



CITY OF VINCENT

NOTES

Council Briefing

10 June 2025

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**NOTES OF CITY OF VINCENT
COUNCIL BRIEFING
HELD AT THE E-MEETING AND AT THE ADMINISTRATION AND CIVIC CENTRE,
244 VINCENT STREET, LEEDERVILLE
ON TUESDAY, 10 JUNE 2025 AT 6:00 PM**

PRESENT:	Mayor Alison Xamon	Presiding Member
	Cr Alex Castle	North Ward
	Cr Ron Alexander	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
IN ATTENDANCE:	Cr Ashlee La Fontaine	South Ward
	David MacLennan	Chief Executive Officer
	Peter Varris	Executive Director Infrastructure & Environment
	Rhys Taylor	Executive Director Community & Business Services
	Jay Naidoo	Executive Director Strategy & Development
	Karsen Reynolds	Manager Development & Design (left at 6:24pm after item 5.2)
	Mitchell Hoad	Manager Strategic Planning (left at 6:24pm after item 5.2)
	Dale Morrissy	Manager Community Facilities (left at 6:41pm after item 6.2)
	Thomas Gosling	Coordinator Sport & Recreation (left at 6:41pm after item 6.2)
	Emma Simmons	A/Executive Manager Corporate Strategy & Governance
	Prue Reddingius	Public Health & Built Environment
	Sarah Hill	Manager Parks (electronically) (left at 6:41pm after item 6.2)
	Carrie Miller	Corporate Strategy and Governance Officer
	Alex Harris	Governance Officer

Public: Approximately 7 members of the public.

1 DECLARATION OF OPENING / ACKNOWLEDGEMENT OF COUNTRY

The Presiding Member, Alison Xamon, declared the meeting open at 6:00 PM 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.”

2 APOLOGIES / MEMBERS ON APPROVED LEAVE OF ABSENCE

Nil

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.

3.1 Caroline Cohen of East Perth – Item 5.2

Spoke regarding the recommendation.
Full details of their comments can be found [here](#).

3.2 Elizabeth Parker of Warndoolia – Item 5.2

Spoke regarding the recommendation.
Full details of their comments can be found [here](#).

3.3 Dudley Maier of Highgate – Item 7.4

Spoke regarding the recommendations.
Full details of their comments can be found [here](#).

3.3 Dudley Maier of Highgate – Item 5.4

Made a statement and asked four questions regarding the item.
Full details of their comments can be found [here](#).

Administrations response to statement

The City of Vincent only collects the one green bin and empties at WMRC's site in Mount Claremont. Relocating the waste trucks to our new site in Mount Claremont would remove the final empty return trip from WMRC to Osborne Park resulting in transport cost savings for the City.

Administration responses to questions are below in italics:

1. Why is the Vincent working so hard to solve Heidelberg's problems?

The City of Vincent's vision for Claisebrook is for it to become a vibrant mixed residential precinct with high density development and a variety of active and cultural uses. The continued operation of the concrete batching plants in Claisebrook undermines this vision.

The City is working to ensure that the Claisebrook concrete batching plants cease operating and transition out to allow redevelopment to occur and much needed housing to be provided.

The City, with the State Government's support, has now ensured that there is appropriate industrial land available in Perth for these plants to relocate to, removing any argument to further extend the operation of the existing plants beyond 2027.

2. Why doesn't the Minister just stand up to them and enforce them to adhere to the conditions?

The City of Vincent is not aware of any decision or indication from the State Government that would allow the concrete batching plant operators to breach the conditions of their development approval.

3. Why are they so keen on getting Vincent's land when there are other blocks in Osborne Park?

As a result of the Minister for Lands granting the City of Vincent a Management Order for a vacant Depot site in Mount Claremont, the City's Osborne Park Works Depot site could be available for the concrete batching plant operators to relocate to.

4. Do they simply feel like they can run rings around an inexperienced Local Government?

No.

Full details of their comments can be found [here](#).

There being no further speakers, Public Question Time closed at approximately 6:12PM.

4 DECLARATIONS OF INTEREST

Cr Suzanne Worner declared a financial interest in Item 7.4 Adoption of the Annual Budget 2025/26. The extent of her interest is that her son is an employee of the North Perth Bowling Club. She is not seeking approval to participate in the debate or to remain in chambers to vote on the matter.

Cr Nicole Woolf declared an impartiality interest in Item 7.4 Adoption of the Annual Budget 2025/26. The extent of her interest is she is a social member of the North Perth Bowling Club and a regular attendee of the Mount Hawthorn Playgroup.

Mayor Alison Xamon declared an impartiality interest in Item 7.4 Adoption of the Annual Budget 2025/26. The extent of her interest is she is a member of the East Perth Football Club.

