, **14.4** Draft Risk Appetite Statement and Risk Management Plan and **14.5** CEO's review of the appropriateness and effectiveness of the financial management systems and procedures

These reports are now renumbered 14.1, 14.2, and 14.3 respectively as detailed below.

8.13 pm *Cr Ferrante left the Council Chamber*
8.14 pm *Cr Ferrante retuned to the Council Chamber*

This report is Confidential and dealt with in a confidential session, under Section 5.23 (2) (f) (ii) of the *Local Government Act 1995* as the report deals with matters concerning risks to the MRC	
14.1	**FULL RISK REGISTER**
File No:	**GF-20-0000408**
Attachment(s):	**Attachment 1 – Full Risk Register**
Date:	**17 September 2024**
Responsible Officer:	**Chief Executive Officer**

RESPONSIBLE OFFICER AND AUDIT AND RISK COMMITTEE RECOMMENDATION

That Council note the full risk register as presented.

Moved Cr Vernon, seconded Cr Wright
RESOLVED
That the recommendation be adopted

CARRIED UNANIMOUSLY 12/0
For: Crs Castle, Creado, Ferrante, Fishwick, Gobbert, Hatton, Mack, May, Miles, Proud, Vernon and Wright
Against: Nil

This report is Confidential and dealt with in a confidential session, under Section 5.23 (2) (f) (ii) of the *Local Government Act 1995* as the report deals with matters concerning risks to the MRC	
14.2	**DRAFT RISK APPETITE STATEMENT AND RISK MANAGEMENT PLAN**
File No:	**GF-22-0000456**
Attachment(s):	**Attachment 1 – Draft Risk Management Plan and Risk Appetite Statement Version 2. Attachment 2 – Draft (Appendix A) MRC Risk Assessment and Acceptance Criteria.**
Date:	**17 September 2024**
Responsible Officer:	**Chief Executive Officer**

RESPONSIBLE OFFICER AND AUDIT AND RISK COMMITTEE RECOMMENDATION

That Council adopt:
1. Risk Management Plan and Risk Appetite Statement, and;
2. Risk Appetite Statement and Risk Assessment and Acceptance Criteria.

Moved Cr Wright, seconded Cr Miles
RESOLVED
That the recommendation be adopted

CARRIED UNANIMOUSLY 12/0
For: Crs Castle, Creado, Ferrante, Fishwick, Gobbert, Hatton, Mack, May, Miles, Proud, Vernon and Wright
Against: Nil

This report is Confidential and dealt with in a confidential session, under Section 5.23 (2) (f) (ii) of the *Local Government Act 1995* as the report deals with matters concerning risks to the MRC	
14.3	**CEOs REVIEW OF THE APPROPRIATENESS AND EFFECTIVENESS OF THE FINANCIAL MANAGEMENT SYSTEMS AND PROCEDURES**
File No:	**GF-24-0000131**
Attachment(s):	**Attachment 1 – Report on the review of the appropriateness and effectiveness of the financial management systems and procedures**
Date:	**17 September 2024**
Responsible Officer:	**Chief Executive Officer**

RESPONSIBLE OFFICER AND AUDIT AND RISK COMMITTEE RECOMMENDATION

That Council:
Endorses the CEO's Review of the appropriateness and effectiveness of the financial management systems and procedures of the Local Government dated 27 May 2024.

Moved Cr Vernon, seconded Cr Miles
RESOLVED
That the recommendation be adopted

CARRIED UNANIMOUSLY 12/0
For: Crs Castle, Creado, Ferrante, Fishwick, Gobbert, Hatton, Mack, May, Miles, Proud, Vernon and Wright
Against: Nil

14.6	CEO RECRUITMENT AND PERFORMANCE REVIEW COMMITTEE – CONSIDERATION OF COMMITTEE'S RECOMMENDATIONS
File No:	GF-24-0000062
Attachment(s):	Attachment 1 – MRC CEO Performance Review Report 2023/2024
Date:	20 November 2024
Responsible Officer:	Human Resources Manager

Moved Cr Gobbert, seconded Cr May

PROPOSED AMENDMENT 1
Moved Cr Vernon, seconded Cr Proud

Amend point 3 of the recommendation. Remove the words 'Confidential Attachment 1" and replace with the words "Confidential Attachment 2"

Reason:
The reason for this amendment is to alter the Committee's proposed remuneration for the CEO to be set out in Confidential Attachment 2 to this amendment.

CARRIED 9/3
For: Crs Castle, Creado, Ferrante, Hatton, Mack, Miles, Proud, Vernon and Wright
Against: Crs Gobbert, Fishwick and May

PROPOSED AMENDMENT 2
Moved Cr Fishwick, seconded Cr May

That the KPIs be amended to include the development of a winding up plan for the MRC as a regional council, which outlines the key steps for the future management and a closure of the landfill. KPI Timeline: December 2026.

8.53 pm Cr Wright left the meeting
8.53 pm Cr Wright and Mr Cairns re-entered the meeting
9.07 pm Mr Cairns left the meeting

Lost 3/9
For: Crs Gobbert, Fishwick and May
Against: Crs Castle, Creado, Ferrante, Hatton, Mack, Miles, Proud, Vernon and Wright

PROPOSED AMENDMENT 3
Moved Cr Miles, seconded Cr Vernon
Remove the word February and replace with the word June for KPI 1.
CARRIED 11/1
For: Crs Castle, Creado, Ferrante, Fishwick, Hatton, Mack, May, Miles, Proud, Vernon and Wright
Against: Cr Gobbert

SUBSTANTIVE MOTION, AS AMENDED

That Council:
1. Notes the appraisal of Scott Cairns, Chief Executive Officer, has been undertaken for the period 1 July 2023 to 30 June 2024.

2. Endorses the findings of the MRC CEO Performance Review Report 2023/2024 as per the Confidential Attachment 1.

3. Reviews the CEO's Total Renumeration Package for 2024/2025 and endorses the adjustment to the CEO's total reward package, subject to the changes as specified in the Confidential Attachment 2.

4. Approves the 2024/2025 CEO Key Performance Indicators as specified in the confidential Attachment 1, subject to the following change in KPI1, remove the word February and replace with the word June.

CARRIED UNANIMOUSLY 12/0
For: Crs Castle, Creado, Ferrante, Fishwick, Gobbert, Hatton, Mack, May, Miles, Proud, Vernon and Wright
Against: Nil

Moved Cr May, seconded Cr Wright
Procedural Motion
1. Reopens the meeting to members of the public at 9.27 pm

CARRIED UNANIMOUSLY 12/0
For: Crs Castle, Creado, Ferrante, Fishwick, Gobbert, Hatton, Mack, May, Miles, Proud, Vernon and Wright
Against: Nil

15 NEXT MEETING

The next Ordinary Council meeting is to be held on Thursday 12 December 2024 at the City of Perth commencing at 6.30 pm.

16 CLOSURE

The Chair closed the meeting at 9.27 pm and thanked the Town of Victoria Park for their hospitality and use of their meeting facilities.

Signed..... Chair

Dated ..... day of 2024

CATALINA Regional Council

Ordinary Meeting of Council

Thursday 5 December 2024

MINUTES

City of Stirling, 25 Cedric Street, Stirling

Constituent Members:
Cities of Perth, Joondalup, Stirling, Vincent, and Wanneroo
Towns of Cambridge and Victoria Park

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MEMBERSHIP

OWNER COUNCIL	MEMBER	ALTERNATE MEMBER
Town of Cambridge	Cr Jane Cutler	Cr Michael Le Page
City of Joondalup	Cr John Chester Cr Lewis Hutton	Cr Russ Fishwick Cr Phillip Vinciullo
City of Perth	Cr Raj Doshi	Cr Viktor Ko
City of Stirling	Cr Tony Krsticevic Cr David Lagan Cr Suzanne Migdale Cr Karlo Perkov	Cr Teresa Olow Cr Rob Paparde
Town of Victoria Park	Cr Claire Anderson	Cr Bronwyn Ife
City of Vincent	Cr Ashley Wallace	Cr Suzanne Worner
City of Wanneroo	Cr Helen Berry Cr Sonet Coetzee	Cr Eman Seif

PRESENT

Chair	Cr Tony Krsticevic
Councillors	Cr Claire Anderson Cr Helen Berry Cr John Chester Cr Jane Cutler Cr Raj Doshi (arrived 6:08pm) Cr Lewis Hutton (arrived 6:04pm) Cr David Lagan Cr Suzanne Migdale Cr Karlo Perkov Cr Ashley Wallace Cr Eman Seif - alternate for Cr Coetzee (arrived 6:03pm)
Alternate Members	Nil
Staff	Mr Chris Adams (Chief Executive Officer) Mr Simon O'Sullivan (Project Manager) Ms Vickie Wesolowski (EA/Office Manager)
Apologies Councillors	Cr Sonet Coetzee
Leave of Absence	Nil
Absent	Nil
Consultants	Nil
Apologies Participant Councils' Advisers	Mr David MacLennan (City of Vincent) Mr Bill Parker (City of Wanneroo) Mr James Pearson (City of Joondalup) Ms Michelle Reynolds (City of Perth) Mr Kelton Hincks (Town of Cambridge) Mr Duncan Olde (Town of Victoria Park)
In Attendance Participant Councils' Advisers	Mr Stevan Rodic (City of Stirling)
Members of the Public	Nil
Press	Nil

PRELIMINARIES

1. OFFICIAL OPENING

The Chair declared the meeting open at 6:00pm.

2. APOLOGIES AND LEAVE OF ABSENCE

Apologies: Cr Sonet Coetzee

3. DISCLOSURE OF INTERESTS

Cr Krsticevic declared an impartial interest in Item 9.10 (EOI – Sale of Lot 2138) as some of the directors are known to him.

Cr Lewis Hutton declared an impartial interest in Item 9.11 (Management of CRC's interface with MRC's Tip Facility) because he has been working with Catalina residents regarding this matter.

4. PUBLIC STATEMENT/QUESTION TIME

Nil

5. ANNOUNCEMENTS BY CHAIR (WITHOUT DISCUSSION)

Nil

6. PETITIONS

Nil

7. CONFIRMATION OF MINUTES

Moved Cr Cutler, Seconded Cr Perkov.

Recommendation in the Agenda:

That the minutes of the Ordinary Meeting of Council of 17 October 2024 be CONFIRMED as a true and accurate record of proceedings with the following amendment: Cr Hutton declared an impartial interest in Item 9.12 (Potential Impacts and Implications of MRC Operations on CRC) because he has been working with Catalina residents regarding this matter and Cr Krsticevic declared an impartial interest in Item 15.1 (EOI - Sale of Lot 2401) because some of the directors are known to him.

The recommendation as amended:

That the minutes of the Ordinary Meeting of Council of 17 October 2024 be CONFIRMED as a true and accurate record of proceedings with the following amendment: Cr Hutton declared an impartial interest in Item 9.12 (Potential Impacts and Implications of MRC Operations on CRC) because he has been working with Catalina residents regarding this matter and Cr Krsticevic declared an impartial interest in Item 15.1 (EOI - Sale of Lot 2401) because some of the directors are known to him.

Reason for amendment:

The two declarations of impartial interest were omitted from the Minutes circulated after the October 2024 OCM.

The Motion was put and declared CARRIED (9/0).

For: Councillors Anderson, Berry, Chester, Cutler, Krsticevic, Lagan, Migdale, Perkov and Wallace.
Against: Nil.
Cr Seif arrived 6:03pm.

8. BUSINESS ARISING FROM MINUTES

Nil

Cr Hutton arrived 6:04pm.

9. ADMINISTRATION REPORTS AS PRESENTED

9.1 BUSINESS REPORT – PERIOD ENDING 31 OCTOBER 2024

Moved Cr Chester, Seconded Cr Migdale.

That the Council RECEIVES the Business Report for the period ending 31 October 2024.

The Motion was put and declared CARRIED (11/0).

For: Councillors Anderson, Berry, Chester, Cutler, Krsticevic, Hutton, Lagan, Migdale, Perkov, Seif and Wallace.
Against: Nil.

9.2 STATEMENT OF FINANCIAL ACTIVITY FOR OCTOBER 2024

Moved Cr Perkov, Seconded Cr Berry.

That the Council RECEIVES and NOTES the Statement of Financial Activity for the month ending 31 October 2024.

The Motion was put and declared CARRIED (11/0) by exception resolution.

For: Councillors Anderson, Berry, Chester, Cutler, Krsticevic, Hutton, Lagan, Migdale, Perkov, Seif and Wallace.
Against: Nil.

9.3 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR OCTOBER 2024

Moved Cr Perkov, Seconded Cr Berry.

That the Council:

1. **RECEIVES and NOTES the list of accounts paid under Delegated Authority to the CEO for October 2024 - $4,833,625.37.**

2. **APPROVES the Credit Card Statement for October 2024.**

The Motion was put and declared CARRIED (11/0) by exception resolution.

For: Councillors Anderson, Berry, Chester, Cutler, Krsticevic, Hutton, Lagan, Migdale, Perkov, Seif and Wallace.
Against: Nil.

9.4 PROJECT FINANCIAL REPORT – SEPTEMBER 2024

Moved Cr Chester, Seconded Cr Wallace.

That the Council RECEIVES the Project Financial Report (September 2024) submitted by the Satterley Property Group.

The Motion was put and declared CARRIED (11/0).

For: Councillors Anderson, Berry, Chester, Cutler, Krsticevic, Hutton, Lagan, Migdale, Perkov, Seif and Wallace.
Against: Nil.

Cr Doshi arrived 6:08pm.

9.5 SALES AND SETTLEMENT REPORT – PERIOD ENDING 31 OCTOBER 2024

Moved Cr Chester, Seconded Cr Berry.

That the Council RECEIVES the Sales and Settlement Report for the period ending 31 October 2024.

The Motion was put and declared CARRIED (12/0).

For: Councillors Anderson, Berry, Chester, Cutler, Doshi, Krsticevic, Hutton, Lagan, Migdale, Perkov, Seif and Wallace.
Against: Nil.

9.6 ANNUAL REPORT FOR YEAR ENDING 30 JUNE 2024

Moved Cr Lagan, Seconded Cr Migdale.

The recommendation in the Agenda:

That the Council ADOPTS the Annual Report of the Catalina Regional Council for the FYE 2024.

The recommendation as amended:

That the Council ADOPTS the Annual Report of the Catalina Regional Council for the FYE 2024 subject to following change on page 4 of the Report:

Current Wording
During 2023/24, the Council was able to make a $30M distribution of profit from land sales to the member local governments, bringing the total distributed over the life of the Project to $147M.

Approved Wording
During 2023/24, the Council was able to make a $30M distribution of profit from land sales to the member local governments, bringing the total distributed over the life of the Project to $147M (to date).

Reason for amendment:

To provide clarity to the report.

The Motion was put and declared CARRIED by ABSOLUTE MAJORITY (12/0).

For: Councillors Anderson, Berry, Chester, Cutler, Doshi, Krsticevic, Hutton, Lagan, Migdale, Perkov, Seif and Wallace.
Against: Nil.

9.7 PROJECT BUDGET FYE 2025 – MID YEAR REVIEW

Moved Cr Migdale, Seconded Cr Berry.

That the Council ADOPTS the Mid-Year Project Budget FYE 2025 Review (as contained in the Attachments) and uses it as the basis for financial planning, including for the statutory Mid-Year CRC Budget FYE 2025 Review.

The Motion was put and declared CARRIED by ABSOLUTE MAJORITY (12/0).

For: Councillors Anderson, Berry, Chester, Cutler, Doshi, Krsticevic, Hutton, Lagan, Migdale, Perkov, Seif and Wallace.
Against: Nil.

9.8 REVIEW OF APPOINTMENT OF ACTING AND TEMPORARY CHIEF EXECUTIVE OFFICER POLICY

Moved Cr Perkov, Seconded Cr Berry.

That the Council APPROVES the Appointment of Acting or Temporary Chief Executive Officer Policy (November 2024).

The Motion was put and declared CARRIED (12/0) by exception resolution.

For: Councillors Anderson, Berry, Chester, Cutler, Doshi, Krsticevic, Hutton, Lagan, Migdale, Perkov, Seif and Wallace.
Against: Nil.

9.9 CONSIDERATION OF POTENTIAL EXPANSION OF PURPOSE/OBJECTIVE OF THE CATALINA REGIONAL COUNCIL

Moved Cr Perkov, Seconded Cr Berry.

That the Council NOT actively pursue the acquisition and development of land other than the land currently defined in the CRC Establishment Agreement.

The Motion was put and declared CARRIED (12/0) by exception resolution.

For: Councillors Anderson, Berry, Chester, Cutler, Doshi, Krsticevic, Hutton, Lagan, Migdale, Perkov, Seif and Wallace.
Against: Nil.

9.10 EXPRESSION OF INTEREST – SALE OF LOT 2138 BEAUMONT CRESCENT, MINDARIE – BEACH ENTRY SOUTH SITE (06/2024)

Moved Cr Perkov, Seconded Cr Berry.

That the Council:

1. **APPROVES Realstar WA Pty Ltd as the preferred Proponent for the purchase of Lot 2138 Beaumont Crescent, Mindarie under Expression of Interest 06/2024.**

2. **AUTHORISES the Chief Executive Officer to execute a sales contract with Realstar WA Pty Ltd for the sale of Lot 2138 Beaumont Crescent, Mindarie in accordance with the Financial Offer within its Expression of Interest submission (dated 13 November 2024) and subject to sales terms and conditions considered necessary to achieve Council objectives for the sale and development of the site.**

The Motion was put and declared CARRIED (12/0) by exception resolution.

For: Councillors Anderson, Berry, Chester, Cutler, Doshi, Krsticevic, Hutton, Lagan, Migdale, Perkov, Seif and Wallace.
Against: Nil.

9.11 MANAGEMENT OF CRC'S INTERFACE WITH MRC'S TAMALA PARK TIP FACILITY

Moved Cr Hutton, Seconded Cr Wallace.

The recommendation in the Agenda:

That the Council:

1. MODIFIES the General Acknowledgements clause within the CRC land sales contract that pertains to the Mindarie Regional Council's (MRC) waste management facility to say the following:

   The Buyer acknowledges:

   - The proximity of the Tamala Land Fill site to the southern boundary of Catalina Estate;
   - The existence of a landfill buffer;
   - That the landfill buffer area is unlikely to be developed in the near term; and
   - That the operation of the land fill site may create intermittent odour issues at the purchased site.

   Additional information regarding this matter is available in Annexure 9.

2. NOTES that the MRC and Department of Water and Environmental Regulation (DWER) are aware of odour concerns and are actively working on strategies and options to mitigate the prevalence of the issue in the short and longer term.

The recommendation as amended:

That the Council:

1. **MODIFIES the General Acknowledgements clause within the CRC land sales contract that pertains to the Mindarie Regional Council's (MRC) waste management facility to say the following:**

   The Buyer acknowledges:

   - **The proximity of the Tamala Land Fill site to the southern boundary of Catalina Estate;**
   - **The existence of a landfill buffer;**
   - **That the landfill buffer area is unlikely to be developed in the near term; and**
   - **That the operation of the land fill site may create intermittent odour issues at the purchased site.**

   Additional information regarding this matter is available in Annexure 9.

2. **NOTES that the MRC and Department of Water and Environmental Regulation (DWER) are aware of odour concerns and are actively working on strategies and options to mitigate the prevalence of the issue in the short and longer term.**

3. **REQUESTS the Mindarie Regional Council to investigate options to expedite the closure of the Tamala Park Landfill in a timely and orderly manner.**

Reason for amendment:

Council added an additional dot point (Dot point 3) as it wished to formally convey its view to the MRC that the CRC Council's preference is for the Tip facility to be closed as soon as practicable.

The Motion was put and declared CARRIED (12/0).

For: Councillors Anderson, Berry, Chester, Cutler, Doshi, Krsticevic, Hutton, Lagan, Migdale, Perkov, Seif and Wallace.
Against: Nil.

9.12 CATALINA GREEN SUSTAINABILITY DEMONSTRATION HOME – SPONSORSHIP ARRANGEMENTS

Moved Cr Perkov, Seconded Cr Berry.

That the Council NOTES the progress made with proposed sponsorship arrangements for the construction and operation of the Catalina Green Sustainability Demonstration Home as set out in the schedule contained in Confidential Appendix 9.12.

The Motion was put and declared CARRIED (12/0) by exception resolution.

For: Councillors Anderson, Berry, Chester, Cutler, Doshi, Krsticevic, Hutton, Lagan, Migdale, Perkov, Seif and Wallace.
Against: Nil.

9.13 SALE OF LOT 2401 PORTOFINO PROMENADE, MINDARIE – CATALINA BEACH COMMERCIAL SITE – PREFERRED PROPONENT ENTITY NAME REVISION

Moved Cr Perkov, Seconded Cr Berry.

That the Council:

1. **NOTES that the Trustee for the R & A Mulé Trust was awarded preferred Proponent status for the purchase of Lot 2401 Portofino Promenade, Mindarie (EOI 05/2024).**

2. **APPROVES the reassignment of the preferred Proponent status from the Trustee for the R & A Mulé Trust to *Torre Fazione Italia Pty Ltd as trustee for Catalina Beach Hospitality Unit Trust.***

3. **AUTHORISES the Chief Executive Officer to execute a contract for the sale of Lot 2401 Portofino Promenade, Mindarie with Torre Fazione Italia Pty Ltd as trustee for Catalina Beach Hospitality Unit Trust subject to sales terms and conditions considered necessary to achieve Council objectives for the sale and development of the site.**

The Motion was put and declared CARRIED (12/0) by exception resolution.

For: Councillors Anderson, Berry, Chester, Cutler, Doshi, Krsticevic, Hutton, Lagan, Migdale, Perkov, Seif and Wallace.

Against: Nil.

10. COMMITTEE REPORTS

AUDIT, RISK and IMPROVEMENT COMMITTEE (28 NOVEMBER 2024)

10.1 MEETING ATTENDANCE FEES FOR INDEPENDENT COMMITTEE MEMBERS

Moved Cr Krsticevic, Seconded Cr Perkov.

That the Council:

1. **ADOPTS the maximum fee for Regional Council Independent Committee Members as set out in the Salaries and Allowances Tribunal Determination 2024.**
2. **APPROVES the payment of the maximum fee to Independent Committee Members on the Audit, Risk and Improvement Committee.**
3. **APPROVES the updated Audit, Risk and Improvement Committee Terms of Reference (November 2024).**
4. **REQUESTS the CEO to undertake an expression of interest process for two suitably qualified and experienced independent members and recommend appointment to Council.**

The Motion was put and declared CARRIED (12/0) by exception resolution.

For: Councillors Anderson, Berry, Chester, Cutler, Doshi, Krsticevic, Hutton, Lagan, Migdale, Perkov, Seif and Wallace.
Against: Nil.

11. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

Nil

12. QUESTIONS BY ELECTED MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

13. URGENT BUSINESS APPROVED BY THE CHAIR

Nil

14. GENERAL BUSINESS

The Chair and Deputy Chair congratulated the CRC Council and staff on a successful year and wished everyone a Merry Christmas.

15. DECISION TO MOVE TO CONFIDENTIAL SESSION

Moved Cr Lagan, Seconded Cr Perkov.

That Item 15.1 Review of CRC Risk Management Framework. Be CONSIDERED Behind Closed Doors in accordance with Section 5.23 of the *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to the following:

c) A contract entered into, or which may be entered into, by the CRC and which relates to a matter to be discussed at a meeting (section 5.23(2)(c)); and

e) A matter that if disclosed, would reveal -
i) information that has a commercial value to a person; or
ii) information about the business, professional, commercial, or financial affairs of a person;
where the information is held by, or is about, a person other than the CRC (section 5.32(2)(e)).

The Motion was put and declared CARRIED (12/0).

For: Councillors Anderson, Berry, Chester, Cutler, Doshi, Krsticevic, Hutton, Lagan, Migdale, Perkov, Seif and Wallace.
Against: Nil.

At 6:25pm the meeting was closed to the public, and all attendees who were not required left the meeting prior to consideration of Item 15.1.

15.1 CONFIDENTIAL: REVIEW OF CRC RISK MANAGEMENT FRAMEWORK

Moved Cr Wallace, Seconded Cr Cutler.

That the Council:

1. **PROCEEDS with the confidential recommendation as outlined in the Confidential Agenda.**

2. **RESOLVES that this report, attachments and resolution remain confidential in accordance with section 5.23(2)(c) and (e) of the *Local Government Act 1995*.**

The Motion was put and declared CARRIED (12/0).

For: Councillors Anderson, Berry, Chester, Cutler, Doshi, Krsticevic, Hutton, Lagan, Migdale, Perkov, Seif and Wallace.
Against: Nil.

Moved Cr Migdale, Seconded Cr Lagan.

That the meeting be REOPENED to the public.

The Motion was put and declared CARRIED (12/0).

For: Councillors Anderson, Berry, Chester, Cutler, Doshi, Krsticevic, Hutton, Lagan, Migdale, Perkov, Seif and Wallace.

Against: Nil.

16. FORMAL CLOSURE OF MEETING

The Chair declared the meeting closed at 6:34pm.

Date:	12 December 2024
Time:	6:30PM
Location:	City of Perth

MINDARIE REGIONAL COUNCIL

Ordinary Council Meeting
Minutes

mrc.wa.gov.au

MINDARIE REGIONAL COUNCIL
ORDINARY COUNCIL MEETING MINUTES
12 December 2024

MINDARIE REGIONAL COUNCIL

NOTICE OF MEETING

06 December 2024

Councillors of the Mindarie Regional Council are advised that an Ordinary Meeting of the Council will be held at the City of Perth at 6.30 pm on 12 December 2024.

The agenda pertaining to the meeting follows.

Your attendance is respectfully requested.

SCOTT CAIRNS
CHIEF EXECUTIVE OFFICER

MINDARIE REGIONAL COUNCIL - MEMBERSHIP

Cr S Proud, JP (Stephanie) - Chair	City of Stirling
Cr K Vernon (Karen)- Deputy Chair	Town of Victoria Park
Cr R Fishwick, JP (Russ)	City of Joondalup
Cr C May (Christopher)	City of Joondalup
Cr L Gobbert, JP (Liam)	City of Perth
Cr A Creado (Andrea)	City of Stirling
Cr J Ferrante (Joe)	City of Stirling
Cr C Hatton (Chris)	City of Stirling
Cr A Castle (Alex)	City of Vincent
Cr P Miles (Paul)	City of Wanneroo
Cr J Wright (Jordan)	City of Wanneroo
Cr G Mack (Gary)	Town of Cambridge

NB: Although some Councils have nominated alternate members, it is a requirement that a Council carries a specific resolution for each occasion that the alternate member is to act.

MINDARIE REGIONAL COUNCIL
ORDINARY COUNCIL MEETING MINUTES
12 December 2024

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MINDARIE REGIONAL COUNCIL
ORDINARY COUNCIL MEETING MINUTES
12 December 2024

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chair declared the meeting open at 6.40 pm

2 ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

MRC COUNCILLORS

Cr S Proud, JP (Stephanie) CHAIR	City of Stirling
Cr K Vernon (Karen) DEPUTY CHAIR	Town of Victoria Park
Cr R Fishwick, JP (Russ)	City of Joondalup
Cr L Gobbert, JP (Liam)	City of Perth
Cr L Thornton (Lisa)	City of Stirling
Cr C Hatton (Chris)	City of Stirling
Cr A Castle (Alex)	City of Vincent
Cr P Miles (Paul)	City of Wanneroo
Cr J Wright (Jordan)	City of Wanneroo
Cr J Cutler (Jane)	Town of Cambridge

Apologies

Cr A Creado	City of Stirling
Cr J Ferrante	City of Stirling
Cr G Mack	Town of Cambridge
Cr C May JP	City of Joondalup

MRC Officers

Mr S Cairns (Chief Executive Officer)
Ms A Arapovic (Executive Manager Corporate Services)
Mr D Turner (Projects and Procurement Manager)
Ms S Cherico (Human Resource Manager)
Ms D Toward (Executive Assistant)

Approved leave of absence

Nil

Member Council Observers

Mr N Claassen	City of Joondalup
Mr M Pennington	City of Joondalup
Mr B Campbell	City of Perth
Mr M Copeman	City of Perth
Mr A Murphy	City of Stirling
Mr P Varris	City of Vincent
Mr A Griffiths	City of Vincent
Mr H Singh	City of Wanneroo
Mr J Gault	City of Wanneroo
Mr A Head	Town of Cambridge

MRC Observers:

Mr R Davies

VISITORS
Nil

3 DECLARATION OF INTERESTS

Nil

6.43 pm Cr Vernon entered the meeting

4 PUBLIC QUESTION TIME

QUESTIONS ASKED VERBALLY AT THE COUNCIL MEETING HELD ON 12 DECEMBER 2024:

Ms O'Byrne, Kinross

Question 1.
Do the elected members of the MRC have any of their councillor contact details: mobile phone, email, on the MRC's website, so that members of the public may contact them through the MRC, rather then having to go search on the member council's websites?
CEO response:
MRC is a regional council and it is common practice that regional councils do not place councillor contact information on their website.
Contact details for MRC councillors are available through the respective member council websites.

Question 2.
The historic practice of the Mindarie Regional Council is to pay a small telephone allowance to MRC Councillors, but no IT technology and laptop Allowance, since these devices are routinely provided to individual councillors by their respective member councils. What striking persuasive points were raised by MRC Councillors at the May 2024 OCM to have eleven elected members vote down this historic MRC Practice so that now the maximum IT allowance possible is paid to MRC councillors from both their respective councils and from the MRC?
CEO response:
I refer Ms O'Byrne to the minutes of the MRC Ordinary Council Meeting on 30 May this year, which are publicly available on the MRC website. The reasons provided in that motion and the officer's response are recorded there.

Mr P Bedworth, Quinns Rock

Question 1:
At a City of Wanneroo Council meeting on 10.12.2024, the City moved to request that this Council stop accepting odorous materials from December 2026, if that is accepted by this Council can the landfill site be continued to be filled with other non-odorous materials.
CEO Response:
That would be a decision for Mindarie Regional Council, the facility has a licence to receive

Class 2 and 3 materials, odorous and non-odorous materials are relevant to those classes. It is not currently the decision of Council but if Council changes its mind, it can do that.

Question 2:
Should the proposal by the City of Wanneroo be accepted, would this mean that the landfill site and the life expectancy may go past its licence date?
CEO Response:
I have recently been made aware of this matter, and I have not had the opportunity to read the resolution. However I can advise that to ensure the landfill site does not extend past the date, MRC would need to find alternative materials to meet its obligation to fill the landfill.

WRITTEN QUESTION RECEIVED PRIOR TO THE MEETING.

The questions and answers were read out by the CEO during the meeting as follows:

Mr K Hansen, Kinross

Question 1:
Can you confirm the extent of the lining of the two landfill nodes, in other words are the lining materials fully enclosing the landfill underneath and around the sides to the surface?
CEO Response:
A portion of stage 1 of the Tamala Park landfill – the oldest stage – was unlined and filled with Class 2 putrescible waste between 1991 and 2004. This was approved by the regulator and reflected best practice at the time.
All other areas of the landfill are lined and the liner extends from the base of the landfilling area, to include the side walls, up to ground level.
Question 2:
Can you describe in full the lining material as used in the landfill to include what the lining material is made of, the resistance to leachate penetration to the water table, and the whole of life expectancy of the liner(s)?
CEO Response:
A number of liners have been installed at Tamala Park across its 33-year operational life, but all of these have been designed to help prevent the contamination of the surrounding land and groundwater.
All liners have undergone strict and comprehensive design; approval and quality assurance processes, carried out on MRC's behalf by independent industry contractors and in line with best practice at the time.
All liners used at Tamala Park have been subject to approval by the regulator (DWER) in consideration of their ability to contain leachate within the landfill and prevent egress into the water table, in line with best practice at the time.
Materials used in liners installed at Tamala Park have included High Density Poly Ethylene (HDPE); Linear Low Density Poly Ethylene (LLPDE); geotextiles and geocomposites.

Ms A Creswick, Kinross

Question 1:
Explain how MRC decides a community odour complaint is validated as 'formal enough' to be received and documented as DATA?
CEO Response:
All odour complaints submitted to MRC are logged in our system and investigated so far as is possible. In instances where MRC is not provided with enough information to carry out its investigation, complaints are listed as 'logged but not investigated'.
In instances where more information is required, the complainant will be contacted to request it.
Question 2:
What MRC procedure is in place to alert a member of the public who is reporting prodigiously that their reporting is so inaccurate that the MRC facility cannot acknowledge these odour complaints as Data to feature in reports or be passed on as Data to DWER as regulator?
CEO response: I refer to my previous answer. All odour complaints submitted to MRC are logged in our system and investigated so far as is possible. In instances where MRC is not provided with enough information to carry out its investigation, complaints are listed as 'logged but not investigated'. In instances where more information is required, the complainant will be contacted to request it.

Mr S Henderson, Kinross

Question 1:
What plans are presently being discussed for the care and maintenance of the Tamala Park Landfill site after closure?
CEO Response:
Planning for the care and maintenance of the landfill, post-closure, is part of MRC's day-to-day business and is under regular review. MRC is bound by the terms of its license to manage the site's aftercare in an appropriate manner, as determined by the regulator.
MRC has a post-closure plan in place which is updated from time to time, according to the current best practice and operational needs.

Queston 2:
How long is it anticipated that the EDL gas plant will go on operating on the landfill site?
CEO Response:
EDL has a contract as operator of the Tamala Park landfill gas power station until mid-2032. This contract is reviewed annually with the expectation that, as 2032 approaches, discussions will be held to determine:

a) How long the power station will continue to operate as an electricity generator (based upon current and future gas extraction modelling), and;
b) When it is expected that the power station will enter 'care and maintenance' operations, to extract and dispose of the remaining landfill gas held within the landfill.

Based upon these discussions, MRC and EDL may choose to extend the contract period accordingly.

Mr S and Mrs L Emsley, Kinross

Mrs Emsley sent five questions for this meeting, however, according to MRC Meeting Procedures Local Law 2020, members of the public are able to ask up to two questions at an Ordinary Council Meeting whether that is in person or in writing.
MRC informed Mrs Emsley of this in an email on 11 December and advised her that, by the time of this meeting, she had not advised MRC which questions she would like to be raised, the first two she provided would receive an answer.
As of 5PM on 12 December, we have not received a response from Mrs Emsley and so the answer to the first two questions are as follows:

Question 1:
Oxides of nitrogen are a by-product of methane gas used to power the 6 Megawatts of generation turbines. What perimeter emissions monitoring is currently in place to monitor these oxides?
CEO Response:
No such monitoring around the site perimeter is currently carried out by MRC.