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
Mayor Xamon	5.3
Cr Castle	5.2, 7.4
Cr Worner	5.3, 6.2, 8.2
Cr Greer	6.1

REPORTS WITH DISCUSSION

5.2 STATE ADMINISTRATIVE TRIBUNAL - SECTION 31 RECONSIDERATION - NO. 40 GUILDFORD ROAD, MOUNT LAWLEY - RECONSIDERATION OF HERITAGE CONSERVATION NOTICE

- Attachments:
1. Heritage Assessment 
 2. Conservation Management Strategy 
 3. Heritage Conservation Notice 
 4. Department of Planning, Lands and Heritage Additional Information 

RECOMMENDATION:

That Council:

1. In accordance with Section 31 of the *State Administrative Tribunal Act 2004*, AFFIRMS its decision dated 23 April 2024 to issue a Heritage Conservation Notice for No. 40 Guildford Road, Mount Lawley;
2. Notwithstanding (1), RESOLVES to direct the CEO to withdraw the Heritage Conservation Notice for No. 40 Guildford Road, Mount Lawley subject to:
 - 2.1 Development approval being granted for the Mount Lawley Housing Diversity Pipeline Program by the Western Australian Planning Commission under the provisions of the Metropolitan Region Scheme; and
 - 2.2 The substantial commencement of the development approval referred to in 2.1 or the demolition of the dwelling at No. 40 Guildford Road, Mount Lawley (whichever occurs first); and
3. NOTES that:
 - It does not support the demolition of the dwelling at No. 40 Guildford Road, Mount Lawley;
 - The house at No. 40 Guildford Road is a rare example of a Federation era Arts and Crafts style bungalow residence along Guildford Road, Mount Lawley. The building demonstrates the original intentions and aspirations behind the early development of the Mount Lawley Area. It is an increasingly rare example of the Federation period development in the area that emerged from the population boom following the discovery of Gold in Western Australia and the development of the railroad eastward. The dwelling should be retained, restored and integrated within the planned social housing development given this significance;
 - The City would enforce the Heritage Conservation Notice if:
 - The Mount Lawley Housing Diversity Pipeline redevelopment does not receive development approval from the Western Australian Planning Commission; or
 - No development application is submitted to the Western Australian Planning Commission for the Mount Lawley Housing Diversity Pipeline redevelopment within 6 months of the date of this Council resolution; and
 - Enforcement could not be pursued if approval is granted and works commence, as the Notice could no longer serve its intended purpose.

CR HALLETT:

Can clarification be provided on the relationship between the Heritage Conservation Notice (HCN) and Municipal Heritage Inventory (MHI)?

CR CASTLE:

What protection, if any, does the MHI provide in this process with or without the HCN.

MANAGER STRATEGIC PLANNING & SUSTAINABILITY:

A place listed on the MHI is protected under the City's Local Planning Scheme No. 2 (LPS2). This means any work or demolition of the place requires development approval.

No. 40 Guildford Road is listed as Category B - Conservation Recommended on the MHI. This provides the lowest level of protection under the City's MHI categorisation.

A HCN is a tool to ensure that heritage places are properly maintained to preserve their structural and heritage value.

In this case, the HCN would not prevent the existing dwelling from being demolished. It is the heritage listing under LPS2 that restricts demolition.

The LPS2 and the dwelling's heritage listing is to be given due regard by the Western Australian Planning Commission (WAPC) when considering public works approvals. But it is not binding and does not restrict the WAPC from approving its demolition.

Administration recommends keeping the HCN in place for now, acknowledging that public works approval is a separate process.

If demolition is approved through the public works application, and only once redevelopment begins or the dwelling is demolished, would the HCN be withdrawn.

This is because at this stage, it could no longer achieve its purpose of restoring the dwelling.

CR CASTLE:

What can the City do to strengthen the argument for the retention of the heritage listed place as part of future redevelopment?

MANAGER STRATEGIC PLANNING & SUSTAINABILITY:

Administration has updated Clause 3 of the Recommendation.

It now directs Administration to write to all relevant parties involved in the Mount Lawley Housing Diversity Pipeline redevelopment to formally advise that it does not support the demolition of the place, reiterate its heritage status under LPS2, and advocate for its retention and integration with any future redevelopment.

This would include the Department of Planning, Lands and Heritage and Department of Communities, as well as the WAPC and Bethanie.

CR CASTLE:

Is there a scenario where the City would enforce the HCN if a development application is approved but is not commenced or the building is not demolished?

MANAGER STRATEGIC PLANNING & SUSTAINABILITY:

Yes, Administration has updated Clause 4 of the Recommendation (previously Clause 3).