Question 2:
Sulphur dioxide has a pungent odour and is known to be emitted from the site, what perimeter monitoring is in place to measure levels of Sulphur dioxide?
CEO Response:
No such monitoring around the site perimeter is currently carried out by MRC.

5 ANNOUNCEMENT BY THE PRESIDING PERSON

I would like to announce that Cr Alex Castle has submitted her resignation from MRC effective from 31 December 2024.

I would like to acknowledge Cr Castle for her past service since joining the MRC in July 2021, since this period Cr Castle has offered solid debate, valid arguments and held a balanced view on what MRC is focused on achieving operationally. We offer our sincere thanks to Cr Castle for her valuable contribution to the MRC and wish you all the very best for the future. We know Alex will be following MRC's progress on critical projects, thank you Alex.

The City of Vincent, at their Council meeting on 10 December, appointed Mayor Xamon as their representative for the MRC, I look forward to welcoming Mayor Xamon to the MRC in the new year.

6 APPLICATION FOR LEAVE OF ABSENCE

Nil

MINDARIE REGIONAL COUNCIL
ORDINARY COUNCIL MEETING MINUTES
12 December 2024

7 PETITIONS/DEPUTATIONS/PRESENTATIONS

The following deputation was submitted verbally at the Council meeting held on 12 December 2024:

Ms O'Byrne, Kinross

- *The very same councils responsible for the Tamala Park Landfill are also the in charge of the Catalina Regional Council ... It seems facetious for the MRC to be drawing attention to the encroachment of the residences to the landfill. Could the member council's right hand not see what the left hand was doing?*
- *Mindarie Regional Council is a special purpose Regional Local Government established to deliver effective, efficient and environmentally sound waste treatment and disposal.*
- *The role of councils is to lead and represent their communities. They do so by engaging with their community, making decisions and setting the local government's strategic direction. The MRC has made plenty of decisions but failed to engage the community.*
- *Strategic Direction and the MRC - Well, this regional council is highly focused on the dictum that 'finance follows function', and the finance function within the MRC Landfill Organisation involves activities and processes responsible for managing this waste business's financial resources.*
- *Prime Deference is given to the key stakeholders. And who are they? Not the community, but the member councils that 'run the Tamala Park Operation'.*
- *Proving this is not difficult - The Mindarie Regional Council Elected Members' Membership Roll is composed of mainly senior elected members of their constituent councils.*
- *At its meeting held on 20 September 2005 (City of Joondalup J202-09/05 refers), Council recommended that consideration be given to the MRC and CRC (formerly TPRC) being represented by either the Mayor or the Deputy Mayor, in order that a senior level of representation be maintained.*
- *Why was that necessary to serve the community, or serve the component councils? The Councils, of course.*
- *It is worth noting here that five of seven member councils have no exposure to Odour from the Tamala Park Landfill, so they are positioned for a win-win outcome, whatever happens. They can follow government mandates for the Circular Economy whilst looking like heroes to their own communities... and keep the landfill operation going on and on against the Odour afflicted community wishes.*
- *Protest signage may say Shut the Tip Now, but the community is aware that the Tip requires a staged shutdown, with community safety, water table issues fully addressed, leachate issues, liner issues fully addressed, contamination and pollution out into the local environment to be independently tested.*

- *Wanneroo and Joondalup Councils have been as deficient as the other five councils - with very little engagement with the odour issues until the rise in the Odour reporting, especially after the Community meeting, I held in September 2023 where we were informed by our MLA to report to DWER and the MRC.*
- *The October 6th Councillor MRC Meeting is mentioned in the Minutes of the last meeting. MRC is viewing that meeting through rose coloured glasses. It was a politically motivated meeting. Residents went home extremely angry from it. Billed as community forum to have a frank discussion about the issues - It did not lead to any frank discussion and a question from the well of the room once Mr. CEO announced there were no health issue on Depression was skated over as quickly as possible by him without pause. The questions sent in in advance were not addressed. It was disgraceful of the Joondalup Dep. Mayor to refuse MLA Folkard the microphone to address the room.*
- *Unfortunately, the community is not very skilful in reporting Odour and that's down to the practices of the MRC over time. There's never been any attempt in a meaningful way to go out and educate the community how to report / analyse the stench content, report every time the stench is met with. The MRC discard function is stronger than community regard function.*
- *Following the failure of the MRC to allow the Stench-affected community a voice - I then tried to engage with DWER as the community representative. Initially, DWER said no to me, but I then organised a DWER Community Letter signed only by residents living in and/or working in the stench. 312 signed it, travelling from Burns Beach, Currambine, Catalina-Clarkson, Kinross at the times put up online. That letter never went to doors and took no sympathy sign-ons.*
- *November 12: Four TPOAG members had such a useful meeting with the MILA and DWER. I sent in a lot of community member questions in advance of that meeting. And now we as a group sourced some of the DWER Odour Sentinels. It feels like now we are part of the solution, where previously the community seemed to be viewed as MRC's problem*
- *Waiting for residents to sign the DWER Odour Letter in the Kinross Shopping Centre made me realise how deficient this operation is / was in looking after and educating the community. The MRC is absolutely responsible for reporting fatigue and failure to report correctly. Some residents have never reported, because they didn't know how to. I's become apparent that residents now seeking redress through the Ombudsman have been informed that thought their complaint has been received; none of their complaints been judged 'formal', therefore did not make it to MRC DATA Status to be mapped and reported. To the Regulator*
- *Where's the humanity in this?*
- *Empathy is a forbidden land to the Data driven MRC - One lady reported to me over thirty failed attempts to report - I've not got a copy of the emails - contact details were given - What do you think you were doing to the residents who were treated thus?*

- *So long as the community was venting on face-book and not reporting to MRC., the revolting issues were not being caught either by MRC or by DWER. And that might appear to benefit the MRC.*
- *The Member Councils' elected members seem to have been well satisfied with the operation & governance making the recommendations and effectively, it seems undergoing very little scrutiny from elected members. There is little evidence of them seeking extra reports to increase the understanding of councillors on impacts of the operation out into the community; that is up to the very recent times.*
- *Year ending 23/24 - MRC Councillors worked just a total of 11 hours 2 minutes in MRC Council /Committee meetings but managed to reward themselves in May 24 with the doubling up of their ICT allowances. - the intention of that allowance is to cover computer and hardware and is not intended to result in a windfall gain to councillors. But a windfall is what transpired as a result of the 11 for, one against vote. On that date.*
- *There's always being odour problems with this landfill but the problems significantly worsened over the past two years.*
- *Senior representation: # former state ministers served on the MRC - Cr. Jacob a former Environment Minister and Cr. Miles a Former LG Minister, former Chair and now a sitting member, so why were their experienced eyes shut as problems built up on the landfill to the detriment to the community?*
- *There's plenty of evidence that fugitive landfill gasses have been escaping from the base of the old, already should-be-shut, badly managed landfill and now we also know that the landfill operation has lost control of leachate on the site to some extent -with consequent rise in the gas emissions.- residents are being made physically and mentally ill by these fugitive gasses. Documented proof exists of residents waking up suffering with nausea, headaches and retching to the point of being sick. Of school children being made to feel ill simply being bussed to school. Of residents sitting crying at the futility of their situation with the odour already permeating their home in the middle of the night or coming home from work with the smell already in, Or, having to stay with relatives when they can't take it anymore, of residents crying and anxious simply because rain is forecast. Of motorists and cyclists almost having accidents at the suddenness of their gagging reaction to the horrid smell when driving by the landfill. Of residents unable to hold BBQ's, children's parties, enjoy the outdoors, put out the washing, put on the aircon, put on the heating and buying expensive double glazing trying to make their homes impermeable to the gasses.*

Petition

Ms M O'Byrne submitted a petition to Chief Executive Officer prior to opening of the Ordinary Council meeting held on 12 December 2024.

The Chair confirmed that in accordance with the *MRC Meeting Procedures Local Law 2020*, the petition will be presented to the next Ordinary Council meeting.

MINDARIE REGIONAL COUNCIL
ORDINARY COUNCIL MEETING MINUTES
12 December 2024

8 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

8.1 ORDINARY COUNCIL MEETING – 28 November 2024

The Minutes of the Ordinary Council Meeting held on 28 November 2024 have been printed and circulated to members of the Council.

RESPONSIBLE OFFICER RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on 28 November 2024 be confirmed as a true record of the proceedings.

Moved Cr Wright, seconded Cr Hatton
RESOLVED
That the recommendation be adopted

CARRIED UNANIMOUSLY 10/0
For: Crs Castle, Cutler, Fishwick, Gobbert, Hatton, Miles, Proud, Thornton, Vernon and Wright
Against: Nil

9 CHIEF EXECUTIVE OFFICER REPORTS

9.1	FINANCIAL STATEMENT – FOR THE PERIOD ENDED 30 November 2024
Reference:	**GF-23-000000019**
Attachment(s):	**Attachment 1**
Date:	**06 December 2024**
Responsible Officer:	**Executive Manager Corporate Services**

SUMMARY

The purpose of this report is to provide Council with a set of financial reports in line with statutory requirements, which provides information on the financial performance of the Mindarie Regional Council (MRC).

BACKGROUND

Financial Management Regulations 34 of the Local Government (Financial Management) Regulations 1996 defines reporting requirements.

The financial reports presented for the month ending 30 November 2024 consist of:

- Statement by Comprehensive Income by Nature
- Operating Income Statement by Program
- Statement of Financial Position
- Statement of Cash Flows
- Statement of Financial Activity
- Statement of Reserves
- Statement of Investing Activity
- Cash and Cash Equivalents and Schedule of Investments
- Tonnage Report

DETAIL

The attached report provide an overview of the MRC's interim financial performance for the period ending 30 November 2024 and has been prepared in accordance with the Local Government Act 1995, the Local Government (Financial Management) Regulations 1996 and the Australian Accounting Standards. The report fairly represents, in all material respects, the results of the MRC's operations for the month being reported.

The financial reports for the period ending 30 November 2024 are enclosed in **Attachment 1** to this item. The Schedule of Investments and Tonnage Report up to 30 November 2024 are also contained within Attachment 1.

Summary of results for the year-to-date period ended 30 November 2024

	YTD Budget	YTD Actual	Variance
	t	t	t
Tonnes – Members	76,288	72,808	(3,480)
Tonnes – Others	13,527	8,323	(5,204)
TOTAL TONNES	**89,815**	**81,131**	**(8,684)**
	$	$	$
Revenue - Fees & Charges	17,257,438	15,592,838	(1,664,600)
Revenue - Other	3,331,580	3,539,388	207,807
TOTAL REVENUE	**20,589,018**	**19,132,225**	**(1,456,793)**
Expenses	(17,576,943)	(15,154,913)	2,422,030
Gross Profit	**3,012,075**	**3,977,312**	**965,237**
Net Profit / Loss on sales of assets	122,924	(18,282)	(141,206)
NET PROFIT	**3,134,999**	**3,959,030**	**824,032**

VARIANCE YEAR TO DATE

Mindarie Regional Council's financial result for the period ending 30 November 2024 reflects its performance from 1 July 2024 to 30 November 2024. The Council's operations have been conducted in line with the adopted budget at the OCM, 27 June 2024. In line with materiality adopted by the Council, variances below $50k do not attract comments.

MRC recorded an net profit of $3.96m for the period ended 30 November 2024.

REVENUE

Revenue for the year to 30 November 2024 was $1.46m under the year-to-date budget. User charges across members and non-members including mattress charges were $1.3m under budget. Trade discounts and Water Corp contracts ceasing contributed to this underspend. Interest earnings on term deposits were $197k over budget. There have been no gas power generation sales yet, this is a timing issue. Variances will be analysed as part of mid year budget review.

EXPENDITURE

The main areas contributing to the positive variance of $2.4m were employment costs $209k, materials and contracts $1.9m and depreciation $136k. Employment costs are subject to the timing of recruitment and enterprise bargaining agreement adjustment and should align as the year progresses. Project and maintenance timings have contributed to the materials and contracts variance. Waste to energy has not commenced yet, it is anticipated the start will not occur until later in the year. As a result of this event, the DEP levy cost has increased due to the tonnages being delivered to the MRC, thus returning a net positive outcome at month end of

approx. $800k. An analysis of the expected position at year-end will be undertaken as part of the mid-year budget review.

STATEMENT OF FINANCIAL POSITION

End of November 2024 the MRC's cash position is solid due to collection of fees and charges and positive earnings from the investments. Capital expenditure that is yet to be incurred impacts this position.

CAPITAL EXPENDITURE

There is $2.3m or 14.8% capital expenditure incurred to 30 November 2024. This cost predominantly comes from landfill infrastructure and phase 2 capping work. The majority of budgeted capital expenditure is expected to be utilised by the year end.

RESERVE ACCOUNTS

The reserve accounts for the year-to-date have increased by $2.6m due to planned transfer and interest earned netted off by capital expenditure for the period. Reserves will be analysed as part of mid year budget review.

STATUTORY IMPLICATIONS

Section 6.4 of the Local Government Act 1995 and regulation 34(1) of the Local Government (Financial Management) Regulations 1996.

VOTING REQUIREMENT

Simple Majority

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

Receive the Financial Statements set out in Attachment 1 for the month ended 30 November 2024.

Moved Cr Gobbert, seconded Cr Fishwick
RESOLVED
That the recommendation be adopted

CARRIED UNANIMOUSLY 10/0
For: Crs Castle, Cutler, Fishwick, Gobbert, Hatton, Miles, Proud, Thornton, Vernon and Wright
Against: Nil

Financial Report for the period ending 30 November 2024

Authorised by: Adnana Arapovic
Executive Manager Corporate Services

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2.6 Statement of Reserves

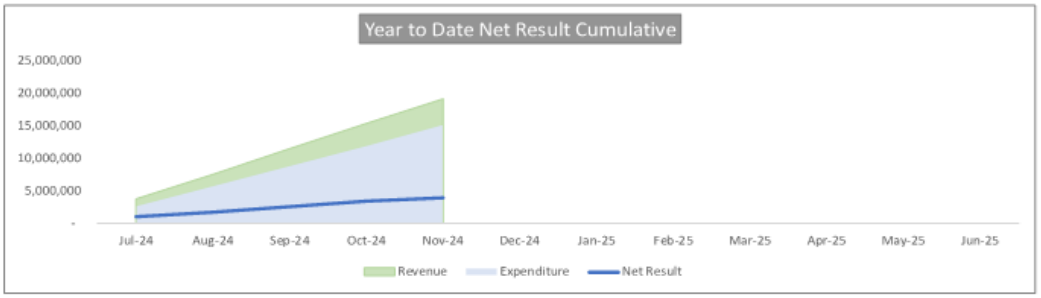
2.7 Statement of Investing Activity

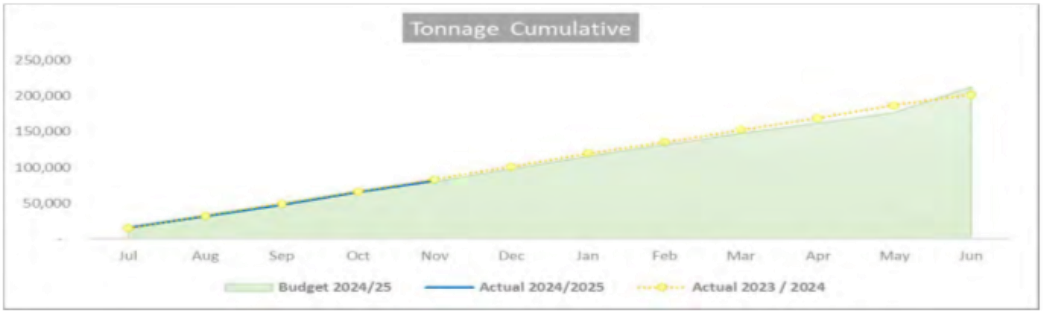
3.0 Cash and Cash Equivalents and Schedule of Investments

4.0 Tonnage Report

1.0 Financial Summary
For the period 30 November 2024

STATEMENT OF COMPREHENSIVE INCOME					
	Adopted Budget	Budget Year to Date	Actual Year to Date	Variance	Variance %
Fees and Charges Revenue	$ 40,782,585	$ 17,257,438	$ 15,592,838	$ (1,664,600)	(10%)
Other Revenue	$ 7,630,062	$ 3,331,580	$ 3,539,388	$ 207,807	6%
Total Operating Revenue	**$ 48,412,647**	**$ 20,589,018**	**$ 19,132,225**	**$ (1,456,793)**	**(7%)**
Operating Expenditure	**$ (47,150,125)**	**$ (17,576,943)**	**$ (15,154,913)**	**$ 2,422,030**	**(14%)**
Net Operating Surplus	**$ 1,262,522**	**$ 3,012,075**	**$ 3,977,312**	**$ 965,237**	**32%**
Net profit /(loss) on sale of assets	$ 510,480	$ 122,924	$ (18,282)	$ (141,206)	(115%)
Net Result	**$ 1,773,002**	**$ 3,134,999**	**$ 3,959,030**	**$ 824,032**	**26%**





STATEMENT OF FINANCIAL POSITION			
	Original Budget	Actual Year to Date	Actual 30 June 2024
Current Assets	$ 74,682,308	$ 83,622,053	$ 79,426,688
Non Current Assets	$ 101,974,030	$ 101,754,399	$ 103,118,451
Total Assets	**$ 176,656,338**	**$ 185,376,452**	**$ 182,545,138**
Current Liabilities	$ 6,446,995	$ 15,377,482	$ 16,570,400
Non Current Liabilities	$ 27,218,849	$ 25,361,310	$ 25,296,110
Total Liabilities	**$ 33,665,844**	**$ 40,738,792**	**$ 41,866,510**
Equity	**$ 142,990,495**	**$ 144,637,660**	**$ 140,678,629**

CAPITAL EXPENDITURE				
	Original Budget	Year to Date Actual	Variance $	Variance %
Capital Expenditure	15,705,396	2,323,363	13,382,033	85.2%

2.1 Statement of Comprehensive Income by Nature
For the period ended 30 November 2024

	Adopted Budget	Year to Date				Previous YTD Actual
	2024/25 $	Adopted Budget $	Actual $	Variance $	Variance %	30-Nov-23 $
Revenue						
Member User Charges						
User Charges - City of Perth	2,700,714	1,047,913	1,035,829	(12,083)	(1%)	837,070
User Charges - City of Wanneroo	10,065,000	4,377,926	4,379,759	1,833	0%	3,364,592
User Charges - City of Joondalup	6,148,800	2,578,614	2,560,640	(17,974)	(1%)	2,049,517
User Charges - City of Stirling	10,461,194	4,358,831	3,772,979	(585,852)	(13%)	3,475,355
User Charges - Town of Cambridge	786,900	296,882	287,534	(9,347)	(3%)	367,904
User Charges - City of Vincent	1,006,499	439,962	435,890	(4,072)	(1%)	362,780
User Charges - Town of Victoria Park	1,943,460	860,561	860,489	(72)	(0%)	685,049
Total Member User Charges	**33,112,568**	**13,960,688**	**13,333,120**	**(627,567)**	**(4%)**	**11,142,268**
User Charges - Casual Tipping Fees	5,870,017	2,556,750	1,853,879	(702,871)	(27%)	1,914,137
Total User Charges	**38,982,585**	**16,517,438**	**15,186,999**	**(1,330,439)**	**(8%)**	**13,056,405**
Other Fees and Charges						
Mattresses Charges	1,000,000	406,667	405,838	(828)	(0%)	-
Gas Power Generation Sales	800,000	333,333	-	(333,333)	(100%)	40,599
Total Other Fees and Charges	**1,800,000**	**740,000**	**405,838**	**(334,161)**	**(45%)**	**40,599**
Total Fees and Charges	**40,782,585**	**17,257,438**	**15,592,838**	**(1,664,600)**	**(10%)**	**13,097,004**
Interest Earnings	2,984,150	1,443,396	1,640,852	197,456	14%	1,121,739
Grants, Subsidies and Contributions						
Reimb. of Admin/Governance Expenses	4,364,356	1,818,482	1,821,231	2,749	0%	1,940,216
Other Revenue						
Other Revenue	281,556	69,703	77,305	7,602	11%	91,307
Total Other Revenue	**7,630,062**	**3,331,580**	**3,539,388**	**207,807**	**6%**	**3,153,262**
Total Revenue	**48,412,647**	**20,589,018**	**19,132,225**	**(1,456,793)**	**(7%)**	**16,250,267**
EXPENSES						
Employee Costs	(6,779,990)	(2,689,600)	(2,479,767)	209,833	(8%)	(2,081,981)
Materials and Contracts	(28,294,000)	(9,968,546)	(8,067,811)	1,900,735	(19%)	(6,928,063)
Utilities	(818,250)	(328,229)	(254,020)	74,209	(23%)	(240,767)
Depreciation	(7,062,320)	(2,942,633)	(2,805,707)	136,926	(5%)	(2,614,844)
Amortisation	(2,119,200)	(883,001)	(883,001)	(0)	0%	(883,001)
Finance Costs	(1,040,175)	(433,406)	(427,395)	6,011	(1%)	(458,931)
Insurances	(665,100)	(202,000)	(154,717)	47,283	(23%)	(149,332)
Other Expenses	(371,090)	(129,528)	(82,495)	47,033	(36%)	(37,353)
Total Expenses	**(47,150,125)**	**(17,576,943)**	**(15,154,913)**	**2,422,030**	**(14%)**	**(13,394,272)**
Capital Grants, Subsidies and Contributions						
Capital Grants and Subsidies	-	-	-	-	-	-
	-	-	-	-	-	-
Profit/(loss) from ordinary activities						
Profit on Sale of Assets	527,550	122,924	-	(122,924)	(100%)	-
Loss on Sale of Assets	(17,070)	-	(18,282)	(18,282)	-	-
	510,480	**122,924**	**(18,282)**	**(141,206)**	**(115%)**	**-**
Net result for the period	**1,773,002**	**3,134,999**	**3,959,030**	**824,032**	**26%**	**2,855,995**
Other Comprehensive income for the period						
Changes in asset revaluation	-	-	-	-	-	-
TOTAL COMPREHENSIVE INCOME	**1,773,002**	**3,134,999**	**3,959,030**	**824,032**	**26%**	**2,855,995**

2.2 Statement of Comprehensive Income by Program
For the period ended 30 November 2024

	Adopted Budget 2024/25	Adopted Budget YTD 30 Nov 2024	Actual YTD 30 Nov 2024	Variance	Variance
	$	$	$	$	%
Revenue from Ordinary Activities					
Community Amenities	41,064,141	17,327,141	15,670,142	(1,656,998)	(10%)
General Purpose Funding	2,984,150	1,443,396	1,640,852	197,456	14%
Governance	4,364,356	1,818,482	1,821,231	2,749	0%
	48,412,647	**20,589,018**	**19,132,225**	**(1,456,793)**	**(7%)**
Expenses from Ordinary Activities					
Governance	(7,274,182)	(2,821,396)	(2,124,064)	697,332	(25%)
Community Amenities	(39,574,055)	(14,629,761)	(12,911,074)	1,718,687	(12%)
Total operating expenses	**(46,848,237)**	**(17,451,157)**	**(15,035,138)**	**2,416,019**	**(14%)**
Finance costs					
Governance	(301,888)	(125,787)	(119,775)	6,011	(5%)
Total finance costs	**(301,888)**	**(125,787)**	**(119,775)**	**6,011**	**(5%)**
Profit on sale of assets					
Community Amenities	527,550	122,924	-	(122,924)	(100%)
	527,550	**122,924**	**-**	**(122,924)**	**(100%)**
Loss on sale of assets					
Community Amenities	(17,070)	-	(18,282)	(18,282)	
Total profit / loss on sale of assets	**510,480**	**122,924**	**(18,282)**	**(141,206)**	**(115%)**
Net result for the period	**1,773,002**	**3,134,999**	**3,959,030**	**824,032**	**26%**
TOTAL COMPREHENSIVE INCOME	**1,773,002**	**3,134,999**	**3,959,030**	**824,032**	**26%**

2.3 Statement of Financial Position
As at 30 November 2024

	Actual 30 November 2024	Actual as at 30 June 2024
CURRENT ASSETS		
Cash and cash equivalents	21,505,816	21,681,423
Other Financial Assets	58,158,811	54,604,800
Debtors and other receivables	2,461,570	2,304,693
Inventories	14,196	12,330
Other Current Assets	1,481,660	823,442
TOTAL CURRENT ASSETS	**83,622,053**	**79,426,688**
NON-CURRENT ASSETS		
Property, plant and equipment	33,761,768	34,467,151
Right of Use Asset	5,352,568	5,650,725
Infrastructure	48,809,917	50,404,389
Excavation and Rehabilitation Asset	13,830,146	12,596,186
TOTAL NON-CURRENT ASSETS	**101,754,399**	**103,118,451**
TOTAL ASSETS	**185,376,452**	**182,545,138**
CURRENT LIABILITIES		
Trade and other payables	3,284,323	4,523,948
Provisions	844,377	821,751
Rehabilitation provision	10,851,829	10,544,209
Right of Use Asset - Leases	396,954	680,492
TOTAL CURRENT LIABILITIES	**15,377,482**	**16,570,400**
NON CURRENT LIABILITIES		
Provisions	135,516	88,800
Rehabilitation provision	19,504,778	19,504,778
Right of Use Asset - Leases	5,721,016	5,702,532
TOTAL NON CURRENT LIABILITIES	**25,361,310**	**25,296,110**
TOTAL LIABILITIES	**40,738,792**	**41,866,510**
NET ASSETS	**144,637,660**	**140,678,629**
EQUITY		
Retained Losses	(27,803,047)	(29,128,650)
Reserves Accounts	28,038,205	25,404,778
Revaluation Surplus	55,316,776	55,316,776
Council Contribution	89,085,726	89,085,726
TOTAL EQUITY	**144,637,660**	**140,678,629**

2.4 Statement of Cash Flows
For the period ended 30 November 2024

	Adopted Budget 2024/2025	Actual YTD 30-Nov-24	Actual 30-Jun-24
	$		$
Cash flows from operating activities			
Receipts			
Contributions, re-imbursements and donations	4,364,356	1,821,231	4,656,518
Gas generation services	800,000	-	615,414
Fees and charges	41,317,586	15,444,506	31,709,699
Interest earnings	2,984,150	1,312,706	3,133,051
Other revenue	281,556	77,305	339,899
GST Received	-	865,592	3,061,094
	49,747,648	**19,521,341**	**43,515,675**
Payments			
Employee costs	(6,217,432)	(2,465,504)	(5,704,745)
Materials and contracts	(27,783,520)	(9,678,209)	(16,720,971)
Utilities	(818,250)	(254,020)	(591,004)
Insurance	(665,100)	(154,717)	(355,736)
Finance Costs	(301,090)	(119,775)	(324,573)
Other Expenditure	(70,000)	(82,495)	(204,320)
GST Paid	-	(829,982)	(3,106,273)
	(35,855,392)	**(13,584,702)**	**(27,007,622)**
Net cash provided by/(used in) operating activities	**13,892,256**	**5,936,639**	**16,508,053**
Cash flows from investing activities			
Grants and subsidaries	-	-	38,000
Payments for purchases of property, plant and equipment and infrastructure	(15,705,396)	(2,323,363)	(1,684,830)
Investments term deposits	(4,354,150)	(3,554,011)	(14,108,890)
Proceeds from Sale of assets	1,370,000	49,758	1,293,291
Net cash used in investing activities	**(18,689,546)**	**(5,827,616)**	**(14,462,429)**
Cash flows from financing activities			
Lease payments	(559,266)	(284,630)	(626,342)
Net cash (used in)/from financing activities	**(559,266)**	**(284,630)**	**(626,342)**
Net increase/(decrease) in cash and cash equivalents	**(5,356,556)**	**(175,607)**	**1,419,282**
Cash and cash equivalents 30 June 2024	25,503,246	21,681,423	20,262,141
Cash and cash equivalents 30 November 2024	**20,146,690**	**21,505,816**	**21,681,423**

2.5 Statement of Financial Activity

For the period ended 30 November 2024

	Adopted Budget 2024/25	Adopted Budget YTD 30-Nov-24	Actual YTD 30-Nov-24	Variance	Variance
	$	$	$	$	%
Revenue from operating activities					
Contributions and reimbursements	4,364,356	1,818,482	1,821,231	2,749	0%
Fees and charges	40,782,585	17,257,438	15,592,838	(1,664,600)	(10%)
Interest revenue	2,984,150	1,443,396	1,640,852	197,456	14%
Other revenue	281,556	69,703	77,305	7,602	11%
Profit on asset disposals	527,550	122,924	-	(122,924)	
	48,940,197	**20,711,942**	**19,132,225**	**(1,579,717)**	**(8%)**
Expenditure from operating activities					
Employee costs	(6,779,990)	(2,689,600)	(2,479,767)	209,833	(8%)
Materials and contracts	(28,294,000)	(9,968,546)	(8,067,811)	1,900,735	(19%)
Utility charges	(818,250)	(328,229)	(254,020)	74,209	(23%)
Depreciation & amortisation	(9,181,520)	(3,825,634)	(3,688,708)	136,926	(4%)
Finance costs	(1,040,175)	(433,406)	(427,395)	6,011	(1%)
Insurance	(665,100)	(202,000)	(154,717)	47,283	(23%)
Other expenditure	(371,090)	(129,528)	(82,495)	47,033	(36%)
Loss on asset disposals	(17,070)	-	(18,282)	(18,282)	(100%)
	(47,167,195)	**(17,576,943)**	**(15,173,195)**	**2,403,749**	**(14%)**
Add/less: Non-cash items					
Profit on asset disposals	(527,550)	(122,924)	-	122,924	(100%)
Loss on disposal of assets	17,070	-	18,282	18,282	
Depreciation & amortisation	9,181,520	3,825,634	3,688,708	(136,926)	(4%)
Employee benefit provisions	678,558	282,733	69,436	(213,296)	(75%)
Rehabilitation - unwinding of interest	738,287	307,620	307,620	-	0%
Other Provisions	696,004	174,001	-	(174,001)	(100%)
	10,783,888	**4,467,063**	**4,084,045**	**(383,018)**	**(9%)**
Amount attributable to operating activities	**12,556,890**	**7,602,062**	**8,043,076**	**441,014**	**6%**
Inflows from investing activities					
Proceeds from disposal of assets	1,370,000	-	-	-	0%
	1,370,000	-	-	-	
Outflows from investing activities					
Purchase of plant and equipment	(3,753,366)	(1,563,903)	(78,320)	1,485,583	(95%)
Purchase of land and buildings	(280,000)	(116,667)	(60,077)	56,590	(49%)
Purchase of computer equipment	(217,000)	(90,417)	(11,160)	79,256	(88%)
Purchase and construction of infrastructure	(11,455,030)	(4,772,929)	(2,173,806)	2,599,123	(54%)
	(15,705,396)	**(6,543,915)**	**(2,323,363)**	**4,220,552**	**(64%)**
Amount attributable to investing activities	**(14,335,396)**	**(6,543,915)**	**(2,323,363)**	**4,220,552**	**(64%)**
Inflows from financing activity					
Transfers from reserve accounts	7,808,366	3,253,486	206,402	(3,047,084)	(94%)
	7,808,366	**3,253,486**	**206,402**	**(3,047,084)**	**(94%)**
Outflows from financing activities					
Payments for principal portion of lease liabilities	(665,840)	(271,329)	(284,723)	(13,395)	5%
Transfers to reserve accounts	(8,054,124)	(2,785,052)	(2,839,830)	(54,779)	2%
	(8,719,964)	**(3,056,380)**	**(3,124,553)**	**(68,174)**	**2%**
Amount attributable to financing activities	**(911,598)**	**197,106**	**(2,918,151)**	**(3,115,257)**	**(1581%)**
MOVEMENT IN SURPLUS OR DEFICIT					
Surplus or deficit at the start of the year	**49,252,469**	**49,252,469**	**49,497,963**	**245,494**	**0%**
Amount attributable to operating activities	12,556,890	7,602,062	8,043,076	441,014	6%
Amount attributable to investing activities	(14,335,396)	(6,543,915)	(2,323,363)	4,220,552	(64%)
Amount attributable to financing activities	(911,598)	197,106	(2,918,151)	(3,115,257)	(1581%)
Surplus or deficit	**46,562,365**	**50,507,721**	**52,299,525**	**1,791,804**	**4%**

2.5 Net Current Assets
For the period ended 30 November 2024

	Actual As at 30 Nov 2024	Actual 30 June 2024
CURRENT ASSETS		
Cash and cash equivalents	21,505,816	21,681,423
Other Financial Assets	58,158,811	54,604,800
Debtors and other receivables	2,461,570	2,304,693
Inventories	14,196	12,330
Other Current Assets	1,481,660	823,442
TOTAL CURRENT ASSETS	**83,622,053**	**79,426,688**
CURRENT LIABILITIES		
Trade and other payables	3,284,323	4,523,948
Provisions	11,696,205	11,365,960
Right of Use Asset - Leases	396,954	680,492
TOTAL CURRENT LIABILITIES	**15,377,482**	**16,570,400**
NET CURRENT ASSETS	**68,244,571**	**62,856,288**
Add Back Restricted Liabilities		
Provisions	11,696,205	11,365,960
Right of Use - Liabilities	396,954	680,492
Adjusted Net Current Assets	**80,337,730**	**74,902,740**
Less: Net current financial assets that back reserves		
Reserve Accounts	(28,038,205)	(25,404,778)
	52,299,525	**49,497,963**

2.6 Statement of Reserves
For the period ended 30 November 2024

Description	Actual 30 November 2024
Site Rehabilitation	
Opening balance	18,679,243
Interest income	321,241
Transfer to reserves	307,620
Transfer from reserves	-
Closing Balance	**19,308,103**
Capital Expenditure	
Opening balance	6,209,785
Interest income	118,799
Transfer to reserves	2,083,335
Transfer from reserves	(206,402)
Closing Balance	**8,205,517**
Carbon Abatement	
Opening balance	515,749
Interest income	8,836
Transfer to reserves	-
Transfer from reserves	-
Closing Balance	**524,585**
RESERVES SUMMARY	
Opening Balance	25,404,777
Interest income	448,876
Transfer to reserves	2,390,955
Transfer from reserves	(206,402)
Closing Balance	**28,038,205**