This clarifies that the City would enforce the HCN within six months of Council's resolution if either:

- No redevelopment application is lodged with or approved by the WAPC; or*
- If the redevelopment application has been approved by the WAPC but does not substantially commence or the dwelling at No. 40 Guildford Road is demolished.*

This would account for a scenario where the WAPC approves a redevelopment proposal, but works do not commence.

CR CASTLE:

Could an amendment be prepared which removes Clause 2 from the Recommendation?

MANAGER STRATEGIC PLANNING & SUSTAINABILITY:

Yes, an amendment has been prepared below which removes Clause 2 from the Recommendation and renumbers the remainder accordingly. It also reflects Administration's updated Recommendation following Council Briefing.

Amended Recommendation:**That Council:**

1. In accordance with Section 31 of the *State Administrative Tribunal Act 2004*, AFFIRMS its decision dated 23 April 2024 to issue a Heritage Conservation Notice for No. 40 Guildford Road, Mount Lawley;

~~1. Notwithstanding (1), RESOLVES to direct the Chief Executive Officer (CEO) to withdraw the Heritage Conservation Notice for No. 40 Guildford Road, Mount Lawley subject to:~~








~~1.1 Development approval being granted for the Mount Lawley Housing Diversity Pipeline Program by the Western Australian Planning Commission under the provisions of the Metropolitan Region Scheme; and~~

~~1.2 The substantial commencement of the development approval referred to in 2.1 or the demolition of the dwelling at No. 40 Guildford Road, Mount Lawley (whichever occurs first); and~~
2. REQUESTS that the Chief Executive Officer write to all relevant parties involved in the Mount Lawley Housing Diversity Pipeline redevelopment advising that:
 - It does not support the demolition of the dwelling at No. 40 Guildford Road, Mount Lawley;
 - In any future determination of the Mount Lawley Housing Diversity Pipeline redevelopment the Commission is required to have due regard to the City's Local Planning Scheme No. 2 in accordance with Section 6(2) of the *Planning and Development Act 2005*;
 - The dwelling at No. 40 Guildford Road, Mount Lawley, is listed on the City's Municipal Heritage Inventory under Local Planning Scheme No. 2 as Category B – Conservation Recommended;
 - The Statement of Significance for No. 40 Guildford Road, Mount Lawley is:
The house at No. 40 Guildford Road is a rare example of a Federation era Arts and Crafts style bungalow residence along Guildford Road, Mount Lawley. The building demonstrates the original intentions and aspirations behind the early development of the Mount Lawley Area. It is an increasingly rare example of the Federation period development in the area that emerged from the population boom following the discovery of Gold in Western Australia and the development of the railroad eastward; and
 - The dwelling should be retained, restored and integrated within the planned social housing development given this significance; and
3. NOTES that:
 - The City would enforce the Heritage Conservation Notice within six (6) months of the date of this Council resolution if:
 - No development application for the Mount Lawley Housing Diversity Pipeline redevelopment has been lodged with, or approved by the Western Australian Planning Commission; or
 - The Mount Lawley Housing Diversity Pipeline redevelopment has been approved by the Western Australian Planning Commission but has not substantially commenced or the dwelling has not been demolished; and ...”

Enforcement could not be pursued if approval is granted and works commence, as the Notice could no longer serve its intended purpose.

At 6:24pm, Cr Worner left the room due to a previously declared financial interest.

7.4 ADOPTION OF THE ANNUAL BUDGET 2025/26

- Attachments:
1. Statement of Financial Activity 2025/26 
 2. 4 Year Capital Works Plan 2025/26 - 2028/29 
 3. Cash Backed Reserves 2025/26 
 4. Summary of Income and Expenditure by Service Area 2025/26 
 5. Proposed Fees and Charges 2025/26 
 6. Long Term Financial Plan - Community Workshop Report 
 7. Workforce Plan 2025/26 

RECOMMENDATION:

That Council BY ABSOLUTE MAJORITY:

1. BUDGET:

Pursuant to the provisions of Section 6.2(1) of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, ADOPTS the City of Vincent Annual Budget as detailed in Attachment 1 for the year ended 30 June 2026, which includes:

- 1.1 Statement of Financial Activity showing an amount required to be raised from rates of \$46,428,195;
- 1.2 Transfers to/from Reserves as detailed on the Cash Backed Reserves Statement showing a 30 June 2026 closing balance of \$33,652,705;
- 1.3 Capital Works Program showing a total of \$21,858,784 (including 2024/25 carry forward projects of \$3,693,717);

2. CAPITAL WORKS PLAN:

ADOPTS the Capital Works Plan 2025/26 – 2028/29 at Attachment 2.