2.7 Statement of Investing Activity For the period ended 30 November 2024

	Adopted Budget 2024/25	Actual As at 30 November 2024	Actual vs Adopted Budget Variance	Actual vs Adopted Budget Variance
	$	$	%	
LANDFILL INFRASTRUCTURE				
Installation of Piggy Back Liner	3,631,235	74,272	3,556,963	2.0%
Stage2 - Phase2 capping work	5,395,426	2,031,303	3,364,123	37.6%
Leachate Processing Infrastructure	1,683,369	11,386	1,671,983	0.7%
	10,710,030	**2,116,961**	**8,593,069**	**19.8%**
INFRASTRUCTURE TAMALA PARK				
Transfer station extension (from alternative wt options)	65,000	-	65,000	0.0%
Recycling Asphalt Hardstand extension works	35,000	-	35,000	0.0%
Footpath at Administration building	10,000	-	10,000	0.0%
Leachate Extraction Well Stage2 Phase 2	150,000	9,250	140,750	6.2%
Waste Water Treatement Replacement (Washdown Bay)	65,000	-	65,000	0.0%
Leachate Holding Tanks and Pump Station	190,000	21,919	168,081	11.5%
Infrastructure Design Planning	200,000	-	200,000	0.0%
Transfer Station Fixed Lighting Towers	30,000	-	30,000	0.0%
4x new Monitoring Bores Install - Marmion Ave	55,000	-	55,000	0.0%
Facility Signage Upgrade	14,000	10,453	3,547	74.7%
Transfer Station Line Marking	18,000	-	18,000	0.0%
Weather Station Replacement - Budget in operational expense	-	15,223	(15,223)	-
	832,000	**56,845**	**775,155**	**6.8%**
BUILDING				
Admin building renewal	105,000	1,550	103,450	1.5%
Recycling Centre Roof Extension Works	15,000	-	15,000	0.0%
Master Distribution Board Upgrade	150,000	-	150,000	0.0%
Workshop Crib Room Kitchen refurbishment	10,000	-	10,000	0.0%
RRF Power Generator - Budget in operational expense	-	58,527	(58,527)	0.0%
	280,000	**60,077**	**219,923**	**21.5%**
COMPUTING EQUIPMENT				
CCTV install for Tip Face, Quarry and Transfer	10,000	-	10,000	0.0%
Weighbridge Software Upgrade	150,000	-	150,000	0.0%
DCS Replacements	30,000	-	30,000	0.0%
Replacement of IT equipments	27,000	11,160	15,840	41.3%
Wifi Access Point Replacements	27,866	-	27,866	0.0%
	244,866	**11,160**	**233,706**	**4.6%**
EQUIPMENT				
High Flow Leachate/ Water Transfer Pump (Diesel)	60,000	-	60,000	0.0%
2 way radios	6,500	-	6,500	0.0%
Odour monitoring units / control	80,000	69,740	10,260	87.2%
	146,500	**69,740**	**76,760**	**47.6%**
PLANT AND VEHICLES				
TAKEUCHI Skid Steer Loader TL10V2 2022 - PL151	245,000	-	245,000	0.0%
Skid Steer Bucket Replacements x 3	60,000	8,580	51,420	14.3%
CAT 2.5L Forklift - Plant117	85,000	-	85,000	0.0%
Komatsu Excavator 2018-C22211 - Plant131	385,000	-	385,000	0.0%
Compactor or Alternative waste compaction treatment	1,500,000	-	1,500,000	0.0%
Hino Bin Truck 1EAS815 - Plant83	390,000	-	390,000	0.0%
New Slow Speed Shredder/Crusher	800,000	-	800,000	0.0%
New Double Axle trailer	15,000	-	15,000	0.0%
Replacement of Skid Steer Loader	12,000	-	12,000	0.0%
	3,492,000	**8,580**	**3,483,420**	**0.2%**
TOTAL CAPITAL EXPENDITURE	**15,705,396**	**2,323,363**	**13,382,033**	**14.8%**

3.0 Cash & Cash Equivalents and Schedule of Investments As at 30 November 2024

Institutions with Standard & Poors Rating AA- or better

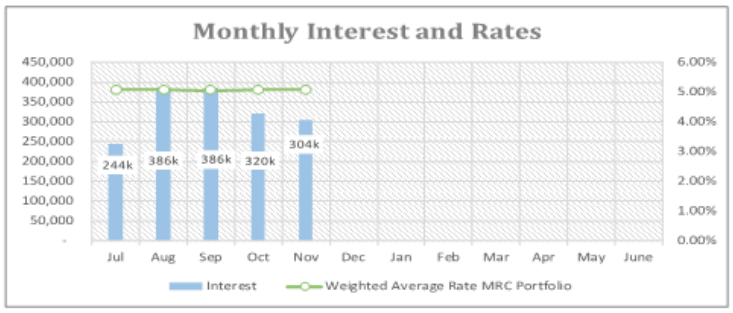
Institution	S&P Rating	Achieved
CBA	AA-	✔
NAB	AA-	✔
ANZ	AA-	✔
Westpac	AA-	✔

Where Tenor > 90 Days, maximum 50% held in one institution

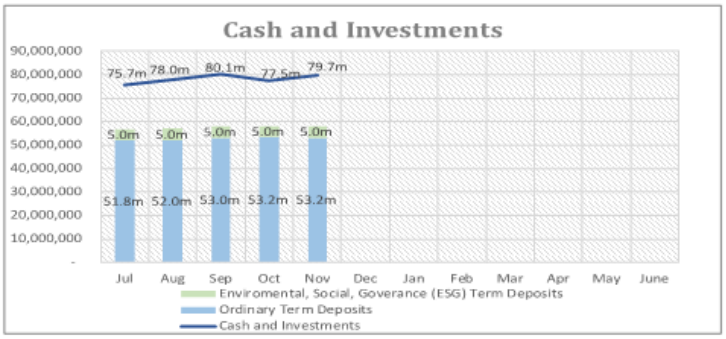
Investments > 90 days tenor	94%

Institution	Amount Held $m	% of Total Funds	Maximum	Achieved
CBA	$ 13.45	23%	50%	✔
NAB	$ 17.33	30%	50%	✔
ANZ	$ 4.30	7%	50%	✔
Westpac	$ 23.08	40%	50%	✔
<90 Days	$ -			
	$ 58.16			

Where possible give preference to institutions that do not finance the fossil fuel industry and consider ethical, social and environmental aspects.



As the 30th November 2024, the MRC's interest earnings are $197k above the adopted budget. The Reserve Bank of Australia has kept its cash rate unchanged at 4.35% , which has matched market estimates. The MRC's weighted average interest rate on fixed term deposit investments is 5.08%.



At the 30th November 2024, the MRC's total cash and investments amounted to $79.7 million. $58.2 million was invested in term deposits and $13.1million is invested in a CBA saver account with the balance being held in the everyday accounts. 5.9% (i.e. 1 term deposit with a value $5m) of the overall term deposits have environmental, social, and governance (ESG) ratings. For additional information please refer to page 15.

3.0 Cash & Cash Equivalents and Schedule of Investments As at 30 November 2024 (Continued)

SCHEDULE OF INVESTMENTS

Bank	Investment Date	Tenor (Days)	Investment Amt $	Interest Rate %	Maturity Date	Gross Interest $	Maturity Amt $
ORDINARY TERM DEPOSITS							
ANZ 9797-07193	1/08/2024	133	2,161,684	4.94%	12/12/2024	38,912	2,200,596.0
NAB GMI-DEAL-10893903	15/07/2024	184	2,165,308	5.30%	15/01/2025	57,852	2,223,160.7
NAB 41-562-4966	9/09/2024	150	3,113,997	5.00%	6/02/2025	63,986	3,177,982.8
CBA 37309509 (trans 234)	18/09/2024	152	3,000,000	4.80%	17/02/2025	59,967	3,059,967.1
NAB 21-233-4933	23/08/2024	180	2,186,924	5.00%	19/02/2025	53,924	2,240,848.3
Wpac TD 032-108 988977	21/05/2024	275	4,300,000	5.21%	20/02/2025	168,790	4,468,789.7
ANZ 9796-92171	13/06/2024	273	2,137,282	5.00%	13/03/2025	79,928	2,217,210.1
NAB GMI-DEAL-10894013	14/10/2024	182	2,197,972	5.05%	14/04/2025	55,347	2,253,319.0
CBA CDA 37309509 (trans 237)	15/10/2024	182	5,309,368	4.84%	15/04/2025	128,135	5,437,502.9
CBA 37309509 (trans 231)	19/07/2024	273	5,139,818	4.97%	18/04/2025	191,062	5,330,879.8
Wpac TD 032-108 962507	1/05/2024	365	5,500,000	5.35%	1/05/2025	294,250	5,794,250.0
NAB GMI-DEAL-10933314	18/11/2024	182	2,222,220	5.10%	19/05/2025	56,511	2,278,731.7
Wpac TD 032-108 005408	29/11/2024	181	3,282,916	5.14%	29/05/2025	83,677	3,366,593.4
NAB GMI-DEAL-10902291	11/06/2024	365	3,238,861	5.25%	11/06/2025	170,040	3,408,900.9
NAB 36-705-5358	16/09/2024	270	2,202,460	5.00%	13/06/2025	81,461	2,283,921.3
Wpac 032-108 521306	23/08/2024	270	5,000,000	5.14%	23/12/2024	85,901	5,085,901.4
Total Ordinary Term Deposits			**53,158,811**			**1,669,744**	**54,828,555**
Wpac Green TD 11635312)	11/06/2024	122	5,000,000	5.10%	11/06/2025	255,000	5,255,000
Total ESG Term Deposits			**5,000,000**			**255,000**	**5,255,000**
Total Term Deposits			**58,158,811**	**5.08%**		**1,924,744**	**60,083,555**

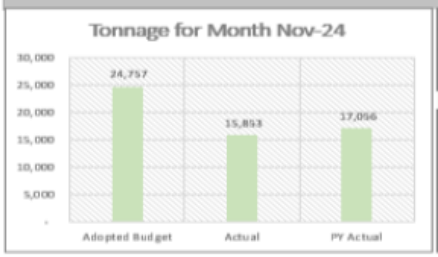
Cash & Cash Equivalents as of 30th November 2024	
CBA Saver	13,110,873
NAB Balance	1,179
CBA Business	8,390,140
ANZ Balance	124
Petty Cash	2,000
Floats	1,500
Total Cash & Cash Equivalents	**21,505,816**
Total	**79,664,627**

Principal			
Ordinary Term Deposits			
NAB	29.8%	17,327,743	
CBA	23.1%	13,449,186	
ANZ	7.4%	4,298,966	
Wpac	31.1%	18,082,916	
		53,158,811	
ESG Term Deposits			
Wpac Green	8.6%	5,000,000	
Invested	**100%**	**58,158,811**	
Principal plus interest			
Ordinary Term Deposits			
NAB	29.7%	17,866,865	
CBA	23.0%	13,828,350	
ANZ	7.4%	4,417,806	
Wpac	31.1%	18,715,535	
		54,828,555	
ESG Term Deposits			
Wpac Green	8.7%	5,255,000	
Total	**100%**	**60,083,555**	

4.0 Tonnage Report for the period ended 30 November 2024

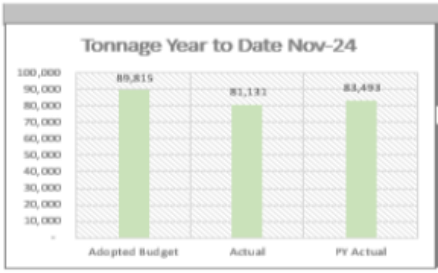
Tonnage Summary NOV-24

Monthly Summary



	Budget	Actual	Variance	Prior Year
Processable	16,841	13,451	(3,390)	13,854
Non Processable	360	640	280	1,042
Members	17,201	14,090	(3,111)	14,897
Casuals	7,556	1,763	(5,793)	2,159
Total	24,757	15,853	(8,904)	17,056

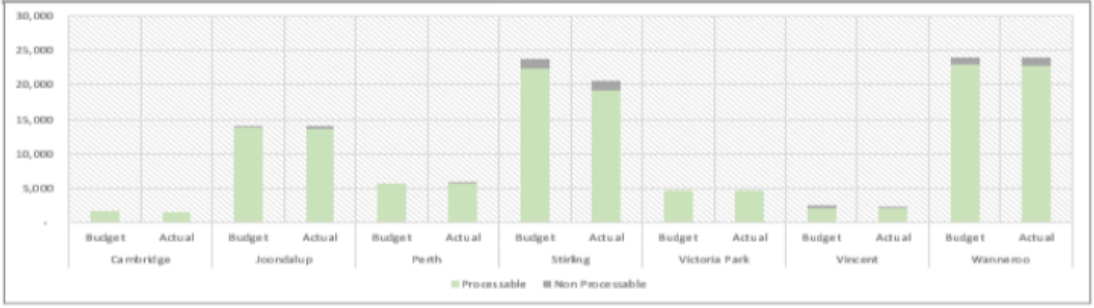
Year to Date Summary

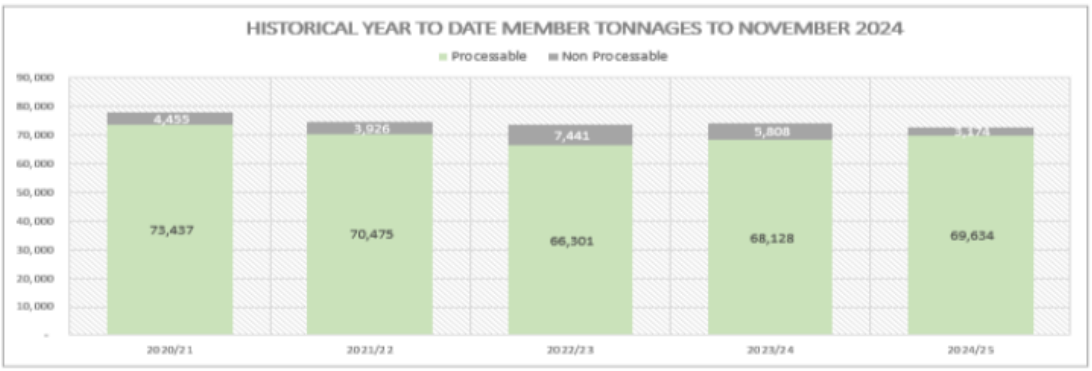


	Budget	Actual	Variance	Prior Year
Processable	73,100	69,634	(3,466)	68,128
Non Processable	3,188	3,174	(14)	5,808
Members	76,288	72,808	(3,480)	73,936
Casuals	13,527	8,323	(5,204)	9,558
Total	89,815	81,131	(8,684)	83,493

Member Summary

Year to Date





9.2	LIST OF ACCOUNTS PAID – FOR THE PERIOD ENDED 30 November 2024
Reference:	**GF-23-000000019**
Attachment(s):	**Attachment No. 1**
Date:	**6 December 2024**
Responsible Officer:	**Executive Manager Corporate Services**

SUMMARY
The purpose of this report is to provide details of payments made during the period identified above. This is in line with the requirement under the delegated authority to the Chief Executive Officer (CEO), that a list of payments made from the Municipal Fund since the last Ordinary Council meeting be presented to Council.

DETAILS
In accordance with section 13(1) of the *Local Government Financial Management Regulations 1996*, Council has delegated to the Chief Executive Officer (CEO) the exercise of its power to make payments from its Municipal and Trust Funds. A list of accounts paid by the CEO is to be prepared each month (Fin Reg 13(2)) and be presented to the next Ordinary Council Meeting following such payments (Fin Reg 13(3)). The list of accounts paid for the month ended 30 November 2024 is attached at Attachment 1 to this Item.

Additionally, regulation 13A of the *Local Government Financial Management Regulations 1996* was added to increase transparency and accountability in local government through greater oversight of incidental spending. The regulation covers purchasing cards such as Bunnings and Fuel cards issued by local government to their employees. Under this regulation, a transaction listing is included for the MRC's fuel cards and Bunnings Power Pass cards.

Month Ended	Account	Vouchers	Amount $
30 November 2024	General Municipal	Direct Payments	532,657.77
		EFT	2,067,220.32
		Cheques	-
		Inter-account transfers	-
			2,599,878.09

STATUTORY IMPLICATIONS
Regulation 13 of the *Local Government (Financial Management) Regulations 1996*

FINANCIAL IMPLICATIONS
Nil

VOTING REQUIREMENT
Simple Majority

MINDARIE REGIONAL COUNCIL
ORDINARY COUNCIL MEETING MINUTES
12 December 2024

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

Note the list of accounts paid under delegated authority to the Chief Executive Officer for the month ended 30 November 2024, in accordance with regulation 13(1) of the Local Government (Financial Management) Regulation 1996.

Moved Cr Vernon, seconded Cr Fishwick
RESOLVED
That the recommendation be adopted

CARRIED UNANIMOUSLY 10/0
For: Crs Castle, Cutler, Fishwick, Gobbert, Hatton, Miles, Proud, Thornton, Vernon and Wright
Against: Nil

Schedule of Payments for November 2024
Council Meeting - 12 December 2024

Date	Document No.	Vendor Name	Description	Amount
		-	-	$ -
			Total CBA Cheques	**$ -**

Date	Document No.	Vendor Name	Description	Amount
1/11/2024	DP-02486	Australian Taxation Office	PAYG Payment	$ 42,466.00
1/11/2024	DP-02487	Easi Salary Pty Ltd	Staff Salary Sacrifice	$ 2,787.99
15/11/2024	DP-02489	Australian Taxation Office	PAYG Payment	$ 40,078.00
15/11/2024	DP-02490	Easi Salary Pty Ltd	Staff Salary Sacrifice	$ 2,787.99
18/11/2024	DP-02491	Australian Taxation Office	BAS Payment October 2024	$ 276,871.00
4/11/2024	DP-02492	ANZ Bank	ANZ Transfer fee	$ 28.00
4/11/2024	DP-02493	ANZ Bank	Account Fee	$ 10.00
29/11/2024	DP-02494	Easi Salary Pty Ltd	Staff Salary Sacrifice	$ 2,884.48
29/11/2024	DP-02495	Australian Taxation Office	PAYG Payment	$ 42,832.00
29/11/2024	DP-02496	SuperChoice	Staff Superannuation	$ 105,352.83
15/11/2024	DP-02497	Commonwealth Bank	Commbiz Fees	$ 52.80
15/11/2024	DP-02498	Commonwealth Bank	Account Service Fees	$ 8.80
2/11/2024	DP-02499	Commonwealth Bank	Merchant Fees	$ 2,231.88
2/11/2024	DP-02500	Commonwealth Bank	Merchant Fees	$ 110.43
27/11/2024	DP-02501	cancelled	-	$ -
27/11/2024	DP-02502	MRC Credit Card	Refer to the schedule attached - credit card payments	$ 14,145.57
29/11/2024	DP-02504	NAB Bank	Bank Charges	$ 10.00
			Total Direct Payments & Fees	**$ 532,657.77**

Date	Document No.	Vendor Name	Description	Amount
6/11/2024	EFT-02450	Gerald Anthony McNulty	Recruitment - Police Check	$ 99.00
8/11/2024	EFT-02451	Albert Jacob	Meeting Fees & ICT Allowance - Oct 2024	$ 882.96
8/11/2024	EFT-02451	Alexandra Castle	Meeting Fees & ICT Allowance - Oct 2024	$ 1,244.17
8/11/2024	EFT-02451	Andrea Creado	Meeting Fees & ICT Allowance - Oct 2024	$ 1,244.17
8/11/2024	EFT-02451	Chris Hatton	Meeting Fees & ICT Allowance - Oct 2024	$ 1,244.17
8/11/2024	EFT-02451	Christopher May	Meeting Fees & ICT Allowance - Oct 2024	$ 1,244.17
8/11/2024	EFT-02451	Gary Mack	Meeting Fees & ICT Allowance - Oct 2024	$ 1,244.17
8/11/2024	EFT-02451	Joe Ferrante	Meeting Fees & ICT Allowance - Oct 2024	$ 1,244.17
8/11/2024	EFT-02451	Jordan L Wright	Meeting Fees & ICT Allowance - Oct 2024	$ 1,244.17

Date	Document No.	Vendor Name	Description	Amount
8/11/2024	EFT-02451	Karen Vernon	Meeting Fees & ICT Allowance - Oct 2024	$ 1,696.46
8/11/2024	EFT-02451	Liam Gobbert	Meeting Fees & ICT Allowance - Oct 2024	$ 1,244.17
8/11/2024	EFT-02451	Paul Miles	Meeting Fees & ICT Allowance - Oct 2024	$ 1,244.17
8/11/2024	EFT-02451	Russel Fishwick	Meeting Fees & ICT Allowance - Oct 2024	$ 40.14
8/11/2024	EFT-02451	Stephanie Proud	Meeting Fees & ICT Allowance - Oct 2024	$ 3,529.09
8/11/2024	EFT-02453	All 4 People Pty Ltd	Contract Labour Hire -Oct 24	$ 1,619.48
8/11/2024	EFT-02453	Alliance Surveying Pty Ltd	Drone Survey for the Whole of Site	$ 3,190.00
8/11/2024	EFT-02453	Australian Laboratory Services Pty Ltd	Dissolved Metals & Admin Fee	$ 69.83
8/11/2024	EFT-02453	Bunnings	Heavy Duty Tarps (x 8)	$ 20,022.00
8/11/2024	EFT-02453	Crown Security (WA) Pty Ltd	Tightened Power Lead for Network V/Recorder - Transfer Station	$ 205.70
8/11/2024	EFT-02453	DC Wired Electrical & Air Conditioning Pty Ltd T	Electrical Works	$ 4,246.00
8/11/2024	EFT-02453	Dragon Forklift Services Pty Ltd	Ignition Barrel/Key Set & Tyres Replacement	$ 1,467.20
8/11/2024	EFT-02453	Envirocare Systems	Monthly Hygiene Services & Supplies	$ 771.32
8/11/2024	EFT-02453	Fennell Tyres International Pty Ltd	PL120 & PL146 Fleet Service	$ 569.73
8/11/2024	EFT-02453	Global Spill Control Pty Ltd	Spill Kits maintenance and supplies	$ 550.00
8/11/2024	EFT-02453	Great Southern Fuel Supplies	Diesel Purchases	$ 87,966.96
8/11/2024	EFT-02453	Hello People	Chemcapture Cloud Hosting - AWS (Jul 24 to Dec 24)	$ 3,795.00
8/11/2024	EFT-02453	Jedi Auto Worx	PL146 & 151 Supply and fitting of Handheld Radios	$ 6,206.42
8/11/2024	EFT-02453	Komatsu Australia	PI131 Repairs	$ 189.17
8/11/2024	EFT-02453	NAPA Parts	Hydraulic, Degreaser, Brake & Parts	$ 1,340.62
8/11/2024	EFT-02453	North Star Security	RRF Nightly Patrol Services for 10 weeks	$ 4,550.00
8/11/2024	EFT-02453	Pirtek (Malaga) Pty Ltd	PL135 Service & Maintenance	$ 799.62
8/11/2024	EFT-02453	PJ & JM Leonard Pty Ltd T/a Worldwide Joondi	Weighbridge Weight Certificate Books	$ 480.00
8/11/2024	EFT-02453	Smart Waste Solutions Pty Ltd	Repair of Shute for EPS Baler	$ 442.75
8/11/2024	EFT-02453	Think Water Wanneroo	Pipe Fittings for Irrigation	$ 263.10
8/11/2024	EFT-02453	Total Green Recycling Pty Ltd	E-Waste Recycling	$ 2,468.25
8/11/2024	EFT-02453	Trade West Industrial Supplies	Safety Uniform & Equipment	$ 1,392.84
8/11/2024	EFT-02453	Western Tree Recyclers	Greens Recycling - City of Perth	$ 1,146.11
8/11/2024	EFT-02453	Winc Australia P/L	Stationery & Cleaning Supplies	$ 1,214.65
14/11/2024	EFT-02454	DC Wired Electrical & Air Conditioning Pty Ltd T	Supply & install High Voltage Switchgear	$ 64,379.70
15/11/2024	EFT-02455	A & G Wines Plumbing	Inspect & Investigate Septic Tank - Admin & Old Admin	$ 1,705.00
15/11/2024	EFT-02455	A1 Locksmiths	Supply of Keys	$ 240.00
15/11/2024	EFT-02455	Air-Met Scientific Pty Ltd	Calibration of Gas Monitoring System	$ 550.00
15/11/2024	EFT-02455	All 4 People Pty Ltd	Contract Labour Hire -Oct 24	$ 9,279.20
15/11/2024	EFT-02455	Ampol Australia Petroleum Pty Ltd	Fuel Usage	$ 239.01
15/11/2024	EFT-02455	Aussie Natural Spring Water	Bottled Water	$ 43.00
15/11/2024	EFT-02455	Australian Laboratory Services Pty Ltd	Leachate Sampling Testing	$ 5,953.06
15/11/2024	EFT-02455	Banhams WA Pty Ltd	RRF Monthly Fire System Maintenance	$ 578.79
15/11/2024	EFT-02455	City of Wanneroo	TP Lease -Nov 24	$ 14,784.73
15/11/2024	EFT-02455	DC Wired Electrical & Air Conditioning Pty Ltd T	Exhaust Fans - Admin Bldg.	$ 1,190.75

Date	Document No.	Vendor Name	Description	Amount
15/11/2024	EFT-02455	DCM Services	AirCon Service and Maintenance	$ 1,089.00
15/11/2024	EFT-02455	Digrite	PL151 Maintenance	$ 1,070.00
15/11/2024	EFT-02455	Enviro Nutrition Pty Ltd	Biowish Aqua Sachets - wastewater treatment	$ 5,822.30
15/11/2024	EFT-02455	Fennell Tyres International Pty Ltd	PL120 & PL146 Fleet Service and maintenance	$ 1,434.22
15/11/2024	EFT-02455	GHD Pty Ltd	Consultancy Service	$ 22,332.86
15/11/2024	EFT-02455	Komatsu Australia	Pl132, 133, 134 Fuel Filter Repairs	$ 1,007.78
15/11/2024	EFT-02455	NAPA Parts	Hydraulic Filter Cartridge	$ 113.85
15/11/2024	EFT-02455	Pirtek (Malaga) Pty Ltd	PL132 Repaired Cracked Hoses	$ 1,957.37
15/11/2024	EFT-02455	Raich and Associates	Supply of New Weather Station at Tamala Park	$ 10,585.30
15/11/2024	EFT-02455	Spectur Ltd	Monthly Service Neerabup Portable CCTV	$ 3,630.00
15/11/2024	EFT-02455	Synergy	TP & RRF Electricity	$ 39,605.32
15/11/2024	EFT-02455	Telstra	Services & Equipment Rental to 24 Nov 24	$ 1,210.00
15/11/2024	EFT-02455	Think Water Wanneroo	Supply of Reticulation parts	$ 1,669.07
15/11/2024	EFT-02455	Total Green Recycling Pty Ltd	E-Waste Recycling	$ 2,463.76
15/11/2024	EFT-02455	Tyrecycle P/L	Weekly Tyre Collections	$ 3,603.55
15/11/2024	EFT-02455	WA Local Government Association	WALGA - Staff Training	$ 654.50
25/11/2024	EFT-02457	Alkimos Autocare	Cleaning costs	$ 3,245.00
25/11/2024	EFT-02457	All 4 People Pty Ltd	Contract Labour Hire -Oct 24	$ 6,316.48
25/11/2024	EFT-02457	Aussie Natural Spring Water	Bottled Water	$ 32.25
25/11/2024	EFT-02457	BOC Limited	Dissolved Acetylene & Gas Cylinders	$ 131.87
25/11/2024	EFT-02457	City of Wanneroo	TP Council Rates 24/25	$ 4,761.42
25/11/2024	EFT-02457	Couplers Malaga	Fittings for Pressure Vessels	$ 320.43
25/11/2024	EFT-02457	DC Wired Electrical & Air Conditioning Pty Ltd T	RRF Electrical Review	$ 467.50
25/11/2024	EFT-02457	Dragon Forklift Services Pty Ltd	PL98 New Service and Maintenance	$ 865.30
25/11/2024	EFT-02457	Fennell Tyres International Pty Ltd	PL83 Fleet Service	$ 288.75
25/11/2024	EFT-02457	Flick Anticimex P/L	Pest Control	$ 527.95
25/11/2024	EFT-02457	Heavy Automatics PTY Ltd -WA	PL120 Gearbox Service	$ 726.00
25/11/2024	EFT-02457	Jedi Auto Worx	PL83 & 136 Battery and Reverse Camera	$ 774.07
25/11/2024	EFT-02457	Komatsu Australia	PL134 Replace Faulty SCR Nox Sensor	$ 3,402.76
25/11/2024	EFT-02457	Mark Gregory T/A M Gregory Legal	Legal Fees	$ 506.00
25/11/2024	EFT-02457	NAPA Parts	Safety Triangle Set x 2	$ 152.90
25/11/2024	EFT-02457	Pirtek (Malaga) Pty Ltd	PL151 Oil Leak Repairs	$ 309.39
25/11/2024	EFT-02457	Raich and Associates	Installation of Weather Station	$ 6,160.00
25/11/2024	EFT-02457	SafeWork Laboratories Pty Ltd	Drug and Alcohol Fitness Testing - Oct 24	$ 3,666.36
25/11/2024	EFT-02457	Think Water Wanneroo	Pressure Steel Tank and Irrigation Water Fitting	$ 1,475.56
25/11/2024	EFT-02457	Total Green Recycling Pty Ltd	E-Waste Recycling	$ 2,422.15
25/11/2024	EFT-02457	Tyrecycle P/L	Weekly Tyre Collections	$ 812.16
25/11/2024	EFT-02457	Waste Management & Resource Recovery	WMRR Landfill Webinar	$ 600.00
25/11/2024	EFT-02457	Wilfredo Higo	Sympathy flowers for staff - reimbursement	$ 95.21
25/11/2024	EFT-02457	Winc Australia P/L	Bin Liners, Batteries, Kleenex White Towels and Trolley	$ 595.19

Date	Document No.	Vendor Name	Description	Amount
25/11/2024	EFT-02457	Workpower Incorporated	Battery Rescue Recycling	$ 17,374.67
25/11/2024	EFT-02457	Wren Oil	Disposal of Oil	$ 946.00
25/11/2024	EFT-02457	Xerces IT Pty Ltd T/a PSQ Group	Monthly Telephone Services	$ 1,300.32
29/11/2024	EFT-02458	Alkimos Autocare	Cleaning cost	$ 720.00
29/11/2024	EFT-02458	Aptella Pty Ltd - (prev Position Partners)	Bomag Software Compaction Monitoring	$ 1,265.00
29/11/2024	EFT-02458	Ashley Graham Castledine T/A Castledine Lega	Legal Fees - WTE Constitution Advice 18 to 28 Oct 2024	$ 2,024.00
29/11/2024	EFT-02458	Australia Post	Postage - Stamps	$ 7.45
29/11/2024	EFT-02458	Australian Organics Recycling Association	AORA Subscription	$ 2,310.00
29/11/2024	EFT-02458	Australian Services Union	Union Fees	$ 159.00
29/11/2024	EFT-02458	Blue Diamond Machinery Pty Ltd	Generator/Compressor Trailer Hire	$ 2,411.65
29/11/2024	EFT-02458	BOC Limited	Supply of Acetylene & Gas Cylinders	$ 602.38
29/11/2024	EFT-02458	Brooks Hire	Skidsteer Service and Repairs	$ 10,236.94
29/11/2024	EFT-02458	Bunnings	Burner BBQ and Workshop Consumables	$ 1,532.94
29/11/2024	EFT-02458	ChekRite Asia Pacific Pty Ltd	ChekRite Subscription	$ 1,094.50
29/11/2024	EFT-02458	City of Perth	TP Lease - Nov 24	$ 7,392.36
29/11/2024	EFT-02458	City of Stirling	TP Lease - Nov 24	$ 29,569.46
29/11/2024	EFT-02458	City of Vincent	TP Lease - Oct 24	$ 7,392.36
29/11/2024	EFT-02458	David Gray & Co P/L	Red and Green Bins	$ 2,864.40
29/11/2024	EFT-02458	EMRC	CCA Recycling	$ 726.35
29/11/2024	EFT-02458	Environmental & Air Quality Consulting Pty Ltd	Odour Quality Consultant Services	$ 836.00
29/11/2024	EFT-02458	Fennell Tyres International Pty Ltd	PL120 Fleet Service	$ 231.00
29/11/2024	EFT-02458	GHD Pty Ltd	FOGO Consultancy	$ 361.63
29/11/2024	EFT-02458	Herbert Smith Freehills	FOGO Legal Fees	$ 1,911.80
29/11/2024	EFT-02458	Instant Products Group	Toilet hire and service	$ 266.55
29/11/2024	EFT-02458	Iron Mountain Australia Pty Ltd	Monthly Data Backup Service	$ 47.47
29/11/2024	EFT-02458	IW Projects	Capping Project Stage 2 West	$ 30,014.60
29/11/2024	EFT-02458	Jedi Auto Worx	Supply and install of Proximity Switches PL146	$ 952.29
29/11/2024	EFT-02458	Kyocera Document Solutions	Monthly copy cost of Photocopier	$ 218.30
29/11/2024	EFT-02458	Line marking and Signs WA	Line Marking	$ 50,176.50
29/11/2024	EFT-02458	NAPA Parts	Supply of Grease	$ 299.38
29/11/2024	EFT-02458	Olivers Lawn & Landscaping Pty Ltd	Lawn Mowing Services	$ 364.00
29/11/2024	EFT-02458	Paxon Consulting Group Pty Ltd	Consultancy	$ 2,227.50
29/11/2024	EFT-02458	Pirtek (Malaga) Pty Ltd	PL133 Service	$ 1,567.46
29/11/2024	EFT-02458	Raubex Construction Pty Ltd	Capping Project Stage 2 West	$ 834,073.92
29/11/2024	EFT-02458	Redman Solutions Pty Ltd	Agenda Management Software	$ 24,681.25
29/11/2024	EFT-02458	Retail Express	Retail Express Subscription	$ 2,943.60
29/11/2024	EFT-02458	Ronald James Back	Consultancy	$ 11,660.00
29/11/2024	EFT-02458	Services Australia	Employees' deductions for Child Support	$ 2,848.98
29/11/2024	EFT-02458	SLR Consulting Australia Pty Ltd	Ground Water Management & Landfill Gas Monitoring	$ 25,994.38
29/11/2024	EFT-02458	Soft Landing	City of Stirling On Demand Monthly Mattress Collection	$ 35,625.06

Date	Document No.	Vendor Name	Description	Amount
29/11/2024	EFT-02458	Soft Landing	City of Stirling Balcatta Mattresses Collection	$ 32,736.00
29/11/2024	EFT-02458	Soft Landing	City of Joondalup Mattresses	$ 27,826.30
29/11/2024	EFT-02458	Soft Landing	MRC Monthly Mattress Collection	$ 15,444.00
29/11/2024	EFT-02458	Specialized Cleaning Group Pty Ltd	Monthly Road Sweeping	$ 2,925.00
29/11/2024	EFT-02458	Super Choice Services Pty Ltd	Monthly Single Touch Payroll	$ 15.35
29/11/2024	EFT-02458	Synergy	RRF Electricity	$ 31,914.20
29/11/2024	EFT-02458	T & C Couriers	Monthly Courier Expenses	$ 14.85
29/11/2024	EFT-02458	Talis Consultants P/L	Landfill Consultancy Services	$ 25,490.17
29/11/2024	EFT-02458	Telstra	Mobile Usage & Service Charges Sept - Oct 24	$ 1,025.86
29/11/2024	EFT-02458	The Information Management Group Pty Ltd	Cloud Backup Solution	$ 188.93
29/11/2024	EFT-02458	The Lifting Company	PL133 Service	$ 822.80
29/11/2024	EFT-02458	Total Green Recycling Pty Ltd	E-Waste Recycling	$ 2,499.40
29/11/2024	EFT-02458	Town of Victoria Park	TP Lease - Nov 24	$ 7,392.36
29/11/2024	EFT-02458	Tutt Bryant Equipment WA	PL135 & Skidsteer Service	$ 13,078.16
29/11/2024	EFT-02458	Tyrecycle P/L	Weekly Tyre Collections	$ 988.11
29/11/2024	EFT-02458	Veolia Recycling & Recovery Pty Ltd	Confidential Paper Bin Rental Charge	$ 88.08
29/11/2024	EFT-02458	Western Tree Recyclers	Greens Recycling - City of Perth	$ 744.39
29/11/2024	EFT-02458	Winc Australia P/L	Batteries and Photocopy Paper	$ 328.80
29/11/2024	EFT-02458	Wren Oil	Disposal of Oil	$ 473.00
29/11/2024	EFT-02458	Xerces IT Pty Ltd T/a PSQ Group	Monthly Telephone Services	$ 589.13
1/11/2024	97	Payroll	Staff Payroll	$ 131,733.22
15/11/2024	98	Payroll	Staff Payroll	$ 124,883.08
29/11/2024	99	Payroll	Staff Payroll	$ 130,528.93
			Total EFT Payments	**$ 2,067,220.32**

CBA Cheque No.	**$ -**
Electronic Payments:	
DP-02486 to DP-02504	**$ 532,657.77**
Inter-Account Transfers	**$ -**
EFT-02450 to EFT-02458	**$ 2,067,220.32**
Grand Total	**$ 2,599,878.09**

CERTIFICATE OF CHIEF EXECUTIVE OFFICER

This schedule of accounts which was submitted to each member of Council on 12 December 2024 has been checked and is fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendered services and as to prices, computations, costing and the amounts due for payment.