3. RATES:

Pursuant to Sections 6.32, 6.33 and 6.35 of the *Local Government Act 1995*, IMPOSES the following differential general rates and minimum payments on Gross Rental Values (GRV):

3.1 General Rates:

Differential General Rate	Cents in the dollar
Residential	8.17795
Vacant-Residential	10.5591
Vacant-Commercial	14.8554
Other (Commercial and Industrial)	7.70538

3.2 Minimum Payments:

Differential General Rate	Minimum Payment on GRV
Residential	\$1,516.54
Vacant-Residential	\$1,615.00
Vacant-Commercial	\$1,853.07

Other (Commercial and Industrial)	\$1,463.62
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3.3 Rate Payment Options:

Pursuant to Section 6.45 of the *Local Government Act 1995* and Regulation 64(2) of the *Local Government (Financial Management) Regulations 1996*, ADOPTS the following payment options and due dates for the payment of rates and service charges:

3.3.1 Pay in full

Payment in full on 29 August 2025

3.3.2 Four Instalments

To qualify for the instalment option, the City must receive the exact amount of the 1st instalment in one transaction by the due date. The instalment option includes the following due dates:

Instalment	Date
First instalment	29 August 2025
Second instalment	31 October 2025
Third instalment	2 January 2026
Fourth instalment	6 March 2026

3.3.3 Rates Smoothing

The rates smoothing payment option allows ratepayers to spread their payments across weekly, fortnightly, or monthly instalments. To participate in this program, ratepayers must complete a Direct Debit Request and Service Agreement form. Payment options available include:

1. Weekly – 40 payments from 29/08/2025 to 29/05/2026
2. Fortnightly – 20 payments from 29/08/2025 to 22/05/2026
3. Monthly – 10 payments from 29/08/2025 to 29/05/2026

3.4 Instalment, Rates Smoothing And Arrangements, Administration Fees And Interest Charges:

3.4.1 Pursuant to Section 6.45(3) of the *Local Government Act 1995* and Regulation 67 of the *Local Government (Financial Management) Regulations 1996*, ADOPTS an instalment administration charge of \$8.00 per instalment for payment of rates by 4 instalments, to apply to the second, third and fourth instalment;

3.4.2 Pursuant to Section 6.45(3) of the *Local Government Act 1995* and Regulation 68 of the *Local Government (Financial Management) Regulations 1996*, ADOPTS an interest rate of 5.5% where the owner has elected to pay rates through an instalment option, rates smoothing or alternative payment arrangement;

3.5 Late Payment Interest On Overdue Rates And Amounts:

ADOPTS an interest rate of 11% per annum, calculated daily from the due date and continuing until the date of payment:

3.5.1 On overdue rates in accordance with Section 6.51(1) of the *Local Government*

Act 1995 and Regulation 70 of the Local Government (Financial Management) Regulations 1996, subject to Section 6.51(4) of the Local Government Act 1995; and

3.5.2 Amounts due to the City in accordance with Section 6.13 of the *Local Government Act 1995*.

Subject to the following exclusions - deferred rates, registered pensioner portions and current government pensioner rebate amounts.

4. UNDERGROUND POWER SERVICE CHARGE - NORTH PERTH MOUNT HAWTHORN:

ADOPTS the following service charges for the provision of underground electricity for the North Perth Mount Hawthorn Project as included in the Schedule of Fees and Charges.

- A residential network charge of \$2,078.
- A commercial network charge of \$305 per KVA
- A connection charge of \$0-\$3,457, depending on the current connection arrangements.

4.1 SERVICE CHARGE INSTALMENT

That Council **NOTES** that owners of properties in the North Perth Mount Hawthorn Project are given upfront payment or annual instalments over a period of 4 years.

- The annual instalment is subject to an interest charge determined by the City's borrowing rate with the Western Australia Treasury Corporation.
- The payment choice was to be made via responses to the City's survey sent to impacted property owners which was concluded in December 2024.
- The amount shown on the current year's rates notice reflects the election made by each property owner.
- For properties where no survey response was received, the default option of upfront payment will be applied.

5. REPORTING OF BUDGET VARIANCES:

Pursuant to Regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*, **ADOPTS** the monthly reporting variance for the 2023/2024 financial year of 10% or more, where that variance is also more than \$20,000;

6. FEES AND CHARGES:

PURSUANT to Section 6.16 of the *Local Government Act 1995*, **ADOPTS** the Schedule of Fees and Charges in Attachment 5;

7. RATES WAIVER:

7.1 Pursuant to Section 6.47 of the *Local Government Act 1995*, **WAIVES the 2025/26 local government rates for the following groups:**

Azzurri Bocce Club	Dorrien Gardens	\$4,758.84
Earlybirds Playgroup	87 The Boulevarde	\$1,463.62
East Perth Football Club	Leederville Oval	\$14,633.56
Floreath Athena Soccer Club	Litis Stadium	\$10,932.01

Forrest Park Croquet Club	Forrest Park	\$5,405.32
Gymnastics Western Australia Inc.	Loftus Centre	\$13,594.22
Highgate Forrest Park Playgroup	Forrest Park	\$2,404.85
Leederville Tennis Club	Richmond Street Leederville	\$3,154.58
Leederville Toy Library	Loftus Community Centre	\$1,463.62
Loton Park Tennis Club	Loton Park	\$3,950.16
Mount Hawthorn Playgroup	Mt Hawthorn Community Centre	\$1,463.62
Mount Hawthorn Toy Library	Mt Hawthorn Community Centre	\$1,463.62
North Perth Bowling Club	Woodville Reserve	\$4,274.56
North Perth Community Garden Inc	Woodville Reserve	\$1,463.62
North Perth Tennis Club	Woodville Reserve	\$4,171.69
Perth Junior Soccer Club Inc	Forrest Park	\$1,875.49
Perth Soccer Club	Dorrien Gardens	\$18,145.40
Pride Western Australia Incorporated	4 View Street	\$2,635.24
Subiaco Football Club	Leederville Oval	\$12,424.20
Tennis West	Robertson Park	\$9,130.88
Tools n Things	Britannia Reserve	\$1,463.62
Town Team Movement	245 Vincent Street	\$1,463.62
Vincent Men's Shed	Woodville Reserve	\$1,464.02
Volleyball WA	Royal Park	\$3,945.54
		\$127,145.90

7.2 Pursuant to Section 6.47 of the *Local Government Act 1995*, WAIVES the 2025/26 local government rates for the following properties reserved for future road widening:

65A Raglan Road MOUNT LAWLEY WA 6050	LOT 198 D/P 39921	\$1,615.00
385 Walcott Street COOLBINIA WA 6050	LOT 889 D/P 426986	\$1,615.00
471 Charles Street NORTH PERTH WA 6006	LOT 201 D/P 422599	\$1,615.00
497 Fitzgerald Street NORTH PERTH WA 6006	LOT 300 D/P 425918	\$1,615.00
138 Loftus Street NORTH PERTH WA 6006	LOT 300 D/P 428786	\$1,615.00
138 Loftus Street NORTH PERTH WA 6006	LOT 301 D/P 428786	\$1,615.00
232 Charles Street NORTH PERTH WA 6000	LOT 888 D/P 426994	\$1,615.00
71 Bondi Street, MOUNT HAWTHORN WA 6016	LOT 1 STR 86573	\$1,615.00
383 Walcott Street, Coolbinia WA	LOT 500 D/P 424837	\$1,615.00
5 Franklin Street, LEEDERVILLE WA 6007	LOT 300 STR 87463	\$1,615.00
16 Fairfield Street, MOUNT HAWTHORN WA 16	LOT 8800 D/P 429094	\$1,615.00
		\$17,765.00

8. NOTES a provision of \$50,000 within the budget that will be used to assist ratepayers in financial hardship, up to a maximum of \$500 per property;

9. Pursuant to Section 6.11(2)(a) and Section 6.11(3)(a) of the *Local Government Act 1995*, APPROVES the change of purpose of the Underground Power Reserve to: *'For the purpose of*

providing ratepayers longer payback periods for Underground Power Projects.'

10. That Council APPROVES a concession of \$250 for 2025/26 for vacant residential properties where:

- a) The property is classified as vacant residential as at 1 July 2025; and
- b) At the time of rating, the property must have been classified as vacant residential for less than two continuous years.

CR CASTLE:

Is there scope to set \$250 as a lower figure that can be calculated with the increase? If this is to encourage development it would not seem to be much of a disadvantage.

EXECUTIVE DIRECTOR COMMUNITY & BUSINESS SERVICES:

The City will amend the proposed concession to \$225 for minimum rated vacant residential properties and \$250 for non-minimum rated vacant residential properties.

The reduced concession for those on the minimum rate will ensure the rate increase after the rebate broadly aligns with the residential rate increase.

At 6:24pm, Manager Development & Design left the meeting and did not return.

At 6:24pm, Manager Strategic Planning left the meeting and did not return.

At 6:29pm, Cr Worner returned to the meeting.

5.4 DISPOSITION OF PORTION OF MOUNT CLAREMONT MUNICIPAL DEP

NO QUESTIONS.

5.3 HEALTH SERVICES - HISTORICAL SUNDRY DEBTORS 2018/19 - 2022/23 - DEBT WRITE OFF

Attachments: 1. Health Sundry Debtors - 2018-2023 

RECOMMENDATION:

That Council **APPROVES BY ABSOLUTE MAJORITY** writing off a total debt of \$138,319.74 attributed to historical health services sundry debtors, accrued between 2018/19 and 2022/2023 financial years, in accordance with clause 6.21(1)(c) of the *Local Government Act 1995*.