Schedule of Payments for November 2024
Council Meeting - 12 December 2024
CBA Credit Card

Date	Payment to	Description		Amount
1/11/2024	Epic Catering	Staff Melbourne Cup Day	$	275.00
4/11/2024	SETS Enterprises	Fire Training	$	2,340.03
6/11/2024	Find My Shift	Find My Shift Subscriptions	$	489.33
6/11/2024	Redimed	First Aid Supplies	$	188.00
6/11/2024	Harvey Norman	CCTV Cameras	$	4,787.95
7/11/2024	Universal Panel	Ford Ranger Insurance Excess	$	302.97
8/11/2024	Business Partners	Business Meeting Parking	$	10.80
	Total CBA Credit Card ending 7336		**$**	**8,394.08**
28/10/2024	ASIC	ASIC Report for new vendor application fee	$	20.00
28/10/2024	ASIC	ASIC Report for new vendor application fee	$	20.00
30/10/2024	Coles	Staff Amenities	$	323.90
31/10/2024	Joondalup Music	PA Speaker	$	499.00
31/10/2024	Alpha Trophies	Desk Name Plate	$	25.60
11/11/2024	ASIC	ASIC Report for new vendor application fee	$	20.00
13/11/2024	ASIC	ASIC Report for new vendor application fee	$	25.60
18/11/2024	Coles	Staff Amenities	$	184.30
20/11/2024	Sheridans	Name Badge	$	49.45
21/11/2024	Basils Fine Foods	Meeting Supplies	$	23.98
22/11/2024	Techbuy Pty Ltd	Projector for workshop	$	4,295.66
25/11/2024	Carramar Flowers	Sympathy flowers for Staff	$	127.00
25/11/2024	Carramar Flowers	Sympathy flowers for Staff	$	137.00
	Total CBA Credit Card ending 7977		**$**	**5,751.49**
	Total CBA Credit Card Payments		**$**	**14,145.57**

Schedule of Payments for November 2024
Council Meeting - 12 December 2024
Ampol Purchasing card

Date	Document No.	Description	Amount
4/10/2024	EFT-02455	Fuel	$ 124.26
13/10/2024	EFT-02456	Fuel	$ 114.75
	Total Ampol Card for Rego 9808		**$ 239.01**
	Total Ampol Purchase Card Payments		**$ 239.01**

Schedule of Payments for November 2024
Council Meeting - 12 December 2024
Bunnings Power Pass

Date	Document No.	Description		Amount
10/10/2024	EFT-02458	Sanding Mesh	$	49.32
16/10/2024	EFT-02458	Garden Sprayer	$	37.05
31/10/2024	EFT-02458	Lubricant, Wireless Door Chime, Key Tags & Fly Bait	$	110.89
		Total for Card ending 01614	**$**	**197.26**
24/10/2024	EFT-02458	BBQ + Accessories	$	976.85
24/10/2024	EFT-02458	Gas Cylinder	$	75.85
		Total for Card Ending 60507	**$**	**1,052.70**
4/10/2024	EFT-02453	Heavy Duty Tarps (x8)	$	20,022.00
9/10/2024	EFT-02458	Line Trimmers	$	14.40
24/10/2024	EFT-02458	Odour & Fly Control Supplies	$	268.58
		Total for Card ending 51400	**$**	**20,304.98**
		Total Bunnings Power Pass Payments	**$**	**21,554.94**

9.3	MINDARIE REGIONAL COUNCIL COUNCIL MEETING AND WORKSHOP DATES FOR 2025
File No:	GF-23-0000410
Appendix(s):	Nil
Date:	05 DECEMBER 2024
Responsible Officer:	Chief Executive Officer

SUMMARY

The purpose of this report is to provide notice of the dates, times and locations for the Mindarie Regional Council's (MRC) Ordinary Council Meetings (OCM) and to provide advice regarding Strategy Workshops (SW) and Budget Workshops (BW) for 2025.

BACKGROUND

In accordance with the *Local Government Act 1995*, the MRC is required to schedule OCMs for the forthcoming calendar year and provide public notice of their dates, times and locations. In addition, the MRC also sets two SW and BW for the year.

DETAIL

In setting the dates for the 2025 OCMs consideration is given to the following:

- The Catalina Regional Council meeting dates for 2025
- The WALGA Metropolitan Zone meeting dates for 2025
- The Australian Local Government Association (ALGA) Annual Conference
- Relevant Waste Conferences
- Availability of Member Councils' Chambers.

Wherever possible, alternative dates to those already specified for the meetings above are proposed by the administration.

Catalina Regional Council

Catalina Regional Council (CRC) meeting schedule is outlined below. While 19 June 2025 is a proposed meeting date for MRC and a confirmed date for CRC, no councillors currently participate in both meetings, so no conflicts are anticipated. Initially, MRC considered 26 June 2025, however, this date coincided with the ALGA conference which Councillors may wish to attend.

- 20.02.2025
- 17.04.2025
- 19.06.2025
- 21.08.2025
- 16.10.2025
- 11.12.2025

WALGA North Metro Zone (NMZ)
WALGA has confirmed that NMZ meeting dates are now held on Wednesdays.

Australian Local Government Association (ALGA) Annual Conference
Conference date 24-27 June 2025.

Waste Conferences
There are no known meeting date clashes with dates for the 2025 waste conferences.

- Perth Waste Conference 10 & 11 September 2025.
- Coffs Harbour Waste Conference 13-15 May 2025
- AORA Waste Conference 3-5 June 2025

Public Holidays
Public Holidays which fall close to the proposed OCM dates are:
Friday 18 April 2025 – Good Friday
Sunday 20 April 2025 – Easter Sunday
Monday 21 April 2025 – Easter Monday
Friday 25 April 2025 – Anzac Day
Monday 29 September 2025 – King's Birthday

MRC acknowledge that the proposed meeting date of 24 April 2025 falls within the Easter period. MRC considered rescheduling it to the previous week, however this would still result in a public holiday immediately following the meeting. Moving the meeting to the beginning of the month is not an option as it would not provide Administration sufficient time to complete the statutory required financial reporting.

Local Government elections
The Local Government Elections will be held on 18 October 2025.

Special Council meeting
MRC proposes a Special Council meeting on 13 November 2025. This will be to appoint members onto Committees. A strategic workshop is proposed following this meeting.

Financial Reporting
The MRC must arrange its council meetings to ensure that financial reports are presented to council within 2 months after the end of the month to which the statement of financial activity relates in accordance with *s.6.4 of the Local Government Act 1995* and *s.34(4) of the Local Government (Financial Management) Regulations 1996*.

Proposed Ordinary Council Meeting Schedule

27 February 2025	6.30pm	City of Joondalup	Ordinary Council meeting
24 April 2025	6.30pm	City of Wanneroo	Ordinary Council meeting
19 June 2025	6.30pm	Town of Cambridge	Ordinary Council meeting
17 July 2025	6.30pm	City of Stirling	Ordinary Council meeting
25 September 2025	6.30 pm	City of Vincent	Ordinary Council meeting
13 November 2025	6.30 pm	City of Stirling	Special Council meeting
27 November 2025	6.30 pm	Town of Victoria Park	Ordinary Council meeting
18 December 2025	6.30 pm	City of Perth	Ordinary Council meeting

Strategic and Budget Workshops
The MRC also propose to hold budget workshops and two strategic workshops during the year ahead. These workshops are important as they provide Councillors, member council CEOs and representatives on the Strategic Working Group an opportunity to review and discuss the MRC's strategic direction and have oversight on the budget proposals before its adoption.

17 February 2025	6.30pm	City of Stirling	Strategy Workshop
10 April 2025	6.30pm	City of Stirling	Budget Workshop
22 May 2025	6.30pm	City of Stirling	Budget Workshop *(if required)*
13 November 2025	6.30pm	City of Stirling	Strategy Workshop

STATUTORY ENVIRONMENT
Local Government Act 1995
Local Government (Administration) Act 1996

POLICY IMPLICATIONS
Nil

STRATEGIC IMPLICATIONS
Nil

FINANCIAL IMPLICATIONS
Nil

COMMENT
The administration has sought, through the dates proposed, to set an OCM and Workshop schedule which provides council the opportunity to make all necessary decisions in accordance with its statutory requirements, and takes into account the effects thereafter on individual member councils' obligations under the *Local Government Act 1995 and the Local Government (Financial Management) Regulations 1996*, whilst allowing sufficient provision for adequate briefing through workshops on matters relevant to council.

Workshops are seen as important as they provide Councillors and member council administrations an opportunity to review and discuss the MRC's strategic direction and have oversight on the administration's budget proposals.

Efforts have been made wherever possible to reduce the potential impact on councillors' already busy schedules due to their individual member council responsibilities.

The proposed meeting schedule for 2025 is submitted for approval.

VOTING REQUIREMENT
Simple Majority

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

1. Adopt the meeting dates as follows:

27 February 2025	6.30pm	City of Joondalup	OCM
24 April 2025	6.30pm	City of Wanneroo	OCM
19 June 2025	6.30pm	Town of Cambridge	OCM
17 July 2025	6.30pm	*tbc* (City of Stirling)	OCM
25 September 2025	6.30pm	City of Vincent	OCM
13 November 2025	6.30 pm	*tbc* (City of Stirling)	SCM
27 November 2025	6.30pm	Town of Victoria Park	OCM
18 December 2025	6.30pm	*tbc* City of Perth	OCM

2. Issue a Public Notice on the meeting locations, dates and times as detailed in (1) above in accordance with Part 12 (1) of the *Local Government (Administration) Regulations 1996* and the *Local Government Act 1995.*

3. Note the following Budget Workshop and Strategy Workshops planned for 2025, as follows:

17 February 2025	6.30pm	City of Stirling	Strategy Workshop
10 April 2025	6.30pm	City of Stirling	Budget Workshop
22 May 2025	6.30pm	City of Stirling	Budget Workshop (if required)
13 November 2025	6.30pm	City of Stirling	Strategy Workshop

Moved Cr Gobbert, seconded Cr Wright
RESOLVED
That the recommendation be adopted

CARRIED UNANIMOUSLY 10/0
For: Crs Castle, Cutler, Fishwick, Gobbert, Hatton, Miles, Proud, Thornton, Vernon and Wright
Against: Nil

9.4	TAMALA PARK ODOUR MANAGEMENT REPORT
File No:	GF-23-0000350
Appendix(s):	Nil
Date:	06 DECEMBER 2024
Responsible Officer:	Chief Executive Officer

1. SUMMARY

This report seeks to inform Council on matters relating to odour management at the Tamala Park Waste Management Facility (Tamala Park).

2. BACKGROUND

Tamala Park – which is operated by Mindarie Regional Council (MRC) – is one of Western Australia's largest waste management facilities.

Tamala Park's landfill provides a household residual municipal waste disposal service to seven local government areas from the Perth Metropolitan Area (MRC's *member councils*). It has provided this service since 1991.

Operating a landfill which accepts putrescible waste produces odour which must be managed to what are deemed acceptable levels (odour management).

In the past 18 months, MRC has received numbers of complaints about odour from residents who live near the boundary of Tamala Park which are unusual in the context of the site's operational history. Prior to June 2022, it was expected that MRC would receive zero, one or two odour complaints from nearby residents per month.

This increase in complaints has resulted in significant interest in MRC as an organisation from the community, stakeholders, regulators, government agencies and the media. It has also resulted in increased criticism of MRC in the context of its ability to control odours and operate the landfill in what is perceived to be an orderly and controlled manner.

This report seeks to better inform council on the reasons behind the odours created at Tamala Park; the history of odour management at the site; why the number of complaints about odour have increased and what measures have been taken/are being developed to minimise odours now and in the future.

3. DETAIL

3.1. LOCATION OF ODOURS AT TAMALA PARK

To date, all indications - from MRC's operations; its contractors and external specialists; and in complaints received from the community – are that odours produced at Tamala Park are solely associated with the landfill and landfill operations.
Aside from the landfill, Tamala Park is also home to a drop-off/recycling centre where residents can deposit recyclable items and items which require specialist disposal. Tamala Park is also home to a transfer station, which provides a disposal service to local residents and small businesses.

The only material from the drop-off/recycling area which might be disposed of in the Tamala Park landfill are items which have been offered for sale at the Reuse Shop but have failed to sell.

None of the items handled at the drop-off/recycling centre or transfer station present a significant odour profile which would be perceptible away from their immediate location.

There has been no suggestion that the drop-off/recycling centre or transfer station contributes to the odours experienced by residents living near to the site.

3.2. MATERIALS ACCEPTED FOR LANDFILL

The Tamala Park landfill accepts waste from MRC's seven member councils: the cities of Joondalup, Perth, Stirling, Vincent and Wanneroo, and the towns of Cambridge and Victoria Park. It also accepts a much smaller amount of waste from the Tamala Park transfer station which allows the community and small businesses to dispose materials in the landfill for a fee.

At the time of writing this report, household residual waste from member councils and much smaller amounts of waste from the transfer station are the only sources of waste accepted for disposal in the Tamala Park landfill.

The waste which is received from MRC's member councils only comes from the red-lidded bins into which residents deposit residual household waste and from a significantly smaller amount of bins collected from parks, etc. The contents of these bins arrive at Tamala Park in the same form that they were collected by the member council and – with the exception of the City of Stirling and (on occasion) the City of Perth which transfer the waste to another vehicle – in the same trucks which carry out the kerbside collections. The Tamala Park landfill does not accept any materials from other types of residential bin (such as comingled recyclables, garden waste or FOGO bins).

3.3. MATERIALS ACCEPTED TO LANDFILL (HISTORY)

Tamala Park opened its gates to landfill disposal by its member councils in 1991.

Since that time, approximately 8.9 million cubic metres of the planned 10 million cubic metres of landfill space has been filled. By the end of 2024 - in terms of available space filled - the landfill will be filled to approximately 90 per cent of its total capacity.

Throughout this time, the waste deposited into the landfill has – almost entirely – comprised residual household waste and much smaller amounts of waste from the transfer station. However, some known exceptions to this, are:

- For more than a decade, until August 2024, MRC received waste materials from water treatment operations which contained highly odorous constituents. This arrangement ended at MRC's request in August 2024 in response to community concern over odours.
- On occasion, Tamala Park is asked to accept unusual waste/disposals. A notable example was the disposal of a 30-tonne whale carcass at the landfill in November 2014. A similar incident occurred in 2012.

However, even in the case of these notable or exceptional cases, the type of waste disposed of throughout its operational life has been Class II putrescible waste or inert waste (ie: waste which rots or waste which does not) in line with its WA Department of Water and Environmental Regulation (DWER) licence.

In short, the waste accepted at Tamala Park throughout its operational life has not materially changed in type and has remained largely consistent since 1991.

3.4. ODOUR SOURCES

Given the types of waste accepted at the Tamala Park landfill, there are a limited number of potential odour sources which might impact nearby residents. These are listed below in no particular order:

3.4.1. ODOURS FROM FRESH WASTE

These are the odours which are produced by waste as it is being deposited by member council trucks on the landfill surface and before it has been covered.

MRC's independent odour consultant – EAQ Consulting – describes the odour profile from fresh waste as follows:

> *'Odours from the active-tip face resemble rubbish, rotten rubbish-type odours, which are the types of odour descriptions generally observed from residential waste collection trucks'*

3.4.2. ODOURS FROM ROTTING WASTE WITHIN THE LANDFILL MASS (LANDFILL GAS)

These are the odours which come from waste which has been deposited at the landfill previously and is sitting somewhere within the landfill mass.

The odours from this waste are as a result of organic matter being broken down by bacteria and microbes. Aside from these organisms smelling themselves, they also produce odorous gases like hydrogen sulphide and along with non-odorous gases like methane. Collectively, these are known as 'landfill gas'.

How odorous this waste is depends on how long it has been in the landfill, at what stage of decomposition it is and what proportion of that waste was comprised of organic material. In any case, if this waste remains within the landfill mass and the gas it produces remains

trapped or is suitably extracted before it can escape, then the potential for this type of odour to impact residents is minimal.

MRC's independent odour consultant – EAQ Consulting – describes the odour profile from landfill gas as follows:

> *'The odour of landfill gas is often difficult to describe and can be referred to as a gas-type odour, sweet, sharp, dirty and pungent – and – given the odours observed are known and/assumed by the receiving environment to be landfill gas from a landfill, often a description may be pungent rubbish, or as before a gas-type odour where the observer may describe the odour as gas-type or rotten egg because it resembles natural gas odour which has (…) sulphur compounds added to it so it can be recognised'*

3.4.2.1. NOTE: HEALTH IMPACTS OF LANDFILL GAS

DWER has confirmed, through consultation with the WA Department of Health that the odours experienced by residents living nearby Tamala Park are not hazardous to human health. This conclusion supports MRC's own findings on this matter and those of its independent consultants.

This information has been communicated to the community through the MRC website and through responses to correspondence from individuals who have contacted MRC.

3.4.3. ODOURS FROM LEACHATE

Leachate is the term used by the waste management industry to refer to rainwater which has travelled down through the top of the landfill and into the landfill mass.

Leachate at Tamala Park exists (and has existed for many years) both in the landfill mass and within 'leachate ponds' where – historically – leachate has been collected/allowed to accumulate so it can be reduced in volume through evaporation.

Leachate contained within the landfill (ie: sub-terrain) does not pose a risk for odours being experienced at the surface of the landfill or off-site.

Leachate is comprised (in the majority) of water (rainwater). The odorous component comes from the waste which the water has mixed with. MRC's independent odour consultant – EAQ Consulting – describes the odour profile from leachate as follows:

> '*Leachate odours at the surface of the landfill (ie: surface layer of the leachate ponds) are complex and depend on the concentration and types of contaminants within the leachate. On balance, though, leachate odours often resemble an acidic type odour which may include odours from organic acids, sulphurous compounds, organic alcohols and aromatic hydrocarbons – and – as a mixture, leachate odour can be difficult to describe in ambient air, but such descriptions may include acidic, sour, fermented etc., and may also include a description synonymous with sewage.'*

3.5. ODOURS DETECTED AND CONFIRMED IN THE COMMUNITY

Between April 2024 and November 2024, MRC engaged *Environmental & Air Quality Consulting (EAQ)* to undertake a program of odour field assessments (OFAs) at Tamala Park and in the surrounding community.

OFAs as carried out by EAQ are a field-based technique which records the presence (observation), intensity (strength) and frequency of observations of odours, downwind of the odour source. EAQ undertakes OFAs in accordance with WA Department of Water and Environmental Regulation (DWER) guidelines which specify that "*OFA surveys are undertaken by trained odour panellists who follow a strict methodology to record odour at specific locations"*

EAQ presented its findings from the OFAs in a report provided to MRC on 27 November 2024.

A summary of these findings taken from OFAs in the community is provided below:

Date	Comments
16 April 24	*Odour character sharp, sweet, at times difficult to describe where it was almost chemical/gassy and very persistent.*
10 May 24	*Landfill gases were the primary odours observed during the investigation.*
19 June 24	*Odours resembled a 'weak' rubbish-type odour.* ***Winds were too calm so OFA was called off.***
28 June 24	*Intermittent odours of rotten garbage/fruit*
9 August 24	*Intermittent odours, sweet and resembling landfill gas/gassy and rubbish-type*
21 October 24	*Transient odours which followed wind gusts. Odours diminished as winds persisted.*
22 October 24	*Rubbish, dirty/rotten gas, swampy. Intermittent odours during calmer winds.*
23 October 24	*Rubbish, dirty/rotten gas, swampy. Intermittent odours during calmer winds, intensifies with gusts.*
25 October 24	*Rubbish, dirty/rotten gas, swampy. Intermittent odours during calmer winds, intensifies and lingers with gusts. A single sewer type odour, not sure of origin.*
26 October 24	*Gassy odours were obvious with an overtone of fruity/rotten fruit. Gassy odour was sweet.*
28 October 24	*Generally subtle odours that were at times week*
30 October 24	*Although subtle odours, the tone of the odours seemed more unpleasant when a 'tangy' character was observed. Salty/seaweed type odours also observed, albeit not from the site.* ***Winds became too light, so OFA was called off.***
31 October 24	*Higher intensity odours (ie: obvious) were observed when considering odour descriptions from previous OFAs.*
3 November 24	*In general, the gassy odours were obvious with an overtone of fruity/rotten fruit. Gassy odour was sweet.*

In analysing the findings of the OFAs conducted in the community, EAQ concluded in its 27 November 2024 report that the odour descriptors resembling gassy, fruity, sweet or dirty odours were attributable to landfill gas odours. EAQ further concluded that, while odours from surface leachate evaporation may have been observable as part of the overall 'suite' of odour descriptors (what MRC has referred to as the 'total' odours) downwind of Tamala Park, these odours were not prominent when compared to landfill gas odours.

Furthermore, instances where 'sour' or 'sewer-type' odours were observed might be attributed to vapours from surface level leachate ponds, but, the sulphur chemistry associated with these odours is also emitted as part of landfill gas.

In instances where odour descriptors corresponded to rubbish, rotten rubbish, etc. EAQ believed that – while these could be attributed to the active tip face – they may also be attributed to diluted odour characteristics from landfill gas emissions, given it was deemed unlikely that tip-face odours were observable at such distances.

3.6. ODOURS DETECTED AND CONFIRMED ON-SITE (TAMALA PARK)

3.6.1. SITE INSPECTION AND OFA – 21 AUGUST 2024

On 21 August 2024, EAQ attended Tamala Park to carry out a site inspection/odour field inspection (OFA).

During the inspection, winds were considered light to calm.

A total of eight sites across the Tamala Park landfill were inspected and EAQ attempted to characterise the odours which were observed in each of these locations. These locations and a summary of EAQ's findings there are listed below:

Site number	Location	Comments
Site 1	Next to side wall liner, Stage 2, Phase 3 of landfill	*Odour character of biogas/landfill gas ('gassy') which was prominent, high intensity and clean (no other landfill odours contributing/mixing) and localised in puffs. Odour was persistent.*
Site 2	Haul road 2, capped area, Stage 1 of landfill	*Location presented some malodour when nearing it, though the prominence of odours was short lived due to calm conditions. Odours resembled a 'dirty' gassy odour.*
Site 3	Track – Stage 2, Phase 2 of landfill, temporary capped area	*Odour was very prominent and resembled sewer type odours mixed with a 'dirty' gas type odour. The odour was persistent.*
Site 4	Next to leachate pond (Stage 2, Phase 3 of landfill) on capped area where Stage 1 and 2 of landfill meet	*Inspected to determine if odours at Site 3 were originating from this location. Odours here were the same as Site 2 and comparable to Site 3, although calm winds meant odours were less prominent and less persistent.*
Site 5	Hazardous areas, Stage 2, Phase 2 of	*Odours here resembled off-milk and sickly. The odour was persistent.*

	landfill, muddy with recent rain	
Site 6	Temporary capped area, Stage 2, Phase 2 of landfill	*Odours here were a 'dirty' gassy odour and the area was covered with bubbling puffs where the landfill gasses were puffing out of the ground. The odour was persistent.*
Site 7	Daily covered area on the day's deposited waste, Stage 2 Phase 2 of landfill	*Was the active tip face and odours resembled more of a garbage type odour, but still has a 'dirty' gas and leachate odour to it.*
Site 8	Bitumen road, next to recent cut and fill of capping of western edge, Stage 2, Phase 2/3 of landfill	*Similar odours to Sites 2 and 6, albeit of a lower persistence.*

EAQ concluded that, given the volumes of odours observed from landfill gas during the site visit – as well as the 'dirty gas' smell which indicated where landfill gas had mixed with and carried leachate odours upwards from inside the landfill system and surface ponds – it would be highly unlikely that odours from the active tip face would be perceptible outside the site boundary.

In short, EAQ's findings suggest that the primary odours evident during the site visit were:

- A 'clean' gas odour from landfill gas
- A 'dirty' gas odour (sewer-like) from landfill gas which has passed over and 'carried' odours from leachate

3.7. ODOUR MANAGEMENT AT TAMALA PARK (PRIOR TO FEBRUARY 2023)

The following describes the way in which odours were managed prior to changes made by MRC in response to increased community concern in the past two years.

3.7.1. DAILY COVER

Each day the landfill operations team would apply a minimum of 150mm of crushed and screened limestone from the Tamala Park quarry in line with the terms of MRC's licence issued by the regulator (DWER).

In instances where additional cover was required (due to settlement, rainwater, disturbance of the cover from daily activity on the landfill, etc.) cover would be reapplied or applied in greater amounts. These requirements would be identified during monthly Environmental Inspection Reports conducted by MRC, in line with the conditions of its license issued by DWER.

3.7.2. LANDFILL GAS POWER STATION

Tamala Park is home to Western Australia's largest landfill gas (LFG) power station, operated by EDL.

The facility – which was opened in 2004 and expanded in 2007 – extracts landfill gas from the landfill mass in order to capture methane. The methane is then used as fuel for generating electricity which is sent to the grid.

The remaining landfill gases (also captured from the landfill) are disposed of in this process. This includes odorous gases which might otherwise impact nearby residents.

Historically, the LFG power station has formed an important part of MRC's odour management and MRC has worked closely with EDL to maintain and expand the infrastructure of wells required to extract gas from the landfill mass.

3.7.3. LEACHATE AND RAINWATER MANAGEMENT

Prior to February 2023, Tamala Park had long-established methods of managing leachate and rainwater which – in both cases - was designed to keep leachate moving around the site and prevent it from accumulating in un-planned areas or being absorbed into the landfill mass.

A longstanding issue for MRC in its management of leachate at Tamala Park has been the lack of dedicated, permanent leachate ponds and evaporation system. In fact, Tamala Park is the only landfill in Western Australia which faces this particular problem.

Because of this, MRC has always relied upon the development of temporary infrastructure for the holding and transfer of leachate and rainwater and a network of pumps, sprinklers and irrigation to promote evaporation. This included:

- utilising 'rainfall benches' on active landfill areas to collect rainfall in defined areas before it becomes leachate;
- pumping rainfall from benches to sprinklers situated in capped areas of the landfill where the water would be sprayed onto the surface for evaporation;
- leachate extraction pumps operating within the landfill mass 24/hrs
- leachate transfer tanks to store pumped leachate for distribution around the landfill;
- <1m deep HDPE lined evaporation mats (lined with black plastic to encourage heat transfer from the sun), evaporation ponds and irrigation batters/benches to receive the pumped leachate from the transfer tanks;
- 'drizzle towers' sitting within the evaporation ponds to increase the surface area for evaporation;
- irrigation sprinklers to spread the leachate across a wide area within the active landfill to be more easily evaporated (in favourable weather conditions only – only on areas with intermediate capping or which have daily cover)

As the landfill expands and further waste lifts are put in place, the temporary evaporation mats and leachate or rainwater ponds would be decommissioned, filled with waste and capped. New infrastructure would then be created in a new location, close to the new active tip face.

3.7.4. ODOUR NEUTRALISERS, ABSORBENTS AND SUPPRESSANTS

Prior to February 2023, MRC had a standardised methodology for the application of odour neutralisers, absorbents and suppressants.

The products used by MRC were as follows:

- Zeolite – a naturally occurring mineral absorbent for leachate management
- BioWish – a treatment solution for surface water which removes organic matter and other contaminants
- EcoSorb - a plant-based odour neutraliser derived from pine, aniseed, clove, lime and other sources
- Odour pods – an aerated container which distributes an odour neutraliser in a highly localised area

In the main, applications of odour neutralisers, absorbents and suppressants were carried out in direct response to individual complaints – which, as outlined above – were usually no more than one, two or three per month.

3.8. INCREASE IN ODOUR COMPLAINTS AND OPERATIONAL CHANGES

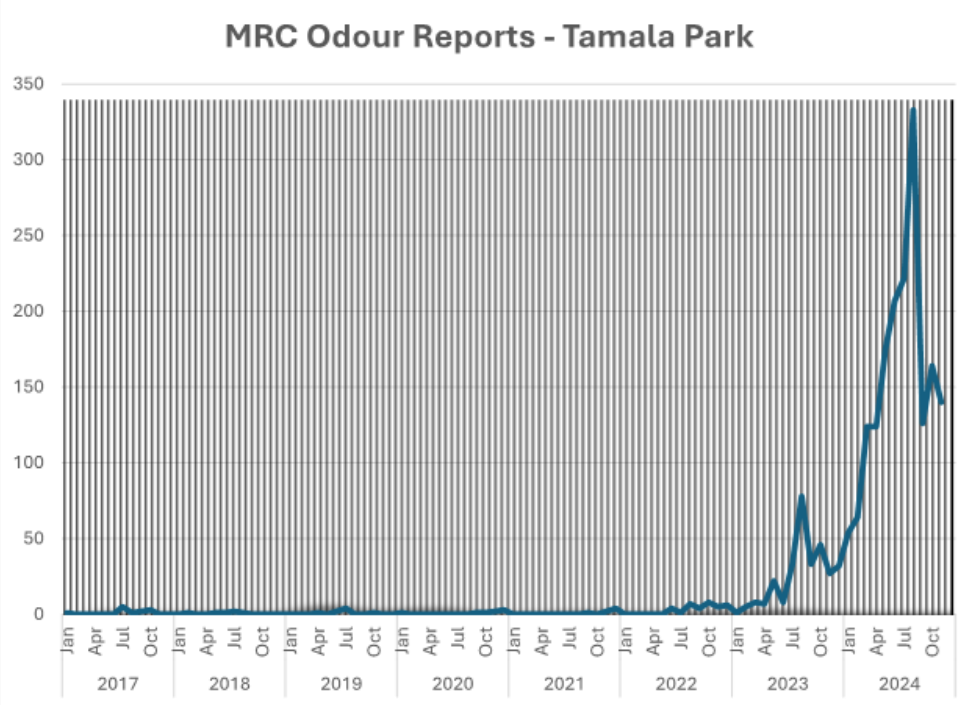
Between January 2017 and December 2021, MRC received – on average – 0.68 odour complaints per month, at which time leachate evaporation through the temporary infrastructure discussed previously was utilised daily to manage leachate volumes on site.

During this period, the highest number of complaints received was five (5) in July 2017 and it was not unusual for MRC to experience no (zero) complaints in any given month. For instance, of the 60 months between January 2017 and December 2021, there were 38 months where MRC received no (zero) complaints.

Over the past 18 months, MRC has seen an unprecedented increase in odour complaints being received from the surrounding community.

This began around August 2022 when MRC received seven (7) complaints in the month – an usually high amount for the time. This number was surpassed by eight (8) complaints in October 2022 and 22 complaints in May 2023.

The graph below shows the number of odour complaints received by from January 2017 to October 2024.



3.8.1. TIMELINE

The table below outlines the number of complaints which MRC received from January 2023 to date and – where relevant – the changes to operations at Tamala Park which resulted.

The subsequent section of this document explains the operational changes listed below in more detail.

Month	No. of complaints	+/-	Operational changes/notes
Jan 23	1	-	
Feb 23	5	+4	• MRC ceases leachate evaporation/irrigation
Mar 23	8	+3	
Apr 23	7	-1	
May 23	22	+15	• *Tamala Park and odour become campaign strategy for local councillors ahead of LG elections* • MRC replaces temporary tarps used on parts of the day's waste with permanent limestone cover
Jun 23	8	-14	• MRC begins reducing working landfill cell 'lift' height (the vertical depth of each day's deposited waste) from 5M to 3.5M, decreasing the total surface area to reduce odour egress • MRC stops receiving deliveries of waste at night

Jul 23	33	+25	
Aug 23	78	+45	
Sep 23	33	-45	
Oct 23	46	+13	
Nov 23	27	-19	• MRC begins trials of daily applications of EcoSorb on the active landfill
Dec 23	32	+5	
Jan 24	54	+22	
Feb 24	64	+10	
Mar 24	124	+60	• *Number of odour complaints surpasses 100 for the first time*
Apr 24	124	0	• MRC appoints independent odour consultant to assess extent and type of odours
May 23	175	+51	
Jun 24	207	+32	• MRC places strict conditions on receipt of odorous loads and makes changes to their handling to reduce odour impact
Jul 24	222	+15	• *Number of odour complaints surpasses 200 for the first time* • MRC provides notice in advance to WaterCorp it will soon be ceasing receipt of odorous loads
Aug 24	333	+111	• MRC stops receiving odorous loads from WaterCorp • MRC begins trial of mister technology to supress odours • MRC meets with EDL to discuss gas extraction • The daily cover placed on each day's waste is increased • MRC engages EAQ consultant to inspect the whole site and prepare a site report as a result of landfill gas generation impact on odour levels • RFQ is prepared for the installation of a new leachate risers • MRC considers the use of a vacuum excavator truck to attend site to suck up any standing surface waters on current benches
Sep 24	126	-207	• *Number of odour complaints surpasses 300 for the first time* • Batters are given excessive amounts of extra cover • Over saturated areas of the landfill have water pumped into other less saturated areas • Increased use of odour suppressants and absorbents • MRC attempts to clear flooded landfill gas infrastructure (within the landfill) to increase gas capture
Oct 24	164	+38	• *Community presentation on 6 October – residents are encouraged to continue to report to MRC*

			• MRC and EDL install new landfill gas capture infrastructure within the landfill (particularly to areas with scant infrastructure coverage)
Nov 24	140	-24	• MRC and EDL continue to install new landfill gas capture infrastructure within the landfill (particularly to areas with scant infrastructure coverage) • MRC concludes the mister trial
Dec 24	-	-	• MRC and EDL continue to install new landfill gas capture infrastructure within the landfill (particularly to areas with scant infrastructure coverage)

3.8.2. OPERATIONAL CHANGES IN DETAIL

MRC decision to cease evaporation of leachate

Due to concerns related to the increase in odour complaints being received, MRC made the decision to cease leachate extraction and the use of lined evaporation mats/ponds in February 2023. It also decided, at this time to cease irrigation across the surface of the landfill.

At the time, it was believed by MRC that by ceasing to evaporate leachate, some of the total odour produced at the site could be removed and the total odour impact on residents could be reduced.

This decision was made in full consultation with DWER and was welcomed by the regulator at the time as a positive step to helping reduce overall odours from the Tamala Park site.

Replaces temporary tarps used on parts of the day's waste with permanent limestone cover

Prior to May 2023, MRC utilised tarpaulins at the end of each day's operations to cover the 'rises' (the sloped ends of the waste layer which had been applied that day) overnight. The tarpaulins served to reduce odour by creating a barrier between the open rises and the atmosphere and to prevent birds and pests from accessing the waste. These tarpaulins would be removed the following day and disposal of waste would continue alongside the previous day's.

In May 2023, the role which tarpaulins played on the landfill was replaced (and replicated) by the use of permanent limestone cover. As such, rather than simply covering and uncovering the rises between each day of operation, a layer of limestone was applied to the *entire* days waste, inclusive of the rises.

Reducing working landfill cell 'lift'

From June 2023, MRC began work to decrease the 'lift' height (or vertical depth of each day's deposited waste) from 5 metres to 3.5 metres.

This operational change resulted in a reduction in the exposed surface area of fresh waste on site during operational hours.

MRC begins trials of daily applications of EcoSorb on the active landfill

MRC began to apply EcoSorb (a plant-based odour neutraliser derived from pine, aniseed, clove, lime and other sources) on each day's waste in November 2023.

This was as a direct response to community concern over odour.

MRC appoints independent odour consultant

In April 2024, MRC engaged the services of an industry-leading, independent odour consultant (*Environmental & Air Quality Consulting (EAQ))* to examine the impact of odour on the community and the type and intensity of odours coming from the Tamala Park landfill (see sections: *Odours detected and confirmed in the community*, and, *Odours detected and confirmed on-site (Tamala Park)*)

Stopped accepting odorous loads from WaterCorp

Until August 2024, MRC had accepted odorous material from WaterCorp for disposal in the Tamala Park landfill. The decision to stop accepting these loads was made as a direct response to increased community concern over odours and to reduce the total amount of odours at the site which could be experienced by nearby residents.

Prior to stopping these loads (June 2024), MRC had trialled making changes to the way in which these loads were accepted, adopting special measures to prevent the odours they produced from travelling off site. This included disposing the material lower in the landfill (to prevent the wind from carrying any odours) and ensuring that the loads were immediately covered.

However, MRC remained unsatisfied that the odours from these loads could be adequately mitigated and WaterCorp was notified in July 2024 that Tamala Park would no longer be accepting them for disposal in the landfill.

Misters trial

Between April 2024 and November 2024, MRC engaged *Environmental & Air Quality Consulting (EAQ)* to undertake a program of odour field assessments (OFAs) at Tamala Park and in the surrounding community.

While carrying out this work, EAQ were asked to assess the effectiveness (or lack thereof) of a trial of new odour management technology - what MRC has publicly referred to as 'misters'.

These 'misters' are industrial water cannons designed to supress odours by dispersing a plume of water vapour, which (the droplets in the air being heavier than the odour causing molecules) should in theory 'capture' odour causing molecules in the air and prevent them from travelling off site. Odour neutralising compounds can also be added to the water which is fed through the system to – in theory – provide an additional odour suppressing benefit.

The misters were deployed in strategic locations around the site from 22 October 2024 with EAQ using its methods to assess their effectiveness in minimising the impact of odour from the

landfill operations on nearby residents. EAQ also looked to judge the effectiveness of the misters on different kinds of odours from the landfill (such as the odours from leachate, from landfill gas and from fresh waste).

In the findings provided to MRC on 27 November 2024, EAQ described the effectiveness of the misters as '*unremarkable'* based upon the OFAs carried out at Tamala Park and in the community.

Increased deployment of cover (daily waste and batters)

In September 2024, in response to a considerable increase in odour complaints in the preceding month, MRC made the decision to deploy excessive levels of cover across open areas of the landfill and – in particular – the landfill batters (sides of cells). This work was carried out by MRC's contractor, Raubex.

Pumping of leachate and rainwater from oversaturated areas

In September 2024, following a period of exceptional weather which resulted in some areas of the active landfill site becoming waterlogged and oversaturated, MRC began pumping rainwater and some surface leachate away into other parts of the landfill which had greater capacity to hold water.

This work was intended to help the waterlogged areas to dry out and prevent the creation of an odorous 'mud-like' substance which resulted over the winter period in 2024 on the surface of the active landfill (see section: *Unfavourable weather conditions*)

Increased use of odour neutralisers, suppressants/absorbents

In September 2024, in response to a record number of odour complaints from the community in the preceding month, MRC greatly increased its use of odour neutralisers, suppressants and absorbents.

Many of these had been in use at Tamala Park for many years, including:

- Zeolite – a naturally occurring mineral absorbent for leachate management
- BioWish – a treatment solution for surface water which removes organic matter and other contaminants
- EcoSorb - a plant-based odour neutraliser derived from pine, aniseed, clove, lime and other sources
- Odour pods – an aerated container which distributes an odour neutraliser in a highly localised area

In addition to these, MRC also trialled 'misters', which are industrial water cannons designed to supress odours by dispersing a plume of water vapour into the air where odours are present. (See section: *Misters Trial)*.

From September 2024 onwards, these solutions were applied more widely and more judiciously than they had been previously with the expressed aim of reducing and controlling odours from the landfill which might travel off-site and impact the community.

Attempts to clear flooded landfill gas infrastructure (within the landfill) and installation of new infrastructure

Through consultation with the operator of the Tamala Park landfill gas power station (EDL) and investigations of the landfill site, it was found that an increase in the levels of leachate within the landfill and an increase in the amount of rainwater affecting the top levels of the active landfill surface had waterlogged or blocked some of the essential landfill gas capture infrastructure.

In response, MRC began efforts to clear the vertical and horizontal 'wells' which allow for landfill gas to be extracted from the landfill mass. This produced mixed results, initially, as it was found that some wells had been deformed during compaction and the pumps required to clear them would no longer fit. In response, MRC ordered new, more compact pumps to clear away any standing water/leachate and much of this infrastructure has been restored to a greater capture capacity.

In addition to these works, MRC – along with EDL – has worked to increase the total number of wells present within the landfill mass by the installation of horizontal 'sacrificial wells' to extract a greater amount of landfill gas.

This work has resulted in an increased amount of gas being captured by EDL and a greater amount of odorous gases being disposed of in the power station process.

3.9. FACTORS WHICH CONTRIBUTED TO AN INCREASE IN ODOUR/ODOUR COMPLAINTS

MRC has obtained technical input into its investigations of the factors which are likely to have contributed to an increase in odour from the Tamala Park site, and – subsequently – an increase in the number of odour complaints it has received.

MRC's consultancy team comprised *Talis Consultants* (Talis) and *Environmental Air Quality Consulting (EAQ)*.

Talis has assisted MRC on the delivery of its various landfilling engineering projects over the past five years and is also engaged by the operator of the Tamala Park landfill gas power station, EDL, to provide advice on optimising gas capture from the landfill mass.

EAQ has undertaken all odour related works on and around the Tamala Park site on behalf of MRC, including field assessments and odour management plans.

MINDARIE REGIONAL COUNCIL
ORDINARY COUNCIL MEETING MINUTES
12 December 2024

3.9.1. ENCROACHMENT OF RESIDENTIAL AREAS ON TAMALA PARK SITE

The image above shows the Tamala Park site (in blue) with neighbouring areas of housing highlighted.

When the landfill first opened to waste disposal by its member councils in 1991, the area surrounding Tamala Park was largely bushland.

At that time, development to the north of the Tamala Park site boundary was just under 1km away at Mindarie. The closest development to the south of the site boundary was at the emerging suburb of Kinross just over 750m away at its northernmost point.

By 2001, the suburb of Kinross had been developed right up to the southern boundary of Tamala Park, no more than a few metres away at its northernmost point. Meanwhile, to the north, the emerging suburb of Clarkson had developed southwards to approximately 800m from Tamala Park's northern border.

Today, development/established homes to the north, south and northeast of Tamala Park are no more than 300m from the site boundary, in each direction. At the extreme end of this range, the closest houses in the newer Catalina Estate are just over 140m away, while to the south, the closest homes are just under 12m away.

The image below shows the boundary of the Tamala Park site (in blue) superimposed over satellite imagery from 31 December 1991 (left) and 30 June 2024 (right).

This marks a dramatic change in Tamala Park's operational circumstances and makes even relatively low odour levels – which might be typical of any landfill of Tamala Park's size and type – a potential detrimental impact upon nearby residents.

3.9.2. HEIGHT OF THE LANDFILL PROFILE

It is true of all landfill sites that as they become fuller (and subsequently higher on the landscape) the potential for odours to travel away from the site increases.

This is because fresh waste (the waste which arrives in trucks from member councils) is deposited at a greater height and the natural topography which surrounds the landfill is no longer sufficient to shelter odorous waste from the wind.

Consequently, the odours from fresh waste are more easily – and more often – blown off site and travel greater distances.

This issue is particularly pronounced at Tamala Park which, today, is surrounded on three sides by residential development and sits in a location where strong winds are commonplace.

Between June and August 2024 when odour complaints surpassed 200 and 300 per month for the first time, deliveries of waste to landfill were being deposited at a height of approximately between 45m and 49m above sea level. By comparison, Marmion Avenue to the west (approx. 41m above sea level), Connolly Drive to the east (approx. 20m above sea level), Aviator Boulevard (Catalina Estate) to the north approx. (between approx. 18 and 49m above sea level) and Kinross Drive (Kinross) to the south (between 47 and 31m above sea level).

3.9.3. INCREASED LEVELS OF LEACHATE

As outlined previously, in February 2023, due to concerns related to the increase in odour complaints being received, MRC made the decision to cease leachate extraction and

evaporation of leachate in lined mats/ponds. At the same time, leachate irrigation across the surface of the landfill was stopped.

In its report to DWER in November 2024, MRC and its consultancy team suggested that this decision represents the most significant alteration to operations at Tamala Park prior to and during the increase in odour complaints received since February 2023.

Also, in the same report to DWER, MRC and its consultancy team suggested that the result of ceasing leachate extraction/evaporation/irrigation led to an unseasonally high level of leachate accumulating in the landfill by winter 2024 and – consequently – had a detrimental effect on the ability to control landfill gas emissions.

Consistent with best practice guidelines for landfills across Australia, MRC monitors leachate levels as they appear within the landfill liner system at regular intervals. Historically, these intervals have been at no less than one month and – more recently – up to twice a month.

The reason for this monitoring is that:

1. the hydraulic pressure acting on the lining system is minimised as far as reasonably practicable to reduce infiltration; and
2. that the landfill gas extraction system can operate as effectively as possible to maximise the efficiency of capture through existing infrastructure (landfill gas cannot be extracted from gas wells which are submerged in leachate).

3.9.4. LANDFILL GAS

The graph below shows the number of complaints received by MRC between January 2022 and October 2024, alongside data from the operator of the Tamala Park landfill gas power station (EDL) showing power generated at their facility.

MINDARIE REGIONAL COUNCIL
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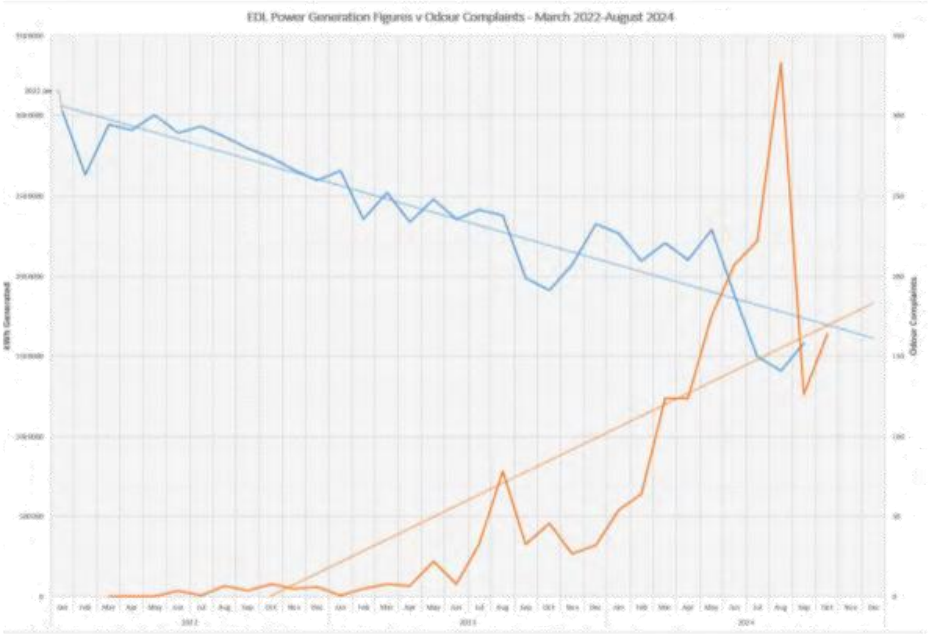


The key findings from the datasets, when considered together, are:

1. Power generation from the Tamala Park landfill gas power station has been dropping consistently since May 2022
2. Odour complaints have been consistently rising since late 2022, with significant increases and spikes which correlate with similarly significant drops in power generation (particularly during the winter of 2024).

In relation to the power output data in the table above, it is important to note that drops in power output are not necessarily because of a decrease in the amount of gas produced by the landfill itself (referred to as the 'gas field' by EDL). The amount of gas generated by any given landfill over its life does not materially alter or fluctuate within a 12-month period.

Therefore, over the duration of this data, the amount of gas generated by the Tamala Park landfill would be relatively consistent.

However, a critical factor for the capture of landfill gas is the level of leachate within the 'gas field' (the landfill mass). If leachate levels are sufficient to saturate areas where gas wells and associated infrastructure are present within the landfill, gas cannot be efficiently extracted from that area (or at all).

Unlike a conventional gas field (such as a deep-sea LNG gas field) where a single point of egress is drilled and engineered for extraction, landfills are – in essence – 'open' gas fields where gas produced by rotting waste will escape from the places of least resistance if it is not otherwise captured.

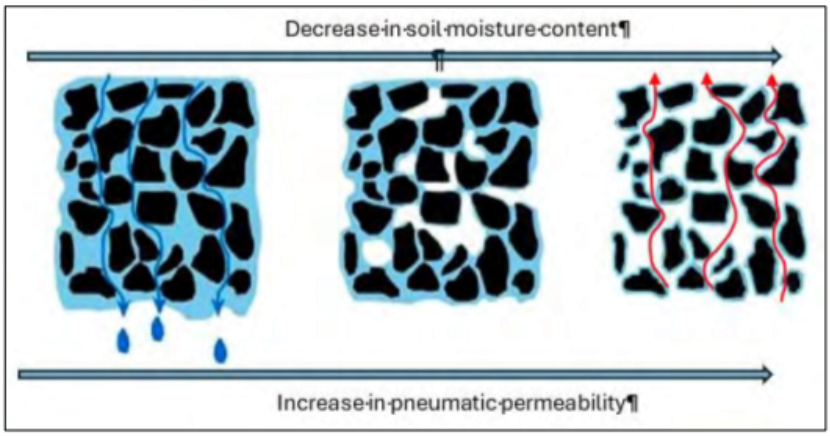
Any landfill gas which is not - or cannot be – extracted from the landfill mass can escape 'as fugitive emissions'. These fugitive emissions will include highly odorous gases.

MRC and its consultancy team, in its letter and report to DWER on 11 November 2024 outlined its belief that there has been a significant increase in fugitive landfill gas emissions from the Tamala Park site. This is consistent with the findings in MRC's odour consultant's report which stated that "*Site malodours at large distances from Site still prevail, which in the view of EAQ is due to uncontrolled landfill gas emissions*."

3.9.5. CEASING OF IRRIGATION AND RESULTING CHANGES TO COVER STRUCTURE

An unforeseen side effect of the decision to cease irrigation of leachate and rainwater onto the landfill surface in February 2023, was that the temporary capping and the layers of waste directly underneath have begun to dry out and the moisture content has been reduced.

This drying has, potentially, opened up more vertical preferential pathways which allow the gas to migrate to the surface more easily and at the expense of the extraction wells. In short, MRC's consultancy team believe that increased permeability of the surface soils and waste layers reduces the effective gas capture range of the vertical gas extraction wells present within the landfill. Uncaptured gas is then freer to migrate to the surface in the form of fugitive emissions.



In the diagram above (not to scale and illustrative only) the blue lines represent the direction of travel of irrigated leachate/rainwater down through and into the temporary capping and top layers of waste in the landfill. By filling the gaps in the granular structure of these layers, greater resistance is provided against landfill gas rising through the landfill to the surface. In the third illustration, the landfill gas (in red) is able to travel through channels which have emerged in the granular structure due to a decrease in moisture content.

As well as optimising the effectiveness of landfill gas capture in areas where vertical gas extraction wells are present, suitable levels of irrigation is one of the best options to limit the escape of fugitive gas emissions until a permanent cap can be installed.

In its report to DWER in November 2024, MRC and its consultancy team suggested that ceasing the irrigation of leachate and rainwater across the open landfill areas has had a significant impact on the effectiveness of the landfill gas collection system and the release of fugitive emissions at the site.

3.9.6. UNFAVOURABLE WEATHER CONDITIONS

In winter 2024, the Perth metropolitan area experienced an unusually high number of rain-affected days.

According to the Australian Bureau of Meteorology (BOM) (and reported by the ABC) the metro area experienced 62 rain-affected days between June and August in 2024 – the most since the winter of 1996.

This reporting matches the anecdotal evidence from MRC's operations team who reported unusually wet conditions on the landfill, including large areas of standing water and a saturated top of the landfill waste layers. Some staff, who have worked on the landfill for more than a decade, commented that the conditions were as bad as they had seen.

In its presentation at the community forum on 6 October, MRC suggested that that the wet conditions – coupled with the usual high winds and storms experienced in the area over winter - resulted in the top part of the landfill becoming over-saturated with water which percolated down through the top of the landfill. This – we believe – created a connected system of waste layers, rehydrated waste within the top part of the landfill which would otherwise have remained dry, increased the total surface area of the waste within the system and created a highly odorous 'mud', smells from which rose to the surface during compaction and under the weight of heavy machinery.

Combined with the fresh waste which is deposited on the landfill each day, odours from this mud were easily blown off site, due to the height of the active tip face within the surrounding landscape.

MRC has communicated through its owned channels and at the community presentation on 6 October 2024 that the exceptional winter weather conditions – and the knock-on effects that they created within the landfill – were a major contributor to the record number of odour complaints during the winter in 2024.

3.10. INCREASED SCRUTINY OF MRC AND ITS IMPACT

3.10.1. REPUTATIONAL IMPACT

There can be little doubt that there has been a significant and detrimental impact to MRC's reputation as a result of community concern over odour.

Assigning a value or measure to this impact is difficult. However, there are a number of indicators which allow for the impact to be better understood.

- Since appointing a communications professional in August 2024, MRC has recorded the number, type and sentiment of media stories or mentions of the organisation and the Tamala Park facility.
    - Since August, there have been 63 mentions relating to MRC and Tamala Park.
    - Of that number, 61 have been of *negative sentiment* – that is to say that the story or mention reflected negatively on MRC as an organisation or was critical of it.
    - Media outlets which carried stories or segments which reflected negatively on MRC as an organisation or were critical of it included: *The West Australian; Perth Now; 6PR; ABC Radio Perth and 96FM*.
    - In particular, 6PR carried multiple segments on the odour issue at Tamala Park between 6 September and 6 November, in which a number of residents called in to complain about the odour issue or to criticise MRC.
- At a community meeting organised by local ward councillors, between 350-400 people (the majority of whom were local residents) attended. The evening was emotionally charged and – at times – hostile towards MRC and the Tamala Park facility.
- Following the community meeting (in addition to an increase in the number of odour complaints received through the MRC website), MRC received an unprecedented number of written complaints or letters to the CEO (see *Complaints handling*, below) relating to the odour issue.
- Following the community meeting, a residents group – *Tamala Park Odour Action Group (TPOAG)* – was set up on Facebook with the expressed aim of shutting Tamala Park as soon as possible.
    - This group has conducted letter drops in the local community and coordinated a letter of signatories to DWER
    - Members of the group have also appeared in the media
- MRC's handling of odour complaints was investigated by the Office of the WA Ombudsman (see *Complaints handling*, below).
- Tamala Park has emerged as a campaign issue for politicians and candidates at a local and state level. Several have made the odour issue at Tamala Park a key component (or primary issue) for their campaigns for election or re-election.
- MRC has come under increased scrutiny from the regulator, which has communicated publicly on the issue of odour with the community. The regulator has also encouraged residents in the residential areas surrounding Tamala Park to make complaints to the department and to MRC directly. The department has also met with the residents group *TPOAG* and the local MLA, Mark Folkard.

3.10.2. OPERATIONS IMPACT

The issue of odour has had a significant and wide-ranging impact on MRC's day-to-day operations, to the extent that the MRC CEO has stated that all work across the organisation should now be viewed through the 'lens' of potential odour impacts on the community.

That is to say that all decisions, projects, works, operational changes, improvements or development of new services are now – before any other consideration – evaluated against how they might impact the work MRC is doing to manage and minimise odours.

This has transformed the way in which decisions are made at MRC and – consequently – significantly increased the workload of staff across the organisation.

With odour management taking top priority, it has also meant that other functions of the administration are necessarily denied some of their usual resource to compensate, or has required staff to work longer hours.

This – as well as the impact of working in an organisation which is under considerable scrutiny - has placed additional pressure on MRC staff (as outlined below).

The financial considerations of the additional work required to tackle the odour issue, and to explore new and innovative solutions which have not traditionally formed part of MRC's operations, has been significant – the details of which will be assessed during the MRC's mid-year financial review process.

3.10.3. COMPLAINTS HANDLING

Since May 2023, the number of odour complaints received by MRC has increased exponentially.

The majority of these complaints come to MRC through its website – specifically the odour management FAQ and guide, which explains to complainants how MRC manages odours and the reason behind the recent increase they have experienced.

However, in instances where complaints do not come to MRC through its website (such as by email to the admin inbox), or where the odour management FAQ is not sufficient to answer their complaint, or where the complainant is an MP, councillor or other prominent opinion former, it is necessary to draft a bespoke response.

In September and October 2024, MRC received a number of odour complaints or enquiries relating to odour which required a bespoke response. This created significant additional workload within administration and the numbers were such that some responses went without a reply for several days. Some, due to error, went unanswered until a second complaint was received.

This was particularly true following the community meeting on 6 October where MRC's ability to respond to these complaints appropriately was overwhelmed. This necessitated MRC to prioritise this work over other existing activities.

As of November 2024, the number of such complaints/correspondence which MRC receives has returned to a more manageable level. However, MRC has explored ways in which it may wish to increase its complaints handling capacity in future (whether through new staff, external consultants to review its current processes, or other means), should this be required.

3.10.4. STAFF MORALE

Working in an organisation which is under considerable public scrutiny has impacted MRC staff.

The past 18 months – in particular – have been very challenging for staff, especially those who live in the local area and spend their time away from work in and amongst the communities which are impacted by odours. MRC managers have been told that some staff try to avoid discussing where they work with neighbours or people they meet in the community to avoid conversations or confrontations about the odour issue.

3.11. CHANGES TO MRC PUBLIC FACING COMMUNICATIONS IN RESPONSE TO INCREASE COMMUNITY CONCERN OVER ODOURS

Since August 2024, MRC has committed considerable resources and funds to the wholesale improvement of its public facing communications on the issue of odour.

In August, MRC employed a full-time communications specialist whose immediate priority has been improving the standard of MRC's communications with the community.

These improvements have included:

- substantial upgrades to the odour management page of the MRC website, including a detailed FAQ and guide;
    - This guide details
        - Why landfills create odour
        - How waste is handled at Tamala Park
        - An explanation of leachate and its management
        - How odours are able to travel away from the site
        - That the odours are not injurious to human health
        - What MRC has done thus far to reduce odours
        - Why the odours were particularly noticeable in winter 2024
        - When the landfill will close
        - Factors which prevent the landfill from closing sooner
        - How Waste to Energy and FOGO relate to the landfill closure
        - How a resident can make a complaint
- an overhaul of the online complaints process with a focus on usability;
- improving the standard of MRC's responses to complaints;
- publishing alerts to the MRC website home page when on-site operations might result in an increase in odours;
- and, providing training to MRC staff on how to handle and properly direct complaints by telephone.

Further to this, on Sunday 6 October 2024, MRC gave an extensive presentation on odour management to approximately 350-400 residents at a community forum organised by three local councillors from the cities of Joondalup and Wanneroo.

As well as providing detailed information on odour management and waste management practices at Tamala Park the presentation also provided information on how MRC operates; the scale of those operations; how decisions are made and the composition of MRC's Council.

Importantly, that presentation provided information to residents about:

- the odours from Tamala Park and where in the landfill process they arise;
- how MRC responded to an increase in odour with regards to on-site operations and why;
- how MRC proposes to manage odours in future and why;
- why odours have been particularly noticeable by nearby residents in the past 18 months;
- the number of complaints that MRC has received during that period;
- and, MRC's expectations and projections for the levels of odour likely to be experienced during the landfill's remaining operational life.

The administration has been encouraged by the feedback it has received from many members of the public regarding the presentation and changes to MRC's public facing communications. Many residents approached the CEO in person at the community meeting or later wrote to the CEO to say that they had found the information provided to them was helpful and that they had noticed a positive change to the odour complaints process.

Equally, some communications received remained highly critical of MRC, the presentation, and the operations of Tamala Park in general.

3.12. REGULATORY ACTION – WA DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION (DWER)

3.12.1. DWER DRAFT PREVENTION NOTICE

On 26 September 2024, DWER contacted the MRC CEO noting that it was considering the issuing of a draft Prevention Notice (the notice).

On 27 September 2024, DWER issued that draft Prevention Notice under Section 73A of the Environmental Protection Act 1986, accompanied by a Statement of Reasons and invited MRC to a meeting on 1 October 2024.

The draft notice asserted that DWER had identified 'concentrated' leachate stored on-site at Tamala Park as the primary source of the odours experienced by residents in the surrounding areas, and that MRC had acknowledged this.

As MRC communicated to DWER following the receipt of the draft notice – both verbally and in writing – both of these assertions were inaccurate and did not reflect the latest information which MRC had gleaned from its investigations of the odour issue.

If served to MRC in its final form, the draft notice would have prevented MRC from resuming the evaporation of leachate from the site at a time (spring-summer 2024) when conditions were most favourable to do so.

Evaporation of leachate was – and remains – the only methodology available to MRC for the management of leachate at the landfill.

The draft notice also asserted that *'through the department's consultation with MRC, they have acknowledged the need for the Prevention Notice and are supportive of the issue of this notice'*.

In its initial written response (email) to DWER and subsequent meeting on 1 October 2024, MRC responded to the department as follows:

- That MRC did not acknowledge the need for the notice and was not/is not supportive of it
- That MRC was greatly concerned that DWER was considering the notice while not in possession of the most relevant and up-to-date information
- That MRC disagreed with DWER's assertion that leachate was the primary source of odours at Tamala Park over the past 18 months
- That, notwithstanding the conditions caused by exceptional weather conditions over the winter of 2024, MRC had identified landfill gas as the primary source of the odours
- That MRC had developed additional management plans which were in progress to manage the impacts of landfill gas and the leachate levels at Tamala Park
- That the notice – if issued – would severely hinder MRC's ability to manage and minimise leachate at a time when it was most expedient to do so

DWER noted that it would need to consider this additional information, and later confirmed, via email, on 4 October 2024 that it did not intend to issue the prevention notice in its final form, but that *'all regulatory options were being discussed'*.

3.12.2. FURTHER MEETINGS/CORRESPONDENCE WITH DWER AND SITE VISITS BY THE REGULATOR

DWER representatives attended the Tamala Park site on 10 October 2024 to obtain a better understanding of site operations.

MRC received correspondence from DWER on 14 October 2024 confirming that it was still considering all the information that MRC provided in response to the draft prevention notice, and – though MRC wished to proceed with evaporation of leachate to manage levels at the landfill - that the construction of the temporary leachate evaporation ponds should not be undertaken unless they were approved through an amendment to MRC's licence, or otherwise approved by DWER, (ie: through an Environmental Protection Notice (EPN)).

Between the 15 October and 8 November 2024, DWER representatives attended the site on two further occasions to collect additional data with relation to odours.

The MRC CEO met with DWER representatives on 5 November 2024 to discuss a way forward in relation to resolving the outstanding matter of DWER's response to the information MRC had provided. During that meeting, DWER raised an item regarding the issuing of an *Environmental Protection Notice (EPN)*.

DWER confirmed that they were considering the issuance of an EPN and would provide the pertinent details of this to MRC as soon as possible for review and further discussion.

Following this meeting MRC made its position on the matter of odour clear in a letter to DWER sent on 11 November 2024.

In this letter, MRC – utilising the technical expertise of *Talis Consultants* (Talis) and *Environmental Air Quality Consulting (EAQ)* provided comprehensive information on the current situation regarding the issue of odour and odour management at Tamala Park, including:

- the outcome of odour survey reports by EAQ between May and November 2024 which identified landfill gas as the predominant source of odour experienced by the community;
- the outcome of a comprehensive review of operations at Tamala Park (undertaken by MRC and Talis) over the past 18 months and assessing data in relation to landfill gas management, leachate management and any correlation between on-site operations, climate data and odour complaints;
- changes to leachate practices (including the decision to cease leachate evaporation in February 2023);
- measurements of leachate levels within the landfill;
- a review of landfill gas power outputs plotted against odour complaints between January 2022 and October 2024;
- the potential impact which ceasing irrigation of leachate and rainwater across the landfill surface might have had in creating a more porous granular structure for landfill gas egress; and,
- a list of proposed solutions to the odour issue in light of these findings and reports.
-

3.12.3. PROPOSED SOLUTIONS PROVIDED TO DWER IN WRITING ON 11 OCTOBER 2024

Based upon input from its consultancy team and from the operator of the Tamala Park landfill gas power station (EDL), MRC proposed the following solutions to resolve the odour issue at the site:

1. *Landfill gas*
    a. *Continue to install additional sacrificial horizontal landfill gas wells within the waste mass;*
    b. *Continue the application of excessive cover material on all areas*
    c. *Continue to prohibit the acceptance of odorous materials*
2. *Leachate immediate actions*
    a. *Further progress immediate actions to reduce the leachate levels within the landfill*
        i. *Recommence the use of existing temporary evaporation mats at the site to boost evaporation;*
        ii. *Recommence the irrigation of the leachate across the open landfill areas;*

iii. *Install additional temporary leachate ponds on top of previously filled areas to increase the evaporation of leachate;*
iv. *Further progress the feasibility of installing storage bladders and similar temporary surface infrastructure at the site*

3. *Leachate to sewer option:*
   a. *Continue to progress the leachate to sewer concept as a long-term solution for the site including:*
      i. *progressing the procurement process to select a preferred contractor to undertake a pilot trial at the site; and*
      ii. *further engaging with Water Corporation (WaterCorp) in relation to obtaining approval to accept leachate into their network/facility and any associated requirements (such as pre-treatment, leachate quality and quantity aspects, etc.)*
4. *Dedicated leachate pond facility*
   a. *Further progress with the dedicated leachate pond system in the quarry area of the site. This will initially consist of leachate evaporation ponds but at a later stage will provide the feed and brine ponds for the proposed leachate treatment plant to facilitate the discharge to WaterCorp's network. Once installed, these ponds will allow MRC to actively reduce the leachate levels within the landfill, and in turn maximising the performance of landfill gas capture and management system.*
5. *Phased closure of site*
   a. *Continue with the phased closure of landfill activities, including:*
      i. *delivery of the Stage 2 West Capping works (set to be complete in January 2025);*
      ii. *submit the Works Approval for the piggy back lining system to ensure that the Stage 2 landfill area can be filled and capped to a best practice final fill profile;*
      iii. *continue to progress capping of the Stage 2 area including capping of Stage 2 East by 2026 and Piggyback Area by 2029.*
      iv.