CR GREER:

For more recent debts, 2022-2023, can we get an understanding of how many of those businesses have closed? Are we creating incentive to not pay?

MANAGER PUBLIC HEALTH & BUILT ENVIRONMENT:

Of the 59 debtors with outstanding invoices for the 22/23 financial year, approximately 80 percent of these businesses have ceased trade or had a change in proprietor.

Administration does not consider that writing off these debts creates a precedent or incentive not to pay, as these invoices are historical. Additionally, for the active businesses with outstanding invoices, the majority were issued in 2022. We followed due process in pursuing these debts in an effort to obtain payment.

Administration will present an update to a Council Workshop by December 2025, outlining the progress made and key process improvements implemented to enhance service maturity in this area.

6.1 LIFEVAC DEVICE INSTALLATION AT COMMUNITY FACILITIES

Attachments: 1. **Notice of Motion - LifeVac CoV Community Facilities** 

RECOMMENDATION:

That Council

1. **APPROVES LifeVac® devices to be installed at Community Facilities;**
2. **NOTES that \$9,000 be included in the 2025/2026 budget to purchase, install and maintain LifeVac® devices at Community Facilities; and**
3. **NOTES the implementation and evaluation of the LifeVac® devices at Community Facilities to occur throughout financial year 2025/2026.**

CR CASTLE:

Can you provide some idea of what the signage might include? Will it include instructions for other lifesaving methods or first aid? How would it assist rather than replace standard first aid methods?

MANAGER COMMUNITY FACILITIES:

Depending on the location of the device, signage will include clear visual instructions for use, emergency contact numbers, and directional signage to assist in locating the nearest device. The signage will also make it clear that the LifeVac is intended as a secondary measure, to be used only after standard first aid protocols (such as back blows and abdominal thrusts) have been attempted and proven ineffective. This will be developed in consultation with our Marketing team, and may follow the model of defibrillator signage that is being developed for Beatty Park where applicable. Sample inserted below.

CR WOOLF:

Could we explore the feasibility of having one or two LifeVac devices available for community events, and what administrative responsibilities would this entail for Administration?

MANAGER COMMUNITY FACILITIES:

Yes, this could be explored. The Events Officer could offer access to a LifeVac device at the time of booking as an optional resource for event organisers. This would involve keeping one or two spare units on hand with accompanying signage and instructions. From an administrative perspective, this would be a minor addition to existing event processes and would not present a significant burden. However, usage protocols and responsibility for the device's return would need to be clearly outlined in event documentation.

CR HALLETT:

What other types of first aid equipment are available in our community facilities?

MANAGER COMMUNITY FACILITIES:

Manned facilities such as Beatty Park and Loftus Recreation Centre are equipped with a comprehensive range of first aid equipment, including:

- *Automated External Defibrillators (AEDs)*
- *Fully stocked first aid kits*
- *EpiPens*
- *Spine boards*
- *Wheelchairs*
- *Oxygen therapy kits*

Facilities leased to third parties may have additional first aid resources as determined by the tenant, but these are not managed by the City.

Hired community facilities (e.g. halls, meeting rooms, sportsgrounds) may have an AED in close proximity but do not include additional first aid equipment. This is noted in the facility hire terms and conditions with the following statement "The approved hirer is responsible for ensuring adequate first aid is available". We have not received requests for first aid equipment at these facilities since we took over bookings in the past two years.

FIRST AID AND EMERGENCIES

BEATTY PARK
LEISURE CENTRE

EMERGENCY NUMBERS

000	Emergency
112	Emergency for mobile phones
131 444	Non emergency police assistance
133 337	Non emergency fire advice
9273 6000	City Rangers

Information required by emergency services

- **Emergency service required:** Ambulance, Fire, Police
- **Location of emergency:** Beatty Park Leisure Centre, 220 Vincent Street, North Perth (corner of Vincent and Charles Streets)
- **Call back number:** 9273 6080
- **Nature of emergency**
- **Number of people involved**
- **Is the patient conscious/breathing?**

DRSABCD ACTION PLAN

DANGER Check for danger To self To others To the casualty	RESPONSE Check for response Ask casualty's name Gently squeeze shoulders No response Open mouth – look for foreign material Response Make comfortable Monitor signs of life Check for injuries	SEND FOR HELP Call 000 for an ambulance or ask a bystander to assist	AIRWAY No foreign material Leave on back Open airway Foreign material in mouth Recovery position Open and clear airway	BREATHING Check for breathing Look, listen, feel for breathing Not breathing Call 000 Give 2 initial breaths Check for signs of life Breathing Place in recovery position Monitor signs of life	CPR No signs of life – unconscious, not breathing, not moving Start CPR 30 compressions 2 breaths Continue CPR 30:2 until help arrives or casualty recovers	DEFIBRILLATION Apply defibrillator See instructions below
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DEFIBRILLATOR INSTRUCTIONS

1 Get the defibrillator, PULL the cartridge handle. The defibrillator will start speaking to you and will tell you to remove all clothing from patient's chest.	2 The defibrillator will give voice instructions to peel off the protective cover and remove the patient pads.
3 The defibrillator will give voice instructions to place the pads on the patient as shown on the pictures printed on the pads.	4 The defibrillator will instruct you not to touch the patient and will spend a few seconds analysing the patient's heart. If a shock is required, the shock button will flash and you will be instructed to push the flashing orange button.