3.12.4. DWER ENVIRONMENTAL PROTECTION NOTICE (EPN)

On Thursday 28 November, MRC received an Environmental Protection Notice (EPN/the notice) from the WA Department of Water and Environmental Regulation (DWER). This notice was issued - in DWER's words – '*to ensure MRC addresses the odour emissions from the Tamala Park premises and the impact they are having on the community and investigates any increased risks to groundwater caused by elevated leachate levels in the landfill site*.'

The EPN requires MRC to:

1. *Develop a plan to manage the significant leachate volumes at the site. This plan must include details of the measures that will be taken to ensure leachate management does not cause odour impacts outside of the premises boundary and odour monitoring to ensure this is the case.*

2. *Provide additional landfill cover over areas of leachate seepage to minimise odour emissions.*
3. *Inspect the final landfill cap and temporary landfill cover across the site, and identify and implement remedial measures to minimise uncontrolled landfill gas emissions.*
4. *Review the existing landfill gas collection and management system to ensure it is working as effectively as possible to maximise the collection of landfill gas.*
5. *Engage a suitable expert to undertake a comprehensive review of the adequacy of the landfill gas collection and management system and identify and implement any improvements necessary to prevent odour impacts outside of the landfill premises.*
6. *Engage a suitable expert to carry out an updated groundwater risk assessment that considers the elevated leachate levels in the site and identifies any actions necessary to mitigate any increased risks to groundwater.*

As outlined above, MRC and its consultancy team has gone to great lengths to demonstrate to the department that, contrary to what was set out in the draft prevention notice that the primary source of odours from Tamala Park was associated with landfill gas, not with stored leachate. This has taken the form of correspondence, phone calls and face-to-face meetings (as outlined above).

MRC has publicly welcomed this step by the regulator and is confident that the steps outlined by DWER are practicable and realistic. Indeed, many of these requirements are already being actioned by MRC.

However, the EPN does not allow MRC to recommence evaporation at this time.

MRC had plans to develop temporary holding ponds in the lead up to summer this year. The aim of these holding ponds was to increase evaporation of leachate during the summer months, when conditions were most favourable.

In the past, MRC has carried out evaporation (and created the necessary temporary infrastructure) without a formal approval process (such as a Works Approval or Licence Amendment) similar to other landfill sites across the state. This aspect of MRC's operations has been well understood by DWER.

However, DWER has recently indicated that it would not permit MRC to utilise new evaporation infrastructure without a formal approval.

3.13. WASTE TO ENERGY AND FOGO

The waste which is received at Tamala Park at the time of writing contains a significant portion of food waste as part of the 'red lidded' bins contents which is collected by member councils.

This food waste is putrescible waste (waste which rots) and therefore has the potential to be highly odorous, both as fresh waste and as it decomposes within the landfill mass (landfill gas).

The MRC Council is currently progressing with plans to utilise both Waste to Energy/Energy Recovery) (W2E) and Food Organics/Garden Organics recycling (FOGO) facilities as part of its commitment to sustainable waste management further up the waste hierarchy.

W2E presents the opportunity to substantially reduce the amount of odorous materials received by Tamala Park (by approximately 50 per cent).

Likewise, utilising a FOGO facility would result in all food waste being diverted away from Tamala Park, eliminating the vast majority of new odour producing sources from being deposited in the landfill.

Should MRC utilise W2E and/or FOGO facilities to divert this waste (as outlined above) away from Tamala Park, then an opportunity may present itself to attract greater (and substantial) amounts of construction and demolition waste (C&D) to fill the 'air space' created by the elimination of odorous food waste.

C&D waste, generally, does not contain odorous material.

4. CONSULTATION

Over the past 18 months, numerous discussions have taken place between MRC and other parties in relation to these matters; including DWER, other landfill operators, member council administrations, member council councillors, Talis Consultants, EAQ Consulting, etc.

The CEO presented to members of the community on these matters at an open meeting on 6 October 2024, then took and responded to questions thereafter.

The development of the detail stated in DWER's EPN has been completed collaboratively between both parties as a solution which allows MRC to move forward is identified.

5. STATUTORY ENVIRONMENT

MRC holds licence L9395/2023/1 under Part V of the Environmental Protection Act 1986.

6. POLICY IMPLICATIONS

MRC's Environmental Policy (EP 01) highlights MRC's commitment to pollution prevention strategies and compliance with legal and non-legal requirements.

7. FINANCIAL IMPLICATIONS

The MRC incurred additional cost, however, it has been able to manage those costs within the available budgets, the full impact will be assessed during MRC's mid-year budget review process.

8. STRATEGIC IMPLICATIONS

1. Deliver best practice services	Operate waste management services effectively

9. COMMENT

The MRC administration is of the firm belief that, from its peak in August 2024, the issue of odours impacting the local community has reduced significantly. This is corroborated by the reduction in the number of complaints received by MRC.

Further to this, MRC believes that this reduction in overall odours impacting the community is as a direct result of the positive changes made to landfill operations as well as work which has taken place to improve other operations related to odour management (such as restoration, improvement and extensions to the landfill gas capture infrastructure).

The cause of the odours created at Tamala Park is due to a combination of factors, including residential encroachment on the site; the increased height of the landfill profile; increased levels of leachate; changes to irrigation practices, and; an increase in the egress of landfill gas from the landfill area.

This combination of factors makes the odours issue at Tamala Park unique.

However, as outlined in the *Detail* section above, based upon comprehensive investigations (both by MRC and by independent consultants) MRC is of the firm belief that *the majority of odours created at Tamala Park – and the vast majority of odours experienced by the communities surrounding the site – are as a result of landfill gas egress from the operational landfill area.*

MRC now believes that landfill gas has been the primary odour source for the past 18 months, exacerbated by the exceptional weather conditions experienced at Tamala Park between June and August 2024, which created additional odours from an oversaturated top layer of the landfill.

The administration has informed the regulator (DWER) of this belief and the data/investigations which support it.

Importantly, MRC has also made it clear to the regulator that – based on the evidence and data it has available – the odour issue, as it is today, can be further managed and minimised.

MRC is working with the regulator and welcomes collaboration with DWER.

In relation to the EPN issued by DWER in November 2024, MRC welcomes it and is of the opinion that the requirements set out by the regulator are realistic, practicable and achievable. It is also highly encouraging to see the regulator acknowledge for the first time – if only in part – that landfill gas is a significant contributor to the odours experienced in the community. This illustrates that DWER is willing to work with MRC and values its input on strategies to reduce odour impacts on the community.

Nonetheless, the administration is of the opinion that the measures outlined in the EPN - in isolation - will not be sufficient to reduce the odour impact on nearby residents to the levels which, historically, have largely been considered acceptable for the type and size of the Tamala Park landfill, and – in the main – have not attracted large numbers of complaints.

While MRC is, today, able take a number of steps to reduce the impact of odours on the community, it is constrained by the limitations currently imposed upon it regarding leachate management.

MRC remains of the opinion that it will be necessary to create new leachate evaporation infrastructure to manage leachate levels appropriately. The management of leachate levels, in this manner, is required to complete many of the actions necessary to better control the levels of odour experienced in the community (in particular, the need to restore, repair and install new landfill gas infrastructure to an appropriate level).

Separately to this, if MRC is not able to effectively control levels of leachate, through evaporation, it may be that the administration's planned schedule of works to finish the landfill in line with its license could be significantly delayed. This risk will be better understood in the weeks ahead.

While it is MRC's desire to see odour complaint levels return to those seen prior to 2022, given the level of encroachment Tamala Park has experienced from residential development to its north, north-west, north-east, south, south-east and south-west, the administration considers this to be a very difficult proposition.

It is also worth noting that the levels of residential encroachment surrounding Tamala Park are likely to increase in the coming years as development continues at Catalina Estate and any further parcels of land which are released for development.

There is no similar landfill, to MRC's knowledge, operating in Western Australia, which has the same amount and density of housing directly at its border which makes the administration's obligations to control odour impacts on the community uniquely challenging.

As outlined in this report, the increased community concern over odours and the scrutiny which has resulted has created a multitude of impacts on MRC's day-to-day operations.

In short, for so long as the issue of odour affecting nearby residents continues, it will be necessary to divert resources and staff hours away from other functions to address it.

Particularly significant among these impacts is the effect on the administration's staff, which has seen its working environment transform in terms of its exposure to public scrutiny. There is no doubt that the circumstances under which staff are working at the time of writing are far more challenging than they were prior to the emergence of the current odour issue 18 or more months ago.

However, it is encouraging and heartening to see the resilience and pride that MRC staff have brought to their work during this challenging time. It is clear that the reputation of MRC and the

Tamala Park site matters a great deal to them, and this is understandable for an organisation which has so many long-serving members of staff.

As CEO of MRC, I share their desire to address this issue – not merely for the benefit of MRC – but for the many people in the community areas surrounding Tamala Park who, quite rightly, have been deeply unhappy with the inconvenience and discomfort they have experienced over the past 18 months.

As this report demonstrates, I am confident that MRC is now better equipped and better informed to tackle this issue effectively and expeditiously.

OFFICER'S RECOMMENDATION

That Council:

1. **Note the details contained within the report.**

Moved Cr Miles, seconded Cr Hatton

Moved Cr Wright, Seconded Cr Cutler
PROPOSED AMENDMENT 1
Add point 2: Endorses the actions contained within this report and the EPN in full.
CARRIED 8/2
For: Crs Castle, Cutler, Hatton, Miles, Proud, Thornton, Vernon and Wright
Against: Crs Fishwick and Gobbert

Moved Cr Vernon, seconded Cr Cutler
PROPOSED AMENDMENT 2
Add point 3: Request CEO to bring a further report to the next February 2025 OCM providing an update on odour management at Tamala Park, including details of the MRC's compliance with the Environmental Protection Notice dated 28 November 2024.
CARRIED UNANIMOUSLY 10/0
For: Crs Castle, Cutler, Fishwick, Gobbert, Hatton, Miles, Proud, Thornton, Vernon and Wright
Against: Nil

SUBSTANTIVE MOTION, as amended

The Chair directed that the points 1 to 3 be put separately

1. **Note the details contained within the report.**

CARRIED UNANIMOUSLY 10/0
For: Crs Castle, Cutler, Fishwick, Gobbert, Hatton, Miles, Proud, Thornton, Vernon and Wright
Against: Nil

2. **Endorses the Actions contained within this report and the EPN in full.**

   CARRIED 8/2
   For: Crs Castle, Cutler, Hatton, Miles, Proud, Thornton, Vernon and Wright
   Against: Crs Fishwick and Gobbert

3. **Request CEO to bring a further report to the next February 2025 OCM providing an update on odour management at Tamala Park, including details of the MRC's compliance with the Environmental Protection Notice dated 28 November 2024.**

   CARRIED UNANIMOUSLY 10/0
   For: Crs Castle, Cutler, Fishwick, Gobbert, Hatton, Miles, Proud, Thornton, Vernon and Wright
   Against: Nil

10 MEMBERS INFORMATION BULLETIN – ISSUE NO. 88

RESPONSIBLE OFFICER RECOMMENDATION

That the Members Information Bulletin Issue No. 88 be received.

Moved Cr Fishwick, seconded Cr Vernon
RESOLVED
That the recommendation be adopted

CARRIED UNANIMOUSLY 10/0
For: Crs Castle, Cutler, Fishwick, Gobbert, Hatton, Miles, Proud, Thornton, Vernon and Wright
Against: Nil

11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12 URGENT BUSINESS

Moved Cr Proud, Seconded Cr Wright

That Council:
Accept the new business as it is of an urgent nature in accordance with clause 5.5 of the MRC Meeting Procedures Local Law 2020.

CARRIED UNANIMOUSLY 10/0
For: Crs Castle, Cutler, Fishwick, Gobbert, Hatton, Miles, Proud, Thornton, Vernon and Wright
Against: Nil

Moved Cr Castle, Seconded Cr Fishwick
Procedural Motion
1. Closes the meeting to the members of the public at 8.15 pm to consider item 12 in accordance with Section 5.23 of the *Local Government Act 1995*.
2. Permits the CEO and Governance Officer to remain in the meeting
CARRIED UNANIMOUSLY 10/0
For: Crs Castle, Cutler, Fishwick, Gobbert, Hatton, Miles, Proud, Thornton, Vernon and Wright
Against: Nil

The doors closed at 8.15 pm, members of the public and MRC/Member Council officers seated in the gallery left the meeting.

Moved Cr Cutler, Seconded Cr Wright
Procedural Motion
To re-open the meeting to members of the public.
CARRIED UNANIMOUSLY 10/0
For: Crs Castle, Cutler, Fishwick, Gobbert, Hatton, May, Miles, Proud, Thornton, Vernon and Wright
Against: Nil

The doors reopened at 9.37 pm, members of the public and MRC/Member Council officers re-entered the gallery.

Moved Cr Vernon, Seconded Cr Proud
Procedural Motion
1. Closes the meeting to the members of the public in accordance with Section 5.23 of the *Local Government Act 1995*.
2. Permits the CEO and Governance Officer to remain in the meeting
CARRIED UNANIMOUSLY 10/0
For: Crs Castle, Cutler, Fishwick, Gobbert, Hatton, Miles, Proud, Thornton, Vernon and Wright
Against: Nil

The doors closed at 9.39 pm, members of the public and MRC/Member Council officers seated in the gallery left the meeting.

Moved Cr Castle, Seconded Cr Miles
Procedural Motion
To re-open the meeting to members of the public.
CARRIED UNANIMOUSLY 10/0
For: Crs Castle, Cutler, Fishwick, Gobbert, Hatton, May, Miles, Proud, Thornton, Vernon and Wright
Against: Nil

The doors reopened at 9.46 pm

The Chair read out the resolution passed behind closed doors:

That Council resolve to approve the recommendations contained in Confidential Attachment 1.
CARRIED UNANIMOUSLY 10/0
For: Crs Castle, Cutler, Fishwick, Gobbert, Hatton, Miles, Proud, Thornton, Vernon and Wright
Against: Nil

13 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Date of submission	22 November 2024
Meeting date	12 December 2024
Name of Councillor	Councillor Jordan Wright

Question on Notice

Could the CEO please provide an update on current fire mitigation practices at Tamala Park, specifically focusing on any recent improvements or changes made to enhance safety and reduce fire risks?

Officer Response

Answer:
Mindarie Regional Council (MRC) has several measures in place, designed to both prevent fires from occurring and to manage them, quickly, safely and effectively, if and when they occur.

Our response to fires is governed by MRC's Emergency Management plan, which sets out what actions are to be taken – and by whom – in the event of a fire on site. We have trained specialists employed full-time dedicated to planning for and managing incidents, like fires, at Tamala Park.

MRC's landfill staff receive fire management training, with the most recent round of training completed in November of this year. This training ensures that staff understand our processes around fires on the landfill and their role within those processes.

As part of our planned response to fires on the landfill, we have a dedicated water cart and utility vehicle which are maintained to be ready for deployment on site at any time. These assets have already been deployed on twenty-four separate occasions during the 2024 calendar year to manage fires from waste materials received on site.

To reduce the risk of spreading, bushfire risk assessments are undertaken and fire breaks are regularly maintained around the site boundary and within the site itself. This work is carried out by trained contractors, particularly at this time of year with summer approaching.

MRC also conducts regular boundary checks to identify any potential hazards or items which might prevent us from managing a fire effectively. This includes removing any wind-blown waste from the boundary fence.

MRC receives alerts from the Chief Bush Fire Control Officer during total fire bans (TFB) and or harvest and vehicle movement bans. In such circumstances, we amend our internal procedures to minimise the risk of fire.

The Tamala Park site receives visits from local fire service officers to allow them to review the site's bushfire management methods and ensure that they are up to speed with operations and aware of any changes that may have been implemented in recent times. The most recent visit took place in November with no issues highlighted.

MRC's member councils, through their waste education programmes, aim to educate their residents on the proper disposal of batteries to prevent fires from igniting in the landfill. On site, MRC carries out its own education to the public who use our waste disposal facilities, displaying warnings against disposing of batteries in landfill at both the front gate and the weighbridge.

14 MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

Nil

15 NEXT MEETING

The next Ordinary Council meeting is proposed for 27 February 2025 AT 6.30 pm at the City of Joondalup.

16 CLOSURE

The Chair closed the meeting at 9.48 pm and thanked the City of Perth for their hospitality and use of their meeting facilities.

Signed..... Chair

Dated ..... day of 2025

CATALINA Regional Council

Special Meeting of Council

Thursday 19 December 2024

MINUTES

Held electronically.

Constituent Members:
Cities of Perth, Joondalup, Stirling, Vincent and Wanneroo
Towns of Cambridge and Victoria Park

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MEMBERSHIP

OWNER COUNCIL	MEMBER	ALTERNATE MEMBER
Town of Cambridge	Cr Jane Cutler	Cr Michael Le Page
City of Joondalup	Cr John Chester Cr Lewis Hutton	Cr Russ Fishwick Cr Phillip Vinciullo
City of Perth	Cr Raj Doshi	Cr Viktor Ko
City of Stirling	Cr Tony Krsticevic (CHAIR) Cr David Lagan Cr Suzanne Migdale (DEPUTY) Cr Karlo Perkov	Cr Teresa Onlow Cr Rob Paparde
Town of Victoria Park	Cr Claire Anderson	Cr Bronwyn Ife
City of Vincent	Cr Ashley Wallace	Cr Suzanne Worner
City of Wanneroo	Cr Helen Berry Cr Sonet Coetzee	Cr Eman Seif

PRESENT

Chair	Cr Tony Krsticevic
Councillors	Cr Claire Anderson Cr John Chester Cr Sonet Coetzee Cr Jane Cutler Cr Raj Doshi Cr Lewis Hutton Cr David Lagan Cr Karlo Perkov (joined meeting at 12:03pm)
Alternate Members	Nil
Staff	Mr Chris Adams (Chief Executive Officer) Ms Vickie Wesolowski (EA/Office Manager) Ms Sonia Starr (Project Support Officer)
Apologies Councillors	Cr Helen Berry Cr Suzanne Migdale Cr Ashley Wallace
Leave of Absence	Nil
Absent	Nil
Consultants	Nil
Apologies Participant Councils' Advisers	Mr David MacLennan (City of Vincent) Mr Bill Parker (City of Wanneroo) Mr James Pearson (City of Joondalup) Ms Michelle Reynolds (City of Perth) Mr Kelton Hincks (Town of Cambridge) Mr Duncan Olde (Town of Victoria Park) Mr Stevan Rodic (City of Stirling)
In Attendance Participant Councils' Advisers	Nil
Members of the Public	Nil
Press	Nil

PRELIMINARIES

1. OFFICIAL OPENING

The Chair declared the meeting open at 12:02pm.

2. APOLOGIES AND LEAVE OF ABSENCE

Nil

3. DISCLOSURE OF INTERESTS

Nil

4. PUBLIC STATEMENT/QUESTION TIME

Nil

5. ANNOUNCEMENTS BY CHAIR (WITHOUT DISCUSSION)

Nil

6. PETITIONS

Nil

7. ADMINISTRATION REPORTS AS PRESENTED

7.1 STATEMENT OF FINANCIAL ACTIVITY FOR NOVEMBER 2024

Moved Cr Lagan, Seconded Cr Cutler.

RECOMMENDATION

That the Council RECEIVES and NOTES the Statement of Financial Activity for the month ending 30 November 2024.

The Motion was put and declared CARRIED by exception resolution (8/0).

For: Councillors Anderson, Chester, Coetzee, Cutler, Doshi, Hutton, Krsticevic and Lagan.
Against: Nil

7.2 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR NOVEMBER 2024

Moved Cr Lagan, Seconded Cr Cutler.

RECOMMENDATION

That the Council:

1. **RECEIVES and NOTES the list of accounts paid under Delegated Authority to the CEO for November 2024:**

   November 2024 - $6,611,851.89

2. **APPROVES the Credit Card Statement for November 2024.**

The Motion was put and declared CARRIED by exception resolution (8/0).

For: Councillors Anderson, Chester, Coetzee, Cutler, Doshi, Hutton, Krsticevic and Lagan.
Against: Nil

7.3 PROJECT FINANCIAL REPORT – OCTOBER 2024

Moved Cr Lagan, Seconded Cr Cutler.

RECOMMENDATION

That the Council RECEIVES the Project Financial Report (October 2024) submitted by the Satterley Property Group.

The Motion was put and declared CARRIED by exception resolution (8/0).

For: Councillors Anderson, Chester, Coetzee, Cutler, Doshi, Hutton, Krsticevic and Lagan.
Against: Nil

8. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

Nil

Cr Perkov joined the meeting at 12:03pm.

9. QUESTIONS BY ELECTED MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

10. URGENT BUSINESS APPROVED BY THE CHAIR

Nil

11. GENERAL BUSINESS

Nil

12. FORMAL CLOSURE OF MEETING

The Chair declared the meeting closed at 12:04pm.

MINUTES

CITY OF VINCENT

ARTS ADVISORY GROUP

Wednesday 7 August 2024
5:30pm – 6:30pm

Venue: Committee Room
City of Vincent
Administration and Civic Centre
244 Vincent Street Leederville

Attendees:

City of Vincent Councillors
Cr Suzanne Worner (SW)
Cr Sophie Greer (SG)

Community Representatives
Carolyn Karnovsky (CK) Kate Rae (KR)
Wayne Herring (WH) Iwan Isnin (II)

City of Vincent Officers
Lauren Formentin, Place Planner – Arts (LF)
Eamonn Lourey, Coordinator Place (EL)
Holly Mason, Strategic Planner (HM)

Apologies
Cr Ashley Wallace (AW) Chakris Srisuwan (CS)
Helen Turner (HT) Marisa Santosa (MS)

****

1. Introduction and Welcome

Councillor Worner opened the meeting at 5.30pm and delivered an Acknowledgment of Country.

2. Apologies

Apologies were received from Helen Turner, Marisa Santosa and Cr Wallace.

3. Confirmation of the Minutes

The Minutes from the 29 May 2024 were noted and accepted.

4. General Business

4.1 Discuss donation offer from Loftus Street Stitchers (LF) 10 mins

- LF presented the Loftus Street Stitchers offer to donate an installation titled 'Blue Bells.'
- Donation is from a community group and provides a good example of how the Art Collection Policy could be used.

- Group discussed challenges associated with displaying the item due to its delicate nature and requirement to be suspended or placed on a platform.
- Generally agreed to accept the offer, with further investigation needed into how the item will be displayed/stored.

4.2 Draft Art Collection Policy update (HM) 15 mins

- HM presented a draft of the amended Art Collection Policy informed by Administration's review of the arts policies.
- Points discussed:
  - scope of the policy, including whether to have public art and public murals included in the collection.
  - EL noted that reinstating the Art Awards is not planned for the next few years and is not in the Arts Plan.
  - it was suggested that an audit of the current collection should be considered to inform the acquisition criteria and policy objectives.
  - consider having one policy with subsections to cover different aspects of art, making it simpler for review and access.
  - consider the broad definition of art and the need to evolve with it.

~~4.3 Public Art and Public Murals Policy Reviews discussion (HM) 25 mins~~

4.3 AAG Feedback on Artwork Proposals (LF) 10 mins

- the group expressed reservations about its cultural sensitivity, relevance to the audience, and adherence to project guidelines.
- suggested considering a clearer narrative to make it more coherent and meaningful.
- noted the need for early feedback and approval of the final concept.

a. 38-44 Brisbane St – Percent for Art

- LF provided an update on the Globe artwork noting:
  - a public petition requesting the relocation of the artwork due to concerns about its feasibility in the current location.
  - once we have assessed the feasibility of redesigned footings, we will be preparing a report to take to the October Council meeting

b. 120 Oxford St – Mural application

5. Any Other Business

No other items were discussed.

6. Close/Next Meeting

Councillor Worner closed the meeting at 6.56pm. The next meeting will be held on Wednesday 6 November 2024.

RSVP/Apologies to louise.hood@vincent.wa.gov.au

Statistics for Development Applications
As at the end of December 2024

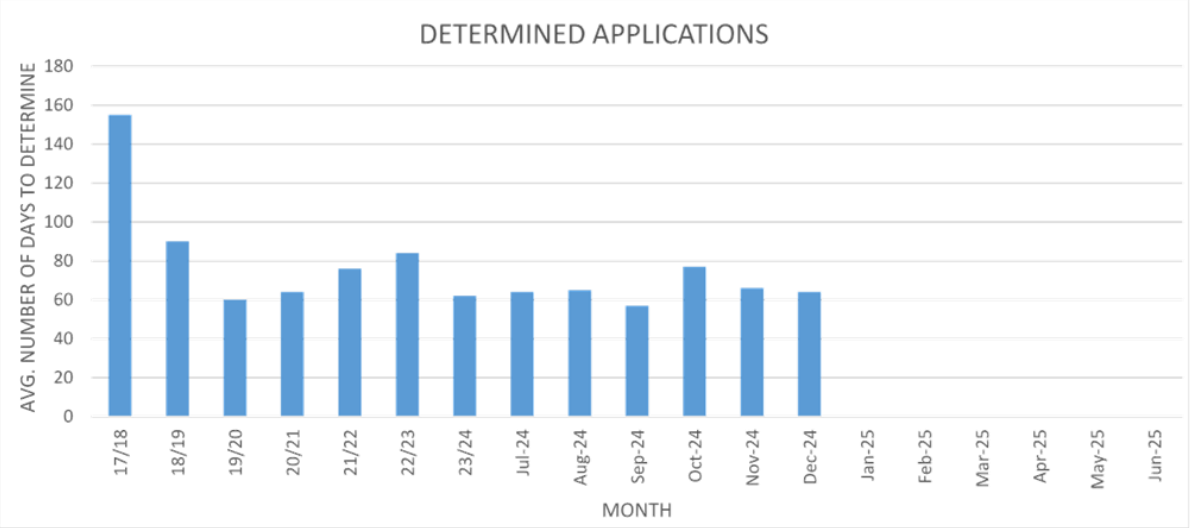
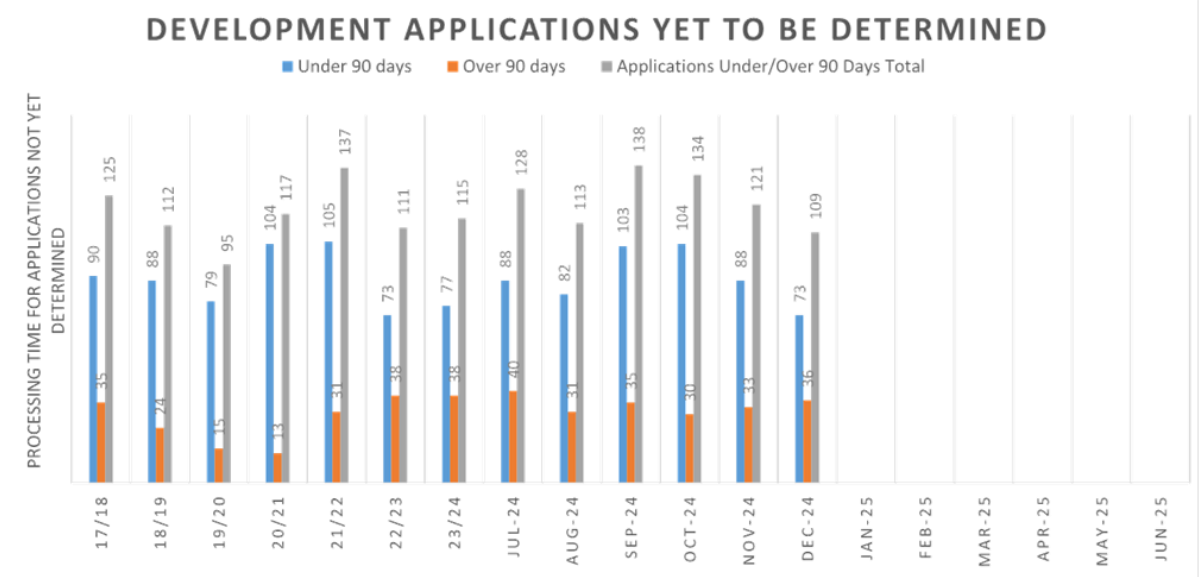


Table 1: Minimum, Average and Maximum Processing Timeframes for determined applications in each financial year since 2017/2018 and each month since July 2024.

Processing Days	17/18	18/19	19/20	20/21	21/22	22/23	23/24	Jul 24	Aug 24	Sept 24	Oct 24	Nov 24	Dec 24	Jan 25	Feb 25	Mar 25	Apr 25	May 25	Jun 25
Minimum	1	0	0	0	1	0	9	0	20	17	36	7	28						
Average	155	85	60	64	76	84	62	64	65	57	77	74	64						
Maximum	1008	787	499	268	298	280	145	90	177	88	194	226	91						

	20/21	21/22	22/23	23/24	Jul 24	Aug 24	Sept 24	Oct 24	Nov 24	Dec 24	Jan 25	Feb 25	Mar 25	Apr 25	May 25	Jun 25
DA's Determined *(excludes exempt from approval or cancelled)*	403	385	281	311	27	42	20	26	33	28						
Value of Determined DA's *(in millions)*	217	143	417	405	86.5	86.4	12	13.3	22.1	11.6						



	Jul 24	Aug 24	Sept 24	Oct 24	Nov 24	Dec 24	Jan 25	Feb 25	Mar 25	Apr 25	May 25	Jun 25
DA's lodged	33	31	40	38	24	23						
DA's to be Determined	128	113	138	134	121	109						
Value of DA's to be Determined *(in millions)*	126	63.3	73.7	74.5	89.1	90						

REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS
AS AT 6 FEBRUARY 2025

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
1.	Nos. 41-43 & 45 Angove Street, North Perth (DR 81 of 2023)	1 June 2023	Hidding Urban Planning/Lavan	Application for review of a Development Assessment Panel decision to refuse an application for a Service Station on 3 May 2023. ********** Directions hearing held on 16 June 2023. Mediation held on 4 July 2023, with Mayor Cole and interested community members in attendance to make a presentation. A second mediation was scheduled for 14 August 2023 and was vacated. Mediation was rescheduled to 10 October 2023 and was subsequently vacated. The matter was listed for a directions hearing on 10 November 2023 to schedule a new date for mediation. This was vacated. The matter has been listed for a directions hearing on 2 February 2024 with the applicant to provide additional information by 11 January 2024. The applicant has yet to provide any additional information and the matter is still proceeding to the directions hearing on 2 February 2024. The directions hearing has been vacated and the matter has been listed to a further mediation on 27 February 2024. This mediation was scheduled for 6 May 2024. Following this the matter has been listed for a further mediation to be held on 2 July 2024. This was vacated and has been rescheduled to 2 September 2024. The mediation was cancelled on 30 August 2024 and the matter was listed for a further directions hearing on 27 September 2024. Following this the matter has been listed for a further directions hearing on 1 November 2024. Following this the SAT made orders for a further directions hearing on 17 January 2024, with the applicant to provide additional information by 13 December 2024. The matter has been scheduled for a further directions hearing on 14 February 2025 with the applicant to be provide additional information by 31 January 2025. *Representation by: DAP Executive Director*
2.	No. 5 Berryman Street, Mount Hawthorn (DR 71 of 2024)	22 May 2024	George Seal	Application for review of conditions of a Council decision to approve an application for a Change of Use from Single House to Single House and Restaurant/Cafe on 23 April 2024. ********** The matter was listed for a directions hearing on 7 June 2024, which on agreement between the parties, was vacated and rescheduled for 5 July 2024. Following the directions hearing on 5 July 2024 the SAT issued orders inviting Council to reconsider the application pursuant to s.31(1) of the *State Administrative Tribunal Act 2004*, on or before 29 October 2024. The matter was also listed for a further Directions Hearing on 1 November 2024. The Applicant requested an extension to the reconsideration dates. The reconsideration date for this matter has been amended to be on or before 28 February 2025 and a further Directions Hearing has been scheduled for 7 March 2025. *Representation by: Administration*

REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS
AS AT 6 FEBRUARY 2025

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
3.	No. 120 Claisebrook Road, Perth (DR 110 of 2024)	30 July 2024	Allerding and Associates	Application for review of conditions of Western Australian Planning Commission decision to approve the Holcim Concrete Batching Plant to continue to operate until 30 December 2027 on 27 June 2024. ********** The matter was listed for a directions hearing on 30 August 2024 and was listed for a mediation on 12 November 2024. The City was not invited to take part in this mediation. The matter has was listed for a further mediation on 6 February 2025. This has been rescheduled for 10 March 2025. The City has not been invited to take part in this mediation. *Representation by: DPLH Director Planning Appeals*
4.	No. 235 Brisbane Street, Perth (DR 122 of 2024)	21 August 2024	Michael Cao	Application for review of a Council decision to refuse an application for a Change of Use from Family Day Care to Child Care Premises on 23 July 2024. ********** Directions hearing held on 4 October 2024. A further directions hearing was held on 11 October 2024. at which interested residents were invited to make a presentation to the SAT at the commencement of the following mediation. Mediation was held on 7 November 2024 and included interested community members presenting to the SAT. A directions hearing has been scheduled for 22 November 2024. The directions hearing has been vacated and the matter has been listed for a directions hearing on 17 January 2025. At the 17 January 2025 directions hearing the parties agreed for the matter to be scheduled for a further mediation. Unavailable dates of the parties to be confirmed by 24 January 2024. The City has confirmed its unavailable dates, and the SAT issued orders scheduling a further mediation on 25 February 2025. *Representation by: Administration*
5.	Nos. 41-43 Angove Street, North Perth (DR 138 of 2024)	11 October 2024	Lavan	Application for review of a Council decision to refuse an application for Alterations and Additions to Service Station on 20 August 2024. ********** The matter was listed for a directions hearing on 11 October 2024. On 10 October 2024 the directions hearing was vacated and rescheduled to 20 December 2024. The purpose of rescheduling the directions hearing is to allow the parties to prepare a Statement of Issues Facts and Contentions (SIFC) to define the issues under contention and inform future programming for the matter. The SAT issued orders on 10 October 2024 with the following key dates prior to the directions hearing: • 22 November 2024 – Respondent's Statement of Issues, Facts and Contentions due to SAT. • 13 December 2024 – Applicant's Statement of Issues, Facts and Contentions due to SAT. On 11 December the SAT made orders to extend the time in which the Applicants SIFC is due to the SAT to 20 December 2024 and listed the matter for a Directions Hearing on 7 February 2025. The date for the Applicants SIFC was subsequently extended until 17 January 2025 and was submitted. *Representation by: Administration & McLeods*

REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS
AS AT 6 FEBRUARY 2025

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
6.	No. 40 Guildford Road, Mount Lawley	13 December 2024	Western Australian Planning Commission	Application for review of a Council decision to issue a Heritage Conservation Notice for the property on 23 April 2024, with the notice having been issued on 15 November 2024. ********** The matter is listed for a directions hearing on 7 February 2025. *Representation by: Administration & McLeods*

METRO INNER DEVELOPMENT ASSESSMENT PANEL (DAP)
REGISTER OF APPLICATIONS RELATING TO THE CITY OF VINCENT
AS AT 28 JANUARY 2025

No.	ADDRESS	APPLICANT	PROPOSAL	DATE APPLICATION RECEIVED	DAP MEETING DATE	STATUS
1.	No. 177 Scarborough Beach Road, Mount Hawthorn	PTS Town Planning Pty Ltd	Form 1 – Mixed Use Development	6 August 2024	Not yet scheduled	The application is under assessment. The Responsible Authority Report is currently due on 7 February 2025.
2.	Nos. 367-373 Fitzgerald Street and 103 Alma Road, North Perth	Planning Solutions	Form 2 – Mixed Use Development (Amendment to Approved)	17 September 2024	8 January 2025	The Responsible Authority Report was submitted on 19 December 2024. The DAP meeting was held on 8 January 2025 where the application was approved 4-1 as per the City's recommendation, with Cr Woolf voting against the recommendation to refuse the application. The minutes of this meeting are available here.
3.	No. 192 Stirling Street, Perth	Element Advisory Pty Ltd	Form 1 – Mixed Use Development	8 November 2024	Not yet scheduled	The application is on stop-the-clock as the City has requested further information. A due date for the Responsible Authority Report has not yet been confirmed and will be updated upon receipt of the information requested by the City.
4.	No. 5 Bruce Street, Leederville	CF Town Planning & Development	Form 1 – Multiple Dwelling Development	28 November 2024	Not yet scheduled	The application is under assessment and is being advertised for public comment until 25 February 2025. Responsible Authority Report is currently due on 26 February 2025.
5.	No. 129 Loftus Street, Leederville	Taylor Burrell Barnett	Form 1 – Multiple Dwelling Development	10 January 2025	Not yet scheduled	The application is currently under assessment. A Responsible Authority Report due date has not been confirmed.