6.2 RFT IE426/2025 HIRE OF SKID STEER LOADER ASSOCIATED PLANT (TRUCK) & OPERATOR

Attachments: 1. Confidential Attachment 1 - Evaluation Worksheet RFT IE426-2025 - Confidential

RECOMMENDATION:

That Council:

1. **NOTES** the outcome of the evaluation process for IE426/2025 Hire of Skid Steer Loader Associated Plant (Truck) & Operator; and
2. **ACCEPTS** the tender submission of The Trustee for Bladerunner Trust for Tender IE426/2025 Hire of Skid Steer Loader Associated Plant (Truck) & Operator.

CR ALEXANDER:

Preferred tender is below budget– how did we determine the budgeted amount?

EXECUTIVE DIRECTOR INFRASTRUCTURE AND ENVIRONMENT:

This was an error in the report and was meant to reflect total available budget over the three year term of the contract. Report has been updated to reflect this.

8.2 REAPPOINTMENT OF CHAIRPERSON AND DEPUTY CHAIR AUDIT AND RISK COMMITTEE

Attachments: Nil

RECOMMENDATION:

That Council, by **ABSOLUTE MAJORITY**, formally reappoint:

1. **George Araj** as Chairperson of the Audit and Risk Committee until the day of the Ordinary Council Elections in October 2025; and
2. **Cr Ron Alexander** as Deputy Chairperson of the Audit and Risk Committee until the day of the Ordinary Council elections in October 2025.

CR WORNER:

Looking at the last annual report we had 80%/60% attendance, is that the sort of thing that we would be wanting or would we be expecting a higher attendance rate from these people for future meetings.

A/EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:

Under the Local Government Act 1995, there is no statutory requirement for committee members to attend a minimum number of meetings. Section 2.25 of the Act refers specifically to absences from ordinary Council meetings, not committee meetings. However, Council Members are expected under section 2.10 to participate in the local government's decision-making processes, and committee participation forms part of that obligation.

Attendance for the Chair and Deputy Chairs during the reporting period (July 2023 – June 2024):

- **Mr Manifis** (Chair until October 2023):
Entitled to attend 2 meetings – **attended 2 (100% attendance)**.
- **Mr Araj** (Deputy Chair until October 2023; Chair from October 2023):
Entitled to attend 5 meetings – **attended 4, 1 apology (80% attendance)**.
- **Cr Alexander** (Deputy Chair from October 2023):
Entitled to attend 5 meetings – **attended 3, 2 apologies (60% attendance)**.

It's worth noting that absences were accompanied by formal apologies, and members often have conflicting commitments, especially where they serve on multiple committees or hold ward responsibilities. The record suggests that members in leadership roles have remained actively engaged across the reporting period.


At 7:41pm, Manager Parks left the meeting and did not return.

At 7:41pm, Manager Community Facilities left the meeting and did not return.

At 7:41pm, Coordinator Sport & Recreation left the meeting and did not return.

REPORTS WITHOUT DISCUSSION

5.1 ADVERTISING OF AMENDED PLANNING AND BUILDING POLICY MANUAL APPENDIX 20 - REFUNDING AND WAIVING PLANNING AND BUILDING FEES

- Attachments:
1. Draft Development Fee Reductions and Refunds Policy 
 2. City of Vincent Planning and Building Policy Manual - Appendix 20: Refunding and Waiving of Planning and Building Fees 
 3. Schedule of Modifications 

RECOMMENDATION

That Council:

1. PREPARES a notice of proposed revocation of City of Vincent Planning and Building Policy Manual: Appendix 20 – Refunding and Waiving of Planning and Building Fees, included in Attachment 2, for the purpose of community consultation pursuant to Schedule 2, Part 3, Clause 6(b)(i) of the *Planning and Development (Local Planning Schemes) Regulations 2015*;
2. AUTHORISES the Chief Executive Officer to carry out community consultation on:
 - 2.1 The proposed revocation in accordance with Schedule 2, Part 3, Clause 6(b)(ii) of the *Planning and Development (Local Planning Schemes) Regulations 2015*; and
 - 2.2 The proposed Development Fee Reductions and Refunds Policy, at Attachment 1, which is proposed to replace the City of Vincent Planning and Building Policy Manual: Appendix 20 – Refunding and Waiving of Planning and Building Fees, at Attachment 2; and
3. NOTES that any submissions received during the advertising period would be presented to Council for consideration.