DAP Process Improvements:
The City's Administration has changed the process for DAP matters. This will include early confirmation of the availability of Elected Members that are DAP Members to attend DAP meetings. This will also include the circulation of the Responsible Authority Report to all Elected Members on contentious DAP items.

Page 1 of 1

CITY OF VINCENT DESIGN REVIEW PANEL (DRP)
REGISTER OF APPLICATIONS CONSIDERED BY DESIGN REVIEW PANEL
AS AT 28 JANUARY 2025

ADDRESS	APPLICANT	PROPOSAL	DRP MEETING DATE	REASON FOR REFERRAL
Nos. 173 and 175 Carr Place, Leederville	Urbis	Multiple Dwelling Development	4 December 2024	Pre-lodgement Application The proposal would benefit from referral to the Design Review Panel to consider departures to the City's Policy No. 7.1.1 – Built Form (Built Form Policy), and Residential Design Codes (R Codes), and the appropriateness of the development within its setting.
Nos. 110 Charles Street and 436 Newcastle Street, West Perth	Apex Planning	Commercial Development	17 December 2024	Pre-lodgement Application The proposal would benefit from referral to the Design Review Panel to consider departures to the City's Policy No. 7.1.1 – Built Form (Built Form Policy) and Residential Design Codes (R Codes), and the appropriateness of the development within its setting.
Nos. 14 and 16 Woodville Street, North Perth	Woodville NP Pty Ltd	Grouped Dwellings (6)	17 December 2024	Pre-lodgement Application The proposal would benefit from referral to the Design Review Panel to consider departures to the City's Policy No. 7.1.1 – Built Form (Built Form Policy) and Residential Design Codes (R Codes), and the appropriateness of the development within its setting.

CITY OF VINCENT

INFORMATION BULLETIN

SUBJECT:	Quarterly Street Tree Removal Request Report
DATE:	20 January 2025
AUTHOR:	Sarah Hill, Manager Parks
AUTHORISER:	Peter Varris, Executive Director Infrastructure & Environment

PURPOSE:

To present Council with a quarterly update on street tree removal requests within the City of Vincent.

BACKGROUND:

At the Ordinary Meeting of Council on the 5 December 2017, a Notice of Motion was presented requesting Administration provide a monthly Information Bulletin to Council summarising all requests for street tree removal within the City and the outcome of each.

This decision was subsequently altered to require the report be provided on a quarterly basis at the 3 December 2019 Ordinary Meeting of Council.

COMMENTS:

Please find below listing for the period 24 September 2024 to the 20 January 2025.

CITY OF VINCENT

INFORMATION BULLETIN

Date	Requested By	Address	Suburb	Reason For Removal	Species	No. Trees Removed	Replacement Tree
6/08/2024	Parks Services	14 Forrest Street	Mt Lawley	Dead/serious declining tree - suspected heat stress	*Kurrajong*	1	TBD
6/08/2024	Parks Services	28 Forrest Street	Mt Lawley	Dead/serious declining tree - suspected heat stress	*Lephostermon confertus*	1	TBD
6/08/2024	Parks Services	13 Forrest Street	Mt Lawley	Dead/serious declining tree - suspected heat stress	*Lephostermon confertus*	1	TBD
12/08/2024	Parks Services	202 Lake Street	Perth	Removed on advice from arborist - tree splitting	*Agonis flexuosa*	1	TBD
16/08/2024	Resident	129 Walcott Street	Mt Lawley	Dead/serious declining tree - suspected heat stress	*Lephostermon confertus*	1	TBD
22/08/2024	Parks Services	335 Walcott Street	Coolbinia	Dead/serious declining tree - suspected heat stress	*Lephostermon confertus*	1	TBD
23/08/2024	Parks Services	40 Anzac Road	Mt Hawthorn	Dead/serious declining tree	*Callistemon* 'Kings Park Special'	2	TBD
4/09/2024	Resident	133 Lincoln Street	Perth	Tree hit by vehicle	Lodon Plane Tree	1	TBD
6/09/2024	Resident	160 Westralia Street	Perth	Dead/serious declining tree - suspected heat stress	*Lephostermon confertus*	1	TBD
6/09/2024	Resident	59 Tennyson Street	Leederville	Dead tree	*Callistemon* 'Kings Park Special'	1	TBD
13/06/2024	Resident	18 Redfern Street	North Perth	At end of life	*Agonis flexuosa*	1	TBD
7/10/2024	Parks Services	110 Pier Street	Perth	At end of life	*Agonis flexuosa*	1	TBD
7/10/2024	Parks Services	Opp. 16 Bulwer Street	Highgate	Dead/serious declining tree - suspected heat stress	*Lephostermon confertus*	1	TBD
7/10/2024	Parks Services	8 Lincoln Street	Highgate	Dead tree	*Callistemon* 'Kings Park Special'	1	TBD
7/10/2024	Parks Services	337 Stirling Street	Highgate	Dead tree	*Callistemon* 'Kings Park Special'	1	TBD
7/10/2024	Parks Services	3 Barlee Street	Highgate	Dead/serious declining tree - suspected heat stress	*Lephostermon confertus*	1	TBD
7/10/2024	Parks Services	Opp. 53 West Parade	Highgate	Dead tree	*Callistemon* 'Kings Park Special'	1	TBD
7/10/2024	Parks Services	Opp. 85 West parade	Highgate	Dead tree	*Callistemon* 'Kings Park Special'	1	TBD
7/10/2024	Parks Services	7 Catline Street	Highgate	At end of life	*Agonis flexuosa*	1	TBD

CITY OF VINCENT

INFORMATION BULLETIN

7/10/2024	Parks Services	4 Ebsworth Street	Mt Lawley	Dead/serious declining tree - suspected heat stress	*Lephostermon confertus*	1	TBD
7/10/2024	Parks Services	73 Joel Terrace	Mt Lawley	Dead tree - termites	Golden wattle	1	TBD
7/10/2024	Parks Services	21 Joel Terrace	Mt Lawley	Dead tree	*Callistemon* 'Kings Park Special'	1	TBD
7/10/2024	Parks Services	8 Joel Terrace	Mt Lawley	Dead tree	*Callistemon* 'Kings Park Special'	1	TBD
7/10/2024	Parks Services	5 Joel Terrace	Mt Lawley	Dead tree	*Callistemon* 'Kings Park Special'	1	TBD
7/10/2024	Parks Services	141 Joel Terrace	Mt Lawley	Dead tree	*Callistemon* 'Kings Park Special'	1	TBD
7/10/2024	Parks Services	Opp. 33 West Parade	Mt Lawley	Dead tree	*Callistemon* 'Kings Park Special'	1	TBD
16/10/2024	Resident	54 Lincoln Street	Highgate	Dead tree	*Jacaranda mimosifolia*	1	TBD
28/10/2024	Resident	451 Beaufort Street	Highgate	Vandalism	*Melaleuca viridflora*	1	TBD
1/11/2024	Resident	175 Grosvenor Road	North Perth	Tree is in serious decline - will not recover	*Corymbia ficifolia*	1	*Jacaranda mimosifolia*
5/11/2024	Parks Services	17 Deague Court	North Perth	Tree self seeded - verge tree already present	*Melaleuca quinquenervia*	1	N/A
6/11/2024	Resident	26 Camelia Street	North Perth	Dead tree	*Jacaranda mimosifolia*	1	TBD
18/11/2024	Department of Communities	49-67 Smith Street	Highgate	Tree removal approved for development on the condition that four new trees planted	*Melaleuca styphelioides*	2	TBD
21/11/2024	Parks Services	6 Burt Street	Mt Lawley	Dead/serious declining tree - suspected heat stress	*Callistermon Viminalis*	1	TBD
5/12/2024	Parks Services	91 Chelmsford Road	Mt Lawley	Dead tree	*Brachychiton sp.*	1	TBD
14/01/2025	Parks Services	5 Melrose Street	Leederville	Dead tree	*Callistemon* 'Kings Park Special'	1	TBD
8/01/2025	Parks Services	351 Oxford Street	Leederville	Significant structural damages, splits and pests infestation.	*Melaleuca quinquenervia*	1	TBD
8/01/2025	Resident	5 Melrose Street	Leederville	Dead tree	*Callistemon* 'Kings Park Special'	1	TBD
8/01/2025	Parks Services	74 Loftus Street	West Perth	Dead tree	*Eucalyptus sideroxylon*	4	TBD
8/01/2025	Resident	89 Fairlfield Street	Mt Hawthorn	Dead tree	*Callistemon* 'Kings Park Special'	1	TBD

CITY OF VINCENT

INFORMATION BULLETIN

TITLE:	**Register of Petitions – Progress Report – February 2025**
DIRECTORATE:	**Chief Executive Officer**

DETAILS:

Petitions received by the City of Vincent are read out at the Council Meeting and are referred to the appropriate Director for investigation and report. This normally takes 6-8 weeks and the purpose of this report is to keep the Council informed on the progress of the petitions which have been reported to the Council.

A status report is submitted to Council as an Information Bulletin item on a monthly basis.

The following petitions still require action or are in the process of being actioned.

Key Index:
CEO: Chief Executive Officer
EDCBS: Executive Director Community & Business Services
EDIE: Executive Director Infrastructure & Environment
EDSD: Executive Director Strategy & Development

Date Rcd	Subject	Action Officer	Action Taken
20/8/2024	A petition with 16 signatures was received from Trent Negus of Mt Lawley, requesting that Council install a 3 hour parking limit at the intersection of Joel Terrace and Mitchell Street and surrounding area, due to the fact that Mercy Hospital employees are taking up all the parking in the area all day. The intersection and street are now dangerously overcrowded and there has already been an accident last week because of the parking of hospital employees, patients and visitors.	EDIE	Petition received. • The lead petitioner has been contacted and advised a letter will be sent to surrounding residents seeking their comments on proposed parking restrictions if warranted. This will not only include Joel Terrace residents but residents in surrounding streets where there are currently no parking restrictions. • Parking occupancy surveys have been completed by the Rangers. • Community Consultation has been completed with a letter sent to surrounding residents seeking their input on possible parking interventions to ease the parking situation. • As the Community Consultation period has closed, Ranger Services are now analysing the data from the parking surveys as well as the feedback from residents to determine what type of parking intervention is warranted.
18/7/2024	A petition with 12 signatures requesting that the artwork The Globe be moved to a new site.	EDSD	Report to be presented to February 2025 Council meeting.

3/7/2024	A petition with 17 signatures (and a further 31 received by survey) has been received from Jerome Waddell of West Perth. The petition requests that the decision to create a "No Stopping" zone in front of 16 and 14 Hammond Street be reversed.	EDIE	Petition received. • Investigation into short term measure to resolve parking issues along street. • City will investigate further options once power is underground which will hopefully result in additional parking spaces. • Consultant reviewing potential left out only onto Charles St. • Internal review conducted and measures have been put in place to ensure residents are consulted in the first instance. • Email response sent to lead petitioner detailing the above.

CITY OF VINCENT

INFORMATION BULLETIN

TITLE:	**Register of Notices of Motion – Progress Report – February 2025**
DIRECTORATE:	**Chief Executive Officer**

DETAILS:

A status report is submitted to Council as an Information Bulletin item on a monthly basis.

The following Notices of Motion still require action or are in the process of being actioned.

Key Index:
CEO: Office of the CEO
EDCBS: Executive Director Community & Business Services
EDIE: Executive Director Infrastructure & Environment
EDSD: Executive Director Strategy & Development

Details	Action Officer	Comment
Electric Vehicle Charging Infrastructure in the City of Vincent	**EDIE / EDSD**	**In progress** Administration is implementing the NOM outcomes. This is ongoing. Administration attended a meeting with Perth Inner City Group Council's on 21 November to discuss opportunities for EV charging locations across local government areas. A further meeting will be scheduled for mid-2025 to share data outcomes and insights from City of Perth EV charging trial. Advocacy letter sent to relevant State Government Ministers on 9 January 2025.
Rodenticide Use	**EDSD**	**In progress** Administration is implementing the NOM outcomes. This is ongoing. Administration has completed item 2.2.1, with the factsheet now available on the City's website and on display at the library. Administration has prepared and posted 1 social media post, on 23 October, in respect to the safe use of rodenticides. The team have also marked 4 August annually in the Public Health Communications Calendar, as an opportunity to promote responsible rodent control (commencing 2025).
Protection and promotion of trees on private land	**EDSD**	**Ongoing** Administration is implementing the NOM outcomes. This is ongoing. Review of Trees of Significance Policy approved by Council at December 2024 meeting for the purposes of community consultation. Consultation concludes 13 February 2025 and a report on the outcomes of consultation will be presented to Council by mid-2025.

Item Number	Meeting Type	Council Meeting	Agenda Report Item	Resolution Action Item	Action	Council Decision	Director	Comments	Due Date
9.1	OCM	18/06/2024	Outcome of Advertising - Review of Heritage Management Policies	3. Council DOES NOT SUPPORT the REVOCATION of Policy No 7.6.9 Heritage Assistance Fund, included as Attachment 9 and REQUESTS Administration presents a report to Council in December 2024 on the revocation of Policy No 7.6.9 Heritage Assistance Fund, as part of the Community Funding Policy review.	Return to Council	Carried with Amendment	EDSD	Community funding policy to be presented to the December Council Meeting for approval to advertise. The HAF will be presented to Council in 2025 for revocation concurrently with the Community Funding Policy following the completion of community consultation.	December 2024
10.2		21/05/2024	Beaufort Street Precinct Area Road Safety Treatments	The draft Road Safety Implementation Plan to be presented for Council consideration by May 2025 (with progress update via Council Workshop February 2025) with delivery of works prioritised based on the treatment of severely or seriously injured crashes identified within the Highgate precinct, with the intersections of Harold Street / Beaufort Street and Chatsworth Road / Beaufort Street ranked as high priority projects;	Return to Council	Carried 7/1 with amendments	EDIE	Implementation Plan framework being scoped. Return to Council Workshop February 2025	Workshop February 2025 MEng 10.01.2025 - Consultant is to be appointed in the coming weeks and Council Workshop report created within InfoCouncil for February meeting.
13.1	OCM	19/03/2024	Notice of Motion - Mayor Alison Xamon - Protection and Promotion of Trees on Private Land	REQUESTS that the City: 2.1 Prioritises the progress of planning controls to ensure greater protection of trees and canopy provision on private land; and 2.2 Advocates to the Western Australian Planning Commission and Minister for Planning for greater protection of trees on private land.	Return to Council;#Administration Action Required	Carried 9/0	EDSD	Administration has and will be presenting options for planning controls at Council Workshops in May, July and October, November 2024. Planning controls and initiatives are intended to be presented to a future Council Meeting.	December 2024
12.4	OCM	19/03/2024	Responses to Motions Carried at the Annual General Meeting of Electors held on 1 February 2024	Motion 4.2 – Dust at Menzies Park - That Council REQUESTS Administration identifies a temporary solution to stabilise and mitigate dust on this section of verge and brings a report back to Council with a recommendation for a permanent solution by no later than March 2025.	Return to Council	Carried with amendment	EDIE	Investigations for alternate treatment progressing.	March 2025
10.2	OCM	12/12/2023	Response to Petition - Ellesmere Street, North Perth Parking	RECEIVES a further report at the conclusion of the collection of traffic data and public consultation.	Return to Council	Carried 7/0	EDIE	Traffic Warrants are underway.	February 2025
10.1	OCM	12/12/2023	Response To Petition - Corner Scarborough Beach Road and Killarney Street - Maintenance and Infrastructure	REQUESTS administration to complete a review of the location of Scarborough Beach Road and Killarney Street for improved and additional signage and if warranted, provide a concept design on road infrastructure improvements to address road safety concerns which will be included in the wider precinct wide traffic modelling for the Mount Hawthorn area.	Return to Council	Carried 7/0	EDIE	Traffic data and concept design to be issued for community consultation with residents and school in March 2024.	February 2025
12.4-4.2(1)	AGM	14/03/2023	Development Green Space	That Council REQUEST the CEO to present a review of the landscaping requirements in the City's Built Form Policy to Council by December 2023.	Return to Council	Carried En bloc	EDSD	Administration will present a review of the impact to the Built Form Policy from the R Codes amendments at the 30 July workshop, to confirm the intent to pursue a determination from the WAPC. Once the Built Form Policy has been determined Administration will undertake a further review as part of the investigation of planning controls NoM.	Mid 2025
12.4 - Motion 4.5	AGM	14/03/2023	Pedestrian Safety (Newcastle / Fitzgerald)	4.5.1 That the City of Vincent addresses the safety issues for pedestrians at the corner of Fitzgerald Street and Newcastle Street in this financial year 2022/23. "" 4.5.2 That the City of Vincent places a bollard or visual deterrent to offer a pedestrian refuge and protection of the Heritage listed building on the corner Newcastle Street and Fitzgerald Street. (similar to what exists on the City of Perth side of the fore mentioned intersection).	Return to Council	Carried 8/0	EDIE	Improvements / modifications to the intersection of Newcastle and Fitzgerald Streets requires the collaboration of several stakeholders and is expected to take over eighteen months to achieve. The interim solution has the support of the proposer of the motion.	Mid 2025
9.7	OCM	14/09/2021	Outcomes of Advertising: Draft Precinct Structure Plan and Draft Place Plan – Leederville; and Preparation of Amendment 7 to Local Planning Scheme No. 2	RECOMMENDS that the Western Australian Planning Commission approve the modifications listed at Attachment 4 and the revised Leederville Precinct Structure Plan included as Attachment 5; subject to modifying the Public Open Space at Oxford Street Reserve to reflect Attachment 7, with the remainder of 62 Frame Court, Leederville zoned Mixed Use R-AC0;	Return to Council	Carried with Amendment	EDSD	SPC considered draft LPSP in May 2024 and has requested further community consultation on modifications before it is reconsidered. Presented to Council workshop in August 2024 and will be presented to a futre workshop end of 2024 / early 2025 before community consultation is undertaken	Mid 2025

COUNCIL WORKSHOPS

There has been one workshop since 17 November, details below:

26 November 2024

Youth Action Plan - Youth Advisory Council of WA Presentation

Provision of Youth Services

Budget Consultation 2025/26

Proposed Format Change to Native Plant Sales

Draft Amended Local Planning Strategy

Update on Short-Te7rm Accommodation Changes - Local Planning Scheme No. 2

Amendment and Policy Review

Update on the Leederville Precinct Structure Plan

Norfolk Street - Safe Active Street Design

Sale of No. 10 Monmouth Street, Mount Lawley

Hyde Park Reference Group Summary

Tree Management

Retaining Trees on Private Land

CITY OF VINCENT

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Council Briefing

3 December 2024

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NOTES OF CITY OF VINCENT
COUNCIL BRIEFING
HELD AS E-MEETING AND AT THE ADMINISTRATION AND CIVIC CENTRE,
244 VINCENT STREET, LEEDERVILLE
ON TUESDAY, 3 DECEMBER 2024 AT 6.00PM

PRESENT:	**Mayor Alison Xamon**	**Presiding Member**
	Cr Alex Castle	**North Ward**
	Cr Ron Alexander	**North Ward**
	Cr Suzanne Worner	**North Ward**
	Cr Jonathan Hallett	**South Ward**
	Cr Ashley Wallace	**South Ward**
	Cr Sophie Greer	**South Ward**
	Cr Ashlee La Fontaine	**South Ward**
IN ATTENDANCE:	**David MacLennan**	**Chief Executive Officer (electronically)**
	Rhys Taylor	**Executive Director Community & Business Services**
	Jay Naidoo	**A/Executive Director Strategy & Development**
	Dale Morrissy	**Manager Community Facilities (Left at 6.18pm after Item 6.2)**
	Kara Tolj	**Coordinator Community Facilities (Left at 6.18pm after Item 6.2)**
	Thomas Gosling	**Coordinator Sport & Recreation (Left at 6.18pm after Item 6.2)**
	Aaron Griffiths	**Manager Waste & Recycling (Left at 6.21pm after Item 5.1)**
	Lisa Williams	**Executive Manager Communications & Engagement**
	Prue Reddingius	**Manager Public Health & Built Environment**
	Mitchell Hoad	**A/Manager Strategic Planning**
	Joslin Colli	**Executive Manager Corporate Strategy & Governance**
	Emma Simmons	**Coordinator Corporate Strategy & Governance**
	Wendy Barnard	**Mayor and Council Support**
Public:	Approximately five members of the public.	

1 DECLARATION OF OPENING / ACKNOWLEDGEMENT OF COUNTRY

The Presiding Member, Alison Xamon, declared the meeting open at 6.00pm and read the following Acknowledgement of Country statement:

"The City of Vincent would like to acknowledge the Traditional Owners of the land, the Whadjuk people of the Noongar nation and pay our respects to Elders past and present, acknowledging that as a Council we have a role to play in working towards reconciliation and justice for First Nations people"

2 APOLOGIES / MEMBERS ON APPROVED LEAVE OF ABSENCE

Cr Nicole Woolf is an apology for this meeting.

3 PUBLIC QUESTION TIME AND RECEIVING OF PUBLIC STATEMENTS

The following is a summary of questions and submissions received and responses provided at the meeting. This is not a verbatim record of comments made at the meeting.

Rod Gardiner of Mt Hawthorn – Item 6.2

His full statement can be heard here.

Bryce Stewart of North Perth – Item 5.3

Submitted the following submissions in writing and spoke to it. His full statement can be found here.

Regarding character area policy for Auckland Street, I restate my strong opposition for this to be implemented, reasons detailed below:

This nomination originated from a door knocking appeal that called for signatures to help "characterise" the street, define it, and in no uncertain terms WILL NOT RESTRICT options for renovations and new builds in the future...this was a completely false pretense given the increase in restrictions on second story set backs and distance of property from the street this enforces, in addition to the already established built form and R codes. 66% signatures of the effected area were ascertained...arguable falsely as heard at the community consultation.

Secondly, multiple surveys have been performed. I will refer to the most recent in which the strategic planning team have guided their recommendation to APPROVE this policy.

- there was no way to determine if the survey was filled out by Auckland street residents
- there is no guideline on what constitutes "community support"

- 11 responses were received. from 37 houses this reflects under 30% response despite huge effort from the strategic planning team (credit to them).

- of these 11, 5 opposed the policy, 6 were in favour, and arguably one of these 6 only supported if the majority of the street agreed.

- In discussions with the Strategic planning team, 6/11 represents a majority and therefore community support. Omitted is the more alarming figure of ONLY 6/37 (16%) who are in favour.

More concerning, is the slippery slope argument that this policy creates. As per draft guidelines, 40% of the street required to make amendments and 70% to revoke the policy. This is unfathomable. This leaves the door open to unrealistic building requirements and restrictions that are ludicrous. If agreed upon, 5 opinions will change the ability of 37 home owners in the future to build their home as wished after spending millions of dollars. I sincerely hope this doesn't meet your subjective definition of "community support".

Tom of North Perth – Item 5.3

His full statement can be found here

The following statement was submitted in writing prior to the meeting:

Yimeng Chen of North Perth – Item 5.3

I write as a property owner within the affected area to express substantive concerns regarding the survey results and policy implications of the proposed policy amendments.

I kindly request my following concerns be given due consideration in your policy deliberations.
Potential bias in survey representativeness (pp.12-13):

- The survey response rate of 35% (11 of 31 character area properties) does not provide a statistically representative sample for policy determination (<40%).
- The purported 55% majority in support (6 of 11 respondents) represents only 17% of total street properties, raising questions about the conclusiveness of these findings.
- Whether all six supporting responses are from front-facing properties that would be directly impacted by the proposed amendments
- The submission method (survey) may also suffer from potential a self-selection bias where properties that have already undertaken modifications inconsistent with the proposed amendments may not be included.
- When accounting for properties with existing non-consistent modifications (6 opposition) and survey objectors (5), the effective opposition rate would be 65% [= (5 + 6) / (11 responses + 6)].

Policy Implications:
The proposed amendments raise several equity concerns:

- They would impose disproportionate regulatory burdens on remaining character properties while exempting previously modified properties
- They would create an inequitable advantage for properties that have already undertaken inconsistent modifications
- Current policies, if properly enforced, are sufficient to preserve street character while maintaining appropriate architectural diversity

Based on the above-mentioned concerns, I don't support the proposed amendments to be mandated through the planning policy.

I believe a voluntary design guideline approach would better serve the street's character while avoiding potential policy complications (e.g., voluntary guideline of 3 meters and 2 meters as minimum requirement in current planning policy).

Further details for clarification:
On page 1, regarding "*the nomination was supported by 66 percent of landowners (26 landowners in total). This exceeded the threshold of 40 percent support that is outlined in the Character Area Policy for the City to progress with a nomination*"

- How do we reconcile 11 survey respondents to 26 landowners, suggesting less support of nomination for new amendments to date?
- Is 26 based on the properties count (without multiple votes from single property)?
- What was numerator and denominator to arrive at a 66%? with consistent application of only including front-facing property criteria?

Administration provided the following response:

Landowner Support for Nomination

The nomination for the Auckland Street Character Area that was received by the City in August 2023 was supported by landowners of 26 of the properties within the proposed area.

At the time of receiving the nomination the Character Area included 40 properties.

The 11 survey respondents received during community consultation represent individual properties, and each property has only one respondent recorded - even if there were multiple owners that responded.

Front Facing Properties Support for Nomination

Within the proposed Character Area there are four sites that have been subdivided in a battleaxe configuration.

This configuration means that there are four properties that are directly facing the street, and four that are located at the rear.

It is also noted that while the initial Character Area nomination included 40 properties, three properties were subsequently removed.

This means that 37 properties now comprise the proposed Character Area.
Three of the properties at the front supported the nomination based on the initial Character Area boundaries. Each of these properties remain in the proposed Character Area.

The table below sets out the support from front facing properties for the nomination relative to the extent of both the initial and proposed Character Area:

	Total Properties (Excluding Rear)	***Total Support for Nomination (Excluding Rear)***
Initial Character Area (40 total properties)	*36*	*23 (64 percent)*
Proposed Character Area (37 total properties)	*33*	*21 (64 percent)*

Consultation Responses

Consultation was undertaken in accordance with the Community and Stakeholder Engagement Policy. This included letters sent to all landowners and occupiers within the proposed Character Area seeking feedback on the Guidelines. An on-site meeting was also held for interested residents.

The reasons why there were less responses received during the consultation period compared to the original nomination are unclear. This could be because of consultation fatigue, a lack of interest in the Character Area and/or Guidelines, or individuals choosing not to make a formal submission.

Once a nomination has been received, the Character Area Policy does not provide a threshold of support that is required for a Character Area and supporting Guidelines to be approved by Council.

There being no further speakers, Public Question Time closed at approximately 6.08pm.

4 DECLARATIONS OF INTEREST

Nil

REPORTS

The Presiding Member, Mayor Alison Xamon, requested Council Members to indicate:

Items which Council Members wish to discuss which have not already been the subject of a public question/comment and the following was advised:

COUNCIL MEMBER	ITEMS TO BE DISCUSSED
Cr Worner	5.5 and 5.6
Cr Greer	5.1 and 7.4

REPORTS WITH DISCUSSION

6.2 CLUB NIGHT LIGHTS PROGRAM (CNLP) - FLOODLIGHTING PROJECT PROPOSALS

Attachments:

1. **Menzies Park Floodlighting - Specification, Electrical and Lighting Design - Confidential**
2. **Litis Stadium Floodlighting - Specification, Electrical and Lighting Design - Confidential**
3. **Birdwood Square Floodlighting - Specification, Electrical and Lighting Design - Confidential**
4. **Menzies Park Floodlighting - Communications Report**
5. **Menzies Park Floodlighting - Survey Report**

RECOMMENDATION:

That Council

1. **ENDORSES the proposal to upgrade the floodlighting at Menzies Park**

2. **NOTES the community consultation for floodlighting upgrades at Menzies Park**

3. **Subject to clauses 1 and 2 above,**

   3.1 **CONSIDERS the inclusion of $143,523.56 (ex GST) for the Menzies Park floodlighting upgrade in the draft 2025/2026 budget being the City's contribution to the upgrade;**

   3.2 **APPROVES that all supporting documentation, including the completed application form, be forwarded to the Department of Local Government, Sport and Cultural Industries by the deadline 31 March 2025.**

4. **ENDORSES the proposal to upgrade the floodlighting at Litis Stadium (200lux only).**

5. **Subject to clause 4 above,**

   5.1 **CONSIDERS the inclusion of $169,380.81 (ex GST) for the Litis Stadium floodlighting upgrade in the draft 2025/2026 budget being the City's contribution to upgrade floodlighting at Litis Stadium (200lux only);**

   5.2 **APPROVES that all supporting documentation, including the completed application form, be forwarded to the Department of Local Government, Sport and Cultural Industries by the deadline 31 March 2025.**

6. **NOTES the estimated cost of the Birdwood Square floodlighting upgrade for future budget considerations.**

NO QUESTIONS ON NOTICE

At 6.18pm Manager Community Facilities left the meeting and did not return.
At 6.18pm Coordinator Community Facilities left the meeting and did not return.
At 6.18pm Coordinator Sport & Recreation left the meeting and did not return.

5.3 OUTCOME OF ADVERTISING - DRAFT AUCKLAND STREET CHARACTER AREA GUIDELINES

Attachments:
1. **Draft Auckland Street Character Area Guidelines**
2. **Summary of Submissions - Administration Response**

RECOMMENDATION:

That Council:

1. **PROCEEDS with amendments to Local Planning Policy: Character Area Guidelines with modifications, including the Character Area Guidelines for Auckland Street in Attachment 1, pursuant to *Schedule 2, Part 2, Clause 5 of the Planning and Development (Local Planning Schemes) Regulations 2015*; and**

2. **NOTES that Administration will publish a notice in accordance with Clause 87 of *the Planning and Development (Local Planning Schemes) Regulations 2015*.**

CR CASTLE:
Can information be provided to reflect the percent of submissions that supported and objected to the proposed Guidelines relative to the total number of properties in the proposed Character Area?

A/MANAGER STRATEGIC PLANNING:
There are 37 properties within the proposed Auckland Street Character Area

The City received a total of 11 submissions during the formal community consultation period between 27 September and 21 October 2024. This Is equal to 30 percent of the total properties in the proposed Character Area.

Of these:

- *Six were in support, equivalent to 16 percent of the total properties in the proposed Character Area; and Five objected, equivalent to 14 percent of the total properties in the proposed Character Area.*

5.1 REVIEW OF POLICY NO. 7.6.3 - TREES OF SIGNIFICANCE

Attachments:
1. **Draft Local Planning Policy - Trees of Significance**
2. **Review of Policy No. 7.6.3 - Trees of Significance**

RECOMMENDATION

That Council

1. **PREPARES the amendments to Policy No. 7.6.3 – Trees of Significance as included as Attachment 1 in accordance with Schedule 2, Part 2, Clause 5 of the *Planning and Development (Local Planning Schemes) Regulations 2015*;**

2. **AUTHORISES the Chief Executive Officer to advertise the proposed amendments in accordance with Schedule 2, Part 2, Clause 4(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015*;**

3. **NOTES that the amendments proposed in the review of Policy No. 7.6.3 – Trees of Significance would require amendments to the City's Register of Delegations, Authorisations and Appointments. These would be considered at a future Council Meeting concurrently when the amended Policy No. 7.6.3 – Trees of Significance is considered for final approval; and**

4. **SUPPORTS Administration continuing to progress efforts for greater tree retention on private property through a multi-faceted approach by coordinating incentives, public education, advocacy and planning controls, while monitoring and adapting strategies to ensure ongoing effectiveness.**

CR GREER:
Could you please clarify the references to 'landowner' in Clause 4 of the Policy and if that means that all owners of the tree would be provided with a copy of the arborist report?

A/MANAGER STRATEGIC PLANNING:
Administration has updated Clause 4 of the Policy to specify that primary and secondary owners would be provided with copies of an arborist report.

At 6.21pm Manager Waste & Recycling left the meeting and did not return.

5.5 NOS. 193-195 (LOT: 267-269; D/P: 3642) SCARBOROUGH BEACH ROAD, MOUNT HAWTHORN - CASH-IN-LIEU CAR PARKING CONTRIBUTION DEBT WRITE OFF

Attachments: **Nil**

RECOMMENDATION:

That Council APPROVES BY ABSOLUTE MAORITY writing off the cash-in-lieu car parking contribution debt of $31,542, for the development at Nos. 193-195 (Lots 267-269) Scarborough Beach Road, Mount Hawthorn, in accordance with clause 6.12(1)(c) of the *Local Government Act 1995*.

CR WORNER:
If this was to be written off, are there any penalties applicable or compromise that could be reached between the landowner (representative) or the new business owners?

MANAGER PUBLIC HEALTH & BUILT ENVIRONMENT:
The property manager and the landowner's representative have maintained that they are unwilling to pay the debt. This has been communicated with Administration since November 2023.

Given these circumstances, Administration is considering this debt against the City's Recovery of Debts, Rates and Service Charges Policy (Policy). This Policy allows debts to be waived having consideration for the specific circumstances involved.

The Policy outlines that the City will take all appropriate and reasonable action to recover outstanding debts.

If the invoice remains unpaid, the Policy sets out a review of the circumstances that will be considered to ensure that the next actions are appropriate and giving due consideration to all issues which have led to the debt being overdue and unpaid.

This is the subject of the officer report and includes consideration of these Policy matters.

CR WALLACE:
Is it correct that the debt sits with the landowner, not the new operator? Whose debt is it?

MANAGER PUBLIC HEALTH & BUILT ENVIRONMENT:
The debt lies with the landowner of the property.

The landowner's representative maintains that recovering the debt from them is unreasonable because the City didn't recover the debt as agreed from the previous operator, and claims that the landowner was unaware of the debt or the development application. They allege that the property managers failed to inform the landowner and caused financial losses. There were also unauthorised works on the property, resulting in additional costs and ongoing compliance issues with the City.

The new operator that is relying on the existing development approval must operate their business in accordance with the conditions of that approval. This includes Condition 6 that requires the payment of the cash-in-lieu amount. This means that it would also be available for the City to seek compliance with the condition by the new operators.

CR WALLACE:
If a new operator came in and wanted to operate a similar use, would we be applying a similar condition under a new development approval for cash-in-lieu?

A/EXECUTIVE DIRECTOR STRATEGY & DEVELOPMENT:
No, this is because the planning framework has since been amended to exempt the need to comply with on-site car parking requirements for similar uses.

Changes to the Planning and Development (Local Planning Schemes) Regulations 2015 (Regulations) include that a use such as Restaurant/Café in a Commercial zone is not required to comply with minimum on-site parking requirements where that development is exempt from approval under the Regulations. This is the case for the subject site.

MAYOR XAMON:
If the City decided to pursue this as a debt through the courts, what would the costs of that be?

MANAGER PUBLIC HEALTH & BUILT ENVIRONMENT:
It is estimated costs incurred through the court system, staff resourcing and legal fees would exceed thousands of dollars if the City elected to pursue the matter through the Magistrates Court.

Administration estimates resourcing and operational costs in debt recovery efforts exceed $5,000 to this point.

CR CASTLE:
The new property operator was not aware of the debt and has not been informed by the agent that they dealt with, is there any recourse against those individuals for the City or for the owner/manager? It would be interesting to know if there was any enforcement or reporting that could happen to a relevant peak body if there was a breach there.

MANAGER PUBLIC HEALTH & BUILT ENVIRONMENT:
Property management in Western Australia is governed by separate legislation. If property managers do not satisfy their obligations under separate legislation, any alleged breaches or 'wrong-doings' would be for the lessor to pursue and not the City.

CR CASTLE:
If the applicant was to seek a new DA, can Administration do a desktop assessment of what their parking/cash-in-lieu requirements would be using previous DA information?

A/EXECUTIVE DIRECTOR STRATEGY & DEVELOPMENT:
No car parking bays would be required to be provided on-site if the same development was proposed today and assessed against the current planning framework.

This is detailed below.

Based on 120 customers and four staff, the City's Local Planning Policy: Non-Residential Parking would require 27 bays for the Restaurant use component and seven bays for the Shop use component.

This would result in a total car parking requirement of 34 bays.

The Regulations were amended on 18 August 2020. This included the introduction of Clause 77E to the Regulations.

Clause 77E of the Regulations sets out that development is not required to comply with an applicable minimum on-site parking requirement where that development is exempt from the requirement for approval under Clause 61 of the Regulations.

The property is comprised of Commercially zoned land and a portion of Residential zoned land with a density coding of R30.

A Restaurant/Café use is a permitted 'P' use in the Commercial zone. The Restaurant component of the development is located on a portion of the property that is Commercially zoned. This means that it would be exempt from the need to obtain development approval in accordance with Clause 61(2)(b) of the Regulations and the 27 bays for this Restaurant activity is not required to be provided.

This similarly applies to a portion of the Shop component of the development located in the Commercial zone and that is a permitted 'P' use. This means that the one bay associated with this portion of Shop would not be required to be provided.

The remainder of the Shop component of the development is predominantly located on a portion of the property that is zoned Residential and would not be exempt from approval. It would require six parking bays. But this would be discounted due to the following and there would be no additional bays required for the Shop activity:

- *A historical cash-in-lieu contribution was paid for 2.8 bays as part of an earlier approval; and*
- *There are four existing parking bays provided on-site.*

This means that the parking requirement for the development would be nil and there would be no cash-in-lieu condition imposed through a development application if considered at present, and majority of the development would also be exempt from the need to obtain approval.

5.6 NO. 9/663 (LOT: 8; STR: 10630) NEWCASTLE STREET, LEEDERVILLE - CASH-IN-LIEU CAR PARKING CONTRIBUTION DEBT WRITE OFF

Attachments: **Nil**

RECOMMENDATION:

That Council APPROVES BY ABSOLUTE MAJORITY writing off the outstanding cash-in-lieu car parking contribution debt of $8,902.10, for the development at No. 9/663 Newcastle Street, Leederville, in accordance with clause 6.12(1)(c) of the *Local Government Act 1995*.

CR CASTLE:
Is Administration aware of the scenario of debt transfers to new operator or owner, is this common?

MANAGER PUBLIC HEALTH & BUILT ENVIRONMENT:
Cash-in-lieu debts are typically fully paid before business operators 'change hands'.

Condition 2 of the 2013 development approval refers to the '…owner(s) or applicant on behalf of the owner(s) shall comply…'. This condition wording is specific to the applicant of the development proposal and landowner as being responsible for satisfying the condition requirement. This means the City would not pursue the new occupants (operators) of the development for the outstanding amount. Legal advice received supports this position.

The owner maintains that recovering payment of the outstanding debt from them is unreasonable, for the reasons provided within the officer report.

CR WORNER:
Is there no onus on the landowner to actually work these things out before they resolve their whole tenancy, because they would have had a bond or something that they could have paid the debt out of if they were aware of it. Surely it's up to them, the onus is on them, before they resolve that. Is there an onus on the landowner?

MANAGER PUBLIC HEALTH & BUILT ENVIRONMENT:
Through their property manager, the owner has relayed that they were unaware of the payment plan and amount outstanding. If so, this wouldn't have been communicated when leasing the tenancy.

The 2013 development approval was issued to the applicant. The owner was copied into the correspondence at the time of it being issued.

It was the applicant (and then business operator) at the time, who entered a five-year payment plan with the City commencing on 2 January 2014. City records do not show the owner was made aware of this arrangement.

The time of the last payment by the applicant was January 2017. The City's first engagement with the owner to recommence payment of the debt was 21 months later.

CR WALLACE:
Just looking at the reason for writing of the debt. The second reason is resourcing cost for continuing to pursue the debt through debt recovery. Are you able to give an estimate of what the resourcing cost is? It also says, 'reasonable efforts have been made to recover the debt, and options have been exhausted'. Could you give me a list of what those efforts were?

MANAGER PUBLIC HEALTH & BUILT ENVIRONMENT:
Since the last payment was made by the previous operator in January 2017, the City has:

- *Notified the landowner in April 2018 of the remaining amount owing of $8,902.10;*
- *Issued further correspondence in November 2018 to the property manager; and*
- *Issued correspondence in August 2023 to the landowner and property manager and subsequent*

attempts. Noting that the City paused its debt recovery efforts from April 2020 to June 2022 because the Minister for Planning issued a notice that temporarily exempted cash-in-lieu payments due to COVID-19.

The City's Recovery of Debts, Rates and Service Charges Policy outlines that the City will take all appropriate and reasonable action to recover outstanding debts. If the invoice remains unpaid, the Recovery of Debts Policy sets out a review of the circumstances will be considered to ensure that the next actions are appropriate and giving due consideration to all issues which have led to the debt being overdue and unpaid.

The purpose of the officer report is to consider the circumstances of the unpaid dept in line with this Policy guidance and whether the debt should be written off.

Should Council resolve not to write off the cash-in-lieu debt, further pursuit in the recovery of monies could include:

- *Via debt collection agency; or*
- *Enforcement action through the Planning and Development Act 2005 via a written direction, and escalation to legal proceedings through prosecution and the Magistrates Court.*

Costs incurred through the court system, staff resourcing, legal fees and debt collection agency would exceed thousands of dollars.

It is likely to exceed the debt amount owing, and there would be no certainty that the debt would be recovered.

Staff resourcing and operational costs incurred to this point is estimated at $1,500 – $2,000.

7.4 ADVERTISING OF AMENDED COMMUNITY FUNDING POLICY

Attachments:
1. **Community Funding Policy - Marked Up Version**
2. **Community Funding Policy - Clean Version**

RECOMMENDATION

That Council APPROVES the proposed amendments to the Community Funding Policy, at Attachment 1, for the purpose of community consultation.

CR GREER:
Could we consider renaming the Special Assistance Welfare funding stream to something more appropriate?

EXECUTIVE MANAGER COMMUNICATIONS AND ENGAGEMENT:
We will change the name of the funding stream to Property Assistance Fund.

8.2 APPOINTMENT OF A COUNCIL MEMBER FOR THE MINDARIE REGIONAL COUNCIL FROM 1 JANUARY 2025

Attachments: Nil

RECOMMENDATION:

That Council:

1. **NOTES that Cr Alex Castle will resign from her position as the City's representative on the Mindarie Regional Council, effective 31 December 2024; and**

2. **APPROVES the appointment of:**

   Cr _____

   to represent the City on the Mindarie Regional Council from 1 January 2025 until the next ordinary local government election, being 18 October 2025.

MAYOR XAMON:
Mentioned she will nominate for the position, and Cr Alexander also expressed an interest.

EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:
The report has been updated to include this information.

REPORTS WITH NO DISCUSSION

5.2 EXPANSION OF GREENTRACK INCENTIVE PROGRAM

Attachments: 1. Amended Fees and Charges 2024.25 (pages 16-17)

RECOMMENDATION:

That Council:

1. **APPROVES BY ABSOLUTE MAJORITY, in accordance with Section 6.16 of the *Local Government Act 1995,* to adopt the following amendment to the Schedule of Fees and Charges 2024/2025 and as shown in red text in Attachment 1:**

   1.1 **To reduce development application fees for single houses, grouped and multiple dwellings, commercial and mixed-use development, including additions with a construction cost greater than the value of $50,000, which retain significant trees.**

   A significant tree is one that meets the following:

   - ***Healthy specimens with ongoing viability; and***
   - ***Species is not included on a National, State or local area weed register; and***
   - ***Height of at least 4 metres. Xanthorrhoea (grass tree) species from a height of at least 1.2 metres and Banksia species from a height of at least 3 metres will be considered; and/or***
   - ***Trunk diameter of at least 160 millimetres, measured 1m from the ground; and/or***
   - ***Average canopy diameter of at least 4 metres; and/or***
   - ***Any other species likely to be a remnant or regrowth local native tree with a height or canopy width deemed significant by the City; and/or***
   - ***Established trees that are significant from an Aboriginal Heritage perspective. These can include Nuytsia floribunda (Western Australian Christmas Tree); and/or***
   - ***Any mature specimens that provide habitat or food for local fauna. For example, Banksia and Hakea are known food sources for the Carnaby's Black Cockatoo.***

   1.2 **This will not apply to Development Assessment Panel applications. The development application fee shall be reduced by $200.00 per development application;**

2. **SUPPORTS Administration to:**

   2.1 **continue the pre-lodgement consultation service until the end of the 2025/26 financial year for homeowners, developers and designers to receive advice from a member of the City's Design Review Panel on how they can improve energy efficiency in their design and retain significant trees in their design;**

   2.2 **expand the existing GreenTrack Priority Assessment Process to include proposals for single houses, grouped and multiple dwellings, commercial and mixed use development, including alterations and additions, that retain significant trees. This would not apply to applications being considered by the Development Assessment Panel; and**

   2.3 **continue to progress efforts for greater tree retention on private property through a multi-faceted approach by coordinating incentives, public education, advocacy and planning controls, while monitoring and adapting strategies to ensure ongoing effectiveness.**

NO QUESTIONS

5.4 RFT PP347/2024 ROBERTSON PARK STAGE 1B CONSTRUCTION

Attachments: 1. Evaluation Worksheet RFT IE347-2024 - Confidential

RECOMMENDATION:

That Council:

1. NOTES the outcome of the evaluation process for Tender PP347/2024 Robertson Park Stage 1B Construction;
2. ACCEPTS the tender submission of Phase3 for Tender IE347/2024 Robertson Park Stage 1B Construction. and
3. NOTES that the 2025/26 Budget will include provision of $1,477,000 for the remainder of the Stage 1B contract with Phase3 Landscape Construction Pty Ltd.

NO QUESTIONS

6.1 REVIEW OF POLICY NO. 2.1.7 - PARKS, RESERVES AND HALL FACILITIES - CONDITIONS OF HIRE AND USE

Attachments:
1. **Policy No. 2.1.7 - Parks, Reserves and Hall Facilities - Conditions of Hire and Use**
2. **Assessment of Policy No. 2.1.7 - Parks, Reserves and Hall Facilities**

RECOMMENDATION:

That Councils REPEALS Policy No. 2.1.7 – Parks, Reserves and Hall Facilities – Conditions of Hire and Use at Attachment 1.

NO QUESTIONS

6.3 REVIEW OF POLICY NO. 4.1.16 - VEHICLE MANAGEMENT

Attachments:
1. **Assessment of Policy No. 4.1.16 - Vehicle Management**
2. **Policy No. 4.1.16 - Vehicle Management**

RECOMMENDATION:

That Council REPEALS Policy No. 4.1.16 – Vehicle Management at Attachment 2.

NO QUESTIONS

7.1 FINANCIAL STATEMENTS AS AT 31 OCTOBER 2024

Attachments: **1. Financial Statements as at 31 October 2024**

RECOMMENDATION:

That Council RECEIVES the Financial Statements for the month ended 31 October 2024 as shown in Attachment 1.

NO QUESTIONS

7.2 AUTHORISATION OF EXPENDITURE FOR THE PERIOD 01 OCTOBER 2024 TO 31 OCTOBER 2024

Attachments:

1. October 2024 - Payments by EFT and Payroll
2. October 2024 - Payments by Direct Debit
3. October 2024 - Payments by Cheques
4. October 2024 - Payments by Fuel Cards

Recommendation:

That Council RECEIVES the list of accounts paid under delegated authority for the period 01 October 2024 to 31 October 2024 as detailed in Attachments 1, 2 and 3 as summarised below:

EFT payments, including payroll		$7,977,776.64
Cheques	82781-82782	$1,204.19
Direct debits, including credit cards		$127,334.13
Total payments for October 2024		$8,106,314.96

NO QUESTIONS

7.3 INVESTMENT REPORT AS AT 31 OCTOBER 2024

Attachments: 1. Investment Statistics as at 31 October 2024

RECOMMENDATION:

That Council NOTES the Investment Statistics for the month ended 31 October 2024 as detailed in Attachment 1.

NO QUESTIONS

7.5 OUTCOME OF ADVERTISING AND ADOPTION OF STRETCH RECONCILIATION ACTION PLAN

Attachments:
1. **Stretch Reconciliation Action Plan Deliverables**
2. **Draft Stretch Reconciliation Action Plan - Summary of Submissions**

RECOMMENDATION:

That Council ADOPTS the Stretch Reconciliation Action Plan deliverables at Attachment 1.

NO QUESTIONS

7.6 ADVERTISING OF AMENDED POLICY NO. 4.1.4 - FREEDOM OF INFORMATION

Attachments: 1. Policy Freedom of Information Requests July 2022 (Draft)

RECOMMENDATION

That Council APPROVES the proposed amendments to the Freedom of Information Policy, at Attachment 1, for the purpose of community consultation.

NO QUESTIONS

8.1 COUNCIL RECESS PERIOD 2024-25 - DELEGATED AUTHORITY TO THE CHIEF EXECUTIVE OFFICER

Attachments: Nil

RECOMMENDATION:

1. That Council DELEGATES BY ABSOLUTE MAJORITY, pursuant to section 5.42 of the *Local Government Act 1995,* to the Chief Executive Officer, the power to deal with any items of business that may arise between 11 December 2024 and 3 February 2025, and which are not the subject of delegated authority already granted by Council, subject to:

1.1 Reports being issued to all Council Members for a period of three business days with Council Members notified by phone prior to the delegated decision being made and no requests for 'call-in' of the matter being received from Council Members;

1.2 Reports being displayed on the City's website for a period of three business days prior to the delegated decision being made;

1.3 A report summarising the items of business dealt with under delegated authority being submitted for information to Council at its Ordinary Meeting to be held on 11 February 2025; and

1.4 A Register of Items Approved under this Delegated Authority is being kept and made available for public inspection on the City's website during the period that the delegation applies.

2. DETERMINES for the purpose of section 5.43(b) of the Local Government Act 1995 that the Chief Executive Officer can accept tenders up to a maximum value of $500,000 for the period 10 December 2024 to 4 February 2025 subject to the conditions in recommendation 1.1 to 1.4 above.

NO QUESTIONS

8.3 REVIEW OF POLICY FRAMEWORK AND ADVERTISING OF AMENDED POLICY DEVELOPMENT AND REVIEW POLICY

Attachments:

1. Policy Review Summary
2. Policy Document Register and Review Plan (marked up)
3. Indicative Policy Review Schedule 2025
4. Policy Development and Review Policy (marked up)
5. Policy Development and Review Policy (clean copy)

RECOMMENDATION

That Council:

1. **RECEIVES the Policy Review Summary at Attachment 1; and**

2. **APPROVES the:**

   2.1 updated Policy Document Register and Review Plan, at Attachment 2;

   2.2 Policy Review Schedule for 2025 at Attachment 3; and

   2.3 proposed amendments to the Policy Development and Review Policy at Attachment 4, for the purpose of community consultation.

NO QUESTIONS

8.4 INFORMATION BULLETIN

Attachments:

1. Minutes for Arts Advisory Group Meeting 7 August 2024
2. Unconfirmed Minutes of the Catalina Regional Council Meeting held on 17 October 2024
3. Statistics for Development Services Applications as at the end of November 2024 - to follow due to end of month
4. Register of Legal Action and Prosecutions Monthly - Confidential
5. Register of Legal Action - Orders and Notices Quarterly - Confidential
6. Register of State Administrative Tribunal (SAT) Appeals - Progress Report as at 14 November 2024
7. Register of Applications Referred to the Metro Inner-North Joint Development Assessment Panel - Current
8. Register of Applications Referred to the Design Review Panel - Current
9. Unrecoverable Parking Infringements Write-Off
10. Annual Update - Asset Management & Sustainability Strategy Implementation 2020-2030
11. Register of Petitions - Progress Report December 2024
12. Register of Notices of Motion - Progress Report - December 2024
13. Register of Reports to be Actioned - Progress Report - December 2024
14. Council Workshop Items since 17 November 2024
15. Council Briefing Notes - 15 October 2024

RECOMMENDATION:

That Council RECEIVES the Information Bulletin dated November 2024.

ADDITIONAL INFORMATION:
Attachment 3 has been included following end of month.

9 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

10 REPRESENTATION ON COMMITTEES AND PUBLIC BODIES

Nil

11 CONFIDENTIAL ITEMS/MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

12 CLOSURE

There being no further business the meeting closed at 6.54pm.

13 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

13.1 NOTICE OF MOTION - MAYOR XAMON - ANIMAL LOCAL LAW - CAT CONTAINMENT

Attachments: **Nil**

That Council REQUESTS the Chief Executive Officer to:

1. **Seek further additional external legal advice on whether cat containment provisions are currently enabled within the *Cat Act 2011*;**

2. **Request that the State Government bring forward the review of the *Cat Act 2011* to include provisions to enable Local Governments to enact Local Laws with cat containment provisions;**

3. **Present this advice to Council for consideration to go out for consultation on whether the Animal Local Law 2022 should be amended accordingly; and**

4. **Consider further consultation on amending the Animal Local 2022 to include provisions for cat containment, pending the additional external legal advice received.**

REASON

This notice of motion is to promote responsible cat ownership and to protect the native wildlife found within the parks and reserves within the City.

It is essential that we prepare now to ensure our community can fully benefit from the environmental advantages that come with cat containment provisions.

By acting proactively, we position ourselves as leaders in responsible cat ownership, enhancing our local amenity and promoting environmental sustainability in our parks and reserves.

ADMINISTRATION COMMENTS

WALGA is advocating for the State Government to commence the review of the Cat Act.

On 7 March 2017, Council resolved to review the City of Vincent Health Local Law 2004 (Health Local Law) *"to consider the easing of provisions relating to restrictions on keeping poultry"*. The Health Local Law is enabled by the *Health (Miscellaneous Provisions) Act 1911*. This Act will be superseded during Stage 5 of the *Public Health Act 2016* (Public Health Act) implementation, which is now scheduled for 2022-2023 after being delayed due to the COVID-19 pandemic. Once this has occurred a full review of the Health Local Law would be required so that it aligns with the *Public Health Act*.

Since this decision, there was a proposal for cat requirements to be included within a local law, in the same way dog requirements are captured in the City of Vincent Dog Local Law 2007 (Dog Local Law). It was considered that all animal-based requirements could be included in one local law.

This resulted in the proposal to develop and introduce an Animal Local Law, which would be formed under the *Local Government Act 1995*. This local law would consolidate all animal-based requirements from existing local laws. This approach has been implemented by other local governments.

At its 12 October 2021 Meeting (Item 9.3) Council authorised the Chief Executive Office to provide local public notice of:

1. The repeal of the City of Vincent Dog Local Law 2007;
2. The repeal of Divisions 2, 3, and 4 of Part 5, and Division 6 of Part 6 of the City of Vincent Health Local Law 2004; and
3. The draft City of Vincent Animal Local Law 2021.

The submission period for the public notice was between 27 November 2021 – 28 January 2022. The City received 249 submissions during the consultation period.

Several minor changes were made to the draft *Animal Local Law 2021* following consideration of public submissions and advice from the Department of Local Government, Sport and Cultural Industries (DLGSC).

There were a significant number of submissions received during the consultation period. Relating to cats, most common feedback was for the request for all public areas to be declared a cat prohibited area, and for cats to be restricted and confined to their own property, including the introduction of a cat curfew.

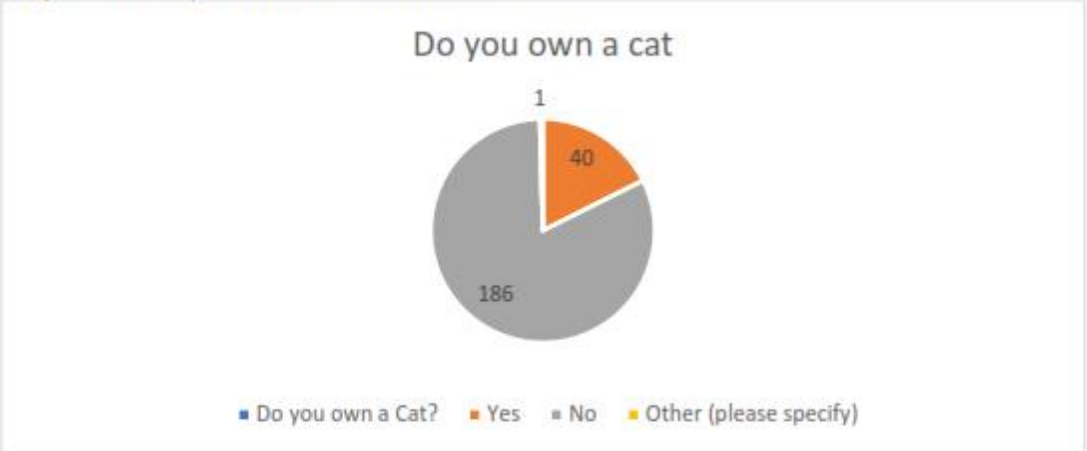
These suggestions were not able to be facilitated as they were considered beyond what the City is empowered to do under the Cat Act. Five (5) Reserves were approved as cat prohibited areas, which were:

- Hyde Park;
- Britannia Reserve;
- Smith Lakes Reserve;
- Robertson Park; and
- Banks Reserve (now Warndoolier)

A summary of the responses to Cats can be seen below

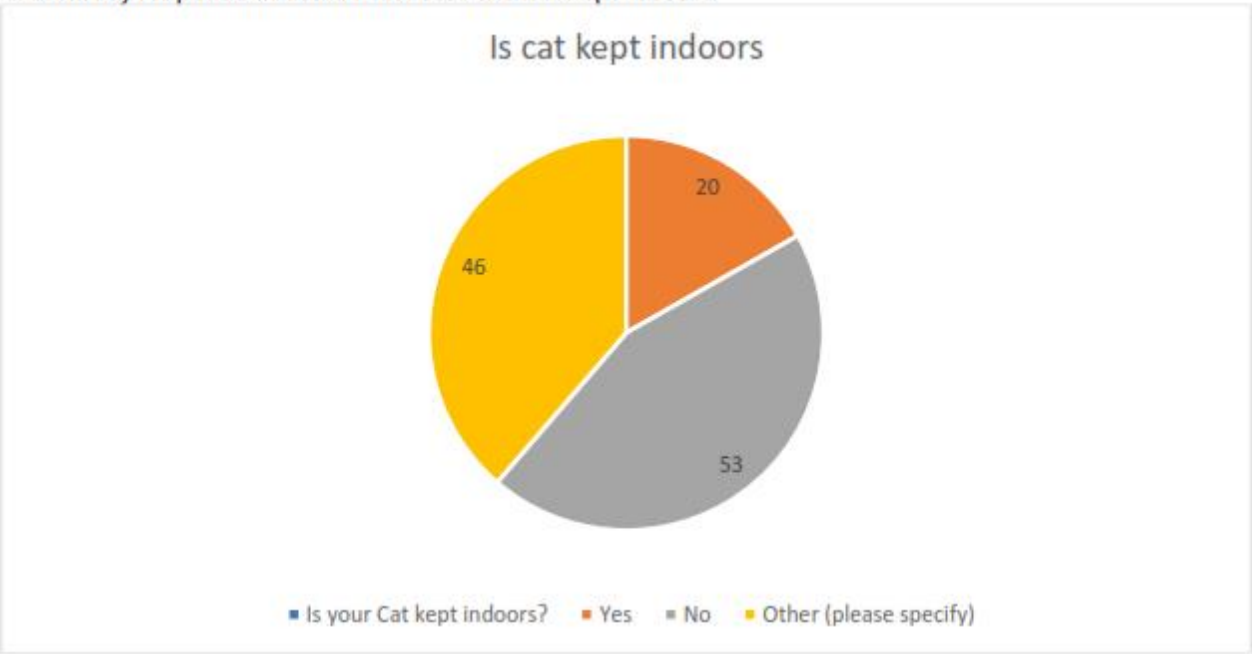
Question 11. Do you own a cat?

Only 18% of respondents were cat owners.



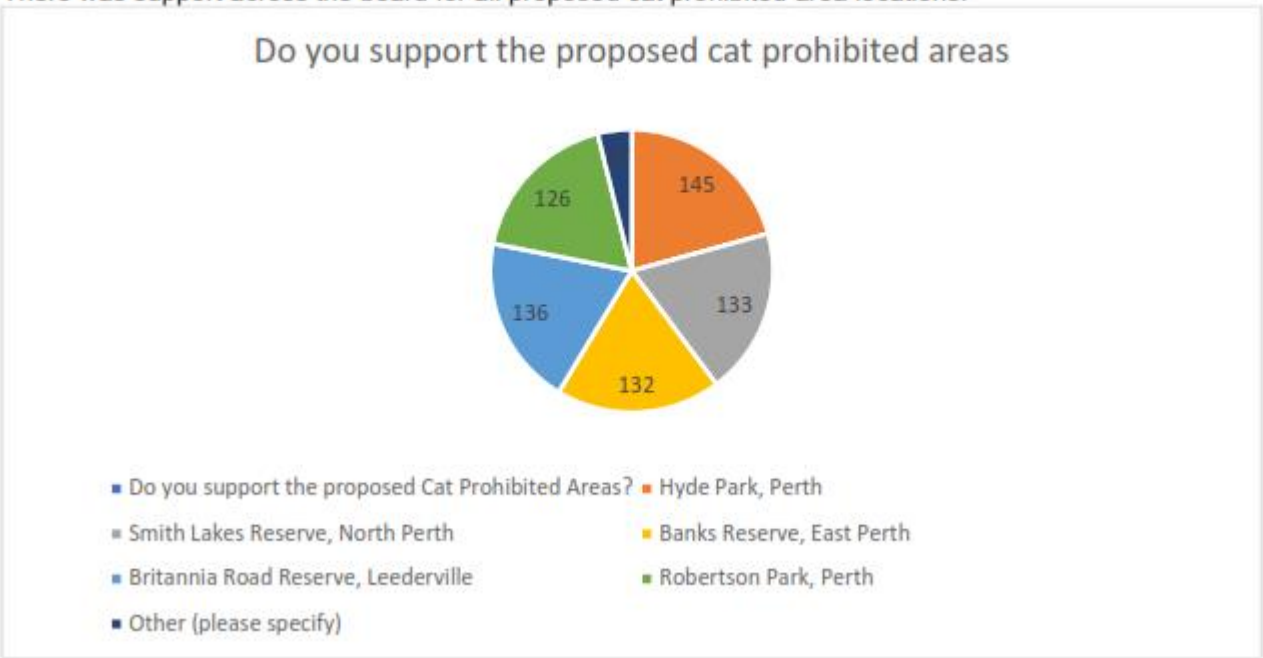
Question 12. Is your cat kept indoors?

The survey response indicate most cats are not kept indoors.



Question 13. Do you support the proposed cat prohibited areas?

There was support across the board for all proposed cat prohibited area locations.



Council, then at its 13 December 2022 meeting adopted the creation of this Animal Local Law.

The Animal Local Law 2022 was published in the Government Gazette on 3 February 2023, edition No. 12.

Local public notice of adoption of the Animal Local Law 2022 was published on 16 February 2023, noting that the local law will becoming operational on 17 February 2023.

The Animal Local Law 2022, relevant documents and advice from the Department of Local Government, Sport and Cultural Industries (DLGSC) were provided to the Joint Standing Committee on Delegated Legislation (JSCDL) on 17 February 2023 for their review of the local law.

On 23 March 2023, the JSCDL considered the local law and advised the former Mayor of its findings and seeking a commitment to several undertakings, one of which was a clause in relation to the keeping of cats was beyond the powers provided under the Cat Act 2011 and an amendment was required to rectify the 'non-compliance'. The JSCDL required a letter from the Mayor by 14 April 2023 agreeing to the undertakings.

At Council's 4 April 2023 meeting, Council agreed to follow the undertakings from the JSCDL.

At its 25 July 2023 Meeting, Council resolved to provide public notice of the proposed *City of Vincent Animal Amendment Local Law 2023* (Item 10.2). In accordance with Section 3.12(3)b of the *Local Government Act 1995,* a copy of the proposed *City of Vincent Animal Amendment Local Law 2023* was provided to the Department of Local Government, Sports and Culture (DLGSC) for review and comment.

At Council's 17 October 2023 meeting, Council considered the submissions from the consultation period which was between 29 July 2023 and 10 September 2023. During the public consultation period, the City received 18 submissions, with 5 in support of the amendment local law and 13 who did not support the local law.

The submissions received that did not support the amendment local law were supporting changes to ensure cats were contained within the property which were considered as outside of the powers of the legislation within the Cat Act 2011.

Minor changes were made to the draft *Animal Amendment Local Law 2023* following consideration of public submissions and advice from the DLGSC.

At this same meeting, Council adopted the Animal Amendment Local Law 2023.

The following motion on this matter was adopted at the 2024 WALGA AGM:

Consolidated Motion

That WALGA advocate to the State Government to make changes to the Cat Act 2011 to permit local laws to be made to the following effect:

1. Cats are to be confined to the cat owner's residence premises;
2. Cats within public places are to be under effective control and not to create a nuisance;
3. Cats are not allowed on other private properties where the cat does not have the expressed permission of the occupier of that premises, and are not to create a nuisance;
4. Cats are prohibited from ecologically sensitive areas designated as Cat Prohibited Areas by Absolute majority of Council, and clearly demarcated as such on a sign displayed at the area, without the need to modify the local law.

WALGA Secretariat Comment:

Many Local Governments have made Cat Local Laws prohibiting cats from being on land under the care, control and management of the Local Government, as currently provided for under the Cat Act 2011.

It is established through numerous disallowance motions by Parliament's Delegated Legislation Committee that the Cat Act 2011 does not provide the requisite heads of power for a Local Government to make Cat Local Laws requiring cats to be confined to the owner's residence or being prevented from roaming in any public place throughout the district.

Although not currently achievable, the intent of this Motion can be considered upon successful advocacy for a review of the Cat Act 2011 and provision of the necessary heads of power that allow Cat Local Laws to prevent cats from wandering.

14 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN (WITHOUT DISCUSSION)

Nil

15 REPRESENTATION ON COMMITTEES AND PUBLIC BODIES

16 URGENT BUSINESS

Nil

17 CONFIDENTIAL ITEMS/MATTERS FOR WHICH THE MEETING MAY BE CLOSED

17.1 APPOINTMENT OF EXECUTIVE DIRECTOR STRATEGY & DEVELOPMENT

The Chief Executive Officer is of the opinion that this report is of a confidential nature as it contains information concerning:

Local Government Act 1995 - Section 5.23(2):

(a) a matter affecting an employee or employees

(c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting

LEGAL:

2.14 Confidential business

(1) All business conducted by the Council at meetings (or any part of it) which are closed to members of the public is to be treated in accordance with the Local Government (Rules of Conduct) Regulations 2007.

Confidential reports are provided separately to Council Members, the Chief Executive Officer and Directors.

In accordance with the legislation, confidential reports are to be kept confidential until determined by the Council to be released for public information.

At the conclusion of these matters, the Council may wish to make some details available to the public.

18 CLOSURE