NO QUESTIONS.

7.1 FINANCIAL STATEMENTS AS AT 30 APRIL 2025




- Attachments:**
1. Financial Statements as at 30 April 2025 
 2. Statement of Financial Activity 30 June 2025 - Budget Amendment 
 3. Cash Backed Reserve 30 June 2025 - Budget Amendment 

RECOMMENDATION:

- That Council **RECEIVES** the Financial Statements for the month ended 30 April 2025 as shown in Attachment 1; and
- **BY ABSOLUTE MAJORITY APPROVES** the increase in interest revenue and changes to cash back reserve balances as detailed in the Statement of Financial Activity (Attachment 2) and Cash Backed Reserves Statement (Attachment 3) showing a 30 June 2025 closing balance of \$29,101,798.

NO QUESTIONS.

7.2 AUTHORISATION OF EXPENDITURE FOR THE PERIOD 01 APRIL 2025 TO 30 APRIL 2025

- Attachments:**
1. April 2025 - Payments by EFT and Payroll 
 2. April 2025 - Payment by Direct Debits 
 3. April 2025 - Payments by Fuel Cards 

Recommendation:

That Council RECEIVES the list of accounts paid under delegated authority for the period 01 April 2025 to 30 April 2025 as detailed in Attachments 1, 2, 3 and 4 as summarised below:

EFT payments, including payroll	\$6,207,181.51
Direct debits, including credit cards	\$617,861.49
 Total payments for April 2025	 \$6,825,043.00

NO QUESTIONS.

7.3 INVESTMENT REPORT AS AT 30 APRIL 2025

Attachments: 1. Investment Report as at 30 April 25 

RECOMMENDATION:

That Council **NOTES** the Investment Statistics for the month ended 30 April 2025 as detailed in Attachment 1.

NO QUESTIONS.

8.1 ADOPTION OF CORPORATE BUSINESS PLAN 2025/26 - 2028/2029 AND THE FOUR YEAR CAPITAL WORKS PROGRAM 2025/26 – 2028/29

Attachments: 1. Draft Corporate Business Plan 2025/26 - 2028/2029 

RECOMMENDATION:

That Council:

- 1. ADOPTS BY ABSOLUTE MAJORITY the City of Vincent Corporate Business Plan 2025/26 – 2028/29 at Attachment 1, including the Four Year Capital Works Program 2025/26 – 2028/29; and**
- 2. NOTES that:**
 - 2.1 Financials in the Corporate Business Plan 2025/26 – 2028/29 are subject to change based on the figures adopted in the City’s Annual Budget 2025/26 and Long Term Financial Plan; and**
 - 2.2 The Four Year Capital Works Program 2025/26 – 2028/29 will be included in the Corporate Business Plan 2025/26 – 2028/29 after adoption in the City’s Annual Budget 2025/26 and Long Term Financial Plan; and**
 - 2.3 Final editorial, design and formatting of these documents will be determined by the Chief Executive Officer prior to publication.**

NO QUESTIONS.

8.3 INFORMATION BULLETIN

- Attachments:**
1. Unconfirmed Minutes of the Mindarie Regional Council Meeting held on 24 April 2025 
 2. Unconfirmed Minutes of the Mindarie Regional Council Meeting held on 8 May 2025 
 3. Statistics for Development Services Applications as at the end of May 2025 
 4. Register of Legal Action and Prosecutions Monthly - Confidential
 5. Register of State Administrative Tribunal (SAT) Appeals - Progress Report as at 28 May 2025 
 6. Register of Applications Referred to the Metro Inner-North Joint Development Assessment Panel - Current 
 7. Register of Applications Referred to the Design Review Panel - Current 
 8. Register of Petitions - Progress Report - June 2025 
 9. Register of Notices of Motion - Progress Report - June 2025 
 10. Register of Reports to be Actioned - Progress Report - June 2025 
 11. Council Workshop Items since 14 May 2025 
 12. Council Briefing Notes - 6 May 2025 

RECOMMENDATION:

That Council RECEIVES the Information Bulletin dated June 2025.

NO QUESTIONS.

5 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

6 REPRESENTATION ON COMMITTEES AND PUBLIC BODIES

Nil

**7 CONFIDENTIAL ITEMS/MATTERS FOR WHICH THE MEETING MAY BE
CLOSED**

Nil

82 CLOSURE

There being no further business, the meeting closed at 6:43pm.